

SERVICE CONTRACT

THIS AGREEMENT is made and entered into on _____, by the **City of Pompano Beach** (“City”) and **Keith and Associates, Inc., a Florida Corporation** (“Contractor”).

WHEREAS, City requires services which Contractor is capable of providing under the terms and conditions described herein; and

WHEREAS, Contractor is able and prepared to provide such services to City under the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of those mutual promises and the terms and conditions set forth hereafter, the parties agree as follows:

1. *Contract Documents.* This Agreement consists of the Scope of Work and **Request for Qualification (RFQ) – RFQ25-037 Professional Services for Sustainability Projects**, set forth in Exhibit “A” (the “Work”) and, the Insurance Requirements set forth in Exhibit “B” both of which are attached hereto and made a part hereof; and all written modifications issued after execution of this Agreement.

2. *Purpose.* The City, on behalf of its Planning Department, desires to contract with Contractor to provide qualified professional services to advance sustainability and resilience initiatives services upon the terms and conditions set forth herein.

3. *Scope of Work.* Contractor shall provide the Scope of Services and **RFQ25-037** set forth in Exhibit “A” and insurance set forth in Exhibit “B” both attached hereto and made a part hereof. If the Work requires Contractor to provide materials or complete the Work within a specified time frame or in accordance with certain plans and specifications, these terms and conditions shall be set forth and included in Exhibit “A” and Contractor agrees to provide said materials or Work in accordance therewith. Contractor and Contractor’s heirs, executors, administrators, successors and assigns, do hereby agree to full performance of all covenants contained herein on Contractor’s part.

4. *Term of Contract.* This Contract shall be for a **term of three (3) years**, beginning with the date it is fully executed by both parties. After the initial three (3) years, the contract **can be renewed for two (2) additional one-year terms**, subject to the agreement of both parties. The CITY reserves the right to negotiate the terms of its respective agreement with the awarded company.

6. *Maximum Obligation.* City agrees to pay Contractor for performing the Work and providing the required insurance.

7. *Price Formula, Payment and Invoices.*

A. *Price Formula.* City agrees to pay Contractor for performance of the Work set forth in this Agreement as follows:

Services not to exceed Two Hundred Thousand Dollars (\$200,000.00) per CITY's fiscal year.

B. **Payment.** All payments by City shall be made after the Work has been verified and completed. **Scope of Work will be assigned** with each task to be initiated as permitted by funding when and as directed **by City via a Work Authorization.**

Unless disputed by City as provided herein, upon City's receipt of a Proper Invoice as defined in § 218.72, Florida Statutes, as amended, City shall forward Contractor payment for (i) construction services defined as all labor, services, and materials provided in connection with the construction, alteration, repair, demolition, reconstruction, or any other improvement to real property that require a license under Parts I and II of Chapter 489, Florida Statutes, within twenty-five (25) business days and (ii) forty five (45) days for all goods and services provided other than construction services.

City may temporarily remove for review any disputed amount, by line item, from an invoice and shall timely provide Contractor written notification of any such disputed charge. Contractor shall provide clarification and a satisfactory explanation to City, along with revised copies of all such documents if inaccuracies or errors are discovered, within ten (10) days of receipt of City's notice of the disputed amount

In the event City has a claim against Contractor for Work performed hereunder which has not been timely remedied in accordance with the provisions of this Article 7, City may withhold payment for the contested amount, in whole or in part, to protect itself from loss on account of defective Work, claims filed or reasonable evidence indicating probable filing of claims by other parties against Contractor, and/or Contractor's failure to make proper payments to subcontractors or vendors for material or labor. When the reason(s) for withholding payment are removed or resolved in a manner satisfactory to City, payment shall be made.

Resolution of improper payment requests or invoices shall be in accordance with § 218.76, Florida Statutes, as amended.

C. **Invoices for payment** shall be made after the Work has been verified and completed. Contractor shall submit invoices to City on a monthly basis based on progress of each task.

8. *Disputes.* Any factual disputes between City and the Contractor in regard to this Agreement shall be directed to the City Manager for the City, and such decision shall be final.

9. *Contract Administrators, Notices and Demands.*

A. *Contract Administrators.* During the term of this Agreement, the City's Contract Administrator shall be Jean Dolan, Principal Planner, or designee for the Planning Department, and the Contractor's Contract Administrator shall be provided by Contractor upon commencement of services (or their authorized written designee) as further identified below.

B. *Notices and Demands.* A notice, demand, or other communication hereunder by either party to the other shall be effective if it is in writing and sent via registered or certified mail or other trackable delivery service, postage prepaid to the representatives named below or is addressed and delivered to such other authorized representative at the address as that party, from time to time may designate in writing and forward to the other.

If to Contractor: Alex Lazowick, CEO/President
301 East Atlantic Blvd.
Pompano Beach, FL 33060
Office: 954-788-3400
Email: alazowick@keithteam.com

If to City: Jean Dolan, Principal Planner & Contract Administrator
100 West Atlantic Blvd
Pompano Beach, FL 33060
Office: 954-545-7030
Email: Phil.Hyer@copbfl.com

With a copy to: Aymara Schmidt, Contract Manager
100 West Atlantic Blvd.
Pompano Beach, FL 33060
Phone: 954-786-5574
Email: Aymara.Schmidt@copbfl.com

10. *Ownership of Documents and Information.* All information, data, reports, plans, procedures or other proprietary rights in all Work items, developed, prepared, assembled or compiled by Contractor as required for the Work hereunder, whether complete or unfinished, shall be owned by the City without restriction, reservation or limitation of their use and made available at any time and at no cost to City upon reasonable written request for its use and/or distribution as City deems appropriate provided City has compensated Contractor for said Work product. City's re-use of Contractor's Work product shall be at its sole discretion and risk if done without Contractor's written permission. Upon completion of all Work contemplated hereunder or termination of this Agreement, copies of all of the above data shall be promptly delivered to the City's Contract Administrator upon written request. The Contractor may not disclose, use, license or sell any work developed, created, or otherwise originated hereunder to any third party whatsoever. The rights and obligations created under this Article shall survive the termination or expiration of this Agreement.

To the extent it exists and is necessary to perform the Work hereunder, City shall provide any information, data, and reports in its possession to Contractor free of charge.

11. *Termination.*

A. *Termination for Breach or Default.* Breach or default of any of the covenants, duties, or terms of this Agreement shall be cause for termination, in whole or in part, of this Agreement. In the event of a breach or default, the defaulting party shall be given written notice in accordance with Article 9 herein, which describes in reasonable detail the alleged breach

or default and ten (10) calendar days to cure same. Failure to cure all such described defects within the required time period shall result in termination of this contract with written notice to Contractor.

B. *Termination for Convenience.* City retains the right to terminate this Agreement for convenience upon ten (10) business days' written notice to Contractor in accordance with Article 9 herein. Such Notice of Termination may include City's proposed Transition Plan and timeline for terminating the Work, requests for certain Work product documents and materials, and other provisions regarding winding down concerns and activities. City shall compensate Contractor for all authorized Work satisfactorily performed through the termination date under the payment terms set forth in Article 7 above, and all Work product documents and materials shall be delivered to City within ten (10) business days from the Notice of Termination. If any Work hereunder is in progress but not completed as of the date of the termination, then upon City's written approval, this Agreement may be extended until said Work is completed and accepted by City.

12. *Force Majeure.* Neither party shall be obligated to perform any duty, requirement or obligation hereunder if such performance is prevented by fire, hurricane, earthquake, explosion, war, civil disorder, sabotage, accident, flood, acts of nature or by any reason of any other matter or condition beyond the control of either party which cannot be overcome by reasonable diligence and without unusual expense ("Force Majeure"). In no event shall economic hardship or lack of funds be considered an event of Force Majeure. If either party is unable to perform or delayed in their performance of any obligations hereunder by reason of any event of Force Majeure, such inability or delay shall be excused at any time during which compliance therewith is prevented by such event and during such period thereafter as may be reasonably necessary for either party to correct the adverse effect of such event of Force Majeure.

Contractor must follow all Federal, State, County, and City safety guidelines, including all CDC safety guidelines in effect during the term of the program, including but not limited to social distancing, and personal protection equipment. Inability to conduct the program and follow any and all required safety guidelines applicable to the COVID-19 virus or other similar pandemic or emergency, or failure to follow such requirements, including but not limited to, social distancing, shall constitute grounds for immediate cancellation of this Agreement unilaterally by the City upon written notice, which may be provided via registered or certified mail or other trackable delivery service.

13. *Insurance.* Contractor shall maintain insurance in accordance with Exhibit "B" throughout the term of this Agreement.

14. *Indemnification.* Except as expressly provided herein, no liability shall attach to the City by reason of entering into this Agreement.

A. Contractor shall at all times indemnify, defend, save and hold harmless the City, its officers, officials, employees, volunteers and other authorized agents from and against any and all claims, demands, suit, damages, attorneys' fees, fines, losses, penalties, defense costs or liabilities suffered by the City arising directly or indirectly from Contractor's performance under this Contract, including but not limited to, any act, breach, omission, negligence, recklessness or misconduct of Contractor and/or any of its agents, officers, or employees hereunder, including any inaccuracy in or breach of any of the representations, warranties or covenants made by the

Contractor, its agents, officers and/or employees, in the performance of services of this contract. Contractor agrees to investigate, handle, respond to, provide defense for, and defend any such claims at its sole expense and to bear all other costs and expenses related thereto, even if the claim(s) is/are groundless, false, or fraudulent. To the extent considered necessary by City, any sums due Contractor hereunder may be retained by City until all of City's claims for indemnification hereunder have been settled or otherwise resolved, and any amount withheld shall not be subject to payment of interest by City.

B. Contractor acknowledges and agrees that City would not enter into this Agreement without Contractor's indemnification of the City. The parties agree that one percent (1%) of the total compensation paid to Contractor hereunder shall constitute specific consideration to Contractor for the indemnification provided under this Article, and these provisions shall survive expiration or early termination of this Agreement.

15. *Sovereign Immunity.* Nothing in this Agreement shall constitute a waiver by the City of its sovereign immunity limits as set forth in section 768.28, Florida Statutes. Nothing herein shall be construed as consent from either party to be sued by third parties.

16. *Non-Assignability and Subcontracting.*

A. *Non-Assignability.* This Agreement is not assignable and Contractor agrees it shall not assign or otherwise transfer any of its interests, rights or obligations hereunder, in whole or in part, to any other person or entity without City's prior written consent which must be sought in writing not less than fifteen (15) days prior to the date of any proposed assignment. Any attempt by Contractor to assign or transfer any of its rights or obligations hereunder without first obtaining City's written approval shall not be binding on City and, at City's sole discretion, may result in City's immediate termination of this Agreement whereby City shall be released of any of its obligations hereunder. In addition, this Agreement and the rights and obligations herein shall not be assignable or transferable by any process or proceeding in court, or by judgment, execution, proceedings in insolvency, bankruptcy or receivership. In the event of Contractor's insolvency or bankruptcy, City may, at its option, terminate and cancel this Agreement without any notice of any kind whatsoever, in which event all rights of Contractor hereunder shall immediately cease and terminate.

B. *Subcontracting.* Prior to subcontracting for Work to be performed hereunder, Contractor shall be required to obtain the written approval of the City's Contract Administrator. If the City's Contract Administrator, in his/her sole discretion, objects to the proposed subcontractor, Contractor shall be prohibited from allowing that subcontractor to provide any Work hereunder. Although Contractor may subcontract Work in accordance with this Article, Contractor remains responsible for any and all contractual obligations hereunder and shall also be responsible to ensure that none of its proposed subcontractors are listed on the *Convicted Vendors List* referenced in accordance with the provisions of Article 28 below.

17. *Performance Under Law.* The Contractor, in the performance of duties under the Agreement, agrees to comply with all applicable local, state, and/or federal laws and ordinances, including, but not limited to, standards of licensing, conduct of business, and those relating to criminal activity, and the Americans with Disabilities Act (ADA).

18. *Audit and Inspection Records.* The Contractor shall permit the authorized representatives of the City to inspect and audit all data and records of the Contractor, if any, relating to performance under the contract until the expiration of three years after final payment under this contract.

The Contractor further agrees to include in all his subcontracts hereunder a provision to the effect that the subcontractor agrees that City or any of their duly authorized representatives shall, until the expiration of three years after final payment under the subcontractor, have access to and the right to examine any directly pertinent books, documents, papers and records of such subcontractor, involving transactions related to the subcontractor.

19. A. *Adherence to Law.* Both parties shall adhere to all applicable laws governing their relationship with their employees, including, but not limited to, laws, rules, regulations, and policies concerning workers' compensation, unemployment compensation, and minimum wage requirements.

B. *Conflict of Interest.* During the time period this Agreement is in effect, Contractor, its employees, subcontractors, and agents shall not engage in any conduct or activities that would constitute a conflict of interest, and shall otherwise avoid any appearance of such conflict of interest. Additionally, Contractor, its employees, subcontractors, and agents shall refrain from acting adverse to the City's interest in promoting the goals and objectives of this Agreement. Any potential such conflict of interest must be reported to the City and may be waived only upon additional review and approval by the City Manager.

Furthermore, none of Contractor's employees, subcontractors, and agents shall, during the term of this Agreement, serve as an expert witness against City in any legal or administrative proceeding in which he, she, or Contractor is not a party, unless compelled by court process. Further, such persons shall not give sworn testimony or issue a report or writing, as an expression of his or her expert opinion, which is adverse or prejudicial to the interests of City in connection with any such pending or threatened legal or administrative proceeding unless compelled by court process. The limitations of this section shall not preclude Contractor or any persons in any way from representing themselves, including giving expert testimony in support thereof, in any action or in any administrative or legal proceeding.

The existence of any such conflict of interest, or evidence of non-compliance with the above paragraphs, may serve as grounds for termination of this Agreement pursuant to Paragraph 11, Termination.

20. *Independent Contractor.* The Contractor shall be deemed an independent Contractor for all purposes, and the employees of the Contractor or any of its contractors, subcontractors, and the employees thereof shall not in any manner be deemed to be employees of City. As such, the employees of the Contractor, its Contractors or subcontractors, shall not be subject to any withholding for tax, social security or other purposes by City, nor shall such Contractor, subcontractor or employee be entitled to sick leave, pension benefits, vacation, medical benefits, life insurance, workers or unemployment compensation or the like from City.

21. *Contractor cooperation.* The Contractor recognizes that the performance of this contract is essential to the provision of vital public services and the accomplishment of the stated goals and mission of the City. Therefore, the Contractor shall be responsible to maintain a cooperative and good faith attitude in all relations with City and shall actively foster a public image of mutual benefit to both parties. The Contractor shall not make any statements or take any actions detrimental to this effort.

22. *Public Records.*

A. The City of Pompano Beach is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records Law, as amended. Specifically, the Contractor shall:

1. Keep and maintain public records required by the City in order to perform the service.

2. Upon request from the City's custodian of public records, provide the City with a copy of requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law.

3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to the City.

4. Upon completion of the contract, transfer, at no cost to the City, all public records in possession of the Contractor, or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records in a format that is compatible with the information technology systems of the City.

B. Failure of the Contractor to provide the above-described public records to the City within a reasonable time may subject Contractor to penalties under 119.10, Florida Statutes, as amended.

PUBLIC RECORDS CUSTODIAN

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE
APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO
THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC**

**RECORDS RELATING TO THIS CONTRACT, CONTACT THE
CUSTODIAN OF PUBLIC RECORDS AT:**

CITY CLERK

100 W. Atlantic Blvd., Suite 253

Pompano Beach, Florida 33060

(954) 786-4611

RecordsCustodian@copbfl.com

23. *Governing Law; Venue; Waiver of Jury Trial.* This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. The exclusive venue for any litigation arising from, related to, or in connection with this Agreement shall be in the Seventeenth Judicial Circuit in and for Broward County, Florida, or in the United States District Court for the Southern District of Florida, or United States Bankruptcy Court for the Southern District of Florida, as applicable. BY ENTERING INTO THIS AGREEMENT, THE PARTIES EXPRESSLY WAIVE ANY RIGHTS EITHER PARTY MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO THIS AGREEMENT.

24. *Waiver and Modification.*

A. No waiver made by either party with respect to performance, manner, time, or any obligation of either party or any condition hereunder shall be considered a waiver of that party's rights with respect to the particular obligation or condition beyond those expressly waived in writing or a waiver of any other rights of the party making the waiver or any other obligations of the other party.

B. No Waiver by Delay. The City shall have the right to institute such actions or proceedings as it may deem desirable for effectuating the purposes of this Agreement provided that any delay by City in asserting its rights hereunder shall not operate as a waiver of such rights or limit them in any way. The intent of this provision is that City shall not be constrained to exercise such remedy at a time when it may still hope to otherwise resolve the problems created by the default or risk nor shall any waiver made by City with respect to any specific default by Contractor be considered a waiver of City's rights with respect to that default or any other default by Contractor.

C. Either party may request changes to modify certain provisions of this Agreement; however, unless otherwise provided for herein, any such changes must be contained in a written amendment executed by both parties with the same formality of this Agreement.

25. *No Contingent Fee.* Contractor warrants that other than a bona fide employee working solely for Contractor, Contractor has not employed or retained any person or entity, or paid or agreed to pay any person or entity, any fee, commission, gift or any other consideration to solicit or secure this Agreement or contingent upon or resulting from the award or making of this Agreement. In the event of Contractor's breach or violation of this provision, City shall have the right to terminate this Agreement without liability and, at City's sole discretion, to deduct from

the Price Formula set forth in Article 7 or otherwise recover the full amount of such fee, commission, gift or other consideration.

26. *Attorneys' Fees and Costs.* In the event of any litigation involving the provisions of this Agreement, both parties agree that the prevailing party in such litigation shall be entitled to recover from the non-prevailing party reasonable attorney and paraprofessional fees as well as all out-of-pocket costs and expenses incurred thereby by the prevailing party in such litigation through all appellate levels.

27. *No Third Party Beneficiaries.* Contractor and City agree that this Agreement and other agreements pertaining to Contractor's performance hereunder shall not create any obligation on Contractor or City's part to third parties. No person not a party to this Agreement shall be a third-party beneficiary or acquire any rights hereunder.

28. *Public Entity Crimes Act.* As of the full execution of this Agreement, Contractor certifies that in accordance with §287.133, Florida Statutes, it is not on the *Convicted Vendors List* maintained by the State of Florida, Department of General Services. If Contractor is subsequently listed on the *Convicted Vendors List* during the term of this Agreement, Contractor agrees it shall immediately provide City written notice of such designation in accordance with Article 9 above.

29. *Entire Agreement.* This document incorporates and includes all prior negotiations, correspondence, conversations, agreements or understandings applicable to the matters contained herein, and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

30. *Headings.* The headings or titles to Articles of this Agreement are not part of the Agreement and shall have no effect upon the construction or interpretation of any part of this Agreement.

31. *Counterparts.* This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. A photocopy, email or facsimile copy of this Agreement and any signatory hereon shall be considered for all purposes as original.

32. *Approvals.* Whenever CITY approval(s) shall be required for any action under this Agreement, said approval(s) shall not be unreasonably withheld.

33. *Absence of Conflicts of Interest.* Contractor represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with their performance under this Agreement and that no person having any conflicting interest shall be employed or engaged by either party in its performance under this Agreement.

34. *Binding Effect.* The benefits and obligations imposed pursuant to this Agreement shall be binding and enforceable by and against the parties hereto.

35. *Employment Eligibility.* By entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility." This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit or County Court no later than twenty (20) calendar days after the date of termination. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination

36. *Scrutinized Companies.* By execution of this Agreement, in accordance with the requirements of F.S. 287.135 and F.S. 215.473, Contractor certifies that Contractor is not participating in a boycott of Israel. Contractor further certifies that Contractor is not on the Scrutinized Companies that Boycott Israel list, not on the Scrutinized Companies with Activities in Sudan List, and not on the Scrutinized Companies with Activities in Iran Terrorism Sectors List, nor has Contractor been engaged in business operations in Syria. Subject to limited exceptions provided in state law, the City will not contract for the provision of goods or services with any scrutinized company referred to above. In accordance with Section 287.135, Florida Statutes as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local government entity for goods or services of:

A. Any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

B. One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

1. Is on the Scrutinized Companies with Activities in Sudan List of the Scrutinized Companies with Activities in Iran Terrorism Sectors List, created pursuant to Section 215.473, Florida Statutes; or

2. Is engaged in business operations in Syria.

C. Submitting a false certification or being placed on a list created pursuant to Section 215.473, Florida Statutes relating to scrutinized active business operations in Iran after Contractor has submitted a certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to Contractor of the City's determination concerning the false certification. Contractor shall have five (5) days from receipt of notice to refute the false certification allegation. If such false certification is discovered during the active contract term, Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If Contractor does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Section 287.135, Florida Statutes, as amended from time to time.

37. *Affidavit of Compliance with Anti-Human Trafficking Laws.* In accordance with section 787.06 (13), Florida Statutes, the undersigned, on behalf of the entity listed below (“Entity”), hereby attests under penalty of perjury that:

A. Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes, entitled “Human Trafficking”.

38. *Affidavit of Compliance with Foreign Entity Laws.* The undersigned, on behalf of the entity listed below (“Entity”), hereby attests under penalty of perjury as follows:

A. Entity is not owned by the government of a foreign country of concern as defined in Section 287.138, Florida Statutes.

B. The government of a foreign country of concern does not have a controlling interest in Entity.

C. Entity is not organized under the laws of, and does not have a principal place of business in, a foreign country of concern.

D. Entity is not owned or controlled by the government of a foreign country of concern, as defined in Section 692.201, Florida Statutes.

E. Entity is not a partnership, association, corporation, organization, or other combination of persons organized under the laws of or having its principal place of business in a foreign country of concern, as defined in Section 692.201, Florida Statutes, or a subsidiary of such entity.

F. Entity is not a foreign principal, as defined in Section 692.201, Florida Statutes.

G. Entity is in compliance with all applicable requirements of Sections 692.202, 692.203, and 692.204, Florida Statutes.

39. *Annual Budgetary Funding/Cancellation.* This Agreement and all obligations of the City hereunder requiring the expenditure of funds are subject to and contingent upon annual budgetary funding and appropriations by the City Commission.

40. *Severability.* Should any provision of this Agreement or the applications of such provisions be rendered or declared invalid by a court action or by reason of any existing or subsequently enacted legislation, the remaining provisions of this Agreement shall remain in full force and effect.

THE REMAINDER OF THE PAGE IS INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year hereinabove written.

Attest:

CITY OF POMPANO BEACH

KERVIN ALFRED, CITY CLERK

By:_____
REX HARDIN, MAYOR

By:_____
GREGORY P. HARRISON, CITY MANAGER

APPROVED AS TO FORM:

MARK E. BERMAN, CITY ATTORNEY

(SEAL)

"CONTRACTOR"

Witnesses:

Crystal Morvant
Crystal Morvant
(Print or Type Name)

Angel Guzman
Angel Guzman
(Print or Type Name)

Keith and Associates, Inc.

By: [Signature]
Alexander S. Lazowick, P.E., CEO, President

STATE OF Florida

COUNTY OF Broward

The foregoing instrument was acknowledged before me, by means of ☒ physical presence or ☐ online notarization, this 14th day of August, 2025, by **Alexander S. Lazowick, P.E., as CEO and President of Keith and Associates, Inc.**, a Florida corporation on behalf of the corporation, who is personally known to me or who has produced _____ as identification.

NOTARY'S SEAL:



[Signature]
NOTARY PUBLIC, STATE OF Florida
Shekinah Weber
(Name of Acknowledger Typed, Printed or Stamped)
#HH338288
Commission Number

EXHIBIT “A”



Florida's Warmest Welcome

CITY OF POMPANO BEACH

**REQUEST FOR QUALIFICATIONS
RFQ25-037**

Professional Services for Sustainability Projects

VIRTUAL PRE-BIDDERS CONFERENCE:

April 29, 2025, 10:00 A.M.

VIRTUAL BID OPENING:

May 22, 2025, 2:00:00 P.M.

For access, go to:

<https://pompanobeachfl.gov/pages/meetings>

Dear Prospective Proposers,

SUBJECT: REQUEST FOR QUALIFICATIONS (RFQ) - RFQ25-037 PROFESSIONAL SERVICES FOR SUSTAINABILITY PROJECTS.

The City of Pompano Beach seeks to engage qualified professional services to advance sustainability and resilience initiatives. This RFQ aims to select firm(s) with proven expertise in engineering, urban planning, vulnerability assessment, adaptation planning, biodiversity enhancement, natural resource conservation, green stormwater infrastructure, urban forestry planning, and sustainability policy integration.

This RFQ intends to approve a list of firms rather than awarding the contract to any specific firm. The City plans to engage up to 8 firms for professional services to advance sustainability and resilience initiatives. This approach allows us to leverage the expertise of multiple firms, ensuring a diverse range of perspectives and solutions. By collaborating with these selected firms, we aim to enhance our efforts in developing and implementing effective strategies that promote sustainability and resilience within our community. The selected firms shall demonstrate specific experience and capabilities and must have qualified personnel and expertise in the specified disciplines.

This RFQ is subject to the “Cone of Silence,” which imposes certain restrictions on communications concerning the RFQ process.

The Cone of Silence shall take effect once this solicitation is released to the General Public. Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72 hours following the agency posting the notice of intended award, excluding Saturdays, Sundays, and state holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the procurement officer or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.” (F.S 287.057 (25)).

Any proposer or lobbyist for a proposer is prohibited from having any communications concerning any solicitation for a competitive procurement with any member of the City Commission, City Clerk, City Manager’s Office, any Evaluation Committee Member, or any other City of Pompano Beach employee after Procurement and Contracts releases a solicitation to the General Public. All communications must go through the Procurement and Contracts Department staff. No other member of the City Commission, City Clerk, City Manager’s Office, any Evaluation Committee Member, or any other City of Pompano Beach employee should be contacted concerning this RFQ. Any information that amends any portion of this RFQ received by any method other than an Addendum issued to the RFQ is not binding on the City of Pompano Beach.

The City will receive sealed proposals until 2:00:00 p.m. (EST), May 22, 2025. Proposals must be submitted electronically through the eBid System (IonWave) on or before the due date and time as provided herein. Any proposal received after the due date and time specified will not be considered. Any uncertainty regarding the time a proposal is accepted will be resolved against the proposer.

Proposers must be registered on the City's eBid System in order to view the solicitation documents and respond to this Solicitation. The complete solicitation document can be downloaded from the eBid System as a PDF at <https://www.pompanobeachfl.ionwave.net>. The City is not responsible for the accuracy or completeness of any documentation the proposer receives from any source other than the eBid System. The proposer is solely responsible for downloading all required documents. A list of proposers will be read aloud in a public forum. To attend the virtual public meeting, go to <https://www.pompanobeachfl.gov/pages/meetings> to find the Zoom link.

Carefully read all portions of the RFP document to ensure the Proposer's bid fully complies with all requirements.

Procurement and Contracts Department
City of Pompano Beach, Florida.

SCHEDULE OF EVENTS

RFQ NUMBER:	RFQ25-037
RFQ TITLE:	PROFESSIONAL SERVICES FOR SUSTAINABILITY PROJECTS
RELEASE DATE:	4/17/2025
DATE PUBLISHED IN SUN-SENTINEL	4/23/2025
VIRTUAL NON-MANDATORY PRE-BIDDERS CONFERENCE	4/29/2025 – 10:00 AM (EST)
WRITTEN QUESTIONS AND INQUIRIES ARE DUE ON OR BEFORE:	5/12/2025 – 05:00 PM (EST)
ADDENDA AS RESPONSES TO QUESTIONS SHALL BE ISSUED ON OR BEFORE:	5/15/2025
RFQ RESPONSES DUE DATE/TIME:	5/22/2025 - 02:00 PM (EST)
EVALUATION COMMITTEE MEETINGS	TBD
RECOMMENDATION FOR AWARD:	TBD
DIRECT ALL INQUIRIES TO:	https://pompanobeachfl.ionwave.net
E-PROPOSAL SUBMITTALS ONLY:	https://pompanobeachfl.ionwave.net
PROPOSAL VIRTUAL OPENING:	https://www.pompanobeachfl.gov/meetings

Non-Mandatory Pre-Proposal Meeting

The non-mandatory Pre-Proposal Meeting will be held via Virtual Zoom Meeting on 4/29/2025, at 10:00 a.m. (local). Attendance at the Pre-Submittal Meeting is non-mandatory. The Zoom link is available on the City's Meetings webpage: <https://www.pompanobeachfl.gov/meetings>

A. Introduction

The City of Pompano Beach seeks to engage qualified professional services to advance sustainability and resilience initiatives. This RFQ aims to select firm(s) with proven expertise in engineering, urban planning, vulnerability assessment, adaptation planning, biodiversity enhancement, natural resource conservation, green stormwater infrastructure, urban forestry planning, and sustainability policy integration.

B. Scope of Services

1. Adaptation Plan Development.

Objective: Develop an Adaptation Plan that builds on the existing vulnerability assessment to enhance community resilience and address identified vulnerabilities.

Key Tasks:

- The 'Request for Proposal' serves as a crucial tool to identify and prioritize adaptation actions

- based on feasibility, cost-effectiveness, and social and environmental impacts.
- Incorporate green stormwater infrastructure as a central component of adaptation strategies where applicable.
- Utilize an objective framework with qualitative and quantitative measures to assess project benefits, community acceptance, and potential obstacles.
- Develop an implementation schedule and funding strategy to support the procurement and execution of prioritized actions.
- Ensure the plan enhances flood mitigation, biodiversity, and natural resource conservation.

2. Implementation Planning

Objective: Translate adaptation strategies into actionable implementation plans that support sustainable urban development.

Key Tasks:

- Develop detailed implementation plans with timelines, budgets, and performance metrics to ensure effective execution.
- Coordinate with city departments and stakeholders to facilitate seamless integration into existing municipal operations.
- Incorporate strategies for biodiversity enhancement, natural resource conservation, and green stormwater infrastructure.
- Identify funding opportunities, including grants and public-private partnerships, to support implementation.

3. Urban Forestry Plan

Objective: Expand and sustain a resilient urban tree canopy to reduce urban heat, enhance climate adaptation, and support stormwater management.

- Key Tasks:
- Develop an Urban Tree Canopy Plan that prioritizes increasing tree coverage in public spaces such as parks, swales, right-of-way, and other municipal properties, targeting areas with high heat exposure and limited shade.
- Prioritize native species for maximum cooling, biodiversity, and low-maintenance benefits.
- Integrate green stormwater infrastructure
- Use GIS and heat mapping to identify priority planting areas and measure cooling benefits.
- Develop educational resources and outreach programs to encourage tree planting and maintenance in heat-stressed areas. Guide on selecting native tree species that are resilient to local climate conditions and beneficial for urban wildlife.

4. CRS Watershed Management Plan

- Objective: Maximize points under the requirements of the CRS Program for a Watershed Management Plan.

Key Tasks:

- Develop a comprehensive Watershed Management Plan to meet the Community Rating System manual requirements.
- Conduct hydrologic and hydraulic modeling to assess existing watershed conditions, identifying areas vulnerable to flooding and water quality issues.
- Prioritize watershed restoration projects and green infrastructure solutions to enhance resilience to climate change impacts.
- Incorporate strategies to promote groundwater recharge, improve water quality, and reduce flood risks.
- Coordinate with regional water management agencies to ensure compliance with regional policies and regulations.

- Integrate the Watershed Management Plan with other sustainability and adaptation initiatives to support holistic water resource management.

5. Water Audit at Selected City Facilities

Objective: Identify inefficiencies and conservation opportunities in municipal water usage to reduce consumption and enhance sustainability.

- Conduct a detailed water audit at selected city facilities to identify inefficiencies and opportunities for conservation.
- Assess indoor and outdoor water usage patterns, leak detection, fixture efficiency, and potential reuse strategies.
- Provide recommendations for reducing water consumption, implementing conservation technologies, and enhancing operational efficiency.

6. Energy Audits at Selected City Facilities

Objective: Improve energy efficiency in municipal facilities through detailed assessments and targeted recommendations.

- Perform energy audits at selected city facilities to assess current energy usage and identify efficiency improvements.
- Evaluate HVAC systems, lighting, insulation, and equipment performance.
- Recommend energy-saving measures, renewable energy integration opportunities, and potential cost savings.
- Develop a prioritized action plan for implementing energy efficiency upgrades.

7. Greenhouse Gas (GHG) Inventory Update

Objective: Track and reduce emissions through an updated Greenhouse Gas Inventory, ensuring alignment with the City's climate goals.

- Update the City's Greenhouse Gas Inventory to measure progress on emissions reduction goals.
- Assess emissions from municipal operations and community-wide sources.
- Identify key areas for emissions reduction and provide recommendations for mitigation strategies.
- Develop a reporting framework to track and communicate progress on climate action initiatives.

C. Term of Agreement

The Term of this Agreement/Contract is effective three (3) years from the start date. After the initial three (3) years, the contract can be renewed for two additional one-year terms, subject to the agreement of both parties. The City reserves the right to negotiate the terms of its respective agreement/contract with the awarded company(ies)/firm(s).

D. Qualifications Requirements:

The selected firm(s) should demonstrate:

- Proven experience in adaptation planning, sustainability, resilience, engineering, and urban planning.
- Expertise in vulnerability assessment, biodiversity enhancement, natural resource conservation, green stormwater infrastructure, urban forestry planning, and integrated watershed management.
- Strong GIS and data analysis capabilities for mapping, modeling, and scenario planning.
- Effective communication and stakeholder engagement skills, including public outreach and

- facilitation of community involvement.
- Capacity to work collaboratively with municipal departments, regional agencies, and community stakeholders.

E. Local Business Program

The Procurement and Contracts staff will evaluate this section. On March 13, 2018, the City Commission approved Ordinance 2018-46, establishing a Local Business Program, a policy to increase the participation of City businesses in the City's procurement process.

For purposes of this solicitation, "Local Business" will be defined as follows:

TIER 1 LOCAL VENDOR.

POMPANO BEACH BUSINESS EMPLOYING POMPANO BEACH RESIDENTS. A business entity which has maintained a permanent place of business within the city limits and maintains a staffing level, within this local office, of at least ten percent who are residents of the City or includes subcontracting commitments to Local Vendors Subcontractors for at least ten percent of the contract value. The permanent place of business may not be a post office box. The business must be located in a non-residential zone and must actually distribute goods or services from that location. The business must be staffed with full-time employees within the city's limits. In addition, the business must have a current business tax receipt from the City for a minimum of one year prior to the date of issuance of a solicitation.

TIER 2 LOCAL VENDOR.

BROWARD COUNTY BUSINESS EMPLOYING POMPANO BEACH RESIDENTS OR UTILIZING LOCAL VENDOR SUBCONTRACTORS. A business entity, which has maintained a permanent place of business within Broward County and maintains a staffing level, within this local office, of at least 15% who are residents of the City or includes subcontracting commitments to Local Vendors Subcontractors for at least 20% of the contract value. The permanent place of business may not be a post office box. The business must be located in a non-residential zone and must actually distribute goods or services from that location. The business must be staffed with full-time employees that reside within the city's limits. In addition, the business must have a current business tax receipt from the respective Broward County municipality for a minimum of one year prior to the date of issuance of a solicitation.

LOCAL VENDOR SUBCONTRACTOR.

POMPANO BEACH BUSINESS. A business entity which has maintained a permanent place of business within the city limits of the City. The permanent place of business may not be a post office box. The business must be located in a non-residential zone and must actually distribute goods or services from that location. The business must be staffed with full-time employees within the city's limits. In addition, the business must have a current business tax receipt from the City for a minimum of one year prior to the date of issuance of a solicitation.

You can view the list of City businesses with a current Business Tax Receipt on the City's website and locate local companies that are available to perform the work required by the RFP scope of services. The business information, sorted by business use classification, is posted on the Business Tax Receipt Division webpage: www.pompanobeachfl.gov by selecting the Pompano Beach

Business Directory in the Shop Pompano! Section.

The City is **strongly committed** to ensuring the participation of City Businesses as contractors and subcontractors for procuring goods and services, including labor, materials, and equipment.

Proposers are required to participate in the City's Local Business Program by including, as part of their package, the Local Business Participation Form (Exhibit A), listing the local businesses that will be used on the contract, and the Letter of Intent Form (Exhibit B) from each local business that will participate in the contract.

The required goal for this Solicitation is **15%** for Local Vendor.

Suppose a Prime Contractor/Vendor cannot attain the contract's goal. In that case, the Prime Vendor will be requested to demonstrate and document that good faith efforts were made to achieve the goal by providing the Local Business Unavailability Form (Exhibit C), listing companies that were contacted but not available, and the Good Faith Effort Report (Exhibit D), describing the efforts made to include local business participation in the contract. This documentation shall be provided to the City Commission for acceptance.

The awarded Proposer will be required to submit "Local Business Subcontractor Utilization Reports" during and after projects are completed. The reports will be submitted to the assigned City project manager. The Local Business Subcontractor Utilization Report template and instructions have been included in the bid document.

Failure to meet Local Vendor Goal commitments will result in "unsatisfactory" compliance rating. Unsatisfactory ratings may impact the award of future projects if the City Commission the City Commission imposes a sanction imposes a sanction.

The City shall award a Local Vendor preference based upon vendors, contractors, or subcontractors who are local with a preference as follows:

1. For evaluation purposes, the Tier 1 and Tier 2 businesses shall be a criterion for award in this Solicitation. No business may qualify for more than one tier level.
2. For evaluation purposes, local vendors shall receive the following preferences:
 - a. Tier 1 business, as defined by this subsection, shall be granted a preference in the amount of 5 Points.
 - b. Tier 2 business, as defined by this subsection, shall be granted a preference in the amount of 2.5 Points.

The awarded vendor/contractor must comply with all Tier 1 and Tier 2 guidelines and meet all requirements before contract execution.

F. Required Proposal Submittal

Sealed proposals shall be submitted electronically through the eBid System on or before the due date and time as provided herein. Proposer shall upload the response as one (1) file to the eBid System. The file size for uploads is limited to 250 MB. If the file size exceeds 10 MB, the response must be split and uploaded as two (2) separate files.

Information to be included in the proposal: To maintain comparability and expedite the review process, proposals must be organized as specified below, with the sections clearly labeled.

Title page:

Show the project name and number, the name of the Proposer's company/firm, address, telephone number, name of the contact person, and the date.

Table of Contents:

Include a clear identification of the material by section and by page.

Letter of Transmittal:

Briefly state the Proposer's understanding of the project and express a positive commitment to provide the services described herein. Please state the name(s) of the person(s) who will be authorized to make representations for the Proposer, their title(s), office and E-mail addresses and telephone numbers. Please limit this section to two (2) pages.

Technical Approach / Relevant Projects:

Companies/Firms or teams shall submit their technical approach to perform the tasks described in the scope. Provide experience the firm with similar projects.

References:

References for past projects in the tri-county area (Broward, Palm Beach, and Miami-Dade). Describe the scope of each project in physical terms and by cost, describe the Proposer's responsibilities, and provide the contact information (name, email, telephone number) of an individual in a position of responsibility who can attest to the Proposer's activities with the project.

List any prior projects performed for the City of Pompano Beach.

Project Team Form:

Submit a proposed "Project Team" form that the firm ~~considers~~ proposes to select when a project is assigned. This form aims to identify the proposed team's key members, including any specialty subconsultants.

Organizational Chart:

Provide the organizational chart for the proposed Project Team.

Statement of Skills and Experience of Project Team:

Describe the experience of the entire project team as it relates to items described in the Scope of Services section of this RFQ. Include the experience of the prime consultants as well as other members of the project team, i.e., additional personnel, sub-consultants, branch office, team members, and other resources anticipated to be utilized in the situation a project is assigned to the firm. Name specific projects [successfully completed within the past five (5) years] where the team members have performed similar projects previously.

Resumes of Key Personnel:

Include resumes for key personnel for prime and consultants.

Office Locations:

Identify the office's location from which services will be rendered and the number of professional and administrative staff at the prime office. Also, identify the location of office(s) of the prime that may be utilized to support any or all of the professional services listed above and the number of the professional and administrative staff at the prime office location.

If companies/firms are situated outside the local area (Broward, Palm Beach, and Miami-Dade counties), include a brief statement as to whether or not the companies/firms will arrange for a local office during the term of the agreement/contract, if necessary.

Litigation:

Disclose any litigation within the past five (5) years arising from your company/firm's performance, including status/outcome.

City Forms:

The Proposer Information Page Form and any other required forms must be completed and submitted electronically through the City's eBid System. The City reserves the right to request additional information to ensure the Proposer is financially solvent. It has sufficient financial resources to perform the agreement/contract and shall provide proof of its financial solvency. At its sole discretion, the City may ask for additional evidence of financial solvency, including additional documents post-proposal opening and before evaluation demonstrating the Proposer's ability to perform the resulting agreement/contract and provide the required materials and/or services.

Reviewed and Audited Financial Statements:

Proposers shall be financially solvent and appropriately capitalized to service the City for the duration of the agreement/contract. Proposers shall provide a complete financial statement of the company's/firm's most recent audited financial statements, indicating the organization's financial condition. Must be uploaded to the Response Attachments tab in the eBid System as a separate file titled "FINANCIAL STATEMENTS" and marked "CONFIDENTIAL."

Financial statements provided shall not be older than twelve (12) months before the date of filing this solicitation's response. The financial statements must be reviewed and submitted with any accompanying notes and supplemental information. The City of Pompano Beach reserves the right to reject financial statements in which the financial condition shown is twelve (12) months or more before the submittal date.

The City is a public agency subject to Chapter 119, Florida's Public Records Law, and must provide the public with access to public records; however, financial statements that are required as submittals to prequalify for a solicitation will be exempt from public disclosure.

The City reserves the right to request additional information to ensure the Proposer is financially solvent. It has sufficient financial resources to perform the agreement/contract and shall provide proof of its financial solvency. At its sole discretion, the City may ask for additional evidence of financial solvency, including additional documents post-proposal opening and prior to evaluation demonstrating the Proposer's ability to perform the resulting agreement/contract and provide the required materials and/or services.

