

*CITY OF POMPANO BEACH,  
FLORIDA*

**PROFESSIONAL CONSULTING AGREEMENT**

**with**

**KEITH AND ASSOCIATES, INC.**



**CONTINUING CONTRACT FOR CIVIL ENGINEERING  
SERVICES FOR VARIOUS CITY PROJECTS E-20-20**

## **CONTRACT FOR PROFESSIONAL CONSULTING SERVICES**

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This Contract is made on \_\_\_\_\_, by and between the CITY OF POMPANO BEACH, a municipal corporation of the State of Florida, hereinafter referred to as "CITY," and Keith and Associates, Inc. a Florida corporation, hereinafter referred to as the "Consultant".

**WHEREAS**, the Consultant is able and prepared to provide such services as City requires under the terms and conditions set forth herein; and

**WHEREAS**, the City Commission has approved the recommendation that Consultant be employed by the City and authorized the negotiation of contractual terms.

**NOW, THEREFORE**, in consideration of the mutual promises herein, the City and the Consultant agree as follows:

### **ARTICLE 1 – SERVICES/CONSULTANT AND CITY REPRESENTATIVES**

The Consultant's responsibility under this Contract is to provide professional consulting services as more specifically set forth in RLI No. E-20-20 attached hereto as Exhibit A and incorporated herein in its entirety.

The Consultant's representative shall be Alex Lazowick, PE, PMP

The CITY's representative shall be City Engineer or designee,

### **ARTICLE 2 – TERM**

The CONSULTANT shall adhere to the schedule given in each work authorization after receiving the "Notice to Proceed."

Reports and other items shall be delivered or completed in accordance with the detailed schedule set forth in individual Work Authorizations as negotiated.

The Term of this Contract shall be for an initial period of five (5) years from the date of execution by both the City and the Consultant.

### ARTICLE 3 – PAYMENTS TO CONSULTANT

A. City agrees to pay Consultant in consideration for its services described herein. It is the intention of the parties hereby to ensure that unless otherwise directed by the City in writing, Consultant will continue to provide services as specified in Exhibit A for the term of this Contract.

B. Price Formula. City agrees to pay Consultant as negotiated on a Work Authorization basis. Each work authorization shall specifically identify the scope of the work to be performed and the fees for said services. As set forth in RLI No. E-20-20, professional services under this contract will be restricted to those required for any project for which construction costs will not exceed four million dollars (\$4,000,000.00), and for any study activity fees shall not exceed five hundred thousand dollars (\$500,000.00).

C. Fee Determination. Each individual Work Authorization may be negotiated for fees to be earned by Time and Materials with a Not to Exceed Amount, Lump Sum, or a combination of both methods for subtasks contained therein. The total amount to be paid by the City under a Work Authorization shall not exceed specified amounts for all services and materials including “out of pocket” expenses as specified in Paragraph E below and also including any approved subcontracts unless otherwise agreed in writing by both parties. The Consultant shall notify the City’s Representative in writing when 90% of the “not to exceed amount” for the total Work Authorization has been reached. The Consultant will bill the City on a monthly basis, or as otherwise provided. Time and Materials billing will be made at the amounts set forth in Exhibit B for services rendered toward the completion of the Scope of Work. Where incremental billings for partially completed items are permitted, the total billings shall not exceed the estimated percentage of completion as of the billing date. It is acknowledged and agreed to by the Consultant that the dollar limitation set forth in this section is a limitation upon and describes the maximum extent of City’s obligation to pay Consultant, but does not include a limitation upon Consultant’s duty to perform all services set forth in Exhibit A for the total compensation in the amount or less than the guaranteed maximum stated above.

D. Invoices received by the City from the Consultant pursuant to this Contract will be reviewed and approved in writing by the City’s Representative, indicating that services have been rendered in conformity with the Contract, and then will be sent to the City’s Finance Department for payment. All invoices shall contain a detailed breakdown of the services provided for which payment is being requested. In addition to detailed invoices, upon request of the City’s representative, Consultant shall provide City with detailed periodic Status Reports on the project. All invoice payments by City shall be made after the Work has been verified and completed. 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 Consultant payment for work performed within forty five (45) days for all goods and services provided.

City may temporarily remove for review any disputed amount, by line item, from an invoice and shall timely provide Consultant written notification of any such disputed charge. Consultant 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 Consultant for Work performed hereunder which has not been timely remedied in accordance with the provisions of this Article 3, 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 Consultant, and/or Consultant'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.

E. "Out-of-pocket" expenses shall be reimbursed up to an amount not to exceed amounts included in each Work Authorization. All requests for payment of "out-of-pocket" expenses eligible for reimbursement under the terms of this Contract shall include copies of paid receipts, invoices, or other documentation acceptable to the City's Representative and to the Finance Department. Such documentation shall be sufficient to establish that the expense was actually incurred and necessary in the performance of the Scope of Work described in a Work Authorization and this Contract. All out-of-pocket, reimbursables and expenses shall be billed at actual amount paid by Consultant, with no markup.

F. Final Invoice. In order for both parties herein to close their books and records, the Consultant will clearly state "Final Invoice" on the Consultant's final/last billing to the City. This final invoice shall also certify that all services provided by Consultant have been properly performed and all charges and costs have been invoiced to the City. Because this account will thereupon be closed, any and other further charges not properly included on this final invoice are waived by the Consultant.

#### **ARTICLE 4 – TRUTH-IN-NEGOTIATION CERTIFICATE**

Signature of this Contract by the Consultant shall also act as the execution of a truth in negotiation certificate, certifying that the wage rates, overhead charges, and other costs used to determine the compensation provided for this Contract are accurate, complete and current as of the date of the Contract and no higher than those charged the Consultant's most favored customer for the same or substantially similar service. Should the City determine that said rates and costs were significantly increased due to incomplete, non-current or inaccurate representation, then said rates shall be adjusted accordingly.

#### **ARTICLE 5 – TERMINATION**

City shall have the right to terminate this Contract, in whole or in part, for convenience, cause, default or negligence on Consultant's part, upon ten (10) business days advance written notice to Consultant. 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.

If there is any material breach or default in Consultant's performance of any covenant or obligation hereunder which has not been remedied within ten (10) business days after City's

written Notice of Termination, City, in its sole discretion, may terminate this Contract immediately and Consultant shall not be entitled to receive further payment for services rendered from the effective date of the Notice of Termination.

In the event of termination, City shall compensate Consultant for all authorized Work satisfactorily performed through the termination date under the payment terms set forth in Article 3 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 Contract may be extended until said Work is completed and accepted by City.

This Contract may be cancelled by the Consultant, upon thirty (30) days prior written notice to the City's Representative, in the event of substantial failure by the City to perform in accordance with the terms of this Contract through no fault of the Consultant.

## **ARTICLE 6 – PERSONNEL**

The Consultant is, and shall be, in the performance of all work services and activities under this Contract, an independent Contractor, and not an employee, agent or servant of the City. All persons engaged in any of the work or services performed pursuant to this Contract shall at all times, and in all places, be subject to the Consultant's sole direction, supervision, and control and shall not in any manner be deemed to be employees of the City. The Consultant shall exercise control over the means and manner in which it and its employees perform the work. This contract does not create a partnership or joint venture between the parties.

The Consultant represents that it has, or will secure at its own expense, all necessary personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the City, nor shall such personnel be subject to any withholding for tax, Social Security or other purposes by the City, nor be entitled to any benefits of the City including, but not limited to, sick leave, pension benefits, vacation, medical benefits, life insurance, workers or unemployment compensation benefits, or the like from the City.

All of the services required hereunder shall be performed by the Consultant or under its supervision, and all personnel engaged in performing the services shall be fully qualified and, if required, authorized or permitted under state and local law to perform such services.

Any changes or substitutions in the Consultant's key personnel, as may be listed in Article 1, must be made known to the City's Representative at the time substitution becomes effective.

The Consultant warrants that all services shall be performed by skilled and competent personnel to the degree exercised by consultants performing the same or similar services in the same location at the time the services are provided.

## **ARTICLE 7 – SUBCONTRACTING**

Consultant may subcontract any services or work to be provided to City with the prior written approval of the City's Representative. The City reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractors in order to make determination as to the capability of the subcontractor to perform properly under this Contract. The City's acceptance of a subcontractor shall not be unreasonably withheld. The Consultant is encouraged to seek small business enterprises and to utilize businesses that are physically located in the City of Pompano Beach with a current Business Tax Receipt for participation in its subcontracting opportunities.

## **ARTICLE 8 – FEDERAL AND STATE TAX**

The City is exempt from payment of Florida State Sales and Use Taxes. The City will provide the Consultant with the current state issued exemption certificate. The Consultant shall not be exempted from paying sales tax to its suppliers for materials used to fulfill contractual obligations with the City, nor is the Consultant authorized to use the City's Tax Exemption Number in securing such materials.

The Consultant shall be responsible for payment of its own and its share of its employees' payroll, payroll taxes and benefits with respect to this Contract

## **ARTICLE 9 – AVAILABILITY OF FUNDS**

The City's performance and obligation to pay under this contract is contingent upon appropriation for various projects, tasks and other professional services by the City Commission.

## **ARTICLE 10 - INSURANCE REQUIREMENTS**

The Consultant shall not commence work under this Contract until it has obtained all insurance required under this paragraph and such insurance has been approved by the Risk Manager of the City, nor shall the Consultant allow any Subcontractor to commence work on its sub-contract until the aforementioned approval is obtained.

CERTIFICATE OF INSURANCE, reflecting evidence of the required insurance, shall be filed with the Risk Manager prior to the commencement of the work. The Certificate shall contain a provision that coverage afforded under these policies will not be cancelled, will not expire and will not be materially modified until at least thirty (30) days prior written notice has been given to the City. Policies shall be issued by companies authorized to conduct business under the laws of the State of Florida and shall have adequate Policyholders and Financial ratings in the latest ratings of A. M. Best and be part of the **Florida Insurance Guarantee Association Act**.

Insurance shall be in force until all work required to be performed under the terms of the Contract is satisfactorily completed as evidenced by the formal acceptance by the City. In the event the Insurance Certificate provided indicates that the insurance shall terminate and lapse during the period of this Contract, the Consultant shall furnish, at least ten (10) days prior to the

expiration of the date of such insurance, a renewed Certificate of Insurance as proof that equal and like coverage for the balance of the period of the Contract and extension thereunder is in effect. The Consultant shall not continue to work pursuant to this Contract unless all required insurance remains in full force and effect.

Limits of Liability for required insurance are shown in Exhibit C.

The City of Pompano Beach must be named as an additional insured for the Automobile and Commercial General Liability Coverage.

For Professional Liability, if coverage is provided on a claims made basis, then coverage must be continued for the duration of this Contract and for not less than one (1) year thereafter, or in lieu of continuation, provide an "extended reporting clause" for one (1) year.

Consultant shall notify the City Risk Manager in writing within thirty (30) days of any claims filed or made against the Professional Liability Insurance Policy.

For Workers' Compensation Insurance, coverage shall be maintained during the life of this Contract to comply with statutory limits for all employees, and in the case of any work sublet, the Consultant shall require any Subcontractors similarly to provide Workers' Compensation Insurance for all the latter's employees unless such employees are covered by the protection afforded by the Consultant. The Consultant and his Subcontractors shall maintain during the life of this Contract Employer Liability Insurance.

## **ARTICLE 11 – INDEMNIFICATION**

A. Consultant shall at all times indemnify, hold harmless the City, its 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 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 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.

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

C. 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.

## **ARTICLE 12 – SUCCESSORS AND ASSIGNS**

The City and the Consultant each binds itself and its partners, successors, executors, administrators and assigns to the other party of this Contract and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Contract. Except as above, neither the City nor the Consultant shall assign, sublet, encumber, convey or transfer its interest in this Contract without prior written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the City, which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the City and the Consultant.

## **ARTICLE 13 – REMEDIES**

The laws of the State of Florida shall govern this Contract. Any and all legal action between the parties arising out of the Contract will be held in Broward County. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power or remedy hereunder shall preclude any other or further exercise thereof.

## **ARTICLE 14 – CONFLICT OF INTEREST**

The Consultant represents that it has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance of services required hereunder, as provided for in the Code of Ethics for Public Officers and Employees (Chapter 112, Part III, Florida Statutes). The Consultant further represents that no person having any interest shall be employed for said performance.

The Consultant shall promptly notify the City's representative, in writing, by certified mail, of a potential conflict(s) of interest for any prospective business association, interest or other circumstance, which may influence or appear to influence the Consultant's judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the Consultant may undertake and request an opinion of the City as to whether the association, interest or circumstance would, in the opinion of the City, constitute a conflict of interest if entered into by the Consultant. The City agrees to notify the Consultant of its opinion by certified mail within thirty (30) days of receipt of notice by the Consultant. If, in the opinion of the City, the prospective business association, interest, or circumstance would not constitute a conflict of interest by the Consultant, the City shall so state in the notice and the Consultant shall at its option, enter into said association, interest or circumstance and it shall be deemed not a conflict of interest with respect to services provided to the City by the Consultant under the terms of this Contract.



**ARTICLE 15 – EXCUSABLE DELAYS**

The Consultant shall not be considered in default by reason of any failure in performance if such failure arises out of causes reasonably beyond the control of the Consultant or its subcontractors and without their fault or negligence. Such causes include, but are not limited to, acts of God; natural or public health emergencies; freight embargoes; and abnormally severe and unusual weather conditions.

Upon the Consultant’s request, the City shall consider the facts and extent of any failure to perform the work and, if the Consultant’s failure to perform was without it, or its subcontractors fault or negligence, the Contract Schedule and/or any other affected provision of this Contract shall be revised accordingly; subject to the City’s rights to change, terminate, or stop any or all of the work at any time.

**ARTICLE 16 – DEBT**

The Consultant shall not pledge the City’s credit or attempt to make it a guarantor of payment or surety for any contract, debt, obligation, judgment, lien or any form of indebtedness. The Consultant further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Contract.

**ARTICLE 17 – DISCLOSURE AND OWNERSHIP OF DOCUMENTS**

The Consultant shall deliver to the City’s representatives for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials prepared by and for the City under this Contract.

All written and oral information not in the public domain or not previously known, and all information and data obtained, developed, or supplied by the City or at its expense will be kept confidential by the Consultant and will not be disclosed to any other party, directly or indirectly, without the City’s prior written consent unless required by a lawful order. All drawings, maps, sketches, programs, data base, reports and other data developed, or purchased, under this Contract for or at the City’s expense shall be and remain the City’s property and may be reproduced and reused at the discretion of the City.

A. The City of Pompano Beach is a public agency subject to Chapter 119, Florida Statutes. The Consultant shall comply with Florida’s Public Records Law, as amended. Specifically, the Consultant 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 Consultant 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 Consultant, or keep and maintain public records required by the City to perform the service. If the Consultant transfers all public records to the City upon completion of the contract, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of the contract, the 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 that is compatible with the information technology systems of the City.

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

## **PUBLIC RECORDS CUSTODIAN**

**IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'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](mailto:RecordsCustodian@copbfl.com)**

All covenants, agreements, representations and warranties made herein, or otherwise made in writing by any party pursuant hereto, including but not limited to any representations made herein relating to disclosure or ownership of documents, shall survive the execution and delivery of this Contract and the consummation of the transactions contemplated thereby.

## **ARTICLE 18 – CONTINGENT FEES**

The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Contract. Violation of this Article shall constitute a forfeiture of this Contract by Consultant.

## **ARTICLE 19 – ACCESS AND AUDITS**

The Consultant shall maintain adequate records to justify all charges, expenses, and cost incurred in estimating and performing the work for at least three (3) years after completion of this Contract. The City shall have access to such books, records and documents as required in this section for the purpose of inspection or audit during normal business hours, at the Consultant's place of business.

## **ARTICLE 20 – NONDISCRIMINATION**

The Consultant warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status and sexual orientation.

## **ARTICLE 21 – INTERPRETATION**

The language of this Contract has been agreed to by both parties to express their mutual intent and no rule of strict construction shall be applied to either party hereto. The headings are for reference purposes only and shall not affect in any way the meaning or interpretation of this Contract. All personal pronouns used in this Contract shall include the other gender, and the singular, the plural, and vice versa, unless the context otherwise requires.

## **ARTICLE 22 – AUTHORITY TO PRACTICE**

The Consultant hereby represents and warrants that it has and will continue to maintain all licenses and approvals required conducting its business, and that it will at all times conduct its business activities in a reputable manner. Proof of such licenses and approvals shall be submitted to the City's representative upon request.

## **ARTICLE 23 – SEVERABILITY**

If any term or provision of this Contract, or the application thereof to any person or circumstances shall, to any extent be held invalid or unenforceable, to remainder of this Contract, or the application of such terms or provision, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.

**ARTICLE 24 – ENTIRETY OF CONTRACTUAL AGREEMENT**

The City and the Consultant agree that this Contract, together with the Exhibits hereto, sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. It is further agreed that no modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and off equal dignity herewith. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto in accordance with Article 25 – Modification of Work. In the event of any conflict or inconsistency between this Contract and the provisions in the incorporated Exhibits, the terms of this Contract shall supersede and prevail over the terms in the Exhibits.

**ARTICLE 25 – MODIFICATION OF SCOPE OF WORK**

The City reserves the right to make changes in the Scope of Work, including alterations, reductions therein or additions thereto. Upon receipt by the Consultant of the City’s notification of a contemplated change, the Consultant shall, in writing: (1) provide a detailed estimate for the increase or decrease in cost due to the contemplated change; (2) notify the City of any estimated change in the completion date; and (3) advise the City if the contemplated change shall affect the Consultant’s ability to meet the completion dates or schedules of this Contract.

If the City so instructs in writing, the Consultant shall suspend work on that portion of the Scope of Work affected by a contemplated change, pending the City’s decision to proceed with the change.

If the City elects to make the change, the City shall initiate a Work Authorization Amendment and the Consultant shall not commence work on any such change until such written amendment is signed by the Consultant and the City Manager, and if such amendment is in excess of \$75,000, it must also first be approved by the City Commission and signed by the appropriate City Official authorized by the City Commission

The City shall not be liable for payment of any additional or modified work, which is not authorized in the manner provided for by this Article.

**ARTICLE 26 – NOTICE**

All notices required in this Contract shall be sent by certified mail, return receipt requested, to the following:

**FOR CITY:**

City Manager  
City of Pompano Beach  
Post Office Drawer 1300  
Pompano Beach, Florida 33061

**FOR CONSULTANT:**

Alex Lazowick, Vice President  
Keith and Associates, Inc.  
301 East Atlantic Boulevard  
Pompano Beach, Florida 33060

**ARTICLE 27 – OWNERSHIP OF DOCUMENTS**

All finished or unfinished documents, data, reports, studies, surveys, drawings, maps, models and photographs prepared or provided by the Consultant in connection with this Contract shall become property of the City, whether the project for which they are made is completed or not, and shall be delivered by Consultant to City within ten (10) days of notice of termination. If applicable, City may withhold any payments then due to Consultant until Consultant complies with the provisions of this section.

**ARTICLE 28 – PROMOTING PROJECT OBJECTIVES**

Consultant, its employees, subcontractors, and agents shall refrain from acting adverse to the City’s interest in promoting the goals and objectives of the projects. Consultant shall take all reasonable measures necessary to effectuate these assurances. In the event Consultant determines it is unable to meet or promote the goals and objectives of the projects, it shall immediately notify the City and the City, may then in its discretion, terminate this Contract.

**ARTICLE 29 – PUBLIC ENTITY CRIMES ACT**

As of the full execution of this Contract, Consultant 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 Consultant is subsequently listed on the Convicted Vendors List during the term of this Contract, Consultant agrees it shall immediately provide City written notice of such designation in accordance with Article 26 above.

**ARTICLE 30 – GOVERNING LAW**

This Contract must be interpreted and construed in accordance with and governed by the laws of the State of Florida. The exclusive venue for any lawsuit arising from, related to, or in connection with this Agreement will be in the state courts of the Seventeenth Judicial Circuit in and for Broward County, Florida. If any claim arising from, related to, or in connection with this Agreement must be litigated in federal court, the exclusive venue for any such lawsuit will be in the United States District Court or United States Bankruptcy Court for the Southern District of Florida. BY ENTERING INTO THIS AGREEMENT, THE PARTIES HEREBY EXPRESSLY WAIVE ANY RIGHTS EITHER PARTY MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO THIS AGREEMENT.

**ARTICLE 31 - BINDING EFFECT**

The benefits and obligations imposed pursuant to this Contract shall be binding and enforceable by and against the parties hereto.

**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**

\_\_\_\_\_  
ASCELETA HAMMOND, CITY CLERK

By: \_\_\_\_\_  
REX HARDIN, MAYOR

(SEAL)

By: \_\_\_\_\_  
GREGORY P. HARRISON, CITY MANAGER

APPROVED AS TO FORM:

\_\_\_\_\_  
MARK E. BERMAN, CITY ATTORNEY

**“CONSULTANT”**

**Keith and Associates, Inc.**

Witnesses:

*[Signature]*  
Signature

Nicde Connors  
Name Typed, Printed or Stamped

*[Signature]*  
Signature

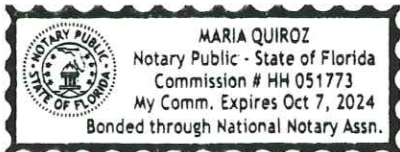
Kimberly Miller  
Name Type, Printed or Stamped

By: *[Signature]*  
Alex Lazowick, Vice President

STATE OF FLORIDA  
COUNTY OF Broward

The foregoing instrument was acknowledged before me, by means of  physical presence or  online notarization, this 12 day of January, 2021, by Alex Lazowick, as Vice President of Keith and Associates, Inc., a Florida corporation, on behalf of the corporation. He is personally known to me or who has produced \_\_\_\_\_ (type of identification) as identification.

NOTARY’S SEAL:



*[Signature]*  
NOTARY PUBLIC, STATE OF FLORIDA

Maria Quiroz  
(Name of Acknowledger Typed, Printed or Stamped)

HH 051773  
Commission Number





Florida's Warmest Welcome

**CITY OF POMPANO BEACH  
REQUEST FOR LETTERS OF INTEREST  
E-20-20**

**CONTINUING CONTRACT FOR CIVIL ENGINEERING  
SERVICES FOR VARIOUS CITY PROJECTS**

**RLI OPENING: July 30, 2020 2:00 P.M.  
VIRTUAL ZOOM MEETING**

June 30, 2020

CITY OF POMPANO BEACH, FLORIDA  
REQUEST FOR LETTERS OF INTEREST  
E-20-20

CONTINUING CONTRACT FOR CIVIL ENGINEERING SERVICES FOR VARIOUS CITY  
PROJECTS

Pursuant to Florida Statutes Chapter 287.055 "Consultants' Competitive Negotiation Act" the City of Pompano Beach and the Pompano Beach Community Redevelopment Association (CRA) invite professional firms to submit qualifications and experience for consideration to provide construction engineering inspection (CEI) services to the City and the CRA on a continuing as-needed basis.

The City will receive sealed proposals until **2:00 p.m. (local), July 30, 2020**. Proposals must be submitted electronically through the eBid System on or before the due date/time stated above. Any proposal received after the due date and time specified, will not be considered. Any uncertainty regarding the time a proposal is received will be resolved against the Proposer.

Proposer 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 for free from the eBid System as a pdf at: <https://pompanobeachfl.ionwave.net>. The City is not responsible for the accuracy or completeness of any documentation the Proposer receives from any source other than from the eBid System. Proposer is solely responsible for downloading all required documents. A list of proposers will be read aloud in a public forum.

### **Introduction**

The City of Pompano Beach is seeking qualified civil engineering firms to work on various projects for City and the CRA. The projects range in magnitude from small-scale to large or specialized designs.

### **The types of projects to be undertaken may include, but are not limited to:**

- The City's approved Capital Improvement Plan (CIP) maybe found here: [Adopted Capital Improvement Plan FY 2020-2024](#)
- Roadway, Streetscape or Parking Lot projects.
- Water or Reuse Main projects.
- Gravity Sewer Main projects.
- Force Main projects.
- Lift station/pump station rehabilitation projects.
- Parks and Recreational Facilities.
- Seawall and dock construction and repair.
- Storm Water/Drainage Improvement projects
- Consultation for Emergency Water/Wastewater/Stormwater Repairs.
- Inspection Services for Emergency Water/Wastewater/Stormwater Repairs.
- Canal and lake dredging.

- Grant reimbursement, FAA and FDOT support and compliance.
- SRF support and Davis Bacon Wage Reporting requirements
- Support Services for Remediation
- Demolition Projects

#### **A. Scope of Services**

The City intends to issue multiple contracts to civil engineering firms to provide continuing professional services to the City and the CRA for various projects as-needed. Professional services under this contract will be restricted to those required for any project for which construction costs will not exceed \$4 million, and for any study activity for which fees will not exceed \$500,000.00.

#### **The scope of services may include, but is not limited to, the following:**

- Prepare preliminary design reports and/or design alternative recommendations. This may include various types of utility modeling, surveying, and field data analysis.
- Prepare all required bidding/construction documents for projects. This may include the preparation of surveys, design plans and construction documents, technical specifications, and cost estimates. Attendance at required pre-design, design, bidding and bid award meeting may also be required.
- Attend pre-bid conference, prepare possible bid addenda for contract document revisions. Assist in making bid award recommendations for contracting/construction services.
- Prepare all required permit applications and submittal packages as required for permit issuance of all agency permits (i.e. Federal, State, County and City).
- Provide construction engineering/management/administration services for projects. Services during construction may include shop drawing/contractor submittal reviews and approvals, inspection and approval of project improvements, certification of projects for various permitting entities, possible field revisions, and review and approval of contractor pay applications.
- Provide project close-out services. This may include preliminary and final acceptance of projects, preparation and approval of punch list items and project certification as required to all permitting agencies.

Firms must have previous municipal experience and must be licensed to practice **Civil Engineering services** in the State of Florida, Florida State Statute 481, by the Board of Professional Regulation.

#### **B. Task/Deliverables**

Tasks and deliverables will be determined per project. Each project shall require a signed Work Authorization (WA) form from the awarded firm to be provided to the City or the CRA. Forms shall be completed in its entirety and include the agreed upon scope, tasks, schedule, cost, and deliverables for the project. Consultant will be required to provide all applicable insurance requirements.

#### **C. Term of Contract**

The Term of this Contract shall be for an initial period of five (5) years from the date of execution by both the City and the Consultant.

**D. Project Web Requirements:**

1. This project will utilize e-Builder Enterprise™, a web-based project management tool. This web-based application is a collaboration tool, which will allow all project team members continuous access through the Internet to important project data as well as up to the minute decision and approval status information.

e-Builder Enterprise™ is a comprehensive Project and Program Management system that the City will use to manage all project documents, communications and costs between the Lead Consultant, Sub-Consultants, Design Consultants, Contractor and Owner. e-Builder Enterprise™ includes extensive reporting capabilities to facilitate detailed project reporting in a web-based environment that is accessible to all parties and easy to use. Training will be provided for all consultants selected to provide services for the City of Pompano Beach.

2. Lead and Sub-Consultants shall conduct project controls outlined by the Owner, Project Manager, and/or Construction Manager, utilizing e-Builder Enterprise™. **The designated web-based application license(s) shall be provided by the City to the Prime Consultant and Sub-Consultants.** No additional software will be required.

Lead Consultant and Sub-Consultants shall have the responsibility for logging in to the project web site on a daily basis, and as necessary to be kept fully apprised of project developments and required action items. , These may include but are not limited to: Contracts, Contract Exhibits, Contract Amendments, Drawing Issuances, Addenda, Bulletins, Permits, Insurance & Bonds, Safety Program Procedures, Safety Notices, Accident Reports, Personnel Injury Reports, Schedules, Site Logistics, Progress Reports, Correspondence, Daily Logs, Non-Conformance Notices, Quality Control Notices, Punch Lists, Meeting Minutes, Requests for Information, Submittal Packages, Substitution Requests, Monthly Payment Request Applications, Supplemental Instructions, Owner Change Directives, Potential Change Orders, Change Order Requests, Change Orders and the like. All supporting data including but not limited to shop drawings, product data sheets, manufacturer data sheets and instructions, method statements, safety SDS sheets, Substitution Requests and the like will be submitted in digital format via e-Builder Enterprise™.

**E. Local Business Program**

On March 13, 2018, the City Commission approved Ordinance 2018-46, establishing a Local Business Program, a policy to increase the participation of City of Pompano Beach businesses in the City's procurement process.

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

1. **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 of Pompano Beach 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 limits of the city. In addition, the business must have a current business tax receipt from the City of Pompano Beach for a minimum of one year prior to the date of issuance of a bid or proposal solicitation.
2. **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 of Pompano Beach 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 within the limits of the city. 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 bid or proposal solicitation.
  3. **LOCAL VENDOR SUBCONTRACTOR. POMPANO BEACH BUSINESS.** A business entity which has maintained a permanent place of business within the city limits of the City of Pompano Beach. 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 limits of the city. In addition, the business must have a current business tax receipt from the City of Pompano Beach for a minimum of one year prior to the date of issuance of a bid or proposal solicitation.

You can view the list of City businesses that have a current Business Tax Receipt on the City's website, and locate local firms that are available to perform the work required by the bid specifications. The business information, sorted by business use classification, is posted on the webpage for the Business Tax Receipt Division: [www.pompanobeachfl.gov](http://www.pompanobeachfl.gov) by selecting the Pompano Beach Business Directory in the Shop Pompano! section.

The City of Pompano Beach is **strongly committed** to insuring the participation of City of Pompano Beach Businesses as contractors and subcontractors for the procurement of goods and services, including labor, materials and equipment. Proposers are required to participate in the City of Pompano Beach'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.

**Please note that, while no goals have been established for this solicitation, the City encourages Local Business participation in *all* of its procurements.**

If a Prime Contractor/Vendor is not able to achieve the level of goal attainment of the contract, 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 firms 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 projects and after projects have been completed. The reports will be submitted to the assigned City project manager of the project. 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 award of future projects if a sanction is imposed by the City Commission.

The city shall award a Local Vendor preference based upon vendors, contractors, or subcontractors who are local with a preferences 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 five percent of total score.
  - b. Tier 2 business as defined by this subsection shall be granted a preference in the amount of two and one-half percent of total score.
3. It is the responsibility of the awarded vendor/contractor to comply with all Tier 1 and Tier 2 guidelines. The awarded vendor/contractor must ensure that all requirements are met before execution of a contract.

**F. Required Proposal Submittal**

Sealed proposals shall be submitted electronically through the eBid System on or before the due date/time stated above. Proposer shall upload 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:** In order to maintain comparability and expedite the review process, it is required that proposals be organized in the manner specified below, with the sections clearly labeled:

**Title page:**

Show the project name and number, the name of the Proposer's firm, address, telephone number, name of 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. 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 pages.

**Technical Approach:**

Firms or teams shall submit their technical approach to the tasks described in the scope, including details of how each phase of the project would be completed, and how their firm proposes to maintain time schedules and cost controls.

**Schedule:**

Proposer shall provide a timeline that highlights proposed tasks that will meet all applicable deadlines.

**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 respondent's responsibilities, and provide the contact information (name, email, telephone number) of an individual in a position of responsibility who can attest to respondent's activities in relation to the project.

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

**Project Team Form:**

Submit a completed "Project Team" form. The purpose of this form is to identify the key members of your team, including any specialty subconsultants.

**Organizational Chart:**

Specifically identify the management plan (if needed) and provide an organizational chart for the team. The proposer must describe at a minimum, the basic approach to these projects, to include reporting hierarchy of staff and sub-consultants, clarify the individual(s) responsible for the co-ordination of separate components of the scope of services.

**Statement of Skills and Experience of Project Team:**

Describe the experience of the entire project team as it relates to the types of projects described in the Scope section of this solicitation. 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 for this project. Name specific projects (successfully completed within the past five years) where the team members have performed similar projects previously.

**Resumes of Key Personnel**

Include resumes for key personnel for prime and subconsultants.

**Office Locations:**

Identify the location of the office from which services will be rendered, and the number of professional and administrative staff at the prime office location. Also identify the location

of office(s) of the prime and/or sub consultants that may be utilized to support any or all of the professional services listed above and the number of professional and administrative staff at the prime office location.

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

**Local Businesses:**

Completed Local Business program forms, Exhibits A-D.

NOTE: Form B must be signed by a representative of the subcontractor, NOT of the Prime.

**Litigation:**

Disclose any litigation within the past five (5) years arising out your 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 and has sufficient financial resources to perform the contract and shall provide proof thereof of its financial solvency. The City may as at its sole discretion ask for additional proof of financial solvency, including additional documents post proposal opening, and prior to evaluation that demonstrates the Proposer's ability to perform the resulting contract and provide the required materials and/or services.

**Reviewed and Audited Financial Statements:**

Proposers shall be financially solvent and appropriately capitalized to be able to service the City for the duration of the contract. Proposers shall provide a complete financial statement of the firm's most recent audited financial statements, indicating 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 prior to the date of filing this solicitation response. The financial statements are to be reviewed and submitted with any accompanying notes and supplemental information. The City of Pompano Beach reserve the right to reject financial statements in which the financial condition shown is of a date twelve (12) months or more prior to the date of submittals.

The City is a public agency subject to Chapter 119, Florida's Public Records Law and is required to 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 and has sufficient financial resources to perform the contract and shall provide proof thereof of its financial solvency. The City may as at its sole discretion ask for additional proof of financial solvency, including additional documents post proposal opening, and prior to evaluation that demonstrates the Proposer's ability to perform the resulting 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 3 months
- 2) Balance sheet, profit and loss statement, cash flow report
- 3) IRS returns for the last 2 years
- 4) Letter from CPA showing profits and loss statements (certified)

## **G. Insurance**

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.

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.

1. Worker's Compensation Insurance covering all employees and providing benefits as required by Florida Statute, Chapter 440. 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.

2. Liability Insurance.

- (a) 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.

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

<b>Type of Insurance</b>	<b>Limits of Liability</b>	
<b>GENERAL LIABILITY:</b>	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 <b>premises - operations explosion &amp; collapse</b>	<b>bodily injury and property damage</b>	
— 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	
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<b>AUTOMOBILE LIABILITY:</b>	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		
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<b>REAL &amp; PERSONAL PROPERTY</b>		
— comprehensive form	Agent must show proof they have this coverage.	
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<b>EXCESS LIABILITY</b>		Per Occurrence    Aggregate
— other than umbrella	bodily injury and property damage combined	\$1,000,000    \$1,000,000
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<b>PROFESSIONAL LIABILITY</b>		Per Occurrence    Aggregate
XX * Policy to be written on a claims made basis		\$1,000,000    \$1,000,000
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(c) If Professional Liability insurance is required, Contractor agrees the indemnification and hold harmless provisions set forth in the Agreement shall survive the

termination or expiration of the Agreement for a period of four (4) years unless terminated sooner by the applicable statute of limitations.

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**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.		

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3. Employer's Liability. If required by law, 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.

4. Policies: Whenever, under the provisions of this Agreement, insurance is required of the CONTRACTOR, the CONTRACTOR 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 CITY thirty (30) days written notice by a carrier of any cancellation or material change in any policy.

5. 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.

6. 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.

**H. Selection/Evaluation Process**

A Selection/Evaluation Committee will be appointed to select the most qualified firm(s). The Selection/Evaluation Committee will present their findings to the City Commission.

Proposals will be evaluated using the following criteria.

<b>Line</b>	<b>Criteria</b>	<b>Point Range</b>
1	Prior experience of the firm with projects of similar size and complexity: a. Number of similar projects b. Complexity of similar projects c. References from past projects performed by the firm d. Previous projects performed for the City (provide description) e. Litigation within the past 5 years arising out of firm's performance (list, describe outcome)	0-15
2	Qualifications of personnel including sub consultants: a. Organizational chart for project b. Number of technical staff c. Qualifications of technical staff: (1) Number of licensed staff (2) Education of staff (3) Experience of staff on similar projects	0-15
3	Proximity of the nearest office to the project location: a. Location b. Number of staff at the nearest office	0-15
4	Current and Projected Workload  Rating is to reflect the workload (both current and projected) of the firm, staff assigned, and the percentage availability of the staff member assigned. Respondents which fail to note both existing and projected workload conditions and percentage of availability of staff assigned shall receive zero (0) points	0-15
5	Demonstrated Prior Ability to Complete Project on Time  Respondents will be evaluated on information provided regarding the firm's experience in the successful completion and steadfast conformance to similar project schedules. Provide an example of successful approaches utilized to achieve a timely project completion. Respondents who demonstrate the ability to complete projects on time shall receive more points.	0-15
6	Demonstrated Prior Ability to Complete Project on Budget	0-15

Proposers will be evaluated on their ability to adhere to initial design budgets. Examples provided should show a comparison between initial negotiated task costs and final completion costs. Respondents should explain in detail any budgetary overruns due to scope modifications. Respondents which fail to provide schedule and budget information as requested will receive zero (0) points.

7 Is the firm a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act of 1985? (Certification of any sub-contractors should also be included with the response.) 0-10

Additional 0-5% for Tier1/Tier2 Local Business will be calculated on combined scoring totals of each company.

**NOTE:**

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

Value of Work Previously Awarded to Firm (Tie-breaker) - In the event of a tie, the firm with the lowest value of work as a prime contractor on City of Pompano Beach projects within the last five years will receive the higher ranking, the firm with the next lowest value of work shall receive the next highest ranking, and so on. The analysis of past work will be based on the City's Purchase Order and payment records.

