

CITY OF POMPANO BEACH, FLORIDA

**AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES
NO. 13151
WITH
THE TAMARA PEACOCK COMPANY ARCHITECTS OF FLORIDA,
INC.**



**CONTINUING CONTRACT FOR ARCHITECTURAL SERVICES CCNA
FOR VARIOUS CITY PROJECTS RLI26-002**

**AGREEMENT FOR
PROFESSIONAL CONSULTING SERVICES**

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 The Tamara Peacock Company Architects of Florida, Inc. a Florida Corporation, authorized to do business in the State of Florida, 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 a 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 **RLI26-002 - Continuing Contract for Architectural Services CCNA** attached hereto as Exhibit “A” and incorporated herein in its entirety.

The CONSULTANT’s representative shall be Tamara Peacock

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 a 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 Exhibits “A” and “B” 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 RLI26-002, professional services under this contract shall comply with the monetary limitations and requirements of §287.055, Florida Statutes, as in effect at the time the applicable Work Authorization is issued.

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, a 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 ninety percent (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 Exhibits “A” and “B” 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 with 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 the 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 the 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 all 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 the 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 a 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 – ANNUAL BUDGETARY FUNDING/CANCELLATION

This Agreement and all obligations of the CITY hereunder requiring the expenditure of funds are subject to and contingent upon annual budgetary funding and appropriations by the CITY Commission.

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 to similarly 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, officers, 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, databases, 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 the 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**

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 costs 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, or 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 to conduct 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 of 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.

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 two hundred thousand dollars (\$200,000.00), 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:

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

FOR CONSULTANT:

Tamara Peacock, President
The Tamara Peacock Company Architects of Florida, Inc.
1512 East Broward Boulevard, Suite 102
Fort Lauderdale, FL, 33301

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 adversely 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 with written notice of such designation in accordance with Article 26 above.

ARTICLE 30 – GOVERNING LAW; VENUE; WAIVER OF JURY TRIAL

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

ARTICLE 31 – EMPLOYMENT ELIGIBILITY

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

ARTICLE 32 - BINDING EFFECT

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

ARTICLE 33 - SCRUTINIZED COMPANIES

By execution of this Agreement, in accordance with the requirements of F.S. 287.135 and F.S. 215.473, CONSULTANT certifies that CONSULTANT is not participating in a boycott of Israel. CONSULTANT further certifies that CONSULTANT is not on the Scrutinized Companies that Boycott Israel list, not on the Scrutinized Companies with Activities in Sudan List, and not on the Scrutinized Companies with Activities in Iran Terrorism Sectors List, nor has CONSULTANT been engaged in business operations in Syria. Subject to limited exceptions provided in state law, the CITY will not contract for the provision of goods or services with any scrutinized company

referred to above. In accordance with Section 287.135, Florida Statutes as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local government entity for goods or services of:

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

B. One million dollars (\$1,000,000.00) or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

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

ii. Is engaged in business operations in Syria.

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

ARTICLE 34 - AFFIDAVIT OF COMPLIANCE WITH ANTI-HUMAN TRAFFICKING LAWS

In accordance with section 787.06 (13), Florida Statutes, the undersigned, on behalf of the entity listed below ("Entity"), hereby attests under penalty of perjury that:

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

ARTICLE 35 - AFFIDAVIT OF COMPLIANCE WITH FOREIGN ENTITY LAWS

The undersigned, on behalf of the entity listed below ("Entity"), hereby attests under penalty of perjury as follows:

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

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

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

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

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

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

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

ARTICLE 36 – PROJECT WEB REQUIREMENTS

The CONSULTANT agrees to use the CITY-provided project management software web-based project management tool. The CITY's project management software is a comprehensive system that will be used to manage all project documents, communications, and costs between the CITY, lead consultants, sub-consultants, design consultants, contractors, and other stakeholders. The CITY will provide training to the CONSULTANT's designees.

THE REMAINDER OF THE PAGE IS INTENTIONALLY LEFT BLANK

“CITY”

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

Attest:

CITY OF POMPANO BEACH

KERVIN ALFRED, CITY CLERK

By: _____
REX HARDIN, MAYOR

APPROVED AS TO FORM:

By: _____
GREGORY P. HARRISON, CITY MANAGER

MARK E. BERMAN, CITY ATTORNEY

(SEAL)

“CONSULTANT”

Witnesses:

The Tamara Peacock Company Architects of Florida, Inc.

By: _____

Tamara Peacock, President

Cristin Peacock

Signature

Cristin Peacock

Name Typed, Printed, or Stamped

Farah L. Douyon

Signature

Farah Douyon

Name Typed, Printed, or Stamped

STATE OF FLORIDA

COUNTY OF Broward

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this 31st day of March, 2026, by Tamara Peacock, as President of The Tamara Peacock Company Architects of Florida, Inc., a Florida Corporation, on behalf of the corporation, who is personally known to me or who has produced n/a as identification.

NOTARY’S SEAL:

Jessica Rogers

NOTARY PUBLIC, STATE OF FLORIDA

Jessica Rogers

(Name of Acknowledger Typed, Printed or Stamped)

HH432446

Commission Number



Exhibit A – Cover Page

1. Recommendation Tabulation

2. Solicitation RLI26-002

3. Addendum 1-3

4. Insurance Requirements

5. Sunbiz



**REQUEST FOR LETTER OF INTEREST
RLI 26-002**

**CONTINUING CONTRACT FOR ARCHITECTURAL
SERVICES (CCNA)**

BID OPENING: December 18th, 2025, 2:00 PM

PRE-BIDDERS CONFERENCE: November 20th, 2025, 10:00 AM

For access, go to:

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

Issue Date: November 17, 2025

**CITY OF POMPANO BEACH, FLORIDA
REQUEST FOR LETTER OF INTEREST (RLI)**

RLI 26-002 CONTINUING CONTRACT FOR ARCHITECTURAL SERVICES (CCNA)

According to Section 287.055, Florida Statutes Consultant's Competitive Negotiation Act (CCNA), the City of Pompano Beach (the "City") invites professional companies/firms to Letter of Interest (RLI) to provide architectural services on a continuing as-needed basis.

The selected firm shall demonstrate specific experience and capabilities and must have qualified personnel and expertise in the specified disciplines.

This RLI is subject to the "Cone of Silence," which imposes certain restrictions on communications concerning the RLI process.

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

Any firm or lobbyist for a firm is prohibited from having any communications concerning any solicitation for a competitive procurement with any member of the City Commission, City Clerk, City Manager's Office, any Evaluation Committee Member, or any other City of Pompano Beach employee after Procurement and Contracts releases a solicitation to the General Public. All communications must go through the eBid System (IonWave) or the Purchasing Agent assigned to this solicitation, Jeffrey English, at 954-786-4098, or Jeffrey.english@copbfl.com. No other member of the City Commission, City Clerk, City Manager's Office, any Evaluation Committee Member, or any other City of Pompano Beach employee should be contacted concerning this RLI. Any information that amends any portion of this RLI received by any method other than an Addendum issued to the RLI is not binding on the City of Pompano Beach.

The City will receive proposals by **2:00:00 p.m. (EST) on December 18, 2025**. Proposals must be submitted electronically through the eBid System (IonWave) on or before the due date and time as provided herein. Any proposal received after the due date and time specified will not be considered. Any uncertainty regarding the time a proposal is received will be resolved against the firm.

Firms must be registered on the City's eBid System 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://www.pompanobeachfl.ionwave.net>. The City is not responsible for the accuracy or completeness of any documentation the firm receives from any source other than the eBid System. The firm is solely responsible for downloading all required documents. To attend the virtual public meeting, go to <https://www.pompanobeachfl.gov/pages/meetings> to find the Zoom link.

Procurement and Contracts Department
City of Pompano Beach, Florida

SCHEDULE OF EVENTS

RLI NUMBER:	RLI26-002
RLI TITLE:	CONTINUING CONTRACT FOR ARCHITECTURAL (CCNA)
RELEASE DATE:	11/17/2025, at 02:00 P.M.
PREBIDDERS CONFERENCE VIRTUAL ZOOM MEETING	11/20/2025, at 10:00 A.M.
WRITTEN QUESTIONS AND INQUIRIES ARE DUE ON OR BEFORE:	12/8/2025, at 12:00 P.M.
RLI RESPONSES DUE DATE/TIME:	12/18/2025, at 02:00 P.M.
EVALUATION COMMITTEE MEETINGS	TBD
RECOMMENDATION FOR AWARD:	TBD
DIRECT ALL INQUIRIES TO:	https://pompanobeachfl.ionwave.net
E-PROPOSAL SUBMITTALS ONLY:	https://pompanobeachfl.ionwave.net
PROPOSAL VIRTUAL OPENING:	https://www.pompanobeachfl.gov/meetings

Non-Mandatory Pre-Proposal Meeting

The non-mandatory Pre-Proposal Meeting will be held via a Virtual Zoom Meeting on **11/20/2025, at 10:00 a.m.** (local). Attendance at the Pre-Submittal Meeting is non-mandatory. The Zoom link is available on the City's Meetings webpage: <https://www.pompanobeachfl.gov/meetings>

A. Introduction

The City of Pompano Beach is seeking qualified architectural firms to work on various projects for the City and 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) can be found here: [Five-Year CIP](#)
- Municipal Buildings, Renovations
- Bridge repair, reconstruction, or replacement projects.
- Miscellaneous building repair or improvement projects.
- Roofing repair or replacement projects.
- Seawall repair, reconstruction, or replacement projects.
- Parks and Recreational Facilities projects.
- Emergency power projects.
- Sign Foundations

B. Compliance with CCNA

As a result of this RLI, all services provided under the contract must adhere to the latest provisions of the Florida

Consultants' Competitive Negotiation Act (CCNA), as outlined in Section 287.055, Florida Statutes, including any subsequent amendments. The maximum allowable costs for projects or studies conducted under this contract are subject to the limits set by the CCNA, which are periodically adjusted.

The Respondent acknowledges that all services under this contract shall comply with the latest provisions of the Florida Consultants' Competitive Negotiation Act (CCNA), under Section 287.055, Florida Statutes, and any amendments.

Professional services are entered into in accordance with all the procedures of the CCNA between an agency and a firm whereby the firm provides professional services to the agency for projects in which the estimated construction cost of each individual project under the contract does not exceed \$7.5 million. (Florida Statutes 287.055 (2) (g) 1. a.

Respondents are responsible for ensuring that their proposals align with the applicable statutory limits in effect at the time of submission and contract execution.

C. Scope of Services

The City intends to issue multiple contracts to architectural firms to provide continuing professional services for various projects as needed.

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

- Prepare preliminary design reports and/or design alternative recommendations. This may consist of various types of modeling, surveying, and field data analysis. Preparation of preliminary cost estimates.
- 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, Development Review Committee (DRC), Architectural Appearance Committee (AAC), Planning & Zoning (P&Z) bidding and award meeting may also be required.
- Attend a 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 applicable 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, to ensure applicable code and contractual compliance, preparation and approval of punch list items, and project certification as required by all permitting agencies.

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

D. 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. Forms shall be completed in their entirety, including the agreed-upon scope, tasks, schedule, cost, and deliverables for the project. The Consultant will be required to provide all applicable insurance requirements.

E. Term of Agreement/Contract

The contracts will be for a term of five (5) years with no renewals, commencing upon award by the appropriate City officials.

F. Project Web Requirements:

1. This project will utilize the City-provided project management software web-based project management tool. This application is a collaboration tool that provides all project team members with continuous access to essential project data and up-to-the-minute decision and approval status information through the Internet. The City's project management software is a comprehensive system that will be used to manage all project documents, communications, and costs between the City, lead consultants, sub-consultants, design consultants, contractors, and other stakeholders. City provided project management software 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 companies/firms selected to provide services for the City of Pompano Beach.
2. Lead and sub-consultants shall conduct project controls outlined by the City project manager, and/or construction manager, utilizing City-provided project management software. The city shall provide the designated web-based application license(s) to the prime consultant and sub-consultants. No additional software will be required.

The lead consultants and sub-consultants shall be responsible for logging into the project website daily and, as necessary, staying 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, City 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 the project management system.

G. 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 by selecting the Pompano Beach Business Directory in the Shop Pompano! section.

The City of Pompano Beach is strongly committed to ensuring 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 preference as follows:

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

H. Required Proposal Submittal

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

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

Title page:

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

Table of Contents:

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

Letter of Transmittal:

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

Technical Approach:

Companies/Firms or teams shall submit their sample technical approach to the tasks described in the solicitation, including details of how each phase of the proposed project would be completed and how their company/firm proposes maintaining time schedules and cost controls.

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 the respondent's activities in relation to the project.

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

Project Team Form:

Prepare and submit a completed "Project Team" form. This form aims to identify the proposed team's key members, including any specialty subconsultants.

Organizational Chart:

Specifically, identify the management plan (if needed) and provide an organizational chart for the project team. The Firm must describe, at a minimum, the basic approach to these projects, including the reporting hierarchy of staff and sub-consultants. Clarify the individual(s) responsible for coordinating 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 of Services section of this solicitation. Include the knowledge of the prime consultants and other members of the project team, such as additional personnel, sub-consultants, branch office staff, team members, and other resources expected to be utilized for this project. Name specific projects [completed within the past five (5) years] where the team members have performed similar projects previously.

Resumes of Key Personnel:

Include resumes for key personnel for prime and sub-consultants.

Office Locations:

Identify the office's location from which services will be rendered and the number of professional and administrative staff at the prime office. Also, identify the location of office(s) of the prime 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 companies/firms are situated outside the local area (Broward, Palm Beach, and Miami-Dade counties), include a brief statement as to whether or not the companies/firms will arrange for a local office during the term of the agreement/contract, if necessary.

City Forms:

The Firm 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 Firm is financially solvent. It has sufficient financial resources to perform the agreement/contract and shall provide proof of its financial solvency. At its sole discretion, the City may ask for additional evidence of financial solvency, including additional documents post-proposal opening

and before evaluation that demonstrate the Firm's ability to perform the resulting agreement/contract and provide the required materials and/or services.

Reviewed and Audited Financial Statements:

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

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

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

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

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

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

I. Insurance Requirements

The insurance requirements for this RLI are included in **Exhibit B** and form an integral part of this bid submission. All coverage and limits outlined therein will be met or exceeded by the bidder upon award of the contract.

J. Selection/Evaluation Process

A Selection/Evaluation Committee (Committee) will be appointed to select the most qualified company(ies)/ firm(s). The Committee will present its findings to the City Commission. The City Manager will approve a selection evaluation committee to assist in evaluating the Letter of Interest(s) received and to select the most qualified firm(s). All Letters of Interest will be assessed by the Evaluation Committee and Procurement and Contracts staff based on the information submitted by the Submitting Firm(s) in response to this RLI. The Committee's findings will be presented to the City Commission. Based upon the evaluation, the Evaluation Committee will recommend one Submitting Firm to the City Commissioners for the award and execution of an Agreement.

Proposals will be evaluated using the following criteria:

Line	Criteria	Points Range
1	<p>Prior experience of the firm with projects of similar size and complexity:</p> <ul style="list-style-type: none"> a. Number of similar projects b. Complexity of similar projects c. References from past projects performed by the firm 	0-15
2	<p>Qualifications of personnel, including subconsultants:</p> <ul style="list-style-type: none"> a. Organizational chart for project b. Number of technical staff c. Qualifications of technical staff: <ul style="list-style-type: none"> (1) Number of licensed staff (2) Education of staff (3) Experience of staff on similar projects 	0-15
3	<p>Proximity of the nearest office to the project location:</p> <ul style="list-style-type: none"> a. Location b. b. Number of staff at the nearest office 	0-15
4	<p>Current and Projected Workload</p> <p>The rating is intended to reflect the workload (both current and projected) of the firm, the staff assigned, and the percentage availability of the assigned staff member. Respondents who fail to note both existing and projected workload conditions and the percentage of availability of staff assigned shall receive zero (0) points</p>	0-15
5	<p>Demonstrated Prior Ability to Complete Project on Time</p> <p>Respondents will be evaluated based on the information provided regarding the firm's experience in completing and adhering 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.</p>	0-15
6	<p>Demonstrated Prior Ability to Complete Project on Budget</p> <p>Proposers will be evaluated on their ability to adhere to initial design budgets. Examples provided should demonstrate a comparison between the initial negotiated task costs and the actual completion costs. Respondents should explain in detail any budgetary overruns due to scope modifications. Respondents who fail to provide the requested schedule and budget information will receive zero (0) points.</p>	0-15
7	<p>Florida Small and Minority Business Certification</p> <p>Is the firm a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act of 1985? (Certification of any subcontractors should also be included with the response.) An additional 5%</p>	0-10

for Tier 1/Tier 2 Local Business will be calculated based on each company's combined scoring totals.

NOTE:

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

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

Tie Breaker:

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

- 1) Maintenance of a Drug-Free Workplace by the requirements of 287.087, F.S.
- 2) DBE
- 3) Coin Toss

Technicalities:

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

Committee's Recommendations:

The Evaluation Committee may recommend either rejecting the received Letter of Interest or awarding the contract.

A complete recording shall be made of each meeting (evaluation and negotiation session) conducted by the Committee by the Purchasing Agent. The Committee may choose to conduct one (1) or more exempt negotiation sessions with as many ranked responsive firms as it deems appropriate, in its sole judgment, before making its recommendation for award, starting with the highest-ranked firm, then the second highest-ranked firm, and so on.

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.

The Committee also has the discretion to recommend negotiations with only a single responsive firm if the Committee chooses to do so. During any such negotiations, the City staff assigned to negotiate reserves the right to negotiate any term, condition, or specification during an exempt negotiation session with the highest-ranked responsive firm.

When more than three responses are received, the committee shall furnish the City Commission (for their approval) a listing, in ranked order, of at least three firms deemed to be the most highly qualified to perform the service. If three or fewer firms respond to the Solicitation, the list will contain the ranking of all responses.

Determination of Award:

The City Commission shall consider the Committee's award recommendation for this RLI and may approve such a recommendation. The City Commission may also, at its option, reject the Evaluation Committee's recommendation, or it may also reject all statements received, in which case the City may choose to re-advertise this solicitation "as is" or by adopting a modified version.

K. Hold Harmless and Indemnification

Firm covenants and agrees that it will indemnify hold harmless the City, its officials, employees, volunteers and other authorized agents from and against any and all claims, demands, suits, damages, attorneys' fees, fines, losses, penalties, defense costs or liabilities suffered by the City to the extent caused by any negligent act, omission, breach, recklessness or misconduct of Consultant and/or any of its agents, officers, or employees hereunder, including any inaccuracy in or breach of any of the representations, warranties or covenants made by the Consultant, its agents, officers and/or employees, in the performance of services of this agreement/contract. To the extent considered necessary by City, any sums due Consultant hereunder may be retained by City until all of City's claims for indemnification hereunder have been settled or otherwise resolved, and any amount withheld shall not be subject to payment or interest by City.

L. Right to Audit

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

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

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

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

the agreement/contract.

M. Retention of Records and Right to Access

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

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

N. Communications

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

O. No Discrimination

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

P. Independent Contractor

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

Q. Staff Assignment

The City of Pompano Beach reserves the right to approve or reject, for any reason, the Firm's staff assigned to

this project at any time. Background checks may be required.

R. Agreement/Contract Terms

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

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

S. Termination of the Contract

The City of Pompano Beach may terminate the contract resulting from this Solicitation without cause upon providing the 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 party will have the right to terminate the contract immediately upon delivery of written notice to the defaulting party 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. Waiver

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

U. Survivorship Rights

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

V. Manner of Performance

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

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

Failure of the Firm to comply with this paragraph shall constitute a material breach of the agreement/contract.

W. Acceptance Period

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

X. Conditions and Provisions

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

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

All firms are required to provide all information requested in this solicitation. Failure to do so may result in the proposal being disqualified.

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

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

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

Y. Standard Provisions

1. Governing Law

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

2. Licenses

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

3. Conflict of Interest

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

4. Drug-Free Workplace

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

5. Public Entity Crimes

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

6. Patent Fees, Royalties, And Licenses

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

7. Permits

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

8. Familiarity with Laws

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

9. Withdrawal of Proposals

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

10. Composition of Project Team

Company(ies)/Firm(s) are required to commit that the principals and personnel named in the proposal will perform the services throughout the contractual term unless otherwise provided for by way of a negotiated agreement/contract or written amendment to the 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

Invoicing and Payments are governed by Article 10 (Contract Payments) of the General Conditions. All invoicing,

approvals, and payment timelines follow Article 10. If there is a conflict, Article 10 controls.

All invoices should be sent to the department associated with the contract. By Florida Statutes, Chapter 218, payment will be made within forty-five (45) days after receipt of a proper invoice.