A combination of two (2) or more of the following may substitute for audited financial statements:

- 1) Bank letters/statements for the past three (3) months
- 2) Balance sheet, profit and loss statement, cash flow report
- 3) IRS returns for the last two (2) years
- 4) Letter from CPA showing profits and loss statements (certified)

G. Insurance

The contractor/consultant shall not commence services under the terms of this agreement/contract until certification or proof of insurance detailing terms and provisions has been received and approved in writing by the City's Risk Manager. If you are responding to a solicitation and have questions regarding the insurance requirements, don't hesitate to contact the City's Procurement and Contracts Department at (954) 786-4098. If the agreement/contract has already been awarded, please direct any inquiries and proof of the requisite insurance coverage to City staff responsible for oversight of the subject project/contract.

The contractor/Consultant is responsible for delivering to the City for timely review and written approval/disapproval Certificates of Insurance, which evidence that all insurance required hereunder is in full force and effect and which name the insured city as an additional insured on a primary basis on all such coverage.

Throughout the term of this agreement/contract, the City, by and through its Risk Manager, reserves the right to review, modify, reject, or accept any insurance policies required by this agreement/contract, including limits, coverages, or endorsements. The City reserves the right, but not the obligation, to review and reject any insurer providing coverage because of poor financial condition or failure to operate legally.

Failure to maintain the required insurance shall be considered an event of default. The requirements herein, as well as the City review or acceptance of insurance maintained by the contractor/consultant, are not intended to and shall not in any way limit or qualify the liabilities and obligations assumed by the contractor/consultant under this agreement/contract.

Throughout the term of this agreement/contract, the contractor/consultant and all sub-contractors/sub-consultants or other agents hereunder shall, at their sole expense, maintain in full force and effect, the following insurance coverages and limits described herein, including endorsements:

1. Worker's Compensation Insurance covering all employees and providing benefits as required by Florida Statute, Chapter 440. The contractor/consultant further agrees to be responsible for its employees' employment, control, and conduct and any injury sustained by such employees during their employment.
2. Liability Insurance.
 - (a) Naming the City of Pompano Beach as an additional insured as the City's interests may appear, on General Liability Insurance only, relative to claims which arise from the proposer's negligent acts or omissions in connection with contractor/consultant's performance under this agreement/contract.
 - (b) Such Liability insurance shall include the following checked types of insurance and indicated minimum policy limits.

Type of Insurance**Limits of Liability**

GENERAL LIABILITY: Minimum \$1,000,000 Per Occurrence and
\$2,000,000 Per Aggregate

* Policy to be written on a claims incurred basis

XX comprehensive form	bodily injury and property damage
XX premises - operations	bodily injury and property damage
___ explosion & collapse hazard	
___ underground hazard	
XX products/completed operations hazard	bodily injury and property damage combined
XX contractual insurance	bodily injury and property damage combined
XX broad form property damage	bodily injury and property damage combined
XX independent contractors	personal injury
XX personal injury	
___ sexual abuse/molestation	Minimum \$1,000,000 Per Occurrence and Aggregate
___ liquor legal liability	Minimum \$1,000,000 Per Occurrence and Aggregate

AUTOMOBILE LIABILITY: Minimum \$1,000,000 Per Occurrence and Aggregate.
Bodily injury (each person) bodily injury (each accident),
Property damage, bodily injury and property damage combined.

XX comprehensive form XX owned
XX hired
XX non-owned

REAL & PERSONAL PROPERTY

___ comprehensive form Agent must show proof they have this coverage.

EXCESS LIABILITY

Per Occurrence Aggregate

___ other than umbrella	bodily injury and property damage combined	\$1,000,000	\$1,000,000
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PROFESSIONAL LIABILITY

Per Occurrence Aggregate

XX * Policy to be written on a claim made basis	\$1,000,000	\$1,000,000
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(c) If Professional Liability insurance is required, the Consultant agrees the indemnification and hold harmless provisions set forth in the agreement/contract shall survive the termination or expiration of the agreement/contract for a period of four (4) years unless terminated

sooner by the applicable statute of limitations.

CYBER LIABILITY

Per Occurrence Aggregate

___	* Policy to be written on a claims-made basis	\$1,000,000	\$1,000,000
___	Network Security / Privacy Liability		
___	Breach Response / Notification Sublimit (minimum limit of 50% of policy aggregate)		
___	Technology Products E&O - \$1,000,000 (only applicable for vendors supplying technology-related services and or products)		
___	Coverage shall be maintained in effect during the period of the agreement/contract and for not less than four (4) years after termination/ completion of the agreement/contract.		

3. Employer's Liability. If required by law, the Consultant and all sub- contractors/sub-consultant shall, for the benefit of their employees, provide, carry, maintain and pay for Employer's Liability Insurance in the minimum amount of One Hundred Thousand Dollars (\$100,000.00) per employee, Five Hundred Thousand Dollars (\$500,000) per aggregate.

4. Policies: Whenever, under the provisions of this agreement/contract, insurance is required of the Awarded Proposer, the Awarded Proposer shall promptly provide the following:

- (a) Certificates of Insurance evidencing the required coverage;
- (b) Names and addresses of companies providing coverage;
- (c) Effective and expiration dates of policies; and
- (d) A provision in all policies affording thirty (30) days written notice by a carrier of any cancellation or material change in any policy.

5. Insurance Cancellation or Modification. Should any required insurance policies be canceled before the expiration date or modified or substantially modified, the issuing company/firm shall provide thirty (30) days written notice to the City.

6. Waiver of Subrogation. The awarded company/firm waives any and all rights of subrogation against the City, its officers, employees, and agents for each required policy. When required by the insurer, or should a policy condition not permit an insured to enter into a pre-loss agreement/contract to waive subrogation without an endorsement. The awarded company/firm shall notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy that includes a condition to the policy not specifically prohibiting such an endorsement or voids coverage should the Awarded Proposer enter into such an agreement/contract on a pre-loss basis.

H. Selection/Evaluation Process

A Selection/Evaluation Committee (Committee) will be appointed to select the most qualified company(ies)/ firm(s). The Committee will present its findings to the City Commission. The City Manager will approve a selection evaluation committee to assist in evaluating the Statement of Qualifications(s) received and to select the most qualified firm(s). All Statement of Qualifications will be reviewed by the Evaluation Committee and Procurement and Contracts staff based on the information submitted by the Submitting Firm(s) in response to this RFQ. The Committee's findings will be presented to the City Commission. Based upon the evaluation, the Evaluation Committee will recommend up to eight (8) Submitting Firms to the City Commissioners for the award and execution of

an Agreement.

Proposals will be evaluated using the following criteria:

Line	Criteria	Points Range
1	Demonstrated expertise and experience in sustainability and resilience planning	0 - 40
2	Quality and relevance of previous project examples.	0 - 45
	a) Number of similar projects	
	b) Complexity of similar projects	
	c) References from past projects performed by the company/firm	
	d) Previous projects performed for the City (provide the description)	
	e) Litigation within the past five (5) years arising out of the company's/firm's performance (list, describe outcome)	
4	Local Business Program	0 - 15
	Total	100

NOTE:

Financial statements required as submittals to prequalify for a solicitation will be exempt from public disclosure; however, financial statements submitted to prequalify for a solicitation and not required by the City may be subject to public disclosure.

The City Commission has the authority to (including, but not limited to) approve the recommendation, reject the recommendation, and direct staff to re-advertise this solicitation or, review the responses themselves and/or request oral presentations and determine a ranking order that may be the same or different from what was originally presented to the City Commission.

- Tie Breaker:

In case where there is a tie for the highest-ranked proposers, the recommendations shall be made by giving preference to the following items in this order:

- 1) Maintenance of a Drug-Free Workplace in accordance with the requirements of 287.087, F.S.
- 2) Local Business Program Participation
- 3) Coin Toss

- Technicalities:

Failure to respond, provide detailed information, or provide requested proposal elements may reduce points in the evaluation process. The Committee may recommend rejecting any statement of qualifications containing material deviations from the RFQ. The Committee may recommend waiving any irregularities and technicalities. If only one (1) responsive proposal is received, the Committee will proceed without scoring the one (1) responsive statement received and may recommend for Procurement and Contracts Department staff to negotiate the best terms and conditions with that sole firm or may recommend rejecting the proposal.

- Committee's Recommendations:

The Evaluation Committee may recommend rejecting the statement of qualifications received or awarding the contract.

A complete recording shall be made of each meeting (evaluation and negotiation session) conducted by the Committee by the Purchasing Agent. The Committee may choose to conduct one (1) or more exempt negotiation session(s) with as many ranked responsive firms, in its sole judgment, as it deems appropriate

before making its recommendation for award, starting with the highest-ranked firm first, then the second highest-ranked firm, and so on. The Committee also has the discretion to recommend negotiations with only a single responsive firm if the Committee chooses to do so. During any such negotiations, the City staff assigned to negotiate reserves the right to negotiate any term, condition, or specification during an exempt negotiation session with the highest-ranked responsive firm.

Per Section 286.0113(2), Florida Statutes, any negotiation session will be conducted to exclude the other ranked responsive firm and the public. The Committee will recess the open public portion of the evaluation meeting and conduct the exempt negotiation session of the competitive selection process, beginning with the highest-ranked responsive firm first, then the second highest-ranked firm, and so on until finished. The Committee also has the discretion to commence negotiations with only a single responsive firm if it chooses to do so. Each ranked responsive firm must be represented during its exempt negotiations session by an authorized representative possessing the authority to bind the firm to the changes made during the negotiation session and be prepared to provide its best and final offer. Any information communicated between the Committee and a ranked responsive firm during an exempt negotiation session shall not be disclosed to anyone during the open portion of the meeting, including other ranked responsive firms until disclosure is permitted under Section 286.0113(2), Florida Statutes.

After the exempt negotiation session(s) is/are completed, the Committee shall reconvene the open public portion of the evaluation meeting and determine, by motion and a roll call vote, whether to recommend the approval of up to eight (8) ranked responsive firms; to declare an impasse with a ranked responsive firm; or to proceed with further negotiations with one (1) or more of the next highest-ranked responsive firms. The Committee may declare an impasse with a ranked responsive firm at any time or proceed with further negotiations with one (1) or more of the next highest-ranked firm(s). Suppose negotiations are unsuccessful or have reached an impasse with a ranked firm; in that case, the Committee reserves the right not to recommend an award to a ranked firm if it is in the City's best interest and must be stated on the record. The final scores are only a ranking of statements received for negotiation (i.e., the highest-ranked firm will be the first to start the negotiations) and do not determine the actual award.

- **Determination of Award:**

The City Commission shall consider the Committee's recommendation to approve the selection of up to eight (8) firms for this RFQ and may approve such a recommendation. The City Commission may also, at its option, reject the Evaluation Committee's recommendation, or it may also reject all statements received, in which case the City may choose to re-advertise this project "as is" or by adopting a modified version.

This RFQ intends to approve a list of firms rather than awarding the contract to any specific firm. The City intends to engage up to 8 firms for professional services to advance sustainability and resilience initiatives. This approach allows us to leverage the expertise of multiple firms, ensuring a diverse range of perspectives and solutions. By collaborating with these selected firms, we aim to enhance our efforts in developing and implementing effective strategies that promote sustainability and resilience within our community.

I. Hold Harmless and Indemnification

Proposer covenants and agrees that it will indemnify hold harmless the City, its officials, employees, volunteers and other authorized agents from and against any and all claims, demands, suits, damages, attorneys' fees, fines, losses, penalties, defense costs or liabilities suffered by the City to the extent caused by any negligent act, omission, breach, recklessness or misconduct of Consultant and/or any of its agents, officers, or employees hereunder, including any inaccuracy in or breach of any of the representations, warranties or covenants made by the Consultant, its agents, officers and/or employees, in the performance of services of this agreement/contract. To the extent considered necessary by City, any sums due Consultant hereunder may be retained by City until all of City's claims for indemnification hereunder have been settled

or otherwise resolved, and any amount withheld shall not be subject to payment or interest by City.

J. Right to Audit

Awarded company's/firm's records which shall include but not be limited to accounting records, written policies and procedures, computer records, disks and software, videos, photographs, sub-contract/sub-consultants files (including proposals of successful and unsuccessful proposers), originals estimates, estimating worksheets, correspondence, change order files (including documentation covering negotiated settlements), and any other supporting evidence necessary to substantiate charges related to the agreement/contract (all the foregoing hereinafter referred to as "records") shall be open to inspection and subject to audit and/or reproduction, during regular working hours, by City's agent or its authorized representative to the extent necessary to adequately permit evaluation and verification of any invoices, payments or claims submitted by the Awarded Proposer or any of its payees pursuant to the execution of the agreement/contract. Such records subject to the examination shall also include but are not limited to, those necessary to evaluate and verify direct and indirect costs (including overhead allocations) as they may apply to costs associated with the agreement/contract.

For the purpose of such audits, inspections, examinations, and evaluations, the City's agent or authorized representative shall have access to said records from the effective date of the agreement/contract, for the duration of the service, and until five (5) years after the date of final payment by the City to awarded company/firm pursuant to the agreement/contract.

The City agent or its authorized representative shall have access to the awarded company's/firm's facilities, all necessary records, and adequate and appropriate workspace to conduct audits in compliance with this article. The City agent or authorized representative shall give auditees reasonable advance notice of intended audits.

The awarded company/firm shall require all sub-contractors/sub-consultants, insurance agents, and material suppliers (payees) to comply with this article's provisions by inserting the requirements in any written agreement/contract. Failure to obtain such written agreements/contracts that include such provisions shall be reason to exclude some or all of the related payees' costs from amounts payable to the contractor/consultant pursuant to the agreement/contract.

K. Retention of Records and Right to Access

The City is a public agency subject to Florida Statutes Chapter 119. The awarded company/firm shall comply with Florida's Public Records Law, as amended. Specifically, the awarded company/firm shall:

1. Keep and maintain public records required by the City to perform the service;
2. Upon request from the City's custodian of public records, provide the City with a copy of requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Florida Statutes Chapter 119, or as otherwise provided by law;
3. Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed except as authorized by law;
4. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the agreement/contract term and following completion of the agreement/contract if the awarded company/firm does not transfer the records to the City; and
5. Upon completion of the agreement/contract, transfer all public records in possession of the awarded company/firm at no cost to the City, or keep and maintain public records required by the City to perform the service. If the awarded company/firm transfers all public records to the City upon completion of the agreement/contract, the awarded company/firm shall destroy any duplicate public

records that are exempt or confidential and exempt from public records disclosure requirements. If the awarded company/firm keeps and maintains public records upon completion of the agreement/contract, the awarded company/firm shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City upon request from the City's custodian of public records in a format compatible with the City's information technology systems.

L. Communications

No negotiations, decisions, or actions shall be initiated or executed by the company/firm as a result of any discussions with any City employee. Only those communications in writing from the City may be considered duly authorized expressions on behalf of the City. In addition, only communications that are in writing from an authorized representative of the company/firm will be recognized by the City as duly authorized expressions on behalf of the respective company/firm.

M. No Discrimination

No discrimination shall be made on the basis of race, sex, color, age, religion, or national origin in the operations conducted under any agreement/contract with the City.

N. Independent Contractor

The awarded company/firm will conduct business as an independent contractor/consultant under the terms of the agreement/contract. Personnel services provided by the awarded company/firm shall be by employees of the awarded company/firm and subject to supervision by the awarded company/firm, and not as City officers, employees, or agents. Personnel policies, tax responsibilities, social security and health insurance, employee benefits, purchasing policies, and other similar administrative procedures applicable to services rendered under the agreement/contract shall be those of the awarded company/firm.

O. Staff Assignment

The City of Pompano Beach reserves the right to approve or reject, for any reason, Proposer's staff assigned to this project at any time. Background checks may be required.

P. Agreement/Contract Terms

The agreement/contract resulting from this solicitation shall include, but not be limited to, the following terms:

- The agreement/contract shall include, at minimum, the entirety of this solicitation and the awarded proposal. The City of Pompano Beach City Attorney shall prepare it.
- If the City defends any claim, demand, cause of action, or lawsuit arising out of any act, action, negligent acts or negligent omissions, or willful misconduct of the contractor/consultant, its employees, agents, or servants during the performance of the agreement/contract, whether directly or indirectly, awarded company/firm agrees to reimburse the City for all expenses, attorney's fees, and court costs incurred in defending such claim, cause of action or lawsuit.

Q. Waiver

It is agreed that no waiver or modification of the agreement/contract resulting from this solicitation or of any covenant, condition, or limitation contained in it shall be valid unless it is in writing and duly executed by the party to be charged with it. No evidence of any waiver or modification shall be offered or received in evidence in any proceeding, arbitration, or litigation between the parties arising out of or affecting the agreement/contract or the right or obligations of any party under it unless such waiver or modification is in writing, duly executed as previously provided. The parties agree that the provisions of this paragraph may not be waived except by duly executed writing.

R. Survivorship Rights

The agreement/contract resulting from this solicitation shall be binding on and inure to the benefit of the respective parties and their executors, administrators, heirs, personal representatives, successors, and assigns.

S. Manner of Performance

Proposer agrees to perform its duties and obligations under the agreement/contract resulting from this solicitation professionally and in accordance with all applicable local, federal, and state laws, rules, and regulations.

Proposer agrees that the services provided under the agreement/contract resulting from this solicitation shall be provided by educated, trained, experienced, certified, and licensed employees in all areas encompassed within its designated duties. Proposer agrees to furnish the City of Pompano Beach with all documentation, certification, authorization, license, permit, or registration currently required by applicable laws, rules, and regulations. Proposer further certifies that it and its employees are now in and will maintain good standing with such governmental agencies and that it and its employees will keep all licenses, permits, registration, authorization or certification required by applicable laws or regulations in full force and effect during the term of the agreement/contract. Failure of Proposer to comply with this paragraph shall constitute a material breach of agreement/contract.

T. Acceptance Period

Proposals submitted in response to this solicitation must be valid for no less than one hundred and twenty (120) days from the closing date.

U. Conditions and Provisions

The completed proposal (together with all required attachments) must be submitted electronically to the City on or before the time and date as written herein. By electronically submitting a proposal, all proposers shall agree to comply with all of this solicitation's conditions, requirements, and instructions as written or implied herein. All proposals and supporting materials submitted will become the property of the City.

Proposer's response shall not contain any alteration to the document posted other than entering data in the spaces provided or including attachments as necessary. By submission of a response, Proposer affirms that a complete set of solicitation documents was obtained from the eBid System only, and no alteration of any kind has been made to this solicitation. Exceptions or deviations to this proposal may not be added after the due date.

All proposers are required to provide all information requested in this solicitation. Failure to do so may result in disqualification of the proposal.

The City reserves the right to postpone or cancel this solicitation or reject all proposals if, in its sole discretion, it deems it to be in the City's best interest to do so.

The City reserves the right to waive any technical or formal errors or omissions and to reject all proposals or to award agreement/contract for the items herein, in part or whole, if it is determined to be in the City's best interests to do so.

The City shall not be liable for any costs incurred by the Proposer in preparing proposals or for any work performed therein.

V. Standard Provisions

1. Governing Law

Any agreement/contract resulting from this solicitation shall be governed by the laws of the State of Florida, and the venue for any legal action relating to such agreement/contract will be in Broward County, Florida.

2. Licenses

In order to perform public work, the awarded company/firm shall be licensed to do business in Florida, if an entity, and hold or obtain such Contractor and Business Licenses if required by State Statutes or local ordinances.

3. Conflict of Interest

To determine any possible conflict of interest, each Proposer must disclose if any Elected Official, Appointed Official, or City Employee is also an owner, corporate officer, or an employee of the company/firm. If any Elected Official, Appointed Official, or City Employee is an owner, corporate officer, or an employee, the Proposer must file a statement with the Broward County Supervisor of Elections pursuant to Florida Statute, Section 112.313.

4. Drug-Free Workplace

The awarded company(ies)/firm(s) will be required to verify it will operate a "Drug-Free Workplace" as outlined in Florida Statute, Section 287.087.

5. Public Entity Crimes

A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a proposal on an agreement/contract to provide any goods or services to a public entity, may not submit a proposal on an agreement/contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to public entity, may not be awarded or perform work as a contractor, supplier, sub-contractor, consultant or sub-consultant under agreement/contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Florida Statute, Section 287.017, for Category Two for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

6. Patent Fees, Royalties, And Licenses

Suppose the awarded company/firm requires or desires to use any design, trademark, device, material or process covered by letters of patent or copyright. In that case, the awarded company/firm and his surety shall indemnify and hold harmless the City from any and all claims for infringement because of the use of any such patented design, device, trademark, copyright, material, or process in connection with the work agreed to be performed and shall indemnify the City from any cost, expense, royalty or damage which the City may be obligated to pay because of any infringement at any time during or after completion of the work.

7. Permits

The Awarded Proposer shall be responsible for obtaining all permits, licenses, certifications, etc., required by federal, state, county, and municipal laws, regulations, codes, and ordinances to perform the work required in these specifications and to conform to the requirements of said legislation.

8. Familiarity with Laws

It is assumed the selected company(ies)/firm(s) will be familiar with all federal, state, and local laws, ordinances, rules, and regulations that may affect its/their services pursuant to this solicitation. Ignorance on the part of the company/firm will not relieve the company/firm from responsibility.

9. Withdrawal of Proposals

A company/firm may withdraw its proposal without prejudice no later than the advertised deadline for submission of proposals by written communication to the Procurement and Contracts, 1190 N.E. 3rd Avenue, Building C, Pompano Beach, Florida 33060.

10. Composition of Project Team

Company(ies)/Firm(s) are required to commit that the principals and personnel named in the proposal will perform the services throughout the contractual term unless otherwise provided for by way of a negotiated agreement/contract or written amendment to same executed by both parties. No diversion or substitution of principals or personnel will be allowed unless a written request that sets forth the qualifications and experience of the proposed replacement(s) is submitted to and approved by the City in writing.

11. Invoicing/Payment

All invoices should be sent to the City of Pompano Beach, Accounts Payable, P.O. Drawer 1300, Pompano Beach, Florida 33061. In accordance with Florida Statutes, Chapter 218, payment will be made within forty-five (45) days after receipt of a proper invoice.

12. Public Records

- a. The City of Pompano Beach is a public agency subject to Florida Statutes, Section 119. The awarded company/firm shall comply with Florida's Public Records Law, as amended. Specifically, the Awarded Proposer shall:
 - i. Keep and maintain public records required by the City in order to perform the service;
 - ii. Upon request from the City's custodian of public records, provide the City with a copy of requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Florida Statutes, Section 119 or as otherwise provided by law;
 - iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the agreement/contract term and following completion of the agreement/contract if the awarded company/firm does not transfer the records to the City; and
 - iv. Upon completion of the agreement/contract, transfer all public records in possession of the awarded company/firm at no cost to the City, or keep and maintain public records required by the City to perform the service. If the awarded company/firm transfers all public records to the City upon completion of the agreement/contract, the awarded company/firm shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the awarded company/firm keeps and maintains public records upon completion of the agreement/contract, the contractor/consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records in a format compatible with the City's information technology systems.
- b. Failure of the contractor/consultant to provide the above-described public records to the City within a reasonable time may subject the contractor/consultant to penalties under Florida Statute Section 119.10, as amended.

PUBLIC RECORDS CUSTODIAN

IF THE CONTRACTOR/CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S/CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

CITY CLERK

100 W. Atlantic Blvd., Suite 253 Pompano Beach, Florida 33060 (954) 786-4611

RecordsCustodian@copbfl.com

W. Questions, Communication, and Addendums

All questions regarding this solicitation will be submitted using the Questions feature in the eBid System. Questions must be received at least seven (7) calendar days before the due date and time specified herein. Oral and other interpretations or clarifications will be without legal effect. Addendum/Addenda will be posted to this solicitation in the eBid System, and it is the proposer's responsibility to obtain all addenda before submitting a response to this solicitation.

Issuing a written addendum or posting an answer in response to a question submitted using the Questions feature in the eBid System are the only official methods for interpretation, clarification, or additional information. If any addendum is issued to this solicitation, the addendum will be issued via the eBid System. Before submitting its response, each proposer shall be responsible for contacting the City's Procurement and Contracts Department at (954) 786-4098 to determine if an addendum was issued and to make such an addendum a part of its proposal. Each addendum will be posted to the solicitation in the eBid System.

X. Contractor Performance Report

The City will utilize the Contractor Performance Report to monitor and record the awarded company's/firm's performance for the work specified by the agreement/contract. The Contractor Performance Report has been included as an exhibit in this solicitation.

Y. Protest Procedures

The Protest Procedures established within the Procurement and Contracts Procedures Manual and Section 120.57, Florida Statutes must be followed to file a valid Protest to this solicitation. To be considered, protests concerning the proposed solicitation award must be filed in writing with the Procurement and Contracts Director. They may only be filed by bidders or proposers whom the solicitation or award may aggrieve. The initial protest must be addressed to the following:

Director of Procurement and Contracts,

City of Pompano Beach

1190 N.E. 3rd Avenue, Building C, Pompano Beach, Florida 33060

Z. Attachments and Attributes

Attachments

1. **Project Team**
2. **T1_T2_Form** - To comply with the City's Local Business Program as a Tier-1 or Tier-2 vendor, you must complete this form and upload it to the Response Attachments tab.
3. **Proposer Information Form** - Proposer Information Form is to be included in your proposal that must be uploaded to the Response Attachments Tab.
4. **Vendor Certif. Scrutinized Companies** - Must be uploaded to the Response Attachment Tab
5. **Bid Bond Form** - Each bid requires a certified check or bid bond executed on the prescribed form, payable to the City of Pompano Beach, Florida, in an amount not less than 5 percent (5%) of the amount bid. Bidder shall upload a copy of their bid bond or a copy of the certified check to the Response Attachments tab in the eBid System. The awarded bidder will be required to submit the original executed bid bond or cashier's check prior to the execution of the contract and before the commencement of any work.
6. **SAMPLE SERVICE AGREEMENT** - Sample purposes only. The City reserves the right to add, delete or modify any and all terms and conditions of this sample agreement.

Attributes

1. Local Business
2. Drug-Free Workplace
3. Conflict of Interest
4. Terms & Conditions
5. Acknowledgement of Addenda
6. Local Business Participation Percentage

RFQ #: RFQ25-037 Tentative City Commission Meeting Date*: TBD

RFQ Title: Professional Services for Sustainability Projects # Notified: 1275 # Downloaded: 27

of Responses Rec'd: 11 # of "No Bids": 1

For: Planning Department RFQ Opening Date: 05/29/2025
(Department)

POSTING OF RFQ RECOMMENDATION/TABULATION: RFQ Recommendations and Tabulations will be posted in the eBid System, IonWave, and will remain posted for 72 hours. Any person who may be adversely affected by the decision or intended decision shall file a notice of protest in writing within 72 hours of posting the notice of the decision or intended decision. The formal written protest shall be filed within ten (10) days after the date the notice of protest is filed. Failure to file a notice of protest or a formal written protest shall constitute a waiver of proceedings under this chapter. Section 120.57(3)(b), Florida Statutes, states that "The formal written protest shall state with particularity the facts and law upon which the protest is based." Saturdays, Sundays, state holidays, and days when the City is closed shall be excluded from the computation of the 72-hour time period provided. Filings shall be at the office of the Director of Procurement and Contracts, 1010 NE 3rd Avenue, Pompano Beach, FL 33060. Any person who files an action protesting an intended decision shall post with the City, at the time of filing the formal written protest, a protest bond, payable to the City of Pompano Beach, Florida, in an amount equal to one percent (1%) of the estimated value of the contract. Failure to submit the protest bond within the time allowed for filing a bond shall constitute a waiver of the right to protest. Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the protest bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.

(*) The Cone of Silence, as stated in the RFQ, is in effect until the City Commission approves it. The City Commission meeting date stated above is tentative. Confirm with the Purchasing Agent of record for the actual date the Cone of Silence has concluded.

RECOMMENDATION TABULATION

The City of Pompano Beach, Florida, received eleven (11) proposals for RFQ25-037 Professional Services for Sustainability Projects. IBM and NEBAH Enterprises LLC failed to submit documentation detailed in Section F - Required Proposal Submittal and were deemed non-responsive.

Proposal	Score	Ranking
Keith and Associates, Inc.	296.00	Highest Ranked
Chen Moore and Associates.	267.00	2nd Highest Ranked
Kimley-Horn and Associates, Inc.	257.00	3rd Highest Ranked
Arcadis US, Inc.	244.00	4th Highest Ranked
AECOM (AECOM Technical Services, Inc.)	232.00	5th Highest Ranked
Aptim Environmental & Infrastructure, LLC	231.00	6th Highest Ranked
RS&H, Inc	218.00	7th Highest Ranked
EXP U.S. Services	202.00	8th Highest Ranked
WM Sustainability Services (Waste Management National Services, Inc.)	100.00	9th Highest Ranked
IBM	Non-responsive	Non-responsive
NEBAH Enterprises LLC	Non-responsive	Non-responsive

The Evaluation Committee has passed a formal motion recommending an award to a pool consisting of the eight highest-ranked firms. Upon thorough review of all proposals received in response to the RFQ, the Committee confirmed that each of the top eight firms meets all the requirements outlined in the solicitation. As such, all eight are deemed fully responsive and responsible, and are each recommended for contract award.

By:

Jeffrey English

(Purchasing Agent)

Date:

07/07/2025



RFQ25-037 Addendum 4

Keith and Associates, Inc.

Supplier Response

Event Information

Number: RFQ25-037 Addendum 4
Title: Professional Services for Sustainability Projects
Type: Request for Qualifications
Issue Date: 4/17/2025
Deadline: 5/29/2025 02:00 PM (ET)
Notes: The City of Pompano Beach seeks to engage qualified professional services to advance sustainability and resilience initiatives. This RFQ aims to select firm(s) with proven expertise in engineering, urban planning, vulnerability assessment, adaptation planning, biodiversity enhancement, natural resource conservation, green stormwater infrastructure, urban forestry planning, and sustainability policy integration.

This RFQ intends to approve a list of firms rather than awarding the contract to any specific firm. The City plans to engage up to 8 firms for professional services to advance sustainability and resilience initiatives. This approach allows us to leverage the expertise of multiple firms, ensuring a diverse range of perspectives and solutions. By collaborating with these selected firms, we aim to enhance our efforts in developing and implementing effective strategies that promote sustainability and resilience within our community. The selected firms shall demonstrate specific experience and capabilities and must have qualified personnel and expertise in the specified disciplines.

This RFQ is subject to the “Cone of Silence,” which imposes certain restrictions on communications concerning the RFQ process. The Cone of Silence shall take effect once this solicitation is released to the General Public. Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72 hours following the agency posting the notice of intended award, excluding Saturdays, Sundays, and state holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the procurement officer or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.” (F.S 287.057 (25)).

Any proposer or lobbyist for a proposer is prohibited from having any communications concerning any solicitation for a competitive procurement with any member of the City Commission, City Clerk, City Manager’s Office, any Evaluation Committee Member, or any other City of Pompano Beach employee after Procurement and Contracts releases a solicitation to the General Public. All communications must go through the Procurement and Contracts Department staff. No other member of the City Commission, City Clerk, City Manager’s Office, any Evaluation Committee Member, or any other City of Pompano Beach employee should be contacted concerning this RFQ. Any information that amends any portion of this RFQ received by any method other than an Addendum issued to the RFQ is not binding on the City of Pompano Beach.

Proposals must be submitted electronically through the eBid System (IonWave) on or before the due date and time as provided herein. Any proposal received after the due date and time specified will not be considered. Any uncertainty regarding the time a proposal is accepted will be resolved against the proposer.

Proposers must be registered on the City’s eBid System in order to view the solicitation documents and respond to this Solicitation. The complete solicitation document can be downloaded from the eBid System as a PDF at <https://www.pompanobeachfl.ionwave.net>. The City is not responsible for the accuracy or completeness of any documentation the proposer receives from any source other than the eBid System. The proposer is solely responsible for downloading all required documents. A list of proposers will be read aloud in a public forum. To attend the virtual public meeting, go to <https://www.pompanobeachfl.gov/pages/meetings> to find the Zoom link.

Contact Information

Contact: Eric Seifer
Address: Procurement and Contracts
1190 NE 3 Avenue

Building C
Pompano Beach, FL 33060
Email: eric.seifer@copbfl.com

Keith and Associates, Inc. Information

Address: 301 East Atlantic Blvd.
Pompano Beach, FL 33060
Phone: (954) 788-3400
Fax: (954) 788-3400

By submitting this Response I affirm I have received, read and agree to the all terms and conditions as set forth herein. I hereby recognize and agree that upon execution by an authorized officer of the City of Pompano Beach, this Response, together with all documents prepared by or on behalf of the City of Pompano Beach for this solicitation, and the resulting Contract shall become a binding agreement between the parties for the products and services to be provided in accordance with the terms and conditions set forth herein. I further affirm that all information and documentation contained within this response to be true and correct, and that I have the legal authority to submit this response on behalf of the named Supplier (Offeror).

Alex Lazowick, PE, PMP, ENV SP

Signature

Submitted at 5/29/2025 10:06:12 AM (ET)

Marketing@KEITHteam.com

Email

Requested Attachments

Proposal

KEITH Response for City of
Pompano Prof Services for Beach
Sustainability Projects.pdf

Proposals shall be submitted electronically through the eBid System (Response Attachments Tab). Proposer shall upload the response as one (1) file to the eBid System. The file size for uploads is limited to 250 MB. If the file size exceeds 10 MB, the response must be split and uploaded as two (2) separate files.

Proposer Information Form

REQUIRED FORMS- PROPOSER
INFORMATION PAGE.pdf

Proposer Information Form is to be included in your proposal that must be uploaded to the Response Attachments Tab.

Project Team

REQUIRED FORMS- PROJECT
TEAM FORM.pdf

T1 - T2 Form

REQUIRED FORMS - TIER 1 2
COMPLIANCE FORM.pdf

To comply with the City's Local Business Program as a Tier-1 or Tier-2 vendor, you must complete this form and upload it.

Vendor Certif. Scrutinized Companies form.

REQUIRED FORMS - VENDOR
CERTIFICATION REGARDING
SCRUTINIZED COMPANIES
LISTS.pdf

Financial Statements

FINANCIAL STATEMENTS-
CONFIDENTIAL.pdf

To permit the City to comply with Section 119.071 of Florida Statutes, exempting financial statements from public records, please do not include confidential financial statements in your proposal. Label financial statements "CONFIDENTIAL" and attach them here.

Bid Attributes

1 Local Business

Is your company a Local Business located within the City of Pompano Beach City Limits as required by the Local Business Program? (A copy of your current City of Pompano Beach Business Tax Receipt may be requested.)

2 Drug-Free Workplace

STATEMENT UNDER SECTION 287.087, FLORIDA STATUTES ON DRUG-FREE WORKPLACE
**REQUESTED INFORMATION BELOW IS ON THE ATTRIBUTES TAB FOR THE RFP IN THE EBID SYSTEM.
PROVIDE THIS INFORMATION ELECTRONICALLY.**

Preference must be given to Contractors submitting certification with their bid or proposal, certifying they have a drug-free workplace in accordance with Section 287.087, Florida Statutes. This requirement affects all public entities of the State and becomes effective January 1, 1991.

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

- (1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
 - (2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
 - (3) Give each employee engaged in providing the commodities or contractual services that are under bid, a copy of the statement specified in subsection (1).
 - (4) In the statement specified in subsection (1) notify the employees that as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace, no later than five (5) days after such conviction.
 - (5) Impose a sanction on, or require the satisfactory participation in, a drug abuse assistance or rehabilitation program if such is available in the employee's community, by an employee who is so convicted.
 - (6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.
- As the person authorized to sign this statement, I certify that his company/firm complies with the above requirements.

By choosing YES, I hereby certify that the company/firm complies with all the above requirements

3 Conflict of Interest

For purposes of determining any possible conflict of interest, all bidders must disclose if any City of Pompano Beach employee is also an owner, corporate officer, or employee of their business. Indicate either "Yes" (a City employee is also associated with your business), or "No". (Note: If answer is "Yes", you must file a statement with the Supervisor of Elections, pursuant to Florida Statutes 112.313.) Indicate Yes or No below with the drop down menu.

4 Terms & Conditions

Check the box indicating you agree to the terms and conditions of this solicitation.

☒ Agree

5 Acknowledgement of Addenda

Check this box to acknowledge that you have reviewed all addenda issued for this solicitation.

☒ Yes

6 Local Business Participation Percentage

If you have indicated local business participation on the Local Business Participation Form Exhibit A enter the percentage of the contract that will be performed by local Pompano Beach businesses.

TIER 1/TIER 2 COMPLIANCE FORM

IN ORDER FOR YOUR FIRM TO COMPLY WITH THE CITY'S LOCAL BUSINESS PROGRAM AS A TIER 1 OR TIER 2 VENDOR, BIDDERS MUST COMPLETE THE INFORMATION BELOW AND UPLOAD THE FORM TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.

TIER 1 LOCAL VENDOR

_____ My firm has maintained a permanent place of business within the city limits and my submittal includes subcontracting commitments to Local Vendors Subcontractors for at least 10 % of the contract value.

and/or

 X My firm has maintained a permanent place of business within the city limits and maintains a staffing level, within this local office, of at least 10 % who are residents of the City of Pompano Beach.

or

_____ My firm does not qualify as a Tier 1 Vendor.

TIER 2 LOCAL VENDOR

_____ My firm has maintained a permanent place of business within Broward County and my submittal includes subcontracting commitments to Local Vendors Subcontractors for at least 20% of the contract value.

and/or

_____ My firm has maintained a permanent place of business within Broward County and maintains a staffing level, within this local office, of at least 15% who are residents of the City of Pompano Beach

or

_____ My firm does not qualify as a Tier 2 Vendor.

I certify that the above information is true to the best of my knowledge.

5/22/2025

Keith and Associates, Inc., dba KEITH

Date

Alex Lazowick, PE, PMP, ENVSP

Name of Prime Company/Firm



Bidder/Proposer (Print Name)

Bidder/Proposer (Signature)

REQUESTED INFORMATION BELOW IS ON THE ATTRIBUTES TAB IN THE EBID SYSTEM. PROVIDE THIS INFORMATION ELECTRONICALLY.

VENDOR CERTIFICATION REGARDING SCRUTINIZED COMPANIES LISTS

Respondent Vendor Name: KEITH

Vendor FEIN: 65-0806421

Section 287.135, Florida Statutes, prohibits agencies from contracting with companies, for goods or services over \$1,000,000, that are on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. Further, Section 215.4725, Florida Statutes, prohibits agencies from contracting (at any dollar amount) with companies on the Scrutinized Companies that Boycott Israel List, or with companies that are engaged in a boycott of Israel. As the person authorized to sign electronically on behalf of Respondent, I hereby certify by selecting the box below that the company responding to this solicitation is not listed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List. I also certify that the company responding to this solicitation is not participating in a boycott of Israel, and is not engaged in business operations in Syria or Cuba. I understand that pursuant to sections 287.135 and 215.4725, Florida Statutes, the submission of a false certification may subject company to civil penalties, attorney's fees, and/or costs.

I Certify



VENDOR CERTIFICATION REGARDING SCRUTINIZED COMPANIES LISTS

Respondent Vendor Name: KEITH

Vendor FEIN: 65-0806421

Section 215.4725, Florida Statutes, prohibits agencies from contracting (at any dollar amount) with companies on the Scrutinized Companies that Boycott Israel List, or with companies that are engaged in a boycott of Israel. As the person authorized to sign electronically on behalf of Respondent, I hereby certify by selecting the box below that the company responding to this solicitation is not listed on the Scrutinized Companies that Boycott Israel List. I also certify that the company responding to this solicitation is not participating in a boycott of Israel, and is not engaged in business operations in Syria or Cuba. I understand that pursuant to sections 287.135 and 215.4725, Florida Statutes, the submission of a false certification may subject company to civil penalties, attorney's fees, and/or costs.

I Certify



PROJECT TEAM

COMPLETE THE PROJECT TEAM FORM ON THE ATTACHMENTS TAB IN THE EBID SYSTEM. PROPOSERS ARE TO COMPLETE THE FORM IN ITS ENTIRETY AND INCLUDE THE FORM IN THEIR PROPOSAL, WHICH MUST BE UPLOADED TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.

RFQ # 25-037 Name: KEITH
Federal I.D.# 65-0806421

PRIME

Role	Name of Individual Assigned to Project	Number of Years' Experience	Education, Degrees
Principal-In-Charge	Alex Lazowick, PE, PMP, ENV SP	15	BS Civil Engineering, University of North Florida
Project Manager	Tom Green, PE	22	BS Civil Engineering, University of Florida
Asst. Project Manager	Omar Rodriguez, PE, CFM, CAPM	7	BS Civil Engineering Escuela Superior Politecnica Del Litoral MS Hydroinformatics and Water Management, Université Côte d'Azur
Other Key Member	Kelly Cranford, PE, ENV SP	35	BS Civil Engineering, University of Florida
Other Key Member	Paul Weinberg, PLA	25	BS Landscape Architecture, University of Michigan

SUB-CONSULTANT

Role	Company/Firm Name and Address of Office	Name of Individual Assigned to the Project
	Handling the Project	
(specify) Adaptation Plan Development	Cummins Cederberg 888 S Andrews Ave STE 206, Fort Lauderdale, FL 33304	Leonard Barrera, PE, WEDG, ENV SP, CFM Penny Cutt
(specify) Watershed Management	Collective Water 250 S. Australian Avenue Suite 1110, West Palm Beach, FL 33401	Elizabeth Perez PE, DWRE, CFM Stephanie Dunham, PE
(specify) Water & Energy Audit	TLC Engineering 800 Fairway Dr Suite 130, Deerfield Beach, FL 33441	Pelayo Calante, PE Erick Gonzalez, PE, Dr. Ralph Baeza, PE
(specify) Greenhouse Gas	SOCOTEC 110 E Broward Blvd #950, Fort Lauderdale, FL 33301	Jonathan Burgess, PLA Anthony Thompson, CEM, CEA,
(specify)		Jared Jacobs, AICP
(specify)		
Other Key Member		
Other Key Member		
Other Key Member		

COMPLETE THE PROPOSER INFORMATION FORM ON THE ATTACHMENTS TAB IN THE EBID SYSTEM. PROPOSERS ARE TO COMPLETE FORM IN ITS ENTIRITY AND INCLUDE THE FORM IN YOUR PROPOSAL THAT MUST BE UPLOADED TO THE RESPONSE ATTACHMENTS TAB FOR THE RFQ IN THE EBID SYSTEM.