The Committee has the option to use the above criteria for the initial ranking to short-list Proposers and to use an ordinal ranking system to score short-listed Proposers following presentations (if deemed necessary) with a score of "1" assigned to the short-listed Proposer deemed most qualified by the Committee.

Each firm should submit documentation that evidences the firm's capability to provide the services required for the Committee's review for short listing purposes. After an initial review of the Proposals, the City may invite Proposers for an interview to discuss the proposal and meet firm representatives, particularly key personnel who would be assigned to the project. Should interviews be deemed necessary, it is understood that the City shall incur no costs as a result of this interview, nor bear any obligation in further consideration of the submittal.

When more than three responses are received, the committee shall furnish the City Commission (for their approval) a listing, in ranked order, of no fewer than three firms deemed to be the most highly qualified to perform the service. If three or less firms respond to the Solicitation, the list will contain the ranking of all responses.

The City Commission has the authority to (including, but not limited to); approve the recommendation; reject the recommendation and direct staff to re-advertise the 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.

Value of Work Previously Awarded to Firm (Tie-breaker) - In the event of a tie, the firm with the lowest value of work as a prime contractor on City of Pompano Beach projects within the last five years will receive the higher ranking, the firm with the next lowest value of work shall receive the next highest ranking, and so on. The analysis of past work will be based on the City's Purchase Order and payment records.

**I. Hold Harmless and Indemnification**

Proposer covenants and agrees that it will indemnify and hold harmless the City and all of its officers, agents, and employees from any claim, loss, damage, cost, charge or expense arising out of any act, action, neglect or omission by the Proposer, whether direct or indirect, or whether to any person or property to which the City or said parties may be subject, except that neither the Proposer nor any of its subcontractors will be liable under this section for damages arising out of injury or damage to persons or property directly caused by or resulting from the sole negligence of the City or any of its officers, agents or employees.

**J. Right to Audit**

Contractor's records which shall include but not be limited to accounting records, written policies and procedures, computer records, disks and software, videos, photographs, subcontract files (including proposals of successful and unsuccessful bidders), originals estimates, estimating worksheets, correspondence, change order files (including documentation covering negotiated settlements), and any other supporting evidence necessary to substantiate charges related to this contract (all the foregoing hereinafter referred to as "records") shall be open to inspection and subject to audit and/or reproduction, during normal working hours, by Owner'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 contractor or any of his payees pursuant to the execution of the contract. Such records subject to examination shall also include, but not be limited to, those records necessary to evaluate and verify direct and indirect costs (including overhead allocations) as they may apply to costs associated with this contract.

For the purpose of such audits, inspections, examinations and evaluations, the Owner's agent or authorized representative shall have access to said records from the effective date of this contract, for the duration of the Work, and until 5 years after the date of final payment by Owner to Consultant pursuant to this contract.

Owner's agent or its authorized representative shall have access to the Contractor's facilities, shall have access to all necessary records, and shall be provided adequate and appropriate work space, in order to conduct audits in compliance with this article. Owner's agent or its authorized representative shall give auditees reasonable advance notice of intended audits.

Contractor shall require all subcontractors, insurance agents, and material suppliers (payees) to comply with the provisions of this article by insertion of the requirements hereof in any written contract agreement. Failure to obtain such written contracts which include such provisions shall be reason to exclude some or all of the related payees' costs from amounts payable to the Contractor pursuant to this contract.

**K. Retention of Records and Right to Access**

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 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 contract term and following completion of the contract if the Contractor does not transfer the records to the City; and
5. 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.

**L. Communications**

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

**M. No Discrimination**

There shall be no discrimination as to race, sex, color, age, religion, or national origin in the operations conducted under any contract with the City.

**N. Independent Contractor**

The selected firm will conduct business as an independent contractor under the terms of this contract. Personnel services provided by the firm shall be by employees of the firm and subject to supervision by the firm, and not as officers, employees, or agents of the City. Personnel policies, tax responsibilities, social security and health insurance,

employee benefits, purchasing policies and other similar administrative procedures applicable to services rendered under this agreement shall be those of the firm.

**O. Staff Assignment**

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

**P. Contract Terms**

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

The contract shall include as a minimum, the entirety of this Solicitation document, together with the successful Proposer's proposal. Contract shall be prepared by the City of Pompano Beach City Attorney.

If the City of Pompano Beach 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, its employees, agents or servants during the performance of the contract, whether directly or indirectly, contractor agrees to reimburse the City of Pompano Beach 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 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, and that 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 this contract, or the right or obligations of any party under it, unless such waiver or modification is in writing, duly executed as above. The parties agree that the provisions of this paragraph may not be waived except by a duly executed writing.

**R. Survivorship Rights**

This contract resulting from this Solicitation shall be binding on and inure to the benefit of the respective parties and their executors, administrators, heirs, personal representative, successors and assigns.

**S. Termination**

The contract resulting from this Solicitation may be terminated by the City of Pompano Beach without cause upon providing contractor with at least sixty (60) days prior written notice.

Should either party fail to perform any of its obligations under the contract resulting from this Solicitation for a period of thirty (30) days after receipt of written notice of such failure, the non-defaulting part will have the right to terminate the contract immediately upon delivery of written notice to the defaulting part of its election to do so. The foregoing rights of termination are in addition to any other rights and remedies that such party may have.



**T. Manner of Performance**

Proposer agrees to perform its duties and obligations under the contract resulting from this Solicitation in a professional manner and in accordance with all applicable local, federal and state laws, rules and regulations.

Proposer agrees that the services provided under the contract resulting from this Solicitation shall be provided by employees that are educated, trained and experienced, certified and licensed in all areas encompassed within their 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 or 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 license, permits, registration, authorization or certification required by applicable laws or regulations in full force and effect during the term of this contract. Failure of Proposer to comply with this paragraph shall constitute a material breach of contract.

**U. Acceptance Period**

Proposals submitted in response to this Solicitation must be valid for a period no less than ninety (90) days from the closing date of this solicitation.

**V. Conditions and Provisions**

The completed proposal (together with all required attachments) must be submitted electronically to City on or before the time and date stated herein. All Proposers, by electronic submission of a proposal, shall agree to comply with all of the conditions, requirements and instructions of this solicitation as stated 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 spaces provided or including attachments as necessary. By submission of a response, Proposer affirms that a complete set of bid documents was obtained from the eBid System or from the Purchasing Division only and no alteration of any kind has been made to the solicitation. Exceptions or deviations to this proposal may not be added after the submittal 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 best interest of the City 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 contract for the items herein, in part or whole, if it is determined to be in the best interests of the City to do so.

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

**W. Standard Provisions**1. Governing Law

Any agreement 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 will be in Broward County, Florida.

2. Licenses

In order to perform public work, the successful Proposer 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

For purposes of determining 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 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 §112.313, Florida Statutes.

4. Drug Free Workplace

The selected firm(s) will be required to verify they will operate a "Drug Free Workplace" as set forth in Florida Statute, 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 a contract to provide any goods or services to a public entity, may not submit a proposal on a 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, subcontractor, or consultant under a 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 36 months from the date of being placed on the convicted vendor list.

6. Patent Fees, Royalties, And Licenses

If the selected Proposer requires or desires to use any design, trademark, device, material or process covered by letters of patent or copyright, the selected Proposer and his surety shall indemnify and hold harmless the City from any and all claims for infringement by reason 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 by reason of any infringement at any time during or after completion of the work.

7. Permits

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

8. Familiarity With Laws

It is assumed the selected firm(s) will be familiar with all federal, state and local laws, ordinances, rules and regulations that may affect its services pursuant to this Solicitation. Ignorance on the part of the firm will in no way relieve the firm from responsibility.

9. Withdrawal Of Proposals

A firm may withdraw its proposal without prejudice no later than the advertised deadline for submission of proposals by written communication to the General Services Department, 1190 N.E. 3<sup>rd</sup> Avenue, Building C, Pompano Beach, Florida 33060.

10. Composition Of Project Team

Firms 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 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 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 45 days after receipt of a proper invoice.

12. 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:
  - 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 Chapter 119, Florida Statutes 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 contract term and following completion of the contract if the Contractor does not transfer the records to the City; and
  - iv. 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](mailto:RecordsCustodian@copbfl.com)**

### **X. Questions and Communication**

All questions regarding the Solicitation are to be submitted using the Questions feature in the eBid System. Questions must be received at least seven (7) calendar days before the scheduled solicitation opening. Oral and other interpretations or clarifications will be without legal effect. Addenda will be posted to the solicitation in the eBid System, and it

is the Proposer's responsibility to obtain all addenda before submitting a response to the solicitation.

**Y. Addenda**

The issuance of a written addendum or posting of an answer in response to a question submitted using the Questions feature in the eBid System are the only official methods whereby interpretation, clarification, or additional information can be given. If any addenda are issued to this solicitation the addendum will be issued via the eBid System. It shall be the responsibility of each Proposer, prior to submitting their response, to contact the City Purchasing Office at (954) 786-4098 to determine if addenda were issued and to make such addenda a part of their proposal. Addenda will be posted to the solicitation in the eBid System.

**Z. Contractor Performance Report**

The City will utilize the Contractor Performance Report to monitor and record the successful proposer's performance for the work specified by the contract. The Contractor Performance Report has been included as an exhibit to this solicitation.

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

***PROPOSER INFORMATION PAGE***

\_\_\_\_\_, \_\_\_\_\_  
(number) (Title)

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 solicitation. I have read the solicitation 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) \_\_\_\_\_ Title \_\_\_\_\_

Company (Legal Registered) \_\_\_\_\_

Federal Tax Identification Number \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Email Address \_\_\_\_\_

**COMPLETE THE PROJECT TEAM 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 IN THE EBID SYSTEM.**

**PROJECT TEAM**

SOLICITATION NUMBER \_\_\_\_\_

Federal I.D.# \_\_\_\_\_

**PRIME**

Role	Name of Individual Assigned to Project	Number of Years Experience	Education, Degrees
Principal-In-Charge	_____	_____	_____
Project Manager	_____	_____	_____
Asst. Project Manager	_____	_____	_____
Other Key Member	_____	_____	_____
Other Key Member	_____	_____	_____

**SUB-CONSULTANT**

Role	Company Name and Address of Office Handling This Project	Name of Individual Assigned to the Project
Surveying	_____	_____
Landscaping	_____	_____
Engineering	_____	_____
Other Key Member	_____	_____
Other Key Member	_____	_____
Other Key Member	_____	_____

(use attachments if necessary)

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

**VENDOR CERTIFICATION REGARDING SCRUTINIZED COMPANIES LISTS**

Respondent Vendor Name: \_\_\_\_\_

Vendor FEIN: \_\_\_\_\_

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





### Exhibit – Contractor Performance Report

CATEGORY	RATING	COMMENTS
<b>1. Quality Assurance/Quality Control</b> - Product/Services of high quality - Proper oversight - Communication	Poor =1 Satisfactory =2 Excellent =3	
<b>2. Record Keeping</b> -Accurate record keeping -Proper invoicing -Testing results complete	Poor =1 Satisfactory =2 Excellent =3	
<b>3. Close-Out Activities</b> - Restoration/Cleanup - Deliverables met - Punch list items addressed	Poor =1 Satisfactory =2 Excellent =3	
<b>4. Customer Service</b> - City Personnel and Residents - Response time - Communication	Poor =1 Satisfactory =2 Excellent =3	
<b>5. Cost Control</b> - Monitoring subcontractors - Change-orders - Meeting budget	Poor =1 Satisfactory =2 Excellent =3	
<b>6. Construction Schedule</b> - Adherence to schedule - Time-extensions - Efficient use of resources	Poor =1 Satisfactory =2 Excellent =3	
<b>SCORE</b>	_____	<b>ADD ABOVE RATINGS/DIVIDE TOTAL BY NUMBER OF CATEGORIES BEING RATED</b>

#### **RATINGS**

**Poor Performance (1.0 – 1.59):** Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.

**Satisfactory Performance (1.6 – 2.59):** Generally responsive, effective and/or efficient; delays are excusable and/or results in minor program adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.

**Excellent Performance (2.6 – 3.0):** Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal direction; customers expectations are exceeded.



## City of Pompano Beach Florida

### Local Business Subcontractor Utilization Report

Project Name (1)		Contract Number and Work Order Number (if applicable) (2)	
Report Number (3)	Reporting Period (4) to	Local Business Contract Goal (5)	Estimated Contract Completion Date (6)
Contractor Name (7)		Contractor Telephone Number (8) ( ) -	Contractor Email Address (9)
Contractor Street Address (10)	Project Manager Name (11)	Project Manager Telephone Number (12) ( ) -	Project Manager Email Address (13)

<b>Local Business Payment Report</b>						
Federal Identification Number (14)	Local Subcontractor Business Name (15)	Description of Work (16)	Project Amount (17)	Amount Paid this Reporting Period (18)	Invoice Number (19)	Total Paid to Date (20)
<b>Total Paid to Date for All Local Business Subcontractors (21) \$</b>						<b>0.00</b>

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

Contractor Name – Authorized Personnel (print) (22)	Contractor Name – Authorized Personnel (sign) (23)	Title (24)	Date (25)
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### Local Business Subcontractor Utilization Report Instructions

- Box (1) Project Name** – Enter the entire name of the project.
- Box (2) Contract Number (work order)** – Enter the contract number and the work order number, if applicable (i.e., 4600001234, and if work order contract include work order number – 4600000568 WO 01).
- Box (3) Report Number** - Enter the Local Business Subcontractor Utilization Report number. Reports must be in a numerical series (i.e., 1, 2, 3).
- Box (4) Reporting Period** - Enter the beginning and end dates this report covers (i.e., 10/01/2016 – 11/01/2016).
- Box (5) Local Contract Goal** - Enter the Local Contract Goal percentage on entire contract.
- Box (6) Contract Completion Date** - Enter the expiration date of the contract, (not work the order).
- Box (7) Contractor Name** - Enter the complete legal business name of the Prime Contractor.
- Box (8) Contractor Telephone Number** - Enter the telephone number of the Prime Contractor.
- Box (9) Contractor Email Address** - Enter the email address of the Prime Contractor.
- Box (10) Contractor Street Address** – Enter the mailing address of the Prime Contractor.
- Box (11) Project Manager Name** - Enter the name of the Project Manager for the Prime Contractor on the project.
- Box (12) Project Manager Telephone Number** – Enter the direct telephone number of the Prime Contractor’s Project Manager.
- Box (13) Project Manager Email Address** – Enter the email address of the Prime Contractor’s Project Manager.
- Box (14) Federal Identification Number** – Enter the federal identification number of the Local Subcontractor(s).
- Box (15) Local Subcontractor Business Name** – Enter the complete legal business name of the Local Subcontractor(s).
- Box (16) Description of Work** – Enter the type of work being performed by the Local Subcontractor(s) (i.e., electrical services).
- Box (17) Project Amount** – Enter the dollar amount allocated to the Local Subcontractor(s) for the entire project (i.e., amount in the subcontract agreement).

- Box (18) Amount Paid this Reporting Period** – Enter the total amount paid to the Local Subcontractor(s) during the reporting period.
- Box (19) Invoice Number** – Enter the Local Subcontractor's invoice number related to the payment reported this period.
- Box (20) Total Paid to Date** – Enter the total amount paid to the Local Subcontractor(s) to date.
- Box (21) Total Paid to Date for All Local Subcontractor(s)** – Enter the total dollar amount paid to date to all Local Subcontractors listed on the report.
- Box (22) Contractor Name Authorized Personnel (print)** – Print the name of the employee that is authorized to execute the Local Subcontractor Utilization Report.
- Box (23) Contractor Name Authorized Personnel (sign)** – Signature of authorized employee to execute the Local Subcontractor Utilization Report.
- Box (24) Title** – Enter the title of authorized employee completing the Local Subcontractor Utilization Report.
- Box (25) Date** – Enter the date of submission of the Local Subcontractor Utilization Report to the City.

**REQUESTED INFORMATION BELOW IS ON LOCAL BUSINESS PROGRAM FORM ON THE BID ATTACHMENTS TAB. BIDDERS ARE TO COMPLETE FORM IN ITS ENTIRITY AND INCLUDE COMPLETED FORM IN YOUR PROPOSAL THAT MUST BE UPLOADED TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.**

CITY OF POMPANO BEACH, FLORIDA  
 LOCAL BUSINESS PARTICIPATION FORM

Solicitation # & Title: \_\_\_\_\_

Prime Contractor's Name: \_\_\_\_\_

<u>Name of Firm, Address</u>	<u>Contact Person, Telephone Number</u>	<u>Type of Work to be Performed/Materials to be Purchased</u>	<u>Contract Amount</u>

LOCAL BUSINESS EXHIBIT "A"

LOCAL BUSINESS EXHIBIT "B"  
LOCAL BUSINESS  
LETTER OF INTENT TO PERFORM AS A LOCAL SUBCONTRACTOR

Solicitation Number \_\_\_\_\_

TO: \_\_\_\_\_  
(Name of Prime or General Bidder)

The undersigned City of Pompano Beach business intends to perform subcontracting work in connection with the above contract as (check below)

\_\_\_\_\_ an individual \_\_\_\_\_ a corporation

\_\_\_\_\_ a partnership \_\_\_\_\_ a joint venture

The undersigned is prepared to perform the following work in connection with the above Contract, as hereafter described in detail:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

at the following price: \_\_\_\_\_

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print Name of Local Business Contractor)

\_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City, State Zip Code)

BY: \_\_\_\_\_  
(Signature)

**IMPORTANT NOTE:** Signatures on this form MUST be by an authorized employee of Subcontractor and must be uploaded to the Response Attachment Tab

LOCAL BUSINESS EXHIBIT "B"



LOCAL BUSINESS EXHIBIT "C"  
LOCAL BUSINESS UNAVAILABILITY FORM

Solicitation # \_\_\_\_\_

I, \_\_\_\_\_  
(Name and Title)

of \_\_\_\_\_, certify that on the \_\_\_\_\_ day of

\_\_\_\_\_, \_\_\_\_\_, I invited the following LOCAL BUSINESS(es) to bid work  
(Month) (Year)

items to be performed in the City of Pompano Beach:

Business Name, Address	Work Items Sought	Form of Bid Sought (i.e., Unit Price, Materials/Labor, Labor Only, etc.)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Said Local Businesses:

- \_\_\_ Did not bid in response to the invitation
- \_\_\_ Submitted a bid which was not the low responsible bid
- \_\_\_ Other: \_\_\_\_\_

Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

Note: Attach additional documents as available.

LOCAL BUSINESS EXHIBIT "C"

LOCAL BUSINESS EXHIBIT "D"  
GOOD FAITH EFFORT REPORT LOCAL BUSINESS PARTICIPATION

Solicitation # \_\_\_\_\_

1. What portions of the contract have you identified as Local Business opportunities?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Did you provide adequate information to identified Local Businesses? Please comment on how you provided this information.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Did you send written notices to Local Businesses?

\_\_\_ Yes      \_\_\_ No

If yes, please include copy of the notice and the list of individuals who were forwarded copies of the notices.

4. Did you advertise in local publications?

\_\_\_ Yes      \_\_\_ No

If yes, please attach copies of the ads, including name and dates of publication.

5. What type of efforts did you make to assist Local Businesses in contracting with you ?

\_\_\_\_\_  
\_\_\_\_\_

7. List the Local Businesses you will utilize and subcontract amount.

_____	\$ _____
_____	\$ _____
_____	\$ _____

8. Other comments: \_\_\_\_\_

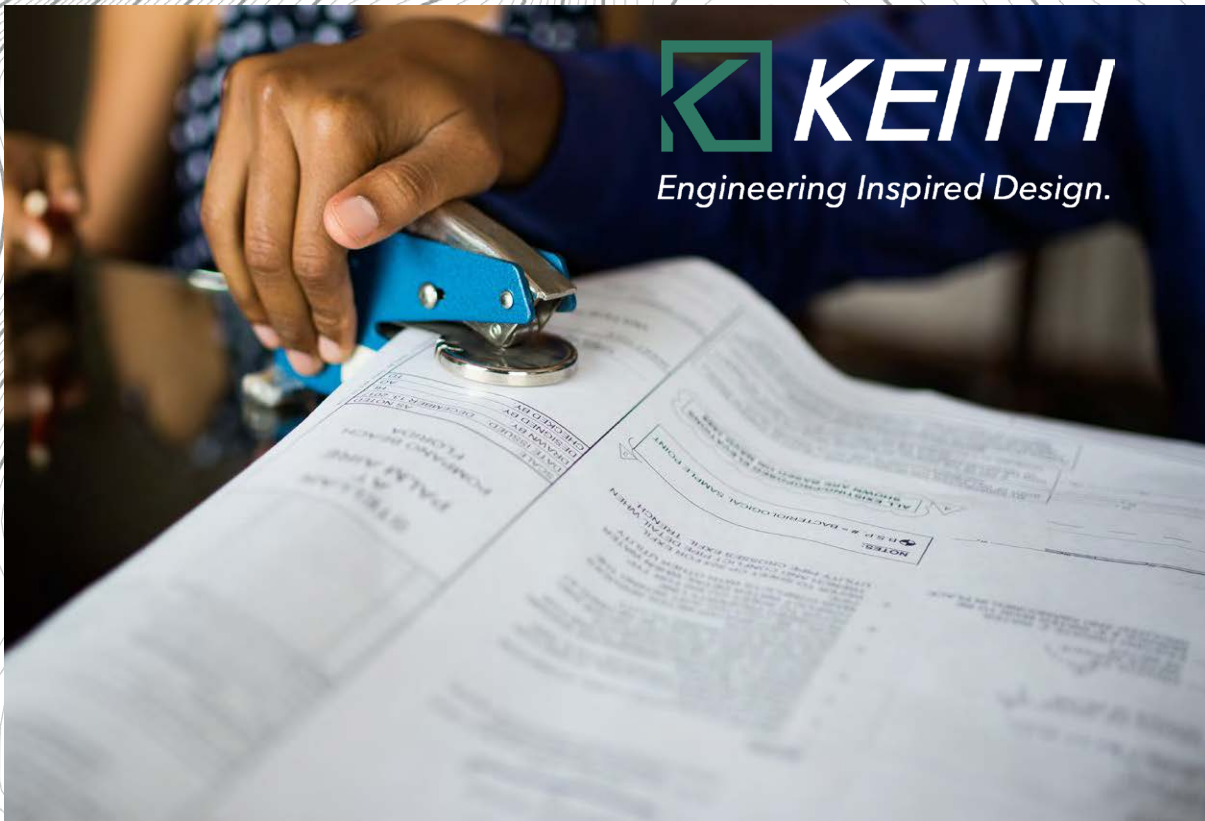
\_\_\_\_\_

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LOCAL BUSINESS EXHIBIT "D"



 **KEITH**  
*Engineering Inspired Design.*



**CITY OF POMPANO BEACH  
REQUEST FOR LETTERS OF INTEREST #E-20-20**

CONTINUING CONTRACT FOR  
CIVIL ENGINEERING SERVICES FOR VARIOUS CITY PROJECTS

JULY 30, 2020



**CITY OF POMPAÑO BEACH  
REQUEST FOR LETTERS OF INTEREST #E-20-20**

**CONTINUING CONTRACT FOR  
CIVIL ENGINEERING SERVICES FOR VARIOUS CITY PROJECTS**

**JULY 30, 2020**

Alex Lazowick, PE, PMP  
President  
301 E. Atlantic Blvd  
Pompano Beach, FL 33060  
954-788-3400  
alazowick@KEITHteam.com

Additional contact  
Kristen Lawlor  
Marketing Director  
301 E. Atlantic Blvd  
Pompano Beach, FL 33060  
954-788-3400  
klawlor@KEITHteam.com

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

**DODIE KEITH-LAZOWICK, PSM  
CEO**



# CONTENTS

<b>2</b> title page	<b>35</b> statement of skills and experience
<b>4</b> table of contents	<b>45</b> resumes of key personnel
<b>5</b> letter of interest	<b>75</b> office locations
<b>9</b> technical approach	<b>77</b> local business
<b>22</b> schedule	<b>82</b> litigation
<b>24</b> references	<b>84</b> city forms
<b>30</b> project team form	<b>99</b> financial statements
<b>33</b> organizational chart	<b>100</b> insurance



# LETTER OF INTEREST







July 30, 2020

Dear Selection Committee Members,

KEITH is pleased to submit this Letter of Interest to provide Professional Civil Engineering Services for Various City Projects to the City of Pompano Beach. Throughout the Firm's twenty-two year history, KEITH as both prime and subconsultant, has been awarded over 75 continuing services contracts, including existing contracts for Professional Engineering Services with the City of Pompano Beach, as well as with the City of Pompano Beach's Community Redevelopment Agency. As a local Pompano Beach firm, intimately familiar with the needs of our community, KEITH's experience with continuing services contracts, combined with our specific discipline knowledge, and expertise in working in Pompano Beach translates into an absolute minimal learning curve which can save the City precious resources including time and money.

### SOUND EXPERIENCE

As one of the veteran consulting civil engineering firms in the community, KEITH is extremely qualified to meet your needs. We currently hold both the City's General Civil Engineering and Surveying contracts and have successfully performed numerous engineering related services under this contract for the last fifteen years. Our staff's familiarity with City Staff, utility representatives, local conditions and the City's unique and diverse community provides us valuable insight into your project needs and requirements.

The KEITH Team has performed a vast magnitude of work for local municipalities, counties and the State through our civil engineering, surveying and mapping, subsurface utility engineering (SUE), utility coordination, landscape architecture, land planning, and construction management service offerings. Our experience has resulted in a thorough knowledge and practice of industry standards and how to apply them with a practical and common-sense approach to solving issues. Our experience with continuing service contracts will allow us to anticipate your needs and manage the contract efficiently.

We believe that building relationships is what it takes to truly understand the concerns of our clients and address them in a professional manner. We take pride in building long-lasting relationships and acting as a fully competent extension of your staff, having worked together for over fifteen years.

We recognize the need for a committed, experienced, aggressive, and hardworking team of professionals to meet our Client's specific needs. We have a proven record of performance and a continued commitment to deliver on all projects we are fortunate enough to be a part of. Our senior management personnel are committed to personally managing and coordinating the work efforts for this contract. Our established team of professionals has worked cohesively on similar contracts and each one has an established and well-respected reputation in their disciplines.

Our subconsultant team includes Kimley Horn for traffic engineering. Our group of experts is excited to continue services with the City of Pompano Beach for years to come.

Work under this contract will be performed at our corporate office, located at 301 E. Atlantic Boulevard, Pompano Beach, FL, 954-788-3400.

I bring you the personal commitment of our technical staff and our long-standing reputation of accountability to the City of Pompano Beach. We are the team that you can continue to trust to get the job done. Your successful projects are our reputation in the City in which we live, work, and play.

Best Regards,



Alex Lazowick, PE, PMP  
President  
KEITH  
301 E. Atlantic Boulevard  
Pompano Beach, FL 33060  
alazowick@keithteam.cm  
954-788-3400





# TECHNICAL APPROACH

***KEITH, a multi-disciplinary firm founded in 1998, right here in Pompano Beach, provides holistic site development solutions. KEITH recently celebrated its 22nd anniversary and is comprised of a team of more than 170 professionals, led by CEO Dodie Keith-Lazowick, PSM and President Alex Lazowick, PE, PMP.***

***Our staff combines the technical experience of a diverse pool of professionals with an extensive working knowledge of local and regional projects, emphasizing governmental land development and re-purposing project. This convergence of experience has resulted in the development of important relationships with key agencies. In addition, we have a tremendous database of knowledge and information regarding local past and ongoing projects, an invaluable asset for our clients.***

KEITH is focused on solving multi-disciplinary challenges faced by its diverse client base. Our commitment to professionalism and strong project management has allowed us to play a key role in the development of South Florida's growing infrastructure. Our mission is to curate a tenacious team to develop innovative solutions that elevate and preserve the built and natural environments. The KEITH Team, as one of the pioneering multi-disciplinary firms in South Florida, is exceptionally qualified to provide civil engineering, surveying and mapping, utility coordination, SUE, planning, landscape architecture, construction program management, and construction engineering inspection services to the City of Pompano Beach.

KEITH understands the importance of community involvement and the necessity of working with local, state, and federal agencies in a hands-on cooperative manner to build consensus and receive subsequent approval of highly sensitive projects. This approach represents an underlying philosophy of the firm which results in a quality product with emphasis on scheduling and cost effectiveness through team-oriented management and quality control.

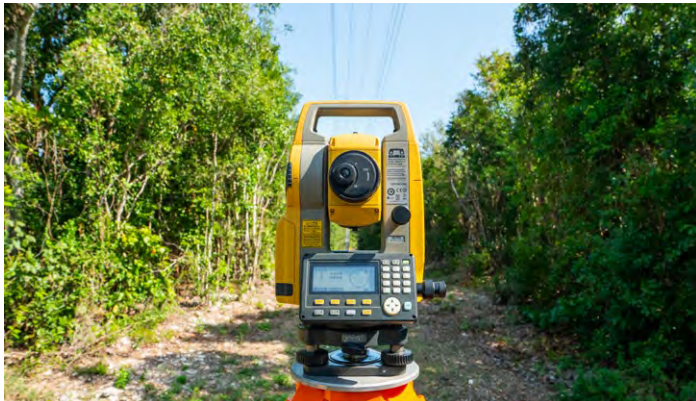
Our commitment to professionalism and strong project management has allowed us to play a key role in the development of Pompano Beach's growing residential, commercial, municipal, institutional, recreational and transportation infrastructure industries.



#### **CIVIL ENGINEERING**

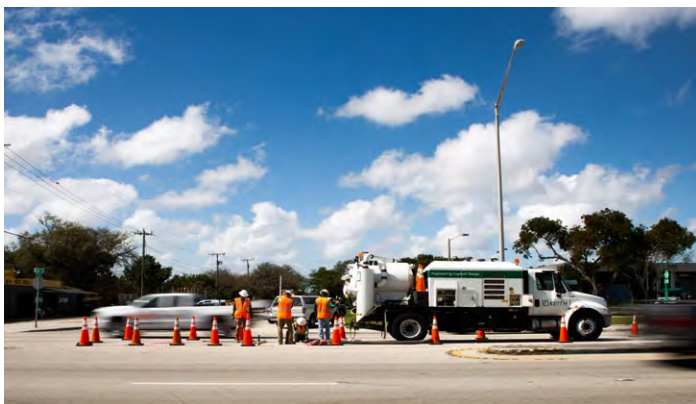
- Permitting
- Site Analysis
- Coordination and construction of roadway/parking areas
- Potable Water
- Utility Design
- Wastewater Systems
- Paving, Grading & Drainage
- Pavement Marking & Signage Plans
- Bid Preparation/Assistance

- Right-of-Way Dedications/Vacations
- Construction Engineering Inspections
- Neighborhood Improvement/Beautification
- Client/Consultant/Contractor Coordination
- Engineering Analysis and Cost Estimates
- Erosion/Sediment Control Design



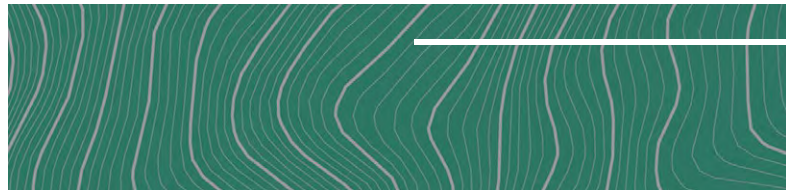
### SURVEYING & MAPPING

- Boundary/Alta Surveys
- Topographic Surveys
- As-Built Surveys
- Platting
- Tree Surveys
- Cross-Sections & Profiles
- Control Surveys
- Wetland/Mitigation Surveys
- Construction Surveys
- Drainage Surveys
- Engineering Design Surveys
- Right-of-Way Mapping
- Legal Descriptions
- Mobile LiDAR



### SUBSURFACE UTILITY ENGINEERING (SUE)

- 3D Underground Imaging
- Utility Coordination
- Utility Design
- Ground Penetrating Radar
- Pipe and Cable Location
- Vacuum Excavation



### GEOGRAPHIC INFORMATION SYSTEM (GIS)

- Global Positioning Systems (GPS)
- Differential Leveling
- Specific Purpose Surveys

### THE KEITH TEAM

The KEITH Team has performed a large variety of work for local municipalities, counties, and state agencies. Our experiences have resulted in a thorough knowledge and practice of the standards, and how to apply them with a practical and common-sense approach to solving problems. It has also allowed our team to “get connected” to City 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 the City and the residents of the community. We take pride in building long-lasting relationships and acting as a fully competent extension to our client’s staff.

Managing an on-call contract is difficult for those without experience. KEITH has provided general engineering, planning, landscape architectural, and surveying services for over 75 on-call contracts with various municipalities and governments. Our staff is extremely well versed with the nuances of servicing these on-call contracts, understanding the unique characteristics of each community and curates a team to get the job finished in a timely, cost-effective manner and to the highest of standards.

Our staff combines the technical experience of a diverse pool of professionals with an extensive working knowledge of local and regional projects, emphasizing governmental land development and re-purposing project. This convergence of experience has resulted in the development of important relationships with key agencies. In addition, we have a tremendous database of knowledge and information regarding local past and ongoing projects, an invaluable asset for our clients.

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

The KEITH Team is currently managing 25 Continuing Services contracts with various municipalities. These contracts are most like the type and size of projects to be performed under this contract include:

- City of Pompano Beach
- City of Pompano Beach CRA
- City of Deerfield Beach
- City of Parkland
- City of Oakland Park
- City of Fort Lauderdale
- City of Margate
- City of Weston
- Town of Southwest Ranches
- Broward County Aviation Division
- Broward County Water and Wastewater Services

KEITH has the administrative know-how and the staff 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 to the City. **This has been proven on the over 650 work order, ranging from \$175 to over \$200,000, KEITH has completed for the City of Pompano Beach**

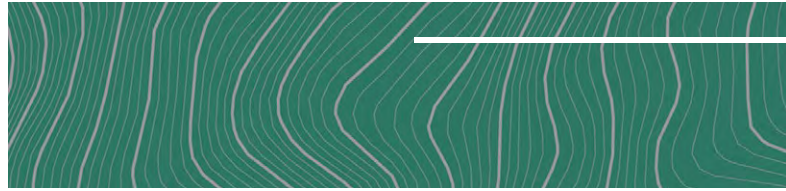
Our approach is categorized into the following three (3) general phases:

- Exploration Phase - The process of becoming familiar with an area through extensive analysis.
- Inspiration Phase - The process of developing ideas emanating from the exploration process
- Implementation Phase - The process of activating a decision or plan.

Each phase builds on the previous and seeks to combine a triple bottom line perspective, with an emphasis on Social, Ecology and Economic influences. This context-based design approach considers multiple facets of the development process to result in a resilient solution that is cultivated for each project and task.

## SINGLE POINT OF CONTACT

Our firm understands the importance of a timely completion of any engineering design request. Our experience with similar contracts allows us to perform effectively on a contract like this one. This is accomplished by 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. Alex Lazowick, PE, PMP and Ms. Dodie Keith-Lazowick, PSM, as the Client Managers. They will be assigned to the City of Pompano Beach in this capacity for the life of the contract to assure continuity and reliability to City staff.



## PROJECT MANAGER

When approaching any work order assigned, certain factors and initiatives are always considered and implemented. Mr. Stephen Williams, Sr., PE will serve as the Project Manager for this contract. He will be responsible for directing our team members to undertake the correct approach for each assignment. Steve has been working in and with the City of Pompano Beach for many years. Projects include:

- Charlotte Burrie Civic Center
- Centennial Park
- 44 NE 1st Street
- Fire Stations #114, #52, #61, #24, #11
- Hillsboro Shores Drainage Improvements
- Indian Mound Park Pavilion
- John Knox Village Parking Study, Stormwater Management Plan
- KOI Residence
- MLK Boulevard Improvements
- NE 19th Avenue
- NW 7th Avenue
- Old Pompano
- Pompano Beach Airpark
- Pompano Beach Ocean Rescue Headquarters
- Pompano Beach Senior Center
- Pompano Farmers Market
- Pompano Beach Fire/EOC
- Pompano Beach Parking Garage

## SUBCONSULTANT

As mentioned, the KEITH Team is a multi-disciplined group that brings together experts in their fields to efficiently address all concerns which may arise. To have this ability to proactively ascertain and mitigate potential issues is a clear benefit for the City that our knowledgeable staff is excited to offer.

Joining the KEITH Team is Kimley Horn.

# Kimley»Horn

Kimley-Horn, founded in Raleigh, NC, in 1967, is a full-service engineering, planning, and environmental consulting firm with more than 4,200 employees located in 90+ offices nationwide. Kimley-Horn provides services in aviation, environmental sciences, ITS, land development, landscape architecture, transit, transportation, urban planning, and water resources.