12. Public Records

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

PUBLIC RECORDS CUSTODIAN

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

CITY CLERK
100 W. Atlantic Blvd., Suite 253, Pompano Beach, Florida 33060
Phone: (954) 786-4611
RecordsCustodian@copbfl.com

Z. Questions, Communication, and Addendums

All questions regarding this solicitation will be submitted using the Questions feature in the eBid System. Oral and other interpretations or clarifications will be without legal effect. Addendum/Addenda will be posted to this solicitation in the eBid System, and it is the firm's responsibility to obtain all addenda before submitting a response to this solicitation.

Issuing a written addendum or posting an answer in response to a question submitted through the Questions feature in the eBid System are the only official methods for interpretation, clarification, or additional information. If any addendum is issued for this solicitation, it will be issued via the eBid System. Before submitting its response, each firm is responsible for contacting the City's Procurement and Contracts Department at (954) 786-4098 to check if an addendum has been issued and to include it in its proposal. Each addendum will be posted to the solicitation in the eBid System.

AA. Protest Procedures

Protesting of Bid Conditions/Specifications: Any person desiring to protest the conditions/specifications in this RLI, or any Addenda subsequently released thereto, shall file a notice of intent to protest, in writing, within 72 hours after the electronic release of the competitive solicitation or Addendum and shall file a formal written protest within ten (10) calendar days after the date the notice of protest was filed. Fridays, Saturdays, Sundays, state holidays, or days during which the City administration is closed shall be excluded from the computation of the 72 hours. Suppose the tenth calendar day falls on a Friday, Saturday, Sunday, a state holiday, or a day the City administration is closed. In that case, the formal written protest must be received on or before 5:00 p.m. ET of the following calendar day, excluding Fridays, Saturdays, Sundays, state holidays, and days on which the City administration is closed. Section 120.57(3)(b), Florida Statutes, as currently enacted or as amended from time to time, states that "The formal written protest shall state with particularity the facts and law upon which the protest is based." Failure to file a notice of protest or to file a formal written protest within the time prescribed by Section 120.57(3), Florida Statutes, shall constitute a waiver of proceedings. Notices of protest, formal written protests, and the bonds required by the General Services Procedures Manual shall be filed at the office of the Director, Procurement and Contracts Department, 1010 NE 3 Avenue, Pompano Beach, FL 33060.

Posting of Bid Recommendations/Tabulations: RLI Recommendations and Tabulations will be posted on <http://www.pompanobeachfl.ionwave.net> and will remain posted for 72 hours. Any change to the date and time established herein for the RLI Recommendations/Tabulations posting shall be posted at <http://www.pompanobeachfl.ionwave.net>. If the date and time of the posting of RLI Recommendations/Tabulations are changed, each Bidder is responsible for ascertaining the revised date of the posting of RLI Recommendations/Tabulations. Any person desiring to protest the intended decision shall file a notice of protest, in writing, within 72 hours after the posting of the RLI tabulation and shall file a formal written protest within ten (10) calendar days after the date the notice of protest was filed. Fridays, Saturdays, Sundays, state holidays, and days during which the City administration is closed shall be excluded from the computation of the 72 hours. Suppose the tenth calendar day falls on a Friday, Saturday, Sunday, a state holiday, or a day the City administration is closed. In that case, the formal written protest must be received on or before 5:00 p.m. ET of the following calendar day that is not a Friday, Saturday, or Sunday, a state holiday, or a day during which the City administration is closed. No submissions made after the Bid opening, amending or supplementing the Bid shall be considered. Section 120.57(3)(b), Florida Statutes, as currently enacted or as amended from time to time, states that "The formal written protest shall state with particularity the facts and law upon which the protest is based". Any person who files an action protesting an intended decision shall physically deliver and post with the City, at the time of filing the formal written protest, an original bid protest bond, payable to the City, in an amount

equal to one percent (1%) of the City's estimate of the total volume of the contract. The City shall provide the estimated contract amount to the Proposer within 72 hours, excluding Fridays, Saturdays, Sundays, and other days during which the City administration is closed, of receipt of notice of intent to protest. The estimated contract amount is not subject to protest pursuant to Section 120.57(3), Florida Statutes. The bid protest bond shall be conditioned upon the payment of all costs which may be adjudged against the protester in an Administrative Hearing in which the action is brought and in any subsequent appellate court proceeding. In lieu of a bid protest bond, the City may accept a cashier's check, official bank check, or money order in the amount of the bond. If, after completion of the Administrative Hearing process and any appellate court proceedings, the City prevails, the City shall recover all costs and charges, which shall be included in the Final Order or judgment, including charges made by the Division of Administrative Hearings, but excluding attorney's fees. The bid protest bond shall be returned upon payment of such costs and charges by the protestant. If the protester prevails, then the protester shall recover from the City all expenses and charges incurred by the City. Payment can be made by electronic check (e-check), Visa, MasterCard, or an established escrow account code.

END OF THE RLI



**City of Pompano Beach
Procurement and Contracts Department
1010 N.E. 3rd Avenue
Pompano Beach, Florida, 33060**

ADDENDUM # 3

RLI26-002 Continuing Contracts for Architectural Services - CCNA

Date: November 28, 2025

Updates to Bid Documents

This Addendum is issued to modify and clarify the bid documents for the above-referenced solicitation. All proposers shall acknowledge receipt of this Addendum in their response.

1. Evaluation Criteria No. 7 – Local Vendor Program

Evaluation Criteria No. 7 has been updated to reflect the requirements of the City of Pompano Beach **Local Vendor Program Ordinance**. Proposers will now be evaluated in accordance with the ordinance provisions, including Tier 1 and Tier 2 local vendor participation. Please ensure that all supporting documentation is submitted with your proposal to receive consideration under this criterion.

2. Contract Usage – City and CRA

This RLI will be used by both the **City of Pompano Beach** and the **Pompano Beach Community Redevelopment Association (CRA)**. Separate agreements will be executed for each entity under the resulting award. The template for the CRA agreement is included in the Bid Attachments tab.

Please be advised that all revisions made to the body of the solicitation have been incorporated directly into the document. To facilitate easy identification, all changes are **highlighted in red text**. Proposers are responsible for carefully reviewing the solicitation and ensuring that their responses accurately reflect the updated requirements.

All other terms and conditions of the solicitation remain unchanged.

Michael Lee

Purchasing Agent

cc: website



RLI26-002 Addendum 3 (Continuing Contracts for Architectural Services - CCNA) Issued

Actions



Closing in

- Event Details
- Questions
- Activities
- Attachments
- Attributes
- Response Attachments
- Plan Holders
- Response Submission

Bid Attachments

#	Download All	File Name	Description
1	Download	RLI 26-002 CONTINUING ARCHITECTURAL SERVICES - CCNA - ADDENDUM 3.pdf (415 KB)	RLI 26-002 CONTINUING ARCHITECTURAL SERVICES - CCNA - ADDENDUM 3
2	Download	RLI26-002 Addendum 3.pdf (130 KB)	Addendum 3
Attachment 'RLI 26-002 CONTINUING ARCHITECTURAL SERVICES - CCNA - ADDENDUM 2.pdf' has been changed as part of an addendum. See 'History' for details.			
3	Download	RLI 26-002 CONTINUING ARCHITECTURAL SERVICES - CCNA - ADDENDUM 2.pdf (408 KB)	RLI26-002 Continuing Contracts Architectural Services - CCNA - Addendum 2
Attachment 'RLI26-002 Addendum 2.pdf' has been changed as part of an addendum. See 'History' for details.			
4	Download	RLI26-002 Addendum 2.pdf (130 KB)	Addendum 2
Attachment 'RLI 26-002 CONTINUING ARCHITECTURAL SERVICES - CCNA - ADDENDUM 1.pdf' has been changed as part of an addendum. See 'History' for details.			
5	Download	RLI 26-002 CONTINUING ARCHITECTURAL SERVICES - CCNA - ADDENDUM 1.pdf (368 KB)	RLI 26-002 CONTINUING ARCHITECTURAL SERVICES - CCNA - ADDENDUM 1
Attachment 'RLI 26-002 CONTINUING ARCHITECTURAL SERVICES - CCNA.pdf' has been changed as part of an addendum. See 'History' for details.			
6	Download	RLI 26-002 CONTINUING ARCHITECTURAL SERVICES - CCNA.pdf (301 KB)	RLI 26-002 CONTINUING ARCHITECTURAL SERVICES - CCNA
7	Download	Service Contract DRAFT.pdf (162 KB)	City - Sample Continuing Service Contract
8	Download	CRA - Sample Continuing Service Contract.pdf (328 KB)	CRA - Sample Continuing Service Contract
9	Download	General Conditions.pdf (405 KB)	General Conditions
10	Download	Exhibit B - Insurance Requirements for CCNA - Architectural Services.pdf (170 KB)	Insurance Requirements for CCNA - Architectural Services
11	Download	Proposer Information Page Form.pdf (12 KB)	Must be uploaded to the Response Attachments Tab
12	Download	Project Team Form.pdf (20 KB)	This form must be completed and included with your proposal that must be uploaded to the Response Attachments tab.
13	Download	Qualifications Of Bidders Form.pdf (17 KB)	Must be uploaded to the Response Attachment Tab
14	Download	T1_T2_Form.pdf (89 KB)	To comply with the City's Local Business Program as a Tier-1 or Tier-2 vendor, you must complete this form and upload it to the Response Attachments tab.
15	Download	Local Business Program Forms.pdf (179 KB)	Local Business Program Forms
16	Download	Attachment H - W9.pdf (137 KB)	W9 must be uploaded to the Response Attachment Tab

Items 1-16 shown of 16

1

Issue Date: November 17, 2025

**CITY OF POMPANO BEACH, FLORIDA
REQUEST FOR LETTER OF INTEREST (RLI)**

RLI 26-002 CONTINUING CONTRACT FOR ARCHITECTURAL SERVICES (CCNA)

According to Section 287.055, Florida Statutes Consultant's Competitive Negotiation Act (CCNA), the City of Pompano Beach (the "City") and the Pompano Beach Community Redevelopment Association (CRA) invites professional companies/firms to Letter of Interest (RLI) to provide architectural services to the City and the CRA on a continuing as-needed basis.

The selected firm shall demonstrate specific experience and capabilities and must have qualified personnel and expertise in the specified disciplines.

This RLI is subject to the "Cone of Silence," which imposes certain restrictions on communications concerning the RLI process.

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

Any firm or lobbyist for a firm is prohibited from having any communications concerning any solicitation for a competitive procurement with any member of the City Commission, City Clerk, City Manager's Office, any Evaluation Committee Member, or any other City of Pompano Beach employee after Procurement and Contracts releases a solicitation to the General Public. All communications must go through the eBid System (IonWave) or the Purchasing Agent assigned to this solicitation, Eric Seifer Jeffrey English, at 954-786-4098, or eric.seifer@copbfl.com ~~Jeffrey.english@copbfl.com~~. No other member of the City Commission, City Clerk, City Manager's Office, any Evaluation Committee Member, or any other City of Pompano Beach employee should be contacted concerning this RLI. Any information that amends any portion of this RLI received by any method other than an Addendum issued to the RLI is not binding on the City of Pompano Beach.

The City will receive proposals by **2:00:00 p.m. (EST) on December 18, 2025**. Proposals must be submitted electronically through the eBid System (IonWave) on or before the due date and time as provided herein. Any proposal received after the due date and time specified will not be considered. Any uncertainty regarding the time a proposal is received will be resolved against the firm.

Firms must be registered on the City's eBid System 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 firm receives from any source other than the eBid System. The firm is solely responsible for downloading all required documents. To attend the virtual public meeting, go to <https://www.pompanobeachfl.gov/pages/meetings> to find the Zoom link.

Procurement and Contracts Department, City of Pompano Beach, Florida

Proposals will be evaluated using the following criteria:

Line	Criteria	Points Range
1	<p>Prior experience of the firm with projects of similar size and complexity:</p> <ul style="list-style-type: none"> a. Number of similar projects b. Complexity of similar projects c. References from past projects performed by the firm 	0-15
2	<p>Qualifications of personnel, including subconsultants:</p> <ul style="list-style-type: none"> a. Organizational chart for project b. Number of technical staff c. Qualifications of technical staff: <ul style="list-style-type: none"> (1) Number of licensed staff (2) Education of staff (3) Experience of staff on similar projects 	0-15
3	<p>Proximity of the nearest office to the project location:</p> <ul style="list-style-type: none"> a. Location b. b. Number of staff at the nearest office 	0-15
4	<p>Current and Projected Workload</p> <p>The rating is intended to reflect the workload (both current and projected) of the firm, the staff assigned, and the percentage availability of the assigned staff member. Respondents who fail to note both existing and projected workload conditions and the percentage of availability of staff assigned shall receive zero (0) points</p>	0-15
5	<p>Demonstrated Prior Ability to Complete Project on Time</p> <p>Respondents will be evaluated based on the information provided regarding the firm's experience in completing and adhering 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.</p>	0-15
6	<p>Demonstrated Prior Ability to Complete Project on Budget</p> <p>Proposers will be evaluated on their ability to adhere to initial design budgets. Examples provided should demonstrate a comparison between the initial negotiated task costs and the actual completion costs. Respondents should explain in detail any budgetary overruns due to scope modifications. Respondents who fail to provide the requested schedule and budget information will receive zero (0) points.</p>	0-15
7	<p>Florida Small and Minority Business Certification</p> <p>Is the firm a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act of 1985? (Certification of any subcontractors should also be included with the response.) An additional 5%</p>	0-10

Local Vendors Program

If the firm qualify under the City's Tier 1 Local Vendor Program

5

If the firm qualify under the City's Tier 2 Local Vendor Program

2.5

~~for Tier 1/Tier 2 Local Business will be calculated based on each company's combined scoring totals.~~

NOTE:

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

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

Tie Breaker:

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

- 1) Maintenance of a Drug-Free Workplace by the requirements of 287.087, F.S.
- 2) DBE
- 3) Coin Toss

Technicalities:

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

Committee's Recommendations:

The Evaluation Committee may recommend either rejecting the received Letter of Interest or awarding the contract.

A complete recording shall be made of each meeting (evaluation and negotiation session) conducted by the Committee by the Purchasing Agent. The Committee may choose to conduct one (1) or more exempt negotiation sessions with as many ranked responsive firms as it deems appropriate, in its sole judgment, before making its recommendation for award, starting with the highest-ranked firm, then the second highest-ranked firm, and so on.

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.

The Committee also has the discretion to recommend negotiations with only a single responsive firm if the Committee chooses to do so. During any such negotiations, the City staff assigned to negotiate reserves the right to negotiate any term, condition, or specification during an exempt negotiation session with the highest-ranked responsive firm.

Pompano Beach eBid System Bid Addendum Confirmation: RLI26-002

Addendum 1 (Continuing Contracts for Architectural Services - CCNA)

Message Date 11/18/2025 04:44:29 PM (ET)

Message From pompanobeachfl@customer.ionwave.net
Pompano Beach eBid System

Priority NORMAL

Your addendum has been issued by the system on the following opportunity and it is now available to suppliers.

Issue reason:

This Addendum includes the following:

- The purchasing agent information has been updated.
- The prebidders conference information has been included in the Activities task

Bid Opportunity Information

Bid Number: RLI26-002 Addendum 1

Bid Title: Continuing Contracts for Architectural Services - CCNA

Issue Date: 11/17/2025 06:07:35 PM (ET)

Close Date: 12/18/2025 02:00:00 PM (ET)

Question Cut Off Date: 12/8/2025 12:00:00 AM (ET)

Bid Notes

According to Section 287.055, Florida Statutes Consultants' Competitive Negotiation Act (CCNA), the City of Pompano Beach (the "City") invites professional companies/firms to submit a Letter of Interest (RLI) to provide architectural services on a continuing as-needed basis.

The selected firm shall demonstrate specific experience and capabilities and must have qualified personnel and expertise in the specified disciplines.

This RLI is subject to the "Cone of Silence," which imposes certain restrictions on communications concerning the RLI process.

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

Any firm or lobbyist for a firm is prohibited from having any communications concerning any solicitation for a competitive procurement with any member of the City Commission, City Clerk, City Manager's Office, any Evaluation Committee Member, or any other City of Pompano Beach employee after Procurement and Contracts releases a solicitation to the General Public. All communications must be sent through the eBid System (IonWave) or to the Purchasing Agent assigned to this solicitation, Eric Seifer, at 954-786-4098 or eric.seifer@copbfl.com. No other member of the City Commission, City Clerk, City Manager's Office, any Evaluation Committee Member, or any other City of Pompano Beach employee should be contacted concerning this RLI. Any information that amends any portion of this RLI received by any method other than an Addendum issued to the RLI is not binding on the City of Pompano Beach.

Proposals must be submitted electronically through the eBid System (IonWave) on or before the due date and time as provided herein. Any proposals received after the specified due date and time will not be considered. Any uncertainty about the time a proposal is received will be resolved against the firm, if you don't mind.

Firms must be registered on the City's eBid System 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 firm receives from any source other than the eBid System. The firm is solely responsible for downloading all required documents. To attend the virtual public meeting, go to <https://www.pompanobeachfl.gov/pages/meetings> to find the Zoom link.

The system can be accessed at: <https://pompanobeachfl.ionwave.net/>

Questions about this system can be directed to:
City of Pompano Beach, FL Purchasing Division by emailing Purchasing@copbfl.com or by calling 954-786-4098

Username	User Name	Email	Delivery Status
PERLUI	Perez, Luis	luis.perez@copbfl.com	Opened

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Exhibit "A"

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) The Tamara Peacock Company Architects of Florida	
	2	Business name/disregarded entity name, if different from above. Peacock Architects	
	3a	Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input checked="" type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ <i>(Applies to accounts maintained outside the United States.)</i>
	3b	If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/>	
	5	Address (number, street, and apt. or suite no.). See instructions. 1512 E Broward Blvd, Suite 102,	Requester's name and address (optional)
	6	City, state, and ZIP code Fort Lauderdale, FL 33301	
	7	List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number									
or									
Employer identification number									
2	7	-	1	6	8	8	2	1	5

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person 	Date 1/16/2025
------------------	------------------------------	-----------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

EXHIBIT B - Insurance Requirements

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 the employment, control, and conduct of its employees and for any injury sustained by such employees in the course of their employment. If the firm has no employees or (only principals/owners), they may file a statutory exemption or sign the City's Workers' Compensation (WC) waiver if the firm has fewer than four employees.

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.

Type of Insurance Limits of Liability

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

* Policy to be written on a claims incurred basis

XX	comprehensive form	bodily injury and property damage
XX	premises - operations	bodily injury and property damage
	explosion & collapse	
	hazard	
	underground hazard	
XX	products/completed	bodily injury and property damage combined
	operations hazard	
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

***The city must be listed as Additional Insured and coverage must be Primary & Non-Contributory.**

Coverages must include premises/operations, independent contractors, contractual liability, products/completed operations, and broad form property damage.

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

XX comprehensive form
 XX owned
 XX hired
 XX non-owned

REAL & PERSONAL PROPERTY

comprehensive form Agent must show proof they have this coverage.

EXCESS LIABILITY Per Occurrence Aggregate

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

PROFESSIONAL LIABILITY	Per Occurrence	Aggregate
XX * Policy to be written on a claims made basis	\$1,000,000	\$2,000,000

***The vendor must maintain coverage with a minimum of \$1,000,000 per claim and \$2,000,000 aggregate for contracts under \$7.5M in construction value. The policy must cover negligent acts, errors, or omissions arising from professional services and the vendor must maintained coverage for the duration of the contract and at least 4 years after project completion.**

(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.

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.		

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.



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Profit Corporation

THE TAMARA PEACOCK COMPANY ARCHITECTS OF FLORIDA, INC.