PROPOSER INFORMATION PAGE

RFQ 25-037, Professional Services for Sustainability Projects
(number) (RFQ name)

To: The City of Pompano Beach, Florida

The below named company hereby agrees to furnish the proposed services under the terms stated subject to all instructions, terms, conditions, specifications, addenda, legal advertisement, and conditions contained in the RFQ. I have read the RFQ and all attachments, including the specifications, and fully understand what is required. By submitting this proposal, I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this proposal.

Proposal submitted by:

Name (printed) Alex Lazowick, PE, PMP, ENV SP Title President/CEO

Company (Legal Registered) Keith and Associates, Inc., dba KEITH

Federal Tax Identification Number 65-0806421

Address 301 E. Atlantic Boulevard

City/State/Zip Pompano Beach, FL, 33060

Telephone No. 954-788-3400 Fax No. N/A

Email Address Marketing@KEITHteam.com



CITY OF POMPANO BEACH
REQUEST FOR QUALIFICATIONS
#RFQ 25-037

PROFESSIONAL SERVICES FOR SUSTAINABILITY PROJECTS

05.29.25



**WE ARE PROUD TO HELP
OUR COMMUNITY ADVANCE.
EACH PROJECT IS TREMENDOUSLY
IMPORTANT TO THE PEOPLE WE
CALL OUR NEIGHBORS.**

- DODIE KEITH-LAZOWICK, CHAIRMAN

TITLE PAGE

**CITY OF POMPANO BEACH
REQUEST FOR QUALIFICATIONS 25-037
PROFESSIONAL SERVICES FOR SUSTAINABILITY PROJECTS**

MAY 29, 2025

**KEITH
ALEX LAZOWICK, PE, PMP, ENV SP
CEO/President
301 East Atlantic Boulevard
Pompano Beach, Florida 33060
954.788.3400
ALazowick@KEITHteam.com**

**Additional contact:
Yazmin Bryant
Director of Marketing
301 East Atlantic Boulevard
Pompano Beach, Florida 33060
954.788.3400
Marketing@KEITHteam.com**

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LETTER OF TRANSMITTAL



City of Pompano Beach
RFQ#25-037

Request for Qualifications for Professional Services for Sustainability Projects

May 29, 2025

Dear Selection Committee Members,

It is with great pleasure that Keith and Associates Inc., dba **KEITH**, provides you with our team submittal for the Request for Qualifications to perform the Scope of Work as described in **RFQ25-037, City of Pompano Beach Professional Services for Sustainability Projects**. KEITH understands the details of this project and is committed to delivering the services described in the RFQ to the City, as we have been for the last several decades.

We applaud the City of Pompano Beach for its ongoing commitment to sustainability, resilience, and environmental stewardship. The proposed scope of work presents an opportunity to shape a sustainable future for Pompano Beach, setting the stage for the next decade of growth and resilient advancement in our home community.

KEITH is exceptionally interested in this project as it directly aligns with **our firm's mission - to create, expand upon, enhance, and preserve our communities. With over 60 years of dedication to South Florida and headquarters in Pompano Beach since 1998**, KEITH is uniquely positioned to meet your needs as one of the veteran consulting civil engineering firms in the area. Our deep understanding of the City's infrastructure, local conditions, and municipal processes provides us with unparalleled insights into your project requirements.

KEITH is the ideal team for the Pompano Beach Sustainability Projects, driven by a committed leadership team that brings both a deep connection to the community and a wealth of professional experience. Our involvement in Pompano Beach goes beyond infrastructure—it's about enhancing community well-being and sustainability. KEITH offers decades of experience in adaptation planning, sustainability, resilience, urban planning, and engineering. The team we propose includes expertise in vulnerability assessment, biodiversity enhancement, natural resource conservation, green stormwater infrastructure, urban forestry planning, and integrated watershed management. With advanced GIS and data analysis capabilities, the KEITH team can deliver precise mapping, hydrologic modeling, and scenario planning, supporting data-driven decisions. KEITH is also known for effective communication and stakeholder engagement, ensuring seamless collaboration with municipal departments, regional agencies, and community partners to deliver impactful, sustainable solutions.

Our holistic solutions and project approach carefully blend technical expertise with creative problem-solving—a right- and left-brained approach, or what we call *Engineering Inspired Design*. For this important project, KEITH has assembled a full-service, turn-key team that is equipped to expertly respond to all areas of the scope of services. This approach, combined with our familiarity with what it takes to execute a continuing services contract, will allow us to apply lessons learned and effectively navigate innovative processes. Through our work, we create the stage for everyday moments—both expected and unexpected.

With a trans-disciplinary team of over 200 professionals, KEITH is equipped to deliver all aspects of this scope. In addition to our own trans-disciplinary team, KEITH has strategically partnered with industry leaders to ensure comprehensive, specialized expertise. **Collective Water** will provide watershed expertise, **Cummins Cederberg** will assist with adaptation and implementation strategies, **TLC Engineering Solutions** will support environmental sustainability, and **SOCOTEC** will lead greenhouse gas and sustainability assessments. Together, this powerful team combines specialized knowledge and local experience, delivering this project through a truly holistic approach. The project will be led by Tom Green, PE, as the Project Manager. With over 20 years of experience, Tom brings the necessary expertise to deliver projects under this contract. Located at our HQ in Pompano Beach, Tom is committed to being responsive to the City, and as the Principal for this contract, I will ensure the resources and support are available throughout the contract. Our contact information is as follows: 954-788-3400, ALazowick@KEITHteam.com, TGreen@KEITHteam.com.

As a local Pompano Beach firm, KEITH's longstanding partnership with the City - including decades of service through our General Civil Engineering and Surveying contracts-ensures a seamless understanding of your needs, minimizing learning curves and maximizing efficiency. Our experience includes projects for over 75 municipalities throughout Florida, blending technical expertise with creative problem-solving to create lasting, impactful solutions.

We are excited to continue our partnership with the City of Pompano Beach, leveraging our deep local knowledge and specialized expertise to deliver innovative, resilient, and sustainable solutions for this critical project.

Thank you for your consideration. We look forward to the opportunity to support the City of Pompano Beach in achieving its sustainability goals.

Best Regards,

A handwritten signature in black ink that reads "Alex Lazowick". The signature is fluid and cursive, with the first name "Alex" and last name "Lazowick" clearly distinguishable.

Alex Lazowick, PE, PMP, ENV SP
CEO/President
301 E. Atlantic Boulevard
Pompano Beach, FL 33060
954.788.3400
ALazowick@KEITHteam.com

TECHNICAL APPROACH/RELEVANT PROJECTS

True sustainability is the nexus where data driven planning efforts guide policy decisions. These policy decisions include adaptive strategies, implementation strategies, and a regulatory framework to guide future and resilient growth for the City. This resilient growth advances the City's Vision for sustainability which is led by the elements of the triple bottom line approach. This approach is the idea of maintaining over time social quality of life, environmental quality, and economic prosperity.

"The City of Pompano Beach is committed to protecting and improving environmental quality, community cohesion and shared prosperity through innovative investment in climate change resilience, resource conservation and materials management, land use and transportation, and education and culture."

We applaud the City for making this investment to advance this vision. KEITH has successfully delivered sustainable planning and implementation projects and we have assembled the right technical team to accomplish the City's vision. This team understands the City and has developed a strong working relationship and partnership over the years. A strong partner is critical to navigate the uncertain times the City faces in these changing climate conditions.

FIRM EXPERIENCE

The KEITH Team has performed a wide variety of work for local municipalities, counties, and state agencies. Our experiences have resulted in thorough knowledge, practice of standards, and how to apply them with a practical and logical approach to problem solving. It has also allowed our team to "get connected" to municipality staff. KEITH believes that building these relationships is what it takes to truly

understand the concerns of the City and address them in a professional manner that is personal to City of Pompano Beach and the residents. We take pride in building long-lasting relationships and acting as a fully competent extension to our client's staff.

We understand that the City will administer this contract on a task order basis, similar to an on-call contract. Managing an on-call contract is difficult for those without experience. KEITH has provided general services for hundreds of on-call contracts with various municipalities and governments. Our staff is extremely well versed in the nuances of servicing these contracts, understanding the unique characteristics of each community curates a team to successfully accomplish our goal in a timely, cost-effective manner with the highest standards maintained.

KEITH has the administrative know-how and the staff capacity to manage large and small work authorizations, the management skills to know when to engage, and the technical expertise to ensure top quality is always delivered on time and under budget to City of Pompano Beach.

PROJECT MANAGEMENT

KEITH understands it is imperative to have senior staff members overseeing the components of this project. This corporate philosophy results in an extremely efficient and responsive project management approach, as well as superior project designs prepared on time and within budget. We are committed to continue providing our most highly qualified professionals for this project, which will provide effective and responsive service to the City of Pompano Beach.

We have a keen understanding of the many challenges which may be encountered in a municipal engagement. Accordingly, we have assembled a team with broad capabilities and depth of experience to address any needs that may arise. KEITH and its team of local professional consultants know and understand the City of Pompano Beach. These many years of collective experience mean that the City's concerns with project development will be taken under consideration throughout the entire process.

The KEITH Team will implement a rigorous communication protocol among all project participants. The basis of our management approach will focus on managing communication between our team and the City, as follows:

- Provide Single Point of Contact: Having a single point of contact for the City to simply reduce miscommunication and work as an extension for the City. In this contract, we have assigned Mr. Tom Green, PE as the Project Manager. He will be assigned in this capacity for the life of the contract to assure continuity and reliability to City staff.
- For each task assigned, establish the involved group of stakeholders, and provide clear lines of communication to all, as required.
- Understand the objectives of the project and assure that all project stakeholders have the same level of commitment and expectation in understanding the scope of work.
- Schedule periodic progress meetings.
- Maintain strong, ongoing working relationships with City staff.

Our approach to this management plan is one that has proven successful with many projects. We will schedule all meetings in coordination with City of Pompano Beach staff, conduct the meetings, provide agendas and meeting materials, record and submit minutes for review/approval and then distribute those minutes to the appropriate parties.



ADAPTATION, IMPLEMENTATION, AND COASTAL RESILIENCY

The KEITH Team provides experience with adaptation plans and implementation projects. Our team has prepared several community and regional vulnerability assessments and flood mitigation plans to analyze the effects of sea level rise and storm surge for both public and private clients. In addition to

developing vulnerability assessments in accordance with Florida legislation Section 380.093 F.S., we have completed many general adaptation planning and coastal resiliency projects incorporating background data collection and review, site investigations, environmental assessments, water level analyses, asset resiliency evaluations, and inundation mapping. As engineers, we can take these projects into design by developing flood mitigation concepts and rough order of magnitude (ROM) opinion of probable costs (OPCs).

We recently developed flood risk mitigation plans for seven waterfront parks in Miami-Dade County totaling over 2,000 acres, which identified at-risk critical infrastructure and operations. As part of the project, a range of flood adaptation alternatives were developed, and design concepts were provided for the County's use in subsequent capital improvement planning and budgeting. This study was unique, as it combined sea level rise projections, practical concepts, and on-the-ground implementation experience with maintenance and replacement requirements relative to overall service life. The study provided a road map for Miami-Dade County park infrastructure improvement planning through the year 2100.

As part of our work at Currie Park in Palm Beach County and the City of Hollywood, we developed a suite of tidal flood barriers, including innovative living shoreline configurations to increase resiliency and natural habitat.

We recently completed Phase 1 of the first of its kind FDOT district-wide sea level rise analysis for District 1. The project entailed review of historical tidal data and the evaluation of sea level rise and storm surge scenarios to analyze potential impacts to critical transportation infrastructure throughout District 1 including Captiva. The analysis included the NOAA intermediate low and intermediate high sea level rise scenarios projected out to year 2100. The work included identifying areas susceptible to inundation, mapping of emergency evacuation routes, and development of alternatives to support civil/stormwater drainage design.

As part of our work within the private sector, we recently completed Adaptation Plans for developers at Little Palm Island in the Florida Keys and the waterfront golf courses at Indian Creek in Miami-Dade County, Seminole Country Club in Palm Beach County, and Jupiter Island Club in Martin County. These projects

included a review of water levels, inundation mapping, design of flood mitigation concepts, and development of a resiliency road map (i.e., adaptation pathways) to identify opportune time to implement infrastructure improvements.

Cummins Cederberg team member recently prepared and completed three vulnerability assessment and resiliency plans under grant funding provided by the FDEP Resilience Coastline Program (RCP) for Sarasota County, the City of Venice, and the City of Punta Gorda.

In each of these projects we worked closely with the municipalities to identify critical publicly owned infrastructure, led the coastal storm surge and sea level rise analysis, facilitated multiple public workshops and stakeholder outreach efforts, provided recommendations for comprehensive plan amendments, and prepared a comprehensive written Resilience Plan to include an exhaustive matrix of funding opportunities to assist with future phases. The Resilience Plan was incorporated into other regional and community planning documents in compliance with the "Peril of Flood" statute. These planning documents included Comprehensive Plans, Long-range Transportation Plans, and Risk Mitigation Plans.

LANDSCAPE ARCHITECTURE AND URBAN FORESTRY

Our team includes licensed Landscape Architects and Certified Arborists, supported by a dedicated Geospatial team, ensuring precise assessment and management of tree and palm canopy species. This integrated approach allows us to accurately locate, identify, and assess existing vegetation, providing comprehensive support for mitigation, preservation, and relocation efforts.

From field data collection to navigating complex agency entitlement and mitigation processes, our team is equipped to manage every aspect of urban forestry planning. We are deeply familiar with native Florida ecosystems, ensuring that our preservation strategies not only protect but also enhance the vegetated areas on a site. This approach brings significant added value to projects where existing vegetation can be preserved, contributing to the long-term sustainability and aesthetic quality of the landscape.

Our team has developed detailed landscape architecture construction documents, including vegetation surveys, tree disposition plans, and mitigation plans, for numerous projects throughout South Florida. These documents provide clear, actionable guidance for site preservation and restoration, aligning project goals with local ecological priorities.



WATERSHED MASTER PLANS

For the Watershed Master Plan, our team is differentiated in terms of experience with this specific and complex activity, as well as our extensive work with models and data within South Florida. Both sets of project experience can be leveraged to expedite and add value to the City's Watershed Master Plan (WMP). The WMP will be led by Collective Water Resources due to their significant knowledge of this activity. Collective specializes in this particular activity and is one of the most experienced firms in the State of Florida with regards to watershed planning and Hydrologic and Hydraulic (H&H) modeling.

The City participates in the National Flood Insurance Program (NFIP) which is managed by FEMA. The Community Rating System (CRS) is a credit points-based rating system for NFIP which assesses and incentivizes communities to adopt flood loss reduction activities. WMP's are an activity in the CRS program with the purpose of providing a tool that can be used in decision making to reduce flooding from future conditions which can include development/redevelopment, climate change, and sea level rise.

Preparation of the WMP must include future hydrologic (rainfall and groundwater increases) as well as sea level rise. The hydrologic analysis will include existing and future conditions to determine timing and volume of peak runoff flows. The hydrologic analysis will allow the City to identify the amount of detention/retention necessary to prevent runoff increases from developed areas. A large and long duration storm will also be included to allow compliance with the language reflected in the Addendum to the CRS Coordinator's Manual (2021).

The team will create GIS-based digital flood maps for the City using data from the City's developed stormwater master plan. As part of the mapping process, wetland areas and other natural open spaces that should be preserved from development will be identified. Throughout the development, the KEITH Team will submit preliminary data to the City for a courtesy review, allowing for identification of areas requiring further focus or adjustments. The KEITH Team is familiar and experienced with the FEMA Insurance Services Office (ISO) and will coordinate with ISO as needed.

A WMP report will be prepared for submission for CRS Activity 450 credit. The report will include model results and the generated flood maps. Project recommendations, such as mitigation strategies that meet WMP criteria, will also be included in the report.

The City is currently a CRS Class 6 community and as of the October 2024 Credit file has obtained 2,264 points. CRS Activity 450 provides up to 315 points and the City needs 236 points to advance to a CRS Class 5 community. Importantly, CRS Class 5 communities cannot progress to a CRS Class 4 ranking without the creation and adoption of a WMP.

GEOSPATIAL SERVICES

The KEITH Team provides an unparalleled team of Professional Surveyors and Mappers (PSM), GIS Professionals (GISP), GIS Technicians and Programmers specifically selected for the City's unique needs. We offer a team of experienced GIS practitioners who understand the full system development life cycle and the importance of approaching each project systematically in this regard. Our team routinely applies GIS tools and techniques to standardize not only an efficient workflow, but a seamless communication

process with the City. Our goal is not just to be a consultant to the City, but to operate as an extension of the City's staff. Our team has the experience to successfully deliver GIS database development and mapping capabilities. When we combine this GIS capability with our team's unparalleled modeling capabilities, we create meaningful maps that can illustrate complex climate risk scenarios into digestible graphics that guide conservations and policy decisions.

Our geospatial team also focuses on Survey, Subsurface Utility Engineering (SUE), and Utility Coordination (UC) efforts and brings decades of experience combined with best-in-class technology including mobile LiDAR. Our field crews are cross trained to have both survey and utility experienced personnel on each crew allowing us to expand crews, if necessary. This added flexibility allows our teams to provide increased efficiency and response times. The value of this survey capability is two-fold for sustainable planning. Our survey team can provide critical survey information to fill in missing data gaps. Our survey team can also provide accurate measurements of real-world climate events. Both efforts provide data for model calibration which is critical to accurately depict the impacts of existing and future flooding and rainfall events.



The KEITH Team believes that one of the key elements of design is discovering unknown physical elements, utilities, easements, potential utility relocations, or any other site encumbrances. It is imperative to have the best information before embarking on any capital

improvement efforts as this will limit disruptions to future development activities from design through construction. For implementation projects, the KEITH team will utilize our in-house services which consist of the following:

Survey - The KEITH Team has completed and performed similar assignments for consulting service contracts which include numerous surveys for horizontal and vertical geodetic control surveys, construction layout and as-builts, topographic, digital terrain models (DTM), boundary determination, ALTA, trees and other special purposes for the preparation of maps, plats, sketches and legal descriptions. Data is collected using a wide variety of equipment from traditional levels and total stations, GPS units, static and Terrestrial Mobile LiDAR (TML) scanners and the Hydrone, a remote-controlled boat used for hydrographic surveys. The final surveying and mapping deliverables are provided in AutoCAD or MicroStation files.



Subsurface Utility Engineering (SUE) - The KEITH Team provides the ability to research, locate, and map subsurface elements in an accurate method to provide a thorough understanding of what lies beneath. Primarily the intent is to coordinate existing utility locations, however the team might also locate foundations, buried tanks, and other unknown underground elements. Through use of Ground Penetrating Radar (GPR), test holes, and

other exploration techniques the data collected can be invaluable to coordinate any development project.

Utility Coordination (UC) - The KEITH Team is comprised of experts who will coordinate with the utility agencies throughout Florida. Many of our team members are former employees of these agencies so from the initial contact to the final stages of development our team is very capable of getting the job done. Typically, these agencies include Florida Power and Light (FPL), TECO, Comcast, AT&T, Verizon, and similar power, communication, TV Cable, fiber-optic, and gas companies. Our team will ensure that the record drawings and proposed design plans from utility owners will be reviewed from the start and coordinated through development phase and the construction process.

PLANNING

The KEITH Team believes that a thorough understanding of codes, land use regulatory agencies, entitlement process, and more is required to navigate the development of a community. Our Teams' approach to planning looks at creating form and ensuring the function of the space measures to the environment and community's needs. Our team has worked as City Planners, Planning Directors, and as City Planning Consultants for various municipalities to guide everything from public engagement, vision planning, due diligence, and rezoning through entitlement. Through their time in public service, they gained valuable insight into the constraints, challenges and opportunities public agencies encounter as they carry out their mandates. This understanding informs their approach when overseeing public agency contracts. In addition to the public sector, our team has a sound grasp on the needs for private development. This balanced approach allows our team to provide insight on a wide variety of projects, while considering every angle of response.

KEITH has a vast amount of experience in providing professional planning services. This includes long-range planning services, comprising comprehensive planning, evaluation and appraisal reports, preparation of land development applications including, rezoning, platting, delegation requests, and site planning. Our planners have the knowledge and expertise to meet the needs of a wide variety of general planning design

and development services. Our team is experienced in all aspects of planning, including the creation of a framework in which development parcels, massing, heights, relationships of buildings, circulation and streets are defined in enough detail to define predictable outcomes, but with sufficient flexibility to allow various responses to actual developers and designers, of which there may be several within one master plan area.

This planning experience makes the KEITH Team well suited to lead any sustainable municipal code or comprehensive planning amendments that may arise out of the regulatory approach for adaptation and implementation initiatives.



COMPREHENSIVE GRANT COORDINATION & PLANNING

Comprehensive grant planning to help fund strategic implementation is of critical importance to strategically study, design, construct, and advance the City's sustainability vision. Towards this end and as a part of its services, KEITH can draft a robust portfolio of grant

opportunities tied directly to a long-term CIP program. Given the increasing costs of labor and supplies in the prevailing economic climate, as well to effectively compete in the highly competitive market for state and federal grants, advance fiscal planning is necessary to demonstrate capacity, matches as may be required, and ability to be a good steward of taxpayer dollars.

From the onset of its services, KEITH's Resource Development Team will begin working with appropriate City staff to conduct an analysis of existing practices, sources, and levels of available funding, along with the anticipated needs for the design, construction, maintenance, and other services that may be required under this contract. As the KEITH Team explores the City's related documents, requisites, and longer-term vision for capital improvements, it will develop a Comprehensive Grant Plan that lays the groundwork for future capital improvements and other developmental opportunities. The Comprehensive Grant Plan will include the following components:

- Assessment of current funding methods and status.
- Recommendations of grants opportunities that match specific projects and/or project categories and corresponding opportunities for grant stacking to help offset match requirements.
- Resources for grant opportunities presented in a detailed matrix by project category including eligibility, criteria, maximum awards, as well as match and timeline requirements.
- A funding schedule based upon priorities identified, construction milestones, and potential grant stacking as appropriate.

As may be applicable, the KEITH Team will assist the City in becoming grant ready, as well as to assist in the writing and submission of grant applications, and the administration of grant awards.

There is no silver bullet to securing a grant award. Keys to success rest with applicant readiness, the appropriate collection of data, plans, and drawings, and solid grant writing skills to fully express the project, community need, and appropriate use of funds. Still, there is more. Grant administration is as important after notification

of award as how well the grant was originally crafted. Full compliance, along with accurate and timely reporting are crucial during the life of the grant and may impact applicants' ability to receive public funds in the future. The KEITH Team is experienced in managing the complexities of meeting obligations, expenditure deadlines, and reporting requirements. Further and where applicable, the KEITH Team knows how to leverage grants and other supplemental funding resources for the benefit of its clients.

Immediate grants to target would be the Florida Division of Emergency Management Watershed Planning Program. This is funded under the hazardous mitigation program and offers grants to fund up to \$300,000 or 75% of the cost of a watershed master plan (which is a listed priority for the City and a scope item in this solicitation).

QUALITY ASSURANCE/QUALITY CONTROL

KEITH is keenly aware that time is of the essence for all municipal projects and cost is always an important component of the design. As a result, we have an established Quality Assurance/Quality Control (QA/QC) program that is implemented throughout the design process through project closeout. This ensures that the plans are prepared to the highest quality standards from the beginning and eliminates lengthy agency review and revision times. It also allows for value engineering and constructability analysis throughout the quality review process.

Underlying this quality process are three corporate philosophies; utilizing the right people to do the right things at the right time; putting our detailed and time-tested processes in place to facilitate quality work and delivery; and utilizing a comprehensive quality management plan that addresses quality control throughout every aspect of the project.

As a trans-disciplinary firm, KEITH will consistently have an array of services and skill sets at your disposal and will be involved in every phase of each project the City puts forward with this contract.



REFERENCES



EVERGLADES HOLIDAY PARK

Broward County, FL

OWNER

Broward County

CLIENT

Broward County

PROJECT DURATION

2014 - 2023

REFERENCE

Dan West, Director
Parks and Recreation Division
dwest@broward.org, (954) 357-8106

KEITH PRACTICE LINE

Play

COST

KEITH Fee: \$891,582

Construction: \$12,000,000



Everglades Holiday Park is a 43-acre county park that serves millions of visitors each year. The site is located at the junction of two (2) SFWMD canals and is part of SFWMD water conservation areas 3A and 3B. The project included stormwater restoration master planning, civil engineering, landscape architecture, survey/SUE and construction management services, and construction phase services associated with a two-phase, \$12M expansion and site improvements.

KEITH successfully provided a goal of long-term protection through the implementation of solutions for stormwater management, erosion control, and pollution. The project aimed to address complex problems with severe flooding that would close down the majority of the parking areas and access to the park rendering it functionally obsolete. As sea level rise and clear sky flooding became the norm for this already water inundated site, the team developed schemes to mitigate these flooding events and enhance the access to the park. Mitigation efforts introduced large bioswales to allow water from the parking areas to gather in vegetated areas vs back-up in the parking areas. These bioswales are interconnected and tie into the overall storm system to ensure that the system functions even in major storm events. This was successfully done by utilizing the Santa Barbara urban hydrograph methodology to design the water quality and stormwater system, providing complete water quality for the entire project. These drainage improvements have been successful allowing the park to remain open after several major storm events which can be daily in this ecosystem. In addition to the boat ramps, a series of new docks were created to provide enhanced accessibility to the waters' edge as well as for visitors on the landside to get out close to the natural ecosystem. The bulkhead allows for a long-term solution to bank stabilization on the park side while minimizing the parks extent into the natural ecosystem. This is one of the many collections of infrastructure solutions embedded into the park. Permitting was also a challenge, as the park is located within the Florida Everglades and spans flood protection levees under the jurisdiction of the Army Corp of Engineers and the South Florida Water Management District. Through constant coordination with Broward County and the concessionaire, the design and construction team were able to satisfy the needs of all stakeholders.



DC ALEXANDER PARK

Fort Lauderdale, FL

OWNER

City of Fort Lauderdale

CLIENT

City of Fort Lauderdale

PROJECT DURATION

2018 - 2025

REFERENCE

Enrique Sanchez, Deputy
Director, City of Fort Lauderdale
esanchez@fortlauderdale.gov,
(954) 828-5129

KEITH PRACTICE LINE

Play

COST

KEITH Fee: \$735,190

Construction: \$10,000,000



DC Alexander Park is over 1 acre in area, prominently located on Fort Lauderdale Beach across from the Fort Lauderdale Aquatic Center and the International Swimming Hall of Fame. The proposed improvements are meant to establish the park as an iconic, memorable place. The improvements include a signature, family-oriented, artistic interactive element, restroom facility with attached concession stand, shaded seating areas, a welcoming greenspace and landscape areas, turtle-compliant lighting, and surveillance options. This unique, historical site offers special opportunities and challenges. The design team was tasked with incorporating creative storm water management techniques, and replicating the historic dune structure, creating "dunescapes", and a "regreening" of the former asphalt parking lot, while improving the resiliency of the space, reintegrating the tropical maritime hardwood hammock ecosystem, and protecting the endangered sea turtle population on site. Previous development patterns displayed no concern for storm surge, sea level rise, resiliency or environment. The designers employed state-of-the-art storm water mitigation tools in the programming for the bicycle and pedestrian-friendly environment. A universally accessible, ramping "dune" allows park-goers to experience the elevation changes while rising up to a twenty-five-foot cantilevered overlook of the beach and ocean. This cantilevered overlook becomes part of the resilient infrastructure, and provides a venue for public art and programmatically supports the restroom, concessions, and first aid conditioned space. A coastal plaza to the north creates a sheltered space for pedestrians to enjoy a "shade hammock". The dappled light through the shade hammock creates a dramatic effect. The designers utilized a native and indigenous plant palette including species of Green Buttonwood, Gumbo Limbo, and Seagrape. DC Alexander Park is a case study & transformational model that showcases the landscape architect's role in providing aesthetic, functional, and fiscally responsible design.



CITY OF HALLANDALE BEACH VULNERABILITY ASSESSMENT

Hallandale Beach, FL

OWNER

City of Hallandale Beach

CLIENT

City of Hallandale Beach

REFERENCE

Marc Gambrell, City Engineer
mgambrell@hallandalebeachfl.gov
954-457-1489

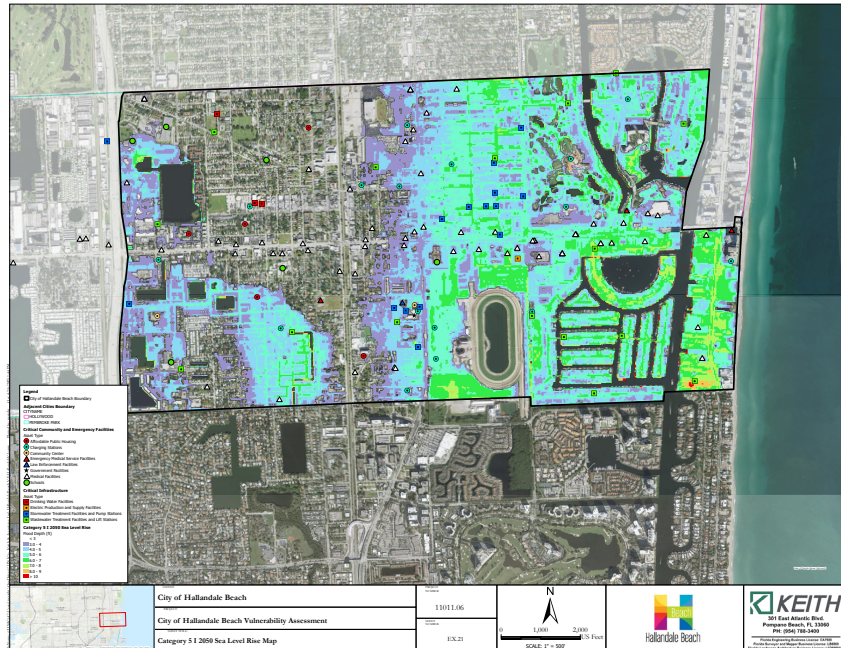
KEITH PRACTICE LINE

KEITH Water

COST

KEITH Fee: \$105,000

Construction: N/A



KEITH is providing Hallandale Beach with a comprehensive Vulnerability Assessment for this KEITH Water project. The goal of this Vulnerability Assessment is to identify at-risk City assets by assessing their exposure and sensitivity and then prioritizing them with the help of City staff. As part of the report, the KEITH Team is compiling the Geographic Information System (GIS) files with appropriate metadata to include locations of critical assets owned or maintained by the City as well as regionally significant assets that are classified and defined in s. 380.093(2)(a) 1-4, F.S. The ongoing project is currently examining the exposure of the City's critical assets to high tide flooding, storm surge, and compound flooding, analyzing those risks, and assisting City staff by providing information for any public-led outreach efforts to discuss the results.

OWNER

City of Parkland

CLIENT

City of Parkland

REFERENCE

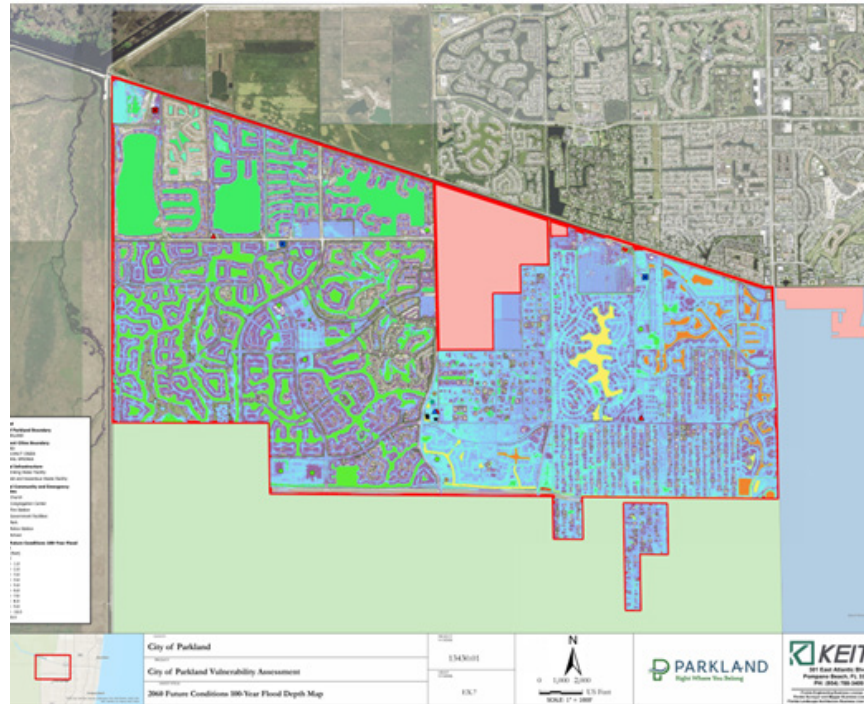
Sowande Johnson, Assistant
City Manager
sjohnson@cityofparkland.org
954-757-4144

KEITH PRACTICE LINE

KEITH Water

COST

KEITH Fee: \$95,000
Construction: N/A



KEITH is providing the City of Parkland with a comprehensive Vulnerability Assessment for this KEITH Water project. The goal of this Vulnerability Assessment is to identify at-risk city assets by assessing their exposure and sensitivity and then prioritizing them with the help of city staff. As part of the report, the KEITH Team will provide the Geographic Information System (GIS) files with appropriate metadata of the data compiled, to include locations of critical assets owned or maintained by the City as well as regionally significant assets that are classified and as defined in s. 380.093(2) (a) 1-4, F.S. The Project will examine the exposure of the city's critical assets to high tide flooding, storm surge, and compound flooding, analyze those risks, and assist city staff by providing information for any public led outreach efforts to discuss the results.



Town of Surfside

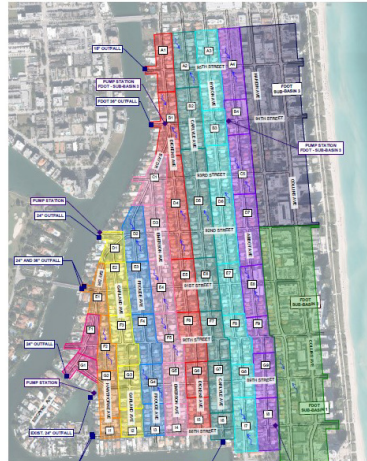
Town of Surfside

Randy Stokes, Public Works Dir.
rstokes@townofsursidefl.gov
(305) 861-4863

KEITH Water

KEITH Fee: \$587,500

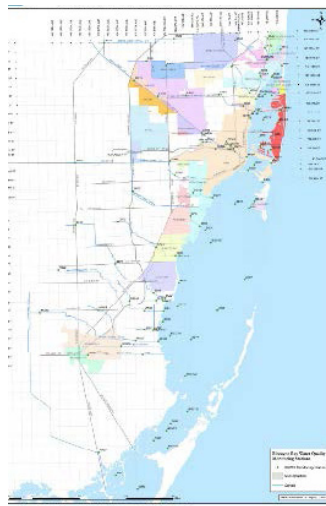
Construction: N/A



KEITH has worked closely with the Town's representatives, stakeholders, and regulatory authorities to achieve common to provide practical and cost-effective engineering services that enhance the Town's infrastructure, improve stormwater management, and contribute to the overall well-being of the community.

KEITH has been entrusted with the provision of professional engineering services to ensure compliance with National Pollutant Discharge Elimination Systems (NPDES) and Stormwater Regulatory Monitoring, as well as Compliance Reporting on behalf of the Town of Surfside. This responsibility includes assisting the Town in fulfilling the necessary obligations for

annual reporting of their current NPDES MS-4 Permit to the Florida Department of Environmental Protection (FDEP). Specifically, KEITH is responsible for overseeing the processing and submission of the required annual reports of the Town's NPDES MS-4 Permit (FLS000003 - 004).



Improvements: KEITH was retained to provide comprehensive civil engineering services of the existing stormwater drainage condition of Abbott Avenue, spanning from 90th Street to 96th Street. The scope of services encompasses the evaluation and assessment of the current stormwater drainage conditions, as well as the preparation of a detailed report offering viable options to mitigate issues associated with ponding and standing water. KEITH diligently reviewed and evaluated all pertinent information and materials, including plans, narratives, calculations, and the ICPR model. KEITH assessed the Town's existing land use development code, stormwater ordinance, and MS-4 reporting, providing expert recommendations and ordinance revisions to ensure compliance and exceedance of federal, state, and local requirements. The provision of future projections and infrastructure assessment established the essential framework for developing



CITY OF LIGHTHOUSE POINT VULNERABILITY ASSESSMENT & ADAPTATION

Lighthouse Point, FL

OWNER

City of Lighthouse Point

CLIENT

City of Lighthouse Point

REFERENCE

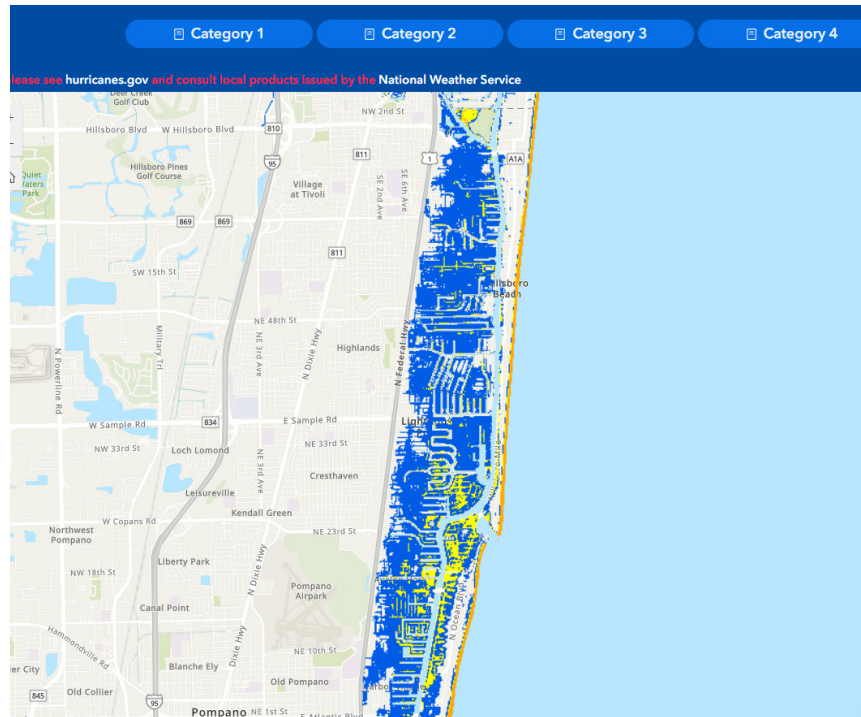
Jennifer Oh, Grants Administrator
joh@lighthousepoint.com
954-784-3407

KEITH PRACTICE LINE

KEITH Water

COST

KEITH Fee: \$250,000
Construction: N/A



KEITH is assisting the City of Lighthouse Point with the development of a comprehensive Vulnerability Assessment and Adaptation Plan funded through the Florida Department of Environmental Protection's Resilient Florida Grant Program. This initiative evaluates the City's exposure and sensitivity to high tide flooding, storm surge, sea level rise, and compound flooding in accordance with Section 380.093, Florida Statutes. KEITH is leading the technical effort to identify at-risk public assets and infrastructure using advanced GIS tools, LiDAR data, and flood scenario modeling based on NOAA and FEMA projections. The assessment prioritizes infrastructure vulnerabilities and outlines strategic adaptation measures tailored to the City's most critical needs.

In addition to technical evaluations, KEITH is facilitating public engagement and community input to help shape the City's resilience strategies. The Adaptation Plan will offer implementable solutions, including integration with the City's stormwater master plan, capital improvement program, and Local Mitigation Strategy. KEITH is also supporting the City in updating its comprehensive plan to meet the state's Peril of Flood requirements, ensuring long-term sustainability and eligibility for future funding. This proactive, data-driven effort reflects KEITH's commitment to helping communities adapt to evolving climate conditions while protecting vital infrastructure and enhancing public resilience.



CITY OF PLANTATION ZONE 2 BASIN DRAINAGE STUDY

Plantation, FL

OWNER

City of Plantation

CLIENT

City of Plantation

REFERENCE

Samira Shalan, PE, City Engineer
sshalan@plantation.org
(954) 797-2647

COST

KEITH Fee: \$150,000

Construction: N/A

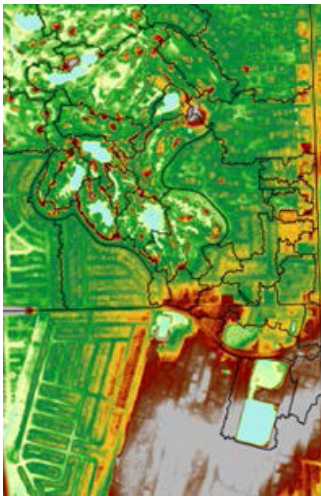
The KEITH Team was successfully retained to provide a full range of engineering services for the City of Plantation Drainage Zone 2 and provide an evaluation of the existing stormwater system and develop a Capital Improvement Program (CIP) specifically for this Drainage Zone. The CIP will consist of a set of short and long-term projects to address current flooding issues and help the community build resiliency for the future impacts of climate change. The final product will be compiled in a Stormwater Master Plan.

South Florida has historically been subject to hurricanes and coastal storm events given its location and more recently has become increasingly vulnerable to the adverse impacts of climate change.

In KEITH, we understand the importance of flood resiliency to prevent loss of life and financial hardship and enable municipalities and service providers to maintain and/or restore service to residents and customers during and after a disaster.

The Stormwater Master Plan will involve input from the public, City officials, City staff, and other stakeholders. KEITH will leverage its expertise in hydrology and hydraulics modeling to evaluate the overall existing stormwater system, identify potential areas at risk of flooding and evaluate future required stormwater system upgrades in order to improve the flood resiliency for the City and its residents.