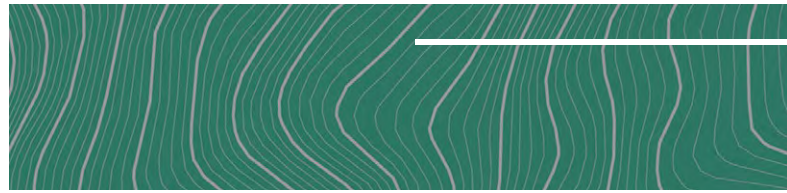
## UNDERSTANDING THE SCOPE OF SERVICES

The scope of services defines the nature and volume of work to be completed. The initial step is the most critical to the success of any project. Project Manager, Mr. Stephen Williams Sr., PE, will meet to discuss all nuances of the assignments with the City Staff, as well as the proposed scope of services, determine what documents the City has on file and discuss any potential issues such as access restrictions, traffic levels, safety needs, anticipated schedule, public concerns, etc. This meeting is critical to ensure there are no misunderstandings and no assumptions being made by either party regarding the final needs and goals of the City. Our approach to every project begins with a "No Excuses" methodology. KEITH brings a unique combination of top-quality professionals with years of in-depth experience working on similar municipal projects under the leadership of KEITH, a firm you know and can trust with your most important projects.

## MANAGEMENT & DESIGN APPROACH

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 - Project Manager, Mr. Stephen Williams, Sr., PE
- Stress early planning and scheduling
- 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 the 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 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.

We will establish clear lines of communication and review procedures among team members to ensure the continuous and timely flow of work in the planning and design phases. We will work closely with staff from the City's Capital Improvement Program, Maintenance, Operations and Planning departments to ensure that each project's scope and objectives are well understood.

Based on the scope of each individual work authorization, KEITH and the team will develop a project schedule to sequence key activities associated with and required for the successful design of the project. By carefully scheduling and sequencing activities, key elements of the work authorization may be performed in a sequential, but staggered manner to expedite delivery of the work authorization while ensuring all issues and concerns are properly addressed. An example of this would be that a certain level of general planning and conceptual design consideration of alternative solutions and interviews with authorities having jurisdiction, may be undertaken while site inspections and surveys of existing conditions at a site or facility are underway.

## PROJECT EXECUTION AND CONTROLS

"Plan. Measure. Manage. Execute." - Those are the critical tasks of Project Execution and Controls.

The elements of Project Controls are:

1. Schedule Control
2. Cost Control
3. Quality Assurance/Quality Control

The KEITH team will provide experienced Senior Project Managers and Engineering personnel with extensive project controls experience to properly reflect the size and pace of the work.

## SCHEDULE CONTROL

While all work authorizations must be executed in a quality fashion, it is critically important that they are also

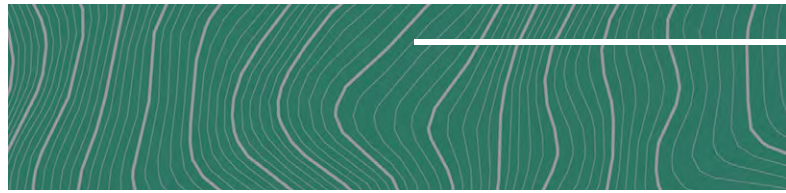


performed responsively, in accordance with the City's schedule and budget objectives. The depth of staff on this team of consultants, both in number and experience, will permit us to satisfy these work authorization assignments for the City on this contract without sacrificing quality and responsiveness.

Our ability to work in close coordination with City staff, contractors and other consultants will result in projects being completed on time and within budget. We have found great success utilizing an approach that has led to effectively identifying problems and quickly defining solutions. This approach, coupled with our experience and knowledge, offers the City of Pompano Beach the opportunity to minimize cost overruns and project delays. Developing and managing the schedule to deliver the project will require accurate project scopes and cost estimates. Also critical are reasonable construction time projections and contract time requirements. As your Consultant, the KEITH team will:

- Prepare a realistic and achievable project schedule, which reflects the project's funding constraints. The schedule will be complete, allow room for contingencies, and focus on what is important to the City to deliver on commitments at key milestones
- Develop accurate and complete project scopes and cost estimates that will be reviewed, as required, including such incentives as may be appropriate and justifiable. This includes provisions to build in upgrades and upgradeability for rapidly changing technology
- Monitor progress periodically as required and minimize delays of any kind. This requires preventing foreseeable delays, mitigating delays from unforeseen sources, and reversing or recovering from delays that may arise from unforeseen circumstances
- Establish a process to review and properly assign responsibility for any increase in project delays. Establish a mechanism for prompt resolution and payment (i.e., including alternative dispute resolution procedures)
- Arrange for task-oriented team "workshops" as required to review the work and schedule aimed at enhancing efficiency (i.e., by enhancing productivity, optimizing schedule overlaps, reducing work, value engineering, and the like)

By using these standard procedures, KEITH will deliver the project on time and on budget.



## COST CONTROL AND COST ESTIMATES

Two factors weigh into a successful overall project cost control initiative: controlling the cost of the construction by providing efficient and practical designs ("value engineering") and controlling the cost of the design effort itself. KEITH takes responsibility for both factors on every project for every client.

At KEITH we undertake design estimates, constructability reviews and schedule analysis as the project evolves through the various phases of design. At each phase of design benchmark, we evaluate potential errors, omissions, and document coordination problems that may impact cost and time after contract award and bring these to the attention of the project team. We can evaluate alternatives and recommend substitute methods or materials based on their relative economy and life cycle. Our efforts are designed and focused to identify and make recommendations on cost issues and risks as early as possible to address and mitigate these prior to the start of construction.

KEITH recently completed the re-analysis for the Blount Road Signal Improvements along Martin Luther King Jr. Blvd. Our Value Engineering practices provided the City of Pompano Beach a reduction in the anticipated cost and was successfully able to negotiate with Broward County Traffic to pay for most of the improvements. **This saved the City over \$125,000 from the initial study and recommendation provided.**

KEITH has a reputation of working within the budgets set and negotiated to perform design and construction services of this nature. We look to build long lasting partnerships with our clients and have found the best business practices to be reliable and accountable.

On many previous projects, KEITH has managed our team in an efficient manner resulting in residual contract dollars being reconciled and reassigned for additional projects. Design team addendums are only requested in association with a significant scope change or significant unforeseen conditions.

The general objective of this contract is to be available to the City of Pompano Beach a consultant that functions as an extension of its own skilled professionals. KEITH will continue to provide a multi-disciplinary resource pool of qualified professionals as we have for many

years. This team will be expected to provide quality and time-and-budget-responsive support to the City for specialized general civil engineering services, as identified in the City's Request for Letters of Interest. This support may be in the form of defined technical tasks, which are alternatively performed in the office of the consultant team or, as needed, in the City's offices, side-by-side with its professional and technical staff.

## QUALITY ASSURANCE/QUALITY CONTROL

KEITH is keenly aware that time is of the essence for most projects and cost is always an important component of the design. Therefore, 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.

Our QA/QC Program consists of the following four (4) key principles:

1. **Proper Project Approach:** Quality is achieved through due diligence, communication, planning, coordination, supervision, and technical direction at the very start of the project. The Client Service Managers and/or Project Manager will discuss the goals and objectives for each project with the City to understand the scope of work, level of detail and the applicable technical standards that need to be met for each assignment
2. **Constant Project Supervision and Communication:** Quality is achieved by conveying the scope and special instructions to the office and field staff together with regular reviews of their continued work effort and progress
3. **Active Senior Management:** Quality is assured by the Senior Management establishing realistic schedules and providing the proper technical directions to the team assigned. Plan omissions are typically the greatest challenge in any QA/QC program, and they are best identified in a review by experienced senior staff members. Senior staff also provide the independent reviews of the processes, procedures, and project documentation to provide the required deliverable to the City

4. **Formal Quality Reviews:** Quality of the deliverables and the procedures is verified by the KEITH QA/QC Officer, Mr. Thomas Donahue, PE. A final check of the deliverables is performed by the Project Manager and the QC Professional on every project prior to submission to the City.

## FAST TRACK | EFFICIENT WORK ORDER PROCESS

Regardless of the project site, scale or schedule of the project, KEITH will commit the necessary resources and quality personnel to complete the work orders. Our experience has provided us a thorough understanding of the myriad of project issues that can arise when executing fast-track work orders on contracts requiring on-call engineering services. **The KEITH team, with its senior level, proactive management, and continuous quality control measures, has proven to be a team that can successfully perform on this Consulting Services contract for the City of Pompano Beach , as we've shown on over 650 previous work orders.**

KEITH proposes to maintain the process that has been followed for each work authorization based on similar types of experiences, to assure continued timely response to Pompano Beach's needs, which involves a close working relationship with the utility representatives, permitting agencies and other key stake holders.

This process, and the timeline to which the KEITH team commits, is as follows:

- Our Client Managers and/or Project Manager will meet in person or via telephone with City's Project Manager or representative within one (1) business day of the initial scoping meeting request, to discuss scope, schedule, and budget issues related to the individual project work authorizations
- KEITH will provide a draft written scope, schedule, and budget for the work authorizations to the City within five (5) business days of the scoping meeting and be prepared to negotiate the scope and fee through the City's negotiation process
- KEITH will provide a final written scope, schedule, and budget within two (2) business

days of receipt of agreed upon comments on the draft scope following successful negotiations. It is important to note that the KEITH team has successfully negotiated many projects with a minimum number of negotiation sessions to meet the requirements of the City Commission directives concerning minimizing the negotiations. We have done that by entering the negotiation process with reasonable fees so that one (or two if needed) negotiation sessions are ample to complete the scope and fee process

KEITH has the ability and staff to begin work with minimum notice and will initiate work immediately upon formal Notice to Proceed or as needed by the City.

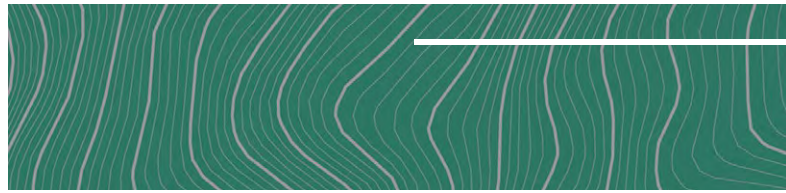
KEITH's approach to this contract includes Quality Responsiveness and Skilled Management combined with the technical ability and level of experience that will provide superior service to the City of Pompano Beach. We are extremely proud of our accomplishments as a local Pompano Beach business and truly believe our commitment and dedication to the success and progress of our cities makes us the best choice for the Continuing Contract for Professional Engineering Services.

## AVAILABILITY

KEITH has historically completed projects ahead of schedule and within budget parameters. Our hands-on project approach and dedicated team, as described in previous sections, has proven their ability to control the design process, expedite the permitting process and move quickly into construction. Our budgets are based on historical costs for similar projects and estimated levels of effort anticipated for each individual project. Combining our local knowledge and input on the elements needed to plan and execute the project, we are confident the project can be completed within the time and budget allotted.

In addition to KEITH hiring additional support staff in 2019 and 2020, Mr. Steve Williams, Sr., PE, your Project Manager for this RLI, recently completed some major projects to create additional capacity for this contract.

Examples of some projects recently substantially completed by Mr. Williams include Broward County South Port IX, Pompano Beach Pier Parking Garage, Everglades Holiday Park and General Consulting for the City of Deerfield for the 10th Street Corridor. The completion of these projects allow Mr. Williams' available capacity to easily handle any project the City needs our assistance on, backed with KEITH's over 170 professionals and assigned "City of Pompano Beach Team", is another reason why he will make the ideal Project Manager for this contract.



## PERMITTING PROCEDURES AND BUILDING CODES

The "Permitting" portion of our team's project approach is crucial to the project schedule and this coordination is key all the way through the project, and even through project close-out. We are aware that most regulatory agencies are busy and even overworked. As a result, our policy is to "get it right the first time". We understand what the local and state agencies are looking for, and we provide them with quality complete designs including the information and documentation that they need, in a format that they are accustomed to, so reviews and approvals can be accomplished without multiple resubmissions.

KEITH utilizes a hands-on approach, meeting early in the process with all regulatory agencies to discuss the proposed planned concepts and assess the issues relative to their approval process. For utilities projects, the time required for permitting can represent a major portion of the overall design time and will thus need to be tightly managed. KEITH will be responsible for acquiring/compiling all necessary permit information. These materials will be packaged and submitted to the City's Project Manager. Permit status will remain an agenda item for each coordination meeting.

Permits which will be required for design related issues under this contract will include:

- City of Pompano Beach Planning, Utilities and Engineering
- Florida Department of Transportation (FDOT) Access, Drainage, Utility, Right-of-Way and SFRTA Right-of-Way
- Florida Department of Environmental Protection (FDEP) Potable Water, Wastewater, Stormwater and Coastal Construction Control Line
- South Florida Water Management District (SFWMD) Environmental Resource Permit, Water Use and Dewatering
- Broward County Environmental Protection and Growth Management Department (BCEPGMD) Surface Water, Environmental Resources License (Lake Excavation), Aquatics and Wetland Protection, and Wastewater
- Broward County Water & Wastewater Services (BCWWS)
- Broward County Water Control Districts (WCD) #3 and #4
- Broward County Traffic Engineering Division (BCTED)
- Broward County Highway Construction and Engineering Division (BCHCED)
- Broward County Building Department
- Broward County Development and Environmental Review (BCDER)
- South Florida Regional Transportation Authority (SFRTA)
- National Pollutant Discharge Elimination System Notice of Intent (FDEP)
- Florida Power and Light (FPL)
- Fish and Wildlife Conservation (FWC)

We are very familiar with the requirements of these governmental agencies. For any design project, it is important to be proactive on the necessary permits

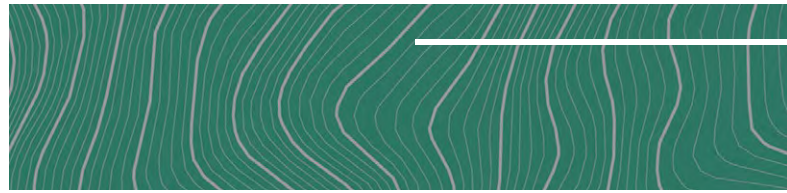
to avoid any potential delays and to continue project momentum. KEITH provides a stellar reputation with these agencies of good design practices, accountability and extensive experience with project permitting and approvals. As we have proven on recent significant utility projects, KEITH has routinely and expertly navigated and substantially expedited the permitting process of our projects through multiple jurisdictions and agencies providing a substantial cost savings benefit to Broward County. We will also identify any critical long lead time items that the City may wish to procure in advance of the construction projects. This approach will ensure that some items are procured to facilitate project completion and delay avoidance, as applicable.

KEITH's designers work daily with the Florida Building codes, having current working relationships with Pompano Beach's building permit services in municipal jurisdictions in South Florida. KEITH's Professional Engineers have taken the advanced building code courses prescribed by Florida Law. KEITH understands that the Florida Building Code is a set of minimum standards designed to ensure the health, safety, and welfare of people. The code provides ways to make building safer for the public and avoid catastrophic consequences of building-construction failures. The public need for protection from failed construction and functional design, including all aspects of the American Disability Act (ADA code), underscores the need for modern codes. Resilient construction reduces property damage from hazards, increases safety and preserves property values.

KEITH understands the importance of analyzing the permit requirements at the Project scoping phase. The type of project, emergency shelters, fire stations, civic buildings, etc., all have their unique criteria in the building code that needs to be understood at the Project outset. KEITH understands the certification process and time frames required for As-Built reviews and final punch list closeouts required to obtain Certificates of Occupancy for properties. We work closely with the Project team to understand the timeframes, so projects can be delivered on time.

## CONSTRUCTION COST ESTIMATES

KEITH understands that successful projects often rely on realistic budgets to achieve the desired goal and services upon client time frames. The KEITH Team will compile and analyze data on all factors that can influence construction costs, as we realize the importance of client needs and respond accordingly. We undertake design estimates, constructability reviews, and schedule analysis as the project evolves through various phases of design. At each phase, we evaluated potential errors, omissions, and document coordination problems that may impact cost and time.



Estimates will be based upon submitted documents by the Engineer or Architect. Various meetings with the team will produce additional technical information to complete design and accompanying specifications. These detailed notes will be transformed into a refined outline for materials and their costs based on each deliverable.

Evaluation of materials will be compared with budget at this stage and changes will be made accordingly based on confines of the project. This final estimate will assist the Engineer or Architect and client with checks and balances against the General Contractor on final bid, which can also be used as a final negotiation tool prior to final contract agreement. A review of the estimate will be conducted to answer questions, such as:

- Are the assumptions used in the estimating process reasonable?
- Has the historical database been normalized to account for parameters such as inflation?
- Is the cost estimate logical? Does it make sense in the context of the service being estimated?
- Does the estimate display a bias toward being too low or too high? If so, how is the bias displayed?

KEITH can evaluate alternatives and recommend substitute methods or materials based on their relative economy and life cycle. Our efforts are designed and focused to identify and make recommendations on cost issues and risks as early as possible to address and mitigate prior to start of construction. The inspection staff will be armed with this detailed information during construction to ensure budget is following approved estimates. Clients are notified of any outstanding issues based on each completed deliverable. Constructability Reviews will be in place to minimize and/or eliminate any potential change orders by the General Contractor during the construction process based on conflicts between disciplines, drawings, and specifications.

KEITH has a reputation of working within the budgets set and negotiated to perform design and construction services of this nature. We look to build long lasting partnerships with our clients and have found the best business practices to be reliability and accountability.

## WE KNOW CITY STAFF, STANDARDS, AND PROCEDURES

The KEITH Team has performed a substantial amount of work for local municipalities, State governments and specifically the City of Pompano Beach and the Pompano Beach CRA. Our experience gives us a thorough knowledge and practice of the City's standards, and how to apply them with a practical and common-sense approach to solving civil engineering problems. Our prior engagements allowed our team to "get connected" to the staff of the City and to understand their goals and objectives. We believe 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 the City and the residents of the community.

As a vital member of the local business community, we recognize that the success of KEITH goes hand in hand with the success of the City of Pompano Beach.

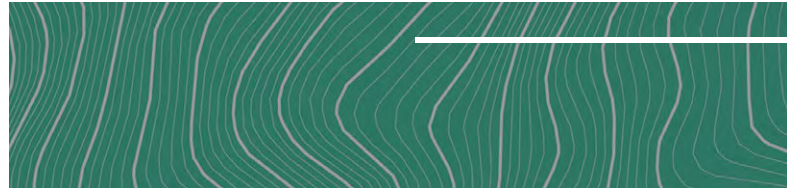
Further, each of our project managers have established relationships with the City and CRA, having individually functioned as a single point-of-contact on previous contracts. We take pride in building long-lasting relationships and acting as a fully competent extension of our clients' staff.



### SAFETY

Accidents do not happen without cause. The identification, isolation and control of these causes are underlying principles of all accident prevention techniques. Education and training are an ongoing and daily process within the KEITH team structure. Through adequate instruction, personnel gain useful knowledge and develop safe work habits. Our Field Review and Safety Supervisor, Mr. Sean Marshall, holds weekly "toolbox" safety meetings in accord with O.S.H.A. specifications.

To direct the public through the work area, full compliance with the current Department Roadway and Traffic Design Standards (600 Series), Survey Safety Handbook and current Maintenance of Traffic Training D.O.T. Topic No. 625-010-010-a is required for every project. This includes Title 29, Code of Federal Regulations, Parts 1910 and



1976, Occupational Safety and Health Regulations. All KEITH personnel are familiar and required to comply with these standards and procedures.

All our field personnel have received Maintenance of Traffic (M.O.T.) safety training currently required by the FDOT for work within public roadways. Specialty crews have additional certifications for O.S.H.A. Confined Space Entry requirements for general industry and construction and CSX Rail Corridor Access. KEITH is also in full compliance with the current School Board Security Clearance Policies of finger printing and successful background checks in accordance with the State of Florida Jessica Lunsford Act for school access by workforce personnel. If you need us there, we can go there.



### PUBLIC INVOLVEMENT

KEITH recognizes that among the many contributing factors to a successful project, public involvement and consensus building are critical elements and we strive to incorporate into every major project. Our public involvement program has been extremely successful in establishing lines of communication among the affected parties so that everyone has an opportunity to contribute towards the development of the project. We have facilitated charrettes for numerous municipal projects to gain awareness of community preferences and concerns on upcoming developments. On many sensitive construction projects, KEITH has established a community hotline manned by our project engineers to assist in resolving community construction related concerns in a timely and effective manner.

## **CONSTRUCTION MANAGEMENT, CONSTRUCTABILITY ANALYSIS, CONSTRUCTION ADMINISTRATION & INSPECTION**

A fundamental component of construction program management is an understanding of contract administration and construction quality. Contract administration is broadly defined as taking plans, specifications and estimates and producing a desired end-product. Construction quality management involves traditional quality assurance measures employed to control and verify construction, material, and product quality.

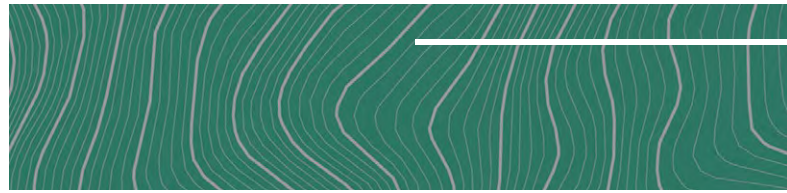
A significant element of every project is the constructability analysis. KEITH's QC Engineer, Mr. Thomas Donahue, PE, has the critical role of performing a thorough review of all final engineering design plans to ensure that the project team's services are being rendered in strict conformance with our Quality Assurance/Quality Control Program. The depth of the QC reviews will be sufficient to assure the design plans adequately provide the information required to construct the project. The QC reviews will assure that the team is complying with all governmental requirements and that the project documents reflect that compliance.

Our staff also recognizes the importance of quality inspection documentation. Thorough and timely documentation is essential to meet several program objectives:

- Define progress and quality of work
- Establish FHWA presence in the Federal-aid construction program
- Identify project problem areas
- Document resolution of identified concerns
- Share innovations and new technology

KEITH has provided construction services for projects ranging from airport facilities, residential communities, commercial projects, and recreational parks including roadways, parking lots, water mains, sanitary sewers, storm sewers, lakes, retention areas, driveways, and other civil engineered facilities. The best construction management practice is to maintain a close working relationship with all parties involved and to respond quickly and effectively to any issues that may arise. This approach coupled with our experience and knowledge, offers our clients the opportunity to mitigate the potential of cost overruns and delays during construction.

Resolution of construction issues is a priority for any successful project. Contractors must receive timely direction on those issues that arise during construction. For those projects that perform construction during nighttime hours or on weekends it is critical to have the proper inspection services maintained to address the unforeseen design issues that are inherent to every project. Even during off-



work hours there can be matters, such as altered traffic control devices, that demand direction by the Engineer of Record. Establishing an emergency contact list and planning for the necessary construction supervision must be coordinated between the Contractor, Engineer and Owner during the pre-construction meetings. KEITH, Inc has performed this service on numerous successful projects and has a proven track record of being proactive in addressing construction issues.

### **UTILITY SERVICE PROVIDER COORDINATION**

Project designs and schedules can be severely affected if proper care is not given to the coordination and communication with utility service suppliers such as FP&L, Comcast, ATT, etc. KEITH staff always utilize a proactive coordination approach with these agencies. Our staff has designed and managed the construction of numerous utility infrastructure projects supporting residential, commercial, and industrial developments along with municipal rehabilitation projects. This vast experience provides for a project team intimately familiar with the many facets involved in a project such as the undergrounding of above ground utility lines and/or relocation.

### **DELIVERING THE SCOPE OF SERVICES**

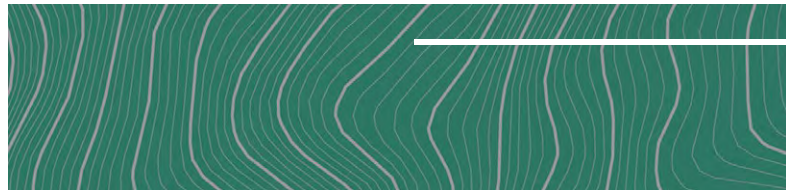
Our strategy is simply to assist the City in creating a team with the right skill sets and personalities; ensure the team has the proper tool to manage and communicate; understand existing processes and augment those processes if needed; and finally, facilitate the alignment of the project team towards the common goal of project delivery.

- People. The most important element and foundation of our strategy is to ensure that the right people with the correct skill sets are assigned to support the project team. In today's world of project delivery, it is not enough to have the correct skill set. We must consider how the team's diverse personalities compliment and support each other to achieve team cohesiveness.
- Tools. The delivery team must also have the correct tools to manage projects and to communicate progress to stakeholders. These tools typically include scheduling, document

controls, and collaborative websites. Scheduling tools like MS Projects or Primavera P6 Scheduler are important tools to coordinate the execution of various projects. Familiarity with these tools also assists the project team in evaluating and managing change on projects. Establishing a web-based document controls system is a critical element to foster transparency and to ensure important documents are available to the entire team when needed.

Document controls tools such as eBuilder, Primavera Contracts Manager, or others not only help make documents accessible, they also assist in status monitoring of submittals and Requests for Information as well as reporting of metrics (review response times, change logs, etc.).

- **Processes.** Project delivery has changed over the years, but one thing remains consistent: processes bring consistency and repeatability to project management. With efficient processes that are well-defined and communicated, the delivery team becomes more efficient with every task accomplished. These processes also allow leadership to fine tune the delivery to match the changing needs of the City. The delivery team performance is directly tied with their understanding and ability to follow established processes. Since processes are such an important part of the team's delivery strategy, a joint review of the existing processes is recommended. During this review, KEITH can assist the City in evaluating if modification to any existing processes can be made to improve the efficiency of the project delivery team or if additional processes or forms are needed. This review can be done in parallel with project delivery to maintain forward progress of the existing projects.
- **Alignment.** It is not enough to have the right people with the right tools following efficient processes. They must be aligned towards a common vision/goal. One way to accomplish alignment is to clearly communicate expectations and create a dialogue between the project delivery team and various key City staff/stakeholders. Alignment can also be encouraged through the establishment of efficient processes and monitoring metrics that promote and encourage project delivery success.



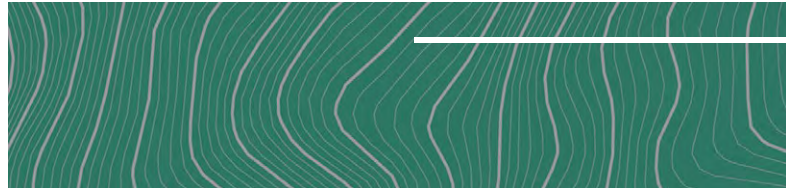
## WORKLOAD MANAGEMENT

KEITH manages its long- and short-term workload through a policy of proactive management and resource/personnel sharing. Our diverse staff wear many hats; we have committed to the time and energy required to meet the schedule requirements of similar contracts in the past and continue to be committed in providing unparalleled service to this contract. Schedules are maintained routine weekly department/project meetings aimed at maximizing efficiencies. Senior management oversight and weekly interaction guarantees our departments have those discussions to deliver the projects successfully.

Our staff's current and projected capacity for this contract is detailed on the following page.

We look forward to continuing to service the City of Pompano Beach as your trusted civil engineers.

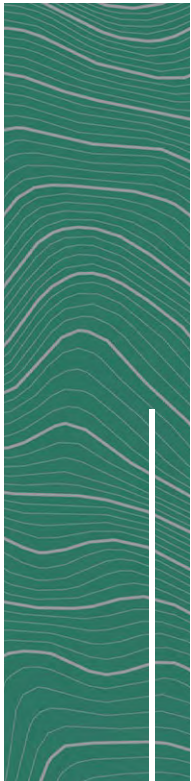
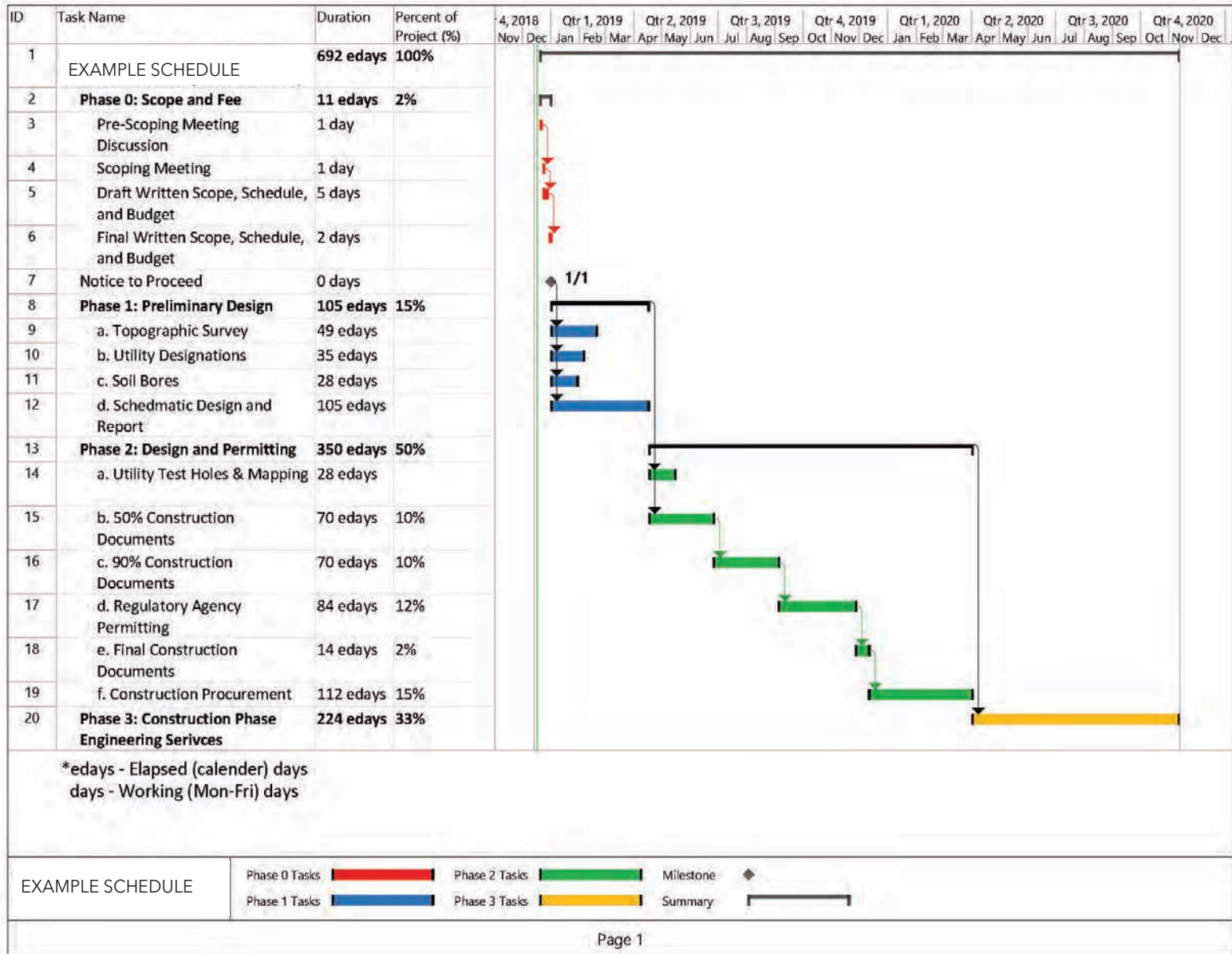




Name:	Company	Role	Current Capacity Available	Capacity Projected from RFQ
Alex Lazowick, PE, PMP	KEITH	Principal-In-Charge	20%	5%
Stephen Williams, Sr., PE	KEITH	Project Manager	40%	20%
Thomas Donahue, PE	KEITH	QA/QC	40%	5%
Mark Castano, PE	KEITH	Sr. Project Engineer	50%	5%
Martin Grinbank	KEITH	Project Engineer	50%	10%
Jame Wills	KEITH	Project Engineer	55%	20%
Roberto Goncalves	KEITH	Project Engineer	50%	15%
Cedonio Da Silva	KEITH	Project Engineer	50%	10%
Dean Koggan	KEITH	Project Engineer	60%	5%
Jon Weymouth, PE	KEITH	Senior Inspector	30%	10%
Mike Cartossa	KEITH	Engineering Technician	40%	20%
Omar Rodriguez	KEITH	Engineering Technician	50%	20%
Andres Misrahi	KEITH	Engineering Technician	50%	20%
John McWilliams, PE	Kimley	Transportation Engineer	35%	10%
Eric Regueiro, PE	Kimley	Roadway Designer	40%	10%









# REFERENCES

***"The City of Parkland would like to recommend KEITH to any agency seeking Professional Engineering Services. KEITH has been providing services to the City of Parkland for quite some time, however, my interaction with the firm began in June of 2012 when I began my career here at the City as the City Engineer. KEITH provides services including, but not limited to engineering plan reviews and inspection services support as needed for permits submitted through the Building Department, site plan development and project management for multiple City projects including the recently completed Building Department expansion and the currently in progress Fire Station 42 addition, surveying and geotechnical services. These services are always provided in a timely and professional manner. The City is confident that KEITH has the expertise to provide Professional Engineering Services and would be a beneficial addition."***

**Sowande Johnson, PE  
Assistant City Manager  
City of Parkland**

**City of Pompano Beach**

**Horacio Danovich, CIP and Innovation District Director**

Horacio.danovich@copbfl.com

100 W. Atlantic Boulevard

Pompano Beach, FL 33060

Phone 954-786-7834

Dates Services: 2002-Ongoing

Scope: KEITH is currently providing general engineering services to the municipality on an as needed basis on this ongoing continuing services contracts.

**City of Deerfield Beach**

**Thomas Good, Assistant City Manager**

tgood@deerfield-Beach.com

200 Goolsby Road

Deerfield Beach, FL 33442

Phone 954-427-3343

Dates Services: 2004-Ongoing

Scope: KEITH has served as the General Engineering Consultant for the City of Deerfield Beach for over 14 years. KEITH is providing on-going continuing serves as needed including engineering and surveying and mapping services to the municipality. KEITH also provided plan review services some projects.

**City of Parkland**

**Sowande Johnson, PE, Assistant City Manager**

sjohnson@cityofparkland.org

6500 Parkside Dr.

Parkland, FL 33067

Phone 954-757-4144

Dates Services: 2014-Ongoing

Scope: Provide plans review and general staff augmentation within the Building Department on a weekly basis. Our Construction Management Team is providing construction oversight for the new Quigley Park Tennis Center which includes demolition of an existing 5.4 acre City park to accommodate the construction of a new state-of-the-art tennis center with twelve (12) clay hydro courts (including one (1) center court with covered bleacher area), one (1) practice court, one office building with restroom/locker room facilities, one maintenance building, required specialty lighting/landscape/irrigation and other site amenities.

***"It is a pleasure to work with such a competent and committed team that knows how to "get it done". I take this opportunity to thank you for all your help and guidance this past year."***

**Luis Ramirez**  
**Construction Project Manager**

**Broward County Aviation Department**



***"Very committed. Sufficient time was devoted by management and staff to successfully complete the job on time and under budget. All personnel involved on this project were always accessible by phone and email. All were competent. Customer service excellent."***

**Robert McDonald**  
**Project Manager**  
**City of Coconut Creek**

**BCWWS Septic Tank Elimination  
Continuing Engineering Services  
Rolando Nigaglioni, PE, Planning and Development  
Manager**

Rnigaglioni@broward.org  
2555 W. Copans Road  
Pompano Beach, FL 33069  
Phone 954-831-0882

Dates Services: 2016-Ongoing

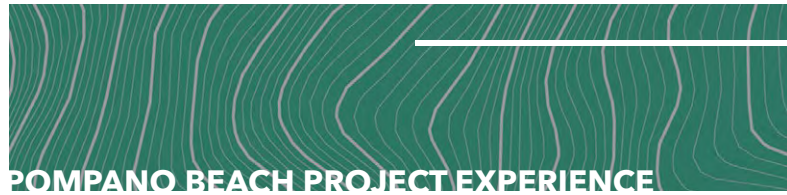
Scope: Broward County Water and Wastewater Services is implementing a new septic tank elimination program which consists of short sanitary sewer runs to serve small pockets of previously unserved properties. KEITH is providing engineering services for water distribution, wastewater collection and storm water collection systems. As the Prime consultant, KEITH is providing design and construction support services throughout the county related to the septic tank elimination program.

**City of Coconut Creek  
Continuing Engineering Services  
Robert McDonald**

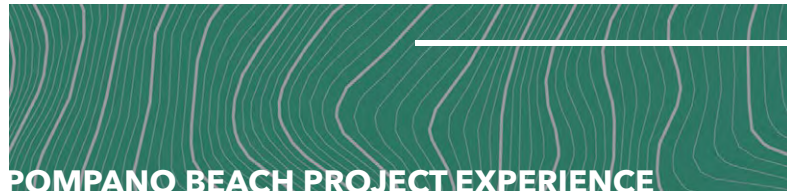
RMcDonald@coconutcreek.net  
4800 West Copans Road  
Coconut Creek, FL 33063  
Phone 954-973-6786

Dates Services: 2015-Ongoing

Scope: KEITH has served as the General Engineering Consultant for the City of Coconut Creek for the past 5 years. KEITH is providing on-going continuing services as needed including civil engineering, surveying, planning, landscape architecture, and construction engineering inspections.