Filing Information

Document Number P09000007071
FEI/EIN Number 27-1688215
Date Filed 01/22/2009
Effective Date 01/19/2009
State FL
Status ACTIVE

Principal Address

1512 E. BROWARD BLVD.
SUITE 102
FORT LAUDERDALE, FL 33301

Changed: 04/20/2021

Mailing Address

1512 E. BROWARD BLVD.
SUITE 102
FORT LAUDERDALE, FL 33301

Changed: 04/20/2021

Registered Agent Name & Address

Peacock, Tamara
1512 E. BROWARD BLVD.
SUITE 102
FORT LAUDERDALE, FL 33301

Name Changed: 04/08/2014

Address Changed: 04/20/2021

Officer/Director Detail

Name & Address

Title P

PEACOCK, TAMARA
 1512 E. BROWARD BLVD.
 SUITE 102
 FORT LAUDERDALE, FL 33301

Title Secretary, Vice-President

PEACOCK, CRISTIN R
 1512 E. BROWARD BLVD.
 SUITE 102
 FORT LAUDERDALE, FL 33301

Annual Reports

Report Year	Filed Date
2024	01/23/2024
2025	01/09/2025
2026	01/08/2026

Document Images

01/08/2026 -- ANNUAL REPORT	View image in PDF format
01/09/2025 -- ANNUAL REPORT	View image in PDF format
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04/28/2011 -- ANNUAL REPORT	View image in PDF format
03/24/2010 -- ANNUAL REPORT	View image in PDF format
01/22/2009 -- Domestic Profit	View image in PDF format

Exhibit B – Cover Page

- 1. Consultant's Response**
- 2. Consultant's Rate Sheet**



Florida's Warmest Welcome

**POMPANO BEACH, FLORIDA
RLI 26-002
CONTINUING CONTRACTS FOR PROFESSIONAL
SERVICES (CCNA)**

**FRIDAY, DECEMBER 18TH, 2025
3:00 PM EST**

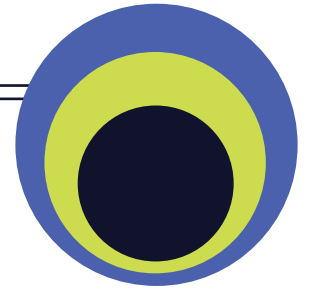
**PROPOSER: PEACOCK ARCHITECTS
POINT OF CONTACT: CRISTIN PEACOCK, VICE PRESIDENT
CRISTIN@PEACOCKARCHITECT.COM | 954 728 8000**



**The Tamara Peacock Company Architects of Florida, Inc.
(dba) Peacock Architects**

Florida Headquarters
1512 East Broward Boulevard, Suite 102
Fort Lauderdale, Florida 33301
Phone: 954.728.8000 | Fax: 954.728.9225

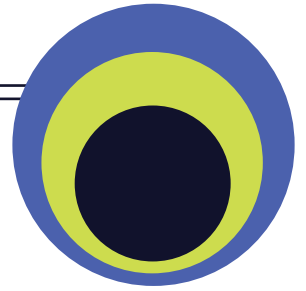
North Carolina Office
129 3rd Ave West
Hendersonville, NC 28792
Phone: 828.696.4000 | Fax: 828.696.4952



PEACOCK
ARCHITECTS

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PEACOCK
ARCHITECTS

LETTER OF TRANSMITTAL

TAB: 1

TAB 1: LETTER OF TRANSMITTALS

December 18th, 2025

Re: RLI 26-002 - CONTINUING CONTRACT FOR ARCHITECTURAL SERVICES (CCNA)

Dear Selection Committee Members:

The Tamara Peacock Company Architects of Florida, doing business as **Peacock Architects**, is pleased to submit this Letter of Interest in response to the City of Pompano Beach's Request for Letters of Interest for **RLI 26-002, Continuing Contract for Architectural Services (CCNA)**. We have carefully reviewed and understand the requirements outlined in the RLI Solicitation and express our strong interest and commitment to providing the full range of professional architectural services described therein.

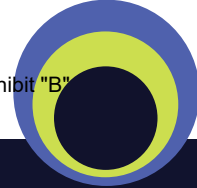
Peacock Architects is a 100% woman-owned, South Florida-based architectural firm with over 30 years of experience serving municipalities and public agencies throughout the state of Florida. Our firm specializes in delivering comprehensive architectural planning, design, and construction administration services for civic, municipal, educational, and public safety facilities. We are committed to producing high-quality, resilient, and cost-effective solutions that align with each client's operational needs, regulatory requirements, and long-term goals.

Our extensive experience working with public clients across South Florida has given us a deep understanding of the complexities associated with municipal projects, including procurement processes, stakeholder coordination, and compliance with local, state, and federal regulations. Relevant experience includes work for the Delray Beach Community Redevelopment Agency (CRA), West Palm Beach Historic CRA, the School District of Palm Beach County, and, more recently, the Florida Department of Agriculture and Consumer Services. Through these engagements, we have successfully supported projects of varying scales and scopes under continuing contracts, developing a collaborative and responsive approach that allows us to adapt quickly to evolving municipal priorities.

Peacock Architects has completed numerous civic and public safety projects that reflect the type of services anticipated under this Continuing Contract, including fire stations, municipal buildings, and public works facilities. Our portfolio includes the Green River Volunteer Fire Station, Valley Hill Fire Station, Fletcher Town Hall and Police Department, Dania Beach City Hall Addition, and the Deerfield Beach Municipal Operations Center. These projects have strengthened our expertise in designing facilities that integrate emergency response functions, administrative operations, and community-facing spaces while maintaining durability, efficiency, and budget discipline.

Our management and design approach emphasizes collaboration, technical rigor, and accountability. Our multidisciplinary team of licensed architects, engineers, and technical staff utilizes Building Information Modeling (BIM) and industry-standard software to produce fully coordinated, accurate, and constructible documents. This approach supports effective communication among all project stakeholders and helps minimize conflicts during both design and construction.

We understand that projects delivered under a CCNA require flexibility, responsiveness, and a thorough understanding of municipal operations. Our process begins with close coordination with City staff to define scope, schedule, and budget parameters, followed by a tailored design approach that addresses immediate needs while allowing for future adaptability. Throughout each assignment, we remain attentive to life-safety requirements, operational workflows, sustainability considerations, and the unique character of the communities we serve.



TAB 1: LETTER OF TRANSMITTALS

As President, I remain personally involved in each project to ensure the highest level of service and design quality. Cristin Peacock, Vice President, will serve as the primary point of contact and oversee day-to-day coordination with City representatives and consultant teams. Together, we are committed to providing responsive communication, reliable execution, and consistent leadership throughout the duration of the Continuing Contract.

Peacock Architects' proven experience with South Florida municipalities, combined with our understanding of the CCNA framework and our commitment to excellence in public-sector design, positions our firm as a strong partner for the City of Pompano Beach. We appreciate the opportunity to submit our Letter of Interest and look forward to the possibility of supporting the City through this Continuing Contract.

Respectfully submitted,

Tamara Peacock, R.A. President
Peacock Architects
Tamara@PeacockArchitect.com
(954) 728-8000
1512 East Broward Boulevard, Suite 102
Fort Lauderdale, Florida 33301

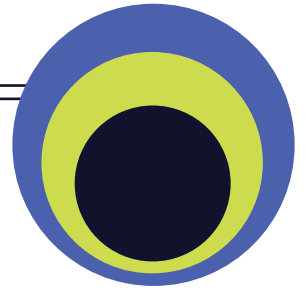
Principals and Authorized Representatives

All persons or entities with an interest in this award as principals are listed below:

Tamara Peacock, President / Architect of Record
Authorized Representative
Address: 1512 East Broward Blvd, Ste102 Fort Lauderdale, FL 33301
Phone: 954-728-8000
Email: tamara@peacockarchitect.com

Cristin Peacock, Vice President / Project Manager
Authorized Representative and Primary Point of Contact
Address: 1512 East Broward Blvd, Ste102 Fort Lauderdale, FL 33301
Phone: 954-728-8000
Email: Cristin@peacockarchitect.com

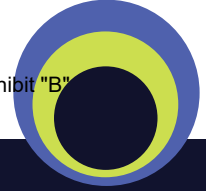
Tamara Peacock and Cristin Peacock are the only individuals authorized to make representations on behalf of the firm. Cristin Peacock will serve as the primary point of contact for all inquiries and coordination with the City.



PEACOCK
ARCHITECTS

TECHNICAL APPROACH

TAB: 2



TAB 2: TECHNICAL APPROACH

Approach to Scope of Work

Peacock Architects has a demonstrated history of delivering professional architectural services under continuing contracts, with a primary focus on miscellaneous capital improvement projects that enhance existing sites, buildings, and building systems. ***These projects are often executed within active, occupied municipal environments and are structured to support uninterrupted City operations while addressing deferred maintenance, operational upgrades, and long-term asset performance.***

Our firm is currently engaged in multiple continuing contract assignments that closely align with the scope of services anticipated by the City of Pompano Beach. These include ongoing work with Broward County's Construction Management Division under the BMSD Program, providing building envelope renovations including roofs, windows, doors, and façade improvements across facilities in Unincorporated Broward County. We also perform work under continuing contracts with the School District of Palm Beach County and Broward County Public Schools, supporting campus-wide improvements to building envelopes, infrastructure systems, and site elements. In addition, our ongoing partnership with Broward Health includes interior and exterior renovations, systems upgrades, and campus master planning, while our continuing contract with the City of Miramar focuses on municipal facility renovations and operational improvements.

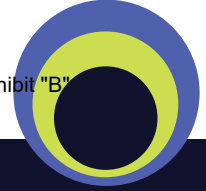
Peacock Architects understands that municipal projects are inherently community-focused and require careful integration of technical performance, regulatory compliance, schedule constraints, and budget control. **Our extensive experience working with municipalities throughout South Florida enables us to align project scope with the operational and community needs of the City of Pompano Beach while maintaining strict adherence to CCNA requirements.** Whether delivering new construction or renovation projects, our team applies a disciplined, methodical approach grounded in constructability, lifecycle performance, and fiscal responsibility.

Phase-Based Project Delivery, Schedule Management, and Cost Control

Each task authorization begins with a formal project initiation phase that includes a kick-off meeting with City of Pompano Beach staff and relevant stakeholders. This meeting establishes project goals, confirms scope, identifies permitting requirements, and defines budget and schedule parameters. For renovation projects, our team performs detailed existing conditions surveys and preliminary code analyses to identify deficiencies, operational constraints, and potential impacts to scope, cost, or schedule at the outset. Early identification of factors such as occupied facilities, utility tie-ins, phasing requirements, and site access limitations allows our team to proactively mitigate risks and avoid downstream delays.

During the **Schematic Design phase**, Peacock Architects develops concept-level design solutions that align with the City's operational needs, approved budgets, and schedule expectations. Civil, Structural, and MEP engineers are engaged early to establish system strategies and evaluate infrastructure constraints. Preliminary construction cost estimates are prepared and validated against the approved budget. Where necessary, design alternatives and phasing strategies are evaluated to maintain fiscal alignment while preserving project intent, allowing informed decision-making before advancing to subsequent phases.

As the project progresses into **Design Development**, our focus shifts to technical refinement, constructability, and interdisciplinary coordination. Our Project Managers lead internal milestone reviews to ensure that design progress remains consistent with the established schedule and budget. We utilize Building Information Modeling (BIM) as a core



TAB 2: TECHNICAL APPROACH

coordination tool to facilitate clash detection, resolve system conflicts, and maintain accurate documentation. This approach minimizes coordination errors and supports efficient project delivery.

During the **Construction Documents phase**, Peacock Architects prepares comprehensive drawings and technical specifications suitable for permitting, bidding, and construction. These documents clearly define scope, materials, performance criteria, and phasing requirements, reducing ambiguity during procurement and construction. Final cost estimates are reconciled with prior estimates to ensure consistency, and if adjustments are required, value engineering strategies are evaluated collaboratively with the City and consultants. Our value engineering approach prioritizes durability, lifecycle cost efficiency, and operational performance over short-term savings.

Throughout the **Bidding and Permitting phases**, Peacock Architects provides procurement support by responding to agency comments, reviewing bidder questions, and evaluating substitutions and alternates for compliance with design intent. Our team assists the City in maintaining cost control and schedule integrity during contractor selection.

During **Construction Administration**, Peacock Architects conducts regular site observations, reviews shop drawings and submittals, and responds to Requests for Information (RFIs) in a timely manner. We actively monitor construction progress relative to the approved schedule and address issues that may impact cost or time. At project closeout, our team verifies substantial completion, conducts final inspections, and coordinates punch list resolution to ensure compliance with contract requirements prior to final acceptance.

Technical Expertise and Relevant Municipal Experience

Our municipal portfolio includes projects such as community parks, park pavilions, municipal office renovations, deferred maintenance programs, building envelope rehabilitation, window and door replacement, MEP system upgrades, lighting retrofits, public works facilities, and fire stations. Recently, Peacock Architects completed the planning, design, and construction documentation for the City of Miramar Utility Department renovation, which involved the adaptive reuse of an existing police evidence storage area into a fully functional office environment. The project required detailed coordination related to change of use, existing system tie-ins (fire alarm, mechanical, electrical), fire-rated assemblies, and code compliance all resolved through comprehensive analysis and close coordination with City staff.

Similarly, our recent roof replacement project at Coral Reef Elementary School demonstrates our disciplined approach to cost control and constructability. By engaging contractors during the design phase, our team evaluated multiple construction strategies and identified a cost-effective solution that preserved existing insulation where no moisture intrusion was present. This strategy allowed the District to remain within budget while extending the roof system's service life.

Peacock Architects also brings extensive experience in park and public space revitalization, including projects that integrate athletic fields, playgrounds, exercise equipment, site grading, drainage improvements, and renovations to existing park structures. Representative projects include Foster Park in Hallandale Beach (LEED Silver), park master planning and design services for the City of Wilton Manors, the master planning and redevelopment of the Village of Key Biscayne's Beach Park, and the Town of Golden Beach's Beach Park improvements. These projects demonstrate our ability to deliver technically sound, well-coordinated designs that enhance public spaces while responding to site constraints and community objectives.

TAB 2: TECHNICAL APPROACH

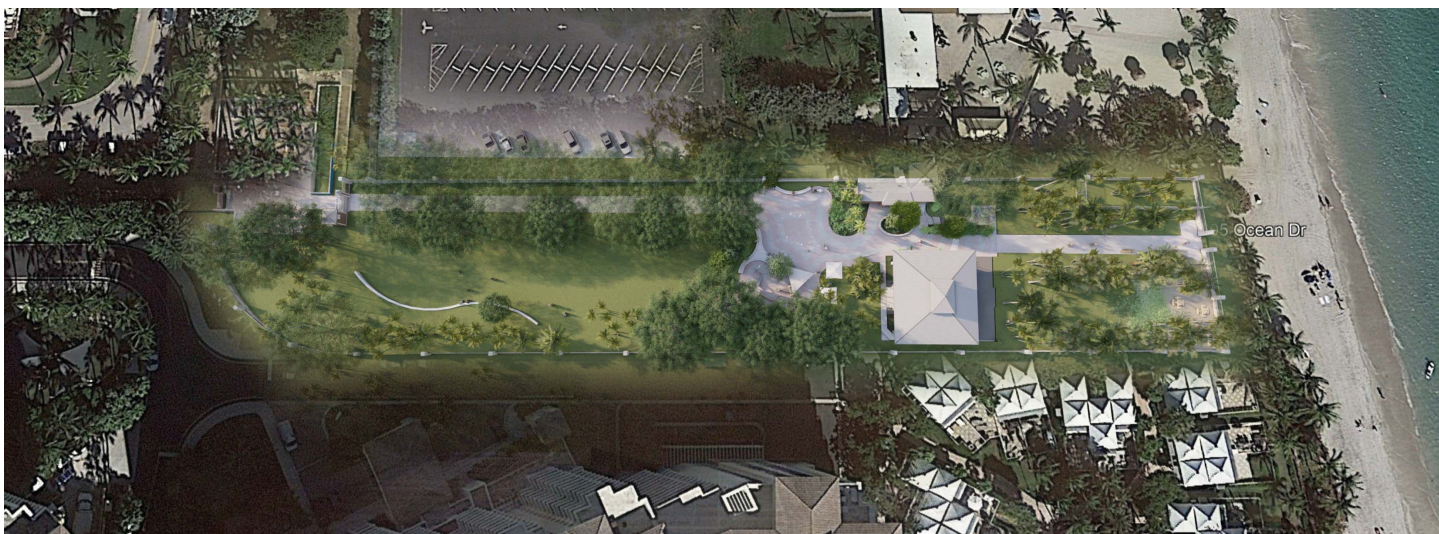
In addition, our recent expansion and renovation of three Fire Stations in Etowah, North Carolina—ranging from 1,500 to 9,000 square feet—required detailed programming of apparatus bays, living quarters, kitchens, fitness rooms, administrative spaces, and support areas. This experience has strengthened our expertise in public safety facility design and operational workflow planning, capabilities that are directly transferable to municipal projects within the City of Pompano Beach.

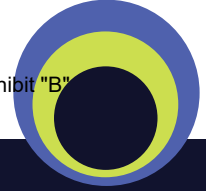
Quality, Communication, and Risk Management

A distinguishing component of Peacock Architects' approach is our proactive collaboration with contractors during design. With leadership that includes contractor licensing, our firm engages construction professionals early to validate feasibility, assess cost drivers, and initiate value engineering before construction documentation. This practice reduces risk, limits change orders, and supports schedule adherence.

Our team maintains project-specific design schedules aligned with City milestones and provides regular coordination updates to ensure transparency. Licensed BIM software and internal quality control checkpoints are utilized to verify accuracy, coordination, and compliance at each phase. This structured approach enables Peacock Architects to deliver high-quality architectural services efficiently while maintaining fiscal responsibility and meeting the City of Pompano Beach's expectations for schedule and cost control.

With decades of experience delivering municipal projects across South Florida, Peacock Architects is well-positioned to support the City of Pompano Beach under this Continuing Contract. Our technical expertise, disciplined project management, and proven ability to control scope, schedule, and budget allow us to serve as a reliable partner for the City's capital improvement initiatives.





TAB 2: TECHNICAL APPROACH

Staff Availability

Peacock Architects and our team of subconsultants understand that it's our responsibility to be available to the City of Pompano Beach as needed for the duration of this contract. Team member availability is critical to completing projects within the time allotted for each phase. Please note that each of our team members will be available throughout the duration of each project, from design conception to completion of construction.

	Team Member Name	Title	Design Work Experience	Availability
1	Tamara Peacock, R.A.	Project Architect	Project Architect (Full Scope)	50%
3	Cristin Peacock, R.A.	Project Manager	Production Mgmt.	85%
4	Ekaterina Bagicheva	Production Mgmt./ Arch. Designer	Production Mgmt.	100%
5	Farah Douyon	Project Coordinator	Production	100%
6	Fiorella Suyon	Architectural Designer	Production	100%
7	Debora Fields	QA/QC	Production	60%
8	Bryan Merritt	Vice President of Geospatial	Survey (Keith Engineering)	60%
9	Chris Phillips	Senior Landscape Architects	Landscape Arch. (Keith Eng.)	70%
10	Chuck Schramm	Director of Survey and Mapping	Survey (Keith Engineering)	50%
11	Kelli Schueler	Director of Landscape Architecture	Landscape Arch. (Keith Eng.)	50%
12	Jonah Weaver	Civil Engineer	Civil Engineering	60%
13	Omar Rodriguez	Civil Engineer	Civil Engineering	85%

Demonstrated Ability to Solve Complex Project Issues

Peacock Architects demonstrates a strong ability to identify, manage, and resolve complex project challenges through a combination of technical expertise, construction knowledge, and disciplined project management. Our leadership and project teams bring a practical, solutions-oriented approach to projects that involve occupied facilities, phased construction, regulatory constraints, and evolving client requirements.

A key strength of our firm is the dual perspective brought by Tamara Peacock, R.A., who is both a Registered Architect and a licensed General Contractor. This combined expertise allows our team to approach design and construction administration with a clear understanding of constructability, sequencing, cost implications, and field conditions. This perspective strengthens our ability to anticipate potential issues, communicate effectively with contractors, and resolve conflicts before they impact schedule or budget.

TAB 2: TECHNICAL APPROACH

Problem-Solving and Risk Mitigation Capabilities

Early identification of design and construction risks through existing conditions assessments and constructability reviews

Clear articulation of project requirements and constraints to clients, contractors, and regulatory agencies

Effective coordination between architectural and engineering disciplines to resolve technical conflicts

Adaptability to unforeseen conditions, including code compliance issues, utility conflicts, and phasing challenges

Proactive resolution of issues to minimize change orders and construction delays

Construction Administration Expertise

Construction administration led by professionals with both design and field experience

Practical understanding of contractor workflows, submittal processes, and sequencing requirements

Timely review of shop drawings, RFIs, and substitutions to maintain project momentum

Ongoing communication with contractors and City representatives to ensure alignment with project goals

Quality Control / Quality Assurance (QA/QC)

All work performed in accordance with Peacock Architects' established QA/QC Manual

Defined internal review checkpoints at key milestones to verify accuracy, coordination, and compliance

Continuous supervision, coordination, and technical oversight throughout design and construction

Emphasis on clearly defined requirements, procedures, and documentation standards

Use of Technology to Support Issue Resolution

Strategic use of BIM as a coordination and decision-support tool, not solely a modeling platform

BIM utilized to visualize system interactions, evaluate phasing strategies, and resolve conflicts early



TAB 2: TECHNICAL APPROACH



Internal checkpoints supported by scheduling and visualization software to maintain quality, budget, and schedule control

Communication and Collaboration

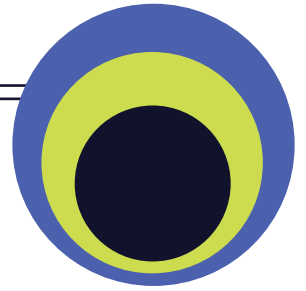
Structured communication protocols to ensure timely information exchange among all stakeholders

Regular coordination meetings to address overlapping scopes and evolving project conditions

Transparent documentation of decisions and changes to support accountability and clarity

Through disciplined planning, technical rigor, and proactive communication, Peacock Architects consistently resolves complex project challenges while maintaining schedule integrity, budget control, and design quality. Our experience across a broad range of municipal projects demonstrates our ability to deliver solutions that respond effectively to real-world construction conditions and client priorities.