The community and all stakeholders are at the center of each of KEITH's projects. Hence, we dedicate ourselves to carrying out our projects in close collaboration and constant communication with all stakeholders through projects meeting, timely coordination, and public outreach. Each phase deliverable will be submitted for review and KEITH will incorporate and address concerns within the established timeframes indicated in the contractual documents.



The KEITH Team will carry out a thorough review of existing available information obtained from online sources and provided by the Client to build an accurate and reliable hydrology and hydraulic model for this stormwater master plan study. KEITH will take on the responsibility of developing two models: the "Existing Conditions Model" and the "Proposed Conditions Model." Utilizing the Interconnected Ponds Routing (ICPR) modeling software, the team will prepare these models for the 700 acres study area limited by the Turnpike on the west, W Broward Blvd. on the north, State Road 7 on the east and Peters Road on the south. These models provide a comprehensive understanding of the stormwater dynamics in the region and enables the team to make informed decisions about the proposed improvements. This crucial task will be optimized by exploiting the capabilities of Geographic Information Systems (GIS) to process large data and more efficiently build the model.

The product of the first modeling task consists of assessing the current status of the stormwater system and identifying potential problem areas. The preliminary problem areas will be presented and reviewed with the stakeholders to gain their valuable understanding on areas that might be overlooked by the model results and present them with potential new areas that the model results will help to identify. These problem areas will be the main focus of the remaining effort. Multiple alternatives will be assessed to determine the most efficient and cost-effective set of short and long-term improvements to suit the 700-acres study area with the necessary measures and infrastructure to stand extreme weather conditions and future development.

KEITH understands the unique nature of South Florida stormwater systems and is aware of the permitting process and procedures of the two local Water Management Districts that serve the City, as well as Broward County and South Florida Water Management District (SFWMD). The proposed improvements prepared by KEITH will adhere to the respective federal, state and local regulations to meet water quality and quantity requirements.

The final report will build upon past studies and models, data, permit conditions, and recently completed and ongoing projects and initiatives. The culmination of the study's effort will be presented in the new and comprehensive stormwater master plan that establishes a policy framework, integrates resiliency, conducts vulnerability analysis, and provides a prioritized improvement program that ensures the integrity of the City's future is protected for the generations to come.



Construction: N/A



Ponce Inlet Watershed Master Plan and Flood Vulnerability Assessment

Project Summary:

Client: Town of Ponce Inlet, FL
Patty Rippey, AICP
(386) 236-2172
Prippey@ponce-inlet.org

Year Completed: 2024

Project Fee: \$123,000

Sea Level Rise and Land Use Impacts

Resilient Florida Compliant

Flood Exposure and Vulnerability

2023, 2040, 2070, and 2100 Scenarios

Structural & Non-Structural Improvements

Key Project Elements and Achievements:

- Evaluated potential tidal, storm surge, rainfall-induced, and compound flooding threats and impacts.
- Evaluated stormwater structural improvements for reductions in flood exposure and vulnerability.
- Satisfies both Federal Emergency Management Agency's CRS Activity 450 and Florida's Resilient Florida Grant Program.



The Town of Ponce Inlet contracted with Collective Water Resources to perform the Town's Watershed Master Plan (WMP) under Community Rating System (CRS) Activity 450 – Stormwater Management Project. Data needed to develop the WMP as per CRS requirements and perform the flood vulnerability assessment (VA), based on the requirements defined in Section 380.093 Florida Statutes, was collected and reviewed. Using the available data, analyses were performed to identify the exposure to four types of flooding: stormwater (rainfall-induced), tidal, storm surge, and compound flooding events. All flooding types were analyzed for current conditions as well as two future time horizons, 2040 and 2070, considering both sea level rise (SLR) and future land use changes. Additionally, stormwater exposure was analyzed for year 2100. For all future time horizons, two SLR projections were evaluated: 2017 NOAA Intermediate-Low and Intermediate-High.

Collective developed a hydrologic and hydraulic model of the Town for determining the potential stormwater flooding threat and impact on the Town's drainage system from existing and expected development, various long-duration rainfall events and projected sea level rise, and recommendations for future decision-making and mitigation of or adaptation to such events. Collected residents' experiences from recent flooding events as well as Town's staff's input were both vital in preparing a verified model and floodplain results. Brizaga, as a sub-consultant, completed exposure analyses of tidal flooding and surge flooding associated with Tropical Storm, Category 2 Hurricane, and Category 4 Hurricane storm categories. Lastly, the impact of a hypothetical combined rainfall-induced and storm surge flood event was evaluated. Brizaga (a subcontractor) generated an idealized storm surge time series representative of a Category 1 hurricane and Collective superimposed this storm surge event onto the existing boundary conditions of the stormwater model to identify the depths of water across the Town caused by this type of compound event.

Collective intersected exposure results with critical and regionally-significant assets within the Town to evaluate sensitivity to flooding and prioritize assets as needing immediate, intermediate, or long-term adaptations based on current and potential future flooding impacts. Additionally, Collective developed recommendations for future decision-making and mitigation taking SLR impacts and future development into consideration. The recommendations included both structural (stormwater management system capacity improvements, storage improvements, additional swales, etc.) and non-structural improvements (Better Site Design program, Code changes, etc.). Lastly, Collective presented and received approval of the WMP during a joint session of the Town's Council and Planning Board.

Vulnerability Assessment, Resilience Planning, Stormwater Master Planning, and Watershed Master Plan (2014 - ongoing)

Project Summary:

Client: City of West Palm Beach

Size: 57 Square Miles

Project Type: Resilience and Planning

Year Completed:

Ongoing

Project Fee: \$1,000,000+

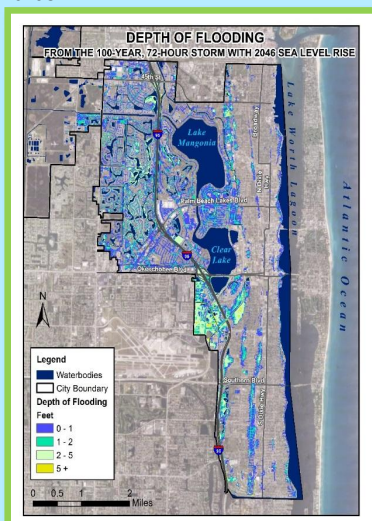
Citywide Multi-Objective Planning

Continuous Adaptation and Resilience Planning

Award-Winning Project Work

Key Project Elements and Achievements:

- Sweeping development and implementation of adaptation strategies across several City departments and many of the City's systems
- Extensive use of various modeling platforms to aid in resilience planning
- Use of climate change as part of stormwater CIP planning process
- Urban and coastal analyses
- Water quality, quantity, and natural systems for both inland and coastal systems
- Numerous City grant-funded initiatives and awards



The City of West Palm Beach, Florida, has engaged Collective Water Resources for over a decade to assist with many aspects of sustainability planning, vulnerability assessment, and adaptation.

The City's resilience planning effort began back in 2011, when the City had the vision to develop a holistic approach to stormwater master planning to assist with needs across several City Departments. Collective Water was the prime contractor for the stormwater master planning work. The Stormwater Master Plan was one of the first municipal modeling efforts that studied climate change in the State of Florida via localized simulation of future flood conditions. Recommendations for the City were developed to be helpful in terms of both public education and regional planning – but also very practical and applicable in terms of the day-to-day decisions made by the City staff and leadership.



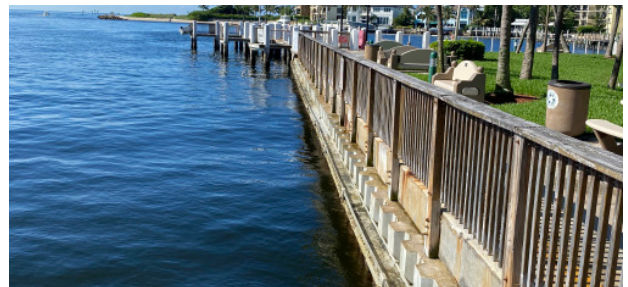
Collective Water is currently adapting the Stormwater Master Plan and new data to create the City's CRS Activity 450 compliant Watershed Master Plan. The firm has also assisted with two phases of Vulnerability Assessment over several types of climate threats over the past decade.

In 2023, the City contracted with Collective to assist with the submittal of data to FEMA in support of revisions to proposed coastal floodplain maps (or DFIRMs). Collective was successful in providing accurate and timely data in support of revised floodplain maps. Notably, the City was the only jurisdiction in Palm Beach County that was successful in getting data accepted by FEMA before the maps became effective.

The City of West Palm Beach awarded contracts in excess of \$1 million to Collective for these various phases of planning between 2012-2025. This work is ongoing but various phases have been completed since 2018. The City received awards from the US Conference of Mayors and the Florida Stormwater Association for these projects – as well as two sizable grants. The City also increased their CRS Rating from a 6 to a 5 and saved constituents over \$5 million annually in flood insurance premiums as a result of the Stormwater Master Plan.

Citywide Seawall Assessment City of Pompano Beach, Florida

CUMMINS | CEDERBERG
Coastal & Marine Engineering



Cummins Cederberg is working with the City of Pompano Beach to complete an engineering condition assessment of the 15 City-owned seawalls. The assessment will evaluate current condition, assess remaining design life, and provide preliminary repair/replacement costs to bring the seawalls into compliance with the requirements of §151.05 Tidal Flood Barriers. The findings will be incorporated into the City's Capital Improvement Plan (CIP).

Cummins Cederberg completed a reconnaissance level survey of the 15-City-owned seawalls. This visual assessment evaluated water depths adjacent to the structures, as well as accessibility issues to support field planning efforts.

The engineering dive team will perform an above and below water inspection of the approximately 2,900 LF of seawalls along the 15 City-owned shoreline segments. The inspection will include a visual assessment of the structural components (e.g., cap, panels, piles) to identify cracks, displacement, corrosion, voids, splitting, rot, settlement, or other forms of deterioration, as well as the condition of other shoreline structures (e.g., riprap revetment). Existing available LiDAR survey data will be processed to develop a Digital Elevation Map (DEM) of the project area. The DEM will provide current elevations of the shoreline stabilization structures.

Cummins Cederberg will prepare an engineering inspection report outlining the engineering observations and results of the inspections. The report will include an assessment of the existing seawall structures, estimated remaining services life, and recommendations for rehabilitation or replacement, as applicable, to meet the requirements of §151.05 Tidal Flood Barriers. The report will prioritize repairs/replacements based upon the condition assessment.

Scope:

- Above and below water structural engineering assessment
- LiDAR data processing with digital elevation map
- Repair/replacement design recommendations
- Condition assessment report
- Capital improvement planning

Tidal Flood Mitigation and Shoreline Protection City of Hollywood, Florida

CUMMINS | CEDERBERG
Coastal & Marine Engineering



Cummins Cederberg is assisting the City with their Tidal Flooding Mitigation and Shoreline Protection project. The scope includes evaluation of 22 City owned shoreline segments along 10,000+ ft. of shoreline within North Lake, South Lake, and the ICW. Conceptual designs have been prepared for each shoreline segment to provide site specific solutions to address tidal flooding. Concepts include living shorelines, rock revetments, and bulkheads and are consistent with the new City and County tidal flood barrier ordinances.

Our team of marine biologists completed a benthic resource survey of the submerged lands adjacent to the 22 project areas. The survey was conducted using SCUBA during the seagrass growing season and identified important protected resources. Resources observed included shoal grass, paddle grass, and Johnson's seagrass. This survey informed project design to ensure impacts to these important resources are avoided and minimized to the maximum extent practicable and will support environmental permit applications. Biologists also assessed the vegetation to identify protected and invasive species along the 22 project areas. Native vegetation will be protected, and exotic vegetation will be eradicated as part of project implementation.

Engineering inspections were conducted above and below water to assess the current condition of the 22 shoreline segments. These inspections informed design of tidal flood barriers that meet the City and County Codes and will be sufficient to protect the shorelines against sea level rise that is reasonably anticipated to occur during the design life of these structures. Tide gauges were deployed in North Lake, South Lake, and the Hollywood Marina to determine tidal prisms, lag time, and water level elevation differences between each lake and the ICW. This information was utilized for design of tidal flood barriers for the project sites. This project will enable the City to mitigate the severe flooding that occurs

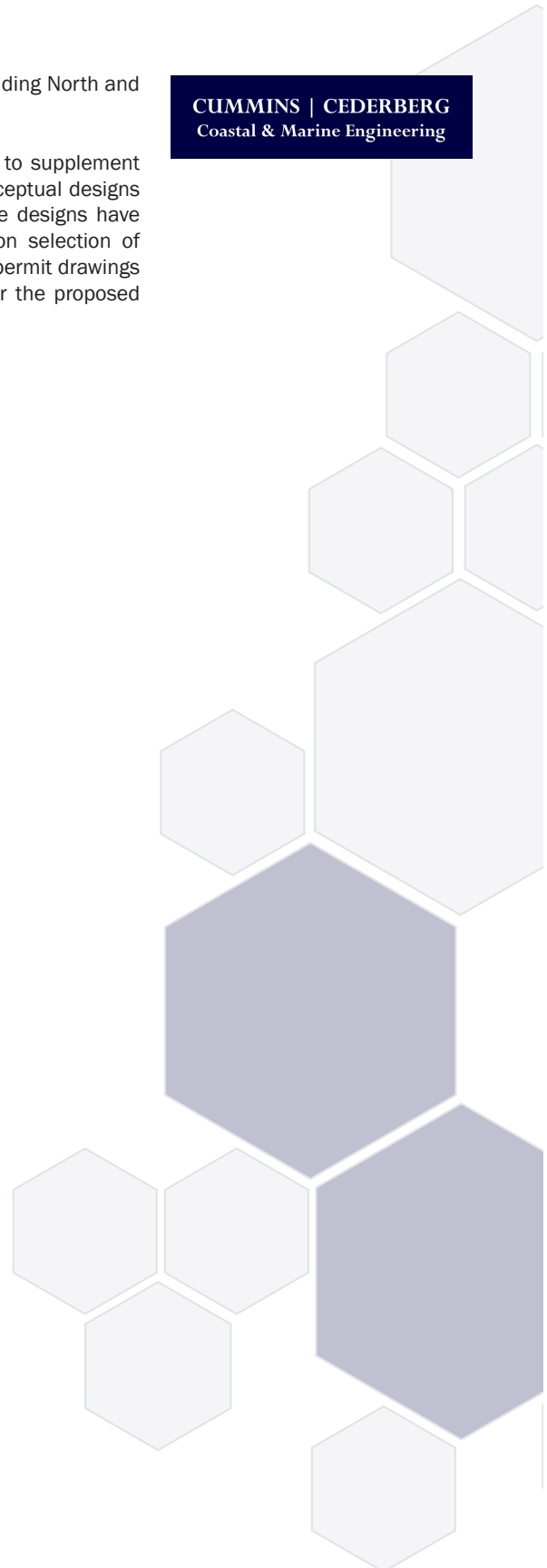
Scope:

- Marine resource survey
- Coastal wetland surveys
- Above and below water
- Structural engineering assessments
- Coastal engineering assessments
- Environmental permitting
- Grant application and administration
- Engineering design
- Construction administration
- Ordinance development

during king tides and sea level rise in the neighborhoods surrounding North and South Lakes.

Cummins Cederberg secured a \$13.9M Resilient Florida Grant to supplement the City's GO Bond funding for project implementation. The conceptual designs were presented during a public meeting to solicit input and the designs have been reviewed with relevant departments within the City. Upon selection of project elements for each site, Cummins Cederberg will prepare permit drawings and applications to secure environmental regulatory permits for the proposed projects.

CUMMINS | CEDERBERG
Coastal & Marine Engineering



Waterfront Parks Sea Level Rise Mitigation Miami-Dade County, Florida

CUMMINS | CEDERBERG
Coastal & Marine Engineering



Led the preparation of a Sea Level Rise and Flood Mitigation Roadmap for seven waterfront parks throughout Miami-Dade County. The primary objective was to analyze the impacts of sea level rise on the park's infrastructure and operations, as well as develop flood mitigation and adaptation concepts for planning and budgeting purposes. These parks are relatively low lying, which results in flooding to some areas during high tide events. Flooding is a nuisance to visitors, as areas become inaccessible.

Cummins Cederberg compiled existing survey data provided by the County overlaid with LiDAR data to prepare a comprehensive topographic map of the park study area.

This comprehensive map was used as the basis for development of an implementation roadmap. Cummins Cederberg developed a site specific roadmap for each of the seven waterfront county parks. The roadmaps are unique, as they combine sea level rise projections, practical concepts and on-the-ground implementation experience with maintenance and replacement requirements relative to overall service life.

Cummins Cederberg prepared studies for: Matheson Hammock Park, Crandon Park, Haulover Park, Virginia Key Park, Biscayne Shores & Gardens Park, Black Point Marina, and Homestead Bayfront Park.

Scope:

- Coastal engineering
- Numerical modeling resiliency
- Flood mitigation
- Condition assessment
- Adaptation planning
- Stakeholder involvement
- Capital improvement planning

FLORIDA MUNICIPAL SUSTAINABILITY GUIDANCE

CITY OF POMPANO BEACH, CITY OF DELRAY BEACH, AND CITY OF DANIA BEACH

Florida U.S.A.



TYPE OF PROJECT:	Municipal Sustainability	REFERENCE: Christina Viala Sustainability Coordinator City of Pompano Beach Christina.viala@copbfl.com
BUILDING TYPE:	Various	
CLIENT:	City of Pompano Beach, City of Delray Beach, and City of Dania Beach	
COMPLETION DATE:	Ongoing	
SERVICES:	Sustainability Consulting	

SOCOTEC has a proven track record of providing technical consulting and advisory services to municipalities across South Florida and New York City, supporting initiatives that enhance community sustainability and resilience. Recently, SOCOTEC advised the Cities of Delray Beach and Dania Beach on Sustainable Building Ordinances aligned with their climate and resiliency goals.

Additionally, SOCOTEC is currently conducting a Solar Feasibility Study for the City of Pompano Beach to evaluate renewable energy opportunities across multiple municipal sites in support of the City's sustainability and resilience goals.



NYC DOB SUSTAINABILITY BUREAU & NYS DOS ENERGY CODE UNIT STAFF AUGMENTATION

New York, New York, U.S.A.



TYPE OF PROJECT:	Existing Buildings and New Construction
BUILDING TYPE:	All NYC buildings covered under LL97
CLIENT:	NYS Department of Buildings and NYS Department of State
START DATE:	2023
COMPLETION DATE:	Ongoing (Expected 2026)
SERVICES:	Advisory and Technical Support

SOCOTEC has supported both the New York State Department of State (NYS DOS) and the New York City Department of Buildings (DOB) in advancing energy code development and implementation to meet local and statewide climate and Greenhouse Gas Emissions goals.

For NYS DOS, SOCOTEC provided technical assistance by drafting code language, evaluating cost effectiveness of proposed provisions, supporting training and outreach for code officials and users, and representing the State in national code development forums. These efforts have improved Energy Code usability and helped advance the State's climate agenda.

As the Energy Specialist embedded in DOB's Bureau of Sustainability, SOCOTEC assisted the Office of Building Energy and Emissions Performance in preparing for the implementation of Local Law 97 of 2019 (LL97), NYC's landmark Greenhouse Gas Emissions reduction legislation, and related energy laws. This included:

- Updating City rules to reflect changes to the law
- Supporting the design and testing of the data upload portal and templates
- Developing internal training materials and external outreach for building owners and Registered Design Professionals
- Coordinating with MOCEJ, local utilities, and other stakeholders to inform code updates
- Providing technical support for complex or unique building systems across the City

These contributions support New York City's goal of achieving net-zero building emissions by 2050, in alignment with the New York State Climate Leadership and Community Protection Act (CLCPA).



BROOKLYN NAVY YARD

LOCAL LAW SUPPORT AND CLIMATE ACTION PLANNING

Brooklyn, New York, U.S.A.



TYPE OF PROJECT:	Existing Building and Climate Planning
BUILDING TYPE:	Commercial and Light Industrial
CLIENT:	Brooklyn Navy Yard Development Corporation
START DATE:	2025
COMPLETION DATE:	Ongoing (Expected 2026)
SERVICES:	Commissioning, Energy Efficiency, Climate Resiliency Planning

SOCOTEC, with Mayflower Engineering as a subcontractor, was engaged by the Brooklyn Navy Yard Development Corporation (BNYDC) to deliver a two-phase project supporting the campus's decarbonization planning efforts. The Brooklyn Navy Yard campus is a former U.S. Navy shipyard spanning 225 acres in Brooklyn, comprising over 50 buildings currently used for commercial and light industrial purposes

Phase 1 supports BNYDC's compliance with New York City Local Laws, including energy benchmarking (LL84), retro-commissioning and energy audits (LL87), and greenhouse gas emissions reporting (LL97). SOCOTEC is collecting building and utility data (energy and water) across the campus, conducting site surveys for retro-commissioning and ASHRAE Level 2 audits, and preparing Energy Efficiency Reports outlining short- and long-term measures with projected returns on investment.

Phase 2 focuses on developing a Climate Action Plan to guide the Brooklyn Navy Yard toward net-zero carbon emissions by 2050. It will include a baseline assessment of Scope 1 and 2 emissions and identify reduction strategies such as building upgrades, renewable energy, electrification with battery storage, and transportation decarbonization. The plan will include phased targets (2026–2034) and milestones (2040, 2045, and 2050). SOCOTEC has partnered with Energy Shrink to lead this effort.





701 BRICKELL AVENUE LEED EB: O&M IMPROVEMENTS Miami, Florida

More than a decade of effort has consistently improved this 35-year-old Miami high-rise to achieve repeated LEED O+M v2009 Gold recertification by improving building systems. Following an initial analysis and calibrated energy model, a roadmap was developed to deliver a building that could be marketed specifically to tenants desiring a certified building. Once basic LEED EB: O&M certification was achieved, the goal of LEED Gold recertification was pursued, moving the building towards greater levels of sustainability and efficiency. Major improvements to the building include:

- Upgrading the chiller plant with an annual savings of \$75,000 from reduced maintenance and energy savings (seven-year payback for a chiller with an expected service life of 20 years).
- Replacing toilet fixtures at a cost of \$110,000 (three-year ROI based on monthly water consumption).
- Installing water meters to reduce the volume used for irrigation and monitor water consumption used by tenants.
- Retrofitting building lighting with energy efficient T-8 fluorescents and adding motion sensors to significantly reduce energy consumption, with a first year savings of \$325,000.
- Re-calculating the ventilation air requirement resulting in a four-month ROI, potential for future energy use reductions by demand-controlled ventilation and better control of, and resistance to, potential mold issues.
- Installing variable speed drives on HVAC equipment and domestic water pumps to meet the varying cooling demands.
- Adding a "cool roof" with a solar reflectance index calculation of 104.

PROPERTY MANAGER

JLL Americas, Miami, Florida

OWNER

Nuveen

MAJOR COMPONENTS

New Energy Management System
Upgraded Chiller Plant
Water Metering; Lighting Controls

SIZE

740,000 square feet

COMPLETION DATE

Phase I: 2010; Phase II: 2012
LEED Recertification: On-going

TLC SERVICES

Mechanical, Electrical, Plumbing,
Fire Protection, Audio-Visual, Energy
Modeling, LEED EB Consultant, Project
Administration, Retrocommissioning

MAJOR AWARDS

USGBC Best of Building Award, Best
LEED O+M, 2011
BOMA TOBY Award (500k to 1M sf), 2012

Certified LEED v2.2 EBOM, 2010

LEED O+M v3 Gold Re-certification I,
2013

LEED O+M v3 Gold Re-certification II,
2018



NUVEEN NORTH AMERICAN PORTFOLIO SUSTAINABILITY CONSULTING Across America in Various Major Cities

TLC has provided energy and engineering services on numerous buildings owned by this international REIT, including 701 Brickell (above), for more than a decade. Nuveen has established energy reduction target goals varying from 3% to 6% annually, based on the type of building, age and location and TLC is assisting them in achieving these goals with energy audits, Retro-Cx and identification and implementation of energy conservation measures.

In 2018 Nuveen expanded TLC's role and retained the firm to work in conjunction with the Owner and Property Managers to identify building assets that will be enhanced by achieving LEED certification to enhance marketability, as well as for inclusion in the Energy Star Program. Also important are local municipality and state requirements for sustainability and code compliance, energy rebates and other financial opportunities to improve asset quality.

Energy audits are completed on selected assets annually, typically of approximately 20 Class A office buildings, selected by Nuveen for targeted improvement. To provide the required level of attention, TLC assembled three experienced teams to accomplish the field work. Standards for assessing and reporting were established and the teams are coordinated by a senior TLC sustainability consultant, working under the direction of a senior engineer.

Representative Nuveen portfolios include:

- **Boston Portfolio Building #2** - 731,559 Gross Rentable SF; Capital Investment of \$148,000 for an ROI of 2.1 years to achieve a 9.9% reduction in electric use
- **Washington DC Portfolio Building #2** - 517,465 Gross Rentable SF; Capital Investment of \$366,700 for an ROI of 3.42 years to achieve an 8% reduction in electric use
- **Miami Portfolio Building #1** - 740,000 Gross Rentable SF; Capital Investment of \$790,000; annual savings of \$327,000 in energy / water costs. Achieved LEED v2.2 EB Gold Certification and subsequent LEED v2009 EB Gold re-certification.

OWNER

Nuveen, a subsidiary of TIAA

MAJOR COMPONENTS

Class A Office Buildings
Lighting Upgrades & Controls
Chiller Upgrades
HVAC Controls
Low Flow Plumbing Fixtures
Ventilation

PROJECT SIZE

40,000 square feet - One million square feet

COMPLETION DATE

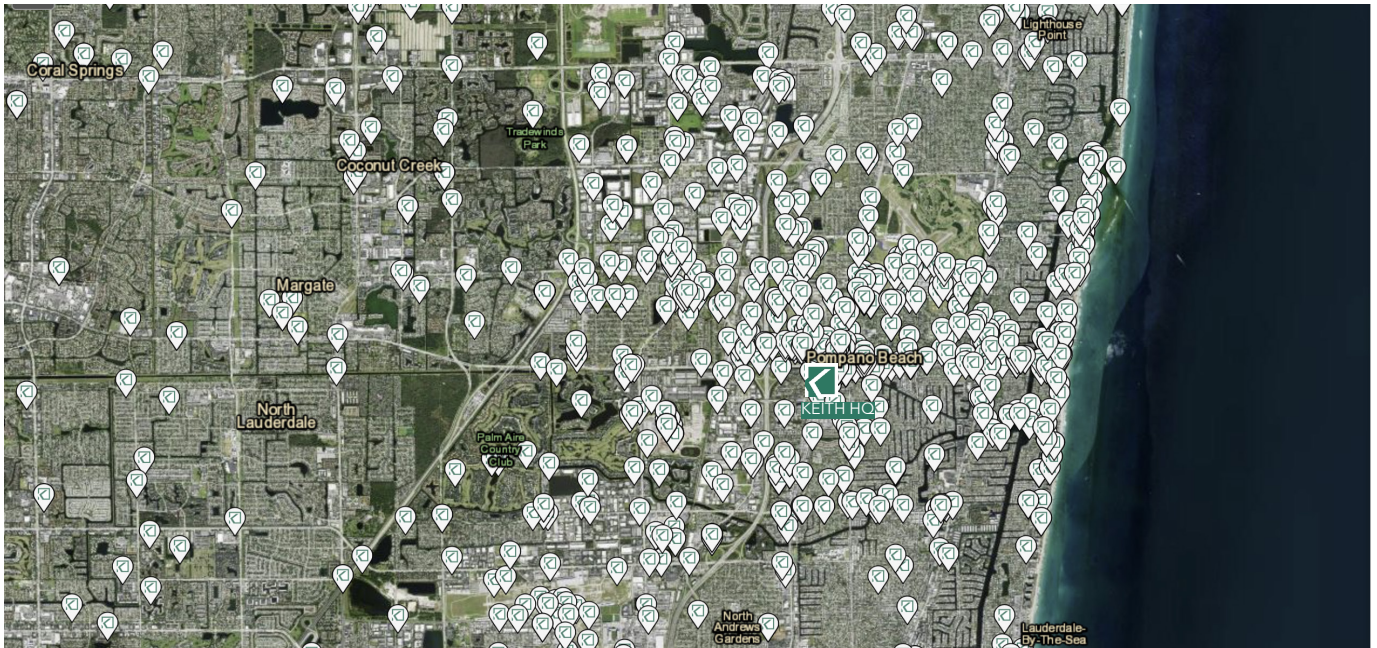
2008 – ongoing

TLC SERVICES

Commissioning, Mechanical, Electrical, Plumbing, Energy Audits, Energy Modeling, Sustainability Consulting, LEED Administration

UNRIVALED EXPERIENCE

As a trans-disciplinary team rooted in Pompano Beach, KEITH's experience in this City is unmatched. We've had the privilege of contributing to the future of Pompano Beach for decades through hundreds of impactful projects—both large and small. The KEITH Team is committed to Pompano's growth and resilience, ensuring that each project reflects our pride and unwavering support for its continued success. The image below shows a variety of projects KEITH has completed in Pompano. Additionally, you will find a list of public and private projects KEITH has been a part of within the City. **Pompano Beach is our community; it is our home.**



1 E McNab Road Pompano Beach
 1 N Ocean Blvd
 10 SW 6th St. LLC
 101 Liquors
 101 NW 13th Ave Pompano Beach
 1010 N Andrews Avenue Pompano Beach
 110 S Federal Hwy Boundary Survey
 1190 Northeast 3rd Avenue
 1200 NW 15th Street Pompano - First Industrial
 1200 NW 31st St. Pompano Beach
 1200 NW 31st Ave Business Park- Pb
 1207 E Atlantic Blvd. Pompano Beach
 1221 Ne 8th Court
 1289 W Atlantic Blvd. Pompano Beach
 1301 North Dixie Hwy Pompano Beach
 1302 N Andrews Avenue
 1380 S Ocean Blvd Pompano Beach
 1380 South Ocean Blvd Pb
 140 NW 16th St
 1406 SW 8th Street Pompano Beach
 1421/1440 SW 31st Avenue Pompano
 14th Street Causeway Radar Sign - P.O. 190661
 1550 NW 24th Ave Pompano Beach
 1660 North Powerline Road
 1801 N Andrews - Next Phase
 1891 NW 33rd Court Pompano Beach
 1905 Clint Moore Rd Boca Raton
 1925 NW 15 St Pompano Beach

1941 N Dixie Hwy Pompano Beach
 1st Class Auto Center
 1st Presbyterian Church-Survey S/O
 20 N Ocean
 2028-19353 A1A Overhead Undergrounding & Streetscape
 2033 W McNab Rd Pompano Beach
 2140 Tanbark Lane Fort Lauderdale
 22 Ne 22nd Ave Fire Sprinkler Service
 2293 SE 8th St Pb
 2301 NW 15th Ave Pompano Beach - 5-Year SWM License Recert
 2400 E Atlantic - Portman
 2410 Ne 2nd Avenue Pompano Beach
 2605 N Andrews Ave
 2701 E Atlantic Blvd. Pompano Beach - Parking Study
 2715 East Atlantic Blvd/Harbor Village
 2780 SE 7th Drive
 2785 N Andrews Ave
 2785 SE 7th Drive Pompano Beach
 2851 Dr. MLK Jr. Blvd.
 3101/3105 W Atlantic Blvd Pompano Beach
 33-49-42 Boundary Survey
 344 NW 2nd Street
 44 Ne 1st St Pompano Beach
 5-Year Surface Water Mgmt. (SWM) License Recert/Renewal
 520-540 S Federal Highway Pompano Beach
 6 City Parcels Dixie Hwy & NW 8th St
 701 SW 15th Street Pompano Beach
 737 MLK FPL Easement

808 SE 4th Street Fort Lauderdale
 809 NW 12th Terrace Pompano Beach
 950 McNab Goodwill
 951 SW 12th Avenue-Pompano Beach
 A1A And Atlantic
 A1A Water Main Improvements
 Affordable Housing Project - Pompano
 Airpark - Lupa Parcel & Parcels 1 Thru 4
 Aloha Site - SW11th St & Dixie Hwy Pb
 Alpha 250/Pompano
 Andrews/Atlantic Sue Locations
 Anne Gillis Park-Pompano Beach
 Aquatic Stone Warehouse-Pompano Beach
 Associated Grocers Of Florida
 Atlantic Blvd Toc - Lupa
 Atlantic Residential At Live! Apartments
 Atlantic Square
 Atlantic Square Elevation Cert-Pb
 Aveline Assoc Ltd - 3161 N Dixie Highway
 Aviara Airpark Apts-140 Ne 16th St Pb
 Aviara Corporate Park
 Avondale
 Bayshore Hotel-Gzella Collection
 Blanche Ely House Improvements
 Blount Road
 Boulevard Art Lofts
 Boundary Survey Parcel 104-Ty Lin
 Bp22-9870 - Pompano Beach - David Mcmillon

Bravo Auto Repair	Heath Property	NW 27th Avenue Pompano Beach
Bridge & Culvert Improvements-SE 9th Ave	Hillsboro Harbor Unit B	NW 33rd Streetscape Improvements- Kimley
Broadstone Oceanside Apartments	Hillsboro Inlet Marina Feasibility Study	NW 4th St & 6th Avenue Pompano Beach
Broward County Mrps 221	Hillsboro Shores Residents VS Hillsboro Inlet Investments	NW 7 Ave Sidewalk
Broward Hwy Maint Bld 1600 Blount Rd Pb	Holistic Recovery Cntr-Pompano Beach	NW Bus Terminal Pompano Beach
Canal Drive Survey	Houtkin Consulting Residence	Ocean Park Pompano Beach
Captiva Cove - Phase 2	Indian Mound Park Pavilion	Ocean Rescue
Carrier At Pompano Crossings	Intercom Copiers Office/Warehouse	Oceanside Redevelopment Parcel
Carver Homes Industrial Park	loc Pompano Phase 2 & 3	Old Pompano Area Survey
Centennial Park	Isle Casino	Old Pompano Streetscape Improvements -L09-17
Charlotte Burrie Civic Center - Water Easement	Jean Emmanuel Fourplex	Old Pompano Traffic Calming Improvements
Circle Drive Pompano Beach	JKV Recycling Center	Old Town Crown Elevations
City Of Pompano Beach - Cemetery	JI Exotics - Pompano Beach	Oldcastle Coastal Bonsai Plant
City Of Pompano Beach Alsdorf Park	John Knox Village - Fence Permit	P - Northwest Area Multi-Purpose Center
City Of Pompano Beach Bulk Fill Station System	Kendall Lake Stormwater Improvements	Palm Aire Fire Station - McNab & 36th Ave
City Of Pompano Beach Founders Park	Kendall Lakes Walking Path	Park Central-Bldg 1 Pompano Beach
City Of Pompano Beach Public Works	Kendall Lakes Walking Path	Patel Beachside Parking Lot
City Of Pompano Beach Water Treatment Plant	Kester Park	Pompano Beach Community Garden-1099 NW 6th Ave
City Of Pompano General Engineering And Surveying Services	Keurig Dr. Pepper	Pompano Beach B CRA - Commerce Park
City Of Pompano GIS Services	La Fitness	Pompano Beach FS 24:2001 Ne 10th St
City Vista Apartments	La Fitness Alta Survey	Pompano Beach FS 52:10 SW 27th Ave
Claridge & Hillsboro Light Towers	Lake Parcel - Pompano Beach	Pompano Beach FS 61:2121 NW 3rd Ave
Club At Palm Aire Townhomes Pb	Lake Santa Barbara And Wahoo Bay	Pompano Beach Oceanside Fire Station Parcel A
Collier City Sanitary Sewer Improvements	Lakes At Palm Aire	Pompano Beach Parking Garage
Community Garden	Legends Tavern & Grille	Pompano Beach Utilities Field Service Bldg-Survey
Concurrent Real-Time	Leisureville - Sketch And Legal Descriptions	Pompano Beach Water System Upgrades 11-020
Fire Station 114 (Fs 114)	Liberty Belle Transportation-SWM Renewal	Pompano Beach -Mitchell Moore Park
Coral Reef Apartments	Live! Hotels	PBHA-Blanche Ely Property-Plat/Zoning
Covent Gardens - Pompano Beach	Lyons Park	Pepper Lands- 21-48-42
Cresthaven Neighborhood Lighting	Malulani-Sanitary Sewer Septic Tank Conversion	PB Hangar 26/27 Design Concepts
Cristelle Cay	Mapei Corp. - Pompano Beach	PB Parcel Y
Cypress Boulevard Turn Lane	Marriott Ocean Pointe - Pan Am	Pompano Housing Authority Surveying
Cypress Nook Near Mcnab Rd Bridge	Marriott Pompano Beach-5 Year SWm	Pompano Amphitheater
Dandee Donut Factory	McDonald's - Pompano Beach	Pompano Beach Airpark Master Drainage Plan
Daycare - 402 Ne 27th Ave Pb	McNab Fleet-900 E McNab Rd Pb	Pompano Beach Briny Avenue
Dixie Highway Row Adjustments	McNab Grove Inc. - 950 E McNab Road Pompano Beach	Pompano Beach Church of God
Dixie Highway Segment	McNab Road Parking Area	Pompano Beach CSC For Airpark Engineering
Dixie Hwy & NW 8th St-Cornerstone Group	McNair Park Improvements	Pompano Beach Dog Park-1101 N Fed Hwy Pb
Dixie Hwy Corridor Improvements	MLK Blvd - Dixie To 95 Ff Elevations	Pompano Beach Elks Club
Dodge Of Pompano Design/Built	MLK Boulevard & NW 27th Avenue Medians	Pompano Beach Facility Assessments
Drainage Improvements At Us1 And Ne 14th St	Morrow Equipment	Pompano Beach Fire Station No. 114
Drew Elementary School	Mount Calvary Plat Note Amendment	Pompano Beach Fire Station No. 61
East Atlantic Boundary Surveys-Pb	Mr. Squeaky - 5-Year SWM Renewal	Pompano Beach Fishing Pier
East Coast Industrial Center	Mullet Alley Sketches	Pompano Beach GIS Mapping Services Pilot Project
East Pompano Beach CRA - Slum And Blight Study	My Storage Bin	Pompano Beach Master Plan/Pompano Beach Airpark
East Pompano Beach CRA Master Plan Approval	My Storage Bin Survey Update	Pompano Beach Municipal Pier Renovation
Effluent Pipeline-136th Ave N Of NW 10th St	Myrick Farmers Market	Pompano Beach NW CRA District Projects
Electrical Design Pompano Beach Pier Area	NE 19 Ave-N Atlantic Blvd Pompano Bch	Pompano Beach Park
Ellis Residence - 2612 N Atlantic Blvd Ft. Lauderdale	NE 22nd Ave Apartments-Pompano Beach	Pompano Beach Rezoning Opposition
Enron - Thornbrough	NE 23rd Ave Bridge Replacement	Pompano Beach Snack Bar
Estiles Development-Pompano	NE 23rd Ave R/W Staking-Copb	Pompano Beach Stormwater - Northeast 27th Avenue & Northeast 16 Street
FDOT D4- Lighting Improvements Sr814/Atlantic Blvd	NE 2nd St Sketch & Description	Pompano Beach Stormwater Design & Analysis
Festival Flex Warehouse	NE 2nd St/A1a Intersection Traffic Signal Improvements	Pompano Beach Woman's Club-314ne2ndst
Festival Marketplace-Wetland Parcel	NE 38th Street Ada Legal Descriptions	Pompano Beach-223 Ne 13th St Survey
Firestone Federal Highway	NE 44th St. Row Abandonment Sketch & Legal	Pompano Business Park
Firestone Federal Highway	NE 56 St From Ne 18 Ave To Ne 22-Wa10-Rsh	Pompano CEI Services
Firestone Site-3501 N Federal Hwy. Pompano	NE 9th Court Sketch & Legal Descrp	Pompano Citi Center
First Industrial-20 Acre Site-Plat	NE Pompano Beach Force Main	Pompano City Place LLC - Pure Residence
First Pompano Logistics Center - Survey Services	New Office Trailers - Specific Purpose Survey	Pompano Community Park
Founders Park	New Sidewalks-Pompano	Pompano Farmers Market - 5yr SWM License Renewal
FPL McNab Service Center -900 SE 15th St	Noland Plumbing	Pompano Fashion Square
Freeman Funeral Home	North Course Jogging Path	Pompano Lift Stations
Gateway Project Survey - P.O. 191357	North Pompano Park - Wa12	Pompano Lincoln Mercury
Gateway Drive Stormwater Improvements	North Riverside Park	Pompano Live!
Gold Coast Saab	Northeast 5th Avenue Specific Purpose Survey	Pompano Marriott Renaissance Inn
Golden Acres Senior Housing	Northwest 6th Street - Dixie To Northwest 6th Avenue	Pompano Park Gaming Terrace
Golden Square - 5-Year Recertification	NRWWTP Electrical Load Center	Pompano Plaza
Gresham Properties	NRWWTP Fine Bubble Aeration Basin Conver	Pompano Public Works As-Built
Hammondville Rd (MLK) Parcel	NW 10th Street	Pompano Riverside
Harbor Drive Jogging Path	NW 15th Street Survey	Pompano Silica Sand
Harrell Property-700 N Riverside Drive Pompano Beach	NW 1st Street	Pompano Sports Complex
Two 8 Lyons Rd-NW 31st Ave & McNab	NW 27 Ave Between NW 4 Ct & 5 St Pb	Pompano Springs Replat Surveys

Pompano Tennis Center
 Pompano Townhouse Project
 Pompano Water & Sewer Division Plant
 Powerline Lot Clearing - 3092-3192 N Powerline Rd Pompano Beach
 Powerline Rd Between NW 3rd St&NW4th Pb
 Precast Factory - 1200 NW 15th St Pompano Beach
 Prologis Pompano
 Public Storage FI17086001 Pb S Dixie
 Public Works Department Modular Addition
 Pump Station 221-Rf Environmental
 Pure Residence Pompano Beach - Phase 1
 Raising Cane's Restaurant
 Retroactive Landscaping & Striping Plans
 Right Of Way Staking - NW 33rd St
 Riverside Condo Development
 Riverside Dr & Ne 14th St Causeway -To#5
 Riverside Promenade
 Rockridge Capital Privacy Wall
 Royal Petroleum Pompano
 Sabbia Beach West
 Sanders Park Sidewalk Construction
 SE 6th Bridge Replacement-Pompano Beach
 SE 9th Avenue Culvert And Bridge Repair
 Senior Citizen Housing Complex- Pompano
 SFRTA - Pompano Beach Park-N-Ride Lot
 Short Term Rentas 5+ Units Analysis/Reco
 Sienna At Palm Aire Golf Path
 Skate Park At Community Park
 Sketch And Legal Description - FPL Easement
 Soprema 2900 Centerport Circle Pb
 South Flagler Avenue
 South Motors-140 NW 16th St Pb
 SR 814 Atlantic Blvd Control Map
 SR 849 From MLK Boulevard To Atlantic Boulevard D4
 SR A1A At 15th Ave
 SR A1A Streetscape Improvements At Oceanside Development
 St Martins Church - Temp Parking Lot
 Summan Western Plat
 SW 30th Avenue
 SW 36th Avenue Pedestrian Path Final Certification
 SWMS License Renewal-Mr. Squeeky
 Terra Mar Drive Bridge
 The Bite Eatery
 The Duet - Ocean Park
 The Ely 400 NW 6th Pompano
 The New Auto Toy Store-Pompano Beach
 Townhomes -27th Ave Pompano Beach
 United Rentals A19 - Drainage Certification
 Unity Of Title
 US-1 & SE 15th St Pompano
 Vegetation Line
 Vertices - 598 E Atlantic Blvd Pompano
 Vista BMW Pompano Beach - Stanford
 Wahoo Inlet Park -Pompano Beach
 Warehouse - 1201 NW 31 Ave Pompano Beach
 Water Service Material Validation
 Water Works 2011 Utility Improvement Program
 West Side Of Federal Hwy N Of 15th St-18
 Westview Community Cemetery - Pompano Beach
 3101 NW 16th Terrace
 Youth Pompano Sports Park
 Zepssa -52 SW 5th Ct Pompano Beach



PROJECT TEAM FORM

PROJECT TEAM

COMPLETE THE PROJECT TEAM FORM ON THE ATTACHMENTS TAB IN THE EBID SYSTEM. PROPOSERS ARE TO COMPLETE THE FORM IN ITS ENTIRETY AND INCLUDE THE FORM IN THEIR PROPOSAL, WHICH MUST BE UPLOADED TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.