KEITH POMPANO EXPERIENCE
110 S. FEDERAL HWY BOUNDARY SURVEY
33-49-42 Boundary Survey
A1A Water Main Improvements
Alsdorf Park Utility As-built
ANNE GILLIS PARK-POMPANO BEACH
ATLANTIC BLVD CONTRACT ADMINISTRATION
Avondale
Blount Road
BRIDGE & CULVERT IMPROVEMENTS-SE 9TH
BRIDGE & CULVERT IMPROVEMENTS-SE 9TH AVE
City fo Pompano-Filter Backwash Line
CITY OF POMP BCH MUNICIPAL BNDRY DESC.
CITY OF POMPANO BEACH - CEMETARY
City of Pompano Beach Alsdorf Park
City of Pompano Beach and CRA Projects Roadway Paving and Utility Upgrade Projects
City of Pompano Beach Founders Park
City of Pompano Beach Miscellaneous Engineering and Surveying Services
City of Pompano Beach Public Works
City of Pompano Beach Public Works
Collier City Sanitary Sewer Improvements
Do not use - old A1A wm number
E. Pomp. CRA- Slum & Blight Study
ELECTRICAL DESIGN POMPANO BEACH PIER AREA
Fairfield at Pompano Beach - 11397-1-01-021
Feasibility Study for Utilities
FLAGLER DR AND SE 15TH ST
FOUNDERS PARK
HARBOR DRIVE AREA IMPROVEMENTS
Harbor Drive Improvements
HARBOR DRIVE ROADWAY IMPROVEMENTS
Hillsboro Shores
I95 NW INDUSTRIAL AREA FEASIBILITY STUDY
KENDALL LAKES WALKING PATH
Lighthouse Water Main Improvements
MCCLELLAN BUILDING RELOCATION
Miscellaneous City of Pompano Beach CRA Services
MLK JR. BLVD ROADWAY IMPROVEMENTS- WA#5
NE Pompano Beach Force Main
NEW SIDEWALKS-POMPANO
North Course Drive Jogging Path Imp.
North Course Jogging Path
NORTH HARBOR DRIVE AREA BIKE PATH
NW 15th Street Survey
NW 1st Street
P - Sidewalk Construction Program
Palm Aire Recreation Center
Palm Aire Recreation Center
PBMGC Maintenace Building see 01085.00
POMPANO BEACH AIRPARK HANGERS/SHELTAIR
POMPANO BEACH ARCH & STRUCTL ENG SRVS
POMPANO BEACH BOULEVARD STREETSCAPE
POMPANO BEACH CHILLER PLANT
Pompano Beach Continuing Contracts



Pompano Beach CRA-Do not use
Pompano Beach District IV Master Plan
Pompano Beach Dog Park-1101 N Fed Hwy PB
Pompano Beach East CRA District Projects
POMPANO BEACH ELKS CLUB
Pompano Beach Facility Assessments
Pompano Beach Fire Station No. 103
Pompano Beach Fire/EOC - Synamovski
POMPANO BEACH FISHING PIER -
POMPANO BEACH FISHING PIER - WT
POMPANO BEACH GOLF COURSE STORMWATER CERTIFICATION
Pompano Beach HUD Loan Assistance
POMPANO BEACH LIBRARY
Pompano Beach Marriott
POMPANO BEACH MUNICIPAL AIR PARK
Pompano Beach Municipal Golf Course
POMPANO BEACH MUNICIPAL PIER
Pompano Beach NW CRA District Projects
POMPANO BEACH OCEAN RESCUE HEADQUARTERS
Pompano Beach Oceanside Fire Station No. 11
POMPANO BEACH PARK
POMPANO BEACH PARK-N-RIDE LOT
Pompano Beach Parking Garage
POMPANO BEACH PARKING GARAGE
Pompano Beach Parks and Recreation Projects
Pompano Beach Public Safety Complex
Pompano Beach Public Safety Facility
POMPANO BEACH REZONING OPPOSITION
POMPANO BEACH SENIOR CENTER
POMPANO BEACH SENIOR CENTER
POMPANO BEACH WATER TREATMENT PLAN
POMPANO BEACH WOMANS CLUB-314NE2NDST
POMPANO BEACH-MISC SIDEWALK SURVEY
POMPANO COMMUNITY PARK
Pompano Municipal Golf Course
POMPANO RECLAIMED WATER III CEI
Pompano Reclaimed Water-Phase III
Pompano Water & Sewer Division Plant
Public Works Facility Topo
PURE RESIDENCE POMPANO BEACH - PHASE 1
RECREATION CENTER - PALM AIRE
REUSE WATER MAIN DESIGN
Sand & Spurs Equestrian Center
Sand & Spurs Equestrian Center
Sanders Park
Sanders Park / Sidewalk Construction
Sec. 27-48-42 Route of Line Survey
SW 9th Ave- Engineering Design Survey
SW 9th Ave-R/W Base Map
THE WATERS/POMPANO BEACH CONDOMINIUM
Traffic Engineering Study - Bikeway
Traffic Engineering Study - Bikeway
Traffic Engineering Study - Bikeway
VISTA BMW POMPANO BEACH - STANFORD
WEST SIDE OF FEDERAL HWY N OF 15TH ST-18



## POMpano BEACH PROJECT EXPERIENCE

### Kimley-Horn List of City of Pompano Beach Projects

- Atlantic Boulevard Bridge Improvements and Streetscape
- Continuing Contract for Transportation Engineering Services for Various City Projects
- WA #7 NW 2nd St Feasibility
- WA #6 Airport Access Road
- WA #8 SE 11th Bridge Plans
- WA #5 N Riverside Drive
- WA #4 Taxiway Delta
- McNab Road Design Support
- McNab Streetscape Improvements
- NE 33rd Streetscape Improvements
- NW 2nd Street and 31st Avenue
- PB Planning WA# 4 Pompano Station
- PB WA #4 Oceanside Lt
- PB Planning WA #5 Harborside at Hidden Harbour
- Continuing Engineering and Consulting for Municipal Air Park, including:
  - Relocation of Taxiway Kilo and Construction Phase Services
  - Runway 15-33 Rehabilitation, Expansion, and Construction Phase Services
  - Air Park Wildlife Assessment Study
  - Standby Diesel Engine Drive for High-Service Pump #6
  - PMP Taxiway D Reconstruction
  - PMP Airpark Obstruct Perimeter
  - Airport Zoning and Airspace
  - PMP Taxiway D CPS
  - PMP ALP Update
  - PMP TV G Grant Assistance
  - Airspace Study Checklist
  - Air Park Maintenance Storage
  - Pavement Phase 2
  - Airspace Study Checklist
  - Airspace Study Dog Park
  - Pompano Taxiway Fillet
  - Helicopter Landing Area
  - PMP Aquatic Airspace Study
  - Runway 15 Obstruction Survey
  - Pompano Airpark Main
  - Taxiway Pavement
  - Pompano Air Park Business Plan
  - Pompano Air Park Runway
  - PMP Driving Range Airspace
- East Transit Oriented Corridor (ETOC) Transportation Analysis
- Lyons Park Sanitary Sewer Rehabilitation
- Complete Streets
- Downtown and Martin Luther King Blvd.
- 19355 Dixie Highway Improvements
- Lane Elimination
- North East Force Main Installation
- Pompano Beach Lane Elimination
- 11th Avenue Bridge Report
- Fairfield Reservoir
- Atlantic One
- Pompano CRA
- Knox Farms PH 2
- Survey Golf Course Update
- Survey Support Services
- Gopher Tortoise Relocation
- Magnetic Heading Verification
- RNAV Checklist
- Water Treatment Improvements
- Employee Parking Lot Expansion
- Diesel Engineering
- Northeast Force Main Install
- Hidden Harbour Marina





# PROJECT TEAM FORM

**COMPLETE THE PROJECT TEAM 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 IN THE EBID SYSTEM.**

**PROJECT TEAM**

SOLICITATION NUMBER E20-20

Federal I.D.# 65-0806421

**PRIME**

Role	Name of Individual Assigned to Project	Number of Years Experience	Education, Degrees
Principal-In-Charge	<u>Alex Lazowick, PE, PMP</u>	<u>12</u>	<u>B.S. Civil Engineering</u>
Project Manager	<u>Stephen Williams, Sr., PE</u>	<u>42</u>	<u>B.S. Civil Engineering</u>
Asst. Project Manager	<u>_____</u>	<u>_____</u>	<u>_____</u>
Other Key Member	<u>Thomas Donahue, PE</u>	<u>41</u>	<u>B.S. Civil Engineering</u>
Other Key Member	<u>_____</u>	<u>_____</u>	<u>_____</u>

**SUB-CONSULTANT**

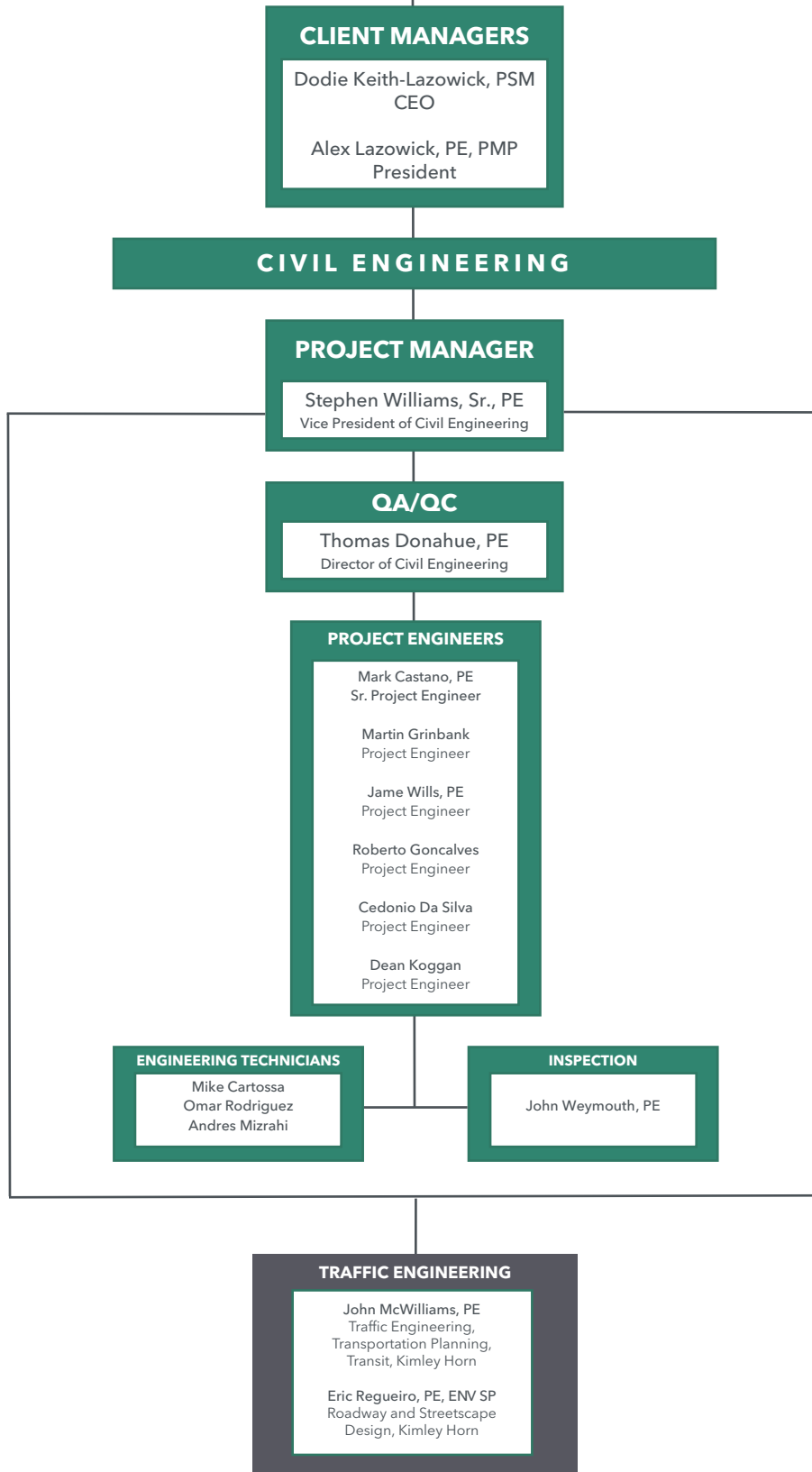
Role	Company Name and Address of Office Handling This Project	Name of Individual Assigned to the Project
Surveying	<u>_____</u>	<u>_____</u>
Landscaping	<u>_____</u>	<u>_____</u>
Engineering	<u>_____</u>	<u>_____</u>
Other Key Member	<u>Kimley-Horn 600 N Pine Island Rd #450, Plantation, FL</u>	<u>John McWilliams, PE</u>
Other Key Member	<u>_____</u>	<u>_____</u>
Other Key Member	<u>_____</u>	<u>_____</u>
Other Key Member	<u>_____</u>	<u>_____</u>

(use attachments if necessary)





# ORGANIZATIONAL CHART





# STATEMENT OF SKILLS

***"The firm is a partner to the City. For many years, KEITH staff has been tasked to handle multiple projects. In some cases, their knowledge, understanding the issues at hand, and interaction with other government agencies and interdepartmental representatives have resulted in positive outcomes. The firm's understanding of codes and standards published by agencies such as the Florida Department of Transportation (FOOT), Broward County Traffic Engineering (BCTED), South Florida Water Management District (SFWMD), and even the federal government, gives the City of Pompano Beach the comfort level that KEITH can do the job and deliver design plans that meet the most rigorous requirements and specifications. "***

**Horacio Danovich**  
**CIP and Innovation District Director**  
**City of Pompano Beach**



KEITH has extensive experience in providing professional services required for the development or redevelopment of land including the permitting, design, coordination and construction of roadway / parking area(s), stormwater, potable water, utility, and wastewater systems. Recognizing and expecting that each development or redevelopment project has its own unique site issues, KEITH performs a thorough investigation into these issues in order to avoid planning, design, coordination, and construction issues.

KEITH's staff has provided comprehensive planning and engineering services in various disciplines involving many government agencies, institutions, and municipalities. We have had the honor and privilege of serving as one of the City of Pompano Beach's Civil Engineering consultants for the past thirteen years on a continuing service basis. Our ability to work with municipalities, government agencies and other consultants, while providing close coordination with the client result in projects being completed on time and within budget. KEITH has found great success utilizing a team approach that has led to effectively identifying problems and defining solutions.

#### **STORMWATER MANAGEMENT**

KEITH has the knowledge and proven abilities to understand the complex nature of stormwater management. Especially in the urban environment, where balance must be achieved between the permitting requirements, restricted positive outfalls, budget limitations and existing historical drainage patterns. In addition, we are routinely familiar with the National Pollutant Discharge Elimination System (NPDES) Program, and the requirements to implement it.

#### **WATER DISTRIBUTION AND SANITARY SEWER COLLECTION SYSTEM SERVICES**

KEITH has a vast experience with studies, designs, permitting and construction administration tasks associated with water distribution and sanitary sewer collection systems. Designs following standards of most all South Florida utility providers have been implemented. Sanitary sewer collection system designs ranged in pipe sizing from a 2 inch force main serving a grinder pump system to a 16 inch diameter force main transmission line. Water distribution system designs ranged from 4 inch diameter fire sprinkler lines to 24 inch diameter water transmission lines. All manner of service demand evaluation and hydraulic capacity of these systems has been evaluated in the design of these systems. KEITH inspection staff have expertise with all AWWA/ Florida HRS testing requirements of water distribution systems and all FDEP testing requirements for gravity/ force main sanitary sewer collection systems.

## SURVEYING & MAPPING

The expertise of our Land Surveying staff is evidenced by Ms. Dodie Keith-Lazowick, PSM, Mr. Bill Arata, PSM, Mr. Eric Wilhelm, PSM, Mr. Michael Mossey, PSM and Mr. Timothy Gray's, PSM combined South Florida surveying experience of over 100 years. This experience has resulted in a tremendous database of knowledge and information. The ability to offer in-house surveying and mapping capabilities provides for a more comprehensive unified team. Services include boundary, topographic, control, wetland, mitigation, route, aviation, bathymetric, Mobile LiDAR, GIS, GPS, as-built, American Land Title and coastal surveys, legal descriptions, right-of-way mapping, design base sheets, title review,

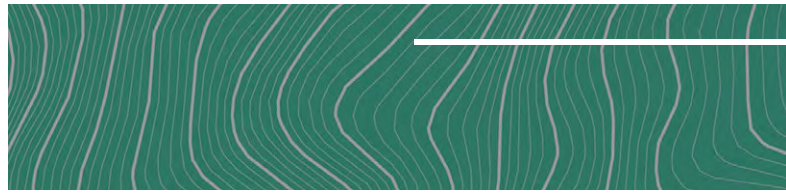
DTMs, differential leveling, construction stakeout, platting, expert witness surveying, and mapping services. The firm maintains eight full-time field crews to provide for our clients on an as-needed basis. Our entire field staff has received Maintenance of Traffic (M.O.T.) Safety Training currently required by the Florida Department of Transportation for work within public roadways. KEITH is also in full compliance with the current School Board Security Clearance Policies of finger printing and successful background checks in accordance with the State of Florida Jessica Lunsford Act for school access by workforce personnel. We understand the importance of these security requirements and are in 100% compliance for the safety of our staff and the public.

KEITH has placed a strong emphasis on quality surveying and mapping practices and procedures. This focus ensures that our surveying personnel are committed to exceeding your expectations.

## SUBSURFACE UTILITY ENGINEERING (SUE)

Subsurface Utility Engineering (SUE) provides accurate mapping of existing underground utilities, eliminating the need to "find out the hard way" that plotted utility information was inaccurate. Performed during the project design process, Subsurface Utility Engineering can help utility owners, designers, engineers and contractors avoid conflicts or project delays. To avoid these issues, many clients turn to KEITH, a recognized leader in Subsurface Utility Engineering.

KEITH's staff has the expertise required to deliver accurate utility information needed by clients, engineers, contractors and designers to make informed decisions. Using KEITH's' SUE services will result in the enhanced accuracy of project designs and cost estimates by collecting and mapping underground utility data that was primarily unknown.



Our team of experts also includes utility coordination managers with extensive experience in working with facility owners, design teams and agencies to mitigate conflicts between existing facilities and proposed designs. Our relationships with area utility agencies serve to facilitate negotiations, expedite requests for available records and ultimately the successful certification of each project.

## LANDSCAPE ARCHITECTURE

Our Landscape Architecture Department specializes in the creative fusion of architecture, landscape architecture and the environment. The ability to offer in-house landscape architecture design capabilities, ISA certified arborist and certified landscape inspector provides for a more comprehensive unified team.

Our team has provided innovative designs for institutional and commercial projects, residential and mixed-use developments, streetscape and roadway beautification, active and passive parks, plazas and various urban redevelopments. Whether it is in meeting the code of landscape ordinances with creativity or in creating spectacular lush destinations, we bring experience, knowledge, fresh energy and innovation to each project. Our approach is one of an extension of our clients' staff, offering guidance and assistance to make smart, long-term decisions that result in greater value for them, their projects, their stakeholders and our community as a whole. Regardless of the scope of the project, we pay special attention to architectural and landscape detail and welcome every opportunity to improve our environment.

## GENERAL PLANNING SERVICES

KEITH has a vast amount of experience in providing professional planning services. This may include long range planning services comprising of 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. We understand the necessity for continual input during the conceptual site planning design stages to assure a satisfactory final community site plan. KEITH has the knowledge and proven abilities to coordinate and provide all necessary services for



commercial and residential community site planning. KEITH will provide coordination of the development review process from initial conceptual design, application submission to final approval. Our team utilizes a hands-on approach to meet the community site planning needs.

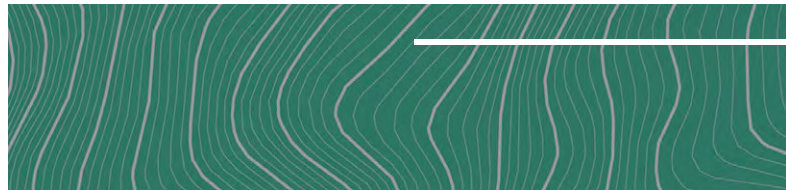
KEITH can also provide numerous planning studies including, but not limited to, parking studies, corridor studies, state mandated planning reports, urban design analysis, transfer of development rights, community liaison, and numerous types of feasibility studies.

## PERMITTING

Permitting to facilitate construction of improvements is a critical element in the overall project management process. Permitting can be extremely time consuming and may result in project delays and cost overruns. It is, therefore, critical that members of the project management team work closely with the client, other consultants, and the respective agencies to identify issues of importance to regulatory agencies during early stages of the design process.

To facilitate an orderly flow of our design services, KEITH utilizes a hands-on approach, meeting early in the process with regulatory agencies having jurisdiction over the site to evaluate their standards and assess the issues relative to their approval process. Our project approach includes permitting as a specific task in our scheduling process and given the magnitude of the assignment, schedules may be updated more frequently to assure compliance with the overall project schedule. KEITH's experience in dealing with the regulatory agencies enables us to secure the necessary permits in a most expeditious manner.

The following pages will outline the relevant project experience of KEITH and it's unmatched team.



## POMPA NO BEACH BOULEVARD STREETSCAPES

City of Pompano Beach  
Mr. Horacio Danovich, CIP Engineer  
100 West Atlantic Boulevard  
Pompano Beach, Florida 33060  
(954)786-7834  
horacio.danovich@copbfl.com

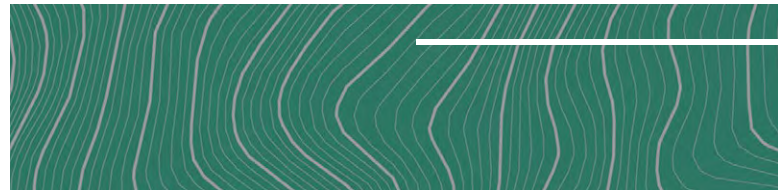
**Project Description:** The Pompano Beach Boulevard Streetscape project included the redesign of Pompano Beach Boulevard roadways, median and pedestrian pathways adjacent to Pompano Beach, south of the pier to Atlantic Boulevard, including a signature plaza at the end of Atlantic Boulevard, and North to NE 5th Street. Because much of the project was located seaward of the Coastal Construction Control Line, the design required extensive hydrographic and topographic survey in accordance with the requirements of the Florida Department of Transportation Environmental Protection-Division of Beaches and Shores as set forth in Section 62B-33.0081. KEITH was responsible for Civil Engineering Design and Surveying for the development of a unique beach front venue including enhancement of roadway and on-street parking pedestrian streetscape/landscape, drainage improvements, relocation, utility infrastructure along Pompano Beach Blvd and underground of overhead Utilities from Atlantic Boulevard to NE 5th Street.



**HILLSBORO BOULEVARD STREETSCAPES**

City of Deerfield Beach CRA  
 Mr. Charles DaBrusco, City Engineering  
 200 Goolsby Boulevard,  
 Deerfield Beach, FL 33442  
 (954) 480-4269  
 cdabrusco@deerfield-beach.com

**Project Description:** The Hillsboro Boulevard Streetscape (S.R. 810) improvement project included beautification improvements and the reconstruction of Hillsboro Boulevard from Federal Highway (US-1) to A1A. The roadway reconstruction included new turning lanes, drainage improvements and relocating utilities underground. New pedestrian crossing safety lighting has been installed across the Federal Highway intersection. The streetscape portion of the project included the installation of new paver sidewalks decorative streetlights, bus stop benches, trash receptacles and decorative landscaping. These improvements are expected to greatly enhance the visual appeal of Hillsboro Boulevard and improve the safety and flow of pedestrians and vehicles between Federal Highway and Deerfield Beach. Keith and Associates provided engineering design, inspection, permitting, surveying and mapping, construction administration for roadway reconstruction, utility upgrades and streetscape improvements to approximately 4,800 linear feet, of which 2,700 linear feet comprised new 10" water main along Hillsboro Boulevard from US-1 to A1A. Streetscape improvements include: roadway cross-section, water main and drainage improvements, mast arm signals, utility coordination, coordination with the utilities on the design and placement of new facilities, safety improvements, landscape and streetscape design, decorative lighting, bid assistance, construction administration, inspection services and undergrounding the franchise utilities for power, cable television and telephone.



**MLK BOULEVARD STREETSCAPES**

City of Pompano Beach CRA  
 Mr. Horacio Danovich, CIP and Innovation  
 District Director  
 100 West Atlantic Boulevard  
 Pompano Beach, Florida 33060  
 (954) 786-7834  
 horacio.danovich@copbfl.com

**Project Description:** The Pompano Beach Northwest Community Redevelopment Agency (CRA) wanted to enhance the area along Martin Luther King Boulevard between I-95 and Dixie Highway. This area was part of the CRA's overall master plan known as the "Downtown Pompano Connectivity Plan". The proposed improvements included multi-modal (pedestrian/bicycle/transit) friendly streetscape with landscape/hardscape beautification features along MLK Boulevard including special pavement materials, new pedestrian level and roadway decorative lighting, streetscape furnishings, utility adjustments (including undergrounding overhead FPL/Comcast/AT&T lines), and overall drainage, utility and roadway improvements. KEITH was awarded this project as the Prime Consultant and assembled a multi-disciplinary team to complete all design aspects. KEITH as the Lead/Prime consultant was responsible for the overall team management, Engineering, Permitting, Planning, Surveying, Public Consensus and Construction Management. After the design was complete, the CRA split the project into two construction phases due to budgeting restraints. Phase 1 would consist of Dixie Highway to NW 6th Avenue and Phase 2 would be I-95 to NW 6th Avenue. Phase 2 was fully designed and permitted by KEITH and is pending the City approval to move to construction.

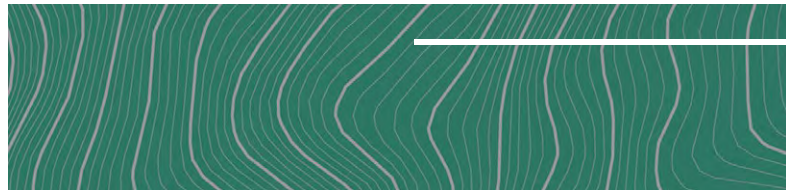


### CITY OF POMPANO BEACH GENERAL ENGINEERING MISCELLANEOUS SERVICES

City of Pompano Beach  
 Ms. Phyllis Korab, Assistant City Manager  
 100 West Atlantic Boulevard  
 Pompano Beach, Florida 33060  
 (954) 786-4608  
 phyllis.korab@copbfl.com

**Project Description:** KEITH is currently providing general engineering services to the municipality on an as needed basis on this ongoing continuing services contracts. Some projects provided under this contract include:

- Harbor Drive Beautification & Roadway Improvements
- Pompano Beach Sidewalk Construction Program
- Municipal Reclaimed Water Main Design
- Force Main Replacement Design
- Pompano Beach Branch Library Renovations
- Municipal Golf Course, Dog Park and Pier Renovations
- SE 8th Court Bridge Replacement
- Reuse Water Main Distribution System
- Oceanside Fire Station #11
- NE 4th Street Reuse Water Line Expansion
- Pompano Air Park Maintenance Building Design
- Condition Assessments for Various City Owned Buildings & Facilities
- Pompano Beach Boulevard Water Main Design
- Fire Station 103 Design, Site Plan and Permitting services
- Municipal Chiller Plant
- Pompano Beach HUD Loan Assistance for Old Pompano Area



### CHARLOTTE BURRIE CIVIC CENTER

City of Pompano Beach  
 Tammy Good, CIP Manager  
 100 West Atlantic Boulevard  
 Pompano Beach, Florida 33060  
 (954) 786-4640  
 Tammy.Good1@copbfl.com

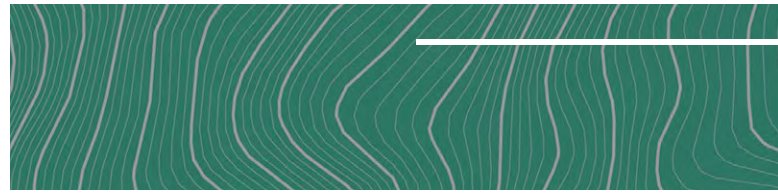
**Project Description:** KEITH provided civil engineering, permitting, landscape architecture and construction administration and coordination services for the 8,712-SF Charlotte J. Burrie Community/Civic Center location at 2669 North Federal Highway in Pompano Beach's Cresthaven neighborhood. The Civic Center was designed with multipurpose meeting spaces for civic, social, and recreational activities, easy pedestrian access with ADA compliance, porte-cochère entrance for inclement weather protection, and 48 vehicular and 20 bicycle parking spots. The interior of the Civic Center includes a lobby/pre-function area, reception area, administrative offices, small conference room, large assembly space accommodating up to 250 people, fixed platform performance stage, warming kitchen, storage areas and two activity rooms. The Civic Center building is LEED-certified. The engineering requirements include LEED templates, permitting, engineering plans including water and sewer, on-site paving, grading and drainage, signing and pavement marking, stormwater pollution prevention, bidding assistance and construction observation. Landscape services included tree inventory and appraisal, a tree disposition plan, landscape and irrigation plans, and landscape construction observation.



### POMPAÑO BEACH PIER PARKING GARAGE

Pompano Beach CRA  
 Mr. Horacio Danovich, CIP and Innovation District  
 Director  
 100 West Atlantic Boulevard  
 Pompano Beach, Florida 33060  
 (954) 786-7834  
 horacio.danovich@copbfl.com

**Project Description:** The new Pompano Beach Pier Parking Garage is located at the southeast corner of North Ocean Blvd. (SR- A1A) and NE 3rd Street on a 3.5-acre site. The new parking garage includes five stories, 625 parking spaces, speed ramp to facilitate access to higher levels of the garage and some retail space on the ground level fronting NE 3rd Street and the new Pier Street. The Pompano Beach CRA has ambitious plans for the redevelopment of the area and the need for additional parking facilities in the beach area is critical for the future of this beach community. As part of the design-build team, led by Kaufman Lynn Construction, KEITH was responsible for Planning, Surveying, Utility Coordination/Investigation, Civil Engineering, Landscape Design, Permitting and Construction Inspection of the project. Our professional services included extensive community and municipal outreach, complete topographic and boundary surveying, utility investigation of all public and private utilities within and adjacent to the project limits, complete civil design to adequately provide water/fire/sanitary sewer service and stormwater management design/grading of the site to ensure compliance with recently changed federal/state and local criteria, full landscape and irrigation design, permitting through all jurisdictional agencies and construction inspection and certification services.



### DEERFIELD BEACH OCEANWAY IMPROVEMENTS

City of Deerfield Beach CRA  
 Ms. Kris Mory CRA Director/Economic Development  
 Manager  
 954-480-4262  
 KMory@deerfield-beach.com

**Project Description:** This was a project involving engineering, permitting, construction administration/inspection and surveying services for a 1-mile portion of Ocean Way in the City of Deerfield Beach CRA. The project objective was to resolve significant drainage issues and provide traffic calming and beautification in the corridor. Services included complete engineering design, construction engineering inspection services, topographic/design surveying and extensive community liaison services. Project improvements entailed extensive streetscape design elements including decorative brick paver sidewalks, gateway entrance features, and paver crosswalks, and included a new underground stormwater system to address flooding issues and a dilapidated existing system. Marine sea turtle compliant lighting concerns, beach restoration and coastal permitting were all encompassed in the scope of services. Community involvement and consensus building were critical elements of our liaison responsibilities for this sensitive coastal community. Keith and Associates facilitated a number of charrettes to provide project information and obtain community input and consensus from the homeowners and associations impacted by the project. This was a time sensitive 18 month beautification and drainage improvement project which was completed on time and under the project budget.

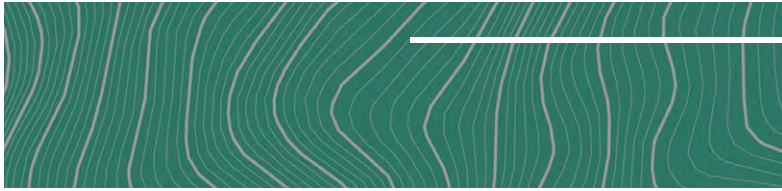


**CITY OF PARKLAND CONTINUING ENGINEERING AND SURVEYING SERVICES**

City of Parkland  
 Mr. Sowande Johnson, PE  
 Assistant City Manager  
 (954) 757-4144  
 SJohnson@cityofparkland.org

**Project Description:** KEITH is currently providing general engineering, planning and surveying services to the municipality on an as-needed basis as part of our Continuing Contract for Professional Engineering, Planning and Surveying Services. Some projects provided under these contracts include:

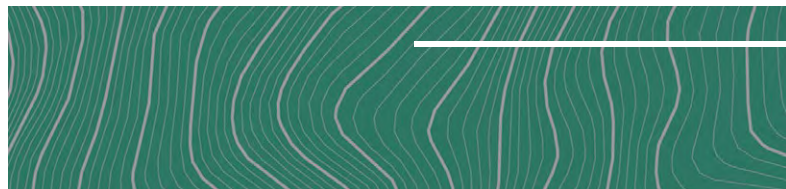
- Pine Trails Park Wetland Mitigation Area
- Municipal Land Use Map Amendments
- Master Plan for "The Wedge" Parcel
- Parkland Dog Park Design
- Capital Improvements Elements (CIE) Annual Update
- Liberty Park (Build-A-Park Community Project)
- Annexation Parcel Map Exhibit
- Dollyland Parcel Sketch
- Misty Meadows Parcel Sketch
- North Springs Improvement District Parcel
- Holmberg Road Sidewalk Improvements
- Citywide Traffic Study
- Update City of Parkland Maps
- Pine Trails Park Roadway & Utility Improvements
- Land Use Map Update & Text Amendment
- Lox Road Lighting Photometric Plan
- Parkland Roundabout Conceptual Design
- Tennis Center at Quigley Park



**DEERFIELD BEACH HIGHLANDS PARK COMMUNITY CENTER**

City of Deerfield Beach CRA  
 Ms. Kris Mory CRA Director/Economic Development Manager  
 954-480-4262  
 KMory@deerfield-beach.com

**Project Description:** New Community Center addition to an existing City of Deerfield Beach park located on the northeast corner of NE 44th Street and NE 6th Avenue on a 2 acre site. The new Community Center includes 3,000-SF. DiPompeo Construction, Inc. was selected by the City as the contractor. KEITH provided Surveying, Utility Coordination/Investigation, Civil Engineering, Permitting and Construction Inspection of the project. Our professional services included community and municipal outreach participation, complete topographic and boundary surveying, utility investigation of all public and private utilities within and adjacent to the project limits, complete civil design to adequately provide water/ fire/sanitary sewer service and stormwater management design/grading of the overall site to ensure compliance with the most recent/current federal/state and local criteria, permitting through all jurisdictional agencies and construction inspection and certification service.



**CITY OF COCONUT CREEK GENERAL ENGINEERING SERVICES**

City of Coconut Creek  
 Mr. Robert McDonald  
 Project Manager  
 (954) 973-6786  
 rmcDonald@coconutcreek.net

**Project Description:** KEITH has served as the General Engineering Consultant for the City of Coconut Creek for the past 5 years. KEITH is providing on-going continuing services as needed including civil engineering, surveying, planning, landscape architecture, and construction engineering inspections. Some projects provided under this contract include:

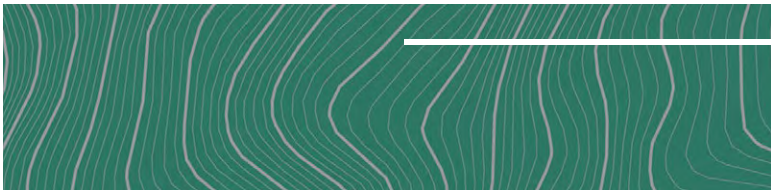
- Coconut Creek Fire Station No. 113 Due Diligence
- CEI Services for Landscape Improvements for SR-7
- Lyons Road Median Enhancements
- Lyons and Cullum Road

**BCWWS SEPTIC TANK ELIMINATION CONTINUING ENGINEERING SERVICES**

Broward County Water and Wastewater Services  
 Mr. Rolando Nigaglioni, PE  
 Planning and Development Manager  
 (954) 831-0882  
 rnigaglioni@broward.org

**Project Description:** Broward County Water and Wastewater Services is implementing a new septic tank elimination program which consists of short sanitary sewer runs to serve small pockets of previously unserved properties. KEITH is providing engineering services for water distribution, wastewater collection and storm water collection systems. As the Prime consultant, KEITH is providing design and construction support services throughout the county related to the septic tank elimination program. Septic Tank Elimination Program Projects provided under this contract include:

- District 3A STEP Area 3A-N Design and Construction: This project entails approximately 36 septic tank eliminations and incorporation of a new gravity sewer system lift station in the City of Hollywood (District 3A-N) on SW 33rd Ave SW 32nd Terr SW 33rd Terr and the north half of Stirling Road (SR 848). This project was divided in two phases; preliminary analysis to select a lift station and the design/procurement/construction services to implement the preliminary analysis.
- District 1 STEP Area 3A-H: This project entails the construction of approximately 400 LF of 8" PVC watermain, 2 maintenance access structures and associated service lines and cleanouts. The proposed project has the potential to eliminate approximately 50 septic tanks from the adjacent mobile home park. The proposed gravity sewer is to be located on Griffin Rd. and SW 24th Ave.



## Pompano Beach Airpark Continuing Services



*These images are associated with Runway 15-33 Rehabilitation*

Since 2005, Kimley-Horn has provided general aviation consulting services for the City's Airpark.