PEACOCK
ARCHITECTS

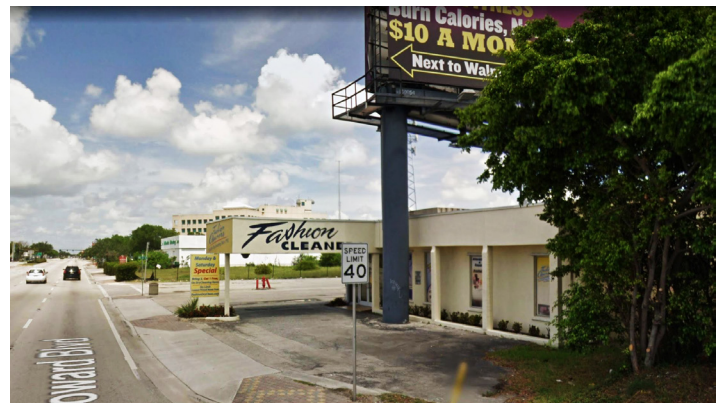
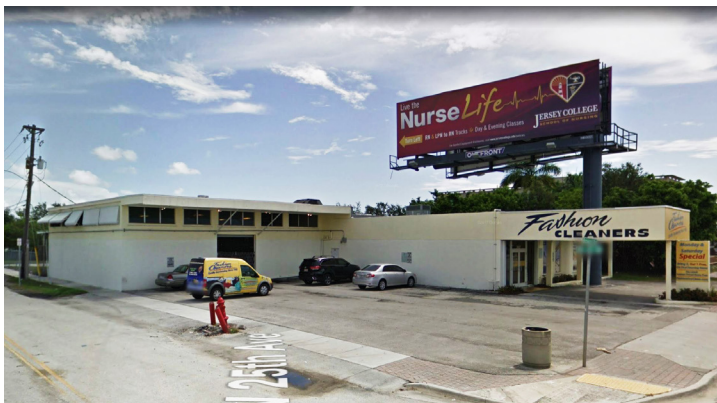
REFERENCES

TAB: 3

TAB 3: REFERENCES

BROWARD COUNTY - BMSD SMALL BUSINESS IMPROVEMENT PROJECT

Scope: Peacock Architects is currently providing architectural services for the exterior renovation of a 8,000 S.F. small business named fashion cleaners located on Broward Blvd. as part of Broward Municipal Service District's (BMSD) Small Business Improvement Projects. The scope of work involves the redesign of the building envelope including the replacement of existing windows, redesign and repair of stucco walls, new exterior paint, new signage/monument sign, and the reseal and striping of parking lot.



PROJECT DETAILS

ROLE: PRIME ARCHITECT

PROJECT LOCATION: UNINCORPORATED BROWARD COUNTY / FORT LAUDERDALE

PROJECT SIZE: 8,080 SF

TOTAL CONSTRUCTION COST: \$256,700

COMPENSATION FOR DESIGN SERVICES: \$19,250

PROJECT BUDGET: \$325,000

COMMENCEMENT DATE: 2018

COMPLETION DATE: 2024; PROJECT DELAYS DUE TO FINANCING AND CONTRACTOR CHANGE

PROJECT SCHEDULE: ON-TIME; DESIGN SERVICES & PERMITTING

CONTACT: WHARTON BERGER

TAB 3: REFERENCES

WAUCHULA HISTORIC TOWN HALL

Scope/Description: The creation of a plan/design to allow for ADA restroom(s) backstage in addition to accessibility to the stage area from the auditorium as well as access to and from the backstage area; dressing rooms, restrooms, green rooms. The creation of a plan/design for the auditorium ceiling to cover exposed furring strips. The creation of plan/design for historic window refurbishing.



PROJECT DETAILS

ROLE: PRIME ARCHITECT

PROJECT LOCATION: WAUCHULA, FLORIDA

PROJECT SIZE:

TOTAL CONSTRUCTION COST: TBD

COMPENSATION FOR DESIGN SERVICES: \$49,950

PROJECT BUDGET: \$530,185.00

COMMENCEMENT DATE: MAY 2023

COMPLETION DATE: TBD

PROJECT SCHEDULE: ON-TIME

CONTACT: JESSICA NEWMAN

CONTACT PHONE: (863) 767-0330

TAB 3: REFERENCES

DELRAY CRA - HISTORIC OFFICE RENOVATION

Scope/Description: The scope of work includes renovation to the Exterior Finishes Repair/Replace, Exterior Paint, Exterior Doors Sealant and/or weatherstrip, Gutters & Downspouts, Water Damaged Areas Repairs, Water Intrusion/Waterproof Applications, New Concrete Walkway to Main Entrance, Concrete Pad Repair, Broken Guardrail Replacement, Balcony Planks Repair/Replace, All Electrical Wiring on Crawl Space to be Concealed in Hard Conduit.



PROJECT DETAILS

ROLE: PRIME ARCHITECT

PROJECT LOCATION: HALLANDALE, FLORIDA

PROJECT SIZE: VARIES

TOTAL CONSTRUCTION COST: TBD

COMPENSATION FOR DESIGN SERVICES: \$52,000.00

COMMENCEMENT DATE: 2025

COMPLETION DATE: ONGOING

PROJECT SCHEDULE: ON TIME

CONTACT: JEFF TOWNE

CONTACT PHONE: (954) 457-3042

TAB 3: REFERENCES

BROWARD HEALTH MASTER PLAN - CORAL SPRINGS SITE

Scope/Description: Peacock Architects provided professional services in the form of feasibility and design studies. The intent of this study was to determine the full capacity build-out of the site for mixed-use residential (live-work-play) and medical office buildings including the required parking. The project included massing studies, schematic drawings, and renderings.



PROJECT DETAILS

ROLE: PRIME CONSULTANT

PROJECT LOCATION: CORAL SPRINGS, FLORIDA

COMMENCEMENT DATE: 2023

COMPLETION DATE: 2023

PROJECT SCHEDULE: ON TIME

PROJECT OWNER: BROWARD HEALTH

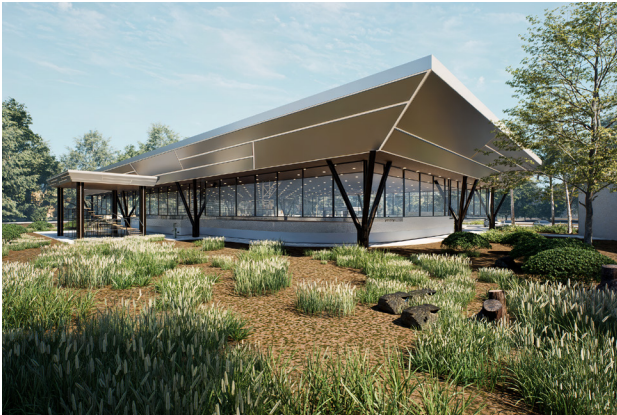
CONTACT NAME: DAVID CLARKE

CONTACT PHONE NUMBER: (954)473-7450

TAB 3: REFERENCES

GREATER BOCA RATON BEACH & PARK DISTRICT - SUGAR SAND PARK COMPLEX

Scope/Description: Peacock Architects was contracted as the Architect Sub-Consultant to design a new open air roof structure over the existing roller rink, the rink's entry area, and bleacher area at the Sugar Sand Complex in Boca Raton. In collaboration with KCI, this design is to bring an upgraded and highly sought after multi-sport complex to the popular existing Sugar Sand Park. The roller rink is over 37,000 SQFT. The project just recently completed it's 60% Construction Document phase, which is on-time and on schedule.



PROJECT DETAILS

ROLE: SUB CONSULTANT (KCI WAS THE PRIME FOR THE CITY)

PROJECT LOCATION: BOCA RATON, FLORIDA

PROJECT SIZE: 40,459 SF

COMMENCEMENT DATE: 2024

COMPLETION DATE: PENDING

PROJECT SCHEDULE: ON-TIME

CONTACT: MELISSA DAWSON

CONTACT PHONE: 561-706-5677

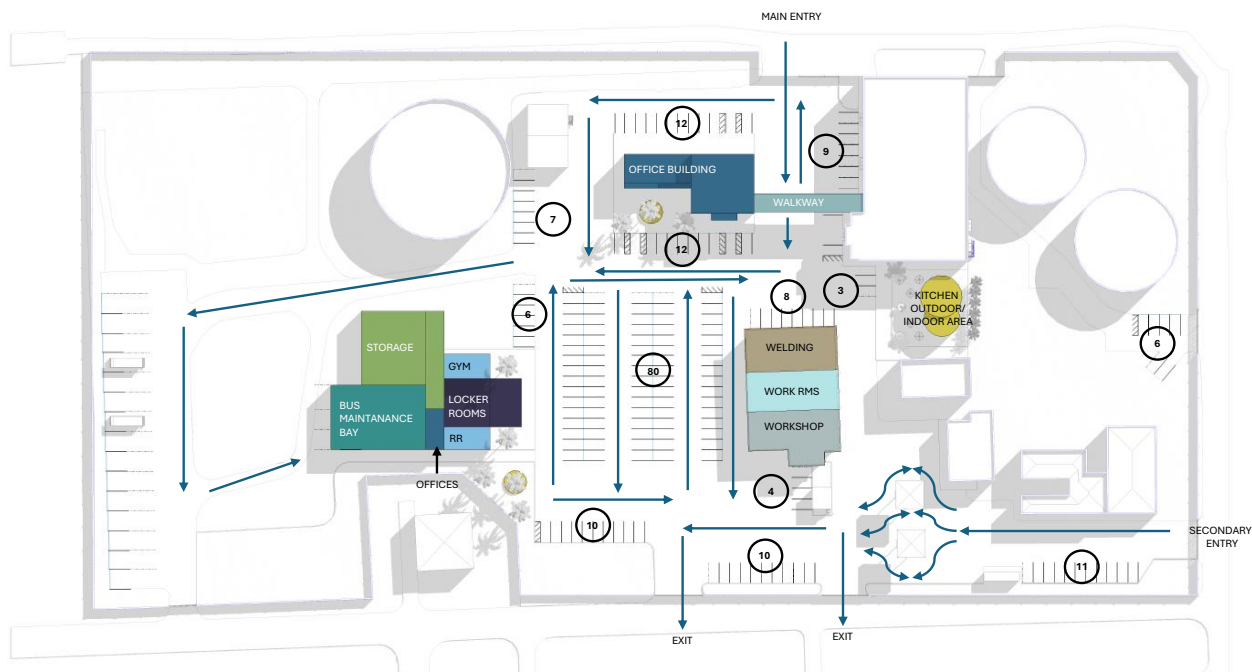
CONTACT EMAIL: MDAWSON@MYBOCAPARKS.ORG

TAB 3: REFERENCES

CITY OF HALLANDALE BEACH - UTILITY DEPT. MASTER PLAN

Scope/Description: As a part of our Continuing Contract with the City of Hallandale Beach, Peacock Architects was contracted to create a Master Plan of the existing public works complex to incorporate additional parking (surface parking and structured parking), addition of offices, conference room, training rooms, welding, area, weight room, carpenter workshop, equipment storage, design for the limestone softening area that is being demolished, flow of traffic to the fueling station, fleet maintenance building, outdoor space for employees, and possibility of a grey water car washing station. We are currently in the schematic phase of this project.

Site Layout Diagram: Proposed



PROJECT DETAILS

ROLE: PRIME ARCHITECT

PROJECT LOCATION: HALLANDALE, FLORIDA

PROJECT SIZE: VARIES

TOTAL CONSTRUCTION COST: TBD

COMPENSATION FOR DESIGN SERVICES: \$52,000.00

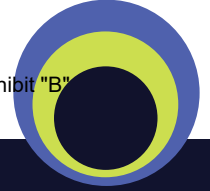
COMMENCEMENT DATE: 2025

COMPLETION DATE: ONGOING

PROJECT SCHEDULE: ON TIME

CONTACT: JEFF TOWNE

CONTACT PHONE: (954) 457-3042



TAB 3: REFERENCES

Additional Project Experience:

CONTINUING CONTRACTS

Broward County
 Broward County Schools
 City of Miramar
 Department of Juvenile Justice Osceola County
 Broward Health
 Martin County
 Village of Key Biscayne
 City of Hallandale
 Osceola County
 City of Miami Gardens
 Palm Beach State College
 School District of Palm Beach County

HISTORICAL PRESERVATION/ RESTORATION

Bellevue Biltmore
 Great Southern Hotel
 The Cedars Lodge & Spa
 Mar-Alago
 Wauchula Town Hall
 Annie Beck House
 Moffit House
 Historic Hollywood Ely Boulevard

MUNICIPAL PROJECTS

City of Coconut Creek Fire Station
 City of Dania Beach, Mainstreet
 City of Deerfield Beach
 Fire Station No. 2
 City of Deerfield Beach, Downtown Visioning Report
 City of Hollywood, Ely Boulevard
 City of Miramar, Façade Improvements Program
 City of Pompano Beach, Atlantic Boulevard
 Improvements
 Department of Juvenile Justice
 Green River Volunteer Fire Department
 Valley Hill Fire Department

MASTER PLANNING PROJECTS

City of Deerfield Beach FAU/MOC Center
 City of Deerfield Beach Public Works
 City of Lauderhill Town Center
 Great Southern Hotel, Hollywood
 Palazzo Las Olas
 Taylor Park Redevelopment

OFFICE BUILDINGS/ INDUSTRIAL PARKS

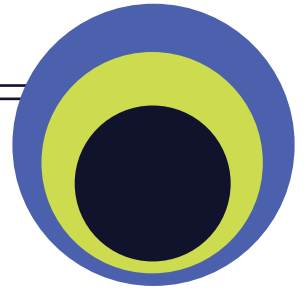
North Perry Airport Maintenance Building
 CPE Office Building
 Port Everglades/Sea Escape Terminal
 Kraft Cheese Distribution Facility
 State of Florida Department of Commerce
 Warehouse
 Promenade of Coral Springs
 Sun Sentinel Distribution Center
 United Parcel Service Regional Distribution Center

BROWARD HEALTH PROJECTS

Broward Health - Office Conversion
 Broward Health - Parking Garage (1)
 Broward Health - Parking Garage (2)
 Broward Health - Office Renovation
 Broward Health - Wells Fargo
 Broward Health - Wayfinding/Signage
 Broward Health - Signage
 Broward Health - Imperial Point

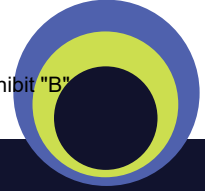
PARKS/RECREATIONAL FACILITIES

Boys & Girls Club of Fort Lauderdale
 Broward County Parks
 City of Coral Springs
 City of Dania Beach
 City of Hallandale Beach
 City of Lauderdale Lakes
 City of Margate
 City of Wilton Manors Parks Department
 City of North Miami Beach
 Foster Park
 Palm Beach County Parks Department
 SOS Children's Village and Community Center
 Volusia County
 YMCA



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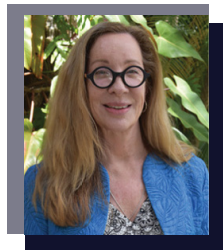
PROJECT TEAM



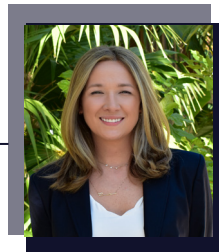
TAB 4: PROJECT TEAM

B) ORGANIZATIONAL CHART

PEACOCK ARCHITECTS



Tamara Peacock, R.A.
Lead Architect/ Principal in Charge



Cristin Peacock, R.A.
Project Manager

Design and Technical Team

Project Coordinator
Ekaterina Bobylev

Production Management
Farah Douyon

BIM Manager/ Architectural Designer
Fiorella Suyon

QA/QC & Specifications
Debora Fields, AIA

SUPPORTING DISCIPLINES

<p>CIVIL ENGINEERING Keith Engineering Jonah Weaver, PE Omar Rodriguez</p>	<p>LANDSCAPE ARCHITECTURE Keith Engineering Kelli Schueler, PLA Chris Phillips, PLA, ASLA</p>	<p>SURVEY AND MAPPING Keith Engineering Chuck Schramm, PSM Bryan Merritt, PSM</p>
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ADDITIONAL STAFF
RESOURCES
AVAILABLE IF THE
NEED ARISES

TAB 4: PROJECT TEAM

C) STATEMENT OF SKILLS AND EXPERIENCE OF PROJECT TEAM

Prime Architectural Team:

Lead Architect: Tamara Peacock, RA (33 years of experience) Tamara Peacock is our President/Principal in Charge. Her areas of expertise include land use planning, design development, production, historic preservation and contract administration for the private and public sectors. She has three decades of experience with Continuing Contracts with nine state agencies and local municipalities across the state with similar/identical scope to Florida Department of Agriculture and Consumer Services Tamara has received many honors and awards for a number of projects and has been involved with several municipal and school jobs including: the City of Miramar's facade improvement program, Marina Mile Business Park, Upfits for Showrooms, City of Hendersonville Public Works Building, City of Pompano's Atlantic Boulevard Improvement, and is a currently qualified vendor in Broward County's Small Business Development Program. Ms. Peacock has worked with over 20 municipalities throughout the tri-county area. Her decades of extensive knowledge and experience in more than 12 states has spanned across the intricacies of historic architectural design and element preservation, delved into the complex challenges of design/build projects, and identified design and engineering gaps during addition/renovation projects for early conflict resolution.

Project Manager: Cristin Peacock, RA (8 years of experience) Cristin Peacock has been the Project Manager for nine state agencies and local municipalities for Continuing Contracts with similar/identical scope to Florida Department of Agriculture and Consumer Services. Her extensive involvement in public sector projects will ensure exceptional and timely design as well as best production practices are utilized on your projects. Cristin has learned through her years of experience an intuitive and practical application of this knowledge. This will allow her to facilitate the same for the benefit of the College. She will aid in the implementation and communication between all parties involved with Institution's Projects. She specializes in architectural design, production management and additional project oversight of individual projects.

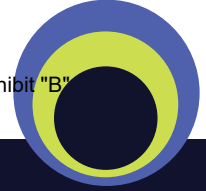
Additional Team Member: Ekaterina Bagicheva (10 years of experience) Ekaterina is our Project Management / Architectural Designer. She has bachelors degree in architecture and three years of professional experience in institutional projects. She is a proponent of environmentally and socially sustainable building practice, a ARCC King Student Medal Recipient for Excellence in Architectural & Environmental Design Research. At Peacock Architects she has been a supporting element to the project managers. Her knowledge and proactive nature ensures competent support and favorable project outcomes and will do the same for your projects.

Project Coordinator: Farah Douyon (12 Years of experience) Farah Douyon is our Project Coordinator with 12 years of experience working with architectural and planning projects. She has experience in the public, commercial, education and transportation sectors. Although the majority of her experience is within South Florida, she also has architectural experience working in New York, Indiana and England. Farah has worked through all stages of a project's life cycle and has the most experience managing the completion of construction documents. In South Florida and abroad, Farah has extensive experience working on publicly funded projects.

Architectural Designer: Fiorella Suyon (10 years of experience) Fiorella is our Project Management / Architectural Designer. She has bachelors degree in architecture with a wealth of experience in architecture, design, and construction. With a remarkable career over the years, Fiorella's expertise and passion have shaped her into a highly accomplished Architectural Designer. Having previously served as the leader of an architecture team in a construction company, Fiorella honed her skills in managing complex projects and guiding teams towards successful outcomes. Seeking new horizons, she ventured to Miami to establish her own studio, SVARDI, where she has undertaken and completed a remarkable portfolio of 15 design projects, alongside six construction and permit projects in Florida City.