RFQ # 25-037 Name: KEITH
Federal I.D.# 65-0806421

PRIME

Role	Name of Individual Assigned to Project	Number of Years' Experience	Education, Degrees
Principal-In-Charge	Alex Lazowick, PE, PMP, ENV SP	15	BS Civil Engineering, University of North Florida
Project Manager	Tom Green, PE	22	BS Civil Engineering, University of Florida
Asst. Project Manager	Omar Rodriguez, PE, CFM, CAPM	7	BS Civil Engineering Escuela Superior Politecnica Del Litoral MS Hydroinformatics and Water Management, Université Côte d'Azur
Other Key Member	Kelly Cranford, PE, ENV SP	35	BS Civil Engineering, University of Florida
Other Key Member	Paul Weinberg, PLA	25	BS Landscape Architecture, University of Michigan

SUB-CONSULTANT

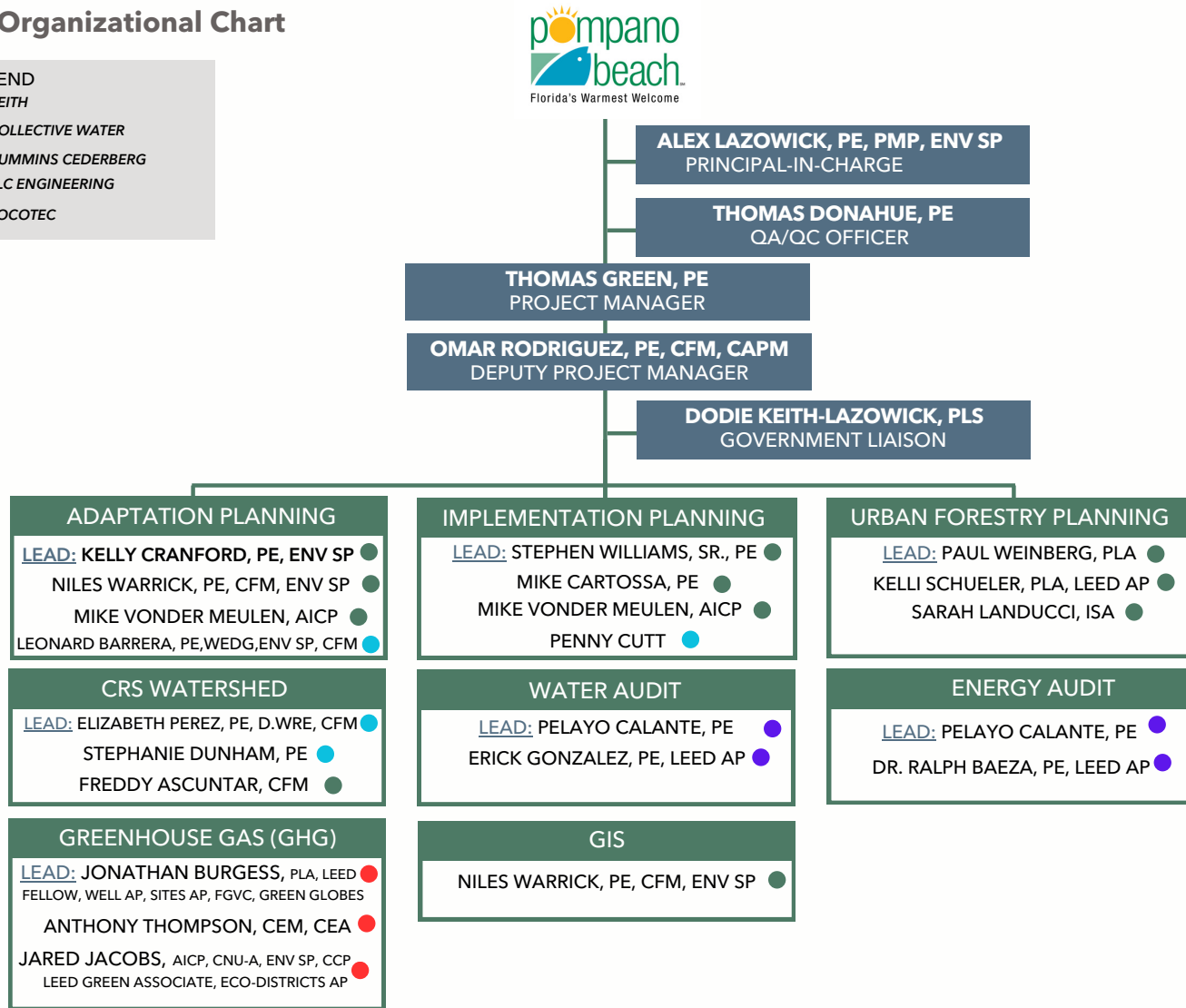
Role	Company/Firm Name and Address of Office	Name of Individual Assigned to the Project
	Handling the Project	
(specify) Adaptation Plan Development	Cummins Cederberg 888 S Andrews Ave STE 206, Fort Lauderdale, FL 33304	Leonard Barrera, PE, WEDG, ENV SP, CFM Penny Cutt
(specify) Watershed Management	Collective Water 250 S. Australian Avenue Suite 1110, West Palm Beach, FL 33401	Elizabeth Perez PE, DWRE, CFM Stephanie Dunham, PE
(specify) Water & Energy Audit	TLC Engineering 800 Fairway Dr Suite 130, Deerfield Beach, FL 33441	Pelayo Calante, PE Erick Gonzalez, PE, Dr. Ralph Baeza, PE
(specify) Greenhouse Gas	SOCOTEC 110 E Broward Blvd #950, Fort Lauderdale, FL 33301	Jonathan Burgess, PLA Anthony Thompson, CEM, CEA,
(specify)		Jared Jacobs, AICP
(specify)		
Other Key Member		
Other Key Member		
Other Key Member		

ORGANIZATIONAL CHART

Organizational Chart

LEGEND

- KEITH
- COLLECTIVE WATER
- CUMMINS CEDERBERG
- TLC ENGINEERING
- SOCOTEC



STATEMENT OF SKILLS & EXPERIENCE

KEITH

KEITH is a 60 + year old, majority woman owned, trans-disciplinary firm, based in Florida delivering a broad range of projects internationally. Based in Florida KEITH has office locations in Miami Dade, Broward, Palm Beach, St. Lucie and Orange Counties. Our team of over 200 professionals is working every day to deliver on our mission to create, expand upon, preserve and enhance our communities.

Our holistic development solutions carefully blend technical expertise with creative problem-solving; a right and left-brained approach, or what we call *Engineering Inspired Design*. KEITH engages as an extension of our clients, with an analytical lens and a goal to resolve development issues in a collaborative way; one that goes beyond the disciplines we provide. KEITH takes what might be considered mundane and transforms it by considering it through our unique lens, reshaping each project so that it's more than just functional, it's sustainable.

Subconsultants

Collective Water



Collective Water Resources, LLC (Collective) was founded in 2012 to serve Florida's public agencies with customized and holistic solutions to water resources challenges through the effective application of science and technology. We employ 16 water resources experts (ten of which are licensed Professional Engineers in the State of Florida). We are a woman-owned, registered engineering firm licensed in the State of Florida. We will offer the City our top-tier assistance with preparation of your Watershed Master Plan (and associated datasets and model). We've worked throughout the State of Florida but many of our engineers have significant modeling and planning experience in Broward County - including the County's recent Vulnerability Assessment and the City of Fort Lauderdale's Stormwater Master Plan. We also work on issues of resilience/adaptation, water quality, and ecology daily. We were one of the first firms, if not the first, to evaluate climate change as part of a Stormwater Master Plan in the State of Florida (City of West Palm Beach, 2017).

Cummins Cederberg

CUMMINS | CEDERBERG
Coastal & Marine Engineering

Since 2010 Cummins Cederberg has successfully grown into a leading engineering firm with specific focus on complex coastal and marine engineering projects throughout Florida and the Caribbean. The professional team at Cummins Cederberg is comprised of coastal engineers, marine structural engineers, marine biologists, regulatory and policy experts, marine scientists, oceanographers, and construction managers with proven experience in all facets of coastal engineering, environmental planning, and the regulatory framework. The firm has thrived under this exclusive focus without diluting knowledge or resources amongst other disciplines. Our team includes Florida Registered Professional Engineers with education and experience specific to the coastal and marine engineering field. We have experience planning, designing, and implementing beach nourishments, seawalls, revetments, groins, and other shoreline stabilization structures. In addition to traditional design methodologies, our team is highly versed in the latest engineering tools, which allows us to design coastal infrastructure projects more efficiently and accurately. We utilize state-of-the-art numerical models to simulate waves, currents, sediment transport, and turbidity, and 3D drafting software for design layout.

Our engineers are highly involved through the entire life-cycle of the project from initial field investigations, through planning, design, and ultimately construction management, providing a thorough understanding of the multiple facets of a project and interdependency of decisions made along the way. In addition to our engineering qualifications, the Cummins Cederberg team of marine biologists and regulatory experts provides unparalleled experience in local, state, and federal coastal permitting, marine resource surveys, mitigation design and monitoring, NEPA documentation, Endangered Species Act Section 7 consultation, and Essential Fish Habitat Assessments. Our team includes former senior and executive level staff from the major environmental agencies with intimate knowledge of the regulatory process and respected professional relationships with agency personnel. Our regulatory team and marine biologists work in concert with our engineers to achieve overall design intent and project goals, while protecting marine resources and aiding an efficient regulatory approval process.

SOCOTEC



SOCOTEC Consulting, Inc., a specific SOCOTEC entity was established in 2015 in Broward County, Florida. Nationally, SOCOTEC has a team of over 650 people across 25+ offices within the US, and more than 12,000 staff in 26 countries globally, working on some of the most challenging projects in the world's most competitive markets. Our professional architects, engineers and construction specialists deliver expert advice across our multiple service offerings to provide an integrated and holistic approach to building challenges. SOCOTEC is paving the way for cities of the future and sustainable industries, the SOCOTEC Group provides expertise from risk management to technical advice in the Construction, Real Estate, Infrastructure, Energy and Industrial sectors throughout the whole asset life cycle to ensure compliance, extend duration, and enhance environment performance.

TLC



Founded in 1955 and consistently ranked among the largest MEP and structural engineering firms in the country, we are an industry leader with expertise in diverse markets, from healthcare to education to aviation. Headquartered in Orlando, Florida, TLC has eight offices across Florida as well as offices in Nashville, Tennessee; New Orleans, Louisiana; Dallas, Texas; Ft. Worth, Texas; Houston, Texas; Los Angeles, California; Philadelphia, Pennsylvania; Atlanta, Georgia; Washington, DC; Chicago, Illinois; Milwaukee, Wisconsin; and Charlotte, North Carolina. Our highly qualified team of 500 professionals includes professional engineers, LEED-accredited professionals, ACG-registered commissioning authorities, and specialists in acoustics, energy modeling, and technology. We provide comprehensive services that allow clients to collaborate with a dedicated team from start to finish.

TEAM EXPERTISE

KEITH, alongside our specialized sub-consultants, brings extensive expertise and a proven track record in delivering comprehensive sustainability solutions. Our trans-disciplinary team includes engineers, urban planners, GIS specialists, and environmental scientists with deep experience in adaptation planning, vulnerability assessments, biodiversity enhancement, and natural resource conservation. Our team's collaborative approach ensures seamless project execution from planning through implementation, aligning with the City of Pompano Beach's sustainability goals.

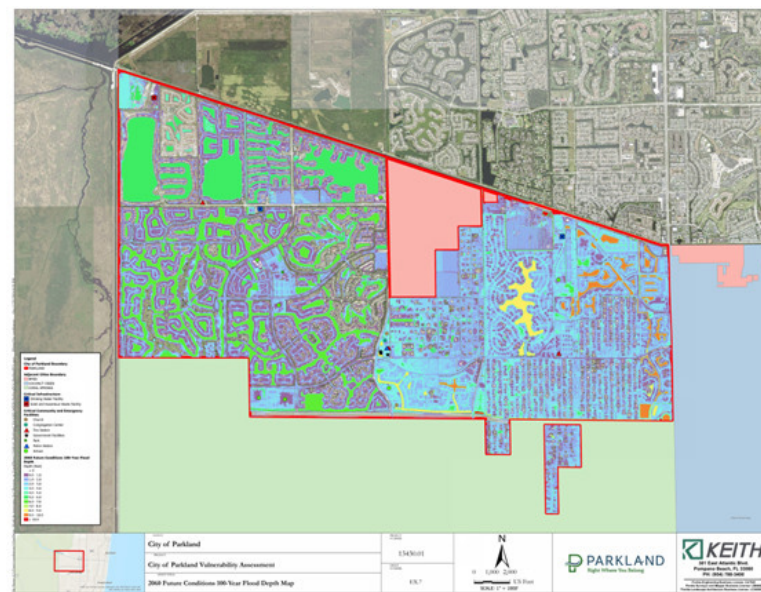
As the prime consultant, KEITH has demonstrated excellence in leading complex, trans-disciplinary projects that align closely with the scope outlined in this RFQ, including adaptation planning, watershed management, urban forestry, and green stormwater infrastructure. Our project team is structured to provide a seamless, integrated approach to sustainability planning. Our in-house resources, including GIS analysts, certified arborists, and LEED-accredited professionals, work in close collaboration with our sub-consultants, ensuring each component of the scope is addressed efficiently and effectively. We are committed to delivering innovative, data-driven solutions that enhance sustainability, resilience, and long-term climate adaptation for the City of Pompano Beach.

1. Adaptation Plan Development

We understand the City is in the process of completing their vulnerability assessment (VA) which was funded through the Resilient Florida Planning Grant 22PLN46. The final vulnerability assessment was recently presented to City Commission on May 13, 2025. This is a significant planning document and provided valuable insights into local vulnerabilities to both current and future tidal flooding, storm surge, and rainfall events. The VA is governed by State Statute 380.093 which sets minimum criteria that a VA must meet. The City's VA used 2017 NOAA intermediate-low and intermediate-high sea level rise projections for all flood modeling and analysis, with planning horizons in 2040 and 2070. However, on July 1, 2024 the State Statute 380.093 was updated and the new flood modeling criteria for a coastal community is 2022 NOAA intermediate-low and intermediate sea level rise projections with planning horizons in 2050 and 2080.

The KEITH Team has successfully led Vulnerability Assessments efforts for coastal and non-coastal communities throughout the state of Florida. KEITH's familiarity with the FDEP Resilient Florida Grant Program combined with our extensive experience in stormwater management, hydraulic modeling, flood resiliency, and community outreach, allow us to deliver updates to the comprehensive vulnerability assessments by taking a holistic approach and

considering the stakeholders input at every stage in the development of the report. This experience and our available capacity will allow our team to deliver a report that meets FDEP Resilient Florida Grant Program requirements and exceeds the City's expectations.



We understand the City was awarded the Resilient Florida Planning Grant 25PLN21 for the City of Pompano Beach Adaptation Plan. The grant agreement has not been executed by City Commission but currently has a grant agreement end date of June 29, 2027. KEITH has extensive experience in developing adaptation plans that build on vulnerability assessments to enhance community resilience. Our approach integrates climate data, hydrologic modeling, and stakeholder engagement to identify and prioritize adaptation actions which are feasible and cost-effective.

We understand the unique challenges that Pompano Beach faces as it is a coastal community with extensive seawalls and the increase threats posed by tidal flooding, sea level rise, and storm surge. The results of the VA show that the City has widespread exposure to flood risk under every model scenario. Our team is dedicated to fostering community engagement through the adaptation planning process, confirming that the voices of elected commissioners, city staff, residents, and stakeholders are included in the development of the adaptation plan (AP) to address these risks. Our approach has been successfully implemented and will satisfy the FDEP grant requirements and is broken down into the following tasks:

Task 1: Kick off Meeting

The KEITH Team will initiate the process with a kick-off meeting to establish the core team of stakeholders which can include City staff and community members. During this meeting, we will outline the project goals, schedule, key milestones, and deliverables. Deliverables will include a meeting agenda, attendance records, presentation materials, and a summary report documenting all decisions and inputs.

Task 2: Draft Adaptation Needs and Strategies

The KEITH Team will develop a draft of the AP which identifies specific adaptation needs and strategies. This task will produce a comprehensive table of adaptation needs alongside recommended strategies and a map highlighting critical assets. This draft AP will be guided by the Florida Adaptation Planning Guidebook, verifying alignment with best practices.

Task 3: Community Prioritization of Adaptation Needs

The KEITH Team will organize public meetings aimed at engaging residents and prioritizing adaptation needs. The purpose of the meetings is to present the draft AP and allow the public to provide input on the AP's needs and strategies. This process provides public input and support and allows the AP to be guided by local priorities.

Task 4: Final Adaptation Plan

Based on community prioritization and stakeholder feedback, the KEITH Team will finalize the AP. The AP will include a list of prioritized projects, aligned with state guidelines, high-level concept designs, and engineering budgets for top-tier projects. The final AP can be integrated into local planning frameworks.

Task 5: Public Presentation

To finalize the process, the KEITH Team will present the final AP to the City Commission and residents at a City Commission meeting. This presentation will share the outcomes of the AP, emphasizing prioritized projects and funding strategies to enhance resilience against changing climates and future challenges.

The KEITH Team has in-house policy expertise with substantial federal and state grant management experience. Our strategic partner, Cummins Cederberg, has a Tallahassee office which is comprised of policy leaders, regulatory administrators, and grant project managers who have previously worked for FDEP and other state agencies. Their varied experience includes developing and budgeting funding agency programs, administering grant awards with sub recipients and municipalities, preparing, and submitting grant applications on behalf of clients, administering grant contracts, and complying with state and federal grant requirements in consulting services and construction contracts.

Experience includes: City of Parkland VA, City of Lighthouse Point VA, City of Hallandale Beach VA, City of Sunny Isles VA



Town of Surfside Abbott Ave Drainage Improvements

2. Implementation Planning

Our team is skilled in translating complex adaptation strategies into actionable plans that support sustainable urban development. We excel at coordinating with municipal departments and aligning project goals with broader sustainability objectives. We understand that the City has made significant investments for implementation planning and the KEITH Team will ensure these valuable planning documents are part of the overall approach. These existing planning initiatives include the City's Stormwater Master Plan, the City's Sustainability Project Portfolio and Implementation Plan, the City's Vulnerability Assessment, and the City's Capital Improvement Plan. While our focus will be centered on the City, the KEITH Team would be remiss if we did not acknowledge the larger regional planning efforts like the Southeast Climate Compact and the Broward County Resiliency Plan.

A recent project that encapsulates our team's ability to successfully implement a sustainability planning project is the Town of Surfside Abbott Avenue drainage project. This was a flooded area identified on the Town's Stormwater Master Plan. The KEITH Team was able to take the project identified on the stormwater master plan and advance the high-level model results into construction documents. This project received a \$5 million FDEP Resilient Florida Grant 22SRP55 to implement the project.

As demonstrated above, our team of technical experts can advance planning projects into construction and find dollars to augment the City's budget and implement the project. KEITH's deep relationships within the City and community will be leveraged to help prioritize projects to meet the needs of the community. Our technical team has the knowledge to further refine hydraulic models to ensure proposed improvements are achieving intended levels of service and advance planning concepts into biddable construction documents.

At the same time, our team understands municipal funding strategies and will work with key stakeholders to help develop a blended funding strategy to advance the City's sustainability vision. Inter-departmental coordination is critical to ensure the City is leveraging grant opportunities and eliminate internal grant competition. Our team's varied experience includes developing and budgeting funding agency programs, administering grant awards with sub recipients and municipalities, preparing, and submitting grant applications on behalf of clients, administering grant contracts, and complying with state and federal grant requirements in consulting services and construction contracts.

Experience: Abbott Avenue Drainage Improvements

3. Urban Forestry Plan

KEITH's expertise in urban forestry planning extends beyond traditional landscape architecture, incorporating advanced GIS technology, heat mapping, and native species selection to maximize cooling benefits, biodiversity, and overall ecosystem resilience. To effectively expand and sustain a resilient urban tree canopy, the KEITH Teams approach will be rooted in climate-forward planning, ecological resilience, and community-based implementation. Recognizing the escalating challenges posed by urban heat, severe weather, development pressures and climate variability, our strategy emphasizes durable, adaptable solutions that aim to deliver long-term environmental and social benefits.

1 Resilient Urban Tree Canopy Planning

The KEITH Team will develop a forward-looking Urban Tree Canopy Plan that embeds resilience at its core. This plan will prioritize increasing tree coverage in public spaces — including parks, swales, rights-of-way, and municipal properties — particularly in areas facing heightened heat exposure and limited shade. Planning will be informed by climate patterns and projections, ensuring that interventions are viable under future conditions. The plan will also seek to amend current codes to encourage development and redevelopment patterns to further assist in preservation and new planting to the extent possible. Where preservation is not possible a push for relocation will be made through incentives. Where neither is feasible an increase funding to the tree trust fund can be explored to ensure that resources are available for future canopy planning efforts.

2 Climate-Resilient Native Species Selection

The selection of tree species will focus on native and climate-adaptive varieties that are proven to withstand local stressors such as drought, storms, and changing temperature patterns. These species will be chosen not only for their environmental performance — such as cooling and stormwater mitigation — but also for their long-term survivability and low-maintenance characteristics, reducing vulnerability over time. In addition to the tree species being resilient in terms of their growth, there is also the intentionality of right tree right place - considering the surrounding environment for utilities or future developments.

Finally trees can also have a major impact on stormwater and flooding acting as living pumps to draw the water from the landscape and back into the atmosphere through evapotranspiration. While the focus will be on canopy trees, the consideration for palms should also be given to allow microclimates of shade to be accomplished where tree canopy is not feasible. The combination of both tree and palm can create biodiversity and long term approach to resiliency.

3 Integration with Resilient Green Infrastructure

Trees will be integrated into green stormwater infrastructure systems to enhance flood resilience, improve soil infiltration, and reduce urban runoff. The design will incorporate multifunctional green infrastructure — including bioswales, rain gardens, and permeable surfaces — to build adaptive capacity and reduce strain on existing stormwater systems during extreme rainfall events. This type of holistic planning will ensure that not only are tree/palm canopy being generated but also a more productive landscape system is being generated. Understanding the context and opportunity for the installation when considering the approach should also be considered. What is appropriate for a swale in a right of way, may not be the best approach in larger areas such as parks or open spaces where a more transformative solution may be feasible. As a community there needs to be a more sustained and long term approach that takes into context multiple facets not only considering planting - but also civil engineering through storm water management and resilience planning. These tools need to be combined together to ensure a cohesive approach and solution is formed.

4 Data-Driven Resilience Mapping and Monitoring

Advanced GIS analysis and heat vulnerability mapping will be used to identify priority planting zones with the greatest need and highest potential impact. This data-centric approach enables targeted interventions, equitable canopy expansion, and the ability to track resilience outcomes such as temperature reduction, canopy growth, and stormwater retention over time. The KEITH Team has a robust technology approach to acquiring data through the use of Drone and LiDAR technology that can be combined with the GIS platform to ensure we are mapping and measuring a wide variety of elements to guide the needs for increased or protected canopy throughout the community. The GIS can also include a series of 360 degree camera shots to ensure that city staff and consultants have a full view of key canopy species without having to go to the site each time. In addition to visual information, key statistics about the landscape can be included to show species, size, condition and other relevant data. This can be integrated into the existing city data sets and/or create a stand alone platform as desired or needed.

This can include programs that range from tree planting to engagement in local schools to ensure the education process is one that is sustained community wide. The education platform has the ability to create a sense of urgency and understanding to ensure that these efforts are embraced by the community and that it can become a priority to all to ensure the success of these programs through a value add to the community.

The KEITH Team will implement this comprehensive, resilience-driven approach to ensure that the expanded urban tree canopy not only addresses current environmental challenges but is also designed to thrive in the face of future climate uncertainties.

5 Community Resilience through Education and Engagement

A key pillar of long-term resilience lies in public participation. The KEITH Team will design educational resources and community outreach programs that empower residents to engage in tree planting, care, and advocacy. These tools will include guidance on selecting resilient native species, recognizing environmental benefits, and fostering stewardship, especially in heat-stressed and historically underserved areas. KEITH will work with the city to determine the appropriate level of public engagement and education that is desired.



*Ponce Inlet Watershed Master Plan and Flood
Vulnerability Assessment*

4. CRS Watershed Management Plan

As part of the KEITH Team, Collective Water Resources (Collective) offers the City one of the most experienced and successful engineering teams with regards to CRS Watershed Master Plans within Florida. Over the past few years, Collective has worked on five Watershed Master Plans (CRS Activity 450, Stormwater Management) for communities throughout Florida. Our most recent plan for the City of Boynton Beach received no comments (this is a rough equivalent to a perfect score) from both the State and national review teams. As a result of this WMP, it is likely that Boynton Beach will increase their CRS rating and therefore provide a valuable and timely flood insurance discount for its community members. We will bring all of our recent and highly relevant experience to the City to provide you with a plan that is valuable both in terms of the Community Rating System - but also a document that updates numerous datasets/hydrologic and hydraulic (H&H) modeling, furthers Citywide adaptation, and gives your stormwater program a modern, resilient, and elegant approach moving forward. While there are many engineering firms that have the baseline skill sets to complete a WMP, only a few engineers in Florida have significant and credited WMP experience. **It is not the written requirements that are difficult to navigate with a WMP - there are many undocumented subtleties that can prevent the plan from receiving credit under the CRS Program.**

Our approach to WMPs generally includes the following considerations:

- A WMP is not a stormwater master plan although previous stormwater master plans can be leveraged towards a WMP. The CRS Program has numerous requirements that are not typically included in stormwater master plans (i.e., extensive modeling of future conditions through the year 2100, significant consideration of natural systems and ecology, and in-depth policy review - among others).
- A fully integrated and modern approach to stormwater management that goes far beyond grey infrastructure. Most cities cannot truly address watershed challenges without casting a wide net. This consideration is built into the requirements of a WMP and is one that Collective was also founded upon.
- We “know where the bullseye is” with regards to CRS requirements but we also know that each WMP is unique. A good WMP can and should be customized for the City to include your key issues and considerations. We know, in fact, that the National ISO reviewers prefer this approach and we agree that this opportunity should be seized to create a truly useful and specific plan.

We also understand that the City values a holistic approach and intends for the WMP to integrate, support, and/or leverage other initiatives (such as the proposed Adaptation Plan).

- A WMP must be signed and sealed by an engineer. We will build a document that City staff can be proud of and use for years to come. We consider this your chance to modernize your watershed/stormwater data, model your system in detail, and develop a thorough analysis that can be used for years to come.
- A WMP is a truly positive project and we are well versed in helping staff boost this good news throughout Florida communities. We've found that constituents are happy to see local governments taking a proactive and thorough approach in planning for the future and hopefully - lowering flood insurance premiums.

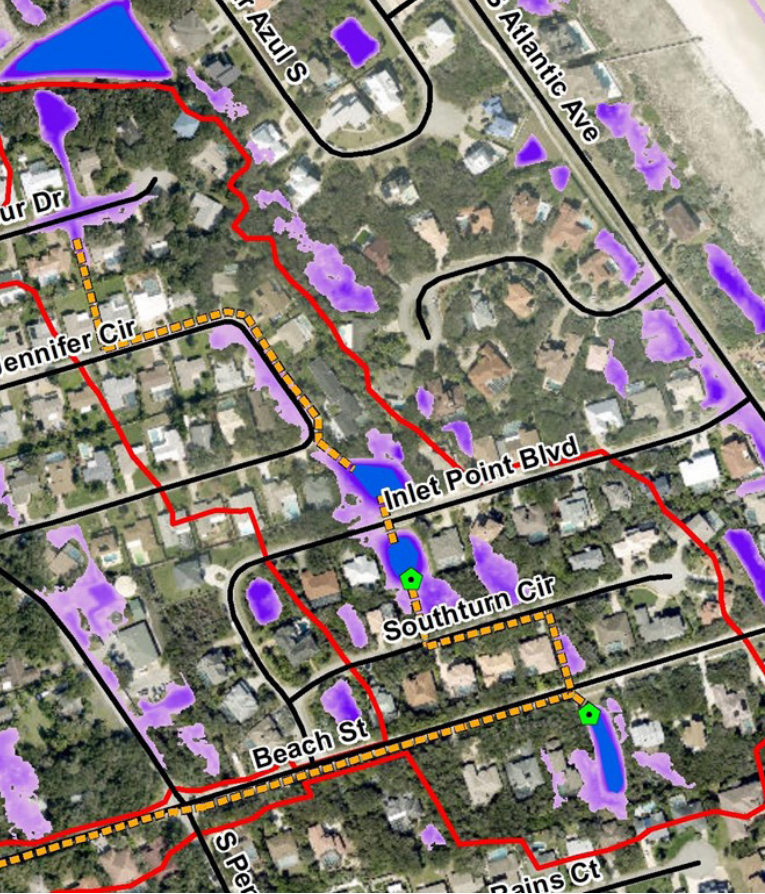
Collective can provide assistance with a number of modeling platforms to create a fully-creditable and re-usable H&H Model. We know that the City finished a City-wide ICPR model in 2013. ICPR has now become Stormwise and Collective is prepared to fully-leverage and update this model towards this effort, should the City elect to do so. As a firm fully dedicated to H&H modeling on a daily basis, our engineers will be extremely efficient at building a CRS-compliant Stormwise model that checks all of the requirements for a WMP - but that is also useful in the future.

There are also a number of analyses that are required to achieve full credit under the CRS Program that Collective is prepared to complete. Some of these considerations include:

- Groundwater recharge - Collective has extensive integrated surface/groundwater modeling experience in Broward County that we can readily leverage towards this consideration. We will also do so knowing that groundwater levels are likely to change in future years. We recently worked on Broward County's Vulnerability Assessment in MIKE-SHE as one of the key modelers of record.

- Improve water quality - Collective knows that the CRS program includes considerations for water quality, but we also know that Pompano Beach has a sophisticated history with regards to this issue. We also know that the City modeled and examined water quality as part of your 2013 Stormwater Master Plan. Collective is prepared to update this modeling and consider water quality (as we always do) in the development of solutions. This consideration is even more important given Florida's recent changes to the Statewide Stormwater Rule. Collective closely tracked the Rule and will bring this wealth of knowledge to the development of your WMP.
- Future conditions - As part of our previous WMPs, we provided the required current conditions and 2100 model runs but we also provided model runs that comply with the Resilient Florida program. We feel that this is a good practice so that the City can more readily update your Vulnerability Assessment in a timely fashion - and with the best available data. **In fact, we have completed two WMPs that were combined WMPs and Vulnerability Assessments (Town of Ponce Inlet and City of Fellsmere). Both plans were very cost-effective and provided a wealth of information and resources.**

Collective will work with KEITH to create a WMP that includes a large menu of both structural and non-structural mitigation measures and adaptation strategies focused on reducing flood risk. As part of past WMP preparation, we equally worked on both types of measures and feel that this watershed philosophy aligns well with the City. We know, for example, that the City has a comprehensive stormwater program and that you are one of the most advanced communities in Broward County and the State with regards to water quality. This WMP will build upon what you have already accomplished with an eye towards the exclusive datasets we would create together for far-future conditions (2070 and beyond). We are also well versed at dealing with built-out conditions while still meeting CRS requirements. We leveraged a particular hydrologic aspect of ICPR to assist Boynton Beach with scoring well with regards to future conditions, despite being fully built-out.



Collective excels at coordinating our WMP activities with other agencies and effective scientific communication is a priority for our engineers. Our approach is a key part of our philosophy with regards to work with local governments – we believe that we need to look out for the fulfillment of the project and the overall well-being of the client and members of the community. We are one of the few firms in the State that routinely submit data (on behalf of local governments) to FEMA that is accepted for Flood Insurance Rate Map revisions and we attend meetings with regulators weekly to track upcoming issues and projects. We also write this consideration into our WMPs and will advise the City on the communication of the plan but also pathways to decreased flood risk via improved communication. As part of the Boynton Beach WMP we advised staff to discuss the plan with SFWMD, local drainage districts, and adjacent communities – in addition to specific neighborhoods with elevated flood risk. This cooperative dialogue began at the initial data request and is expected to continue into the future. Given our local experience and relationships, we are poised to support the City similarly.

5.6. Energy and Water Audit at Selected City Facilities

TLC, a critical partner on our team, has extensive experience in conducting water and energy audits for municipal facilities, identifying conservation opportunities, and improving operational efficiency. Energy audits and retro-commissioning are often ideal for identifying issues to address concerns about building performance, equipment life, and occupant complaints. TLC's energy services team analyzes energy use by reviewing utility bills and conducting facility audits, which allow us to identify opportunities for energy and water consumption reduction and issues with equipment not performing well. At the end of an audit, we provide you with a road map detailing a plan for energy conservation measures and building upgrades to retain tenants, reduce energy costs, and increase the value of your building.

Per ASHRAE Energy Audit requirements, all energy audits should start with a Preliminary Energy Analysis (PEA) of the energy using systems in the building and all utilities serving the site, including electricity,



Miami Waterford Business
Park Energy Audit

chilled water, natural gas, etc. This effort develops the Energy Cost Index (ECI) of the building (expressed in \$/SF/year) and the Energy Use Intensity (EUI) of the building (expressed in kBtu/SF/year). The building EUI is compared to similar buildings' EUIs to assess the potential for improved energy performance which helps determine whether further engineering study and analyses are likely to produce significant energy savings. Monthly energy use and peak demand are reviewed to identify efficiency and/or operational modification opportunities.

Once we have completed the PEA, the TLC team provides the results and recommendations in narrative form to the Owner and meets with the Owner to ensure the information presented is conveyed accurately and clearly. We are also available to assist with any actions that may result from our analysis, including renegotiations with the utility provider, ongoing analysis and tracking moving forward, and a re-evaluation after proposed measures have been completed.

Energy and Water Sustainability Strategies

There are several opportunities to reduce operating and maintenance costs, and reduce carbon footprint, while providing a healthy environment for the tenants, employees and guests. Utilizing the latest technology assists in delivering these integrated strategies. Strategies to be studied include:

- **Solar Water Heating:** It is a large portion of the energy bill of restaurants, pools, and fitness centers. Solar water heating is a very efficient process, and makes efficient use of the available roof space. Retail and residential usage could easily be metered, and charged to cover installation and usage costs.
- **Photovoltaic VP energy:** This renewable power offsets the general power usage, but could provide an offset to consumption by security and landscape lighting, HVAC, and electric vehicle charging.
- **Energy Conservation:** Efficient LED lighting will be designed in public spaces. Daylight harvesting will further reduce the operational

costs by using low-e glass. Lighting in the core of a parking deck runs 24/7. By zoning the lighting at the perimeter, those lights could be turned off during the day.

- **Water Quality:** Water system will be designed to allow owner to periodically test the water quality and there will be space to add filtration as desired. Over time municipal water quality changes, so the intent is to design flexibility in water delivery system to meet future needs.
- **Water Conservation:** Low flow, and dual-flush plumbing fixtures, as well as low water demand landscaping will reduce water consumption at the project. If available, wastewater reuse can be used for irrigation.
- **Stormwater re-use:** This can be a nuisance or an amenity. We will investigate using this water for landscaping, HVAC systems, maintenance, and potentially plumbing flush fixtures.

7. Greenhouse Gas (GHG) Inventory Update

The City completed the initial Greenhouse Gas (GHG) inventory in 2021 which established a baseline year of 2019. The City's short-term goal for the GHG reduction was 45% by year 2030. This report was incorporated into the City's 2036 Strategic Plan. Socotec is a strategic partner on our team with experience and expertise in sustainable practices for GHG reduction. Socotec will lead the GHG inventory update with the objective to track and reduce emissions through an updated GHG inventory, ensuring alignment with the City's climate goals defined in the City's 2036 Strategic Plan.

The KEITH Team will develop a refined, community-wide and municipal-level GHG inventory to measure progress towards the City's established emissions reduction goals. The process will quantify baseline emissions, evaluate sector-specific impacts, and recommend mitigation strategies in alignment with global standards. Our approach is to adhere to the Global Protocol for Community-Scale Greenhouse Gas Inventories (GPC) and incorporate tools as available from the City, ICLEI's ClearPath, and EPA's Portfolio Manager. Emissions will be categorized into Scope 1 (direct), Scope 2 (energy-related), and Scope 3 (indirect/upstream) per the Greenhouse Gas Protocol. This will be accomplished through data collection and sector coverage as follows:

1 Municipal Operations

- Fuel and energy use in city facilities
- Fleet and transit emissions
- Water and wastewater treatment
- Street lighting and public infrastructure

2 Community-Wide Emissions

- Residential and commercial energy use
- Transportation (VMT, modal share)
- Solid waste generation and disposal
- Land use and AFOLU impacts
- Embodied emission from goods and services

3 Tools and Methods

- Emission factors based on EPA and GPC protocol
- Modeling with ClearPath and E-QUEST
- Local utility and vendor partnerships for data collection
- Integration of nature-based solutions

Our approach and methods will yield an updated GHG inventory segmented by sector and emission scope. We will ensure alignment of our custom mitigation strategy with the City's identified near term and long term emission reduction targets. Finally, we will provide the monitoring and evaluating framework for ongoing performance tracking and adaptive management.

RESUMES OF KEY PERSONNEL



ALEX LAZOWICK, PE, PMP, ENV SP

Principal-in-Charge



PROFILE

Alex Lazowick has enthusiastically taken on the challenge of becoming the third generation of family leadership at KEITH, working to provide quality land development and design solutions to our complex South Florida community. Alex has over a decade of experience in civil engineering design including water, sewer, and drainage systems, roadway design, permitting, and construction administration services. Alex understands the importance of working together as a team to quickly identify and establish project goals, while achieving successful results in the most expedient and cost-effective manner. His qualifications include knowledge with AutoCAD Civil 3D, Navisworks, Revit, BIM, and computer networking. Alex is also a steward of the community, providing his time and talent by taking on a leadership role for a variety of local organizations including board positions for the Broward County Planning and Zoning Board and the Parks Foundation of Broward County.

RELEVANT PROJECT EXPERIENCE

DC Alexander Park, Fort Lauderdale, FL: Principal-in-Charge. KEITH is assisting the Client in developing a KEITH Play project that includes the visioning and redevelopment of an oceanfront park. KEITH is providing services to the Client including survey/SUE, planning, civil and traffic engineering, landscape architecture, and construction observation. The KEITH Team assisted the Client with public engagement, turtle-compliant lighting, carefully planned stormwater infrastructure, shoreline habitat analysis, and practical and creative applications of stormwater mitigation practices resulting in a design that reflects and embraces the social and economic needs of the community.

Zone 2 Basin Drainage Study, Plantation, FL: Principal-in-Charge. The KEITH Team was retained to provide a full range of engineering services for the City of Plantation Drainage Zone 2 to provide an evaluation of the existing stormwater system and develop a Capital Improvement Program (CIP) specifically for this Drainage Zone. The final product will be compiled in a Stormwater Master Plan. KEITH will leverage its expertise in hydrology and hydraulics modeling to evaluate the overall existing stormwater system, identify potential areas at risk of flooding and evaluate future required stormwater system upgrades in order to improve the flood resiliency for the City and its residents. The culmination of the study's effort will be presented in the new and comprehensive stormwater master plan that establishes a policy framework, integrates resiliency, conducts vulnerability analysis, and provides a prioritized improvement program.