In 2008, Kimley-Horn's was selected again to undertake the most important airfield construction project the airport had ever planned—the extension and rehabilitation of its main Runway 15-33. The runway had performed admirably for 40 years without any structural rehabilitation, but preventative maintenance was no longer sufficient to maintain the long-term structural integrity of the runway. While the runway was closed, several improvements included in the recently completed master plan update were accomplished, including extending Runway 15-33 by 500 feet to the northwest, displacing the Runway 33 threshold by 340 feet, and replacing the aging Omni-directional Approach Light System (ODALS) with a new Medium Intensity Approach Light System (MALSL).

Other projects include:

- > Pavement Maintenance Program
- > Taxiway N widening
- > Taxiway Fillet widening

CLIENT  
**City of Pompano Beach**

LOCATION  
**Pompano Beach, FL**

AVIATION



# RESUMES OF KEY STAFF





**ALEX LAZOWICK, PE, PMP**  
President / Client Service Manager

Mr. Lazowick was introduced to civil engineering and construction by his grandfather, Mr. Bill Keith, founder of the firm. He is eager for the challenge to be the third family generation professional working to provide quality developments within the South Florida community. Mr. Lazowick has gained experience in civil engineering design projects including water, sewer and drainage systems, roadway design, permitting, and construction administration services. He understands the importance of working together as a team to quickly identify and establish project goals and achieve successful results in the most expedient and cost effective manner. His qualifications include knowledge with AutoCAD Civil 3D, Navisworks, Revit, BIM, Microsoft Office, computer networking, and he possesses excellent communication skills.

## RELEVANT PROJECT EXPERIENCE

**Pompano Beach Design/Build Pier Beach Parking Garage, Pompano Beach, FL:** The new Pompano Beach Pier/Beach Parking Garage is located at the southeast corner of North Ocean Blvd. (S.R. A1A) and NE 3rd Street on a 3.5-acre site. The new parking garage includes five stories, 625 parking spaces, speed ramp to facilitate access to higher levels of the garage and some retail space on the ground level fronting NE 3rd Street and the new Pier Street. As part of the design-build team, led by Kaufman Lynn Construction, KEITH was responsible for Planning, Surveying, Utility Coordination/Investigation, Civil Engineering, Landscape Design, Permitting and Construction Inspection of the project.

**Pompano Beach Fire Station No. 24 Design/Build, Pompano Beach, FL:** KEITH, as a subconsultant partner to Currie Sowards Aguila Architects and West Construction, is currently providing engineering design and permitting, project coordination, surveying, landscape architecture and construction services for the replacement of the existing Pompano Beach Fire Station 24 located at 2001 NE 10th Street. The scope of work includes design and construction for this new two story, multi-bay fire protected building. New utilities and services along with new landscaping, 23 parking spaces, offices training room and an exercise room on the first floor.

**Charlotte Burrie Civic Center, Pompano Beach, FL:** KEITH is currently providing civil engineering, permitting, construction administration and coordination and landscape architecture services for the 8,712-SF Charlotte J. Burrie Community/Civic Center location in Pompano Beach. The Center is designed with multipurpose meeting spaces for civic, social, and recreational activities, easy pedestrian access with ADA compliance, porte cochere entrance for inclement weather protection, and 48 vehicular and 20 bicycle parking spots. Interior floor plans feature reception area and administrative offices; small conference room; assembly spaces for classes or meetings; large multipurpose room to offer table seating for 125, or theater style seating for 250, as well as a performance stage; and a warming kitchen, restrooms, and storage areas.

**SE 8th Court Bridge Replacement, Pompano Beach, FL:** The project consisted of replacing an existing bridge along SE 8th Court, immediately east of SE 22nd Avenue. The project included complete design, permitting, bid assistance, coordinated structural engineering for the bridge design, and construction inspection for phased bridge and bulkhead rehabilitation/ replacement. The SE 8th Court bridge carries a two lane roadway (one lane each direction) which is the only means of ingress/egress to the residential island community.

**BCWWS Water and Waste Water Services Continuing Contract, Broward County, FL:** Broward County Water and Wastewater Services is implementing a new septic tank elimination program which consists of short sanitary sewer runs to serve small pockets of previously unserved properties. KEITH is providing engineering services for water distribution, wastewater collection and storm water collection systems. As the Prime consultant, KEITH is providing design and construction support services throughout the county related to the septic tank elimination program.



*Years of Experience*  
11

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

*Professional Registrations*  
Professional Engineer,  
State of Florida, #78625  
(2015)

*Project Management Professional Certification*  
No. 2554175 (2019)

*Professional Affiliations*  
ASCE Member

*FES Member*

*BIM Smart Foundation Member*

*BuildingSMART Foundation Member*

*Professional Certifications*  
Troxler Nuclear Gauge

*FDOT Workzone Traffic Control Intermediate Level MOT*

*30 Hour OSHA General Industry safety and health hazard recognition and prevention*

**KOI Residences and Marina, Pompano Beach, FL:** Mr. Lazowick assisted with the design and permitting tasks associated with the development of this 8.8 acre parcel which includes 350 residential condos and apartments, integrated with restaurant and retail commercial within a compact integrated gated community. Project is located along Atlantic Boulevard (SR 814) also includes a 48 slip marina. Design includes off-site FDOT turn lanes, exfiltration trench accented stormwater management system, lift station serving all uses, and an extensive internal roadway system connecting all 13 buildings. Site and utility infrastructure was designed and modeled with AutoCAD Civil 3D. Mr. Lazowick was responsible for collaborating with architectural and support subconsultant team to set shared coordinate base to correlate Revit design files with AutoCAD Civil 3D, and link all files into Navisworks. As the firm's BIM Coordinator, he was responsible for assisting with clash detection and constructability reviews.

**City of Parkland Miscellaneous Engineering, Planning & Survey Services Contract, Parkland, FL:** KEITH provides ongoing continuing services on an as needed basis for General Planning, Engineering and Surveying and Mapping services to the municipality. Some projects provided under these contracts include: Parkland Roundabout Conceptual Design, Tennis Center at Quigley Park, Holmberg Road Roadway Improvements, and miscellaneous topographic and boundary surveys for various municipal design contracts.

**City of Deerfield Beach General Engineering Services, Deerfield Beach, FL:** KEITH has served as the General Engineering Consultant for the City of Deerfield Beach for over 14 years. KEITH is providing on-going continuing serves as needed including engineering and surveying and mapping services to the municipality. KEITH also provided plan review services.

**Continuing Contract for Professional Engineering Services, Town of Southwest Ranches, FL:** KEITH is providing civil engineering and civil engineering inspection and review services for this continuing services contract. Mr. Lazowick is serving as KEITH's contract manager responsible for providing professional engineering services for projects identified in the City's Capital Improvement Plan and miscellaneous engineering services.

**Port Everglades A/E Services, Fort Lauderdale, FL:** KEITH is providing landside civil engineering, surveying and subsurface utility engineering (SUE) services for this continuing services contract. Mr. Lazowick is serving as KEITH' project oversight, responsible for coordinating all design, surveying and SUE efforts. He is also the firm's liaison with the owner and other consultants. This contract is an on-call general services type contract, which is utilized to provide any array of civil engineering services to the client.

**Broward County Water Reclaimed Water Plant Expansion, Broward County, FL:** KEITH served as a subconsultant to Brown and Caldwell and was responsible for performing the pre-design, detailed design, bidding and permitting services, as well as engineering services during construction for the expansion of the existing reclaimed facility to increase its capacity.

**Fort Lauderdale-Hollywood International Airport (FLL) South Runway 10R/28L Expansion Lead Design Team, Fort Lauderdale, FL:** Mr. Lazowick was responsible for the design of all utilities, earthwork, grading and portions of the stormwater management system associated with the 8,000-foot runway expansion project. He assisted with the development of conceptual runway extension design alternatives and permitting of the 24" water and 16" sewer transmission utility main relocations. Responsibilities included the preparation of the Design Criteria Package for the Design/Build portion of the tunnel and bridge section over the FEC Railroad, US 1 and Interstate 595 entrance ramps, all surveying and mapping functions including Utility Coordination and Subsurface Utility Locations and identification and the coordinating and overseeing designations and locations of all geotechnical borings associated with the design efforts.

**Broward County Parks and Recreation Projects - District 2 Park Improvements, Broward County, FL:** Mr. Lazowick provided construction engineering inspections for the final stages of this re-construction associated with the recreational facilities of two major County parks.

- **Quiet Waters Park** - Project included existing entrance and exit roadway to be reconstructed, construct toll booth and gate house, construct new 8' wide concrete pedestrian walkway from gate house, construct 1 story CBS maintenance building, and pool area improvements.
- **Tradewinds Park (South)** - Project included construction of new gatehouse, overhaul softball complex, new concessions building, overflow parking lot (1.5 acres), soccer field upgrades including new restroom and concession building.



## ADOLPHINE "DODIE" KEITH-LAZOWICK, PSM

Chief Executive Officer (CEO) / Client Service Manager

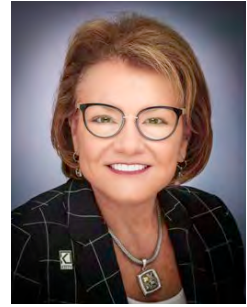
Ms. Dodie Keith-Lazowick, with over 41 years of professional experience, succeeds her father, Bill Keith, as a second-generation professional surveyor, CEO and Managing Principal of the firm. By continuing the civic philosophy and commitment to professional excellence, the firm has grown to over 170 qualified staff members and services Florida as a whole from our Pompano Beach, Miami, Fort Lauderdale, Lake Worth, and Orlando centers of operations. She serves as the Corporate Officer for all contracts, assuming responsibility for providing sufficient resource allocations and corporate commitment to our diverse client base. Ms. Keith-Lazowick is well known to the community and the agencies through her years of professional practice, local involvement and as a 55+ year resident of Broward County. Her extensive experience in South Florida has encompassed many phases of planning, design and construction including Civil Engineering, Surveying and Mapping, Comprehensive Land Planning, Landscape Architecture, Subsurface Utility Locations and Utility Coordination, and Construction Management. As a Senior Project Coordinator-Manager, she has supervised and provided complete development services of both public and private projects for commercial, industrial, transportation, aviation, marine, mixed-use and residential developments. She has particular expertise in governmental liaison and has been extremely successful as an advocate for the permitting and approvals of our projects due to her professional proactive approach. Ms. Keith-Lazowick is driven by new challenges and desire to be successful through hands-on, team-building management approach. She has extensive experience in management of governmental contracts acting in an owner's rep, and construction manager capacity. She has extensive management experience on large governmental programs and understands the importance of meeting the needs of the owner from concept through implementation.

### PROJECT EXPERIENCE

**City of Pompano Beach and CRA Miscellaneous Engineering Services Contract, Pompano Beach, FL:** KEITH has served as the General Engineering Consultant for the City of Pompano Beach for over 16 years. Ms. Keith-Lazowick is the Contract Manager/Elected Officials Liaison for the firm on an as needed basis. Many of the project assignments have been in the redevelopment of roadways, parking facilities and utility infrastructure design. All services of the firm are utilized including planning, civil engineering, surveying, subsurface utility engineering, and landscape architecture. Signature design and construction projects include:

- Martin Luther King Boulevard Streetscape and Utility Improvements
- Old Historic Pompano Downtown Roadway and Utility Improvements
- Pompano Beach Boulevard Streetscape, Utility and Dune Restoration Project
- Harbor Drive Beautification, Roadway and Utility Improvements
- Pompano Beach Sidewalk Construction Program
- Municipal Reclaimed Water Main Phase III Design and Construction
- SE 8th Court Bridge Replacement
- NE 27th Terrance Bridge Replacement
- Municipal Force Main Replacement SE 13th Street Design and Construction
- Pompano Airpark Master Drainage Plan
- Collier City Sanitary Sewer Improvements

**City of Deerfield Beach and CRA Miscellaneous Engineering Services Contract, Pompano Beach, FL:** KEITH has served as the General Engineering Consultant for the City of Deerfield Beach for over 14 years. KEITH is providing on-going continuing services as needed including 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: Hillsboro Boulevard beautification and utility improvements, Beach Dune re-nourishment program, Ocean Way improvements, and the Cove Shopping Center drainage & beatification improvement project.



*Years of Experience*  
41

*Education*  
B.S. Land Surveying,  
University of Florida,  
1982

*Professional Registrations*  
Professional Surveyor &  
Mapper, State of Florida,  
#4105 (1984)

*Professional Affiliations*  
Florida Survey and  
Mapping Society (FSMS)  
Executive Committee  
Member

*American Congress on  
Surveying and Mapping*

*National Society of  
Professional Surveyors*

*Publications*  
Co-editor, "Laws and  
Regulations Affecting  
Surveying Practice in  
Florida," ACSM/FSPLS  
Student Chapter, 1982

*Co-author, "Total Station  
Capability," Proceedings  
of the ASCM, Fall 1984,  
San Antonio, Texas*

**Blanche Ely High School Athletic Field Enhancements, Pompano Beach, FL:** Ms. Keith-Lazowick served as Contract Manager/Principal-In-Charge for the Broward County School District for this design build project being performed by Balfour Beatty Construction Company. The project includes complete renovation of the football stadium, home and visitor concession stands, baseball fields, as well as redevelopment of the site infrastructure to accommodate the reconstruction. KEITH prepared the paving, grading and drainage, water distribution and sanitary sewer collection plans associated with the project.

**Pompano Historical Society Sample-McDougald House Museum, Pompano Beach, FL:** This historic home was originally constructed in 1916 on Dixie Highway in the City of Pompano Beach. The goal of the project was to relocate the house in May of 2001 to its new location at a City park at 450 NE 10th Street in the City of Pompano Beach. The house interior has been renovated through community participation through 2008. Keith and Associates, Inc. is proud to have provided the required topographic/design surveys, and civil engineering for this community service project. Current services being contributed to this project included site plan processing, civil design for water, sewer, drainage, parking lot and driveways, permitting, and surveying. The firm plans to continue with its participation in this historic preservation project through construction inspections and final engineering certifications. Keith and Associates, Inc is a "Heritage Society" level donor to this facility through our in-kind donations thus far. Dodie Keith-Lazowick current serves on the Sample-McDougald Board of Directors.

**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 11 years. 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.

**FDOT District 4 Miscellaneous Survey Contract:** Ms. Keith-Lazowick is currently serving as Senior Surveyor and Mapper for this General Services Contract that was awarded to KEITH in 2011. Typical project types included right-of-way recovery, stakeout of existing right-of-way, control surveys, boundary surveys, topographic surveys and setting of aerial targets in support of aerial photogrammetry. This was a 5-year contract expiring in September 2016, which provided \$1,200,000 in contract fees.

**Oceanside Fire Station #11, Pompano Beach, FL:** The City of Pompano Beach's new barrier island Oceanside Fire Station (Station #11) is a state of the art fire station located on A-1-A, north of Atlantic Blvd. The 13,000+ square foot building houses the fire department staff and apparatus as well as ocean rescue. KEITH worked with a team of consultants with the primary responsibility of surveying and platting. The proposed site required a land use plan amendment, rezoning, platting and site plan approval before the station could be permitted.

**Consultant Services for Everglades Holiday Park Improvements, Fort Lauderdale, FL:** KEITH is providing comprehensive design, permitting, bid and construction phase services associated with site improvements at Everglades Holiday Park. The improvements include renovation, construction and/or reconstruction of boat docks, boat ramps, parking, limited utility infrastructure and other minor park related amenities and improvements. Some of the unique challenges this park is facing is the single-lane bridge park access, general site flooding from lack of adequate drainage for flood protection and water quality from existing well, and the existing facility not meeting ADA requirements.

**Fort Lauderdale/Hollywood International Airport - General Engineering Consultant Airport Capital Improvement Program (subconsultant to RS&H and EAC Consulting), Fort Lauderdale, FL:** Ms. Keith-Lazowick served as the Contract Manager for multiple teams providing planning, engineering and construction services. Her ability to properly scope a project, meet schedule requirements and create reasonable budgets has been proven time and again through the multiple assignments under these contracts. Signature projects include: Taxiway C West Reconstruction Project, AGIS Safety Critical Airfield Signage Survey, Northern and Ravenswood Drainage Systems Analysis, Airfield Modification/High-Speed Exits, Obstruction Analysis, HWO Runway Ends 9R/27L, Westside Development Utility Certification Project, and Westside Cavity Study.



## **STEPHEN WILLIAMS, SR., PE**

Vice President of Civil Engineering / Project Manager

Mr. 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 transportation, utility, water management, municipal, aviation, recreation, roadway and land development (governmental, residential, mixed-use and commercial) 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. He has served as the general municipal civil engineering consultant to cities of Oakland Park, Miramar, Plantation, Fort Lauderdale, Sunrise, Pompano Beach and Tamarac throughout his career. 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**

**City of Pompano Beach Miscellaneous Civil Engineering Services, Pompano Beach, FL:** KEITH has served as the General Engineering Consultant for the City of Pompano Beach for over 16 years on an as needed basis. All services of the firm are utilized including planning, civil engineering, surveying, subsurface utility engineering, and landscape architecture.

**Charlotte Burrie Civic Center, Pompano Beach, FL:** KEITH is currently providing civil engineering, permitting, construction administration and coordination and landscape architecture services for the 8,712-SF Charlotte J. Burrie Community/Civic Center location in Pompano Beach. The Center is designed with multipurpose meeting spaces for civic, social, and recreational activities, easy pedestrian access with ADA compliance, porte cochere entrance for inclement weather protection, and 48 vehicular and 20 bicycle parking spots. Interior floor plans feature reception area and administrative offices; small conference room; assembly spaces for classes or meetings; large multipurpose room to offer table seating for 125, or theater style seating for 250, as well as a performance stage; and a warming kitchen, restrooms, and storage areas.

**Pompano Beach Design/Build Pier Beach Parking Garage, Pompano Beach, FL:** The new Pompano Beach Pier/Beach Parking Garage is located at the southeast corner of North Ocean Blvd. (S.R A1A) and NE 3rd Street on a 3.5-acre site. The new parking garage includes five stories, 625 parking spaces, speed ramp to facilitate access to higher levels of the garage and some retail space on the ground level fronting NE 3rd Street and the new Pier Street. As part of the design-build team, led by Kaufman Lynn Construction, KEITH was responsible for Planning, Surveying, Utility Coordination/Investigation, Civil Engineering, Landscape Design, Permitting and Construction Inspection of the project.

**Pompano Beach Fire Station No. 24 Design/Build, Pompano Beach, FL:** KEITH, as a subconsultant partner to Currie Sowards Aguila Architects and West Construction, is currently providing engineering design and permitting, project coordination, surveying, landscape architecture and construction services for the replacement of the existing Pompano Beach Fire Station 24 located at 2001 NE 10th Street. The scope of work includes design and construction for this new two story, multi-bay fire protected building. New utilities and services along with new landscaping, 23 parking spaces, offices training room and an exercise room on the first floor.

**10th Street General Consulting, Deerfield Beach, FL:** Mr. Williams coordinated with FDOT's Metropolitan Planning Organization, the Community Oversight Advisory Team (COAT)



*Years of Experience*  
48

*Education*  
B.S. Civil Engineering,  
University of Florida,  
1977

*Professional Registrations*  
State of Florida  
Professional Engineer,  
#32090 (1982)

*Professional Affiliations*  
American Society of  
Civil Engineers (ASCE),  
Member

*Florida Engineering Society (FES), Member*

*National Society of Professional Engineers (NSPE)*

*Engineering Inspired Design.*

Committee and officials from the City of Deerfield Beach Administration department to achieve the City's objectives for the 10th Street Corridor through the City. The City was interested in addressing the traffic volume issues along the SW 10th Street corridor between Florida's Turnpike and I-95, which has consistently increased over the past 20 years and is expected to continue to grow, compounding congestion and noise.

**City of Parkland Miscellaneous Engineering, Planning & Survey Services Contract, Parkland, FL:** KEITH provides ongoing continuing services on an as needed basis for General Planning, Engineering and Surveying and Mapping services to the municipality. Some projects provided under these contracts include: Parkland Roundabout Conceptual Design, Tennis Center at Quigley Park, Holmberg Road Roadway Improvements, and miscellaneous topographic and boundary surveys for various municipal design contracts.

**City of Oakland Park, Community Redevelopment Area (CRA), Oakland Park, FL:** Mr. Williams served as the Project Manager. In order to spur development and to create developer interest in the City, officials undertook the task of creating a CRA. His Team, along with sub consultants EDSA and Iler Planning Group, developed the Local Activity Center (LAC) zoning and Design Guidelines for future development downtown. He played a pivotal role in the planning, engineering, consensus building and ordinance and guideline development throughout the project. Following the Commission's approval, the design team developed the CRA Master Plan which was also approved by the City Commission. This was followed by County Commission approval and the development of inter-local agreements between the City and the County.

**Bermuda Riviera Water Main Improvements, Fort Lauderdale, FL:** The City of Fort Lauderdale has identified the area within the residential neighborhood of Bermuda Riviera from NE 36th Street to NE 42nd Court, between State Road A1A and the Intracoastal Waterway as an improvement project. The upgraded water mains will be a looped system totaling approximately 22,630 LF of new 8-inch diameter water main pipe. The new system will connect to the existing water mains near state road A1A. These improvements involve upgrading the existing 6-inch diameter water mains one nominal size to 8-inch diameter, replacing existing 8-inch water mains with new, providing a looped system, and installing new fire hydrants. As the Prime Consultant, KEITH is currently providing civil design, surveying, subsurface utility engineering, permitting, bidding support and construction administration services.

**Continuing Contract for Professional Engineering Services, Town of Southwest Ranches, FL:** KEITH is providing civil engineering and civil engineering inspection and review services for this continuing services contract. Mr. Williams is serving as KEITH's contract manager responsible for providing professional engineering services for projects identified in the City's Capital Improvement Plan and miscellaneous engineering services.

**Margate CRA General Engineering Consulting Services, Margate, FL:** KEITH is currently providing civil engineering, surveying, utility locating, landscape architecture, traffic and environmental services for this continuing services contract for the City of Margate CRA. Mr. Williams is serving as KEITH's contract manager responsible for providing professional engineering services for projects identified in the CRA's Capital Improvement Plan and miscellaneous engineering services. Signature projects include: Colonial Drive Traffic Calming, Pedestrian Routing and Streetscape Improvements; Winfield Boulevard Traffic Calming and Streetscape Improvements; Atlantic Boulevard Streetscape Improvements.

**City of Fort Lauderdale NE/NW 6 Street (Sistrunk Boulevard), Fort Lauderdale, FL:** This 2.3-mile urban corridor is a Streetscape and Enhancement Project from NW 24th Avenue to Federal Highway (US-1). Mr. Williams served as the lead site design engineer and Project Manager during the construction phase. This project involved lane reductions, on-street parking, wider sidewalks, drainage improvements, decorative street and pedestrian lighting, bus shelters, landscaping, signalization upgrades and sanitary sewer design. Post Design Services representative to City.

**City of Oakland Park, General Engineering Services, Oakland Park, FL:** Mr. Williams served as the Project Manager, providing professional engineering services for projects identified in the City's Capital Improvement Plan, Stormwater Master Plan, Community Development Program and miscellaneous engineering services. Projects included design services for drainage/stormwater management systems, water/wastewater utility systems, including related roadway, utility, environmental and permit related services; and landscaping.



## **THOMAS DONAHUE, PE**

Director of Engineering / QA/QC Manager

Mr. Thomas Donahue has more than 40 years of experience in civil engineering projects including 15 years in South Florida. His qualifications include engineering design, quality assurance/quality control management, planning and environmental studies. Mr. Donahue'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. 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.

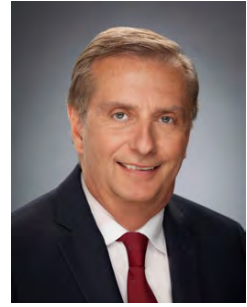
### **RELEVANT PROJECT EXPERIENCE**

**City of Pompano Beach CRA Miscellaneous Engineering and Surveying Services, Pompano Beach, FL:** KEITH is currently providing general engineering and surveying and mapping services to the CRA on an as needed basis on this ongoing continuing services contracts. Some projects provided under this contract include: MLK Boulevard Study & Boundary Survey, MLK Boulevard Planning & Design, FEC Railroad Right-of-Way Study, Municipal Pier Restaurant Redevelopment, MLK Boulevard Street Vacation Services, Pompano Beach Boulevard Streetscape & Dune Revitalization, East Atlantic Boulevard/Pompano Beach Boulevard Surveys, Old Pompano Area Design Survey (North of Atlantic Boulevard), NW CRA Update Boundary Survey to Design Survey, MLK Boulevard Survey (I-95 to Dixie Highway), Right-of-Way Vacations & Dedications for NW CRA (NW 4th Street and NW 4th Avenue), Esquire Lakes Sign Survey, Professional Services for Mixed-Use Downtown Pompano Connectivity Plan, NW 6th Street Topographic Survey and Street Light Locations, NE 1st Street Boundary Survey, Pompano Springs Utility Easements, Ortanique Boundary Survey, NW Corner of NW 6th Avenue/MLK Boulevard Plat & Re-Plat, FPL Utility Easements, MLK Boulevard Update Survey, Professional Services for the Development of 731 Hammondville Road, Professional Services for MLK Boulevard Streetscape Improvements, FEC Flagler Corridor Landscape Easements, Pompano Beach Library Branch Relocation Survey, Rezoning of NE Corner of MLK Boulevard & NW 6th Avenue, Atlantic Point Boundary and Topographic Surveys, Trafficway Plan Amendment for MLK Boulevard/Hammondville Road, Bailey Hotel Boundary Survey, Old Pompano Area Water and Sewer Improvements for Future Development Restaurants, and MLK Boulevard Water Main Design.

**Pompano Business Center, Pompano Beach, FL:** Mr. Donahue led a multi-disciplinary team of planning, civil engineering design, grading, drainage, water, sewer, parking, landscape architecture and construction administration for multiple parcels of a Distribution/Assembly development of 1.85 million SF on 105 acres (16 buildings).

**Pompano Center of Commerce, Pompano Beach, FL:** Mr. Donahue was responsible for site development and design of a surface water management system to serve a 45-acre industrial and commercial project to be completed in two phases, including 9 office/industrial buildings and associated paving and drainage. The project required development of a complex shared city/developer shared drainage system which involved filling an existing lake which was replaced with a new 3.5 acre lake.

**Pompano Beach Fire Station No. 24 Design/Build, Pompano Beach, FL:** KEITH, as a subconsultant partner to Currie Sowards Aguila Architects and West Construction, is currently providing engineering design and permitting, project coordination, surveying, landscape architecture and construction services for the replacement of the existing Pompano Beach Fire Station 24 located at 2001 NE 10th Street. The scope of work includes design and construction for this new two



*Years of Experience*  
40

*Education*  
B.S. Civil Engineering,  
Northeastern University,  
1978

*Professional Registrations*  
State of Florida  
Professional Engineer,  
#60529 (2033)

*Professional Affiliations*  
National Association  
of Industrial and Office  
Parks (NAIOP) Member

*Institute of Transportation Engineers, Gold Coast Chapter Member*

*American Society of Civil Engineers Member*

story, multi-bay fire protected building. New utilities and services along with new landscaping, 23 parking spaces, offices training room and an exercise room on the first floor.

**Pompano Beach Municipal Golf Course, Pompano Beach, FL:** Mr. Donahue provided civil engineering services as a consultant to the Greg Norman Golf Course Design Company for design, permitting and construction of the new signature golf course for the City of Pompano Beach. The project involved complete regrading of the site including dredging and filling of lakes and installation of a new irrigation system. This was Greg Norman's first municipal golf course design and provided the City of Pompano Beach with one of the finest municipal golf courses in Florida and a pillar for the community for both residents and tourists. The project totaled \$3.5 million and the new golf course opened in Spring 2013.

**Charlotte J. Burris Civic Center, Pompano Beach, FL:** KEITH is currently providing civil engineering, permitting, construction administration and coordination and landscape architecture services for the 8,712-SF Charlotte J. Burrie Community/Civic Center location in Pompano Beach. The Center is designed with multipurpose meeting spaces for civic, social, and recreational activities, easy pedestrian access with ADA compliance, porte cochere entrance for inclement weather protection, and 48 vehicular and 20 bicycle parking spots. Interior floor plans feature reception area and administrative offices; small conference room; assembly spaces for classes or meetings; large multipurpose room to offer table seating for 125, or theater style seating for 250, as well as a performance stage; and a warming kitchen, restrooms, and storage areas.

**MLK Boulevard Improvements, Pompano Beach, FL:** KEITH was selected to provide professional engineering design and related services to the City of Pompano Beach and the Pompano Beach CRA for roadway improvements along MLK Boulevard (aka Hammondville Road) between NW 31st Avenue (turnpike ramp) and Powerline Road in accordance with the Phase II "Educational Corridor" improvements. The roadway improvements include incorporating new sidewalks, dedicated bicycle lanes and roadside swales along both sides of the roadway, roadway milling and resurfacing (with some widening and other miscellaneous improvements).

**City of Deerfield Beach Miscellaneous Engineering, Planning and Surveying Services, Deerfield Beach, FL:** KEITH has served as the General Engineering Consultant for the City of Deerfield Beach for over 14 years. KEITH is providing on-going continuing serves as needed including engineering and surveying and mapping services to the municipality. KEITH also provided plan review services Some projects provided under these contracts include: Hillsboro Blvd and A1A "S-Curve" Beach Roadway, Drainage and Beautification (Phase I and II), Ocean Way Café Luna Improvement, Ocean Way Drainage, Infrastructure, and Beautification Improvements, Deerfield Beach Sand and Dune Stabilization Re-nourishment and Erosion Control, Deerfield Beach Boardwalk, Volleyball Courts and Artificial, Reef Improvements, Main Beach Parking Lot Improvements, Intersection Improvement Design of Goolsby Blvd/Hillsboro Blvd, Intersection Improvement Design of Century Blvd/Hillsboro Blvd, Hillsboro Blvd Streetscape Improvements, SW 15th Street Roadway Improvements.

**John Knox Village Woodland Green Healthcare, Pompano Beach, FL:** The John Knox Village Health Center is a seven story "Green House" skilled nursing facility. The state of the art center is one of Florida's first of its kind carrying the Green House designation. It is located on their 65 acre campus in Pompano Beach Florida and is designed to be a LEED Silver building. The ground floor serves the common area and each floor above consisting of two Green House homes with twelve elders per home, totaling 24 elders per floor; a total of 144 elders in the building. KEITH provided planning, surveying, civil engineering, landscape architecture, construction administration and SUE services. KEITH was responsible for processing the Site Plan for this unique living facility through the City of Pompano Beach site plan approval process consisting of DRC, AAC and P&Z as well as providing the Civil design and processing the construction permits through the various agencies having jurisdiction.

**Parkland Fire Station No. 42 Site Plan, Parkland, FL:** KEITH is putting together a set of plans for Parkland Fire Station No. 42 Building Addition of additional 529.5 SF to accommodate additional dormitories. KEITH provided surveying, subsurface utility engineering (SUE), engineering design, permitting, utility coordination, and construction administration services; which included some off-site roadway, drainage and utilities improvements.





## **MARK CASTANO, PE**

Sr. Project Engineer

Mr. Mark Castano has more than 21 years of experience in Civil Engineering projects throughout South Florida. His qualifications include planning, engineering design, permitting, construction administration and project management for a variety of Civil Engineering projects. His experience includes designing and managing a wide variety of public and private land development (residential, commercial, institutional and industrial) projects. He has extensive technical knowledge in water distribution systems, stormwater management systems, sanitary sewer systems including sewer lift stations, gravity sewers and force mains, roadway design throughout Miami-Dade, Broward and Palm Beach counties. Mr. Castano has had numerous project management responsibilities including managing contracts, multi-disciplinary teams, municipal Capital and Engineering programs, managing and setting up bid procurement processes and preparation and monitoring project budgets.

### **RELEVANT PROJECT EXPERIENCE**

**S.E. 8th Court Bridge Replacement, Pompano Beach, Florida:** Mr. Castano served as the design engineer for this project that consisted of replacing an existing bridge along S.E. 8th Court, immediately east of S.E. 22nd Avenue. The bridge crosses over a leg of the Lake Santa Barbara waterway within the Santa Barbara Shores subdivision in the City of Pompano Beach. The project included complete design, permitting, bid assistance, coordinated structural engineering for the bridge design and construction inspection for phased bridge and bulkhead rehabilitation/replacement. The S.E. 8th Court Bridge carries a two-lane roadway (one lane easy direction) which is the only means of ingress/egress to the residential island community. This project is very complex as the bridge serves as the only means of access to the island and required extensive coordination to ensure uninterrupted access and utility services throughout the construction. This necessitated the creation of a succinct phasing and detailed maintenance of traffic.

**Charlotte Burrie Civic Center, Pompano Beach, FL:** As a subconsultant to Synalovski Romanik Saye, KEITH is currently providing civil engineering, permitting, construction administration and coordination and landscape architecture services for the 8,712-SF Charlotte J. Burrie Community/Civic Center location in Pompano Beach. The Center is designed with multipurpose meeting spaces for civic, social, and recreational activities, easy pedestrian access with ADA compliance, porte cochere entrance for inclement weather protection, and 48 vehicular and 20 bicycle parking spots. Interior floor plans feature reception area and administrative offices; small conference room; assembly spaces for classes or meetings; large multipurpose room to offer table seating for 125, or theater style seating for 250, as well as a performance stage; and a warming kitchen, restrooms, and storage areas.

**City of Pompano Beach & CRA Miscellaneous Engineering Services Contract, Pompano Beach, FL:** KEITH has served as the General Engineering Consultant for the City of Pompano Beach for over twelve (12) years. Mr. Castano serves as Project Manager for many of the project assignments that have been in the redevelopment of roadways, parking facilities and utility infrastructure design. All service of the firm are utilized including planning, civil engineering, surveying, subsurface utility engineering and landscape architecture.

**City of Deerfield Beach & CRA Miscellaneous Engineering Services Contract,, Deerfield Beach, FL:** KEITH provides ongoing continuing serves providing as needed General Engineering and Surveying and Mapping services to the municipality on an as needed basis. Mr. Castano serves as Project Manager and is responsible for all aspects of the Engineering design. Some projects provided under these contracts include: Hillsboro Boulevard Beautification & Utility Improvement, Beach Dune Re-Nourishment Program, Ocean Way Improvement, The Cove Shopping Center Drainage & Beatification Improvement.



*Years of Experience*  
21

*Education*  
B.S. Civil Engineering,  
Florida International  
University, 1997

*Professional Registrations*  
Registered Professional  
Engineer, State of  
Florida, #75644 (2013)

*Professional Affiliations*  
Florida Engineering  
Society (FES) Member

*American Society of  
Civil Engineers (ASCE),  
Member*

**MLK Boulevard Educational Corridor Improvements (LAP Design), Pompano Beach, FL:** KEITH was selected to provide professional engineering design and related services to the City of Pompano Beach and the Pompano Beach CRA for roadway improvements along Martin Luther King Jr. Boulevard (a.k.a. Hammondville Road) between NW 31st Avenue (Turnpike Ramp) and Powerline Rd. (S.R 845) in accordance with the MPO's Phase II "Educational Corridor" improvements. The roadway improvements include items such as new sidewalks, dedicated bicycle lands and roadside swales, new landscape medians, utility coordination for relocations and overall drainage improvements. The project is estimated to cost in excess of \$3,500,000.

**Pompano Beach Boulevard Streetscape:** KEITH is responsible for Surveying and Civil Engineering Design for the development of a unique beach front venue including enhancement of roadway and on-street parking pedestrian streetscape/ landscape, drainage improvements, relocation, utility infrastructure along Pompano Beach Blvd and undergrounding of overhead Utilities from Atlantic Blvd to NE 5th Street.

**Old Pompano Area, Water and Sewer Improvements for Future Development Restaurants, etc. (Flagler Ave NE 1st Street, Alleyway), Pompano Beach, FL:** KEITH provided professional services associated with Design, Permitting, Bid Assistance and Construction Observation for Certification services for proposed water and sanitary sewer improvements in the area near the northeast corner of Flagler Avenue and NE 1st Avenue including the existing alley behind the Bailey building within the City of Pompano Beach.

**Pinnacle Village, Pompano Beach, FL:** The project consisted of a rental community of 148-unit townhomes in the City of Pompano Beach, Broward County, Florida. Pinnacle Village resulted from the demolition and redevelopment of an abandoned subsidized housing community into a modern and spacious village community. Due in part to its unique design and wonderful community qualities, the National Civic League awarded the 2005 "All America City" designation to the City of Pompano Beach. Funding was secured from numerous entities including HUD. Mr. Castano was the project manager on this project. KEITH provided planning, feasibility study, surveying, engineering design, permitting, utility coordination, and construction administration services; which included off-site roadway, drainage and utilities improvements.

**Deerfield Beach CRA, ADA Facilities Assessments, Deerfield Beach, FL:** Mr. Castano provided field review and assessment services of the existing conditions concerning pedestrian sidewalks within the public right-of-ways of the City's Community Redevelopment Agency district limits. The assessment resulted in a report of the conditions of the existing sidewalks relative to ADA criteria and requirements and the consideration of installing new and/or reconstructing the existing sidewalks. Field reporting identified obstructions, slope issues, drainage concerns and parking space impacts/reductions. The final report contained viability recommendations and a cost analysis.