Subconsultant

Director of Survey and Mapping: Chuck Schramm With nearly four decades of geospatial experience, Chuck Schramm's leadership brings valuable insights, streamlines data collection, and improves the overall accuracy and efficiency of our projects. With his guidance, our survey team is poised to achieve new heights in quality and impact. His responsibilities include daily operations of the surveying department, estimating, project progress reporting, coordination with other departments and clients, and business development. He also has extensive experience with a variety of engineering and surveying-related computer software, including Bentley OpenRoads Designer (ORD), MicroStation, and GEOPAK, and has experience in NPDES documentation.



TAB 4: PROJECT TEAM

C) STATEMENT OF SKILLS AND EXPERIENCE OF PROJECT TEAM

Director of Landscape Architecture: Kelli Schueler, PLA LEED AP An experienced landscape architect and dedicated project manager, Kelli Schueler provides planning, design and project management services for a wide variety of project types through all phases of the development process. Her knowledge of the local environment, innovative technologies and sustainable best practices is combined with a creative approach that is detail oriented, ensuring designs are implemented both efficiently and accurately. Kelli has a wide range of project experience, but is most motivated by the opportunity to create special moments within the urban environment where hardscape and architectural elements are thoughtfully combined with green space to create impactful places of respite and community within the urban core.

Senior Landscape Architect: Chris Phillips, PLA, ASLA Chris Phillips is motivated by thoughtfully planned and meticulously crafted outdoor environments and is drawn to the intersection where form, function, and nature seamlessly act as one. Inspired by contemporary styling, he subscribes to a less is more philosophy, producing artful projects that not only make a statement, but when implemented, settle into place, take root, and thrive. He cognitively embraces the essence of a place and develops site details that contribute to a cohesive design. Creating spaces that are harmonious with the environment, Chris integrates architectural elements, grading, hardscape, planting, and lighting, resulting in functional, dynamic, and balanced spaces that connect the world of nature with man-made elements and human needs.

Vice President of Geospatial: Bryan Merritt, PSM Bryan Merritt is Vice President of Geospatial at KEITH. He is responsible for overseeing all geospatial operations, including survey and subsurface utility engineering (SUE) for the company. This role involves strategic planning; project management; ensuring accuracy and quality of data; leading KEITH'S team of surveying, mapping, and utility specialists; managing budgets; and collaboration with other departments/disciplines to support the KEITH company goals. Bryan also manages the evaluation and assessment of equipment and technology resources, assists in training and mentorship to team members, and provides leadership in the preparation of business development strategies for existing and new markets/geographies.

Civil Engineer: Jonah Weaver, PE Jonah Weaver, PE, brings 18 years of experience in site civil design, covering site planning, master planning, and infrastructure design for both private and public projects. His expertise includes water, sewer, irrigation, and roadway design, paving, grading, drainage, earthwork, signage, and striping. Jonah has vast experience in permitting with public agencies from Broward County to Indian River County. Jonah's software experience includes design utilizing XPswmm, PONDSS, and Cascade, as well as drafting using AutoCAD Civil 3D.

Civil Engineer: Omar Rodriguez, PE, CFM, ENV SP Omar Rodriguez is an emerging engineering professional specializing in Hydrology and Hydraulic Modeling and Water Resources engineering. He is heavily involved in Floodplain Management, Urban Drainage, and Climate Adaptation. Gaining experience in water resources and civil engineering design projects including water, sewer, drainage systems, stormwater master plans, and flood mapping as well as County and State-Wide permitting, Omar has demonstrated his various abilities and qualifications as an engineer including Flood Risk Management implementation using CAD, GIS, and Modeling software.

TAB 4: PROJECT TEAM

D) RESUMES OF KEY PERSONNEL



Tamara Peacock, R.A.
President,
PROJECT EXECUTIVE

YEARS OF EXPERIENCE: 40
PRINCIPAL OF FIRM:
Since 1985

EDUCATION:
Master of Architecture
Historic Preservation, 1981
University of Florida

B.A. Architecture
University of Florida

REGISTRATIONS:
FL/Architecture, 1987
CPTED Certified, 1998
FL/Licensed Contractor 2005
NC/Architecture, 2012
SC/Architecture, 2013
IL/Architecture, 2015
PA/Architecture, 2016
NCARB 2012

HONORS/AWARDS:
Who's Who
Women in America

Design/Build Project of
the Year, NAIOP

Building of the Year Award,
Broward County
Shopping Center

Building of the Year Award,
Broward County,

Tamara has actively practiced in the architectural profession in South Florida for over 33 years. Her areas of expertise include land use planning, design development, production, historic preservation and contract administration for both private and public sector projects. Tamara's public sector project experience includes: parks and recreational facilities, K-12 schools, historic preservation, and master planning/municipal redevelopment projects. She is also widely recognized for her community consensus building ability. Ms. Peacock is a Registered Architect and a licensed Building Contractor.

Project Experience Sampling:

GOLDEN BEACH PARK

This project was a beach facility renovation for the Town of Golden Beach. The project involved renovation of bathrooms and addition of showers to an existing structure. The addition of a storage room was needed for beach amenities. Benches, fire pits and children's play areas with artificial turf were also created.

K-8 CENTER BASKETBALL COURTS

Provided Architectural and Engineering services for the resurfacing of the basketball courts and installation of new basketball hoops and lighting. This athletic court is owned by MDCSD and maintained by the Village of Key Biscayne. Therefore, design was coordinated with the City and permitting/design completed through the School Board.

CITY OF WILTON MANORS - PARK MASTER PLANS

Architectural Services for Four (4) Parks Master Plans and Construction. The four (4) locations included: Colohatchee Park; Donn Eisele Park; Hagen Park; and Island City Park Preserve within the City of Wilton Manors. The design consisted of new community centers approximately 6,000-8,00 SF, boardwalk replacement or installation of new, passive park settings including seating elements and pedestrian walkways.

NORTH CAROLINA FIRE STATIONS

These projects consists of two 1,500-square-foot additions and the remodeling of two existing fire stations. The new additions include truck bays, sleep areas, and kitchens. The remodeling includes the addition of a shower and re-arrangement of existing plumbing fixtures to accommodate the new bathroom layout.

FOSTER PARK COMMUNITY CENTER

Architectural and Engineering services for an 8,500 SF LEED certified community center. The design included a media center with computer lab, weight room, meeting rooms, a multipurpose room, and kitchen facilities on the interior. At the exterior there's a shaded playground, pavilion, and a walking trail as well as open green space. We provided architectural and engineering services from schematic design through construction administration.

VILLAGE OF KEY BISCAIYNE BEACH PARK

The renovation of the existing Beach Park to rejuvenate the beach front including new bathroom and storage structures, redesign of the park pavilion, addition of a new splash pad and playground equipment, addition of a new paved boardwalk, shade structures, redesigned shower area, and redesign of the open field for sports activities.

CITY OF MIRAMAR AMPHITHEATER SHIPPING CONTAINERS

At the Miramar Amphitheater, Peacock Architects was responsible for the retrofitting and master planning of nine (9) modified shipping containers that are used for events at the park. These containers were upfitted to include such amenities as food concessions, beverage services, a VIP lounge, and restrooms. The containers were planned throughout the park and designed to meet the needs of the concessionaires. The VIP container was designed with a viewing platform above for concert venues..

ADDITIONAL RELEVANT WORK:

Continuing services with school board of Broward County (current)

Continuing services with school district of Palm Beach County (current)
Facility renovation projects with school board of Broward County (20+)

TAB 4: PROJECT TEAM

D) RESUMES OF KEY PERSONNEL



Cristin Peacock,
Vice President,
PROJECT MANAGER

YEARS WITH
THE FIRM: 9

TOTAL YEARS
EXPERIENCE: 9

Registered Architect
FL LICENSE #: AR101294

EDUCATION:
BA in Architecture,
Florida Atlantic University,
w/ Minor in Disaster
Management

CERTIFICATIONS:
American Institute of
Architects,
Associate AIA
National Council of
Architectural Registration
Boards, Member
Crime Prevention Through
Environmental Design
(CPTEP)

AWARDS:
2025 AIA FTL Firm of the Year
2025 SFBJ Fastest Growing
Company

Cristin Peacock's dedication and enthusiasm as a Project Manager has aided in her extensive experience of managing a variety of projects, from the initial design phase through to completion. Cristin has been working in the field of Architecture for more than eight years, and her experience has been a valuable asset to the firm. This has been proven through her expertise in determining project objectives, organizing resources and ensuring smooth pace and on-time project results. Cristin is a Registered Architect and will serve as the Point of Contact for the City of Pompano Beach.

Project Experience Sampling:

NORTH CAROLINA FIRE STATIONS

These projects consists of two 1,500-square-foot additions and the remodeling of two existing fire stations. The new additions include truck bays, sleep areas, and kitchens. The remodeling includes the addition of a shower and re-arrangement of existing plumbing fixtures to accommodate the new bathroom layout.

TOWN OF GOLDEN BEACH - BEACH PARK

Architectural design services to the renovation and rejuvenation of the beach front amenities at Loggia Beach for the Town of Golden Beach. The project included renovation and expansion of both bathroom structures, the addition of a new shower and enclosed changing area with planter bed surrounds, the addition of a new beach storage structure, and addition of various amenities.

VKB K-8 CENTER BASKETBALL COURTS

Provided Architectural and Engineering services for the resurfacing of the basketball courts and installation of new basketball hoops and lighting. This athletic court is owned by MDCSD and maintained by the Village of Key Biscayne. Therefore, design was coordinated with the City and permitting/design completed through the School Board.

CITY OF MIRAMAR OFFICE RENOVATION

Peacock Architects is currently providing Architectural Services for the exterior renovation of a two-story, 2,500 SF multi-tenant retail space located on 27th Avenue as part of BMSD's Small Business

Improvement Projects. This scope of work involves a redesign of the building envelope including replacement of existing windows and storefront, patch and repair of stucco walls, new exterior paint, new awnings, new signage, new exterior lighting, new moldings, new concrete walk/ramp in front of building, and resurfacing of the parking lot.

VILLAGE OF KEY BISCAYNE BEACH PARK

The renovation of the existing Beach Park to rejuvenate the beach front including new bathroom and storage structures, redesign of the park pavilion, addition of a new splash pad and playground equipment, addition of a new paved boardwalk, shade structures, redesigned shower area, and redesign of the open field for sports activities.

VILLAGE OF KEY BISCAYNE POCKET PARK

Architectural design services for the master plan of a neighborhood passive park that highlights storm-water resiliency elements. Scope includes a master site plan with resilient elements for storm-water, native landscaping, permeable path design, site lighting, fencing, and amenities decided

on by community workshops such as native landscaping pods.

FOSTER PARK

Architectural and Engineering services for an 8,500 SF LEED certified community center. The design included a media center with computer lab, weight room, meeting rooms, a multipurpose room, and kitchen facilities on the interior.

TAB 4: PROJECT TEAM

D) RESUMES OF KEY PERSONNEL



Ekaterina Bagicheva
PROJECT MANAGEMENT/
ARCHITECTURAL
DESIGNER

YEARS WITH
THE FIRM: 7

TOTAL YEARS OF
EXPERIENCE: 10

EDUCATION:
Florida Atlantic University
Bachelor of Architecture

PROFICIENCIES:
Revit
AutoCad
SketchUp
Rhino
Adobe Suite
Microsoft Office Suite
Umbra
Lumion
Climate Consultant
iWork
Hand Sketching
Fluent Russian Speaker
CERTIFICATIONS
National Council of Architectural
Registration Boards, Member
Crime Prevention Through
Environmental Design (CPTEP)

Ekaterina offers a Bachelor degree in Architecture and ten years of professional experience. She is a proponent of environmentally and socially sustainable building practice, a ARCC King Student Medal Recipient for Excellence in Architectural & Environmental Design Research. At Peacock Architects, Ekaterina has been a supporting element to our project managers. Her knowledge and proactive nature ensures competent support and favorable project outcomes and will do the same for your project.

Project Experience Sampling:

TURTLE RUN COMMUNITY MASTER PLAN

Peacock Architects provided architectural design and planning services for the park master plan at Turtle Run Park. The new park design included new pavilions, basketball courts, volleyball courts, playground equipment under shade structures, adult exercise equipment and a new pedestrian trail around the park.

VILLAGE OF KEY BISCAYNE BEACH PARK

The renovation of the existing Beach Park to rejuvenate the beach front including new bathroom and storage structures, redesign of the park pavilion, addition of a new splash pad and playground equipment, addition of a new paved boardwalk, shade structures, redesigned shower area, and redesign of the open field for sports activities.

NORTH CAROLINA FIRE STATIONS

These projects consists of two 1,500-square-foot additions and the remodeling of two existing fire stations. The new additions include truck bays, sleep areas, and kitchens. The remodeling includes the addition of a shower and re-arrangement of existing plumbing fixtures to accommodate the new bathroom layout.

VILLAGE OF KEY BISCAYNE POCKET PARK

Architectural design services for the master plan of a neighborhood passive park that highlights storm-water resiliency elements. Scope includes a master site plan with resilient elements for storm-water, native landscaping, permeable path design, site lighting, fencing, and amenities decided on by community

workshops such as native landscaping pods.

CITY OF MIRAMAR OFFICE RENOVATION
Peacock Architects is currently providing Architectural Services for the exterior renovation of a two-story, 2,500 SF multi-tenant retail space located on 27th Avenue as part of BMSD's Small Business Improvement Projects. This scope of work involves a redesign of the building envelope including replacement of existing windows and storefront, patch and repair of stucco walls, new exterior paint, new awnings, new signage, new exterior lighting, new moldings, new concrete walk/ramp in front of building, and resurfacing of the parking lot.

VILLAGE OF KEY BISCAYNE LAKE PARK GAZEBO

This park project was a renovation of the existing 540 SF park gazebo for the Village of Key Biscayne. The structure is a poured solid concrete columns with a wooden roof structure and metal roof sheathing. The renovation consisted of revamping the structure with new limestone cladding on the columns, structure repairs to the wooden roof trusses, reroofing the stainless steel roof with aluminum, installation of new railings, resurfacing the existing concrete slab with palm leaf stamping, and specifying new furniture.

CITY OF MIRAMAR AMPITHEATER SHIPPING CONTAINERS

At the Miramar Amphitheater, Peacock Architects was responsible for the retrofitting and master planning of nine (9) modified shipping containers that are used for events at the park. These containers were upfitted to include such amenities as food concessions, beverage services, a VIP lounge, and restrooms.

TAB 4: PROJECT TEAM

D) RESUMES OF KEY PERSONNEL



Farah Douyon
PROJECT COORDINATOR

YEARS WITH
THE FIRM 2

TOTAL YEARS OF
EXPERIENCE: 12

EDUCATION:
Bachelor of Architecture,
Syracuse University 2013

CERTIFICATIONS:
Associate AIA, Miami Chapter

Ms. Douyon has 12 years of experience working with architectural and planning projects. She has experience in the commercial, education and transportation sectors. Although the majority of her experience is within South Florida, she also has architectural experience working in New York, Indiana and England. Farah has worked through all stages of a project's life cycle and has the most experience managing the completion of construction documents. In South Florida and abroad, Farah has experience working on publicly funded projects.

Project Experience Sampling:

K-8 CENTER BASKETBALL COURTS

Provided Architectural and Engineering services for the resurfacing of the basketball courts and installation of new basketball hoops and lighting. This athletic court is owned by MDCSD and maintained by the Village of Key Biscayne. Therefore, design was coordinated with the City and permitting/design completed through the School Board.

VILLAGE OF KEY BISCAYNE BEACH PARK

The renovation of the existing Beach Park to rejuvenate the beach front including new bathroom and storage structures, redesign of the park pavilion, addition of a new splash pad and playground equipment, addition of a new paved boardwalk, shade structures, redesigned shower area, and redesign of the open field for sports activities.

VILLAGE OF KEY BISCAYNE POCKET PARK

Architectural design services for the master plan of a neighborhood passive park that highlights storm-water resiliency elements. Scope includes a master site plan with resilient elements for storm-water, native landscaping, permeable path design, site lighting, fencing, and amenities decided on by community workshops such as native landscaping pods.

VILLAGE OF KEY BISCAYNE - BUILDING DEPARTMENT.

Peacock Architects was tasked to undergo a comprehensive interior renovation project. The current size of the office is approximately 5,796 square feet. As part of this project, we plan to demolish two existing rooms and the existing casework permit counter. In their place, we will construct two new meeting rooms and

a new permit counter with new electronic configurations to better suit the new layout.

VILLAGE OF KEY BISCAYNE LAKE PARK GAZEBO

This park project was a renovation of the existing 540 SF park gazebo for the Village of Key Biscayne. The structure is a poured solid concrete columns with a wooden roof structure and metal roof sheathing. The renovation consisted of revamping the structure with new limestone cladding on the columns, structure repairs to the wooden roof trusses, reroofing the stainless steel roof with aluminum, installation of new railings, resurfacing the existing concrete slab with palm leaf stamping, and specifying new furniture.

CITY OF MIRAMAR AMPHITHEATER SHIPPING CONTAINERS

At the Miramar Amphitheater, Peacock Architects was responsible for the retrofitting and master planning of nine (9) modified shipping containers that are used for events at the park. These containers were upfitted to include such amenities as food concessions, beverage services, a VIP lounge, and restrooms. The containers were planned throughout the park and designed to meet the needs of the concessionaires. The VIP container was designed with a viewing platform above for concert venues.

ADDITIONAL RELEVANT WORK:

Provided design services on 6 school boards of Broward County projects
Provided design services on 3 school district of Palm Beach County Projects

TAB 4: PROJECT TEAM

D) RESUMES OF KEY PERSONNEL



Fiorella Suyon ARCHITECTURAL DESIGNER

YEARS WITH
THE FIRM 3

TOTAL YEARS OF
EXPERIENCE: 10

EDUCATION:
Universidad Peruana
de Ciencias Aplicadas
Architecture Degree

PROFICIENCIES:
Autocad
Sketchup
Vray
Revit

SKILLS:
Attention to detail
Time management
Teamwork
Decision-making
Stress management

CONTACT:
Fiorella@peacockarchitect.com

Fiorella Suyon is a talented Peruvian architect with a wealth of experience in architecture, design, and construction. With a remarkable career over the years, Fiorella's expertise and passion have shaped her into a highly accomplished Architectural Designer. Having previously served as the leader of an architecture team in a construction company, Fiorella honed her skills in managing complex projects and guiding teams towards successful outcomes.

Project Experience Sampling:

VILLAGE OF KEY BISCAZYNE - BUILDING DEPARTMENT.

Peacock Architects was tasked to undergo a comprehensive interior renovation project. The current size of the office is approximately 5,796 square feet. As part of this project, we plan to demolish two existing rooms and the existing casework permit counter. In their place, we will construct two new meeting rooms and a new permit counter with new electronic configurations to better suit the new layout.

VILLAGE OF KEY BISCAZYNE BEACH PARK

The renovation of the existing Beach Park to rejuvenate the beach front including new bathroom and storage structures, redesign of the park pavilion, addition of a new splash pad and playground equipment, addition of a new paved boardwalk, shade structures, redesigned shower area, and redesign of the open field for sports activities.

K-8 CENTER BASKETBALL COURTS

Provided Architectural and Engineering services for the resurfacing of the basketball courts and installation of new basketball hoops and lighting. This athletic court is owned by MDCSD and maintained by the Village of Key Biscayne. Therefore, design was coordinated with the City and permitting/design completed through the School Board.

VILLAGE OF KEY BISCAZYNE POCKET PARK

Architectural design services for the master plan of a neighborhood passive park that highlights storm-water resiliency elements. Scope includes a master site plan with resilient elements for storm-water, native landscaping, permeable path design, site lighting, fencing, and amenities decided on by community workshops such as native

landscaping pods.

VILLAGE OF KEY BISCAZYNE LAKE PARK GAZEBO

This park project was a renovation of the existing 540 SF park gazebo for the Village of Key Biscayne. The structure is a poured solid concrete columns with a wooden roof structure and metal roof sheathing. The renovation consisted of revamping the structure with new limestone cladding on the columns, structure repairs to the wooden roof trusses, reroofing the stainless steel roof with aluminum, installation of new railings, resurfacing the existing concrete slab with palm leaf stamping, and specifying new furniture.

CITY OF MIRAMAR AMPITHEATER SHIPPING CONTAINERS

At the Miramar Amphitheater, Peacock Architects was responsible for the retrofitting and master planning of nine (9) modified shipping containers that are used for events at the park. These containers were upfitted to include such amenities as food concessions, beverage services, a VIP lounge, and restrooms. The containers were planned throughout the park and designed to meet the needs of the concessionaires. The VIP container was designed with a viewing platform above for concert venues.