Parkland Citywide Stormwater Master Plan, Parkland, FL: Principal-in-Charge. KEITH was retained to provide a full range of engineering services to develop a comprehensive Stormwater Master Plan (SWMP). The SWMP involves input from the public, City Officials, and staff. KEITH evaluated the existing stormwater system, updating the GIS database and evaluating future developments and required improvements. KEITH was responsible for developing an "Existing Conditions Model" and "Proposed Conditions Model" using the public domain United States Environmental Protection Agency, Stormwater Management Model for the Ranches area (652-acres), the Hendrix Farms Area (596-acres), and Pine Tree area (1,987-acres) covering a total of approximately 3,235 acres. The Final SWMP recommended policies, strategies, and a prioritized and phased stormwater improvement program. The SWMP included projected costs alternative funding mechanisms for each phase; review of existing permits for the water management districts that serve the City, as well as Broward County, South Florida Water Management District, North Springs Improvement District, and Pinetree Water Control District.

EDUCATION

2010
B.S., Civil Engineering
University of North Florida

YEARS OF EXPERIENCE

Industry: 16 years
KEITH: 14 years

PROFESSIONAL REGISTRATIONS

78625, Professional Engineer,
Florida
Envision Sustainability Professional
Project Management Professional
PMP 2554175
Temporary Traffic Control
Certification, Intermediate 41631

PROFESSIONAL AFFILIATIONS

Florida Engineering Society (FES)
Member
American Society of Civil
Engineering (ASCE) Member
BIM Smart Foundation Member
Parkland Advisory Board Member
Planning and Zoning Advisory
Board Member



THOMAS GREEN, PE
Project Manager



PROFILE

Thomas Green, PE, brings 22 years of experience as a civil engineer, senior project manager, and capital improvement program manager. Tom has performed for both public and private clients as an esteemed colleague and as a valued consultant and advisor. As Project Manager, Lead Engineer, and team leader, Tom has successfully managed multi-million dollar projects throughout South Florida and the Caribbean. In addition to his skills gleaned from years of navigating municipal board rooms, he has a highly diversified depth of experience with the on-the-ground details of complex development projects keeping them on scope, schedule, and under budget. Tom is proficient in state-of-the-art technologies such as AutoCAD, Land Desktop, ICPR, Microsoft Project, and ProLog construction management software.

RELEVANT PROJECT EXPERIENCE

EDUCATION

2003
B.S., Civil Engineering
University of Florida

YEARS OF EXPERIENCE

Industry: 22 years
KEITH: 3 years

PROFESSIONAL REGISTRATIONS

67558, Professional Engineer,
Florida

DC Alexander Park, Fort Lauderdale, FL: KEITH is assisting the Client in developing a KEITH Play project that includes the visioning and redevelopment of an oceanfront park nestled in a unique 1+ acre spot on Fort Lauderdale's beachfront near the Fort Lauderdale Aquatic Center and International Swimming Hall of Fame. KEITH is providing services to the Client including survey/SUE, planning, civil and traffic engineering, landscape architecture, and construction observation. The KEITH Team assisted the Client with public engagement, turtle-compliant lighting, carefully planned stormwater infrastructure, shoreline habitat analysis, and practical and creative applications of stormwater mitigation practices resulting in a design that reflects and embraces the social and economic needs of the community. This award-winning project through its context - historic and present, its users, and the needs of the community - balances 'design for people' and 'design with nature' and is a testament to the value of comprehensive research, exploration, and analysis phases.

City of Parkland Vulnerability Assessment, Parkland, FL: KEITH is provided the City of Parkland with a comprehensive Vulnerability Assessment for this KEITH Water project. The goal of this Vulnerability Assessment was to identify at-risk city assets by assessing their exposure and sensitivity and then prioritizing them with the help of city staff. As part of the report, the KEITH Team provided the Geographic Information System (GIS) files with appropriate metadata of the data compiled, to include locations of critical assets owned or maintained by the City as well as regionally significant assets that are classified and as defined in s. 380.093(2)(a) 1-4, F.S. The Project examined the exposure of the city's critical assets to high tide flooding, storm surge, and compound flooding, analyze those risks, and assisted city staff by providing information for any public led outreach efforts to discuss the results.

Broward Health North Master Plan, Deerfield Beach, FL: KEITH, under a continuing services agreement, assisted the Client with a KEITH Campus project including due diligence services for development and expansion of the Broward Health North Campus in Deerfield Beach, FL. The scope included review and analysis of land use, planning and design criteria, stormwater permitting feasibility, existing conditions analysis, utility providers and service availability, land development costs, platting and zoning considerations, and transportation access issues. KEITH provided civil engineering and planning services to the Client. The result will be a blueprint for development at the site.

Lighthouse Point General Civil Eng & Inspection Services, Lighthouse Point, FL: KEITH is assisting the Client in developing projects through this continuing services agreement for general consulting, engineering, and survey services. KEITH is providing services to the Client including civil engineering, survey, and inspection on an as-needed basis. The completed projects will continue to improve and enhance the quality of life for residents and guests to the community.



OMAR RODRIGUEZ, PE, ENV SP, CAPM, CFM
Deputy Project Manager



PROFILE

Omar Rodriguez is an emerging engineering professional specializing in Hydrology and Hydraulic Modeling and Water Resources engineering. He graduated with a M.S. in Hydroinformatics and Water Management, Université Côte d'Azur, Brandenburg University of Technology Cottbus-Senftenberg, Warsaw University of Technology, Technical University of Catalonia, Newcastle University in 2023. Omar is heavily involved in Floodplain Management, Urban Drainage, and Climate Adaptation. Gaining experience in water resources and civil engineering design projects including water, sewer, drainage systems, stormwater master plans, and flood mapping as well as County and State-Wide permitting. Mr. Rodriguez has demonstrated his various abilities and qualifications as an engineer including Flood Risk Management implementation using CAD, GIS, and Modeling software.

RELEVANT PROJECT EXPERIENCE

Abbott Avenue Drainage Improvements Final Design - Phase II, Surfside, FL: Project Manager. KEITH assisted the Client in developing the final phase of a KEITH Access project that included services for the Abbott Avenue Stormwater Drainage Design - Phase II. KEITH provided survey, SUE, civil engineering, FDOT coordination, bidding assistance, and construction program management services to the Client. KEITH oversaw structural engineering, mechanical and electrical engineering, and geotechnical engineering services provided by subconsultants. The KEITH Team assisted the Client in milling, resurfacing, restriping, preparation of construction documents, construction observation, final inspections, and final certification.

Zone 2 Basin Drainage Study, Plantation, FL: The KEITH Team was successfully retained to provide a full range of engineering services for the City of Plantation Drainage Zone 2 to provide an evaluation of the existing stormwater system and develop a Capital Improvement Program (CIP) specifically for this Drainage Zone. The final product will be compiled in a Stormwater Master Plan. KEITH will leverage its expertise in hydrology and hydraulics modeling to evaluate the overall existing stormwater system, identify potential areas at risk of flooding and evaluate future required stormwater system upgrades in order to improve the flood resiliency for the City and its residents. The proposed improvements prepared by KEITH will adhere to the respective federal, state and local regulations to meet water quality and quantity requirements. The final report will build upon past studies and models, data, permit conditions, and recently completed and ongoing projects and initiatives. The culmination of the study's effort will be presented in the new and comprehensive stormwater master plan that establishes a policy framework, integrates resiliency, conducts vulnerability analysis, and provides a prioritized improvement program that ensures the integrity of the City's future is protected for the generations to come.

DC Alexander Park, Fort Lauderdale, FL: KEITH is assisting the Client in developing a KEITH Play project that includes the visioning and redevelopment of an oceanfront park nestled in a unique 1+ acre spot on Fort Lauderdale's beachfront near the Fort Lauderdale Aquatic Center and International Swimming Hall of Fame. KEITH is providing services to the Client including survey/SUE, planning, civil and traffic engineering, landscape architecture, and construction observation. The KEITH Team assisted the Client with public engagement, turtle-compliant lighting, carefully planned stormwater infrastructure, shoreline habitat analysis, and practical and creative applications of stormwater mitigation practices resulting in a design that reflects and embraces the social and economic needs of the community. This award-winning project through its context - historic and present, its users, and the needs of the community - balances 'design for people' and 'design with nature' and is a testament to the value of comprehensive research, exploration, and analysis phases.

EDUCATION

2023
M.S., Hydroinformatics and Water Management
Université Côte d'Azur
2023
M.S., Brandenburg University of Technology Cottbus-Senftenberg
2018
B.S., Civil Engineering
Escuela Superior Politecnica Del Litoral
M.S., Warsaw University of Technology
M.S., Technical University of Catalonia
M.S., Newcastle University

YEARS OF EXPERIENCE

Industry: 7 years
KEITH: 7 years

PROFESSIONAL REGISTRATIONS

94885, Professional Engineer, Florida

61736, Envision Sustainability Professional, Florida

Certified Associate in Project Management (CAPM) Program Management 2788463

Certified Floodplain Manager



THOMAS DONAHUE, PE
QAA/QC Officer



PROFILE

Thomas Donahue has 47 years of experience in civil engineering projects including 17 years in South Florida. His qualifications include engineering design, quality assurance/quality control management, planning and environmental studies. Tom's comprehensive experience includes residential, commercial and industrial development, site plans, airports, highways, environmental analysis, local, state and federal permitting, right-of-way plans, utility and military designs. His project management experience includes management of professional staff of engineers, landscape architects and CAD personnel, development of project scope of work, contract negotiations, budgets, scheduling, quality control, oversight of resident inspectors and surveyors, review and processing of contractor's pay requests and client contact.

RELEVANT PROJECT EXPERIENCE

EDUCATION

1978
B.S., Civil Engineering
Northeastern University

YEARS OF EXPERIENCE

Industry: 47 years
KEITH: 8 years

PROFESSIONAL REGISTRATIONS

60529, Professional Engineer,
Florida

PROFESSIONAL AFFILIATIONS

National Association of Industrial
and Office Parks (NAIOP) Member

Institute of Transportation Engineers
(ITE) Gold Coast Chapter Member
Member

American Society of Civil Engineers
(ASCE) Member

Abbott Avenue Drainage, Surfside, FL: Tom served as Engineer of Record (EOR) and Quality Control Manager. KEITH assisted the Client in developing a KEITH Access project that included Phase I and Phase II relating to drainage improvements on Abbott Avenue between 90th Street and 96th Street in Surfside, FL. KEITH provided services including civil engineering and utility coordination. The KEITH Team assisted the Client in evaluation and assessment of existing stormwater drainage conditions, preparation of reports including ICPR models and calculations for seven improvement options, construction cost estimates, presentation of conclusions for selection of the best and most cost-effective solution, evaluation of existing land use development codes, stormwater ordinances, and MS-4 reporting with recommendations and ordinance revisions for compliance and exceedance of federal, state, and local requirements. KEITH assisted in securing a 2022 FDEP Flooding and Sea Level Resiliency Grant to cover most of the estimated construction costs.

DC Alexander Park, Fort Lauderdale, FL: Tom served as Engineer of Record (EOR) and Quality Control Manager. KEITH is assisting the Client in developing a KEITH Play project that includes the visioning and redevelopment of an oceanfront park nestled in a unique 1+ acre spot on Fort Lauderdale's beachfront near the Fort Lauderdale Aquatic Center and International Swimming Hall of Fame. KEITH is providing services to the Client including survey/SUE, planning, civil and traffic engineering, landscape architecture, and construction observation. The KEITH Team assisted the Client with public engagement, turtle-compliant lighting, carefully planned stormwater infrastructure, shoreline habitat analysis, and practical and creative applications of stormwater mitigation practices.

Zone 2 Basin Drainage Study, Plantation, FL: Tom served as Engineer of Record (EOR) and Quality Control Manager. The KEITH Team was successfully retained to provide a full range of engineering services for the City of Plantation Drainage Zone 2 to provide an evaluation of the existing stormwater system and develop a Capital Improvement Program (CIP) specifically for this Drainage Zone. KEITH will leverage its expertise in hydrology and hydraulics modeling to evaluate the overall existing stormwater system, identify potential areas at risk of flooding and evaluate future required stormwater system upgrades in order to improve the flood resiliency for the City and its residents. The proposed improvements prepared by KEITH will adhere to the respective federal, state and local regulations to meet water quality and quantity requirements. The final report will build upon past studies and models, data, permit conditions, and recently completed and ongoing projects and initiatives. The culmination of the study's effort will be presented in the new and comprehensive stormwater master plan that establishes a policy framework, integrates resiliency, conducts vulnerability analysis, and provides a prioritized improvement program that ensures the integrity of the City's future is protected for the generations to come.



DODIE KEITH-LAZOWICK, PSM

Government Liaison



EDUCATION

1982
Bachelor of Science, Land Surveying,
University of Florida

YEARS OF EXPERIENCE

Industry: 43
KEITH: 18

PROFESSIONAL REGISTRATIONS

Professional Land Surveyor, LS4105,
FL, 1984

PROFESSIONAL AFFILIATIONS

Florida Surveying and Mapping
Society (FSMS), Member

Broward Workshop, Member

Pompano Beach Economic
Development Council, Member

National Society of Professional
Surveyors (NSPS), Member

PROFILE

Dodie Keith-Lazowick, a native Floridian, has over 40 years of professional experience and is a second-generation professional surveyor and mapper. As the Chairman and owner of KEITH, she has demonstrated unwavering dedication to the growth and evolution of the firm, thriving in a male-dominated industry. Dodie's commitment to professional excellence and civic philosophy has been instrumental in KEITH's success. She is a well-known figure in the community and among local agencies, thanks to her years of professional practice, local involvement, and as a 65+ year resident of Broward County. She has served on numerous boards and committees both professionally, civically and on a philanthropic level, leaving a lasting impact on the development of both public and private projects. Known for her expertise as a governmental liaison, Dodie excels in expediting permitting and modifications of land entitlements through her proactive and professional approach. She serves as the Corporate Officer for numerous governmental contracts, ensuring a corporate commitment to excellence for our diverse client base. Her extensive experience spans various phases of urban planning, design, and construction, including civil and transportation engineering, surveying and mapping, land planning, landscape architecture, subsurface utility locations, utility coordination, and construction and program management. In 2020, KEITH was named Family-Owned Business of the Year by the South Florida Business Journal. Most recently, she received the 2025 Champion of the Homeless Award, for her year of dedication to Broward Partnership and the mission to reduce homelessness by promoting independence and self-worth through advocacy, health, employment, housing and comprehensive services.

RELEVANT PROJECT EXPERIENCE

City Of Pompano Beach Surveying, Civil Engineering, And Land Continuing Services, Pompano Beach, FL: KEITH has served as the General Engineering Consultant for the City of Pompano Beach for over 20 years. Ms. Keith-Lazowick has served on various roles for a variety of projects, from Contract Manager to Elected Officials Liaison for the firm on an as needed basis. Many of the project assignments have been utility infrastructure design, park improvements, roadways, and parking facilities. All services of the firm are utilized including planning, civil engineering, surveying, subsurface utility engineering, and landscape architecture.

City of Parkland Miscellaneous Planning & Engineering Services Contract, Parkland, FL: KEITH has served as the General Planning and Engineering Consultant for the City of Parkland for over two decades. KEITH is providing on-going continuing services as needed including general planning, engineering and surveying and mapping services to the municipality. Ms. Keith-Lazowick serves as the senior staff/elected officials liaison for the firm. Some projects provided under these contracts include: GIS mapping of municipal street map, zoning maps and land use maps, and miscellaneous topographic and boundary surveys for various municipal design contracts.

Everglades Holiday Park, Broward County, FL: KEITH assisted the Client in redeveloping a KEITH Play project involving a \$12M expansion and site improvements of this 43-acre county park that serves millions of visitors each year. The site is located at the junction of two SFWMD canals and is part of SFWMD water conservation areas 3A and 3B. The project also included LEED "Green" design principles. KEITH provided the Client civil engineering, planning, landscape architecture, SUE, and construction program management services. Permitting was a challenge, as the park is located within the Florida Everglades and spans flood protection levees under the jurisdiction of the Army Corp of Engineers and the South Florida Water Management District.

**EDUCATION**

B.S. Civil Engineering, University of Florida, 1990

YEARS OF EXPERIENCE

Industry: 34 years
KEITH: 1 year

PROFESSIONAL REGISTRATIONS

51899, Professional Engineer, Florida

23468, Envision Sustainability Professional

PROFILE

Kelly Cranford, PE, ENV SP, with 34 years of experience has been instrumental in expanding the KEITH Water practice alongside the firm's existing talented staff. She brings a robust stormwater portfolio that expands throughout Florida. Her municipal experience includes project development, scheduling, and implementation of projects under a \$40 million bond and City of West Palm Beach's 5-year CIP program projects; supervising SFWMD teams responsible for review, recommendation of approval, and enforcement of Environmental Resource and Consumptive Use permits, and supervising West Palm Beach construction coordinator teams.

RELEVANT PROJECT EXPERIENCE

Zone 2 Basin Drainage Study, Plantation, FL: Principal Engineer. The KEITH Team was successfully retained to provide a full range of engineering services for the Zone 2 Drainage Study to provide an evaluation of the existing stormwater system and develop a Capital Improvement Program (CIP) specifically for this Drainage Zone. The final product will be compiled in a Stormwater Master Plan. KEITH will leverage its expertise in hydrology and hydraulics modeling to evaluate the overall existing stormwater system, identify potential areas at risk of flooding and evaluate future required stormwater system upgrades in order to improve the flood resiliency for the City and its residents. The proposed improvements prepared by KEITH will adhere to the respective federal, state and local regulations to meet water quality and quantity requirements. The final report will build upon past studies and models, data, permit conditions, and recently completed and ongoing projects and initiatives. The culmination of the study's effort will be presented in the new and comprehensive stormwater master plan that establishes a policy framework, integrates resiliency, conducts vulnerability analysis, and provides a prioritized improvement program that ensures the integrity of the City's future is protected for the generations to come.

Stormwater Facilities Plan and Flooding Vulnerability Assessment, El Portal, Village of El Portal, FL: Kelly prepared facility plan meeting requirements of Florida Administrative Code 62-503 for village impacted by rising groundwater and surface water elevations. She modeled the existing and proposed system utilizing ICP3. Kelly coordinated with Miami-Dade County and South Florida Water Management District to ensure proposed projects were consistent with adaptation plans for the area. Mitigation strategy options were presented along with the Facilities Plan findings at three public meetings before finalizing the report. Alternative stormwater and flood control sub-projects were evaluated and ranked based on the cost of construction, salvage value, operation and maintenance costs, number of homes served by the sub-project, existing and future risk of flooding, water quality benefit of the project, community support for project, and available funding for long term operation and maintenance of the sub-project. The resulting sub-project rankings were within the Village budget to construct and maintain. Design and construction of the eight highest ranked projects had an estimated cost of \$5.8 million, with the Phase 1 projects totaling \$994,000. The Village unanimously approved adoption of the Stormwater Facilities Plan on May 1, 2018. Implementation of the first phase of recommended subprojects is anticipated to begin within 60 days. The adoption of the Facilities Plan positions the Village for design and construction phase funding assistance through the Clean Water State Revolving Fund (SRF) program.

Village of Miami Shores Vulnerability Study, Miami Shores, FL: Project Manager. In partnership with Coastal Risk Consulting, develop roadmap for Village to act on predicted and existing tidal flooding conditions for wastewater system, stormwater system, seawalls, and roadways.

**EDUCATION**

B.S. Civil Engineering, University of
Florida 1977

YEARS OF EXPERIENCE

Industry: 46 years
KEITH: 10 years

**PROFESSIONAL
REGISTRATIONS**

32090, Professional Engineer,
Florida

PROFILE

Stephen Williams has been engaged in civil and transportation engineering design and construction in South Florida since 1970. Mr. Williams has served as the record engineer for numerous utility and water management projects in South Florida. These include projects at Florida's Turnpike, Miami International and Fort Lauderdale-Hollywood International Airports and multiple projects for the local municipalities, school districts and universities. Projects have included roadway and site engineering design and analysis (paving, grading, drainage, water and sanitary sewer design and construction administration) for both private and governmental clients. Notably, Mr. Williams developed a SWMM EXTRAN computer model for the 55,000-acre Indian River Farms Water Control District. Mr. Williams also serves as the Firm's Senior Quality Assurance /Quality Control (QA/QC) Officer and continuously monitors all projects for compliance with our established QA/QC Program.

RELEVANT PROJECT EXPERIENCE

Abbott Avenue Drainage, Surfside, FL: Principal-in-Charge. KEITH assisted the Client in developing a KEITH Access project that included Phase I and Phase II relating to drainage improvements on Abbott Avenue. KEITH provided services including civil engineering and utility coordination. The KEITH Team assisted the Client in evaluation and assessment of existing stormwater drainage conditions, preparation of reports including ICPR models and calculations for seven improvement options, construction cost estimates, presentation of conclusions for selection of the best and most cost-effective solution, evaluation of existing land use development codes, stormwater ordinances, and MS-4 reporting with recommendations and ordinance revisions for compliance and exceedance of federal, state, and local requirements. Sea level rise projections in accordance with Southeast Florida Regional Climate Change Compact were considered in assessments, as the KEITH Team has performed evaluations on sea level rise, surge, and resilient infrastructure integrated with the Town's vulnerability assessment. Phase II proceeded, once the Town selected its preferred option from Phase I, including development of construction documents and permit processing as early regulatory meetings were scheduled to minimize risk and changes as a result of permitting by taking advantage of pre-application meetings. KEITH assisted in securing a 2022 FDEP Flooding and Sea Level Resiliency Grant to cover most of the estimated construction costs.

Parkland Citywide Stormwater Master Plan, Parkland, FL: QA/QC. KEITH was retained to provide a full range of engineering services in order to develop a comprehensive Stormwater Master Plan (SWMP) for the City. The SWMP involves input from the public, City Officials, and staff. KEITH evaluated the existing stormwater system, updating the GIS database and evaluating future developments and required improvements. KEITH was responsible for developing an "Existing Conditions Model" and "Proposed Conditions Model" using the public domain United States Environmental Protection Agency, Stormwater Management Model for the Ranches area (652-acres), the Hendrix Farms Area (596-acres), and Pine Tree area (1,987-acres) covering a total of approximately 3,235 acres. The Final SWMP recommended policies, strategies, and a prioritized and phased stormwater improvement program for current and future stormwater infrastructure needs. The SWMP included projected costs alternative funding mechanisms for each phase; review of existing permits for the water management districts that serve the City, as well as Broward County, South Florida Water Management District, North Springs Improvement District, and Pinetree Water Control District. The comprehensive master plan established a policy framework, integrated resiliency, conducted vulnerability analysis, and provided a prioritized improvement program that ensures the integrity of the City's future is protected.



PAUL WEINBERG, PLA
Urban Forestry Plan



PROFILE

Paul Weinberg is a multi-talented designer and team leader who has been based in South Florida since 2000. During this time, Paul has worked with a variety of significant public and private sector projects including urban parks, hotels, campuses, plazas, mixed-use development, entertainment districts, streetscapes, waterfront and residential projects that provide meaning and purpose to the community. He has a unique understanding of how to create immersive, authentic and memorable spaces that create place identity to bring vitality to each district. Paul is committed to a team-based approach that delivers creative, thought-provoking solutions tailored to the distinct character of each project. This collaboration starts with the multi-disciplinary approach at KEITH and builds to include other partners, consultants, and co-collaborators.

RELEVANT PROJECT EXPERIENCE

EDUCATION

2000
B.S., Landscape Architecture
Michigan State University

YEARS OF EXPERIENCE

Industry: 25 years
KEITH: 8 years

PROFESSIONAL REGISTRATIONS

LA6666804, Professional Landscape Architect (PLA), Florida
Council of Landscape Architecture Registration Boards (CLARB) Certified

PROFESSIONAL AFFILIATIONS

Urban Land Institute (ULI) Member
American Society of Landscape Architects (ASLA) Member
American Resort Development Association (ARDA) Member
Riverwalk Trust Board Member
MSU Landscape Architecture Advisory Board Board Member

DC Alexander Park, Fort Lauderdale, FL: Principal-in-Charge. KEITH is assisting the Client in developing a KEITH Play project that includes the visioning and redevelopment of an oceanfront park nestled in a unique 1+ acre spot on Fort Lauderdale's beachfront near the Fort Lauderdale Aquatic Center and International Swimming Hall of Fame. KEITH is providing services to the Client including survey/SUE, planning, civil and traffic engineering, landscape architecture, and construction observation. The KEITH Team assisted the Client with public engagement, turtle-compliant lighting, carefully planned stormwater infrastructure, shoreline habitat analysis, and practical and creative applications of stormwater mitigation practices resulting in a design that reflects and embraces the social and economic needs of the community. This award-winning project through its context - historic and present, its users, and the needs of the community - balances 'design for people' and 'design with nature' and is a testament to the value of comprehensive research, exploration, and analysis phases.

The Adderley Sistrunk Redevelopment, Fort Lauderdale, FL: Principal. KEITH assisted the Client in developing a KEITH Life project that includes the transformation of a neighborhood involving resilient planning requiring many facets to be considered ensuring the project can stand the test of time setting the tone for future development in the community while paying homage to one of the neighborhood icons, Cannonball Adderly, a famous American jazz musician. The project also includes public art, programming, 417 rental units, 8,861-SF of retail, 5,650-SF restaurant, and a 500+ space garage. KEITH provided full services to the Client including civil engineering, survey/SUE, planning, landscape architecture, and construction management. The KEITH Team assisted the Client in successfully blending a desire for public art, market rate housing, commercial opportunities, infrastructure improvements to mitigate stormwater, and water/sewer improvements to take a once blighted city block and turn it into a development opportunity further enhancing the ongoing resurgence of the corridor.

John Knox Village Stormwater Management Plan, Pompano Beach, FL: Landscape Architect. KEITH assisted the Client in the development of a KEITH Life project consisting of a senior residential facility, formal and semi-formal gardens, and surface parking. KEITH provided full services to the Client including civil engineering, survey/SUE, planning, landscape architecture, and CEI. Additional KEITH services included the estimated engineering design for Phase I projects, engineering for coordination and deliverable review, stormwater modeling, permitting, water distribution, and wastewater collection plan.

**EDUCATION**

B.S. Civil Engineering, University of
Central Florida, 2018

YEARS OF EXPERIENCE

Industry: 8 years
KEITH: 8 years

**PROFESSIONAL
REGISTRATIONS**

94320, Professional Engineer,
Florida

Certified Floodplain Manager US-
22-12358

Envision Sustainability Professional

PROFILE

Niles Warrick is an engineering professional in civil design projects including water, sewer, and drainage systems. In addition, Niles has municipal, county, and state-wide permitting experience including performing permit reviews for multiple municipal and county entities. He has demonstrated his various abilities and qualifications as an engineer including utility design using AutoCAD Civil 3D and stormwater modeling using Storm Water Management Models.

RELEVANT PROJECT EXPERIENCE

City of Parkland Vulnerability Assessment, Parkland, FL: Project Manager. KEITH is providing the City of Parkland with a comprehensive Vulnerability Assessment for this KEITH Facility project. The goal of this VA is to identify at-risk city assets by assessing their exposure and sensitivity and then prioritizing them with the help of City staff. As part of the report, the KEITH Team will provide the Geographic Information System (GIS) files with appropriate metadata of the data compiled, to include locations of critical assets owned or maintained by the City as well as regionally significant assets that are classified and as defined in s. 380.093(2)(a) 1-4, F.S. The Project will examine the exposure of the City's critical assets to high tide flooding, storm surge, and compound flooding, analyze those risks, and assist city staff by providing information for any public led outreach efforts to discuss the results.

City of Parkland NPDES Stormwater Inventory-GIS, Parkland, FL: Project Manager. KEITH is developing a master stormwater GIS Web Application utility atlas for the City of Parkland with a goal to gather drainage utilities not found in their as-builts. The KEITH survey department is gathering information on the missing utilities and the atlas will be updated to reflect all information. The KEITH Team created a user-friendly GIS dashboard for all stakeholders and City staff including the number of catch basins, manholes, outfalls, and the linear length of pipes shown. This information will be available for inspections, reporting, design projects, and Federal/State/County permitting needs.

Fort Lauderdale-Hollywood International Airport (FLL) Utility Atlas Update for South Runway Expansion, Broward County, FL: KEITH serves as the Prime Consultant responsible for the utility atlas update for the South Runway at FLL. The utility atlas is an ongoing BCAD CIP effort compiling years of historic as-built and record drawing information while verifying and incorporating current surface and subsurface utility infrastructure design and survey data. New record drawing and as-built information from ongoing construction projects throughout the airport is being continuously added to the atlas and made available to the airport's consultants and contractors to assist in their design and construction needs.

Parkland Citywide Stormwater Master Plan, Parkland, FL: Niles was responsible for obtaining, reviewing, and implemented GIS data and LiDAR information for the preliminary development of the stormwater master plan utilizing stormwater modeling software.

John Knox Village Stormwater Management Plan, Pompano Beach, FL: KEITH is assisting the Client in the development of this project consisting of a senior residential facility, formal and semi-formal gardens, and surface parking. KEITH provides full services to the Client including civil engineering, survey/SUE, planning, landscape architecture, and CEI. The KEITH Team is assisting the Client with the preparation of a topographic and boundary survey, tree survey, existing utility map, and conceptual development of an overall Stormwater Master Plan for the property. Additional KEITH services include the estimated engineering design for Phase I projects, engineering for coordination and deliverable review, water modeling, stormwater modeling, permitting, water distribution, and wastewater collection plan.

Elizabeth Perez, P.E., D.WRE, CFM



Education:

BS,
Environmental
Engineering,
University of
Florida
MSCE, Civil
Engineering,
Georgia
Institute of
Technology

Experience:

25 years

Professional Registration:

PE – Florida
61023

Diplomate,
American
Water
Resources
Engineering

Certified
Floodplain
Manager

Elizabeth Perez, P.E., D.WRE, CFM, is President and Founder of Collective Water Resources, LLC. Ms. Perez has established a strong reputation as a technical expert throughout Florida, not only for her project work but also for her dedication to professional service and involvement in various technical publications. Most notably, she has served as President of the Florida Stormwater Association, a member of the National Energy, Environment, and Water Policy Committee within the American Society of Civil Engineers and is a co-author on the 8th Edition of the well-known textbook Water Supply and Pollution Control. Her involvement in analyzing climate change started during work on her MS at the Georgia Institute of Technology in 2000 and she has been passionate about contributing to high quality analyses to address this issue ever since. She has also designed and taught classes on stormwater design and modeling both at the University of Florida's TREEO Center and in conjunction with various professional organizations. A sampling of her broad professional experience follows, which includes resilience, water supply planning, watershed management, surface water modeling/analysis, GIS, regulatory advocacy, and the creation of various guidance documents for various public agencies.

Watershed Master Plan, City of Boynton Beach, Florida. Project Manager. Building on the success of the Climate Change Vulnerability Assessment for Boynton Beach (and greater micro-region), Ms. Perez assisted the City in the completion of a comprehensive Watershed Master Plan to address Activity 450 for the Community Rating System. The project fulfilled the numerous requirements of Activity 450 via detailed modeling and data refinement but also created an extensive list of both structural and non-structural stormwater projects geared towards equitably improving resilience throughout the City.

Sustainability and Resilience Action Plan, City of Largo, Florida. Project Manager. Ms. Perez assisted the City in creating a forward-thinking and thorough Plan that spanned both analysis and development of detailed and multi-faceted adaptation initiatives. The project was innovative on several fronts; including but not limited to its use of President Biden's Justice40 data, synergistic analysis of both extreme heat best practices and stormwater treatment techniques, stream restoration and water quality considerations, and thorough approach to equity and engagement. Ms. Perez was the primary author on the final report, which was recently accepted by the State of Florida under the Resilient Florida program.

Multi-Jurisdictional Climate Change and Vulnerability Assessment, Southeastern Palm Beach County, Florida. Project Manager. The Climate Change Vulnerability Assessment (CCVA) was a micro-regional assessment of 12 key climate threats across southeastern Palm Beach County. Ms. Perez was the project manager and lead water resources engineer. The project involved 8 jurisdictions and coordination across the entire micro-region. She personally coordinated both consultant and jurisdictional activities for the technical and outreach/equity teams. She is a co-author on the final report for the project and a lead presenter for several key workshops and Commissioner briefings. The deliverables from this project were among the first accepted by the State of Florida under the Resilient Florida program and several of the communities have leveraged this project to build resilience throughout these communities via numerous initiatives.



Leonard is a coastal engineer with experience in the planning, engineering analysis, and design of coastal and waterfront development projects in Florida, the Caribbean, and Central America. His experience, ranging from project inception to construction, includes field investigations, structural design, inspections, feasibility studies, cost estimates, comprehensive coastal engineering analyses, numerical modeling, structural design, construction drawings, technical specifications, and construction management. He has also conducted beach nourishment projects and developed numerical models for coastal processes and floodplain modification studies throughout Florida.

YEARS OF EXPERIENCE

- 11

EDUCATION

- MSc Ocean Engineering, University of Miami
- BSc Civil Engineering, University of Miami

LICENSES

- Florida PE No. 90872

CERTIFICATIONS

- Waterfront Edge Design Guidelines Associate
- Envision Sustainability Professional
- Federal Aviation Administration Remote Pilot
- Certified Flood Plain Manager

PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers

RELEVANT PROJECT EXPERIENCE

Mid Beach Park Seawall Replacement and Living Shoreline, Miami Beach, Florida. Engineer of record for the design of a 590 LF replacement of a seawall with the implementation of a living shoreline to protect the uplands against tidal flooding, enhance stabilization, and bolster waterfront resiliency. Living shoreline planters will be enhance the entire project area, enclosed by a riprap revetment and a steel sheet pile toe wall. Project includes coastal engineering, living shoreline design, benthic survey, permitting due diligence, seawall design, grant research, and boardwalk design

Tidal Flood Mitigation and Shoreline Protection, Hollywood, Florida. The project consists of evaluating 22 areas, covering over 10,000 LF of shoreline, along the areas known as North and South Lake in the City of Hollywood. Each area will have specific solutions to address seasonal flooding challenges, which may entail the design and implementation of varied shoreline protection infrastructure such as of living shorelines, rock revetments, and bulkheads, to meet the requirements of the new Broward County ordinance. Leonard analyzed tide gauge data to determine tidal prisms, lag time, and water elevation differences. The analysis from this data will be used in the design of the flood mitigation structures.

Beach View Park Seawall Replacement and Living Shoreline, Miami Beach, Florida. Engineer of record for the design of a 300 LF replacement of a seawall with the implementation of a living shoreline to protect the uplands against tidal flooding, enhance stabilization, and bolster waterfront resiliency. Enhancing the recreational aspect, a boardwalk will be along the central shoreline, seamlessly connecting to the uplands through timber walkways that follow the curvature of the mangrove planters. Project includes coastal engineering, living shoreline design, benthic survey, permitting due diligence, seawall design, and grant research.

West 40th Street Seawall Replacement and Living Shoreline, Miami Beach, Florida. Engineer of record for the design of a 256 LF replacement of a seawall with the implementation of a living shoreline to protect the uplands against tidal flooding, enhance stabilization, and bolster waterfront resiliency. Two fishing piers and a floating kayak launch will be installed as well as ecological enhancement will be achieved through the installation of mangrove planters. Project includes coastal engineering, living shoreline design, benthic survey, permitting due diligence, seawall design, grant research and boardwalk design.

PELAYO CALANTE, PE

Senior Associate | Senior Project Engineer | Energy Services

BACKGROUND

Pelayo offers diverse project experience, with the design of new facilities as well as identifying and implementing appropriate energy conservation measures in existing buildings. His technical expertise, coupled with hands-on experience, distinguishes him as a valuable contributor in the field.

EXPERIENCE

801 Brickell Energy Star Verification, Miami, Florida

Mechanical engineering services which consists of conducting MEP inspections to verify compliance with Energy Star certification.

BAC Colonnade Energy Star Verification, Coral Gables, Florida

MEP inspections to verify compliance with Energy Star certification. Sign and Seal Energy Star checklist provided by client.

2811 Ponce De Leon Blvd-Energy Star Verification, Coral Gables, Florida

Mechanical and electrical engineering services for the project which consists of providing engineering services for the Energy Star Certification of the 2811 Ponce de Leon Boulevard Building

Waterford Office Park Energy Audits, Miami, Florida

Energy audit and analysis for immediate needs with a 5 year plan for upgrades. 1.5 million sf

1701 Meridian Avenue Electrical Inspection, Miami Beach, Florida

Electrical Systems Recertification Inspection with the necessary site visits and associated report in accordance with Miami Dade county Code section 8-11 and Ordinance 01-112 for the existing building located at 1701 Meridian Ave.

Florida International University MEP Continuing Services Contract, Miami, Florida

Acting as Owner's Representative for the BMS system upgrade, mechanical equipment replacement, DCV with CO2 monitoring, UV lighting for all AHUs on the following buildings: Building 10, GL Building, Labor Center, Ryder Building, Hospitality Building.

City of Miami Beach Continuing Services, Miami Beach, Florida

MEP Engineering contract for miscellaneous services including the following projects: Bass Museum Fire Pump Replacement, Miami Beach Convention Center 40 Y Recertification, Fire Station No.3 Generator Replacement, Property Management Building Generator, North Shore Youth Center Generator.

Olympia Theater HVAC Retrofit, Miami, Florida

MEP engineering design for conduct like-in-kind replacement of the HVAC system components serving the Olympia Theater building. Correction of emergency and egress lighting deficiencies and fire alarm deficiencies listed in the 40-year recertification report.



EDUCATION

Moscow Institute of Power Engineering
M.S., Nuclear Engineering
1984

Moscow Institute of Power Engineering
B.S., Nuclear Engineering
1981

YEARS OF EXPERIENCE

TLC: 6 years

Prior: 34 years

REGISTRATIONS

PE FL 53829

ERICK GONZALEZ, PE, LEED AP

Principal | Regional Director | Mechanical

BACKGROUND

Erick is an experienced professional who excels at overseeing multi-site operations and driving excellence in projects. He possesses expertise in strategic planning, team leadership, and process optimization, with a strong focus on enhancing operational efficiency and achieving project goals. Erick has a proven track record of managing large-scale projects, is an exceptional problem solver, and he is dedicated to delivering high-quality outcomes.

EXPERIENCE

Waterford Office Park Energy Audits Miami, Florida

Energy audit and analysis for immediate needs with a 5 year plan for upgrades. 1.5 million sf

10333 Richmond Avenue Energy Audit, Houston, Texas

Energy audit of retrofits and chiller upgrades, including energy conservation measures (ECM's) for accelerated return on investment.

1776 Yorktown Street Energy Audit, Houston, Texas

Energy audit of retrofits and chiller upgrades, including energy conservation measures (ECM's) for accelerated return on investment.

15995 North Barkers Landing Energy Audit, Houston, Texas

Energy audit of retrofits and chiller upgrades, including energy conservation measures (ECM's) for accelerated return on investment.

400 Interstate North Parkway Energy Audit, Atlanta, Georgia

Building Energy Audit.

450 Park Avenue Energy Audit, New York, New York

Energy consumption analysis.

First Presbyterian Church-Energy Audit & Design Review, Fort Lauderdale, Florida

Review of the existing proposed HVAC design for the main sanctuary building, offices, choir room and youth group room. Includes defining the building HVAC load requirements through observation, drawing review, load calculations, speaking to the operations and administrations team. Also included is the review of the contracted scope and confirm it is appropriate for the church, considering capital costs, energy costs, operational costs, ROI, equipment life, system complexity, scalability and flexibility.

Sky Harbor East ASHRAE Level 2 Energy Audit, Fort Lauderdale, Florida

ASHRAE level II energy survey and report.

701 Brickell Water Study, Miami, Florida

Project consists of conducting a water consumption study for the 701 brickell building.



EDUCATION

Florida International University
M.S., Engineering-Construction
Management
2008

University of Havana
B.S., Mechanical Engineering
1994

YEARS OF EXPERIENCE

TLC: 14 years

Prior: 16 years

REGISTRATIONS

PE FL 53848

CERTIFICATIONS

LEED AP, GBCI

PROFESSIONAL AFFILIATIONS

USGBC, Member

ASHRAE, Member

NFPA, Member

DR. RALPH BAEZA, PE, LEED AP

Principal | Senior Electrical Engineer

BACKGROUND

Ralph has extensive experience designing sophisticated mechanical management systems. He focuses on, not only the initial building systems design, but also on the long-term functionality and efficiency for the users of the buildings. Ralph is a strategic thinker with a track record of delivering high quality projects.

EXPERIENCE

City of Orlando Kia Center, Orlando, Florida

Enhanced commissioning and LEED administration services for the Amway Center and GEICO garage. Sustainability leadership and commissioning efforts for the Amway Center resulted in an estimated annual energy savings of over 15 million kWh (18.2%) and water savings of over 846,000 gallons (35%) when compared to a baseline equivalent building. 2011, ABC Central Florida Chapter, Project of the Year. Certified LEED NC 2.2 Gold. \$380 million / 800,000 sf

TIAA-CREF Energy Audits, Miami, Florida

Field investigation to six office buildings totaling 1,600,000 SF to review lighting--bulbs and ballasts, lighting controls, plumbing fixtures, other water uses, HVAC equipment operation, control system set-points and sequences of operations with the goal of identifying and providing a cost analysis of simple, quick and cost effective energy upgrades. TLC scope includes to provide a list of potential capital improvements, maintenance or operational changes that merit further consideration and an initial judgment of potential costs and savings. The final report includes field notes, photographs, matrix summarizing systems and components investigated, quality of operations, proposed energy conservation measures, estimates of probable savings and operational changes design to provide energy savings.

1701 Meridian Avenue Electrical Inspection, Miami Beach, Florida

Electrical Systems Recertification Inspection with the necessary site visits and associated report in accordance with Miami Dade county Code section 8-11 and Ordinance 01-112 for the existing building located at 1701 Meridian Ave.

Florida International University MEP Continuing Services Contract, Miami, Florida

Acting as Owner's Representative for the BMS system upgrade, mechanical equipment replacement, DCV with CO2 monitoring, UV lighting for all AHUs on the following buildings: Building 10, GL Building, Labor Center, Ryder Building, Hospitality Building.

City of Miami Beach Continuing Services, Miami Beach, Florida

MEP Engineering contract for miscellaneous services including the following projects: Bass Museum Fire Pump Replacement, Miami Beach Convention Center 40 Y Recertification, Fire Station No.3 Generator Replacement, Property Management Building Generator, North Shore Youth Center Generator.