**Design/Build Pier Parking Garage, City of Pompano Beach CRA, Pompano Beach, FL:** The new parking garage includes five stories, 625 parking spaces, a speed ramp to facilitate access to higher levels of the garage and retail space on the ground level fronting NE 3rd Street and the new Pier Street. As part of the design/build team, KEITH was responsible for Planning, Surveying, Utility Coordination/Investigation, Civil Engineering, Landscape and Irrigation Design, Permitting and Construction Inspection of the project.

**Pompano Beach Downtown Connectivity Plan, Phase 1 & 2, Pompano Beach, FL:** KEITH performed an area wide study of the Northwest CRA infrastructure to create an underground utilities atlas map for Phase 1. In addition, the firm analyzed the existing roadway infrastructure for suitability, connectivity and circulation. The firm prepared an assessment of the existing facilities and provided recommendations on suitability of the CRA's proposed land use. For Phase 2, the proposed improvements included pedestrian-friendly streetscape and landscape/hardscape beautification features along MLK Boulevard and in the Old Pompano Downtown, based on the approved Connectivity Plan as provided by the Pompano Beach CRA. These included special pavement materials, pedestrian lighting, streetscape furnishings, utility adjustments and drainage and roadway improvements.

**Town of Pembroke Park, Engineering Services Contract, Pembroke Park, FL:** KEITH served as the General Engineering Consultant for the Town of Pembroke Park. Mr. Castano serves as Project Manager and lead contact with Town staff in the development of Town-wide Assessments and Facilities Master Plan, as well several utility infrastructure improvement projects. The firm has offered civil engineering, surveying, subsurface utility engineering and traffic engineering services to the Town.



## MARTIN GRINBANK

Project Engineer

Mr. Martin Grinbank has 23 years of experience in Civil Engineering projects throughout South Florida. His qualifications include land development, construction coordination including design, permitting, management and certification of a wide array of projects serving both private and public-sector entities. He has completed designs of roadway, parking, potable water, wastewater and drainage systems, including all calculations and plans to ensure compliance with all regulatory agency's requirements. Throughout his career, Mr. Grinbank has been responsible for all aspects of a project from the contract phase through the construction certification phase. He has led project teams with oversight of project scheduling, budgeting and preparation of contract documents. He is adept at leading the coordination with other engineering, architectural, environmental, survey and geotechnical disciplines, as well as with permitting agencies, contractors and inspectors.

### RELEVANT PROJECT EXPERIENCE

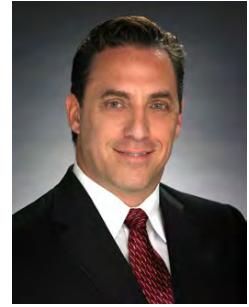
**City of Pompano Beach & CRA Miscellaneous Engineering Services Contract, Pompano Beach, FL:** KEITH has served as the General Engineering Consultant for the City of Pompano Beach for over twelve (12) years. Mr. Grinbank serves as Project Engineer for many of the project assignments that have been in the redevelopment of roadways, parking facilities and utility infrastructure design. All service of the firm are utilized including planning, civil engineering, surveying, subsurface utility engineering and landscape architecture.

**Pompano Beach Fire Station No. 24 Design/Build, Pompano Beach, FL:** KEITH, as a subconsultant partner to Currie Sowards Aguila Architects and West Construction, is currently providing engineering design and permitting, project coordination, surveying, landscape architecture and construction services for the replacement of the existing Pompano Beach Fire Station 24 located at 2001 NE 10th Street. The scope of work includes design and construction for this new two story, multi-bay fire protected building. New utilities and services along with new landscaping, 23 parking spaces, offices training room and an exercise room on the first floor.

**Charlotte Burrie Civic Center, Pompano Beach, FL:** As a subconsultant to Synalovski Romanik Saye, KEITH is currently providing civil engineering, permitting, construction administration and coordination and landscape architecture services for the 8,712-SF Charlotte J. Burrie Community/Civic Center location in Pompano Beach. The Center is designed with multipurpose meeting spaces for civic, social, and recreational activities, easy pedestrian access with ADA compliance, porte cochere entrance for inclement weather protection, and 48 vehicular and 20 bicycle parking spots. Interior floor plans feature reception area and administrative offices; small conference room; assembly spaces for classes or meetings; large multipurpose room to offer table seating for 125, or theater style seating for 250, as well as a performance stage; and a warming kitchen, restrooms, and storage areas.

**City of Deerfield Beach & CRA Miscellaneous Engineering Services Contract,, Deerfield Beach, FL:** KEITH provides ongoing continuing serves providing as needed General Engineering and Surveying and Mapping services to the municipality on an as needed basis. Mr. Grinbank serves as Project Manager and is responsible for all aspects of the Engineering design. Some projects provided under these contracts include: Hillsboro Boulevard Beautification & Utility Improvement, Beach Dune Re-Nourishment Program, Ocean Way Improvement, The Cove Shopping Center Drainage & Beatification Improvement.

**Isle Casino, Pompano Beach, FL:** KEITH is currently working with the Cordish and El Dorado Resort companies to develop a campus wide master plan for the nearly 250 acre campus. Partnering with Elkus Manfredi architects KEITH is responsible for comprehensive planning documents,



*Years of Experience*  
23

*Education*  
B.S. Civil Engineering,  
Florida International  
University, 1993

*Professional Affiliations*  
Greater Pompano  
Beach Leadership North  
Broward Member

rezoning, traffic analysis, agency coordination, civil engineering and stakeholder/public engagement. The plan will be transformative to the campus as well as the overall neighborhood.

**John Knox Village Stormwater Master Plan, Pompano Beach, FL:** KEITH is providing professional services associated with the preparation of a Topographic and Boundary Survey, a Tree Survey, an Existing Utility Map, and the conceptual development of an overall Stormwater Master Plan for the John Knox Village property. Additionally the proposed services will include the Estimated Engineering Design Services for Phase 1 Projects. Scope of services consisted of engineering services for coordination and deliverable review, subsurface utility services, utility coordination, surveying services, stormwater modeling, permitting, and water distribution and wastewater collection plan.

**Southport Phase IX-B, City of Hollywood, Broward County, FL:** KEITH provided comprehensive Surveying and Civil Engineering design, permitting, bid and construction services associated with the construction of three container yards totaling 24-acres within Port Everglades. Improvements included paving, grading and drainage for the proposed storage yards as well as the construction of water mains to service fire hydrants as well as water service and a sanitary sewer lift station to service the operator's offices.

**Southport Phase IX-A, Broward County, FL:** KEITH is providing professional engineering and surveying services for the purpose of design, permitting and construction contract administration associated with the development of new cargo handling container yards. These container yards are integral to the expansion of Port Everglades' Southport Turning Notch, which is currently under development. The Project consists of two components. Component I is the design, permitting, and construction administration of new container yards to be constructed both east and west of McIntosh Road. Component II of this Project will include environmental assessments and demolition of the Foreign Trade Zone warehouse buildings and conversion of the site into a cargo handling container yard facility. Design services include existing facility and site documentation and assessments; project budgeting; environmental evaluations, assessment and remediation plans; project cost estimating; project schedule development and analysis; complete engineering and design of the proposed project scope project permitting as required with local, state, and federal agencies; construction contract document development; construction specification development; contract and bidding document development; code analysis; bid/award support and concurrence; negotiation support; construction contract administration services; construction phase field support services; inspections, construction observation and project progress documentation; project-related claims analysis and support; surveying and mapping services; computer-aided and manually generated graphics support; preparation of narratives and other textual project support; photographic and video-graphic project support; geographic information systems (GIS) project support; other data and information system project support.

**AC Marriott Hotel and Garage, Pompano Beach, FL:** This project spans two properties located along the 200 Block of Briny Avenue and the 200 Block of South Ocean Boulevard in Pompano Beach. The hotel and garage will be connected via an elevated walkway spanning Briny Avenue. The new 86,000-SF hotel will have 114 guest rooms and a ballroom. The 10-story development will also include a roof-top terrace overlooking the ocean. KEITH is providing surveying, planning, landscape architecture and civil engineering including engineering design, permitting and construction certification for water, sewer and drainage.

**Broadstone Oceanside, City of Pompano Beach, FL:** KEITH provided comprehensive Surveying and Civil Engineering design, permitting and construction services associated with the construction of a new residential development that includes a 5-story parking garage, 7-story residential building, 8-story residential building and seven 2-story townhomes. Design included paving, grading and drainage for the proposed access roadways, construction of a water main in SR A-1-A along the frontage of the property, water services and gravity sewer mains to service the proposed buildings, a drainage outfall connection to the Intracoastal Waterway, 2 drainage wells and a right turn lane in SR A-1-A.

**Everglades Holiday Park, Broward County, FL:** KEITH is providing comprehensive design, permitting, bid and construction phase services associated with site improvements at Everglades Holiday Park. The improvements include renovation, construction and/or reconstruction of boat docks, boat ramps, parking, ancillary buildings, limited utility infrastructure, other minor park related amenities and improvements. This project will include LEED "Green" design principles. Project phases include: Conceptual Master Plan Design, Schematic Design, Design Development and Construction Documents.



## JAMÉ WILLS, PE, LEED AP ND

Project Engineer

Mr. Wills is a professional engineer with five years of experience in design, permitting, and construction inspection. Mr. Wills' experience includes projects with Broward County, Miami-Dade County, and Pam Beach County and several private entities. Duties include design, drainage calculations, plans preparation, shop drawing review, responding to contractor's request for information, coordinating with plan reviewers and addressing comments.

Software experience includes Cascade 2001, ICPR, AutoCAD and Civil 3D.



*Years of Experience*  
6

*Education*  
B.S. Civil Engineering,  
Florida International  
University, 2013

*M.S. Engineering  
Management, Florida  
International University,  
2017*

*Professional  
Registrations*  
Professional Engineer,  
State of Florida, #85632  
(2018)

### RELEVANT PROJECT EXPERIENCE

**City of Pompano Beach & CRA Miscellaneous Civil Engineering Services, Pompano Beach, FL:** KEITH has served as the General Engineering Consultant for the City of Pompano Beach for over 16 years. Many of the project assignments have been in the redevelopment of roadways, parking facilities and utility infrastructure expansion and design. All services of the firm are utilized including planning, civil engineering, surveying, subsurface utility engineering and landscape architecture on these important municipal improvement projects. KEITH has played an integral part in the planning and coordination between CRA redevelopment projects and the City's capital improvement projects providing foresight on infrastructure upgrades and expansions.

**Pompano Beach Design/Build Pier Parking Garage Update, Pompano Beach, FL:** As part of the design-build team, led by Kaufman Lynn Construction, KEITH was responsible for Planning, Surveying, Utility Coordination/Investigation, Civil Engineering, Landscape Design, Permitting and Construction Inspection of the project. Our professional services included extensive community and municipal outreach, complete topographic and boundary surveying, utility investigation of all public and private utilities within and adjacent to the project limits, complete civil design to adequately provide water/fire/sanitary sewer service and stormwater management design/grading of the site to ensure compliance with recently changed federal/state and local criteria, full landscape and irrigation design, permitting through all jurisdictional agencies and construction inspection and certification services.

**Pompano Beach Fire Stations #52; Broward County, FL:** As a subconsultant to West Construction, the scope of services provided by KEITH included on-site paving, grading, and drainage plans that meet the requirements of the regulatory agencies for proposed Fire Station building. The stormwater management system will address water quality treatment and water quantity storage. It is anticipated that the proposed drainage system will consist of a series of catch basins, pipes, swales, and/or dry retention areas. Exfiltration trenches may be proposed for water quality treatment. Typical sections and standard paving and drainage details and notes for the construction of the paving, grading, and drainage system are included. Soils percolation tests to satisfy regulatory agency requirements will be performed by others as required.

**Pompano Beach Fire Stations #61; Broward County, FL:** As a subconsultant to West Construction, the scope of services provided by KEITH included on-site paving, grading, and drainage plans that meet the requirements of the regulatory agencies for proposed Fire Station building. The stormwater management system will address water quality treatment and water quantity storage. It is anticipated that the proposed drainage system will consist of a series of catch basins, pipes, swales, and/or dry retention areas. Exfiltration trenches may be proposed for water quality treatment. Typical sections and standard paving and drainage details and notes for the construction of the paving, grading, and drainage system are included. Soils percolation tests to satisfy regulatory agency requirements will be performed by others as required.

**Pompano Beach Fire Stations #114; Broward County, FL:** As a subconsultant to Di Pompeo, the scope of services provided by KEITH included on-site paving, grading, and drainage plans that meet the requirements of the regulatory agencies for proposed Fire Station building. The stormwater management system will address water quality treatment and water quantity storage.

It is anticipated that the proposed drainage system will consist of a series of catch basins, pipes, swales, and/or dry retention areas. Exfiltration trenches may be proposed for water quality treatment. Typical sections and standard paving and drainage details and notes for the construction of the paving, grading, and drainage system are included. Soils percolation tests to satisfy regulatory agency requirements will be performed by others as required.

**City of Deerfield Beach City Hall Design/Build, Deerfield Beach, FL:** KEITH, a subcontractor to Kenneth R. Carlson Architect, P.A., is tasked with the site plan, utility coordination, design, subsurface utility engineering, and civil engineering aspect of this project. The City of Deerfield was recently approved to start renovation on City Hall from the Capital Improvement Revenue Bond. This project is to provide professional services for the preparation of a design criteria package and associated service for City Hall renovations.

**City of Fort Lauderdale Aquatic Center, Fort Lauderdale, FL:** The Fort Lauderdale Aquatic Center is situated on a man-made pier which extends approximately 600 feet into the Intracoastal Waterway. The City of Fort Lauderdale and its CRA is looking to renovate the facility and ensure it meets aquatic competition requirements. KEITH's tasks include surveying, subsurface utility engineering, planning services, landscape architecture, and civil engineering. The intent of the project is to restore the Aquatic Center to remain as one of the icons of Fort Lauderdale Beach.

**City of Fort Lauderdale General Surveying Services, Fort Lauderdale, FL:** KEITH provided general surveying and mapping services to the municipality on an as-needed basis on this ongoing continuing services contract. Some projects provided under these contracts include: NE 27th Street ADA Parking Lot Topographic Design Surveys, ADA Compliance Design Surveys for Eisenhower Blvd and SE 17th Street, Las Olas Circle, Birch Road, SE 4th Street, SE 16th Avenue and SE 15th Avenue, and NW 4th Andrews Avenue to NW 1st Avenue, Peele Dixie Water Treatment Plant Engineering Design Surveys, Boundary and Topographic Surveys, SE 15th Street Boat Ramp Boundary Surveys, Hottt Elementary School ALTA/ACSM Land Title Survey, Mills Pond Park Boundary Survey, Croissant Park Athletic Field Staking and Final As-Built Sketch for the City's records, River Oaks (Lauderdale Marine Center) Specific Purpose Survey & Sketch and Design, South Middle River Park Boundary Survey, Fort Lauderdale Executive Airport (FXE) Taxiway Golf Relocation FAA Survey Submittal Assistance, 17th Street Causeway Service Road Utility Designation and Mapping, and River Oaks Preserve Topographic Survey.

**City of Pompano Beach Palm Aire, Pompano Beach, FL:** KEITH has been providing civil engineering, landscape architecture and surveying / subsurface utility engineering services for the Palm-Air Communities since 2015. The development includes eight (8) buildings with pools and a club house, adjacent Palm Aire golf course, condominiums, and townhomes. Projects included: a drainage design that is incorporated into the Oaks Course West Basin, via the Misty Oaks Lakes within the Basin. Civil design also includes a sanitary sewer system to service the site and a loop combined water distribution system for domestic and fire services.

**Tamarac Fire Station No. 36, Tamarac, FL:** KEITH is providing professional services under West Architecture + Design, LLC for landscape architecture and civil engineering. KEITH will be focusing efforts towards arbor, paving, grading, drainage, water distribution and sanitary sewer, storm water, and permitting. The project site will remain active through the project duration.

**Vincent Torres Memorial Park Improvements, Lauderdale Lakes, FL:** KEITH is providing professional services under West Architecture for planning, civil engineering, and construction management services. The project includes design of a new pavilion with picnic table and benches, new water splash pad, concrete foot trail, replace fences at the tennis and basketball courts, and remove and replace a dry retention pond.

**Siena at Palm-Aire - Stellar Homes; Broward County, FL:** KEITH is providing civil engineering, surveying, planning, and landscape architectural services for the town home community located on West Palm-Aire Drive in Pompano Beach. Services include but not be limited to, reviewing and assisting with the site plan layouts for 39 townhomes based on the plans provided as well as project research, document review, calculations, coordination, meetings with Stellar Homes Group, and City agencies.

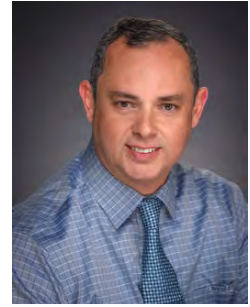


## ROBERTO GONCALVES, JR

Project Engineer

**KEITH**

Mr. Roberto Goncalves has more than 16 years of experience in Civil Engineering projects throughout South Florida. His project management expertise extends to both municipal and private sector contracts. He has successfully completed projects for the design of water distribution systems, wastewater collection systems and water/wastewater treatment plant subsystem design. He has also performed hydraulic modeling utilizing WaterGems, SewerGems, KY Pipe, WaterCAD, SewerCAD, amongst others.



*Years of Experience*  
16

*Education*  
B.S., Civil Engineering,  
Florida International  
University, 2001

*Professional Affiliations*  
(FES), Member  
American Society of  
Civil Engineers (ASCE),  
Member

*Order of the Engineer,*  
Member

*Professional Training/  
Seminars*  
Dale Carnegie's  
Leadership Training  
"How to Win Friends and  
Influence People"

*The Zweig Group  
Seminar "Marketing and  
Business Development"*

### RELEVANT PROJECT EXPERIENCE

**48" Water Main Design, City of Fort Lauderdale FL:** Project manager responsible for coordination, design and construction services for the installation of 6,000 LF of 48" water main pipe. Technical Leader for design, permitting and construction phase services. Lead technical designer for the replacement of an existing Jack & Bore of approximately 900 LF of pipe by removing the existing 36" PCCP Water Main and installing new 30" Ductile Iron Pipe in its place and connections to existing water mains and installation of approximately 6,000 LF of 48" pipe. Lead coordinator with structural team on the Tie-back Wall Design utilized to secure a 42" Butterfly Valve that was to be abandoned.

**Bombardier Aircraft Service Center at Fort Lauderdale-Hollywood International Airport (FLL), Fort Lauderdale, FL:** KEITH is providing surveying, planning and civil engineering services associated with the FLL Bombardier Aircraft Service Center, for approximately 30 acres of leased property located on the West side of Fort Lauderdale-Hollywood International Airport, South of Taxiway Charlie and North of Lee Wagner Boulevard. The project consists of approximately 290,000 SF of hangar, shops and office area, including a parking lot that will provide 250 to 300 parking spaces and an apron and airside connection to Taxiway Charlie to support the operation of the proposed facility. Mr. Goncalves is responsible for assisting the team with design, permitting and construction administration.

**City of Pembroke Pines Water System Improvements, Pembroke Pines, FL:** Lead Project Engineer in charge of design of the Holly Lakes Booster Station Improvements, including design of a Sodium Hypochlorite Disinfection System, designing a concrete containment, sizing the tank and components, designing the piping interconnecting the Chlorine and Ammonia Analyzers and tie-in the system together. Also designed a 24" pipe header improvement interconnecting the booster station to two 2.5 MGD storage tanks.

**City of Pembroke Pines Water Treatment Plant, Pembroke Pines, FL:** Project Engineer in charge of assisting with the design of Academic Booster Station Improvements, including design of a Sodium Hypochlorite Disinfection System, designing a concrete containment, designing the piping interconnecting the Chlorine and Ammonia Analyzers and tie-in the system together.

**City of Pembroke Pines Water Treatment Plant, Pembroke Pines, FL:** Lead Project Engineer in charge of design of Holly Lakes Booster Station Improvements, including Sodium Hypochlorite Disinfection System, Chlorine and Ammonia Analyzers, Yard Piping Improvements and miscellaneous plant work.

**Coconut Creek Casino Expansion Project, Coconut Creek, FL:** Project Engineer assisting with the preparation of a redevelopment project of an approximately 40-acre existing Casino located in Coconut Creek, Florida. Design assistance responsibilities included: site plan, water services and fire lines, sanitary sewer including an onsite lift station and upgrading an offsite lift station, new parking lot and old parking lot reconfiguration, internal roadway circulation, paving, grading and drainage, ADA Compliance, concrete sidewalk pathway and pavement marking and signage.

**Coconut Creek Casino Master Plan, Coconut Creek, FL:** Project Engineer assisting with the preparation of analysis of proposed improvements and impact to existing drainage system to identify requirements for compliance with master permit. Seminole Tribe of Florida.

**Coconut Creek Lake Bank Improvements, Coconut Creek, FL:** Project Engineer assisting with the preparation of proposed improvements for corrected deficient lake banks of four (4) existing lakes to the required permitted design conditions. The scope of work included preparation of Lake Improvement Plans and obtaining permitting agency approvals for the modifications. Seminole Tribe of Florida.

**Large 12" Water Main, large Pressurized Water Main, Fort Lauderdale, FL:** Project manager responsible for coordination, design and construction services for the installation of 10,000 LF of 12" water main pipe. Technical Leader for design, permitting and construction phase services. Lead technical designer for the design of water improvements for 10,000 LF of 12" water main and connections to existing water mains, one 500 LF 12" Directional Drill and connections to existing system and new Fire Hydrants.

**Imperial Point Large Pressurized Water Main, Oakland Park, FL:** Project manager responsible for coordination, design and construction services for the installation of 15,000 LF of 16" water main pipe. Technical Leader for design, permitting and construction phase services. Lead technical designer in charge of the design of water improvements for 15,000 LF of 16" water main and connections to existing water mains. Lead technical designer on 251 LF Jack & Bore under rail road, 180 LF Aerial Crossing over canal, 1000 LF of 24" Directional Drill Casing with 16" Carrier Pipe and the remainder 14,000 LF of open cut design and construction. The total construction value is estimated to be \$5 million.

**Lift Station #52 Replacement, Cooper City, FL:** Project Engineer for a municipal sewer pump station replacement project. Improvements were needed due to the expiring service life of the lift station and its insufficient operating capacity during peak flows. Role included QA/QC of design, permitting, interpreting pressure data logger readings, hydraulic calculations, contacting pump manufacturers, existing sewer flow analysis, monitoring geotechnical work and coordinating with all other relevant professional disciplines.

**Lift Station B-10 Rehabilitation, Fort Lauderdale, FL:** Project Engineer for a City sewer pump station rehabilitation project. Existing pumps were reaching the end of their service life and the existing concrete wet well was consistently leaking into the dry station. Role included QA/QC of hydraulic calculations, selection of new pumps, new electrical and ventilation design, permitting and development of bidding documents.

**Lift Station D-41 Replacement, Fort Lauderdale, FL:** Project Engineer for a City sewer main and pump station replacement project. The scope entailed relocation of the station and redirection of the sewer network for a future private development. Role included analysis of existing sewer flow contributions, review of existing force main pressures, hydraulic calculations for designing new force main and submersible pumps, valve vault design, control panel, permitting and coordination with other disciplines including geotechnical and electrical. Coordination played a major role in this project as the proposed location for the pump station and design of the new sewer main had to be planned with the neighboring development and their engineers.

**NE 57th ST Water Main Replacement, Fort Lauderdale, FL:** Project Manager for a residential water main replacement project in which water quality and age of the existing infrastructure were issues. Approximately 1,850 LF of a new looped system with fire hydrants was designed and constructed. Project tasks included overseeing the design, checking compliance with local and state standards, permitting, conducting routine construction inspections and final project certification.

**Oakland Park, W.M. Sub-Aqueous Large Pressurized Water Main Design, Fort Lauderdale, FL:** Project Manager in charge of delivery for the design of 3,336 LF of 30" DIP Transmission water main and connections to existing water mains. Technical Leader for design, permitting and construction phase services. Lead technical designer in charge of the design of water improvements. Approximately 906 LF of the water main was designed to utilize Directional Drill technique. Project required special permits from FDOT, US COAST GUARD, ARMY CORE and Florida Department of Environmental Protection. Lead coordinator with Environmental sub-consultant in charge of subaqueous investigation and Environmental sub-consultant in charge of contamination monitoring and remediation.





## **CEDONIO DASILVA**

Project Engineer

Mr. DaSilva has been a project engineer and land development manager with more than 22 years of experience in transportation drainage design, site design, and project management. He has provided comprehensive services for several special drainage districts and improvement districts in south Florida, and experience in processing permitting for many regulatory agencies within Dade, Broward and Palm Beach counties. Mr. DaSilva has extensive expertise in engineering site work, including storm water master planning, water and wastewater master planning, utility feasibility and implementation studies, neighborhood improvement, roadway design, storm water management studies, and computer modeling applications. Mr. DaSilva has developed, coordinated, and managed all projects including financial aspects such as manpower, forecasting, Planning and prioritizing for high performance, cost estimating, profit etc., contracts negotiation with client's representatives and service providers, equipment purchasing and delivery. DaSilva oversees all engineering and technical staff related to project functions. He has also worked on all aspects of site development design including site layout, grading, earthwork computations, storm water detention/retention studies, feasibility studies, traffic studies, cost estimates, and utility layout and profiles.

### **RELEVANT PROJECT EXPERIENCE**

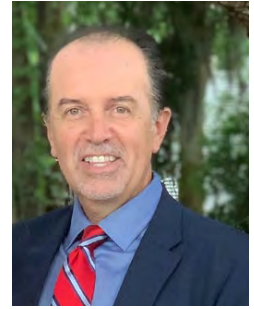
**Public Storage, Broward, Palm Beach and Miami-Dade County, FL:** KEITH and Public Storage have been in a Storage Facility Program since 2017 with a "concept to keys" approach. KEITH serves as a full service development partner, providing a full suite of in-house services including civil engineering, surveying, subsurface utility engineering, due diligence, planning, landscape architecture, traffic engineering, and construction management. KEITH has worked on over 15 Public Storage Facilities, all of which are redevelopments of existing Public Storage sites that have been transformed into new multi-story facilities in Miami, Davie, Fort Lauderdale, Pompano, Boca Raton, West Palm Beach, Lake Worth, Port St. Lucie, Fort Pierce, among others.

**Parkland Continuing Engineering Services, Parkland, FL:** KEITH provides ongoing continuing services on an as needed basis for General Planning, Engineering and Surveying and Mapping services to the municipality. Some projects provided under these contracts include: Parkland Roundabout Conceptual Design, Tennis Center at Quigley Park, Holmberg Road Roadway Improvements, and miscellaneous topographic and boundary surveys for various municipal design contracts.

**Fort Lauderdale-Hollywood International Airport Utility Atlas and Miscellaneous Services, Fort Lauderdale, FL:** As subconsultant to RS&H, KEITH was tasked with providing the preconstruction design survey, horizontal and geodetic control surveys and aerial photography survey support. KEITH established Primary Airport Control Station (PCAS) and Secondary Airport Control Station (SACS) Monuments in accordance with the FAA Advisory Circular 150/5300-16A and also completed the processing and Blue Booking procedures for publication of the monuments in the National Geodetic Survey registry.

**Isle Casino, Pompano Beach, FL:** KEITH is currently working with the Cordish and El Dorado Resort companies to develop a campus wide master plan for the nearly 250 acre campus. Partnering with Elkus Manfredi architects KEITH is responsible for comprehensive planning documents, rezoning, traffic analysis, agency coordination, civil engineering and stakeholder/public engagement. The plan will be transformative to the campus as well as the overall neighborhood.

**John Knox Village Master Stormwater Management Plan, Pompano Beach, FL:** KEITH is providing professional services associated with the preparation of a Topographic and Boundary Survey, a Tree Survey, an Existing Utility Map, and the conceptual development of an overall Stormwater Master Plan for the John Knox Village property. Additionally the proposed services will include the Estimated Engineering Design Services for Phase 1 Projects. Scope of services consisted of engineering services for coordination and deliverable review, subsurface utility services, utility coordination, surveying services, stormwater modeling, permitting, and water distribution and wastewater collection plan.



*Years of Experience*  
22

*Education*  
MBA, International  
Business Administration  
Nova Southeastern  
University, Davie FL  
2013

*BS, Civil Engineering*  
Wentworth Institute of  
Technology, Boston, MA  
1988



**DEAN KOGGAN, PE**

Project Engineer

Mr. Koggan is a project engineer with four years of experience working on various specialized engineering projects. Mr. Koggan has aided in the production and submittal of plans, several reports, as well as different in person inspections and cost estimations. Mr. Koggan’s involvement in the private and public sector includes design for new development and redevelopment projects with associated drainage and utility design

throughout South Florida.

Mr. Koggan, while working with different professional engineers and city officials, has obtained the necessary skills that qualify him as a great addition to the KEITH team.

**RELEVANT PROJECT EXPERIENCE**

**BCWWS Water and Waste Water Services Continuing Contract, Broward County, FL:** Broward County Water and Wastewater Services is implementing a new septic tank elimination program which consists of short sanitary sewer runs to serve small pockets of previously unserved properties. KEITH is providing engineering services for water distribution, wastewater collection and storm water collection systems. As the Prime consultant, KEITH is providing design and construction support services throughout the county related to the septic tank elimination program.

**Broward County Water and Wastewater Services (BCWWS) District 3A Septic Tank Elimination Program (STEP) Area 3A-N:** Prepare and develop a preliminary analysis report of options and their construction cost, as required for the site selection for the construction of a sanitary sewer lift station to service 36 customers in the project area. This included the preparation of schematic engineering plans to support the cost estimate for the different options.

**Broward County Water and Wastewater Services (BCWWS) District 3A Septic Tank Elimination Program (STEP) Area 3A-L1:** Prepare and develop construction document plans and their construction cost, as required to eliminate septic tanks and extend the public sanitary sewer to service 4 customers in the project area. This also included the preparation of schematic engineering plans and cost estimates for two additional alternative options to serve the project area.

**North Perry Airport Park and Ride, Broward County Transit (BCT), Pembroke Pines, FL:** Mr. Koggan assisted as a project engineer for this new Park and Ride facility located at the North Perry Airport which provides a location that allows residents in the vicinity of Pembroke Road and University Drive the ability to utilize the Broward County Transit System for transportation throughout the County. The Transit Department provides this facility with over 175 parking spaces and access to major transit routes throughout Broward County. Mr. Koggan assisted in obtaining permits and engineering services during construction for the development of this parking site. The project was fast tracked with the local Municipality and County governmental agencies, as well as the Broward County Aviation Department for the development of this site in just a few months. The fast tracking included the design and obtaining the necessary permits in just under 30 days. The PDS design included the new pavement section design, new lighting system with photometric plans and the drainage system to serve the parking facility in order to meet local permitting code criteria.

**North Regional Wastewater Treatment Plant (NRWWTP) Load Center and Motor Control Centers Rehabilitation, Pompano Beach, FL:** The scope of this project includes the design and engineering services during construction for the replacement of Load Centers 5 and 6



*Years of Experience*  
4

*Education*  
M.S. Civil Engineering,  
University of Florida,  
2015

*B.S. Civil Engineering,*  
University of Florida,  
2012

*Professional Registrations*  
Professional Engineer,  
State of Florida, #86612

*LEED Green Associate*

*Professional Affiliations*  
ASCE Member

*Professional Certifications*  
FDOT Temporary Traffic  
Control - Intermediate

*Asphalt Paving  
Technician Level 2*

*Asphalt Paving  
Technician Level 1*

related Motor Control Centers (MCC), and replacement/rehabilitation of associated duct banks at the North Regional Wastewater Treatment Plan (NRWWTP).

**Richard E. Gerstein Justice Building Stormwater and Sanitary Sewer Condition Assessment Miami, FL:** This project included the condition assessment and design of repairs of aging infrastructure under the existing court building named Richard E. Gerstein in Miami. Mr. Koggan's role was in part putting together field reports, which included pipe camera inspections, a standard penetration test, and GPR radar verifications. Being as it was that the project included dewatering in the basement, a detailed environmental analysis was conducted to research nearby contamination records. As-Built drawings were generated locating identified problem areas and a report was submitted proposing possible alternatives for repair.

**NE 10th Street & NE 7th Avenue Improvements, Dania Beach, FL:** This project consisted of the extension of NE 10th Street to the east intersection with NE 7th Avenue and the reconstruction of NE 7th Avenue from this intersection to the north intersection of Taylor Road. The project proposed 2925-LF of 1294 PVC WM along NE 10th street, 1300-LF of 10" PVC WM along NE 7th Ave, 1400-LF of 1094 Gravity Sewer along NE 10th St, 1250-LF of 1094 Force main along NE 7th Ave., and 1300-LF of 1094 Force main along NE 10th St. Mr. Koggan was a part of the designing team for the proposed Water and Sewer system of the project and helped in the collection and location of important as-built data.

**ADA Compliant Bus Stop Improvements, Village of Pinecrest, FL:** This project provided the client with the design for ADA improvements to two high profile bus stops locations, new bus shelters, concrete pads, sidewalks, and associated amenities. The project included the coordination with the Village of Pinecrest, Miami-Dade Transit, and the Common Ground Alliance to obtain underground utility verification, investigations and permitting. Some of the site specific tasks Mr. Koggan performed and was a part of include: recording of the site survey, designing the best option for the new bus stop locations, and generation and submittal of proposed, demolition, and maintenance of traffic plans.

**Perimeter Road 6" Force Main, Fort Lauderdale, FL:** Mr. Koggan served as the Project Engineer involved in the certification, redesign and permitting for a 6" force main located along Perimeter Road on the south and west side of the airport. The force main was reconstructed in conjunction with the Fort Lauderdale International Airport South Runway Extension. Mr. Koggan was involved in certifying the construction of the force main to the governmental agencies and for assisting the contractor and Broward County Aviation Department (BCAD) staff with realignment of the force main due to field conflicts and the schedule of the runway extension. Mr. Koggan also provided construction engineering inspections to verify force main installation as per construction documents' standards and specifications, supported by weekly field reports.

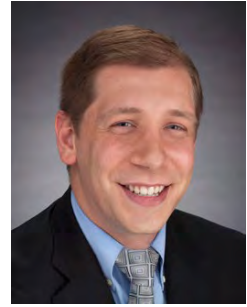
**Taylor Lane Drainage Improvements, Dania Beach, FL:** The improvements consisted of reconstructing approximately 2,000 linear feet of roadway currently serving various Marinas and Shipyards in the City of Dania Beach. The improvements include reconstructing the roadway to a higher elevation and providing a drainage system to provide stormwater runoff collection that did not previously exist. Mr. Koggan provided engineering design, permitting assistance, and engineering services during construction for these improvements funded by Broward County Aviation Department as part of the South Runway Extension Project.

**Fort Lauderdale-Hollywood International Airport (FLL) Westside Water Main Expansion Loop, Fort Lauderdale, FL:** Mr. Koggan was the Project Engineer involved in the design, permitting, bidding and construction phase services for the installation of approximately 6,500-LF of a 12-inch water main loop that will loop the west, north and east sides of the expanded lease parcels that are south of Taxiway C west and north of Lee Wagner Boulevard. The project is currently in the design and permitting phases and requires coordination for approval with BCWWS, BCHRS, BCEPGMD (dewatering), SFWMD, and BCAD.



**MICHAEL CARTOSSA, EI**  
Engineering Technician

Mr. Michael Cartossa has over six years of experience as a civil engineer. Since 2012, he has worked on numerous land development projects in both the private and public sectors. His background in land development includes both residential and commercial projects such as shopping aviation facilities, plazas, gas stations, banks, car dealerships, restaurants and storage facilities. He is proficient in performing due diligence, site planning, civil engineering design, permitting, and project closeout. In addition to his engineering experience, Mr. Cartossa is proficient in a variety of software and programs including: AutoCAD, ICPR, Cascade, EPANET, MicroStation, MS Excel, MS Project, MS Office, Quattro Pro, and WordPerfect.



*Years of Experience*  
6

*Education*  
B.S. Civil Engineering,  
Florida Atlantic  
University, 2012

*Professional  
Registrations*  
Engineer Intern (EI), State  
of Florida, #1100016973

## RELEVANT PROJECT EXPERIENCE

**Altis Pembroke Gardens (Multifamily Residential) 500 SW 145th Ave, Pembroke Pines, FL:** The project consisted of +/- 15 acres of vacant land being developed into an apartment complex with amenities. Mr. Cartossa performed stormwater management calculations using ICPR and wrote the drainage report. This included the design of approximately 1,200 LF of gravity sewer, 1,300 LF of water main, 500 LF of drainage pipe, exfiltration trench and retrofitting 700 LF of an existing drainage pipe.

**North Regional Wastewater Treatment Plant (NRWWTP) Load Center and Motor Control Centers Rehabilitation, Pompano Beach, FL:** The scope of this project includes the design and engineering services during construction for the replacement of Load Centers 5 and 6 related Motor Control Centers (MCC), and replacement/rehabilitation of associated duct banks at the North Regional Wastewater Treatment Plan (NRWWTP).

**Parkland City Hall Building Department Wing Expansion, Parkland, FL:** The proposed 3,000 square foot expansion will be done on the Building Department wing of City Hall. The project will include the addition of approximately 1,500 square feet of retention storage and 1,500 square feet of Building Department space. The proposed retention space will also include access to the existing parking lot for intake of documents, as well as, moving paper out for disposal (shredding) purposes. KEITH is the Prime consultant serving as Owner's Rep and providing planning, surveying, civil engineering and subsurface utility engineering services. The engineering design includes approximately 160 LF of gravity sewer, 230 LF of water main and restoration of the parking lot.