ADDITIONAL RELEVANT WORK:

Provided design services on 3 school board of Broward County projects

Provided design services on 16 school district of Palm Beach County projects

TAB 4: PROJECT TEAM

D) RESUMES OF KEY PERSONNEL



Debora L. Fields, Q.A./Q.C.

SPECIFICATIONS

YEARS WITH THE FIRM: 13

YEARS EXPERIENCE 40+

EDUCATION:

Bachelor of Science,
Architecture, Florida A&M
University, 1978
Associate of Arts in
Architecture, University of
Florida 1976

REGISTRATIONS:

Architectural Registration-
Florida, Georgia
NCARB
LEED AP, 2005
CSI-CDT, 2001
CSI-MAI, 2005
AIA Member
CEFPI Member

Ms. Fields has 40+ years' experience of work with other firms and public agencies such as Pinellas County School Board/Architects office and City of Charlotte Energy Office. Ms. Fields is a versatile, highly knowledgeable Architect with specialization in Public and Municipal facilities. Her projects have consistently been completed on time, within the budget allotted. Debora is an astute designer, with a thorough knowledge of varying construction methodologies and delivery methods.

Project Experience Sampling:

North Grade Elementary School

Scope of work: Re-roofing, exterior wall repair and painting, signage replacements, toilet renovations, classroom renovations, window and door replacements, fire alarm panel replacements, HVAC upgrades and site improvements. Proposed GMP (Gross Maximum Price): \$2,746,506.00

South Olive Elementary School

Scope of work: Exterior wall repair and painting, signage replacements, toilet renovations, classroom renovations, window and door replacements, fire alarm panel replacements, HVAC upgrades and site improvements. Role: Project Manager. Construction Budget: \$3,609,930.00

Sanders Park Elementary Magnet School

Scope of work includes the re-roofing of eight of the nine buildings in the facility, installation of fire sprinklers, as well as Fire Alarm System upgrade for all buildings on campus
Budget: \$3,220,000

Lyons Creek Middle School

Scope of work includes the re-roofing of 4 of the 5 buildings in the facility, HVAC Component and roof condenser replacement, art and music room renovation, and building envelope improvements. Budget: \$2,897,000

Croissant Park Elementary School The scope of work includes re-roofing of multiple buildings in the facility, HVAC improvements, fire alarm replacement, and canopy repair and/or replacement. FLCC (Fixed Limit of Construction Cost): \$2,469,094

Western High School Renovation and Repairs

Project includes: renovations to several buildings on the campus; media lab, culinary lab, and robotics lab renovations; building envelope improvements (window/door replacement, exterior painting, re-roofing); safety/security upgrades; HVAC improvements and electrical Improvements. Budget: \$2,779,235

Coral Glades High School

Scope of work includes the re-roofing of three buildings in the facility, as well as Fire Alarm System upgrade in the school and Test and Balance for several buildings. Budget: \$1,770,000

TAB 4: PROJECT TEAM



CHUCK SCHRAMM, PSM
Director of Survey and Mapping



PROFILE

With nearly four decades of geospatial experience, Chuck Schramm's leadership brings valuable insights, streamlines data collection, and improves the overall accuracy and efficiency of our projects. With his guidance, our survey team is poised to achieve new heights in quality and impact. His responsibilities include daily operations of the surveying department, estimating, project progress reporting, coordination with other departments and clients, and business development. He also has extensive experience with a variety of engineering and surveying-related computer software, including Bentley OpenRoads Designer (ORD), MicroStation, and GEOPAK, and has experience in NPDES documentation.

RELEVANT PROJECT EXPERIENCE

Drainage Improvements at US-1 and NE 14th St, Pompano Beach, FL: Project Manager. KEITH, under its continuing contract with the City, is providing civil engineering, surveying, and SUE services for drainage improvement project. This comprehensive drainage improvement project aims to significantly enhance the stormwater management system in the City. The project involves the installation of new storm drainage infrastructure and the cutting of swales to optimize drainage functionality and mitigate flooding risks. This project area primarily consists of residential properties. Key components of the project include: **Installation and Reconstruction:** A total of 54 storm drain structures will be installed or reconstructed to ensure efficient water flow and prevent blockages. **Storm Drain Piping:** Approximately 4,765-LF of storm drain piping will be laid to facilitate the effective conveyance of stormwater. **Enhanced Drainage Functionality:** The project will incorporate advanced engineering techniques to improve the overall drainage capacity and resilience of the area. TBG Consulting provided cost estimating services to ensure that the project remains within budget while achieving its goals of improved drainage and reduced flood risk.

Water Service Material Validation, Pompano Beach, FL: Project Manager. KEITH, under this continuing service contract, provided civil engineering, survey, SUE, landscape architecture, and construction program management services. This project supported compliance with the EPA's Lead and Copper Rule Improvements (LCRI) by identifying and validating the materials of water service lines within the County's drinking water system. The scope included predictive modeling, field investigations, and integration of findings into BCWWS's GIS system. KEITH performed visual inspections and vacuum excavations, documented findings, and supported data-driven decision-making. The project also involved the use of Trinnex's LeadCAST software to enhance predictive modeling capabilities.

Cypress Road Improvements, Plantation, FL: Project Manager. KEITH, under a continuing services contract with the City, assisted with development of this project involving signal upgrades, milling and resurfacing, roundabout design, drainage improvements, additional sidewalk, and the addition of corridor-wide sharrow pavement markings and respective signage. Services KEITH provided include survey, SUE, civil engineering, landscape architecture, and transportation engineering. KEITH also managed a team of professional contractors providing lighting analysis and design and geotechnical services.

FDOT District 4, Design Services for Loxahatchee Road, Pompano Beach, FL: Project Manager. KEITH, as a subconsultant, provided landscape architecture, survey, SUE, and utility coordination services. This project is to reconstruct Loxahatchee Road to accommodate 11-foot paved lanes, a raised median, five-foot bicycle lanes, and sidewalk on the south side of the 6.15-mile roadway. The project also included a design analysis for a roundabout.

EDUCATION

1988
BS, Survey and Mapping, University of Florida

1984
Courses Completed, Florida Institute of Technology

YEARS OF EXPERIENCE

Industry: 37
KEITH: 1

PROFESSIONAL REGISTRATIONS

Professional Land Surveyor, LS5366, FL, 1994

TAB 4: PROJECT TEAM



KELLI SCHUELER, PLA, LEED AP
 Director of Landscape Architecture



PROFILE

An experienced landscape architect and dedicated project manager, Kelli Schueler provides planning, design and project management services for a wide variety of project types through all phases of the development process. Her knowledge of the local environment, innovative technologies and sustainable best practices is combined with a creative approach that is detail oriented, ensuring designs are implemented both efficiently and accurately. Kelli has a wide range of project experience, but is most motivated by the opportunity to create special moments within the urban environment where hardscape and architectural elements are thoughtfully combined with green space to create impactful places of respite and community within the urban core.

RELEVANT PROJECT EXPERIENCE

Charlotte Burrie Civic Center, Pompano Beach, FL: Landscape Architect. KEITH, under its continuing services contract with the city, as subconsultant, assisted the Client in developing a KEITH Campus project that includes 8,712-SF of multi-purpose spaces for civic, social, and recreational activities, lobby area, reception, administrative offices, conference rooms, 250-seat assembly hall, a fixed platform stage, kitchen, and storage, as well as easy pedestrian ADA-compliant access, a porte-cochère entrance, 48 vehicular and 20 bicycle parking spaces. KEITH provided full services to the Client including civil engineering, permitting, landscape architecture, and construction administration and coordination for the new LEED v4 certified building.

Covered Bridge Park, Parkland, FL: Landscape Architect. KEITH assisted the Client, under its continuing services contract, in developing a KEITH Play project that includes meandering natural trails with a connection to the iconic Covered Bridge, flexible open space, nature playground, meditation garden, and yoga lawn on a 3-acre site. KEITH provided full services to the Client including survey/SUE, civil engineering, landscape architecture, planning, traffic engineering, and construction observation and management. The KEITH Team assisted the Client, as prime consultant.

North Pompano Park Improvements, Pompano Beach, FL: Landscape Architect. KEITH assisted the Client in developing a KEITH Play project that includes several multi-purpose sports fields, concession stands, restrooms, sports and site lighting, walking paths, parking, dog park, and artificial turf and natural sod enhancements at the 20-acre site. KEITH, utilizing a multi-disciplinary team, provided full services to the Client including civil engineering, survey/SUE, landscape architecture, planning, arborist services, tree disposition, and construction management.

Youth Sports Complex, Pompano Beach, FL: Landscape Architect. KEITH assisted the Client in the development of this KEITH Play project that includes several multi-purpose sports fields, clubhouse, restrooms, storage, offices, walking paths, preservation of several mature canopy trees, and a 180-space parking lot in the 10-acre complex. KEITH, as prime consultant, provided full services to the Client throughout all design phases including public outreach, planning, design development and site plan approval, and ultimately permitting and construction observation.

Broward College North Campus Landscape Drainage Project, Coconut Creek, FL: Landscape Architect. KEITH provided surveying, civil engineering, permitting, landscape architectural, construction management, and construction inspection services to address existing drainage issues. This project is being used as a model for future improvements throughout the campus. The school continues to look for ways to update the existing gathering spaces on campus for outdoor seating. Schematic and construction plans were developed to address the drainage and seating requirements, as well as beautify the area.

EDUCATION

2003
 BS, Landscape Architecture,
 Oklahoma State University

YEARS OF EXPERIENCE

Industry: 22
 KEITH: 8

PROFESSIONAL REGISTRATIONS

LEED AP, NULL

Professional Landscape Architect,
 LA6667565, FL, 2021

Professional Landscape Architect,
 2959, TX, 2014

Council of Landscape Architecture
 Registration Boards (CLARB)
 Certified, 00192756

LEED AP

TAB 4: PROJECT TEAM



CHRIS PHILLIPS, PLA, ASLA
Senior Landscape Architect



PROFILE

Chris Phillips is motivated by thoughtfully planned and meticulously crafted outdoor environments and is drawn to the intersection where form, function, and nature seamlessly act as one. Inspired by contemporary styling, he subscribes to a less is more philosophy, producing artful projects that not only make a statement, but when implemented, settle into place, take root, and thrive. He cognitively embraces the essence of a place and develops site details that contribute to a cohesive design. Creating spaces that are harmonious with the environment, Chris integrates architectural elements, grading, hardscape, planting, and lighting, resulting in functional, dynamic, and balanced spaces that connect the world of nature with man-made elements and human needs.

RELEVANT PROJECT EXPERIENCE

Covered Bridge Park, Parkland, FL: Landscape Architect. KEITH assisted the Client, under its continuing services contract, in developing a KEITH Play project that includes meandering natural trails with a connection to the iconic Covered Bridge, flexible open space, nature playground, meditation garden, and yoga lawn on a 3-acre site. KEITH provided full services to the Client including survey/SUE, civil engineering, landscape architecture, planning, traffic engineering, and construction observation and management. The KEITH Team assisted the Client, as prime consultant.

North Pompano Park Improvements, Pompano Beach, FL: Landscape Architect. KEITH assisted the Client in developing a KEITH Play project that includes several multi-purpose sports fields, concession stands, restrooms, sports and site lighting, walking paths, parking, dog park, and artificial turf and natural sod enhancements at the 20-acre site. KEITH, utilizing a multi-disciplinary team, provided full services to the Client including civil engineering, survey/SUE, landscape architecture, planning, arborist services, tree disposition, and construction management.

SR A1A Improvements, Pompano Beach, FL: Landscape Architect. Under our continuing services contract for GO Bond Improvements, KEITH assisted the Client in the development of a KEITH Access project including streetscape improvements such as landscaped medians, widened sidewalks where Right-of-Way is available, and street lighting. KEITH provided full services to the Client including survey/SUE, civil and transportation engineering, landscape architecture, and construction program management. The During project coordination it was determined that FDOT had a resurfacing project overlapping the City's planned project. KEITH coordinated with FDOT to have the funds transferred to the City increasing the construction budget.

Fire Station 24, Pompano Beach, FL: Landscape Architect. The City of Pompano Beach requested the replacement of the existing Fire Station No. 24 with a new two-story, four-bay fire station. The City was so pleased with the previous work done on Fire Station 11 that the design and development was used for Fire Station No. 103 and served as the prototype design for this design/build project. KEITH, as a subconsultant, provided engineering design and permitting, project coordination, surveying, landscape architecture, and construction services. The station was designed to achieve a minimum LEED level of Silver Certification.

Government Center Breezeway, Coconut Creek, FL: Project Manager. KEITH assisted the Client, under its continuing services contract with the City, in developing a KEITH Campus project that included conceptual master planning, courtyard, and parking area, as well as schematic level designs for the breezeway. KEITH provided services to the Client including geospatial, civil engineering, landscape architecture, and environmental public art and design.

EDUCATION

2011
BS, Landscape Architecture,
University of Arkansas

YEARS OF EXPERIENCE

Industry: 14
KEITH: 6

PROFESSIONAL REGISTRATIONS

Professional Landscape Architect,
LA6667361, FL, 2017
ASLA
Council of Landscape Architecture
Registration Boards (CLARB)
Certified

PROFESSIONAL AFFILIATIONS

American Society of Landscape
Architects (ASLA), Member

TAB 4: PROJECT TEAM



BRYAN MERRITT, PSM Vice President of Geospatial



PROFILE

Bryan Merritt is Vice President of Geospatial at KEITH. He is responsible for overseeing all geospatial operations, including survey and subsurface utility engineering (SUE) for the company. This role involves strategic planning; project management; ensuring accuracy and quality of data; leading KEITH'S team of surveying, mapping, and utility specialists; managing budgets; and collaboration with other departments/disciplines to support the KEITH company goals. Bryan also manages the evaluation and assessment of equipment and technology resources, assists in training and mentorship to team members, and provides leadership in the preparation of business development strategies for existing and new markets/geographies.

RELEVANT PROJECT EXPERIENCE

EDUCATION

1983
AS, Civil Engineering, Monroe
Community College

YEARS OF EXPERIENCE

Industry: 43
KEITH: 1

PROFESSIONAL REGISTRATIONS

Professional Land Surveyor, LS6558,
FL, 2006

Professional Land Surveyor, 050050,
NY, 1993

FAA Remote Pilot Small Unmanned
Aircraft System, 4225999, 2019

PROFESSIONAL AFFILIATIONS

Chair Advisory Committee -
Geomatics Engineering Florida
Atlantic University

Village of Royal Palm Beach
Program for Public Information
Committee, Board appointed

Palm Beach County GIS Board
Member

Trail Boss Florida Off Road Cycling
Enthusiasts (FORCE) Pinehurst Trail

South Florida GIS Expo committee
Exhibits Chair

Water and Re-Use Treatment Plant Projects, Pompano Beach, FL: Principal. KEITH, as a subconsultant, assists in the development of water and re-use water treatment plant projects on an as-needed basis. KEITH assists the Client with survey, SUE, and landscape architecture services. The KEITH Team assists the Client with specific purpose survey, site plan processing, paving, grading, and drainage, erosion plan, water distribution and sanitary sewer, engineering permitting, landscape architecture plans, construction observation, and construction certification.

SE 5th Avenue Bridge Replacement, Pompano Beach, FL: Principal. KEITH, as subconsultant, assisted the Client in developing a KEITH Access project related to improvements to the SE 5th Avenue Bridge. KEITH provided extensive survey services to the Client.

Chiller Plant, Pompano Beach, FL: Principal. The project included a 750-SF chiller plant building and cooling tower yard. The new chiller plant will provide energy efficient air-conditioning to City Hall and the Commission Chambers while reducing energy costs to the City. KEITH provided planning, civil, survey, and SUE services including layout and processing of the site plan, utilities design and permitting through all agencies having jurisdiction.

Fire Station No. 114, Pompano Beach, FL: Principal. The client has requested that KEITH provide SUE services for the Fire Station 114 project. Horizontal utility designation services will be performed to mark detectable utilities along a proposed fence line. A hand-drawn field sketch of discoveries will be included.

South Florida Water Management District (SFWMD) Continuing Survey Services, FL: Principal. The SFWMD trusted KEITH to provide professional services to continue with survey mapping services in Broward, Palm Beach, and Miami-Dade counties. KEITH worked with SFWMD to improve wells for the Hillsboro Canal Phase I in Broward and Palm Beach counties, the L-8 Reservoir Project in western Palm Beach County, and canals for the C-14 basin's hydrographic survey in Miami-Dade County. KEITH served as the consultant managing a trans-disciplinary team, providing surveying and subsurface utility locating services.

Parking Garage Design-Build, Pompano Beach, FL: Principal. KEITH assisted the Client in developing a KEITH Facility mixed-use project including a 625-space, 5-story parking garage on a 3.5-acre site. KEITH, as part of the design-build team, provided planning, survey, utility coordination and investigation, civil engineering, landscape architecture, permitting, and construction inspection. Included with KEITH's professional services were extensive community and municipal outreach, complete civil design to adequately provide water, fire, and sanitary sewer service, and stormwater management design, and permitting through all jurisdictional agencies, and construction inspection and certification.

TAB 4: PROJECT TEAM



JONAH WEAVER, PE
Civil Engineer



EDUCATION

2007
BS, Civil Engineering, Florida
Atlantic University

YEARS OF EXPERIENCE

Industry: 18
KEITH: 3

PROFESSIONAL REGISTRATIONS

Professional Engineer, 81297, 2016

PROFESSIONAL AFFILIATIONS

Florida Engineering Society (FES),
Member

PROFILE

Jonah Weaver, PE, brings 18 years of experience in site civil design, covering site planning, master planning, and infrastructure design for both private and public projects. His expertise includes water, sewer, irrigation, and roadway design, paving, grading, drainage, earthwork, signage, and striping. Jonah has vast experience in permitting with public agencies from Broward County to Indian River County. Jonah's software experience includes design utilizing XPswmm, POND5, and Cascade, as well as drafting using AutoCAD Civil 3D.

RELEVANT PROJECT EXPERIENCE

Architectural and Structural Engineering Services, Pompano Beach, FL: Civil Engineer. KEITH provided civil design, landscape architecture, construction management, and CEI services for the City. Properties included a portion of the Aquatic Center, Community Park, and Sandspur Park. The utility connections included water services and sanitary laterals connecting to mainline utilities adjacent to the proposed building structures. KEITH also provided construction observation, civil site, utility design, site plan preparation, landscape architecture, and permitting.

Broward County Water and Wastewater (BCWWS) Booster Pumping Station 3A, Pompano Beach, FL: KEITH, under its continuing services contract with BCWWS, and as subconsultant, assisted the Client in developing this KEITH Water project. KEITH provided services to the Client including survey, utility location services, and landscape architecture.

Water Service Material Validation, Pompano Beach, FL: Civil Engineer. KEITH, under this continuing service contract, provided civil engineering, survey, SUE, landscape architecture, and construction program management services. This project supported compliance with the EPA's Lead and Copper Rule Improvements (LCRI) by identifying and validating the materials of water service lines within the County's drinking water system. The scope included predictive modeling, field investigations, and integration of findings into BCWWS's GIS system. KEITH performed visual inspections and vacuum excavations, documented findings, and supported data-driven decision-making. The project also involved the use of Trinnex's LeadCAST software to enhance predictive modeling capabilities.

Charlotte Burrie Civic Center, Pompano Beach, FL: Civil Engineer. KEITH, under its continuing services contract with the city, and as subconsultant, assisted the Client in developing a KEITH Campus project that included 8,712-SF of multi-purpose spaces for civic, social, and recreational activities, lobby/pre-function area, reception, administrative offices, conference rooms, 250-seat assembly hall, and pedestrian ADA-compliant access, a porte-cochère entrance, 48 vehicular and 20 bicycle parking spaces. KEITH provided full services to the Client including civil engineering, permitting, landscape architecture, and construction administration and coordination for the LEED v4 certified building.

John Knox Village Stormwater Master Plan, Pompano Beach, FL: Civil Engineer. KEITH assisted the Client in the development of a KEITH Life project consisting of a senior residential facility, formal and semi-formal gardens, and surface parking. KEITH provided full services to the Client including civil engineering, survey/SUE, planning, landscape architecture, and CEI.

Annie Gillis Park, Pompano Beach, FL: Civil Engineer. KEITH, under its continuing services contract with the city, assisted the Client in developing a KEITH Play project including a park integrating historic elements KEITH provided full services to the Client including civil engineering, survey, planning, and landscape architecture.

TAB 4: PROJECT TEAM



OMAR RODRIGUEZ, PE, CFM, ENV SP
Civil Engineer



PROFILE

Omar Rodriguez is an emerging engineering professional specializing in Hydrology and Hydraulic Modeling and Water Resources engineering. He is heavily involved in Floodplain Management, Urban Drainage, and Climate Adaptation. Gaining experience in water resources and civil engineering design projects including water, sewer, drainage systems, stormwater master plans, and flood mapping as well as County and State-Wide permitting, Omar has demonstrated his various abilities and qualifications as an engineer including Flood Risk Management implementation using CAD, GIS, and Modeling software.