EDUCATION

Liberty University
Ph.D., Business Administration in
Organizational Leadership
2017

Liberty University
Ph.D., Engineering

YEARS OF EXPERIENCE

TLC: 18 years

Prior: 25 years

REGISTRATIONS

PE FL 42641

PE SC 41722

CERTIFICATIONS

LEED AP, GBCI

PROFESSIONAL AFFILIATIONS

NSPE, Member

IEEE, Member

USGBC, Member

Construction Executive
Association, Member
Board of Directors 2023-2024; Membership
Committee Primary Member 2021;
Membership Committee Secondary
Member 2020-2021; Membership
Committee Member 2018-2020



Jonathan BURGESS

PLA, LEED Fellow, WELL AP, SITES
AP, FGBC Designated Professional,
Green Globes Professional

Principal

CONTACT

✉ Jonathan.Burgess@socotec.us

📞 +1 561 801 7576 x701

📍 110 E Broward Blvd, Suite 950
Fort Lauderdale, FL 33301

ABOUT

Mr. Jonathan Burgess is a creative leader and serial entrepreneur focused on ventures that promote sustainable products, landscapes, and real estate development. For more than a decade, he has focused on assisting architects, design professionals, and construction teams with creating high-performing, healthy buildings and neighborhoods.

As a LEED Fellow and Principal of SOCOTEC, Jonathan and his team have consulted on more than 190 certified green-building projects (LEED, WELL, LBC, Green Globes, FGBC, and NGBS). His firm has more than 200 active projects currently pursuing certification across the USA and beyond.

With more than 16 years of experience in sustainable design and landscape architecture, Jonathan became in 2017 the youngest person in the world to achieve the prestigious accreditation of LEED Fellow. As a much sought-after speaker and lecturer, Jonathan also tours the country as both USGBC Faculty and WELL Faculty, educating and advocating for the adoption of the LEED and WELL building standard across Florida and beyond. He is an Adjunct Professor at the University of Miami's prestigious School of Architecture.

PROFESSIONAL EXPERIENCE

13 YEARS WITH FIRM | 19 YEARS IN INDUSTRY

SOCOTEC

2023 – Present | Principal
2012 – 2023 | President, Vice President of Sustainable Operations,
LEED Consultant (formerly Spinnaker Group)

LAND DESIGN SOUTH

2006 – 2012 | Project Manager

QUALIFICATIONS

EDUCATION

- Bachelor of Landscape Architecture – University of Rhode Island (Summa Cum Laude) – 2006

PRACTICE AREAS

- Sustainable Project Certifications

REGISTRATIONS/ACCREDITATIONS

- Professional Registered Landscape Architect (PLA/RLA) - Florida
- LEED Fellow
- LEED Accredited Professional (AP) Building Design + Construction (BD+C)
- LEED AP Neighborhood Development (ND)
- WELL AP
- USGBC Faculty
- WELL Faculty
- SITES AP
- FGBC Designated Professional
- Green Globes Professional

PROFESSIONAL AFFILIATIONS

- United States Green Building Council (USGBC)
- American Institute of Architects (AIA)
- Urban Land Institute (ULI)
- American Society of Landscape Architects (ASLA)

REPRESENTATIVE PROJECTS

URBAN DESIGN

- CityPlace, West Palm Beach, FL (LEED ND and Sustainability Assessment)
- Miami Design District, Miami, FL (LEED ND)
- Miami Worldcenter, Miami, FL (LEED ND)
- Preserve Life, Miami-Dade County, FL (Sustainability Design Guidelines)
- University of Miami, Coral Gables, FL (Sustainable Design Guidelines)
- City of Delray Beach, Delray Beach, FL (Sustainability Ordinance)
- City of Dania Beach, Dania Beach, FL (Sustainability Ordinance)
- North Park, Boca Raton, FL (Sustainable SITES)

CIVIC

- City of Pompano Beach Solar Feasibility Study, Pompano Beach, FL
- Broward County Sheriff's Office, Fort Lauderdale, FL
- Miami-Dade County Integrated Command Center, Miami, FL
- FXE US Customs and Border Protection, Fort Lauderdale, FL
- Jacksonville Coast Guard, Jacksonville, FL
- Golden Isles Tennis Center, Hallendale Beach, FL
- Peter Bluesten Park, Hallendale Beach, FL
- Lauderhill Transit Center, Lauderhill, FL
- Miami-Dade County Auditorium, Miami, FL
- Miami-Dade County Public Library, Doral, FL
- Nancy J. Cotterman Centre, Fort Lauderdale, FL





Anthony THOMPSON

CEM, CEA

Senior Project Manager, Energy

CONTACT

✉ Anthony.Thompson@socotec.us

📞 +1 212 689 5389 x279

📍 151 W 42nd Street, 24th Floor
New York, NY 10036

ABOUT

In his role as Senior Project Manager of Energy Mr. Anthony Thompson applies his education to tasks including using energy modeling software to perform geometry and model buildings, write reports for the client on project activity and analysis, provide cross-functional support with project teams to help meet deadlines and other client needs, and maintain detailed project documents from the initial design through to completion.

Prior to joining SOCOTEC, Mr. Thompson gained experience in project management – leading mechanical designs for residential campuses, medical offices/hospitals, labs and higher education buildings as well as coordinating with MEP teams and architects, informing budgets, analyzing existing conditions, and reporting recommendations to developers. In addition, he is an asset when it comes to sustainability measures; he has created energy models and reports for LEED/permitting while integrating project energy conservation measures, designed millions of square feet of ZNE campuses, managed PV/storage, optimized geothermal well fields, and quantified cost savings.

**work performed prior to joining SOCOTEC*

PROFESSIONAL EXPERIENCE

3 YEARS WITH FIRM | 8 YEARS IN INDUSTRY

SOCOTEC

2022 – Present | Senior Project Manager, Energy

BR+A CONSULTING ENGINEERS

2018 – 2022 | Energy & Sustainability Design Engineer

NEW YORK UNIVERSITY

2019 | Teacher's Assistant

BLADYKAS ENGINEERING FIRM

2017 | Engineering Intern

QUALIFICATIONS

EDUCATION

- Master of Science, Earth and Environmental Engineering – Columbia University – 2024
- Bachelor of Science, Mechanical Engineering – Lafayette College – 2018

PRACTICE AREAS

- Energy Efficiency

REPRESENTATIVE PROJECTS

CIVIC

- New York State Department of Buildings, New York, NY
- New York State Department of Energy Code Unit, New York, NY
- New York Department of Sanitation, New York, NY

COMMERCIAL

- Brooklyn Navy Yard, Brooklyn, NY
- Citigroup Headquarters, 388 Greenwich St, New York, NY
- Citadel Financial Institutions, Chicago, IL
- Watchtower Offices, Ramapo, NY*
- Watchtower Events Center, Ramapo, NY*

EDUCATION

- Success Academy Expansion, Bronx, NY
- New York University Mercer Street Student Housing, New York, NY*
- Florida International University Parkview Dormitory, University Park, FL*

RESIDENTIAL

- Wyandanch Rising Building L, Wyandanch, NY
- Watchtower Residences, Ramapo, NY*
- Holyoke Soldier's Home, Holyoke, MA*

CULTURAL & ENTERTAINMENT

- Mary Cali Dalton Recreation Center, Brooklyn, NY
- Orchard Beach MOB – NYC DDC, Brooklyn, NY

HEALTHCARE / LIFE AND HEALTH SCIENCE

- Washington Ambulatory Hospital Medical Office Building, White Oak, MD*
- McMillan Healthcare Medical Office Building, Washington, DC*
- OSU West Campus ACC and Proton, Columbus, OH*
- Johns Hopkins Hospital CMSC, Baltimore, MD*
- Southampton Hospital, Southampton, NY*
- Geisinger Hospital, PA*
- Yale New Haven Hospital, New Haven, CT*
- NYU Langone Health Ambulatory Surgery Center, New York, NY*
- Florida Atlantic University STEM, Boca Raton, FL*
- Regeneron PMPD, Tarrytown, NY*





Jared JACOBS

AICP, CNU-A, ENV-SP, CCP, LEED
Green Associate, ADA Coordinator,
Eco-Districts AP

Junior Sustainability Analyst

CONTACT

✉ Jared.Jacobs@socotec.us

📞 +1 937 657 8031

📍 110 E Broward Blvd, Suite 950
Fort Lauderdale, FL 33301

ABOUT

Jared Jacobs' role as a Junior Sustainability Analyst with SOCOTEC, and as a Strategy Advisor with Spinnaker Group (acquired by SOCOTEC) has included: collaborating with developers to integrate LEED, ParkSmart, and FGBC principles into project plans; participating in public consultations on green initiatives; assisting with certification applications, documentation, and verification; providing recommendations to improve efficiency; supporting marketing and media outreach; and contributing to video production and storytelling.

Jared is passionate about the development of healthy communities. The unique experiences of his career have allowed him to build valuable connections across a wide diversity of multidisciplinary fields. This has enabled Jared to more dynamically view systems through a more integral anamorphic lens while having the ability to pragmatically zoom into a more intentional macro perspective when precise action is needed.

Additionally, Jared is one of only a handful of people in the private sector in Florida that are credentialed Urban Greenhouse Gas Inventory Specialists and as a City Climate Planner professional. His training and skills include developing greenhouse gas (GHG) emissions inventories, climate action planning, and climate adaptation planning for cities

PROFESSIONAL EXPERIENCE

4 YEARS WITH FIRM | 12 YEARS IN INDUSTRY

SOCOTEC

2024 – Present | Junior Sustainability Analyst

SPINNAKER GROUP, A DIVISION OF SOCOTEC

2021 – 2024 | Strategy Advisor

PARADISE KEY

2012 – Present | Founder & Managing Director

FREEBEE

2013 – 2023 | Director of Special Projects, Planning & Research

SEMINOLE MEDIA PRODUCTIONS

2013 – 2022 | Innovation & ICT Specialist

QUALIFICATIONS

EDUCATION

- Bachelor of Arts, Environmental Studies – Bowling Green State University – 2010
- Environmental Engineering – Miami Valley Career Technology Center – 2006

PRACTICE AREAS

- Sustainability

REGISTRATIONS

- City Climate Planner (CCP), ICLEI, 2022
- Certified ADA Paratransit Manager (CAPM), CUTR at the University of South Florida, 2023
- Certified Planner (AICP), American Planning Association, 2022
- Envision Sustainability Professional (ENV-SP), Institute for Sustainable Infrastructure, 2022
- Parksmart Advisor, IPMI, 2022
- Certified Practitioner, Smart Cities Council, 2021
- LEED Green Associate, USGBC, 2021
- CNU-A, The Congress for the New Urbanism Associate, 2020
- ADAC – ADA Coordinator, University of Missouri-Columbia, 2020
- EcoDistricts Accredited Professional, EcoDistricts, 2020
- Commercial UAV Pilot, FAA, 2019
- C.E.R.T., FEMA, 2019

PROFESSIONAL AFFILIATIONS

- USGBC of Miami, Emerging Professionals Chair, 2014-2022
- Love the Everglades Foundation, Coordination Circle Member, 2013-Present
- MDC Transportation Disadvantaged Local Coordinating Board, Local Coordinating Board Member, 2022-Present

REPRESENTATIVE PROJECTS

URBAN DESIGN

- City of Delray Beach, Delray Beach, FL (Sustainability Ordinance)
- City of Dania Beach, Dania Beach, FL (Sustainability Ordinance)
- CityPlace, West Palm Beach, FL (LEED ND and Sustainability Assessment)
- Miami Design District, Miami, FL (LEED ND)
- Miami Worldcenter, Miami, FL (LEED ND)
- University of Miami, Coral Gables, FL (Sustainable Design Guidelines)

CIVIC

- City of Pompano Beach Solar Feasibility Study, Pompano Beach, FL
- City of Miami Admin, Miami, FL
- City of Miami Beach Flamingo Park, Miami Beach, FL
- Chuck Pezoldt Park, Miami-Dade County, FL



OFFICE LOCATIONS

KEITH is proud to be a local Pompano Beach firm, with this project being serviced directly from our headquarters in Pompano Beach. As an invested member of the community, we are committed to delivering the full scope of Professional Services for Sustainability Projects with the highest level of dedication, local insight, and responsiveness.

301 E. Atlantic Boulevard, Pompano Beach, FL 33060

KEITH's staff breakdown at our Pompano Beach (HQ) is Professional Staff: 100, Administrative Staff: 18
Within this local office, at least 10 % of KEITH's staff are proudly residents of the City of Pompano Beach.



LITIGATION

In 2023, KEITH was named as a third-party defendant in a case (No. CACE23012494) between a client of ours and a local resident. This case is pending.

In 2021, KEITH was named as a third-party defendant in a case (No. CACE21007979) between a client of ours and a group of residents. This case is pending.

In 2020, KEITH was named as a third-party defendant in a case (No. CACE-18-026597) between a client of ours and a local resident. KEITH was found to be at no fault with no errors or omissions. The case was settled.



TIER 1/TIER 2 COMPLIANCE FORM

IN ORDER FOR YOUR FIRM TO COMPLY WITH THE CITY'S LOCAL BUSINESS PROGRAM AS A TIER 1 OR TIER 2 VENDOR, BIDDERS MUST COMPLETE THE INFORMATION BELOW AND UPLOAD THE FORM TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.

TIER 1 LOCAL VENDOR

☐ My firm has maintained a permanent place of business within the city limits and my submittal includes subcontracting commitments to Local Vendors Subcontractors for at least 10 % of the contract value.

and/or

☒ My firm has maintained a permanent place of business within the city limits and maintains a staffing level, within this local office, of at least 10 % who are residents of the City of Pompano Beach.

or

☐ My firm does not qualify as a Tier 1 Vendor.

TIER 2 LOCAL VENDOR

☐ My firm has maintained a permanent place of business within Broward County and my submittal includes subcontracting commitments to Local Vendors Subcontractors for at least 20% of the contract value.

and/or

☐ My firm has maintained a permanent place of business within Broward County and maintains a staffing level, within this local office, of at least 15% who are residents of the City of Pompano Beach

or

☐ My firm does not qualify as a Tier 2 Vendor.

I certify that the above information is true to the best of my knowledge.

5/22/2025

Keith and Associates, Inc., dba KEITH

Date

Alex Lazowick, PE, PMP, ENVSP

Name of Prime Company/Firm



Bidder/Proposer (Print Name)

Bidder/Proposer (Signature)

COMPLETE THE PROPOSER INFORMATION FORM ON THE ATTACHMENTS TAB IN THE EBID SYSTEM. PROPOSERS ARE TO COMPLETE FORM IN ITS ENTIRITY AND INCLUDE THE FORM IN YOUR PROPOSAL THAT MUST BE UPLOADED TO THE RESPONSE ATTACHMENTS TAB FOR THE RFQ IN THE EBID SYSTEM.

PROPOSER INFORMATION PAGE

RFQ 25-037, Professional Services for Sustainability Projects
(number) (RFQ name)

To: The City of Pompano Beach, Florida

The below named company hereby agrees to furnish the proposed services under the terms stated subject to all instructions, terms, conditions, specifications, addenda, legal advertisement, and conditions contained in the RFQ. I have read the RFQ and all attachments, including the specifications, and fully understand what is required. By submitting this proposal, I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this proposal.

Proposal submitted by:

Name (printed) Alex Lazowick, PE, PMP, ENV SP Title President/CEO

Company (Legal Registered) Keith and Associates, Inc., dba KEITH

Federal Tax Identification Number 65-0806421

Address 301 E. Atlantic Boulevard

City/State/Zip Pompano Beach, FL, 33060

Telephone No. 954-788-3400 Fax No. N/A

Email Address Marketing@KEITHteam.com

REQUESTED INFORMATION BELOW IS ON THE ATTRIBUTES TAB IN THE EBID SYSTEM. PROVIDE THIS INFORMATION ELECTRONICALLY.

VENDOR CERTIFICATION REGARDING SCRUTINIZED COMPANIES LISTS

Respondent Vendor Name: KEITH

Vendor FEIN: 65-0806421

Section 287.135, Florida Statutes, prohibits agencies from contracting with companies, for goods or services over \$1,000,000, that are on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. Further, Section 215.4725, Florida Statutes, prohibits agencies from contracting (at any dollar amount) with companies on the Scrutinized Companies that Boycott Israel List, or with companies that are engaged in a boycott of Israel. As the person authorized to sign electronically on behalf of Respondent, I hereby certify by selecting the box below that the company responding to this solicitation is not listed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List. I also certify that the company responding to this solicitation is not participating in a boycott of Israel, and is not engaged in business operations in Syria or Cuba. I understand that pursuant to sections 287.135 and 215.4725, Florida Statutes, the submission of a false certification may subject company to civil penalties, attorney's fees, and/or costs.

I Certify



VENDOR CERTIFICATION REGARDING SCRUTINIZED COMPANIES LISTS

Respondent Vendor Name: KEITH

Vendor FEIN: 65-0806421

Section 215.4725, Florida Statutes, prohibits agencies from contracting (at any dollar amount) with companies on the Scrutinized Companies that Boycott Israel List, or with companies that are engaged in a boycott of Israel. As the person authorized to sign electronically on behalf of Respondent, I hereby certify by selecting the box below that the company responding to this solicitation is not listed on the Scrutinized Companies that Boycott Israel List. I also certify that the company responding to this solicitation is not participating in a boycott of Israel, and is not engaged in business operations in Syria or Cuba. I understand that pursuant to sections 287.135 and 215.4725, Florida Statutes, the submission of a false certification may subject company to civil penalties, attorney's fees, and/or costs.

I Certify



N/A

BID BOND

BY THIS BOND, We Alex Lazowick, PE, PMP ENV SP,
as Principal ("PRINCIPAL") and KEITH, an entity duly organized
under the laws of the State of Florida, as Surety ("SURETY"), are held
and firmly bound unto the City of Pompano Beach ("CITY") in the sum of five percent (5%) of
the Bid amount, for the payment of which PRINCIPAL and SURETY bind ourselves, our heirs,
executors, administrators, successors and assigns, jointly and severally, as set forth below.

WHEREAS, PRINCIPAL has submitted a bid for Bid No.
25-037.

THE CONDITIONS OF THIS BOND are such that CITY accepts the bid of PRINCIPAL and
PRINCIPAL enters into a contract with CITY in accordance with the terms of such bid, and gives
such bond or bonds as may be specified in the bidding or Contract Documents with good and
sufficient surety for the faithful performance of such Contract and for the prompt payment of labor
and material furnished in the prosecution of the Contract.

THEN THIS OBLIGATION SHALL BE NULL AND VOID. However, if CITY accepts the bid
of PRINCIPAL and PRINCIPAL fails to timely satisfy the conditions set forth above, then
PRINCIPAL and SURETY, jointly and severally, shall be liable to CITY for the full sum of this
Bond which shall be forfeited to CITY as liquidated damages, not a penalty, as a result of
PRINCIPAL's failure to comply with the bid instructions and conditions, regardless of whether
CITY ultimately decides to change the Project requirements or resolicit bids.

The remedies are not to be construed as CITY exclusive remedies for PRINCIPAL's failure to
enter into a contract with CITY, but shall be deemed supplemental to all remedies available to
CITY at law or otherwise.

No right of action shall accrue on this Bond to or for the use of any person or entity other than
CITY.

THE REMAINDER OF THE PAGE IS INTENTIONALLY LEFT BLANK



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/18/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown Insurance Services, Inc. 1201 W Cypress Creek Rd Suite 130 Fort Lauderdale FL 33309		CONTACT NAME: PHONE (A/C, No, Ext): (954) 776-2222 FAX (A/C, No): (954) 776-4446 E-MAIL ADDRESS: 053.certs@bbrown.com	
INSURED KEITH & Associates, Inc. 301 East Atlantic Blvd. Pompano Beach FL 33060		INSURER(S) AFFORDING COVERAGE INSURER A: The Charter Oak Fire Insurance Company INSURER B: St. Paul Protective Insurance Company INSURER C: Travelers Property Casualty Company of America INSURER D: Travelers Casualty and Surety Company INSURER E: Lexington Insurance Company INSURER F:	
		NAIC # 25615 19224 25674 19038 19437	

COVERAGES

CERTIFICATE NUMBER: 25-26 GL/BA/WC/Umb/

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			P660A6411735COF25	02/19/2025	02/19/2026	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000				
			MED EXP (Any one person) \$ 5,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
			GENERAL AGGREGATE \$ 2,000,000				
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						\$
	OTHER:						\$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY			810A64129892543G	02/19/2025	02/19/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO		BODILY INJURY (Per person) \$				
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS		BODILY INJURY (Per accident) \$				
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		PROPERTY DAMAGE (Per accident) \$				
	<input type="checkbox"/> AUTOS ONLY		\$				
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB			CUPA643643A2543	02/19/2025	02/19/2026	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> CLAIMS-MADE		AGGREGATE \$ 5,000,000				
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		\$				
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			UBA64351312543G	02/19/2025	02/19/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N					E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
E	Professional Liability			015136483	02/19/2025	02/19/2026	Per Claim \$2,000,000
			Aggregate \$6,000,000				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Sample	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ACORD 25 (2016/03)

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AUDITED FINANCIAL STATEMENTS

KEITH has a 27-year history of sound financial management. Each year KEITH hires an independent CPA to perform an audited return for the company, which continues to show prudent financial operations. The firm currently has no long-term debt and pays all of its bills and subconsultants upon receipt. With these management practices, KEITH, over the past 12 years, has grown approximately 12% year over year. KEITH understands the balance of overhead cost, direct and indirect labor and always strives to be the most efficient at every task/operation performed. KEITH has uploaded our confidential audited financial statements per Florida Statute 119.071.(1).c.

Local Business Tax Receipts



CITY OF POMPANO BEACH
BUSINESS TAX RECEIPT
FISCAL YEAR: 2024 - 2025

Business Tax Receipt Valid from: October 1, 2024 through September 30, 2025

4441589
KEITH AND ASSOCIATES INC
301 E ATLANTIC BL
POMPANO BEACH FL 33060


9/11/2024

THIS IS NOT A BILL

THIS IS YOUR BUSINESS TAX RECEIPT. PLEASE POST IN A CONSPICUOUS PLACE AT THE BUSINESS LOCATION.

BUSINESS OWNER: KEITH AND ASSOCIATES INC
BUSINESS LOCATION: 301 E ATLANTIC BL POMPANO BEACH FL

RECEIPT NO: CLASSIFICATION
25-00065569 PROFESSIONAL OFFICE (SEE REQUIREMENTS)



CITY OF POMPANO BEACH
BUSINESS TAX RECEIPT
FISCAL YEAR: 2024 - 2025

Business Tax Receipt Valid from: October 1, 2024 through September 30, 2025

4441643
KEITH-LAZOWICK, A DODIE
301 E ATLANTIC BL
POMPANO BEACH FL 33060

9/11/2024

THIS IS NOT A BILL

THIS IS YOUR BUSINESS TAX RECEIPT. PLEASE POST IN A CONSPICUOUS PLACE AT THE BUSINESS LOCATION.

BUSINESS OWNER: KEITH AND ASSOCIATES INC
BUSINESS LOCATION: 301 E ATLANTIC BL POMPANO BEACH FL

RECEIPT NO: CLASSIFICATION
25-00065636 PROFESSIONAL-SURVEYOR (LAND/MARINE)

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT
115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-357-4829
VALID OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025

Business Name: KEITH AND ASSOCIATES INC
Owner Name: KEITH AND ASSOCIATES INC
Business Location: 301 E ATLANTIC BLVD
POMPANO BEACH
Business Phone: 9547883400

Receipt #: 315-338081
Business Type: ENGINEER (ENGINEER)
Business Opened: 04/03/1998
State/County/Cert/Reg:
Exemption Code:

Rooms Seats Employees Machines Professionals
180

For Vending Business Only						
Number of Machines:			Vending Type:			
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
45.00	0.00	0.00	0.00	0.00	0.00	45.00

Receipt Fee 45.00
Packing/Processing/Canning Employees 0.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

THIS BECOMES A TAX RECEIPT This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

WHEN VALIDATED

Mailing Address:
KEITH AND ASSOCIATES INC
Receipt #WWW-23-00274165

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT
115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-357-4829
VALID OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025

Business Name: CUMMINS CEDERBERG INC
Owner Name: JANNEK CEDERBERG
Business Location: 888 S ANDREWS AVE STE 206
FT LAUDERDALE
Business Phone: 305-741-6155

Receipt #: 329-294642
Business Type: ALL OTHERS (MARINE/COASTAL ENGINEERING)
Business Opened: 10/26/2018
State/County/Cert/Reg:
Exemption Code:

Rooms Seats Employees Machines Professionals
16

For Vending Business Only						
Number of Machines:			Vending Type:			
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
150.00	0.00	0.00	0.00	0.00	0.00	150.00

Receipt Fee 150.00
Packing/Processing/Canning Employees 0.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

THIS BECOMES A TAX RECEIPT This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

WHEN VALIDATED

Mailing Address:

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT
115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-357-4829
VALID OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025

Business Name: TLC ENGINEERING SOLUTIONS INC
Owner Name: TLC ENGINEERING SOLUTIONS INC
Business Location: 800 FAIRWAY DR 250
DEERFIELD BEACH
Business Phone: 9544189096

Receipt #: 315-772
Business Type: ENGINEER (CONSULTING ENGINEERS)
Business Opened: 03/18/1996
State/County/Cert/Reg:
Exemption Code:

Rooms Seats Employees Machines Professionals
20

For Vending Business Only						
Number of Machines:			Vending Type:			
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
45.00	0.00	0.00	4.50	0.00	0.00	49.50

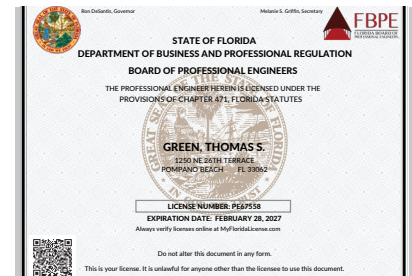
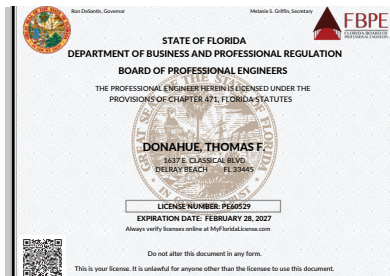
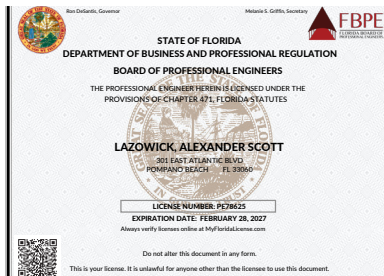
Receipt Fee 45.00
Packing/Processing/Canning Employees 0.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

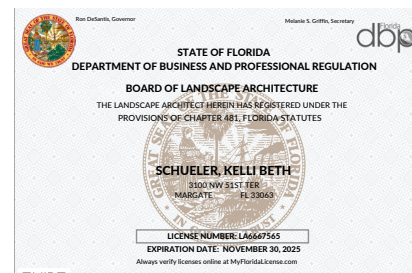
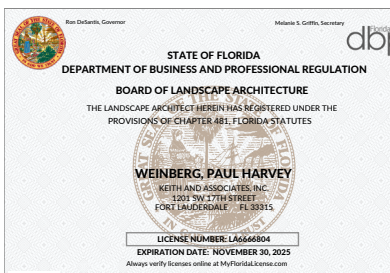
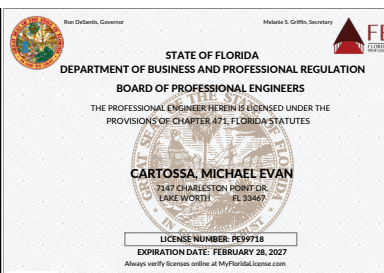
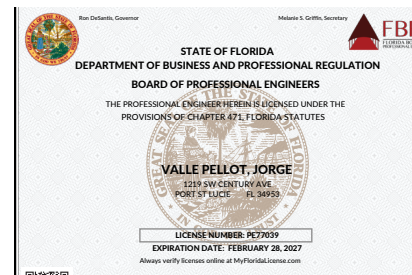
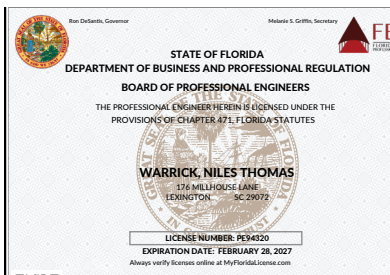
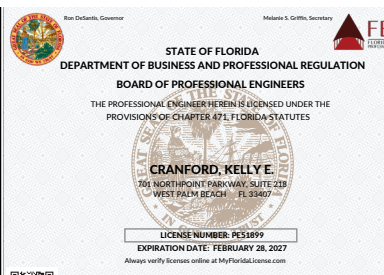
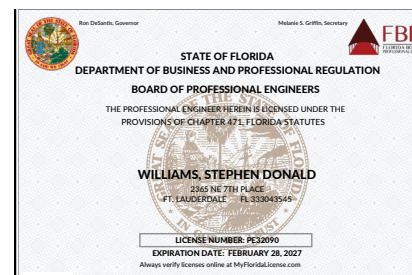
THIS BECOMES A TAX RECEIPT This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

WHEN VALIDATED

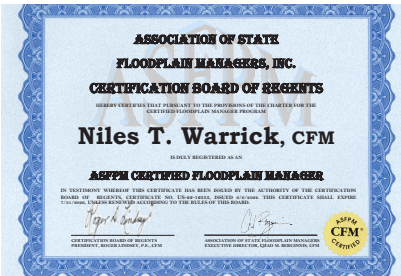
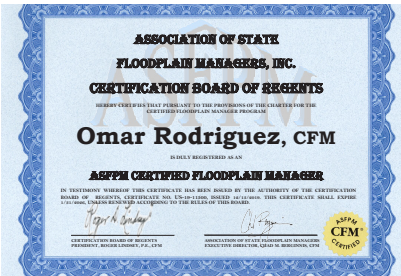
Licenses



ADOLPHINE M KEITH-LAZOWICK 1900 S OCEAN BLVD APT 504, POMERANO BEACH, FL 33062-6910					
License Type	License#	Issued	Expires	Status	
Surveyor and Mapper	LS4105	06/20/04	02/28/27	Active	
Surveyor of Record For	188060	03/07/06	02/28/27	Active	

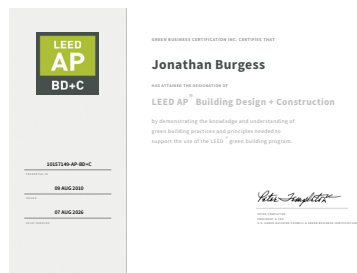
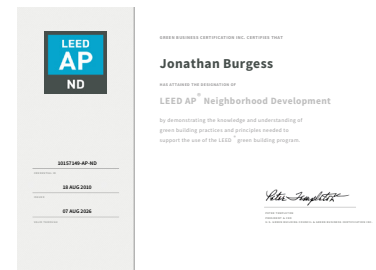
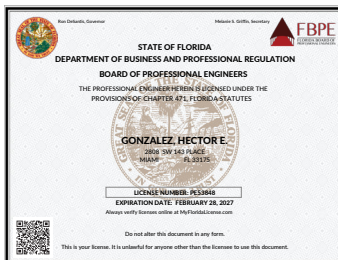
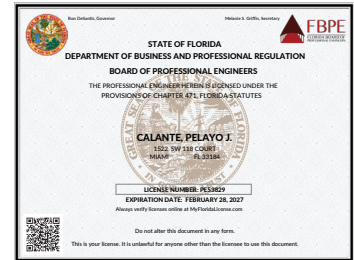
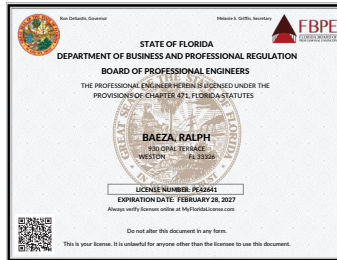
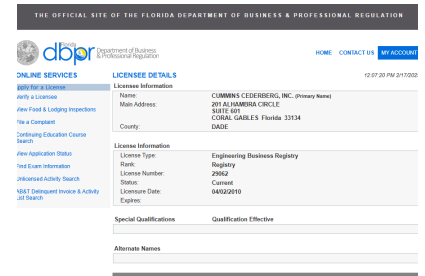
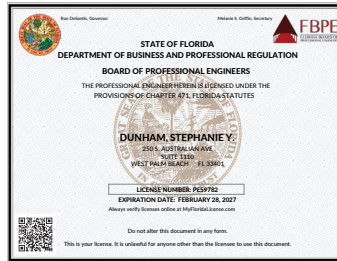


Licenses



Department of Business & Professional Regulation	
HOME CONTACT	
LICENSÉE DETAILS	
Licensee Information	
Name:	KEITH AND ASSOCIATES, INC. (Primary Name)
Main Address:	301 EAST ATLANTIC BOULEVARD POMPANO BEACH, Florida 33060
County:	BROWARD
License Information	
License Type:	Engineering Business Registry
Rank:	Registry
License Number:	7928
Status:	Current
Licensure Date:	04/03/1998
Expires:	
Special Qualifications	Qualification Effective

Licenses





**ALEX LAZOWICK, PE, PMP, ENV SP
CEO/PRESIDENT**

**301 E Atlantic Boulevard
Pompano Beach, FL 33060**

**954.788.3400
Marketing@KEITHteam.com**

KEITHteam.com

EXHIBIT “B”

EXHIBIT B

INSURANCE REQUIREMENTS : RFQ25-037 – PROFESSIONAL SERVICES FOR SUSTAINABILITY PROJECTS

CONTRACTOR shall not commence services under the terms of this Agreement until certification or proof of insurance detailing terms and provisions has been received and approved in writing by the CITY's Risk Manager. If you are responding to a bid and have questions regarding the insurance requirements hereunder, please contact the City's Purchasing Department at (954) 786-4098. If the contract has already been awarded, please direct any queries and proof of the requisite insurance coverage to City staff responsible for oversight of the subject project/contract.

CONTRACTOR is responsible to deliver to the CITY for timely review and written approval/disapproval Certificates of Insurance which evidence that all insurance required hereunder is in full force and effect and which name on a primary basis, the CITY as an additional insured on all such coverage. **Such policy or policies shall be issued by United States Treasury approved companies authorized to do business in the State of Florida. The policies shall be written on forms acceptable to the City's Risk Manager, meet a minimum financial A.M. Best and Company rating of no less than Excellent, and be part of the Florida Insurance Guarantee Association Act. No changes are to be made to these specifications without prior written approval of the City's Risk Manager.**

Throughout the term of this Agreement, CITY, by and through its Risk Manager, reserve the right to review, modify, reject or accept any insurance policies required by this Agreement, including limits, coverages or endorsements. CITY reserves the right, but not the obligation, to review and reject any insurer providing coverage because of poor financial condition or failure to operate legally.

Failure to maintain the required insurance shall be considered an event of default. The requirements herein, as well as CITY's review or acceptance of insurance maintained by CONTRACTOR, are not intended to and shall not in any way limit or qualify the liabilities and obligations assumed by CONTRACTOR under this Agreement.

Throughout the term of this Agreement, CONTRACTOR and all subcontractors or other agents hereunder, shall, at their sole expense, maintain in full force and effect, the following insurance coverages and limits described herein, including endorsements.

A. Worker's Compensation Insurance covering all employees and providing benefits as required by Florida Statute, Chapter 440, regardless of the size of the company (number of employees) or the state in which the work is to be performed or of the state in which Contractor is obligated to pay compensation to employees engaged in the performance of the work. Contractor further agrees to be responsible for employment, control and conduct of its employees and for any injury sustained by such employees in the course of their employment.

B. Liability Insurance.

(1) Naming the City of Pompano Beach as an additional insured as City's interests may appear, on General Liability Insurance only, relative to claims which arise from Contractor's negligent acts or omissions in connection with Contractor's performance under this Agreement.

(2) Such Liability insurance shall include the following checked types of insurance and indicated minimum policy limits.

Type of Insurance

Limits of Liability

GENERAL LIABILITY:

Minimum \$1,000,000 Per Occurrence and
\$2,000,000 Per Aggregate

* Policy to be written on a claims incurred basis

XX_ comprehensive form	bodily injury and property damage
XX_ premises - operations	bodily injury and property damage
___ explosion & collapse hazard	
___ underground hazard	
XX_ products/completed operations hazard	bodily injury and property damage combined
XX_ contractual insurance	bodily injury and property damage combined
XX_ broad form property damage	bodily injury and property damage combined
XX_ independent contractors	personal injury
XX_ personal injury	
___ CG2010	ongoing operations (or its' equivalent)
___ CG 2037	completed operations (or its' equivalent)
___ sexual abuse/molestation	Minimum \$1,000,000 Per Occurrence and Aggregate

AUTOMOBILE LIABILITY:

☒ Minimum \$1,000,000 Per Occurrence and Aggregate.
Bodily injury (each person) bodily injury (each accident),
property damage, bodily injury and property damage
combined.

XX comprehensive form	<input type="checkbox"/> Minimum \$10,000/\$20,000/\$10,000
XX owned	(Florida's Minimum Coverage)
XX hired	
XX non-owned	

Please note that Florida Statue Section 255.05 requires contractors who enter into a contract with the City to purchase a payment and performance bond when the contract is in excess of \$200,000.

REAL & PERSONAL PROPERTY

___ comprehensive form Agent must show proof they have this coverage.

EXCESS LIABILITY

Per Occurrence Aggregate

___ umbrella (Drop Down). bodily injury and \$1,000,000 \$1,000,000
property damage combined

ENVIRONMENTAL/POLLUTION LIABILITY

Per Occurrence Aggregate

* Policy to be written on a claims made basis \$1,000,000 \$1,000,000

CONTRACTOR is required to provide Environmental/Pollution Liability for damage(s) caused by hazardous waste material.

PROFESSIONAL LIABILITY

Per Occurrence Aggregate

__XX__ * Policy to be written on a claims made basis \$1,000,000 \$1,000,000

CONTRACTOR is required to provide Professional Liability if engineering and design is used.

CYBER LIABILITY

Per Occurrence Aggregate

___ * Policy to be written on a claims made basis \$1,000,000 \$1,000,000

___ Network Security / Privacy Liability
___ Breach Response / Notification Sublimit (minimum limit of 50% of policy aggregate)
___ Technology Products E&O - \$1,000,000 (only applicable for vendors supplying technology related services and or products)
___ Coverage shall be maintained in effect during the period of the Agreement and for not less than four (4) years after termination/ completion of the Agreement.

CRIME LIABILITY

Per Occurrence Aggregate

___ * Policy to be written on a claims made basis \$1,000,000 \$1,000,000

(3) If Professional Liability insurance is required, Contractor agrees the indemnification and hold harmless provisions of Section 12 of the Agreement shall survive the termination or expiration of the Agreement for a period of three (3) years unless terminated sooner by the applicable statute of limitations.

C. Employer's Liability. CONTRACTOR and all subcontractors shall, for the benefit of their employees, provide, carry, maintain and pay for Employer's Liability Insurance in the minimum amount of One Hundred Thousand Dollars (\$100,000.00) per employee, Five Hundred Thousand Dollars (\$500,000) per aggregate.

D. Policies: Whenever, under the provisions of this Agreement, insurance is required of the CONTRACTOR, the CONTRACTOR shall promptly provide the following:

- (1) Certificates of Insurance evidencing the required coverage;
- (2) Names and addresses of companies providing coverage;
- (3) Effective and expiration dates of policies; and
- (4) A provision in all policies affording CITY thirty (30) days written notice by a carrier of any cancellation or material change in any policy.

E. Insurance Cancellation or Modification. Should any of the required insurance policies be canceled before the expiration date, or modified or substantially modified, the issuing company shall provide thirty (30) days written notice to the CITY.

F. Waiver of Subrogation. CONTRACTOR hereby waives any and all right of subrogation against the CITY, its officers, employees and agents for each required policy. When required by the insurer, or should a policy condition not permit an insured to enter into a pre-loss agreement to waive subrogation without an endorsement, then CONTRACTOR shall notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy which includes a condition to the policy not specifically prohibiting such an endorsement, or voids coverage should CONTRACTOR enter into such an agreement on a pre-loss basis.

Please note that Florida Statue Section 255.05 requires contractors who enter into a contract with the City to purchase a payment and performance bond when the contract is in excess of \$200,000.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/13/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown Insurance Services, Inc. 1201 W Cypress Creek Rd Suite 130 Fort Lauderdale FL 33309	CONTACT NAME: PHONE (A/C, No, Ext): (954) 776-2222 FAX (A/C, No): (954) 776-4446 E-MAIL ADDRESS: 053.certs@bbrown.com																					
INSURED KEITH & Associates, Inc. 301 East Atlantic Blvd. Pompano Beach FL 33060	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>The Charter Oak Fire Insurance Company</td><td>25615</td></tr><tr><td>INSURER B:</td><td>St. Paul Protective Insurance Company</td><td>19224</td></tr><tr><td>INSURER C:</td><td>Travelers Property Casualty Company of America</td><td>25674</td></tr><tr><td>INSURER D:</td><td>Travelers Casualty and Surety Company</td><td>19038</td></tr><tr><td>INSURER E:</td><td>Lexington Insurance Company</td><td>19437</td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	The Charter Oak Fire Insurance Company	25615	INSURER B:	St. Paul Protective Insurance Company	19224	INSURER C:	Travelers Property Casualty Company of America	25674	INSURER D:	Travelers Casualty and Surety Company	19038	INSURER E:	Lexington Insurance Company	19437	INSURER F:		
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INSURER D:	Travelers Casualty and Surety Company	19038																				
INSURER E:	Lexington Insurance Company	19437																				
INSURER F:																						

COVERAGES**CERTIFICATE NUMBER:** 25-26 GL/BA/WC/Umb/**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	P660A6411735COF25	02/19/2025	02/19/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY	Y	Y	810A64129892543G	02/19/2025	02/19/2026	PER STATUTE E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y	Y	CUPA643643A2543	02/19/2025	02/19/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 OTH-ER
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	UBA64351312543G	02/19/2025	02/19/2026	Per Claim \$2,000,000 Aggregate \$6,000,000 Deductible \$50,000
E	Professional Liability/Pollution			015136483	02/19/2025	02/19/2026	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: KEITH Project #15361.00 - City of Pompano Beach Professional Services for Sustainability Projects, RFQ25-037.