**Broward County Water and Wastewater Services (BCWWS) District 3A Septic Tank Elimination Program (STEP) Area 3A-N:** Prepare and develop a preliminary analysis report of options and their construction cost, as required for the site selection for the construction of a sanitary sewer lift station to service 36 customers in the project area. This included the preparation of schematic engineering plans to support the cost estimate for the different options.

**Broward County Water and Wastewater Services (BCWWS) District 3A Septic Tank Elimination Program (STEP) Area 3A-L1:** Prepare and develop a 50% plans and their construction cost, as required to eliminate septic tanks and extend the public sanitary sewer to service 4 customers in the project area. This also included the preparation of schematic engineering plans and cost estimates for two additional alternative options to serve the project area.

**Strata at Plantation, Plantation, FL:** This is a mixed-use multi-family and commercial development across 16 acres comprised of 148 townhomes, clubhouse, amenities and offices designed as a luxurious, nature-conscious community. KEITH is providing planning, civil engineering, surveying, subsurface utility engineering and landscape architecture services. The engineering design includes approximately 3,300 linear feet of gravity sewer, 3,800 linear feet of water main, 4,700 linear feet of drainage pipe and exfiltration trench. Mr. Cartossa performed stormwater management calculations for the master plan, which consisted of approximately 24.6 acres, using Cascade and wrote the drainage report.



**OMAR RODRIGUEZ, EI, CFM**  
Engineering Technician

Mr. Omar Rodriguez is an emerging engineering professional gaining experience in civil engineering design projects including water, sewer and drainage systems as well as County and State-Wide permitting experience. Mr. Rodriguez has demonstrated his various abilities and qualifications as an engineer including utility design implementation using AutoCAD Civil 3D.



*Years of Experience*  
1

*Education*  
B.S. Civil Engineering,  
Escuela Superior  
Politecnica Del Litoral  
(ESPOL), 2018

*Professional Registrations*  
Engineer Intern (EI)  
#1100022203, State of  
Florida, 2018

## RELEVANT PROJECT EXPERIENCE

**DC Alexander Park, Fort Lauderdale, FL:** DC Alexander Park is over 1 acre in area prominently located on Fort Lauderdale Beach and across from the Fort Lauderdale Aquatic Center. 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, inviting greenspace and landscape areas, turtle-compliant lighting, security cameras and the removal of the existing parking lot. Additionally, the SE 5th Street is envisioned as becoming a closed two-way street. KEITH is serving as the prime consultant managing a multi-disciplinary team. In-house services include planning, landscape architecture, civil engineering, surveying and traffic engineering services.

**River Bend Marina Redevelopment, Fort Lauderdale, FL:** This project included the redevelopment of an 8-acre marina facility including paving, grading and fire main extension. KEITH was responsible for preparing stormwater and hydraulic calculations, including computer modeling, permitting through various agencies at the City, County and State levels, including coordination with environmental scientists. Additionally, KEITH coordinated client relations and contract negotiations.

**Lauderdale Marine Center Lay Days Expansion, Fort Lauderdale, FL:** Mr. Rodriguez assisted the senior design manager in the permitting of a 4-acre addition to an existing marina facility. KEITH was tasked with stormwater modeling and modification of existing permits to include the expanded facilities with minimum impact to previously approved thresholds.

**Downtown Davie, Town of Davie, FL:** Downtown Davie is a mixed-use medium to high density development project located in the heart of the Town of Davie, Florida, being the first major development of its kind in the area. The project serves as a model for a mixed-use development including 100,000 SF retail/office space, and 227 condos and 18 townhouses for multi-family residences in one convenient and comfortable location. The project emphasizes selective amenities and convenience for student living due to the close proximity to the Nova Southeastern University, Florida Atlantic University Davie campus and Broward College campuses. KEITH provided surveying, planning, engineering design, permitting and public involvement to a private sector developer for the development of this project.

**Southport Phase IX-A, Fort Lauderdale, FL:** KEITH is providing professional engineering and surveying services for the purpose of design, permitting and construction contract administration associated with the development of new cargo handling container yards. The Project consists of two components. Design services include existing facility and site documentation and assessments; project budgeting; environmental evaluations, assessment and remediation plans; project cost estimating; project schedule development and analysis; complete engineering and design of the proposed project scope project permitting as required with local, state, and federal agencies; construction contract document development; construction specification development; contract and bidding document development; code analysis; bid/award support and concurrence; negotiation support; construction contract administration services; construction phase field support services; inspections, construction observation and project progress documentation; project-related claims analysis and support; surveying and mapping services; computer-aided and manually generated graphics support; preparation of narratives and other textual project support; photographic and video-graphic project support; geographic information systems (GIS) project support; other data and information system project support.



**ANDRES MIZRAHI, EI**  
Engineering Technician

Mr. Andres Mizrahi is an emerging engineering professional specializing in Autocad and drafting. Mr. Mizrahi has already proven himself qualified and skilled as a project engineer at KEITH. Prior to starting with our team, he served as an intern creating engineering evaluation analysis calculations and drafting designs. He is proficient in software including AutoCAD, Matlab and Kenpave.



## RELEVANT PROJECT EXPERIENCE

**City of Pompano Beach & CRA Miscellaneous Civil Engineering Services, Pompano Beach, FL:** KEITH has served as the General Engineering Consultant for the City of Pompano Beach for over 17 years. Many of the project assignments have been in the redevelopment of roadways, parking facilities and utility infrastructure expansion and design. All services of the firm are utilized including planning, civil engineering, surveying, subsurface utility engineering and landscape architecture on these important municipal improvement projects. KEITH has played an integral part in the planning and coordination between CRA redevelopment projects and the City's capital improvement projects providing foresight on infrastructure upgrades and expansions.

**City of Parkland Professional Engineering, Planning, and Surveying Services, Parkland, FL:** KEITH serves as the prime general engineering consultant for the City of Parkland for over 10 years. Under this contract KEITH is providing engineering, planning, and survey and mapping services to the City on an as need basis. Projects under this contract include the Master Plan for "The Wedge" Parcel, Holmberg Road Roadway Improvements, Update of City of Parkland Maps, and a Citywide Traffic Study.

**Auberge Beach Residences and Spa, Fort Lauderdale, FL:** The 5-acre parcel is site planned for a two tower condominium structure rising up to 17 stories in height. The Luxury condominium development also includes a signature restaurant and spa, oceanside bar and grill, and underground parking facility. KEITH was responsible for the Civil Engineering, Surveying, and Permitting of the project. Engineering design aspects included right of way vacations, rezoning, extensive community and municipal outreach, coordination for undergrounding and relocation of FPL, AT&T, Comcast and TECO Gas, beach mitigation, and dune restoration. Additionally, FDOT Access permits along A-1-A and FAA Flight Clearance Zones were a part of the approval process. In addition, the off-site roadway required re-engineering of the alignment and existing drainage systems, intersection signalization and cross walks, public parking areas, bus stops and pedestrian walkways.

**City of Margate CRA General Engineering Consulting Services, Margate, FL:** KEITH is currently providing civil engineering, surveying, utility locating, landscape architecture, traffic and environmental services for this continuing services contract for the City of Margate CRA. Signature projects include: Colonial Drive Traffic Calming, Pedestrian Routing and Streetscape Improvements; Winfield Boulevard Traffic Calming and Streetscape Improvements; Atlantic Boulevard Streetscape Improvements.

**7-Eleven, Miami-Dade, Broward, and Palm Beach County, FL:** KEITH serves as a full service development partner with Creighton Construction and Development, providing a full suite of in-house services including civil engineering, surveying, subsurface utility engineering, due diligence, planning, landscape architecture, traffic engineering for 7-Eleven. KEITH has worked on over 50 (fifty) 7-Eleven properties across in Miami-Dade, Broward and Palm Beach County.

*Years of Experience*

3

*Education*

*B.S. Civil Engineering,  
Florida Atlantic  
University, 2018*

*M.S. Civil Engineering,  
Florida Atlantic  
University, 2018*

*Professional  
Registrations*

*Engineering Intern (EI),  
State of Florida, #78625  
(2015)*



## **JON WEYMOUTH, PE**

Engineering Inspector

Mr. Jonathan Weymouth has 28 years of experience in the planning, design, permitting and construction of heavy transportation, utility as well as all types of civil and environmental engineering projects. His work involves the supervision of engineering and technical personnel engaged in the design and construction of public and private sector improvements. Past projects include major transportation infrastructure projects such as airports, bridges, highways and roadways. This is in addition to civil land development, recreational facilities and environmental mitigation projects. The design/permitting/construction experience that Mr. Weymouth brings to the team regarding key elements related to the Expansion of Runway 9L-27R Program at FLL will be highly valuable to BCAD. These elements include earthwork and embankments, stormwater management, concrete and asphalt pavements along with communication, potable water distribution and sanitary sewer collection systems. Additionally, he has extensive knowledge and effective experience coordinating with FEC, as well as with permitting and federal agencies such as FDOT and FAA. He is very familiar and fully qualified to implement and control the guidelines and requirements established by these agencies.

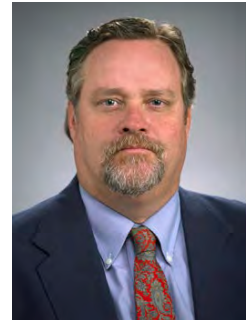
### **RELEVANT PROJECT EXPERIENCE**

**John Knox Village Health Center, Pompano Beach, FL:** The John Knox Village Health Center is a seven story "Green House" skilled nursing facility. The state of the art center is one of Florida's first of its kind. It is located on their 65 acre campus in Pompano Beach and can house a total of 144 residents in the building. KEITH provided planning, surveying, civil engineering, landscape architecture, construction administration and SUE services. KEITH was responsible for processing the site plan, civil design, and processing construction permits.

**City of Pompano Beach Design/Build Pier Beach Parking Garage, Pompano Beach, FL:** The new Pompano Beach Pier/Beach Parking Garage is located at the southeast corner of North Ocean Blvd. (S.R A1A) and NE 3rd Street on a 3.5-acre site. The new parking garage includes five stories, 625 parking spaces, speed ramp to facilitate access to higher levels of the garage and some retail space on the ground level fronting NE 3rd Street and the new Pier Street. As part of the design-build team, led by Kaufman Lynn Construction, KEITH was responsible for Planning, Surveying, Utility Coordination/Investigation, Civil Engineering, Landscape Design, Permitting and Construction Inspection of the project.

**Charlotte J. Burris Civic Center, Pompano Beach, FL:** KEITH is currently providing civil engineering, permitting, construction administration and coordination and landscape architecture services for the 8,712-SF Charlotte J. Burrie Community/Civic Center location in Pompano Beach. The Center is designed with multipurpose meeting spaces for civic, social, and recreational activities, easy pedestrian access with ADA compliance, porte cochere entrance for inclement weather protection, and 48 vehicular and 20 bicycle parking spots. Interior floor plans feature reception area and administrative offices; small conference room; assembly spaces for classes or meetings; large multipurpose room to offer table seating for 125, or theater style seating for 250, as well as a performance stage; and a warming kitchen, restrooms, and storage areas.

**City of Pompano Beach CRA Miscellaneous Engineering and Surveying Services, Pompano Beach, FL:** KEITH is currently providing general engineering and surveying and mapping services to the CRA on an as needed basis on this ongoing continuing services contracts. Some projects provided under this contract include: MLK Boulevard Study & Boundary Survey, MLK Boulevard Planning & Design, FEC Railroad Right-of-Way Study, Municipal Pier Restaurant Redevelopment, MLK Boulevard Street Vacation Services, Pompano Beach Boulevard Streetscape & Dune Revitalization, East Atlantic Boulevard/Pompano Beach Boulevard Surveys, Old Pompano Area



*Years of Experience*  
28

*Education*  
B.S. Architectural  
Engineering, University  
of Miami, 1990

*Professional  
Registrations*  
Professional Engineer,  
State of Florida, #52802  
(1998)

*Professional  
Certifications*  
10-Hour OSHA Safety  
Certification

*Workzone Traffic  
Control- Advance Level*

Design Survey (North of Atlantic Boulevard), NW CRA Update Boundary Survey to Design Survey, MLK Boulevard Survey (I-95 to Dixie Highway), Right-of-Way Vacations & Dedications for NW CRA (NW 4th Street and NW 4th Avenue), Esquire Lakes Sign Survey, Professional Services for Mixed-Use Downtown Pompano Connectivity Plan, NW 6th Street Topographic Survey and Street Light Locations, NE 1st Street Boundary Survey, Pompano Springs Utility Easements, Ortanique Boundary Survey, NW Corner of NW 6th Avenue/MLK Boulevard Plat & Re-Plat, FPL Utility Easements, MLK Boulevard Update Survey, Professional Services for the Development of 731 Hammondville Road, Professional Services for MLK Boulevard Streetscape Improvements, FEC Flagler Corridor Landscape Easements, Pompano Beach Library Branch Relocation Survey, Rezoning of NE Corner of MLK Boulevard & NW 6th Avenue, Atlantic Point Boundary and Topographic Surveys, Trafficway Plan Amendment for MLK Boulevard/Hammondville Road, Bailey Hotel Boundary Survey, Old Pompano Area Water and Sewer Improvements for Future Development Restaurants, and MLK Boulevard Water Main Design.

**North Pompano Park Improvements, Pompano Beach, FL:** KEITH has been assigned to provide design services for the development of North Pompano Park. The project consists of a series of walking trails, landscape, minor parking areas, fence and perimeter enclosure as well as lighting for fields and pedestrian level. The project will be built using a CMAR process and the CM is expected to be added to the team at or near the Schematic Design or Design Development phase. The CM will work with the team to complete the project design as well as transition to construction.

**SR A1A Improvements, Pompano Beach, FL:** KEITH has provided comprehensive design, permitting, bid, and construction phase services associated with site improvements at Everglades Holiday Park. The improvements included renovation, construction and/or reconstruction of boat docks, boat ramps, parking, ancillary buildings, limited utility infrastructure, other minor park related amenities and improvements. This project has included LEED "Green" design principles. Project phases include: Conceptual Master Plan Design, Schematic Design, Design Development and Construction Documents.

**City of Fort Lauderdale Continuing Surveying Services, Fort Lauderdale, FL:** KEITH provided general surveying and mapping services to the municipality on an as needed basis on this ongoing continuing services contract. Some projects provided under these contracts include NE 27th Street ADA Parking Lot Topographic Design Surveys, ADA Compliance Design Surveys for Eisenhower Blvd and SE 17th Street, Las Olas Circle, Birch Road, SE 4th Street, SE 16th Avenue and SE 15th Avenue, and NW 4th Andrews Avenue to NW 1st Avenue, Peele Dixie Water Treatment Plant Engineering Design Surveys, Boundary and Topographic Surveys, SE 15th Street Boat Ramp Boundary Surveys, Hortt Elementary School ALTA/ACSM Land Title Survey, Mills Pond Park Boundary Survey, Croissant Park Athletic Field Staking and Final As-Built Sketch for the City's records, River Oaks (Lauderdale Marine Center) Specific Purpose Survey & Sketch and Design, South Middle River Park Boundary Survey, Fort Lauderdale Executive Airport (FXE) Taxiway Golf Relocation FAA Survey Submittal Assistance, 17th Street Causeway Service Road Utility Designation and Mapping, and River Oaks Preserve Topographic Survey.

**Nova Southeastern University (NSU) Student Housing Development, Davie, FL:** KEITH is currently providing civil engineering and surveying services, as a subconsultant partner to RISE: Real Estate Company, for the development of new student residential facilities on the University's Davie campus at the northwest corner of Nova Road and College Avenue. This student housing development will bring approximately 600 beds to NSU's campus in response to existing student housing demand.

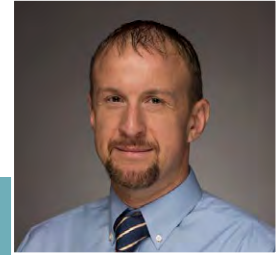
**Town of Southwest Ranches Continuing Surveying and Engineering Services, Southwest Ranches, FL:** KEITH is currently providing general engineering and surveying and mapping services to the Town on an as needed basis on these on-going continuing services contracts. Some projects provided under these contracts include: various drainage improvement projects, volunteer fire station relocation, SW 202nd Avenue Entranceway Signs, and Calusa Corners Park Phase 1.

**Fort Lauderdale-Hollywood International Airport (FLL) Expansion Program III (AEP III) Terminal 4 (T4) Expansion, Fort Lauderdale, FL:** Mr. Weymouth served as utility construction manager for the underground improvements associated with 1.6 billion dollar replacement of T4 - Concourse H and the airfield apron. Work included replacement, relocation and upgrade of the domestic water and new sanitary sewer systems serving the new T4 - Concourse G and the new transmission main around the perimeter of T4.



# John McWilliams, P.E.

*Traffic Engineering/Transportation Planning/Transit*



## Relevant Experience

**City of Miami Transportation Program Support Services, Miami, FL** — Project engineer for Transportation Program Support Services contract with the City of Miami. In this role, Kimley-Horn served as an extension of the City's staff assisting in the program management and administration of transportation and transit projects in the City's Capital Improvements Program (CIP). Kimley-Horn's responsibilities include providing oversight of projects encompassing planning, design, and construction activities.

**Fort Lauderdale General On-Call Traffic Engineering Services, FL** — Project engineer for general traffic engineering and transportation planning services as part of an on-call contract with the city. Kimley-Horn serves as an extension of the City of Fort Lauderdale staff reviewing traffic impact studies and parking analyses. Projects to date have included peer review of traffic impact and parking studies, site plan review, and representation at public hearings.

**NE 36th Street and Biscayne Boulevard/SR A1A Intersection Roadway Improvements, Miami, FL** — Project manager for the preparation of a traffic study and determination intersection improvements at NE 36th Street and Biscayne Boulevard/SR A1A. This analysis included traffic data collection, design traffic forecasts, intersection operational analysis, and the development of long-term improvements for the study intersection. The operational analysis examined existing and future traffic conditions during the weekday peak hours. Significant coordination was held with FDOT, City of Miami Beach, and Miami Dade County Public Works and Waste Management Department's Signal and Signs Division.

**Districtwide Pedestrian and Bicycle Consultant, FDOT District Six, FL** — Served as project manager for an ongoing districtwide contract. Kimley-Horn's duties include conducting an engineering review of plans and reports for incorporating, extending, and/or enhancing bicycle and pedestrian facilities, submitting project review comments within the Electronic Review Comment (ERC) process, presenting current FDOT projects to the Miami-Dade BPAC on a monthly basis for review and comment, providing non-motorized transportation expertise at stakeholder meetings, and coordinating with design engineers and FDOT project managers as necessary. In addition, Kimley-Horn has assisted the department with performing ancillary tasks such as developing a bicycle ways design checklist, assisting in the development of sharrow marking prioritization criteria, and performing field data collection tasks.

**NE 185th Street at NE 28th Court Traffic Signal Warrant Analysis and Signal Design, FL** — Project engineer. Kimley-Horn served as design engineer for the City of Aventura for the design of a new traffic signal installation at the intersection. Through early design analysis, Kimley-Horn identified the need for traffic signal equipment easements needed to provide the proper clearance from existing electrical transmission lines along the south side of the intersection. Tasks included traffic signal warrant analyses, design, utility coordination, and construction phase services.

**Districtwide Traffic Operations 3R Safety Reviews, FDOT District Four, FL** Project engineer for a contract that involves a holistic approach to traffic enhancements in concert with planned roadway construction projects to improve the safety of the district's roadways. The department is looking at both infrastructure countermeasures in addition to public marketing/education campaigns. Kimley-Horn will be responsible for establishing the nature of the safety issue, deciding whether it can be corrected through

## Special Qualifications

- Has 21 years of experience in traffic engineering and transportation planning experience, 18 of which have been in South Florida
- Expertise in traffic operations, transportation planning, and access management

## Professional Credentials

- Bachelor of Science, Civil Engineering, Ohio Northern University, 2000
- Professional Engineer in Florida, #62541, February 14, 2005
- Institute of Transportation Engineers (ITE)

# John McWilliams, P.E.

## *Relevant Experience (continued)*

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an education/marketing campaign or whether it needs an engineering solution. We will then develop an implementation plan to address any deficiency.

**Aventura General Services Contract, FL** — Serving as project manager. Kimley-Horn is currently providing general traffic engineering and transportation planning services to city staff. Primary assignments include peer review of traffic impact and parking studies, site plan review, representation at public hearings, and signalization design. Additional assignments include the comprehensive study of various proposed infrastructure modifications, including Aventura Mall access and circulation, William Lehman Causeway interchange justification, US 1 median closures, and the extension of Miami Gardens Drive (east of US 1/Biscayne Boulevard).

**Royal Palm Boulevard Improvements (Royal Palm Boulevard Bridge over Margate Canal), Margate, FL** — Project engineer. Our services included the engineering design and development of construction documents for Royal Palm Boulevard Improvements beginning approximately 200 feet± east of the Margate Canal and extending east to the west half right-of-way of SR 7 (441), approximately one mile in total length. The project involved realignment of the roadway, east- and westbound left-turn lanes, access management modifications, renovation of an existing bridge and medians, construction of pedestrian bridges, base enhancements, milling and resurfacing, providing new asphalt areas, swale improvements, minor drainage improvements, and lighting improvements. Professional services included design, permitting, coordinating with utility providers for adjustments and/ or relocations, preparing quantity calculations and engineers' estimates of probable costs, and limited construction phase services.

**I-95 Corridorwide Planning for Operational Deficiencies, US 1 to Broward County Line, Broward County, FL** — Serves as project manager. Kimley-Horn is developing and evaluating improvement concepts and performing a detailed planning level operational analysis for the I-95 corridor within District Six. The study's purpose is to identify recurring bottlenecks and develop a series of proposed improvements to address current and future demands on the corridor. The analysis includes evaluation of the study interchanges, interchange influence areas, and ramp junctions, as well as post-implementation operational conditions of the 95 Express corridor improvements. Multiple improvement alternatives are being developed for the mainline and system-to-system connections.

**US 441 (SR 7) Prospect Road "Breeze" Bus Queue Jumper, Fort Lauderdale, FL** — Project engineer on the Kimley-Horn team that provided planning and design services for two transit signal priority projects in Broward County, including a bus queue jumper lane at the US 441/Prospect Road intersection. Responsible for designing the signal modifications required for queue jumper operations, including a unique signage and signal operating plan.

**SR 7/US 441 at NW 29th Street, Lauderdale Lakes, FL** — Design engineer of record for a mast arm conversion project as part of a retail redevelopment on the west side of SR 7/US 441. Responsibilities included signal/interconnect design and permitting, utility coordination, and construction phase services.

**McNab Road at Avon Lane, North Lauderdale, FL** — Design engineer of record for mast arm conversion project as part of a new retail development along the south side of McNab Road. Responsibilities include signal design and permitting, utility coordination, bidding assistance, and construction phase services.

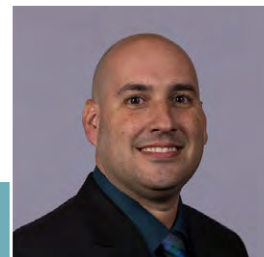
**Flamingo Road and Silver Falls Boulevard, Miramar, FL** — Design engineer of record for a new mast arm signal installation to serve a large residential development in south Miramar. Effort included signal design and permitting, utility coordination, and construction phase services.

**Biscayne Boulevard Roadway Diet between SE 1st Street and NE 5th Street, Miami, FL** — Project manager to prepare a traffic analysis to assess traffic conditions, if the number of travel lanes on Biscayne Boulevard between SE 1st Street and NE 5th Street were reduced. A total of four different laneage configurations were developed. Analyses were conducted for weekday A.M. and P.M. peak hours. Significant coordination was held with City of Miami and Miami Downtown Development Authority.

**Districtwide Modal Development Consultant (includes South Florida Regional Freight Plan), FDOT District Four, FL** Project engineer who provided traffic signal design services and traffic operational analyses for several task work orders, including the Bus Queue Jumper demonstration project. Kimley-Horn has served as a Districtwide Modal Development Consultant to Florida Department of Transportation (FDOT) District Four since 2006. Kimley-Horn's responsibilities include travel demand modeling (multimodal), transportation systems management, congestion management, intermodal facilities, park-and-ride lot planning, multimodal alternatives analysis, transit planning, and bicycle and pedestrian planning.

# Eric Regueiro, P.E., ENV SP

Roadway & Streetscape Design



## Relevant Experience

**Dixie Highway GO Bond Project, Pompano Beach** — Assistant project manager. Kimley-Horn was selected by the City of Pompano Beach to provide professional engineering services to assist with the final design and construction documents for the beautification Gateway elements of Atlantic Boulevard and Dixie Highway to revitalize the downtown area of Pompano. The Dixie Highway project limits are from McNab Road to Sample Road and Atlantic Boulevard from NW 6th Avenue to Cypress Road. This project is part of the City of Pompano Beach GO Bond program and includes beautification of the roadway to include paving, drainage improvements, sidewalks, lighting, parking, multiuse trails, landscaping, irrigation, and curbing. The City will use a Construction Manager at Risk (CMAR) as the delivery method for this project.

**Lowson Boulevard Improvements Project, Delray Beach** — Project manager. Kimley Horn was selected by the City of Delray Beach to provide professional engineering services to assist with the initial design and final design of the roadway improvements to Lowson Boulevard between Dover Road and S.E. 5th Avenue. The project includes shared-use paths for pedestrians and cyclists and other improvements for a 2.5-mile segment of the roadway. The project is partially funded through the FDOT LAP program. In addition, the project included intensive public involvement, coordination with TPA and FDOT, shared-use paths, paving and drainage improvements, curbing, signing and pavement marking, two railroad at-grade crossings, signal modifications, and lighting improvements.

**SE 1st Street 30% Plans, Boynton Beach** — Project manager. As part of the on-call general consulting engineering services contract with the City, Kimley-Horn provided the conceptual engineering design services for the SE 1st Street Sidewalk Improvements Project. The project used the information prepared during the Grant Application and Conceptual Engineering phase and the topographic field survey and right-of-way survey provided by the City to advance the design up to the 30% preliminary plans. Services included base mapping, typical section development, oversight of horizontal alignment analysis, redesign of intersection geometry at SE 12th Avenue and at-grade crossing modifications, review of vertical alignment and cross sections analysis, preliminary drainage review, utility coordination, and neighborhood traffic calming study.

**Lake Worth Neighborhood Road Program Year 4** — Project manager on the team that provided the City of Lake Worth with civil engineering services consisting of design and roadway construction drawings for year 4 projects assisting the City with its pavement rehabilitation program for 19 different streets totaling approximately 12,000 linear feet. The effort focused mainly on plans, specifications, and construction inspection services for pavement rehabilitation on roadways with the lowest pavement condition index. Tasks include data collection, utility coordination, development of construction documents, bidding assistance, and observation during construction.

**Ocean Park Boulevard Complete Green Street Project, Santa Monica, CA** — Project engineer. Kimley-Horn provided construction plans, specifications, and cost estimates to complete the design of the Ocean Park Boulevard Complete Green Street Project. The Kimley-Horn team designed improvements to the Ocean Park Boulevard corridor to provide connections between the neighborhoods on the north and south side of Ocean Park Boulevard and create an inviting environment for residents. In addition, Kimley-Horn designed watershed improvements to help reduce pollutants for urban runoff while also reducing the overall volume of stormwater runoff reaching Santa Monica Bay. Scope of work elements include the addition of three proposed crosswalks

## Special Qualifications

- More than 15 years of experience in civil engineering for roadway and land development projects, with emphasis on street improvement design, pavement condition analysis, grading and drainage, stormwater management, and sewer and water system design
- Technical skills support a wide range of projects, from local roadway improvements to major interchange, grade separation, and regional transportation projects
- Proficient in both of the major design softwares, AutoCAD Civil 3D and MicroStation/InRoads, and is able to design and model roadway plans using the client's preferred CAD software

## Professional Credentials

- Bachelor of Science, Civil Engineering, University of California, Irvine, 2005
- Professional Engineer in Florida #86211, December 26, 2018
- Envision Sustainability Professional
- American Society of Civil Engineers (ASCE), Associate Member

**Kimley»Horn**

GMOC30036.2020o\_Pompano Bch Continuing Civil Eng Resumes.indd

# Eric Regueiro, P.E., ENV SP

## *Relevant Experience (continued)*

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and overhead beacons, green bike lane and bike boxes, landscaped medians throughout the length of the project, curb extensions and bio-retention areas strategically placed along Ocean Park Boulevard, permeable paving in areas not within public travelways, traffic calming measures such as landscaped medians, pork-chops and curb extensions, and pedestrian level lighting along the thoroughfare.

**Alameda Corridor East Construction Authority, Phase II Grade Separations PS&E, Fullerton Road Grade Separation, City of Industry, CA** — Project engineer. Kimley-Horn serves as the primary civil engineer encompassing all roadway design, railroad design/coordination, utility relocations, traffic studies, oversight of the stormwater pump station design, and other site civil related components. The project scope includes alternatives analysis to further develop the preferred alternative in coordination with the previously prepared environmental studies and final design PS&E. Primary project components include lowering two major arterials, an 80-foot-wide embankment to raise the UPRR tracks, two bridge structures (one for UPRR tracks and another to grade separate the adjacent frontage road); 60- and 72-inch storm drain relocations and stormwater pump station; and major utility relocations (54-inch sewer, 30-inch high pressure gas, 24-inch reclaimed water, electrical transmission lines, etc.).

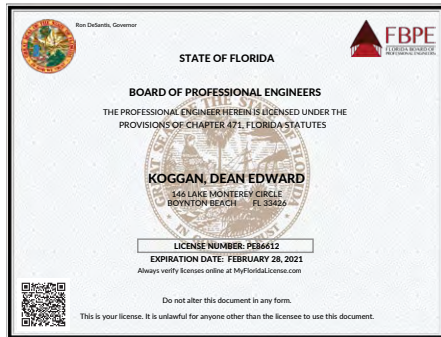
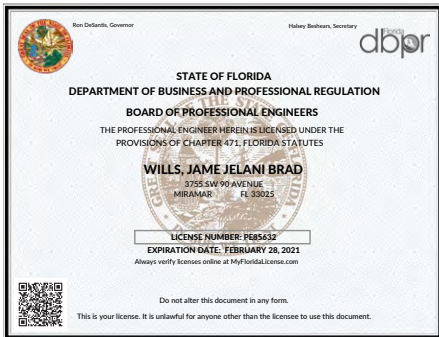
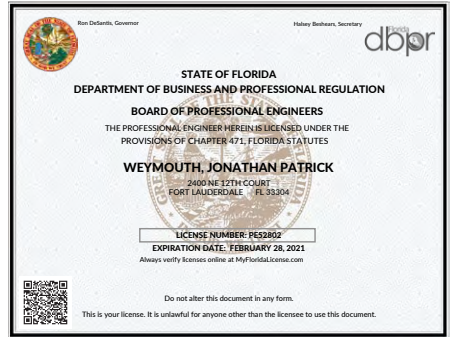
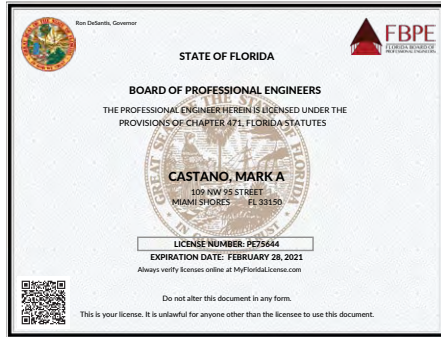
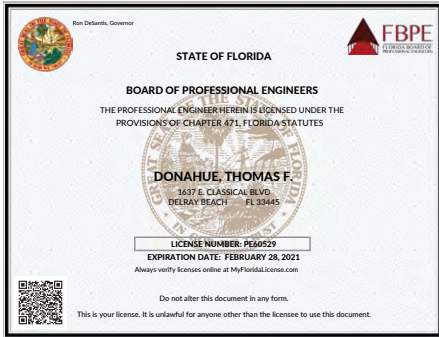
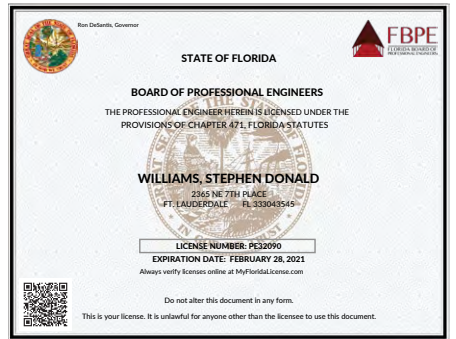
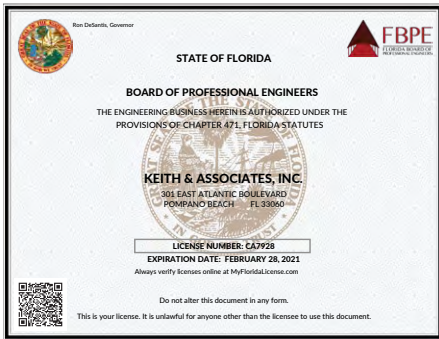
**I-10/Pennsylvania Avenue Interchange Improvements, Beaumont, CA** — Kimley-Horn is providing plans, specifications, and an estimate of probable construction costs for the I-10/Pennsylvania Avenue Interchange Improvement project. Our team is providing engineering services required for Project Approval and Environmental Documents (PA&ED), as well as final design and right-of-way acquisition through the Caltrans Streamlined Oversight Process (SOP). The project expands the Pennsylvania interchange to include a new westbound on-ramp and eastbound off-ramp to complement the existing ramps and create a full interchange.

**Pennsylvania Avenue Widening, Beaumont, CA** — Project engineer. This project widens and adds two additional lanes to Pennsylvania Avenue between 1st Street and 6th Street in the City of Beaumont. The additional lanes will result in a four-lane major highway per the City's General Plan Circulation Element within these limits. This requires improvements to the existing Union Pacific Railroad (UPRR) at-grade crossing and freeway ramp terminals at the I-10 Freeway. A new tee intersection is provided along the east side of Pennsylvania Avenue for the future extension of 2nd Street. Pedestrian access is provided for the length of the project and impacted intersections will be brought up to current Americans with Disabilities Act (ADA)

**Auto Center Drive Traffic Signal and Median Design, Buena Park, CA** — Project engineer. Kimley-Horn designed a new traffic signal along Auto Center Drive at the Chevrolet Dealership service driveway. Modifications to the existing median were included to allow left-turn movements into the service driveway as well as allow for a pedestrian crossing across the south leg of the intersection. New ADA compliant ramps are proposed at each end of the pedestrian crossing. Coordination with Southern California Edison was included to determine a service point location for the new traffic signal. We were able to meet the City's schedule from developing design concepts to final signed mylar plans in two months.

**Ramona Boulevard at Valley Boulevard Intersection Improvement Project, El Monte, CA** — Project engineer. The City of El Monte intended to improve the arterial level of service and increase vehicular capacity at the Ramona Boulevard/Valley Boulevard intersection by widening and reconfiguring the existing five-point intersection to four-point intersection. The proposed improvements required Right-of-Way acquisitions; geometrical design modifications at Valley Mall to allow for right-in and right-out traffic movement; various utility adjustments/relocations; traffic signal improvements; bus stop and bus shelter relocations; and parkway and sidewalk modifications. The project will result in a complete plan, specification, and cost estimate package for bidding and construction purposes. Project's scope of works includes Right-of-Way acquisition, intersection widening, traffic study and evaluation, traffic safety enhancement, traffic circulation, CEQA, Phase I site assessment, active transportation, community engagement and public outreach, drainage analysis, Water Quality Management Plan, landscape and street amenities.

**On-Call Pavement Rehabilitation/Utility Design, Fontana, CA** — Project engineer. Kimley-Horn has completed multiple task orders under an On-Call Engineering Services agreement with the City for pavement rehabilitation design along five streets (three separate bid packages). Improvements entail pavement replacement and/or overlays according to geotechnical recommendations; replacement of damaged curb and/or gutters; new curb and/or gutters where missing; replacement of damaged sidewalk; replacement of damaged and non-standard driveways; replacement of non-standard curb ramps if affected by adjacent improvements; new curb ramps where missing if affected by adjacent improvements.