RELEVANT PROJECT EXPERIENCE

Drainage Improvements at US-1 and NE 14th St, Pompano Beach, FL: Project Manager. KEITH, under its continuing contract with the City, is providing civil engineering, surveying, and subsurface utility engineering for this US1 and NE 14th Street Drainage Improvement project. This comprehensive drainage improvement project aims to significantly enhance the stormwater management system in the City of Pompano Beach. The project involves the installation of new storm drainage infrastructure and the cutting of swales to optimize drainage functionality and mitigate flooding risks. This project area primarily consists of residential properties. Key components of the project include: **Installation and Reconstruction:** A total of 54 storm drain structures will be installed or reconstructed to ensure efficient water flow and prevent blockages. **Storm Drain Piping:** Approximately 4,765 linear feet of storm drain piping will be laid to facilitate the effective conveyance of stormwater. **Enhanced Drainage Functionality:** The project will incorporate advanced engineering techniques to improve the overall drainage capacity and resilience of the area. TBG Consulting provided cost estimating services to ensure that the project remains within budget while achieving its goals of improved drainage and reduced flood risk.

Cypress Road Improvements, Plantation, FL: Task Manager. KEITH, under a continuing services contract with the City, assisted with development of this project involving signal upgrades, milling and resurfacing, roundabout design, drainage improvements, additional sidewalk, and the addition of corridor-wide sharrow pavement markings and respective signage. Services KEITH provided include survey, SUE, civil engineering, landscape architecture, and transportation engineering. KEITH also managed a team of professional contractors providing lighting analysis and design and geotechnical services.

Zone 2 Drainage Study, Plantation, FL: Task Manager. The KEITH Team, under its continuing services contract with the city, was retained to provide a full range of engineering services to provide an evaluation of the existing stormwater system and develop a Capital Improvement Program (CIP). The final product will be compiled in a Stormwater Master Plan. KEITH will leverage its expertise in hydrology and hydraulics modeling to evaluate the overall existing stormwater system, identify potential areas at risk of flooding and evaluate future required stormwater system upgrades. The culmination of the study's effort will be presented in the new and comprehensive stormwater master plan.

Fire Station #52, Pompano Beach, FL: Task Manager. KEITH, under our continuing services agreement with the City, assisted the Client, as subconsultant, in developing a KEITH Facility project including the design/build of Fire Station No. 52 a two-story multi-bay facility. KEITH provided full services to the Client including civil engineering, planning, survey/SUE, landscape architecture, and construction program management. The project brought the community a much-needed resource for safety and emergency management.

EDUCATION

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

YEARS OF EXPERIENCE

Industry: 7
KEITH: 7

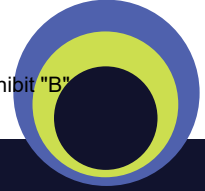
PROFESSIONAL REGISTRATIONS

Professional Engineer, 94885, FL, 2022

ENV SP, 61736, 2024

CFM, US-19-11500

Temporary Traffic Control Certification, Advanced, 54294



TAB 4: PROJECT TEAM

PROFESSIONAL LICENSES, CERTIFICATIONS & CITY CCNA CERTIFICATION FOR PROJECT TYPE OF WORK **PEACOCK ARCHITECTS**

Ron DeSantis, Governor Melanie S. Griffin, Secretary

Florida
dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF ARCHITECTURE & INTERIOR DESIGN

THE ARCHITECT HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

PEACOCK, CRISTIN ROCHELLE

1512 E BROWARD BLVD
SUITE 102
FORT LAUDERDALE FL 33301

LICENSE NUMBER: AR101294

EXPIRATION DATE: FEBRUARY 28, 2027

Always verify licenses online at MyFloridaLicense.com

ISSUED: 12/17/2024

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Ron DeSantis, Governor Melanie S. Griffin, Secretary

Florida
dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE BUILDING CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

PEACOCK, TAMARA

THE TAMARA PEACOCK COMPANY
1512 E BROWARD BLVD
SUITE 102
FORT LAUDERDALE FL 33301

LICENSE NUMBER: CBC1251122


EXPIRATION DATE: AUGUST 31, 2026

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ISSUED: 09/16/2024

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Ron DeSantis, Governor Melanie S. Griffin, Secretary

Florida
dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF ARCHITECTURE & INTERIOR DESIGN

THE ARCHITECT HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

PEACOCK, TAMARA

THE TAMARA PEACOCK COMPANY
THE TAMARA PEACOCK COMPANY ARCHITECTS OF FLORIDA
1512 E BROWARD BLVD
SUITE 102
FORT LAUDERDALE FL 33301

LICENSE NUMBER: AR0012126

EXPIRATION DATE: FEBRUARY 28, 2027

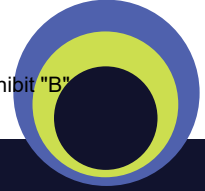
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ISSUED: 12/17/2024

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TAB 4: PROJECT TEAM

PROFESSIONAL LICENSES, CERTIFICATIONS & CITY CCNA CERTIFICATION FOR PROJECT TYPE OF WORK **PEACOCK ARCHITECTS**



PROCUREMENT DIVISION
PO Box 3366
West Palm Beach, FL 33402
Office: 561-822-2100
TTY: 800-955-8771

The Tamara Peacock Company Architects of FL, In
ATTN: Tamara Peacock
1512 E Broward Blvd Ste 210
Fort Lauderdale, FL 33301

February 28, 2024

Dear Mr. Peacock,

This letter is to serve notice that your firm's application for certification as a Pre-Qualified Professional Consultant, under the Consultants Competitive Negotiation Act (CCNA), has been reviewed. You are hereby certified for the following Types of Work:

Systems Number	Systems Description
104	Architectural Design
111	Community Park Design
113	Neighborhood Improvements

Your firm is certified for two (2) years and will expire on the date stated on the certificate. To maintain and extend your certification with the City, submit a renewal request in writing to the Procurement Office within thirty (30) days of expiring. It is your responsibility to notify the Procurement Office of any personnel or classification changes.

Please attach a copy of your CCNA certificate each time you are responding to a City of West Palm Beach proposal.

With Regards,


Donna Levengood, CPPO, CPPB
Procurement Official
Email: dlevengood@wpb.org

cc: File

CERTIFICATE OF QUALIFICATIONS Consultants Competitive Negotiation Act (CCNA)



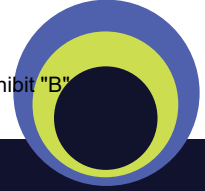
The Tamara Peacock Company Architects of FL, Inc.

- 104 – Architectural Design
- 111 – Community Park Design
- 113 – Neighborhood Improvement

City of West Palm Beach


Donna Levengood, CPPO, CPPB
Procurement Official

February 28, 2026
Expiration Date



TAB 4: PROJECT TEAM

SMALL BUSINESS CERTIFICATION PEACOCK ARCHITECTS - PRIME

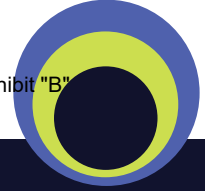
As Prime Proposer, The Tamara Peacock Company Architects of Florida dba Peacock Architects is certified as a Florida State Caucasian American Woman Owned Business Enterprise (WBE). The firm is also certified with the School District of Palm Beach County as a Woman Business Enterprise (M/WBE) and a Small Business Enterprise (SBE).

State of Florida
Woman Business Certification
 The Tamara Peacock Company Architects of Florida
 Is certified under the provisions of 287 and 295.187, Florida Statutes, for a period from: 12/05/2024 to 12/05/2026
 Pedro Allende
 Florida Department of Management Services
 Office of Supplier Development
 4050 Espinade Way, Suite 380
 Tallahassee, Florida 32399
 850-487-0915
 www.dms.myflorida.com/dsd

MIAMI-DADE COUNTY PUBLIC SCHOOLS
Small Business Enterprise (SBE) Certificate
 THIS CERTIFIES THAT
The Tamara Peacock Company Architects of Florida DBA Peacock Architects
 IS OWNED AND CONTROLLED BY A(N)
SBE Tier 2
 PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02
 Jennifer D. Andreu
 Jennifer D. Andreu
 Assistant Superintendent, Equity & Diversity
 Office of Economic Opportunity
 Miami-Dade County Public Schools
 1450 NE 2nd Avenue - Suite 428
 Miami, Florida 33132
 May 26, 2023 Issue Date May 26, 2026 Expiration Date 6526787 Vendor No.

THE SCHOOL DISTRICT OF PALM BEACH COUNTY
 OFFICE OF DIVERSITY IN BUSINESS PRACTICES
CONGRATULATIONS!
M/WBE (Minority/Woman) Business Enterprise
THE TAMARA PEACOCK COMPANY ARCHITECTS OF FLORIDA.
 as a *Women Owned Business Enterprise* in the MWBE Program.
 This certificate is valid
April 26, 2024 — April 26, 2027
 The following are the areas that your firm has been certified:
Architect Services, Professional, Including Consulting, Buildings, Architectural Design Services, Historical Preservation, Interior Design, Decorating, Space Planning, Exhibits and Displays, Architectural Services, Non-Licensed, Design Services.
 Certification is not a guarantee that your firm will receive work. Please register your company with www.bidsync.com to receive notification of upcoming opportunities. Any change to your certification requires you to submit proof of expertise, licensure and a business history (at minimum) to justify the additional certification. You are also required to submit a copy of your certificate with each bid, or proposal that you submit to the School District. You must notify this office if the status of your firm changes. Failure to report changes that affect the ownership or control of your firm may result in decertification.
 Patrick Chrysostome
 Director

The School District of Palm Beach County, FL
 Office of Diversity In Business Practices
 CERTIFIES your firm as an
Small Business Enterprise (SBE)
THE TAMARA PEACOCK COMPANY ARCHITECTS OF FLORIDA
 NWP 90600, 90607, 90610, 90648, 90652, 90714, 90735
 This certificate is valid from
November 17, 2023 — November 17, 2026
 The following areas that your firm has been certified:
Architectural Services, Professional, Building, Architectural Design Services, Historical Preservation, Interior Design.
 Certification is not a guarantee that your firm will receive work. Please ensure that your company is registered with www.bidsync.com to receive notification of upcoming opportunities. Any change to your certification requires you to submit proof of expertise, licensure and a business history (at minimum) to justify the additional certification. You must notify this office if the status of your firm changes. Failure to report changes that affect the ownership and control of your firm may result in decertification.
 Patrick Chrysostome
 Interim Director



TAB 4: PROJECT TEAM

FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION – LICENSE(S), CERTIFICATIONS(S), AND/OR REGISTRATION(S)

State of Florida Department of State


I certify from the records of this office that THE TAMARA PEACOCK COMPANY ARCHITECTS OF FLORIDA, INC. is a corporation organized under the laws of the State of Florida, filed on January 22, 2009, effective January 19, 2009.

The document number of this corporation is P09000007071.

I further certify that said corporation has paid all fees due this office through December 31, 2025, that its most recent annual report/uniform business report was filed on January 9, 2025, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Ninth day of January, 2025



Secretary of State

Tracking Number: 7137843544CC


To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Files/CertificateOfStatus/CertificateAuthentication>

12/23/23, 10:31 AM

Detail by Entity Name

DIVISION OF CORPORATIONS



Division of Corporations
an official State of Florida website

Department of State / Division of Corporations / Search Records / Search by Entity Name /

Detail by Entity Name

Florida Profit Corporation
THE TAMARA PEACOCK COMPANY ARCHITECTS OF FLORIDA, INC.

Filing Information

Document Number	P09000007071
FEI/EIN Number	27-1688215
Date Filed	01/22/2009
Effective Date	01/19/2009
State	FL
Status	ACTIVE

Principal Address
1512 E. BROWARD BLVD.
SUITE 102
FORT LAUDERDALE, FL 33301

Changed: 04/20/2021

Mailing Address
1512 E. BROWARD BLVD.
SUITE 102
FORT LAUDERDALE, FL 33301

Changed: 04/20/2021

Registered Agent Name & Address
Peacock, Tamara
1512 E. BROWARD BLVD.
SUITE 102
FORT LAUDERDALE, FL 33301

Name Changed: 04/08/2014

Address Changed: 04/20/2021

Officer/Director Detail

Name & Address

Title P

<https://search.sunbiz.org/Inquiry/CorporationSearch/SearchResultDetail?inquirytype=EntityName&directionType=Initial&searchNameOrder=TAMARA...> 1/2

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION

dbpr Department of Business & Professional Regulation

HOME CONTACT US MY ACCOUNT

1:40:46 PM 3/30/2025

ONLINE SERVICES

- Apply for a License
- Verify a License
- View Food & Lodging Inspections
- File a Complaint
- Continuing Education Course Search
- View Application Status
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- Unlicensed Activity Search
- AB&T Delinquent Invoice & Activity List Search

LICENSEE DETAILS

Licensee Information

Name: PEACOCK, TAMARA (Primary Name)
THE TAMARA PEACOCK COMPANY cba, Inc.
Main Address: 1512 E. BROWARD BLVD
SUITE 102
FORT LAUDERDALE Florida 33301
BROWARD

License Information

License Type: Certified Building Contractor
Rank: Cert Building
License Number: CBC129112
Status: Current/Active
License Date: 07/17/2003
Expires: 08/31/2026

Special Qualifications

Qualification Effective
Construction Business 07/17/2003

Alternate Names

View Related License Information
View License Complaint

State of Florida

Department of State

OF THE STATE OF FLORIDA

I certify from the records of this office that PEACOCK ARCHITECTS is a Florida Profit Corporation registered with the Department of State on 01/22/09.

The Registration Number of this Profit Corporation is 02090007071.

I further certify that said Profit Corporation's Name Registration is active.

I further certify that this office began filing Florida Home Registration on January 1, 1993, pursuant to Section 605.06, Florida Statutes.

Do not check, register and file the Great Seal of the State of Florida at Tallahassee, the Capital, this the September day of June, 2022



Secy of State

12/23/23, 10:31 AM

Detail by Entity Name

PEACOCK, TAMARA
1512 E. BROWARD BLVD.
SUITE 102
FORT LAUDERDALE, FL 33301

Title Secretary, Vice-President

PEACOCK, CRISTIN R
1512 E. BROWARD BLVD.
SUITE 102
FORT LAUDERDALE, FL 33301

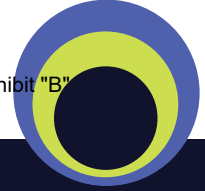
Annual Reports

Report Year	Filed Date
2021	04/20/2021
2022	04/06/2022
2023	04/10/2023

Document Images

04/10/2023 - ANNUAL REPORT	View Image in PDF format
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03/24/2010 - ANNUAL REPORT	View Image in PDF format
01/22/2009 - Domestic Profit	View Image in PDF format

<https://search.sunbiz.org/Inquiry/CorporationSearch/SearchResultDetail?inquirytype=EntityName&directionType=Initial&searchNameOrder=TAMARA...> 2/2



TAB 4: PROJECT TEAM

PROFESSIONAL LICENSES, CERTIFICATIONS & CITY CCNA CERTIFICATION FOR PROJECT TYPE OF WORK KEITH ENGINEERING, INC. DBA KEITH

Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Florida **dbpr**

BOARD OF LANDSCAPE ARCHITECTURE

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

PHILLIPS, CHRISTOPHER MICHAEL
1542 BAY MEADOWS AVENUE NW
CONCORD NC 28027

LICENSE NUMBER: LA6667361
EXPIRATION DATE: NOVEMBER 30, 2025
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ISSUED: 11/10/2023
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Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Florida **FBPE**
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

WEAVER, JONAH FULTON
17744 121ST TERRACE N
JUPITER FL 33478

LICENSE NUMBER: PE81297
EXPIRATION DATE: FEBRUARY 28, 2027
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Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Florida **FBPE**
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

RODRIGUEZ MURILLO, OMAR ANDRES
1410 CORONADO RD
WESTON FL 33327

LICENSE NUMBER: PE94885
EXPIRATION DATE: FEBRUARY 28, 2027
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Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

Florida **dbpr**

BOARD OF LANDSCAPE ARCHITECTURE

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

SCHUELER, KELLI BETH
3100 NW 51ST TER
MARGATE FL 33063

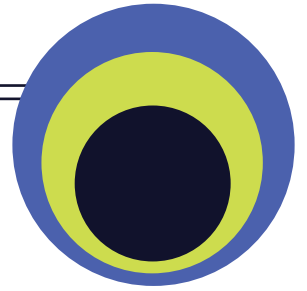
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EXPIRATION DATE: NOVEMBER 30, 2027
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ISSUED: 09/30/2025
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BRYAN ALAN MERRITT					1
134 KINGS WAY, ROYAL PALM BEACH, FL 33411-1512					
License Type	License#	Issued	Expires	Status	
Surveyor and Mapper	LS6558	07/18/06	02/28/27	Active	

CHARLES RICHARD SCHRAMM JR					1
2260 NE 37TH CT, LIGHTHOUSE POINT, FL 33064					
License Type	License#	Issued	Expires	Status	
Surveyor and Mapper	LS5366	07/06/94	02/28/27	Active	



PEACOCK
ARCHITECTS

CITY FORMS

TAB: 5

TAB 5: CITY FORMS

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

PROPOSER INFORMATION PAGE

RFP RLI 26-002, Continuing Contract for Architectural Services
 (number) (RFP name)

To: The City of Pompano Beach, Florida

The below named company hereby agrees to furnish the proposed services under the terms stated subject to all instructions, terms, conditions, specifications, addenda, legal advertisement, and conditions contained in the RFP. I have read the RFP 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) Tamara Peacock Title President

Company (Legal Registered) The Tamara Peacock Company Architects of Florida dba Peacock Architects

Federal Tax Identification Number 27-1688215

Address 1512 East Broward Blvd Ste 102

City/State/Zip Fort Lauderdale, FLorida 33301

Telephone No. 954 728 8000 Fax No. _____

Email Address Tamara@PeacockArchitect.com

TAB 5: CITY FORMS

Bidder Company Name The Tamara Peacock Company Architects
of Florida dba Peacock Architects

Qualifications Of Bidders

To demonstrate qualifications to perform the work, and to be considered for award, each bidder shall submit at least three (3) business customer references. Provide information for business customers for whom you have performed work of this nature which you list as references, excluding the City of Pompano Beach. (Use an attachment if necessary.)

1. Name and address of customer: City of Miramar
2200 Civic Center Place, Miramar, FL 33025
Contact person name, telephone number and email address: Daryll Johnson
786 859-8377 djohnson@miramarfl.gov
Description of services provided and date(s) of service: Modified Shipping Containers/ Amphitheater
At the Miramar Amphitheater, Peacock Architects was responsible for the retrofitting and master planning of nine (9) -modified shipping containers that are used for events at the park. These containers were upfitted to include such amenities as food concessions, beverage services, a VIP lounge, and restrooms. The containers were planned throughout the park and designed to meet the needs of the concessionaires. The VIP container was designed with a viewing platform above for concert venues.
2. Name and address of customer: School District of Palm Beach County
33661 interstate Road Riviera Beach, Florida 33404
Contact person name, telephone number and email address: Liston Gallimore
561 346 8996 liston.gallimore@palmbeachschools.org
Description of services provided and date(s) of service: Continuing Contract with the School District
This project, completed under our Continuing Professional Services Contract with the School District of Palm Beach County, transformed William T. Dwyer High School's 19,545 sq. ft. Media Center into a modern, technology-rich hub for collaborative learning. The design features a state-of-the-art circulation desk, flexible meeting rooms, and ergonomic furnishings that support creativity, comfort, and group engagement. This revitalized space reflects the school's commitment to innovation and enhances the overall educational experience for its students.
3. Name and address of customer: Village of Key Biscayne
88 W McIntyre St Key Biscayne, FL 33149
Contact person name, telephone number and email address: Colleen Blank
305 365-8948 cblank@keybiscayne.fl.gov
Description of services provided and date(s) of service:
A renovation to the existing Beach Park, Peacock Architects created the phased design plan to rejuvenate the beach front. With the scope to open up the views of beach as you enter the park, the design called to demolish the existing structures and align them along the northern property line. A new structure was designed encompassing the bathrooms, pool equipment, and beach storage. Additionally, the central ramp was removed and new ADA access was provided to the pavilion along with modernized renovations. The team assessed the park and redesigned the splash pad area, pavilion, and provided new play equipment for children. Community outreach was key to creating a holistic design for this park

TAB 5: CITY FORMS

TIER 1/TIER 2 COMPLIANCE FORM

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

TIER 1 LOCAL VENDOR

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

And/Or

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

Or

My firm does not qualify as a Tier 1 Vendor.