City of Pompano Beach, its officers, employees and agents is additional insured with respects to General Liability and Auto Liability if required by written contract. General Liability includes Ongoing and Completed Operations. Primary and Non Contributory applies to General Liability and Auto Liability if required by written contract. Waiver of Subrogation in favor of additional insured with respects to General Liability, Auto Liability and Workers Compensation as required by written contract. Umbrella is follow form. 30 day notice of cancellation except 10 days for non-payment of premium.

CERTIFICATE HOLDER**CANCELLATION**

City of Pompano Beach 100 West Atlantic Blvd. Pompano Beach FL 33060	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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AGENCY CUSTOMER ID: 00261306

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page ____ of ____

AGENCY Brown & Brown Insurance Services, Inc.		NAMED INSURED KEITH & Associates, Inc.	
POLICY NUMBER 		EFFECTIVE DATE: 	
CARRIER 	NAIC CODE 		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** Certificate of Liability Insurance: Notes

CYBER LIABILITY

Carrier: Arch Specialty Insurance Company NAIC #21199
 Policy #: C4LPX232023CYBER2025
 Effective Date: 02/19/2025 – 02/19/2026
 Limit: \$1,000,000 / Retention: \$5,000

EMPLOYMENT PRACTICES LIABILITY

Carrier: Federal Insurance Company
 NAIC #20281
 Policy #: 82646353
 Effective Date: 02/19/2025 – 02/19/2026
 Limit: \$2,000,000 EPLI / Retention: \$25,000

FOREIGN LIABILITY

Carrier: The Continental Insurance Company
 NAIC #35289
 Policy #: PST734913788
 Effective Date: 02/19/2025 – 02/19/2026
 Liability Limit \$1,000,000

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

XTEND ENDORSEMENT FOR SERVICE INDUSTRIES

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

GENERAL DESCRIPTION OF COVERAGE – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to this Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

- | | |
|--|---|
| <p>A. Who Is An Insured – Unnamed Subsidiaries</p> <p>B. Who Is An Insured – Employees And Volunteer Workers – Bodily Injury To Co-Employees And Co-Volunteer Workers</p> <p>C. Who Is An Insured – Newly Acquired Or Formed Limited Liability Companies</p> <p>D. Blanket Additional Insured – Broad Form Vendors</p> <p>E. Blanket Additional Insured – Controlling Interest</p> <p>F. Blanket Additional Insured – Mortgagees, Assignees, Successors Or Receivers</p> | <p>G. Blanket Additional Insured – Governmental Entities – Permits Or Authorizations Relating To Premises</p> <p>H. Blanket Additional Insured – Governmental Entities – Permits Or Authorizations Relating To Operations</p> <p>I. Blanket Additional Insured – Grantors Of Franchises</p> <p>J. Incidental Medical Malpractice</p> <p>K. Blanket Waiver Of Subrogation</p> |
|--|---|

PROVISIONS

A. WHO IS AN INSURED – UNNAMED SUBSIDIARIES

The following is added to **SECTION II – WHO IS AN INSURED**:

Any of your subsidiaries, other than a partnership or joint venture, that is not shown as a Named Insured in the Declarations is a Named Insured if:

- a.** You are the sole owner of, or maintain an ownership interest of more than 50% in, such subsidiary on the first day of the policy period; and
- b.** Such subsidiary is not an insured under similar other insurance.

No such subsidiary is an insured for "bodily injury" or "property damage" that occurred, or "personal and advertising injury" caused by an offense committed:

- a.** Before you maintained an ownership interest of more than 50% in such subsidiary; or

- b.** After the date, if any, during the policy period that you no longer maintain an ownership interest of more than 50% in such subsidiary.

For purposes of Paragraph 1. of Section II – Who Is An Insured, each such subsidiary will be deemed to be designated in the Declarations as:

- a.** A limited liability company;
 - b.** An organization other than a partnership, joint venture or limited liability company; or
 - c.** A trust;
- as indicated in its name or the documents that govern its structure.

B. WHO IS AN INSURED – EMPLOYEES AND VOLUNTEER WORKERS – BODILY INJURY TO CO-EMPLOYEES AND CO-VOLUNTEER WORKERS

The following is added to Paragraph 2.a.(1) of **SECTION II – WHO IS AN INSURED**:

Paragraphs (1)(a), (b) and (c) above do not apply to "bodily injury" to a co-"employee" while in the course of the co-"employee's" employment by you or performing duties related to the conduct of your business, or to "bodily injury" to

your other "volunteer workers" while performing duties related to the conduct of your business.

C. WHO IS AN INSURED – NEWLY ACQUIRED OR FORMED LIMITED LIABILITY COMPANIES

The following replaces Paragraph 3. of **SECTION II – WHO IS AN INSURED**:

3. Any organization you newly acquire or form, other than a partnership or joint venture, and of which you are the sole owner or in which you maintain an ownership interest of more than 50%, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:

a. Coverage under this provision is afforded only:

(1) Until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier, if you do not report such organization in writing to us within 180 days after you acquire or form it; or

(2) Until the end of the policy period, when that date is later than 180 days after you acquire or form such organization, if you report such organization in writing to us within 180 days after you acquire or form it;

b. Coverage **A** does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and

c. Coverage **B** does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

For the purposes of Paragraph 1. of Section II – Who Is An Insured, each such organization will be deemed to be designated in the Declarations as:

a. A limited liability company;

b. An organization, other than a partnership, joint venture or limited liability company; or

c. A trust;

as indicated in its name or the documents that govern its structure.

D. BLANKET ADDITIONAL INSURED – BROAD FORM VENDORS

The following is added to **SECTION II – WHO IS AN INSURED**:

Any person or organization that is a vendor and that you have agreed in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury" or "property damage" that:

a. Occurs subsequent to the signing of that contract or agreement; and

b. Arises out of "your products" that are distributed or sold in the regular course of such vendor's business.

The insurance provided to such vendor is subject to the following provisions:

a. The limits of insurance provided to such vendor will be the minimum limits that you agreed to provide in the written contract or agreement, or the limits shown in the Declarations, whichever are less.

b. The insurance provided to such vendor does not apply to:

(1) Any express warranty not authorized by you or any distribution or sale for a purpose not authorized by you;

(2) Any change in "your products" made by such vendor;

(3) Repackaging, unless unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;

(4) Any failure to make such inspections, adjustments, tests or servicing as vendors agree to perform or normally undertake to perform in the regular course of business, in connection with the distribution or sale of "your products";

(5) Demonstration, installation, servicing or repair operations, except such operations performed at such vendor's premises in connection with the sale of "your products"; or

- (6) "Your products" that, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or on behalf of such vendor.

Coverage under this provision does not apply to:

- a. Any person or organization from whom you have acquired "your products", or any ingredient, part or container entering into, accompanying or containing such products; or
- b. Any vendor for which coverage as an additional insured specifically is scheduled by endorsement.

E. BLANKET ADDITIONAL INSURED – CONTROLLING INTEREST

1. The following is added to **SECTION II – WHO IS AN INSURED**:

Any person or organization that has financial control of you is an insured with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" that arises out of:

- a. Such financial control; or
- b. Such person's or organization's ownership, maintenance or use of premises leased to or occupied by you.

The insurance provided to such person or organization does not apply to structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

2. The following is added to Paragraph 4. of **SECTION II – WHO IS AN INSURED**:

This paragraph does not apply to any premises owner, manager or lessor that has financial control of you.

F. BLANKET ADDITIONAL INSURED – MORTGAGEES, ASSIGNEES, SUCCESSORS OR RECEIVERS

The following is added to **SECTION II – WHO IS AN INSURED**:

Any person or organization that is a mortgagee, assignee, successor or receiver and that you have agreed in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to its liability as mortgagee, assignee, successor or receiver for "bodily injury", "property damage" or "personal and advertising injury" that:

- a. Is "bodily injury" or "property damage" that occurs, or is "personal and advertising injury" caused by an offense that is committed, subsequent to the signing of that contract or agreement; and
- b. Arises out of the ownership, maintenance or use of the premises for which that mortgagee, assignee, successor or receiver is required under that contract or agreement to be included as an additional insured on this Coverage Part.

The insurance provided to such mortgagee, assignee, successor or receiver is subject to the following provisions:

- a. The limits of insurance provided to such mortgagee, assignee, successor or receiver will be the minimum limits that you agreed to provide in the written contract or agreement, or the limits shown in the Declarations, whichever are less.
- b. The insurance provided to such person or organization does not apply to:
 - (1) Any "bodily injury" or "property damage" that occurs, or any "personal and advertising injury" caused by an offense that is committed, after such contract or agreement is no longer in effect; or
 - (2) Any "bodily injury", "property damage" or "personal and advertising injury" arising out of any structural alterations, new construction or demolition operations performed by or on behalf of such mortgagee, assignee, successor or receiver.

G. BLANKET ADDITIONAL INSURED – GOVERNMENTAL ENTITIES – PERMITS OR AUTHORIZATIONS RELATING TO PREMISES

The following is added to **SECTION II – WHO IS AN INSURED**:

Any governmental entity that has issued a permit or authorization with respect to premises owned or occupied by, or rented or loaned to, you and that you are required by any ordinance, law, building code or written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of the existence, ownership, use, maintenance, repair, construction, erection or removal of any of the following for which that governmental entity has issued such permit or authorization: advertising signs, awnings,

canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, elevators, street banners or decorations.

H. BLANKET ADDITIONAL INSURED – GOVERNMENTAL ENTITIES – PERMITS OR AUTHORIZATIONS RELATING TO OPERATIONS

The following is added to **SECTION II – WHO IS AN INSURED**:

Any governmental entity that has issued a permit or authorization with respect to operations performed by you or on your behalf and that you are required by any ordinance, law, building code or written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of such operations.

The insurance provided to such governmental entity does not apply to:

- a. Any "bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the governmental entity; or
- b. Any "bodily injury" or "property damage" included in the "products-completed operations hazard".

I. BLANKET ADDITIONAL INSURED – GRANTORS OF FRANCHISES

The following is added to **SECTION II – WHO IS AN INSURED**:

Any person or organization that grants a franchise to you is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of your operations in the franchise granted by that person or organization.

If a written contract or agreement exists between you and such additional insured, the limits of insurance provided to such insured will be the minimum limits that you agreed to provide in the written contract or agreement, or the limits shown in the Declarations, whichever are less.

J. INCIDENTAL MEDICAL MALPRACTICE

1. The following replaces Paragraph **b.** of the definition of "occurrence" in the **DEFINITIONS** Section:

- b. An act or omission committed in providing or failing to provide "incidental

medical services", first aid or "Good Samaritan services" to a person, unless you are in the business or occupation of providing professional health care services.

2. The following replaces the last paragraph of Paragraph **2.a.(1)** of **SECTION II – WHO IS AN INSURED**:

Unless you are in the business or occupation of providing professional health care services, Paragraphs **(1)(a), (b), (c)** and **(d)** above do not apply to "bodily injury" arising out of providing or failing to provide:

- (a) "Incidental medical services" by any of your "employees" who is a nurse, nurse assistant, emergency medical technician, paramedic, athletic trainer, audiologist, dietician, nutritionist, occupational therapist or occupational therapy assistant, physical therapist or speech-language pathologist; or

- (b) First aid or "Good Samaritan services" by any of your "employees" or "volunteer workers", other than an employed or volunteer doctor. Any such "employees" or "volunteer workers" providing or failing to provide first aid or "Good Samaritan services" during their work hours for you will be deemed to be acting within the scope of their employment by you or performing duties related to the conduct of your business.

3. The following replaces the last sentence of Paragraph **5.** of **SECTION III – LIMITS OF INSURANCE**:

For the purposes of determining the applicable Each Occurrence Limit, all related acts or omissions committed in providing or failing to provide "incidental medical services", first aid or "Good Samaritan services" to any one person will be deemed to be one "occurrence".

4. The following exclusion is added to Paragraph **2.**, **Exclusions**, of **SECTION I – COVERAGES – COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY**:

Sale Of Pharmaceuticals

"Bodily injury" or "property damage" arising out of the violation of a penal statute or ordinance relating to the sale of pharmaceuticals committed by, or with the knowledge or consent of, the insured.

5. The following is added to the **DEFINITIONS** Section:

"Incidental medical services" means:

- a. Medical, surgical, dental, laboratory, x-ray or nursing service or treatment, advice or instruction, or the related furnishing of food or beverages; or
- b. The furnishing or dispensing of drugs or medical, dental, or surgical supplies or appliances.

6. The following is added to Paragraph **4.b., Excess Insurance**, of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**:

This insurance is excess over any valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to any of your "employees" for "bodily injury" that arises out of providing or failing to provide "incidental medical services" to any person to the extent not

subject to Paragraph **2.a.(1)** of Section II – Who Is An Insured.

K. BLANKET WAIVER OF SUBROGATION

The following is added to Paragraph **8., Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**:

If the insured has agreed in a contract or agreement to waive that insured's right of recovery against any person or organization, we waive our right of recovery against such person or organization, but only for payments we make because of:

- a. "Bodily injury" or "property damage" that occurs; or
- b. "Personal and advertising injury" caused by an offense that is committed;

subsequent to the execution of the contract or agreement.



One Tower Square, Hartford, Connecticut 06183

CHANGE ENDORSEMENT

Named Insured:
KEITH & ASSOCIATES, INC

Policy Number: P-660-A6411735-COF-25
Policy Effective Date: 02/19/25
Issue Date: 04/11/25
Premium \$ 0

INSURING COMPANY:
THE CHARTER OAK FIRE INSURANCE COMPANY

Effective from 02/19/25 at the time of day the policy becomes effective.

THIS INSURANCE IS AMENDED AS FOLLOWS:

THE ACTUAL EFFECTIVE DATE OF THIS ENDORSEMENT IS 04/02/2025.

THE COMMON POLICY DECLARATIONS IS AMENDED AS FOLLOWS:

ADDING IL T4 05 05 19 - DESIG PERSON ORG-NOTICE PROVIDED BY US AS PER ATTACHED.

ADDING IL T8 03 - GENERAL PURPOSE ENDORSEMENT AS PER ATTACHED.

NAME AND ADDRESS OF AGENT OR BROKER:
BROWN & BROWN INS SVCS (FC290)
PO BOX 5727
FT LAUDERDALE, FL 33310

COUNTERSIGNED BY:

Authorized Representative

IL T0 07 09 87 PAGE 1 OF 1
OFFICE: ATLANTA

DATE: _____

POLICY NUMBER: P-660-A6411735-COF-25

EFFECTIVE DATE: 02-19-25

ISSUE DATE: 04-11-25

LISTING OF FORMS, ENDORSEMENTS AND SCHEDULE NUMBERS

THIS LISTING SHOWS THE NUMBER OF FORMS, SCHEDULES AND ENDORSEMENTS
BY LINE OF BUSINESS.

IL T0 07 09 87	CHANGE ENDORSEMENT
IL T8 01 10 93	FORMS, ENDORSEMENTS AND SCHEDULE NUMBERS
IL T8 03	GENERAL PURPOSE ENDORSEMENT

INTERLINE ENDORSEMENTS

IL T4 05 05 19	DESIG PERSON, ORG-NOTICE PROVIDED BY US
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POLICY NUMBER: P-660-A6411735-COF-25

GENERAL PURPOSE ENDORSEMENT

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED ENTITY - NOTICE OF CANCELLATION
PROVIDED BY US (IL T4 05)

THIS ENDORSEMENT MODIFIES INSURANCE PROVIDED UNDER THE FOLLOWING:
ALL COVERAGE PARTS INCLUDED IN THIS POLICY

SCHEDULE

CANCELLATION: NUMBER OF DAYS NOTICE OF CANCELLATION: 30

PERSON OR ORGANIZATION:

"ANY PERSON OR ORGANIZATION TO WHOM YOU HAVE AGREED IN A WRITTEN CONTRACT
THAT NOTICE OF CANCELLATION OF THIS POLICY WILL BE GIVEN, BUT ONLY IF:

1. YOU SEND US A WRITTEN REQUEST TO PROVIDE SUCH NOTICE, INCLUDING
THE NAMED AND ADDRESS OF SUCH PERSON OR ORGANIZATION, AFTER
THE FIRST NAMED INSURED RECEIVES NOTICE FROM US OF THE
CANCELLATION OF THIS POLICY, AND
2. WE RECEIVE SUCH WRITTEN REQUEST AT LEAST 14 DAYS BEFORE THE
BEGINNING OF THE APPLICABLE NUMBER OF DAYS SHOWN IN THIS SCHEDULE."

ADDRESS:

THE ADDRESS FOR THAT PERSON OR ORGANIZATION INCLUDED IN SUCH WRITTEN REQUEST
FROM YOU TO US.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED PERSON OR ORGANIZATION – NOTICE OF CANCELLATION PROVIDED BY US

This endorsement modifies insurance provided under the following:

ALL COVERAGE PARTS INCLUDED IN THIS POLICY

SCHEDULE

CANCELLATION:

Number of Days Notice:

30

PERSON OR

ORGANIZATION:

ANY PERSON OR ORGANIZATION

(CONTINUED ON IL T8 03)

ADDRESS:

(CONTINUED ON IL T8 03)

POMPANO BEACH

FL

33060

PROVISIONS

If we cancel this policy for any legally permitted reason other than nonpayment of premium, and a number of days is shown for Cancellation in the Schedule above, we will mail notice of cancellation to the person or organization shown in such Schedule. We will mail such notice to the address shown in the Schedule above at least the number of days shown for Cancellation in such Schedule before the effective date of cancellation.



One Tower Square, Hartford, Connecticut 06183

CHANGE ENDORSEMENT**Named Insured:**

KEITH & ASSOCIATES, INC.

Policy Number: 810-A6412989-25-43-G
Policy Effective Date: 02-19-25
Issue Date: 03-18-25
Additional Premium \$ 450.00

INSURING COMPANY:

ST. PAUL PROTECTIVE INSURANCE COMPANY

Effective from 02-19-25 at the time of day the policy becomes effective.

THIS INSURANCE IS AMENDED AS FOLLOWS:

Blanket Additional Insured - Primary and Non-Contributory coverage is added

The following forms and/or endorsements is/are included with this change. These forms are added to the policy or replace forms already existing on the policy:
CA T4 74 02 16

NAME AND ADDRESS OF AGENT OR BROKER:

BROWN & BROWN INS SVCS FC290
PO BOX 5727
FT LAUDERDALE FL 333105727

Countersigned by

Authorized RepresentativeDATE:

POLICY NUMBER: 810-A6412989-25-43-G

EFFECTIVE DATE: 02/19/2025

ISSUE DATE: 03/18/2025

LISTING OF FORMS, ENDORSEMENTS AND SCHEDULE NUMBERS

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IL T0 07 09 87	CHANGE ENDORSEMENT
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IL T0 01 08 22	COMMON POLICY CONDITIONS
CA F1 53 08 22	COMMON POLICY CONDITIONS - FLORIDA
IL T3 02 07 86	CALCULATION OF PREMIUM - COMPOSITE RATES
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COMMERCIAL AUTO

CA T0 01 02 15	BA- COVERAGE PART DECS (ITEMS 1 & 2)
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CA T0 30 02 16	BUSINESS AUTO/MC COV PART-UM SUPPL SCHD
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CA 02 67 01 21	FLORIDA CHANGES - CANCELLATION AND NONRENEWAL
CA 20 01 10 13	LESSOR - ADDITIONAL INSURED AND LOSS PAYEE
CA 22 01 01 87	NAMED INDIVIDUALS - BROADENED PIP COVERAGE
CA 22 10 01 21	FLORIDA PERSONAL INJURY PROTECTION
CA 99 03 10 13	AUTO MEDICAL PAYMENTS COVERAGE
CA 99 23 10 13	RENTAL REIMBURSEMENT COVERAGE
CA F2 19 03 21	BUSINESS AUTO EXTENSION ENDORSEMENT - FLORIDA
CA T4 52 02 16	SHORT TERM HIRED AUTO - ADDITIONAL INSURED AND LOSS PAYEE
CA T4 59 02 15	AMENDMENT OF EMPLOYEE DEFINITION
CA T4 74 02 16	BLANKET ADDITIONAL INSURED - PRIMARY AND NON-CONTRIBUTORY WITH OTHER INSURANCE
CA T6 25 07 18	ROADSIDE ASSISTANCE COVERAGE
CA 01 28 01 21	FLORIDA CHANGES
CA 21 72 06 17	FLORIDA UNINSURED MOTORISTS COVERAGE - NONSTACKED

INTERLINE ENDORSEMENTS

IL T4 27 06 19	ADDITIONAL BENEFITS
IL T4 12 03 15	AMNDT COMMON POLICY COND-PROHIBITED COVG
IL 00 21 09 08	NUCLEAR ENERGY LIABILITY EXCLUSION ENDORSEMENT (BROAD FORM)
IL T0 10 12 86	LENDER'S CERTIFICATE OF INSURANCE - FORM A

POLICY HOLDER NOTICES

PN U4 97 01 24	IMPORTANT INFORMATION CONCERNING YOUR MOTOR VEHICLE INSURANCE AND DMV REPORTING
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POLICY NUMBER: 810-A6412989-25-43-G

EFFECTIVE DATE: 02/19/2025

ISSUE DATE: 03/18/2025

PH T0 11 04 89

FLORIDA FAILURE TO MAINTAIN INSURANCE

PN T0 60 05 10

IMPORTANT NOTICE - RISK MANAGEMENT PLANS - FLORIDA

PN T2 19 05 10

IMPORTANT NOTICE - CONTACT INFO - FLORIDA

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED – PRIMARY AND NON-CONTRIBUTORY WITH OTHER INSURANCE

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

PROVISIONS

1. The following is added to Paragraph **A.1.c., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

This includes any person or organization who you are required under a written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to name as an additional insured for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent of that person's or organization's liability for the conduct of another "insured".

2. The following is added to Paragraph **B.5., Other Insurance** of **SECTION IV – BUSINESS AUTO CONDITIONS**:

Regardless of the provisions of paragraph a. and paragraph **d.** of this part **5. Other Insurance**, this insurance is primary to and non-contributory with applicable other insurance under which an additional insured person or organization is the first named insured when the written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, requires this insurance to be primary and non-contributory.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESS AUTO EXTENSION ENDORSEMENT – FLORIDA

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

GENERAL DESCRIPTION OF COVERAGE – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to the Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Limitations and exclusions may apply to these coverages. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

- | | |
|---|---|
| A. BROAD FORM NAMED INSURED | H. HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT |
| B. BLANKET ADDITIONAL INSURED | I. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT |
| C. EMPLOYEE HIRED AUTO | J. PERSONAL PROPERTY |
| D. EMPLOYEES AS INSURED | K. AIRBAGS |
| E. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS | L. NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS |
| F. HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS | M. BLANKET WAIVER OF SUBROGATION |
| G. WAIVER OF DEDUCTIBLE – GLASS | N. UNINTENTIONAL ERRORS OR OMISSIONS |

PROVISIONS

A. BROAD FORM NAMED INSURED

The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any organization you newly acquire or form during the policy period over which you maintain 50% or more ownership interest and that is not separately insured for Business Auto Coverage. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier.

B. BLANKET ADDITIONAL INSURED

The following is added to Paragraph **c. in A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any person or organization who is required under a written contract or agreement between you and that person or organization, that is signed and executed by you before the "bodily injury" or "property damage" occurs and that is in effect

during the policy period, to be named as an additional insured is an "insured" for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Section II.

C. EMPLOYEE HIRED AUTO

1. The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

An "employee" of yours is an "insured" while operating an "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

2. The following replaces Paragraph **b. in B.5., Other Insurance**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

- b.** For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

- (1) Any covered "auto" you lease, hire, rent or borrow; and
- (2) Any covered "auto" hired or rented by your "employee" under a contract in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

D. EMPLOYEES AS INSURED

The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

E. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS

1. The following replaces Paragraph **A.2.a.(2)**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

(2) Up to \$3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

2. The following replaces Paragraph **A.2.a.(4)**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

(4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$500 a day because of time off from work.

F. HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS

The following replaces Subparagraph (5) in Paragraph **B.7., Policy Period, Coverage Territory**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

- (5) Anywhere in the world, except any country or jurisdiction while any trade sanction, embargo, or similar regulation imposed by the United States of America applies to and prohibits the transaction of business with or within such country or jurisdiction, for Covered Autos Liability Coverage for any covered "auto" that you lease, hire, rent or borrow without a driver for a period of 30

days or less and that is not an "auto" you lease, hire, rent or borrow from any of your "employees", partners (if you are a partnership), members (if you are a limited liability company) or members of their households.

- (a) With respect to any claim made or "suit" brought outside the United States of America, the territories and possessions of the United States of America, Puerto Rico and Canada:

- (i) You must arrange to defend the "insured" against, and investigate or settle any such claim or "suit" and keep us advised of all proceedings and actions.

- (ii) Neither you nor any other involved "insured" will make any settlement without our consent.

- (iii) We may, at our discretion, participate in defending the "insured" against, or in the settlement of, any claim or "suit".

- (iv) We will reimburse the "insured" for sums that the "insured" legally must pay as damages because of "bodily injury" or "property damage" to which this insurance applies, that the "insured" pays with our consent, but only up to the limit described in Paragraph **C., Limits Of Insurance**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**.

- (v) We will reimburse the "insured" for the reasonable expenses incurred with our consent for your investigation of such claims and your defense of the "insured" against any such "suit", but only up to and included within the limit described in Paragraph **C., Limits Of Insurance**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**, and not in addition to such limit. Our duty to make such payments ends when we have used up the applicable limit of insurance in payments for damages, settlements or defense expenses.

- (b) This insurance is excess over any valid and collectible other insurance available to the "insured" whether primary, excess contingent or on any other basis.

- (c) This insurance is not a substitute for required or compulsory insurance in any country outside the United States, its territories and possessions, Puerto Rico and Canada.

You agree to maintain all required or compulsory insurance in any such country up to the minimum limits required by local law. Your failure to comply with compulsory insurance requirements will not invalidate the coverage afforded by this policy, but we will only be liable to the same extent we would have been liable had you complied with the compulsory insurance requirements.

- (d) It is understood that we are not an admitted or authorized insurer outside the United States of America, its territories and possessions, Puerto Rico and Canada. We assume no responsibility for the furnishing of certificates of insurance, or for compliance in any way with the laws of other countries relating to insurance.

G. WAIVER OF DEDUCTIBLE – GLASS

The following is added to Paragraph **D.**, **Deductible**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

No deductible applies under Specified Causes of Loss or Comprehensive coverage for "loss" to glass used in the windshield.

H. HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT

The following replaces the last sentence of Paragraph **A.4.b.**, **Loss Of Use Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

However, the most we will pay for any expenses for loss of use is \$65 per day, to a maximum of \$750 for any one "accident".

I. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT

The following replaces the first sentence in Paragraph **A.4.a.**, **Transportation Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

We will pay up to \$50 per day to a maximum of \$1,500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type.

J. PERSONAL PROPERTY

The following is added to Paragraph **A.4.**, **Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Personal Property

We will pay up to \$400 for "loss" to wearing apparel and other personal property which is:

- (1) Owned by an "insured"; and
- (2) In or on your covered "auto".

This coverage applies only in the event of a total theft of your covered "auto".

No deductibles apply to this Personal Property coverage.

K. AIRBAGS

The following is added to Paragraph **B.3.**, **Exclusions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Exclusion **3.a.** does not apply to "loss" to one or more airbags in a covered "auto" you own that inflate due to a cause other than a cause of "loss" set forth in Paragraphs **A.1.b.** and **A.1.c.**, but only:

- a. If that "auto" is a covered "auto" for Comprehensive Coverage under this policy;
 - b. The airbags are not covered under any warranty; and
 - c. The airbags were not intentionally inflated.
- We will pay up to a maximum of \$1,000 for any one "loss".

L. NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS

The following is added to Paragraph **A.2.a.**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

Your duty to give us or our authorized representative prompt notice of the "accident" or "loss" applies only when the "accident" or "loss" is known to:

- (a) You (if you are an individual);
- (b) A partner (if you are a partnership);
- (c) A member (if you are a limited liability company);
- (d) An executive officer, director or insurance manager (if you are a corporation or other organization); or
- (e) Any "employee" authorized by you to give notice of the "accident" or "loss".

M. BLANKET WAIVER OF SUBROGATION

The following replaces Paragraph **A.5., Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

5. Transfer Of Rights Of Recovery Against Others To Us

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract signed and executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of operations contemplated

by such contract. The waiver applies only to the person or organization designated in such contract.

N. UNINTENTIONAL ERRORS OR OMISSIONS

The following is added to Paragraph **B.2., Concealment, Misrepresentation, Or Fraud**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

The unintentional omission of, or unintentional error in, any information given by you shall not prejudice your rights under this insurance. However this provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.



One Tower Square, Hartford, Connecticut 06183

CHANGE ENDORSEMENT

Named Insured:
KEITH & ASSOCIATES, INC.

Policy Number: 810-A6412989-25-43-G
Policy Effective Date: 02-19-25
Issue Date: 04-09-25
Premium \$ 0.00

INSURING COMPANY:
ST. PAUL PROTECTIVE INSURANCE COMPANY

Effective from 04-02-25 at the time of day the policy becomes effective.

THIS INSURANCE IS AMENDED AS FOLLOWS:

The following forms and/or endorsements is/are included with this change. These forms are added to the policy or replace forms already existing on the policy:
IL T4 05 05 19

NAME AND ADDRESS OF AGENT OR BROKER:

BROWN & BROWN INS SVCS FC290
PO BOX 5727
FT LAUDERDALE FL 333105727

Countersigned by

Authorized Representative

DATE: _____

POLICY NUMBER: 810-A6412989-25-43-G

EFFECTIVE DATE: 02/19/2025

ISSUE DATE: 04/09/2025

LISTING OF FORMS, ENDORSEMENTS AND SCHEDULE NUMBERS

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IL T3 02 07 86	CALCULATION OF PREMIUM - COMPOSITE RATES
IL T8 25	CALCULATION OF PREMIUM - COMPOSITE RATES

COMMERCIAL AUTO

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CA 21 72 06 17	FLORIDA UNINSURED MOTORISTS COVERAGE - NONSTACKED

INTERLINE ENDORSEMENTS

IL T4 05 05 19	DESIGNATED PERSON OR ORGANIZATION - NOTICE OF CANCELLATION PROVIDED BY US
IL T4 27 06 19	ADDITIONAL BENEFITS
IL T4 12 03 15	AMNDT COMMON POLICY COND-PROHIBITED COVG
IL 00 21 09 08	NUCLEAR ENERGY LIABILITY EXCLUSION ENDORSEMENT (BROAD FORM)
IL T0 10 12 86	LENDER'S CERTIFICATE OF INSURANCE - FORM A

POLICY HOLDER NOTICES

POLICY NUMBER: 810-A6412989-25-43-G

EFFECTIVE DATE: 02/19/2025

ISSUE DATE: 04/09/2025

PN U4 97 01 24	IMPORTANT INFORMATION CONCERNING YOUR MOTOR VEHICLE INSURANCE AND DMV REPORTING
PH T0 11 04 89	FLORIDA FAILURE TO MAINTAIN INSURANCE
PN T0 60 05 10	IMPORTANT NOTICE - RISK MANAGEMENT PLANS - FLORIDA
PN T2 19 05 10	IMPORTANT NOTICE - CONTACT INFO - FLORIDA

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED PERSON OR ORGANIZATION – NOTICE OF CANCELLATION PROVIDED BY US

This endorsement modifies insurance provided under the following:

ALL COVERAGE PARTS INCLUDED IN THIS POLICY

SCHEDULE

CANCELLATION: **Number of Days Notice:** 30

PERSON OR

ORGANIZATION: ANY PERSON OR ORGANIZATION TO WHOM YOU HAVE AGREED IN A WRITTEN CONTRACT THAT NOTICE OF CANCELLATION OF THIS POLICY WILL BE GIVEN, BUT ONLY IF:

1. YOU SEND US A WRITTEN REQUEST TO PROVIDE SUCH NOTICE, INCLUDING THE NAME AND ADDRESS OF SUCH PERSON OR ORGANIZATION, AFTER THE FIRST NAMED INSURED RECEIVES NOTICE FROM US OF THE CANCELLATION OF THIS POLICY; AND
2. WE RECEIVE SUCH WRITTEN REQUEST AT LEAST 14 DAYS BEFORE THE BEGINNING OF THE APPLICABLE NUMBER OF DAYS SHOWN IN THIS SCHEDULE.

ADDRESS:

THE ADDRESS FOR THAT PERSON OR ORGANIZATION INCLUDED IN SUCH WRITTEN REQUEST FROM YOU TO US.

PROVISIONS

If we cancel this policy for any legally permitted reason other than nonpayment of premium, and a number of days is shown for Cancellation in the Schedule above, we will mail notice of cancellation to the person or organization shown in such Schedule. We will mail such notice to the address shown in the Schedule above at least the number of days shown for Cancellation in such Schedule before the effective date of cancellation.

POLICY NUMBER: UB-A6435131-25-43-G

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit any one not named in the Schedule.

SCHEDULE

DESIGNATED PERSON:

DESIGNATED ORGANIZATION:

ANY PERSON OR ORGANIZATION FOR WHICH THE INSURED HAS AGREED
BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS TO FURNISH THIS
WAIVER.

CHANGE DOCUMENT WC 99 99 98 (A)

POLICY NUMBER: UB-A6435131-25-43-G

CHANGE EFFECTIVE DATE: 04-02-25

NCCI CO CODE: 11223

INSURER: TRAVELERS CASUALTY AND SURETY COMPANY

INSURED'S NAME: KEITH & ASSOCIATES, INC.

This change is issued by the Company or Companies that issued the policy and forms a part of the policy. It is agreed that the policy is amended as follows:

An absence of an entry in the premium spaces below means that the premium adjustment, if any, will be made at time of audit.

ADDITIONAL PREMIUM \$ NIL
ADDITIONAL NON-PREMIUM \$ NIL

RETURN PREMIUM \$ NIL
RETURN NON-PREMIUM \$ NIL

Item 3.D Form Number is deleted:

WC 37 04 05 00 Pennsylvania Merit Rating Endorsement

Item 3.D Form Number is replaced:

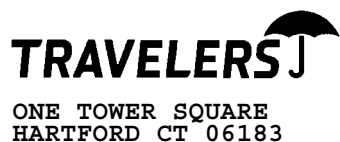
WC 99 03 C3 00 SPECIAL PROVISIONS ENDT

Item 3.D Form Number is added:

WC 99 06 R3 00 - 001 NOTICE OF CAN TO DESIGN PERSONS OR ORGAN

DATE OF ISSUE: 04-09-25 OK CHANGE NO: 3 PAGE 1 OF 1
POL. EFF. DATE: 02-19-25 POL. EXP. DATE: 02-19-26
OFFICE: ATLANTA GA 005
PRODUCER: BROWN & BROWN INS SVCS FC290

COUNTERSIGNED AGENT



**WORKERS COMPENSATION
AND
EMPLOYERS LIABILITY POLICY**

ENDORSEMENT WC 89 06 14 (00) –

POLICY NUMBER: UB-A6435131-25-43-G

**POLICY INFORMATION PAGE
ENDORSEMENT**

Item 3.D. Endorsement numbers is changed to read:

WC 99 03 C3 00

WC 99 06 R3 00

ALL OTHER TERMS AND CONDITIONS OF THIS POLICY REMAIN UNCHANGED.

DATE OF ISSUE: 04-09-25

ST ASSIGN:

POLICY NUMBER: UB-A6435131-25-43-G

SPECIAL PROVISIONS ENDORSEMENT STATE APPLICABILITY

The listed endorsements are only applicable in the following states:

WC 00 03 13 (00)-001 WAIVER OF OUR RIGHT TO RECOVER
APPLIES TO STATE(S): FL NC NY PA
WC 00 04 06 (A)-001 PREMIUM DISCOUNT ENDORSEMENT
APPLIES TO STATE(S):
WC 00 04 14 (A)-001 NOTIFICATION OF CHG IN OWNR ENDT
APPLIES TO STATE(S): FL NY PA
WC 00 04 19 (00)-001 PREMIUM DUE DATE ENDORSEMENT
APPLIES TO STATE(S): NC NY PA
WC 00 04 21 (E)-001 CATASTROPHE (O/T CERT ACTS OF TERR) ENDT
APPLIES TO STATE(S): NY PA
WC 00 04 21 (F)-001 CATASTROPHE (O/T CERT ACTS OF TERR) ENDT
APPLIES TO STATE(S): NC
WC 00 04 22 (C)-001 TERRORISM RISK INS PROG REAUTH ACT ENDT
APPLIES TO STATE(S): NC NY PA
WC 00 04 24 (00)-001 AUDIT NONCOMPLIANCE CHARGE ENDORSEMENT
APPLIES TO STATE(S): NC
WC 00 04 25 (00)-001 EXPR RATING MOD FACTOR REVISION ENDT
APPLIES TO STATE(S): NC NY PA
WC 09 03 03 (00)-001 FL EMPLRS LIAB COVERAGE ENDT
APPLIES TO STATE(S): FL
WC 09 04 03 (C)-001 FL TRIPRA ENDORSEMENT
APPLIES TO STATE(S): FL
WC 09 04 07 (A)-001 FL NON-COOPERATION WITH PREM AUDIT ENDT
APPLIES TO STATE(S):
WC 09 04 09 (00)-001 FLORIDA PREMIUM DUE DATE ENDORSEMENT
APPLIES TO STATE(S): FL
WC 09 06 06 (00)-001 FL EMPLOYMENT AND WAGE INFORMATION REL.
APPLIES TO STATE(S): FL
WC 09 06 07 (A)-001 FL WC INS GUARANTY ASSOC SURCH NOTIFIC
APPLIES TO STATE(S): FL
WC 09 06 09 (A)-001 FLORIDA CANCELLATION AND NONRENEWAL ENDT
APPLIES TO STATE(S):
WC 31 03 08 (00)-001 NEW YORK LIMIT OF LIABILITY ENDORSEMENT
APPLIES TO STATE(S): NY
WC 31 03 19 (N)-001 NY CONST CLASS PREM ADJUST PROG
APPLIES TO STATE(S): NY
WC 31 04 05 (A)-001 NY SAFE PTNT HNDLG ACT PRGM ENDT FLAT CR

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective

Policy No.

Endorsement No.

Insured

Premium \$

Insurance Company

Countersigned by _____



ONE TOWER SQUARE
HARTFORD CT 06183

WORKERS COMPENSATION
AND
EMPLOYERS LIABILITY POLICY
ENDORSEMENT WC 99 03 C3 (00) –

POLICY NUMBER: UB-A6435131-25-43-G

**SPECIAL PROVISIONS ENDORSEMENT
STATE APPLICABILITY**

The listed endorsements are only applicable in the following states:

APPLIES TO STATE(S): NY
WC 31 06 18 (A)-001 NEW YORK NOTICE OF RIGHT TO APPEAL
APPLIES TO STATE(S): NY
WC 32 03 01 (D)-001 NORTH CAROLINA AMENDED COVERAGE ENDT
APPLIES TO STATE(S): NC
WC 37 06 01 (00)-001 SPECIAL PA ENDT - INSPECTION OF MANUALS
APPLIES TO STATE(S): PA
WC 37 06 02 (00)-001 NOTICE INS CONSULTATION SERVICE EXEMPT.
APPLIES TO STATE(S): PA
WC 37 06 03 (A)-001 PA ACT 86-1986 ENDORSEMENT
APPLIES TO STATE(S): PA
WC 37 06 04 (00)-001 PA EMPLOYER ASSESSMENT ENDORSEMENT
APPLIES TO STATE(S): PA
WC 99 04 08 (00)-001 PREMIUM DISCOUNT ENDORSEMENT
APPLIES TO STATE(S): FL NC NY PA
WC 99 06 R3 (00)-001 NOTICE OF CAN TO DESIGN PERSONS OR ORGAN
APPLIES TO STATE(S): NY PA

POLICY NUMBER: UB-A6435131-25-43-G

NOTICE OF CANCELLATION TO DESIGNATED PERSONS OR ORGANIZATIONS

The following is added to PART SIX – CONDITIONS :

Notice Of Cancellation To Designated Persons Or Organizations

If we cancel this policy for any reason other than non-payment of premium by you, we will provide notice of such cancellation to each person or organization designated in the Schedule below. We will mail or deliver such notice to each person or organization at its listed address at least the number of days shown for that person or organization before the cancellation is to take effect.

You are responsible for providing us with the information necessary to accurately complete the Schedule below. If we cannot mail or deliver a notice of cancellation to a designated person or organization because the name or address of such designated person or organization provided to us is not accurate or complete, we have no responsibility to mail, deliver or otherwise notify such designated person or organization of the cancellation.

SCHEDULE

Name and Address of Designated Persons or Organizations:	Number of Days Notice
"ANY PERSON OR ORGANIZATION WITH WHOM YOU HAVE AGREED IN A WRITTEN CONTRACT THAT NOTICE OF CANCELLATION OF THIS POLICY WILL BE GIVEN, BUT ONLY IF: 1. YOU SEE TO IT THAT WE RECEIVE A WRITTEN REQUEST TO PROVIDE SUCH NOTICE, INCLUDING THE NAME AND ADDRESS OF SUCH PERSON OR ORGANIZATION, AFTER THE FIRST NAMED INSURED RECEIVES NOTICE FROM US OF THE CANCELLATION OF THIS POLICY; AND 2. WE RECEIVE SUCH WRITTEN REQUEST AT LEAST 14 DAYS BEFORE THE BEGINNING OF THE APPLICABLE NUMBER OF DAYS SHOWN IN THIS ENDORSEMENT. "	30

ADDRESS: "THE ADDRESS FOR THAT PERSON OR ORGANIZATION INCLUDED IN SUCH WRITTEN REQUEST FROM YOU TO US. "

All other terms and conditions of this policy remain unchanged.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective
Insured

Policy No.

Endorsement No.
Premium \$

Insurance Company

Countersigned by _____