CITY OF POMPANO BEACH  
BUSINESS TAX RECEIPT  
FISCAL YEAR: 2019 - 2020

Business Tax Receipt Valid from: October 1, 2019 through September 30, 2020

4441643  
WILLIAMS, STEPHEN D  
301 E ATLANTIC BL  
POMPANO BEACH FL 33060

**THIS IS NOT A BILL**

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

BUSINESS OWNER: WILLIAMS, STEPHEN D  
BUSINESS LOCATION: 301 E ATLANTIC BL POMPANO BEACH FL

RECEIPT NO: CLASSIFICATION  
20-0099-1122 PROFESSIONAL-ENGINEER (PROF,CIVIL,ELECT)



CITY OF POMPANO BEACH  
BUSINESS TAX RECEIPT  
FISCAL YEAR: 2019 - 2020

Business Tax Receipt Valid from: October 1, 2019 through September 30, 2020

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

**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  
20-0096-5636 PROFESSIONAL-SURVEYOR (LAND/MARINE)



# OFFICE LOCATIONS



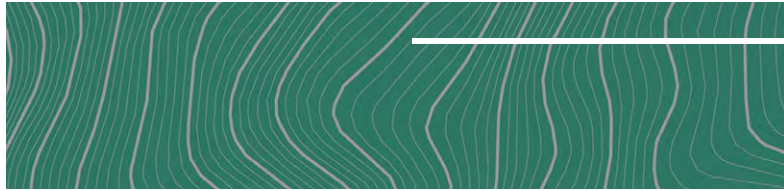
KEITH  
301 E. Atlantic Boulevard  
Pompano Beach, FL 33060

Kimley Horn  
600 N. Pine Island Road, Suite 450  
Plantation, FL 33324



# LOCAL BUSINESS





**REQUESTED INFORMATION BELOW IS ON LOCAL BUSINESS PROGRAM FORM ON THE BID ATTACHMENTS TAB. BIDDERS ARE TO COMPLETE FORM IN ITS ENTIRITY AND INCLUDE COMPLETED FORM IN YOUR PROPOSAL THAT MUST BE UPLOADED TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.**

CITY OF POMPANO BEACH, FLORIDA  
LOCAL BUSINESS PARTICIPATION FORM

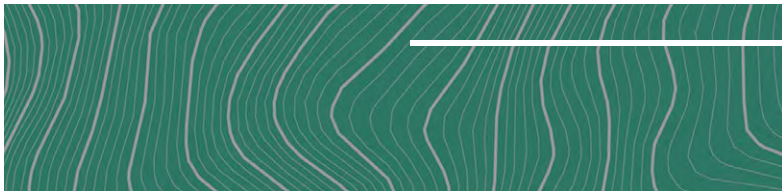
CONTINUING CONTRACT FOR CIVIL ENGINEERING  
Solicitation # & Title: SERVICES FOR VARIOUS CITY PROJECTS

Keith and Associates, Inc., dba  
Prime Contractor's Name: KEITH

<u>Name of Firm, Address</u>	<u>Contact Person, Telephone Number</u>	<u>Type of Work to be Performed/Materials to be Purchased</u>	<u>Contract Amount</u>
Keith and Associates, Inc., dba KEITH 301 E. Atlantic Boulevard, Pompano Beach, FL	Alex Lazowick, PE, PMP, President 954-788-3400	Civil, landscape, survey, subsurface utility engineering	TBD
Kimley Horn 600 N. Pine Island Road, Suite 450, Plantation, FL 3	John McWilliams, (954) 535-5100	Traffic Engineering	TBD

LOCAL BUSINESS EXHIBIT "A"





LOCAL BUSINESS EXHIBIT "C"  
LOCAL BUSINESS UNAVAILABILITY FORM

n/a

Solicitation # \_\_\_\_\_

I, \_\_\_\_\_  
(Name and Title)

of \_\_\_\_\_, certify that on the \_\_\_\_\_ day of

\_\_\_\_\_, \_\_\_\_\_, I invited the following LOCAL BUSINESS(s) to bid work  
(Month) (Year)

items to be performed in the City of Pompano Beach:

Business Name, Address	Work Items Sought	Form of Bid Sought (i.e., Unit Price, Materials/Labor, Labor Only, etc.)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Said Local Businesses:

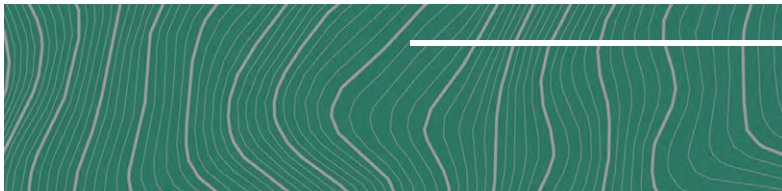
- \_\_\_ Did not bid in response to the invitation
- \_\_\_ Submitted a bid which was not the low responsible bid
- \_\_\_ Other: \_\_\_\_\_

Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

Note: Attach additional documents as available.

LOCAL BUSINESS EXHIBIT "C"



LOCAL BUSINESS EXHIBIT "D"  
GOOD FAITH EFFORT REPORT LOCAL BUSINESS PARTICIPATION

Solicitation # \_\_\_\_\_

n/a

1. What portions of the contract have you identified as Local Business opportunities?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Did you provide adequate information to identified Local Businesses? Please comment on how you provided this information.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Did you send written notices to Local Businesses?

\_\_\_ Yes     \_\_\_ No

If yes, please include copy of the notice and the list of individuals who were forwarded copies of the notices.

4. Did you advertise in local publications?

\_\_\_ Yes     \_\_\_ No

If yes, please attach copies of the ads, including name and dates of publication.

5. What type of efforts did you make to assist Local Businesses in contracting with you ?

\_\_\_\_\_  
\_\_\_\_\_

7. List the Local Businesses you will utilize and subcontract amount.

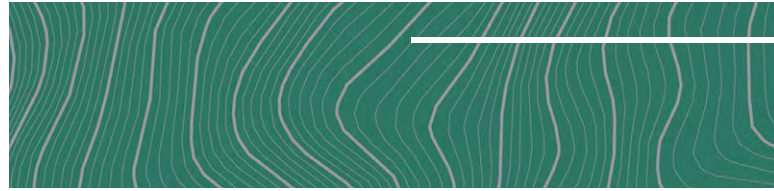
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_

8. Other comments: \_\_\_\_\_

\_\_\_\_\_



# LITIGATION

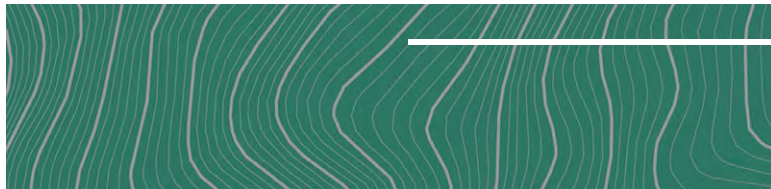


## LITIGATION STATEMENT

In 2016, KEITH was involved in a material case (No. 14-14525(12)) as a third-party defendant in a dispute between a client of ours and a neighboring property owner. The case was settled, and all parties involved have received resolution. KEITH has not been involved in any other litigation over the past 5-years.



# CITY FORMS



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

***PROPOSER INFORMATION PAGE***

E-20-20, CONTINUING CONTRACT FOR CIVIL ENGINEERING SERVICES FOR VARIOUS CITY PROJECTS  
 \_\_\_\_\_  
 (number) (Title)

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 solicitation. I have read the solicitation 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 Title President

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

Federal Tax Identification Number 65-0806421

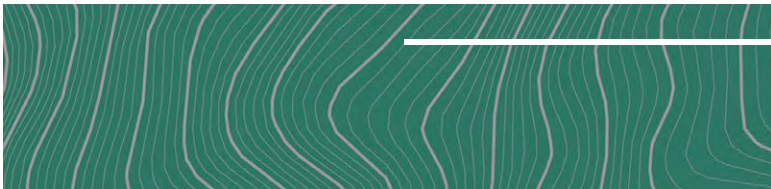
Address 301 E. Atlantic Boulevard

City/State/Zip Pompano Beach, FL 33060

Telephone No. 954-788-3400 Fax No. n/a

Email Address alazowick@keithteam.com





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

**PROJECT TEAM**

SOLICITATION NUMBER E20-20

Federal I.D.# 65-0806421

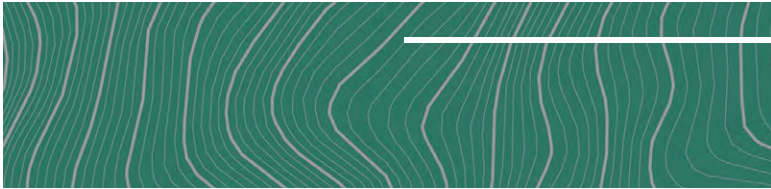
**PRIME**

Role	Name of Individual Assigned to Project	Number of Years Experience	Education, Degrees
Principal-In-Charge	<u>Alex Lazowick, PE, PMP</u>	<u>12</u>	<u>B.S. Civil Engineering</u>
Project Manager	<u>Stephen Williams, Sr., PE</u>	<u>42</u>	<u>B.S. Civil Engineering</u>
Asst. Project Manager	<u>_____</u>	<u>_____</u>	<u>_____</u>
Other Key Member	<u>Thomas Donahue, PE</u>	<u>41</u>	<u>B.S. Civil Engineering</u>
Other Key Member	<u>_____</u>	<u>_____</u>	<u>_____</u>

**SUB-CONSULTANT**

Role	Company Name and Address of Office Handling This Project	Name of Individual Assigned to the Project
Surveying	<u>_____</u>	<u>_____</u>
Landscaping	<u>_____</u>	<u>_____</u>
Engineering	<u>_____</u>	<u>_____</u>
Other Key Member	<u>Kimley-Horn 600 N Pine Island Rd #450, Plantation, FL</u>	<u>John McWilliams, PE</u>
Other Key Member	<u>_____</u>	<u>_____</u>
Other Key Member	<u>_____</u>	<u>_____</u>
Other Key Member	<u>_____</u>	<u>_____</u>

(use attachments if necessary)



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

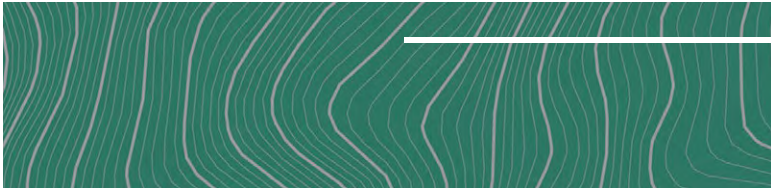
**VENDOR CERTIFICATION REGARDING SCRUTINIZED COMPANIES LISTS**

Respondent Vendor Name: Keith and Associates, Inc., dba 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

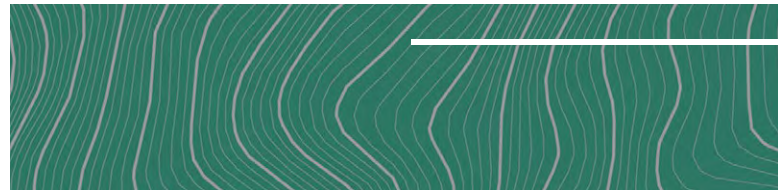


**Exhibit – Contractor Performance Report**

	<p><b>City of Pompano Beach, Purchasing Division</b>  <b>1190 N.E. 3rd Avenue, Building C</b>  <b>Pompano Beach, Florida, 33060</b></p>
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**CITY OF POMPANO BEACH  
CONTRACTOR PERFORMANCE REPORT**

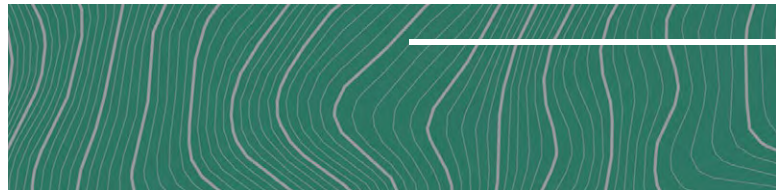
1. Report Period: from \_\_\_\_\_ to \_\_\_\_\_
  2. Contract Period: from \_\_\_\_\_ to \_\_\_\_\_
  3. Bid# & or P.O.#: \_\_\_\_\_
  4. Contractor Name: \_\_\_\_\_
  5. City Department: \_\_\_\_\_
  6. Project Manager: \_\_\_\_\_
  7. Scope of Work (Service Deliverables): \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



**Exhibit – Contractor Performance Report**

CATEGORY	RATING	COMMENTS
<b>1. Quality Assurance/Quality Control</b> - Product/Services of high quality - Proper oversight - Communication	Poor =1 Satisfactory =2 Excellent =3	
<b>2. Record Keeping</b> -Accurate record keeping -Proper invoicing -Testing results complete	Poor =1 Satisfactory =2 Excellent =3	
<b>3. Close-Out Activities</b> - Restoration/Cleanup - Deliverables met - Punch list items addressed	Poor =1 Satisfactory =2 Excellent =3	
<b>4. Customer Service</b> - City Personnel and Residents - Response time - Communication	Poor =1 Satisfactory =2 Excellent =3	
<b>5. Cost Control</b> - Monitoring subcontractors - Change-orders - Meeting budget	Poor =1 Satisfactory =2 Excellent =3	
<b>6. Construction Schedule</b> - Adherence to schedule - Time-extensions - Efficient use of resources	Poor =1 Satisfactory =2 Excellent =3	
<b>SCORE</b>	_____	<b>ADD ABOVE RATINGS/DIVIDE TOTAL BY NUMBER OF CATEGORIES BEING RATED</b>

**RATINGS**  
**Poor Performance (1.0 – 1.59):** Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.  
**Satisfactory Performance (1.6 – 2.59):** Generally responsive, effective and/or efficient; delays are excusable and/or results in minor program adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.  
**Excellent Performance (2.6 – 3.0):** Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal direction; customers expectations are exceeded.



Would you select/recommend this contractor again? \_\_\_\_ Yes \_\_\_\_ No

Please attach any supporting documents to this report to substantiate the ratings that have been provided.

_____	_____	_____
Ratings completed by (print name)	Ratings completed by signature	Date
_____	_____	_____
Department Head (print name)	Department Head Signature	Date
_____	_____	_____
Vendor Representative (print name)	Contractor Representative Signature	Date

Comments, corrective actions etc., use additional page if necessary:

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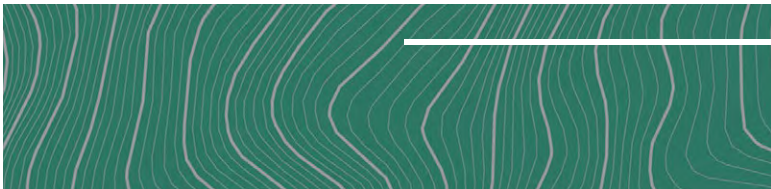
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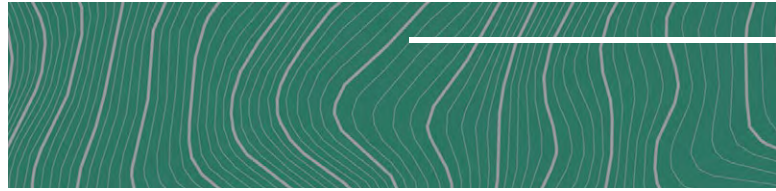
**City of Pompano Beach Florida  
Local Business Subcontractor Utilization Report**

Project Name (1)		Contract Number and Work Order Number (if applicable) (2)	
Report Number (3)	Reporting Period (4) to	Local Business Contract Goal (5)	Estimated Contract Completion Date (6)
Contractor Name (7)		Contractor Telephone Number (8) ( ) -	Contractor Email Address (9)
Contractor Street Address (10)	Project Manager Name (11)	Project Manager Telephone Number (12) ( ) -	Project Manager Email Address (13)

<b>Local Business Payment Report</b>						
Federal Identification Number (14)	Local Subcontractor Business Name (15)	Description of Work (16)	Project Amount (17)	Amount Paid this Reporting Period (18)	Invoice Number (19)	Total Paid to Date (20)
<b>Total Paid to Date for All Local Business Subcontractors (21) \$</b>						<b>0.00</b>

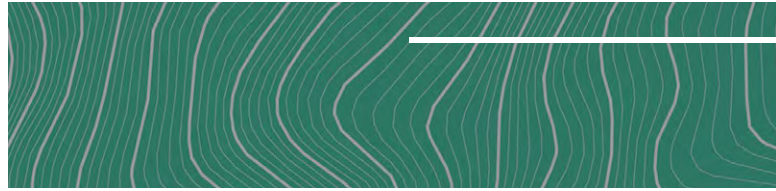
**I certify that the above information is true to the best of my knowledge.**

Contractor Name – Authorized Personnel (print) (22)	Contractor Name – Authorized Personnel (sign) (23)	Title (24)	Date (25)
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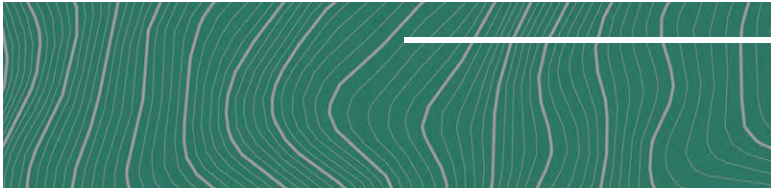
### Local Business Subcontractor Utilization Report Instructions

- Box (1) Project Name** – Enter the entire name of the project.
- Box (2) Contract Number (work order)** – Enter the contract number and the work order number, if applicable (i.e., 4600001234, and if work order contract include work order number – 4600000568 WO 01).
- Box (3) Report Number** - Enter the Local Business Subcontractor Utilization Report number. Reports must be in a numerical series (i.e., 1, 2, 3).
- Box (4) Reporting Period** - Enter the beginning and end dates this report covers (i.e., 10/01/2016 – 11/01/2016).
- Box (5) Local Contract Goal** - Enter the Local Contract Goal percentage on entire contract.
- Box (6) Contract Completion Date** - Enter the expiration date of the contract, (not work the order).
- Box (7) Contractor Name** - Enter the complete legal business name of the Prime Contractor.
- Box (8) Contractor Telephone Number** - Enter the telephone number of the Prime Contractor.
- Box (9) Contractor Email Address** - Enter the email address of the Prime Contractor.
- Box (10) Contractor Street Address** – Enter the mailing address of the Prime Contractor.
- Box (11) Project Manager Name** - Enter the name of the Project Manager for the Prime Contractor on the project.
- Box (12) Project Manager Telephone Number** – Enter the direct telephone number of the Prime Contractor’s Project Manager.
- Box (13) Project Manager Email Address** – Enter the email address of the Prime Contractor’s Project Manager.
- Box (14) Federal Identification Number** – Enter the federal identification number of the Local Subcontractor(s).
- Box (15) Local Subcontractor Business Name** – Enter the complete legal business name of the Local Subcontractor(s).
- Box (16) Description of Work** – Enter the type of work being performed by the Local Subcontractor(s) (i.e., electrical services).
- Box (17) Project Amount** – Enter the dollar amount allocated to the Local Subcontractor(s) for the entire project (i.e., amount in the subcontract agreement).



- Box (18) Amount Paid this Reporting Period** – Enter the total amount paid to the Local Subcontractor(s) during the reporting period.
- Box (19) Invoice Number** – Enter the Local Subcontractor’s invoice number related to the payment reported this period.
- Box (20) Total Paid to Date** – Enter the total amount paid to the Local Subcontractor(s) to date.
- Box (21) Total Paid to Date for All Local Subcontractor(s)** – Enter the total dollar amount paid to date to all Local Subcontractors listed on the report.
- Box (22) Contractor Name Authorized Personnel (print)** – Print the name of the employee that is authorized to execute the Local Subcontractor Utilization Report.
- Box (23) Contractor Name Authorized Personnel (sign)** – Signature of authorized employee to execute the Local Subcontractor Utilization Report.
- Box (24) Title** – Enter the title of authorized employee completing the Local Subcontractor Utilization Report.
- Box (25) Date** – Enter the date of submission of the Local Subcontractor Utilization Report to the City.





**REQUESTED INFORMATION BELOW IS ON LOCAL BUSINESS PROGRAM FORM ON THE BID ATTACHMENTS TAB. BIDDERS ARE TO COMPLETE FORM IN ITS ENTIRITY AND INCLUDE COMPLETED FORM IN YOUR PROPOSAL THAT MUST BE UPLOADED TO THE RESPONSE ATTACHMENTS TAB IN THE EBID SYSTEM.**

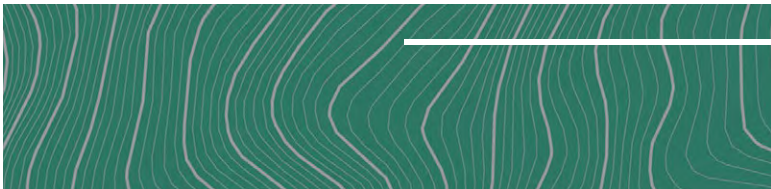
CITY OF POMPANO BEACH, FLORIDA  
LOCAL BUSINESS PARTICIPATION FORM

Solicitation # & Title: CONTINUING CONTRACT FOR CIVIL ENGINEERING SERVICES FOR VARIOUS CITY PROJECTS

Prime Contractor's Name: Keith and Associates, Inc., dba KEITH

<u>Name of Firm, Address</u>	<u>Contact Person, Telephone Number</u>	<u>Type of Work to be Performed/Materials to be Purchased</u>	<u>Contract Amount</u>
Keith and Associates, Inc., dba KEITH 301 E. Atlantic Boulevard, Pompano Beach, FL	Alex Lazowick, PE, PMP, President 954-788-3400	Civil, landscape, survey, subsurface utility engineering	TBD
Kimley Horn 600 N. Pine Island Road, Suite 450, Plantation, FL 3	John McWilliams, (954) 535-5100	Traffic Engineering	TBD

LOCAL BUSINESS EXHIBIT "A"



LOCAL BUSINESS EXHIBIT "B"  
LOCAL BUSINESS  
LETTER OF INTENT TO PERFORM AS A LOCAL SUBCONTRACTOR

Solicitation Number E-20-20

TO: KEITH  
(Name of Prime or General Bidder)

The undersigned City of Pompano Beach business intends to perform subcontracting work in connection with the above contract as (check below)

an individual  a corporation  
 a partnership  a joint venture

The undersigned is prepared to perform the following work in connection with the above Contract, as hereafter described in detail:

traffic engineering

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

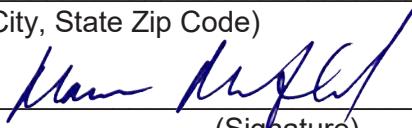
at the following price: TBD

07/27/2020  
(Date)

Kimley-Horn and Associates, Inc.  
(Print Name of Local Business Contractor)

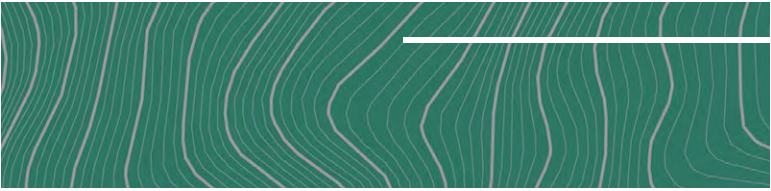
600 North Pine Island Road, Suite 450  
(Street Address)

Plantation, FL  
(City, State Zip Code)

BY:   
(Signature)

**IMPORTANT NOTE:** Signatures on this form MUST be by an authorized employee of Subcontractor and must be uploaded to the Response Attachment Tab

LOCAL BUSINESS EXHIBIT "B"



n/a

LOCAL BUSINESS EXHIBIT "C"  
LOCAL BUSINESS UNAVAILABILITY FORM

Solicitation # \_\_\_\_\_

I, \_\_\_\_\_  
(Name and Title)

of \_\_\_\_\_, certify that on the \_\_\_\_\_ day of

\_\_\_\_\_, \_\_\_\_\_, I invited the following LOCAL BUSINESS(es) to bid work  
(Month) (Year)

items to be performed in the City of Pompano Beach:

Business Name, Address	Work Items Sought	Form of Bid Sought (i.e., Unit Price, Materials/Labor, Labor Only, etc.)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Said Local Businesses:

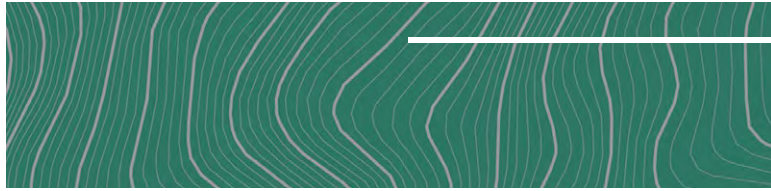
- \_\_\_ Did not bid in response to the invitation
- \_\_\_ Submitted a bid which was not the low responsible bid
- \_\_\_ Other: \_\_\_\_\_

Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

Note: Attach additional documents as available.

LOCAL BUSINESS EXHIBIT "C"



n/a

LOCAL BUSINESS EXHIBIT "D"  
GOOD FAITH EFFORT REPORT LOCAL BUSINESS PARTICIPATION

Solicitation # \_\_\_\_\_

1. What portions of the contract have you identified as Local Business opportunities?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Did you provide adequate information to identified Local Businesses? Please comment on how you provided this information.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Did you send written notices to Local Businesses?

Yes  No

If yes, please include copy of the notice and the list of individuals who were forwarded copies of the notices.

4. Did you advertise in local publications?

Yes  No

If yes, please attach copies of the ads, including name and dates of publication.

5. What type of efforts did you make to assist Local Businesses in contracting with you ?

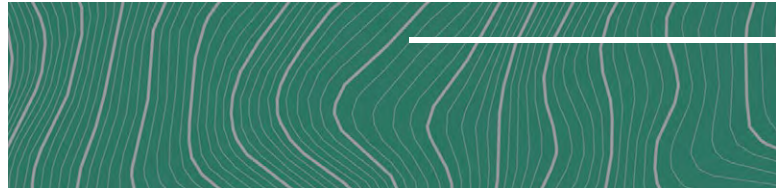
\_\_\_\_\_  
\_\_\_\_\_

7. List the Local Businesses you will utilize and subcontract amount.

_____	\$ _____
_____	\$ _____
_____	\$ _____

8. Other comments: \_\_\_\_\_

\_\_\_\_\_



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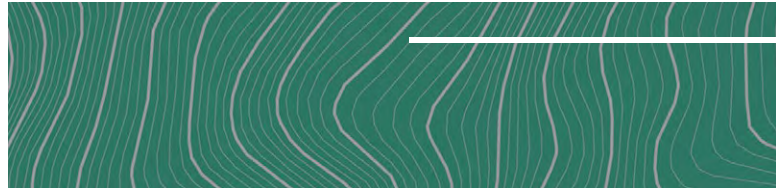
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LOCAL BUSINESS EXHIBIT "D"

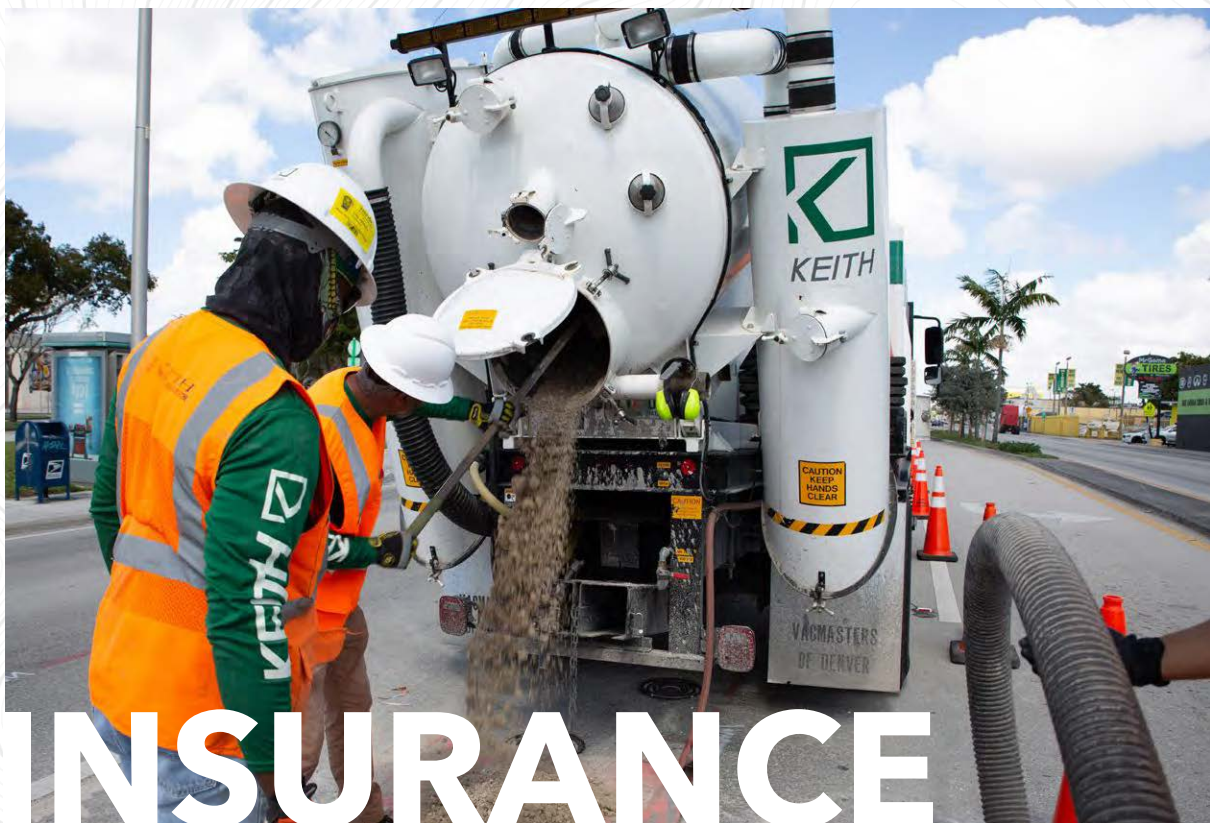


# FINANCIAL STATEMENTS



## **FINANCIAL STATEMENTS**

Provided in a separate document, hand delivered to the City on July 30, 2020.



# INSURANCE





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/11/2020

**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).**

<b>PRODUCER</b> Frank H. Furman, Inc. 1314 East Atlantic Blvd. P. O. Box 1927 Pompano Beach FL 33061	<b>CONTACT NAME:</b> Josette Toussaint <b>PHONE (A/C, No, Ext):</b> (954) 943-5050 <b>FAX (A/C, No):</b> (954) 942-6310 <b>E-MAIL ADDRESS:</b> josette@furmaninsurance.com
<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b>	<b>INSURER A:</b> Charter Oak Fire Ins Co (tl) <b>NAIC #</b> 25615
Keith & Associates Inc 301 E Atlantic Boulevard  Pompano Beach FL 33060	<b>INSURER B:</b> Travelers Indemnity Co of America      25666 <b>INSURER C:</b> Travelers Property Casualty Co of America      25674 <b>INSURER D:</b> Arch Insurance Company      11150 <b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES**      **CERTIFICATE NUMBER:** 20-21 UPTADED- WO/      **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"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			6601J215564	02/19/2020	02/19/2021	EACH OCCURRENCE      \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence)      \$ 300,000 MED EXP (Any one person)      \$ 15,000 PERSONAL & ADV INJURY      \$ 1,000,000 GENERAL AGGREGATE      \$ 2,000,000 PRODUCTS - COMP/OP AGG      \$ 2,000,000 Employee Benefits      \$ 1,000,000
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY			8103L462444	02/19/2020	02/19/2021	COMBINED SINGLE LIMIT (Ea accident)      \$ 1,000,000 BODILY INJURY (Per person)      \$ BODILY INJURY (Per accident)      \$ PROPERTY DAMAGE (Per accident)      \$ PIP-Basic      \$
C	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED      RETENTION \$			CUP0J961409	02/19/2020	02/19/2021	EACH OCCURRENCE      \$ 5,000,000 AGGREGATE      \$ 5,000,000
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB0K053961	02/19/2020	02/19/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT      \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE      \$ 1,000,000 E.L. DISEASE - POLICY LIMIT      \$ 1,000,000
D	<b>PROFESSIONAL LIABILITY</b>			CPP006493600	03/13/2020	02/19/2021	Each 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)**

Sample

<b>CERTIFICATE HOLDER</b>  SAMPLE SAMPLE	<b>CANCELLATION</b>  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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**City of Pompano Beach Continuing Contracts - E-20-20  
KEITH - PROFESSIONAL SERVICE FEE SCHEDULE**

Hourly Rate

**Project Management**

Project Executive .....	\$250.00
Expert Witness .....	\$350.00
Senior Project Manager .....	\$180.00
Project Manager II .....	\$160.00
Project Manager I .....	\$140.00
Assistant Project Manager .....	\$100.00
Administrative Assistant I .....	\$80.00

**Civil / Traffic Engineering**

Senior Traffic Engineer .....	\$175.00
Traffic Engineer .....	\$125.00
Engineer IV .....	\$125.00
Engineer III .....	\$110.00
Engineer II .....	\$100.00
Engineer I .....	\$90.00

**Construction Engineering & Inspection (CEI)**

Senior Construction Manager .....	\$180.00
Construction Manager .....	\$150.00
Engineering Inspector III .....	\$125.00
Engineering Inspector II .....	\$100.00
Engineering Inspector I .....	\$90.00

**Planning**

Senior Planner .....	\$140.00
Planner II .....	\$120.00
Planner I .....	\$100.00

**Landscape Architecture**

Senior Landscape Architect .....	\$150.00
Landscape Architect .....	\$135.00
Arborist .....	\$140.00
Landscape Designer III .....	\$125.00
Landscape Designer II .....	\$100.00
Landscape Designer I .....	\$90.00

Exhibit B Fee Schedule

**City of Pompano Beach Continuing Contracts - E-20-20**  
**KEITH - PROFESSIONAL SERVICE FEE SCHEDULE**

**Survey / SUE**

Chief Surveyor .....	\$175.00
Senior Surveyor & Mapper.....	\$150.00
Project Surveyor II.....	\$125.00
Project Surveyor I.....	\$110.00
Technician .....	\$90.00
Survey Crew IV .....	\$160.00
Survey Crew III.....	\$140.00
Survey Crew II.....	\$120.00
Survey Crew I.....	\$110.00
Survey Static Laser Scanning.....	\$250.00
Survey Drone Photos .....	\$200.00
Survey Terrestrial Mobile LiDAR.....	Per Project
Chief Utility Coordinator .....	\$160.00
Senior Utility Coordinator .....	\$140.00
Utility Coordinator.....	\$100.00
Subsurface Utility Location Manager .....	\$140.00
Subsurface Utility Field Supervisor .....	\$90.00
Utility Designating/GPR.....	\$200.00
Impervious Coring >8".....	\$150.00/Each
Vacuum Excavation Test Hole (Pervious Surface).....	\$350.00/Each
Vacuum Excavation Test Hole (Impervious Surface) .....	\$450.00/Each

## EXHIBIT C

### INSURANCE REQUIREMENTS

CONSULTANT 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.

CONSULTANT 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.

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 CONSULTANT, are not intended to and shall not in any way limit or qualify the liabilities and obligations assumed by CONSULTANT under this Agreement.

Throughout the term of this Agreement, CONSULTANT 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. CONSULTANT 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 CONSULTANT's negligent acts or omissions in connection with CONSULTANT'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  
\$1,000,000 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	

**AUTOMOBILE LIABILITY:**

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

XX	Umbrella and other than umbrella	bodily injury and property damage combined	\$2,000,000	\$2,000,000
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**PROFESSIONAL LIABILITY**

Per Occurrence Aggregate

XX	* Policy to be written on a claims made basis		\$2,000,000	\$2,000,000
----	---	--	-------------	-------------

(3) If Professional Liability insurance is required, CONSULTANT agrees the indemnification and hold harmless provisions set forth in 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. If required by law, CONSULTANT 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 CONSULTANT, the CONSULTANT 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. CONSULTANT 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 CONSULTANT 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 CONSULTANT enter into such an agreement on a pre-loss basis.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/11/2020

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).

<b>PRODUCER</b> Frank H. Furman, Inc. 1314 East Atlantic Blvd. P. O. Box 1927 Pompano Beach FL 33061		<b>CONTACT NAME:</b> Josette Toussaint <b>PHONE (A/C, No, Ext):</b> (954) 943-5050 <b>FAX (A/C, No):</b> (954) 942-6310 <b>E-MAIL ADDRESS:</b> josette@furmaninsurance.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Charter Oak Fire Ins Co (tl)	<b>NAIC #</b> 25615
		<b>INSURER B:</b> Travelers Indemnity Co of America	25666
		<b>INSURER C:</b> Travelers Property Casualty Co of America	25674
		<b>INSURER D:</b> Arch Insurance Company	11150
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	
<b>INSURED</b> Keith & Associates Inc 301 E Atlantic Boulevard Pompano Beach FL 33060			

**COVERAGES**                      **CERTIFICATE NUMBER:** 20-21 UPTADED- WO/                      **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"/> <b>COMMERCIAL GENERAL LIABILITY</b>	Y	Y	6601J215564	02/19/2020	02/19/2021	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						MED EXP (Any one person) \$ 15,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							Employee Benefits \$ 1,000,000
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b>	Y	Y	8103L462444	02/19/2020	02/19/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY						PIP-Basic \$
C	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b>	Y	Y	CUP0J961409	02/19/2020	02/19/2021	EACH OCCURRENCE \$ 5,000,000
	<input checked="" type="checkbox"/> <b>EXCESS LIAB</b>						AGGREGATE \$ 5,000,000
	<input type="checkbox"/> CLAIMS-MADE						\$
	DED RETENTION \$						
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	N/A	Y	UB0K053961	02/19/2020	02/19/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	<b>PROFESSIONAL LIABILITY</b>			CPP006493600	03/13/2020	02/19/2021	Each 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 is included as Additional Insured on General Liability including Completed Operations and Non-Contributory as per policy form as required by written contract. Waiver of Subrogation applies to general liability, commercial automobile and workers compensation per policy form when required by written contract.

**APPROVED**

By Danielle Thorpe at 8:15 am, Mar 12, 2020

**CERTIFICATE HOLDER****CANCELLATION**

City of Pompano Beach Engineering Dept.  
1201 NE 5 Avenue

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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