TIER 2 LOCAL VENDOR

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

And/Or

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

Or

My firm does not qualify as a Tier 2 Vendor.

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

12/18/2025

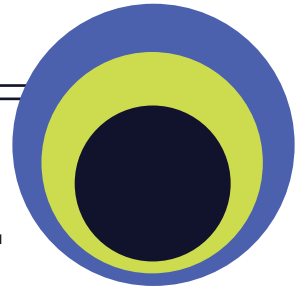
(Date)

The Tamara Peacock Company Architects of Florida dba Peacock Architects

(Name of Firm)

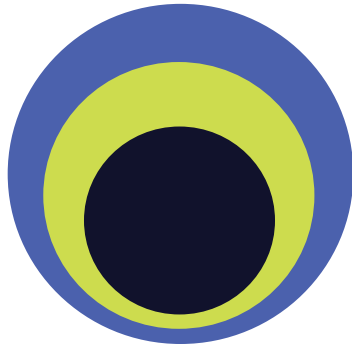
BY:

REVIEWED AND AUDITED FINANCIAL STATEMENTS



PEACOCK
ARCHITECTS

TAB: 6



PEACOCK ARCHITECTS
design beyond dreams



Please visit our website to view additional projects:
PeacockArchitect.com

Florida Headquarters
1512 East Broward Boulevard, Suite 102
Fort Lauderdale, Florida 33301
Phone: 954.728.8000 | Fax: 954.728.9225

North Carolina Office
129 3rd Ave West
Hendersonville, NC 28792
Phone: 828.696.4000 | Fax: 828.696.4952

City of Pompano Beach

RLI26-002 CONTINUING CONTRACT FOR ARCHITECTURAL SERVICES (CCNA)

Position Classification & Maximum Hourly Labor Rate Schedule

Prime /Firm Name	Peacock Architects
-------------------------	--------------------

Position / Classification	Maximum Hourly Rate (\$)
Principal (Architect)	\$ 250.00
Principal (Associate)	\$ 220.00
Project Architect	\$ 200.00
Senior Project Manager	\$ 190.00
Project Manager	\$ 175.00
Architectural Designer (Interior Designer CADD)	\$ 150.00
Bookkeeper	\$ 85.00
Administrative Assistant (Support)	\$ 85.00
Marketing Coordinator (Graphic Designer)	\$ 85.00

City of Pompano Beach

RLI26-002 CONTINUING CONTRACT FOR ARCHITECTURAL SERVICES (CCNA)

Position Classification & Maximum Hourly Labor Rate Schedule

Sub /Firm Name	Maximum Hourly Rate (\$)
KEITH	
Position / Classification	Maximum Hourly Rate (\$)
Project Executive	\$350.00
Project Manager	\$250.00
Project Controls Specialist	\$150.00
Administrative Assistant	\$125.00
Principal Engineer	\$280.00
Senior Engineer	\$230.00
Professional Engineer	\$200.00
Engineering Designer	\$165.00
Engineering Technician	\$135.00
Principal Landscape Architect	\$280.00
Senior Landscape Architect	\$230.00
Landscape Architect	\$200.00
Landscape Designer	\$165.00
Landscape Technician	\$135.00
Arborist	\$200.00
Planning Director	\$280.00
Planning Manager	\$230.00
Principal Planner	\$200.00
Planner	\$165.00
Planning Technician	\$135.00
Chief Utility Coordinator	\$230.00
Senior Utility Coordinator	\$200.00
Utility Coordinator	\$165.00
Utility Coordinator Technician	\$135.00
Construction Director	\$280.00
Senior Construction Manager	\$230.00
Construction Manager	\$200.00
Senior Inspector	\$180.00
Inspector	\$160.00
Chief Surveyor	\$280.00
Senior Surveyor /SUE	\$230.00
Project Surveyor / SUE	\$200.00
Survey / SUE Analyst	\$165.00
Survey / SUE Technician	\$135.00
Survey UAS/LiDAR Crew	\$250.00

Survey Crew	\$235.00
Utility Designating Crew	\$225.00
SUE Crew	\$400.00
Vacuum Excavation	\$550/Ea.

**Exhibit C – Cover Page
Approved Insurance**



CERTIFICATE OF LIABILITY INSURANCE

PEACO-3

OP ID: LW

DATE (MM/DD/YYYY)
04/06/2026

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 be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Gifford Wells Insurance 750 East Propect Road Fort Lauderdale, FL 33334	CONTACT NAME: Lynette C. Wells PHONE (A/C, No, Ext): 954-563-1841 E-MAIL ADDRESS: Lynette@giffordwells.com	FAX (A/C, No): 954-563-1849	
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED The Tamara Peacock Company Architects of Florida 1512 East Broward Blvd. Suite 102 Fort Lauderdale, FL 33301	INSURER A : Aspen American Insurance Co		
	INSURER B : Technology Insurance Company		
	INSURER C : Kinsale Insurance Company		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES**CERTIFICATE NUMBER:****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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	GENERAL LIABILITY			TCL1732582 02	05/01/2025	05/01/2026	EACH OCCURRENCE \$
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						MED EXP (Any one person) \$
	<input checked="" type="checkbox"/> Cyber Liability						PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 500,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMPI/OP AGG \$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (PER ACCIDENT) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> OCCUR					AGGREGATE \$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/> CLAIMS-MADE					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N	N / A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
A	Professional Liability			AAAE300386-05	04/05/2026	04/05/2027	Per Claim \$2,000,000/\$5,000,000 Aggregate
C	Project Specific Liability			0100429691-1	04/05/2026	04/05/2027	Per Claim \$2,000,000/\$2,000,000 Aggregate

APPROVED *David Daley*
 By David Daley at 1:38 pm, Apr 14, 2026

Claims Made Professional Liability
 Primary Wording (Aspen): ASPAR003 0318 - Retro Date: 04/05/2010
 Additional Insured: The Tamara Peacock Company, Peacock Architects

Kinsale Excess Follow Form: PLX0001-0720 - Retro Date: 02/13/2026
 Project Specific Coverage for Straus Luxury Villas, Straus Park, Brevard, NC

CERTIFICATE HOLDER**CANCELLATION**

City of Pompano Beach 100 West Atlantic Boulevard 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. City of Pompanulevard Pompano Beach, FL 33060 AUTHORIZED REPRESENTATIVE <i>Lynette Wells</i>
---	--

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/8/2026

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 be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Setnor Byer Insurance & Risk 900 S. Pine Island Road #300 Plantation FL 33324	CONTACT NAME: DB Special Unit PHONE (A/C No. Ext): (954) 382-4350 E-MAIL ADDRESS: certificates@setnorbyer.com	FAX (A/C No): (954) 382-2810
	INSURER(S) AFFORDING COVERAGE	
INSURED The Tamara Peacock Company Architects of Florida Inc DBA Peacock Architects 1512 E Broward Boulevard Suite 102 Fort Lauderdale FL 33301	INSURER A: Continental Casualty Company 20443	
	INSURER B: Hartford Casualty Insurance Company 29424	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

CERTIFICATE NUMBER: 2025_0807_MasterAI

REVISION NUMBER:


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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	Y	6025337427	9/3/2025	9/3/2026	EACH OCCURRENCE	\$ 2,000,000	
	<div style="border: 2px solid green; padding: 5px; display: inline-block;"> APPROVED <i>David Daley</i> By David Daley at 3:14 pm, Apr 09, 2026 </div>							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
MED EXP (Any one person)								\$ 10,000	
PERSONAL & ADV INJURY								\$ 2,000,000	
GENERAL AGGREGATE								\$ 4,000,000	
PRODUCTS - COMP/OP AGG								\$ 4,000,000	
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			6025337427	9/3/2025	9/3/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	
								BODILY INJURY (Per person)	\$
								BODILY INJURY (Per accident)	\$
								PROPERTY DAMAGE (Per accident)	\$
								\$	
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			8033412022	8/17/2025	9/3/2026	EACH OCCURRENCE	\$ 5,000,000	
								AGGREGATE	\$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	21WECAD5N7S	7/6/2025	7/6/2026	<input checked="" type="checkbox"/> PER STATUTE		
								E.L. EACH ACCIDENT	\$ 1,000,000
								E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
								E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

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

General Liability: Additional Insured with Primary Non-Contributory and Waiver of Subrogation per form SB146932G(10/19), when required by written contract. Per Florida Statute 45 day Notice of Cancellation except in the event of nonpayment of premium, then 10 day notice. All of the above are subject to policy terms, limitations, exclusions and conditions.

CERTIFICATE HOLDER**CANCELLATION**

City of Pompano Beach 100 W Atlantic Blvd Pompano Beach, FL 33060	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Tracy Brahm/TLK 
---	---

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ACORD 25 (2014/01)

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INS025 (201401)

COMMENTS/REMARKS

Project: RLI 26-002: Continuing Contract of Archtectural Services

The foregoing statements apply to City of Pompano Beach.

BLANKET ADDITIONAL INSURED AND LIABILITY EXTENSION ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS LIABILITY COVERAGE FORM
BUSINESSOWNERS COMMON POLICY CONDITIONS

TABLE OF CONTENTS	
I.	Blanket Additional Insured Provisions
A.	Additional Insured – Blanket Vendors
B.	Miscellaneous Additional Insureds
C.	Additional Provisions Pertinent to Additional Insured Coverage
1.a.	Primary – Noncontributory provision
1.b.	Definition of "written contract"
2.	Additional Insured – Extended Coverage
II.	Liability Extension Coverages
A.	Bodily Injury – Expanded Definition
B.	Broad Knowledge of Occurrence
C.	Estates, Legal Representatives and Spouses
D.	Fellow Employee First Aid
E.	Legal Liability – Damage to Premises
F.	Personal and Advertising Injury – Discrimination or Humiliation
G.	Personal and Advertising Injury – Broadened Eviction
H.	Waiver of Subrogation – Blanket

I. BLANKET ADDITIONAL INSURED PROVISIONS

A. ADDITIONAL INSURED – BLANKET VENDORS

Who Is An Insured is amended to include as an additional insured any person or organization (referred to below as vendor) with whom you agreed under a **"written contract"** to provide insurance, but only with respect to **"bodily injury"** or **"property damage"** arising out of **"your products"** which are distributed or sold in the regular course of the vendor's business, subject to the following additional exclusions:

1. The insurance afforded the vendor does not apply to:
 - a. **"Bodily injury"** or **"property damage"** for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
 - b. Any express warranty unauthorized by you;
 - c. Any physical or chemical change in the product made intentionally by the vendor;
 - d. Repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;
 - e. Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;
 - f. Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;
 - g. Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or

h. **"Bodily injury"** or **"property damage"** arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:

(1) The exceptions contained in Subparagraphs **d.** or **f.**; or

(2) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.

2. This insurance does not apply to any insured person or organization, from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

3. This provision **2.** does not apply to any vendor included as an insured by an endorsement issued by us and made a part of this Policy.

4. This provision **2.** does not apply if **"bodily injury"** or **"property damage"** included within the **"products-completed operations hazard"** is excluded either by the provisions of the Policy or by endorsement.

B. MISCELLANEOUS ADDITIONAL INSUREDS

1. **Who Is An Insured** is amended to include as an insured any person or organization (called additional insured) described in paragraphs **3.a.** through **3.j.** below whom you are required to add as an additional insured on this policy under a **"written contract."**

2. However, subject always to the terms and conditions of this policy, including the limits of insurance, we will not provide the additional insured with:

a. A higher limit of insurance than required by such **"written contract;"**

b. Coverage broader than required by such **"written contract"** and in no event greater than that described by the applicable paragraph a. through k. below; or

c. Coverage for **"bodily injury"** or **"property damage"** included within the **"products-completed operations hazard."** But this paragraph **c.** does not apply to the extent coverage for such liability is provided by paragraph **3.j.** below.

Any coverage granted by this endorsement shall apply only to the extent permitted by law.

3. Only the following persons or organizations can qualify as additional insureds under this endorsement:

a. Controlling Interest

Any persons or organizations with a controlling interest in you but only with respect to their liability arising out of:

(1) such person or organization's financial control of you; or

(2) Premises such person or organization owns, maintains or controls while you lease or occupy these premises;

provided that the coverage granted to such additional insureds does not apply to structural alterations, new construction or demolition operations performed by or for such additional insured.

b. Co-owner of Insured Premises

A co-owner of a premises co-owned by you and covered under this insurance but only with respect to the co-owners liability for **"bodily injury," "property damage"** or **"personal and advertising injury"** as co-owner of such premises.

c. Grantor of Franchise

Any person or organization that has granted a franchise to you, but only with respect to such person or organization's liability for **"bodily injury," "property damage,"** or **"personal and advertising injury"** as grantor of a franchise to you.

00020002760253374274882



d. Lessor of Equipment

Any person or organization from whom you lease equipment, but only with respect to liability for "**bodily injury**," "**property damage**" or "**personal and advertising injury**" caused in whole or in part by your maintenance, operation or use of such equipment, provided that the "**occurrence**" giving rise to such "**bodily injury**" or "**property damage**" or the offense giving rise to such "**personal and advertising injury**" takes place prior to the termination of such lease.

e. Lessor of Land

Any person or organization from whom you lease land, but only with respect to liability for "**bodily injury**," "**property damage**" or "**personal and advertising injury**" arising out of the ownership, maintenance or use of that specific part of the land leased to you, provided that the "**occurrence**" giving rise to such "**bodily injury**" or "**property damage**" or the offense giving rise to such "**personal and advertising injury**," takes place prior to the termination of such lease. The insurance hereby afforded to the additional insured does not apply to structural alterations, new construction or demolition operations performed by, on behalf of or for such additional insured.

f. Lessor of Premises

An owner or lessor of premises leased to you, or such owner or lessor's real estate manager, but only with respect to liability for "**bodily injury**," "**property damage**" or "**personal and advertising injury**" arising out of the ownership, maintenance or use of such part of the premises leased to you, and provided that the "**occurrence**" giving rise to such "**bodily injury**" or "**property damage**" or the offense giving rise to such "**personal and advertising injury**," takes place prior to the termination of such lease. The insurance hereby afforded to the additional insured does not apply to structural alterations, new construction or demolition operations performed by, on behalf of or for such additional insured.

g. Mortgagee, Assignee or Receiver

A mortgagee, assignee or receiver of premises but only with respect to such mortgagee, assignee, or receiver's liability for "**bodily injury**," "**property damage**" or "**personal and advertising injury**" arising out of the ownership, maintenance, or use of a premises by you. This insurance does not apply to structural alterations, new construction or demolition operations performed by, on behalf of or for such additional insured.

h. State or Political Subdivisions

A state or government agency or subdivision or political subdivision that has issued a permit or authorization, but only with respect to such government agency or subdivision or political subdivision's liability for "**bodily injury**," "**property damage**" or "**personal and advertising injury**" arising out of:

- (1) The following hazards in connection with premises you own, rent, or control and to which this insurance applies:
 - (a) The existence, maintenance, repair, construction, erection, or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoistaway openings, sidewalk vaults, street banners, or decorations and similar exposures; or
 - (b) The construction, erection, or removal of elevators; or
 - (c) The ownership, maintenance or use of any elevators covered by this insurance; or
- (2) The permitted or authorized operations performed by you or on your behalf. But the coverage granted by this paragraph does not apply to:
 - (a) "**Bodily injury**," "**property damage**" or "**personal and advertising injury**" arising out of operations performed for the state or government agency or subdivision or political subdivision; or
 - (b) "**Bodily injury**" or "**property damage**" included within the "**products-completed operations hazard**."

With respect to this provision's requirement that additional insured status must be requested under a "**written contract**," we will treat as a "**written contract**" any governmental permit that requires you to add the governmental entity as an additional insured.

i. Trade Show Event Lessor

With respect to your participation in a trade show event as an exhibitor, presenter or displayer, any person or organization whom you are required to include as an additional insured, but only with respect to such person or organization's liability for "**bodily injury**," "**property damage**," or "**personal and advertising injury**" caused by:

- a. Your acts or omissions; or
- b. Acts or omissions of those acting on your behalf;

in the performance of your ongoing operations at the trade show premises during the trade show event.

j. Other Person or Organization

Any person or organization who is not an additional insured under paragraphs **a.** through **i.** above. Such additional insured is an insured solely for "**bodily injury**," "**property damage**" or "**personal and advertising injury**" for which such additional insured is liable because of your acts or omissions.

The coverage granted by this paragraph does not apply to any person or organization:

- (1) For "**bodily injury**," "**property damage**," or "**personal and advertising injury**" arising out of the rendering or failure to render any professional services;
- (2) For "**bodily injury**" or "**property damage**" included in the "**products-completed operations hazard**." But this provision (2) does not apply to such "**bodily injury**" or "**property damage**" if:
 - (a) It is entirely due to your negligence and specifically results from your work for the additional insured which is the subject to the "**written contract**"; and
 - (b) The "**written contract**" requires you to make the person or organization an additional insured for such "**bodily injury**" or "**property damage**"; or
- (3) Who is afforded additional insured coverage under another endorsement attached to this policy.

C. ADDITIONAL PROVISIONS PERTINENT TO ADDITIONAL INSURED COVERAGE

- 1. With respect only to additional insured coverage provided under paragraphs **A.** and **B.** above:
 - a. The **BUSINESSOWNERS COMMON POLICY CONDITIONS** are amended to add the following to the Condition entitled **Other Insurance**:

This insurance is excess of all other insurance available to an additional insured whether primary, excess, contingent or on any other basis. However, if a "**written contract**" requires that this insurance be either primary or primary and noncontributing, then this insurance will be primary and non-contributory relative solely to insurance on which the additional insured is a named insured.
 - b. Under **Liability and Medical Expense Definitions**, the following definition is added:

"**Written contract**" means a written contract or agreement that requires you to make a person or organization an additional insured on this policy, provided the contract or agreement:

 - (1) Is currently in effect or becomes effective during the term of this policy; and
 - (2) Was executed prior to:
 - (a) The "**bodily injury**" or "**property damage**;" or
 - (b) The offense that caused the "**personal and advertising injury**";for which the additional insured seeks coverage.
- 2. With respect to any additional insured added by this endorsement or by any other endorsement attached to this Coverage Part, the section entitled **Who Is An Insured** is amended to make the following natural persons insureds.

If the additional insured is:

 - a. An individual, then his or her spouse is an insured;

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- b. A partnership or joint venture, then its partners, members and their spouses are insureds;
- c. A limited liability company, then its members and managers are insureds;
- d. An organization other than a partnership, joint venture or limited liability company, then its executive officers, directors and shareholders are insureds; or
- e. Any type of entity, then its employees are insureds;

but only with respect to locations and operations covered by the additional insured endorsement's provisions, and only with respect to their respective roles within their organizations. Furthermore, employees of additional insureds are not insureds with respect to liability arising out of:

- (1) "**Bodily injury**" or "**personal and advertising injury**" to any fellow employee or to any natural person listed in paragraphs a. through d. above;
- (2) "**Property damage**" to property owned, occupied or used by their employer or by any fellow employee; or
- (3) Providing or failing to provide professional health care services.

II. LIABILITY EXTENSION COVERAGES

It is understood and agreed that this endorsement amends the **Businessowners Liability Coverage Form**. If any other endorsement attached to this policy amends any provision also amended by this endorsement, then that other endorsement controls with respect to such provision, and the changes made by this endorsement to such provision do not apply.

A. Bodily injury – Expanded Definition

Under **Liability and Medical Expenses Definitions**, the definition of "**Bodily injury**" is deleted and replaced by the following:

"**Bodily injury**" means physical injury, sickness or disease sustained by a person, including death, humiliation, shock, mental anguish or mental injury by that person at any time which results as a consequence of the physical injury, sickness or disease.

B. Broad Knowledge of Occurrence

Under Businessowners Liability Conditions, the Condition entitled Duties In The Event of Occurrence, Offense, Claim or Suit is amended to add the following:

Paragraphs a. and b. above apply to you or to any additional insured only when such "**occurrence**," offense, claim or "**suit**" is known to:

- (1) You or any additional insured that is an individual;
- (2) Any partner, if you or an additional insured is a partnership;
- (3) Any manager, if you or an additional insured is a limited liability company;
- (4) Any "**executive officer**" or insurance manager, if you or an additional insured is a corporation;
- (5) Any trustee, if you or an additional insured is a trust; or
- (6) Any elected or appointed official, if you or an additional insured is a political subdivision or public entity.

This paragraph applies separately to you and any additional insured.

C. Estates, Legal Representatives and Spouses

The estates, heirs, legal representatives and spouses of any natural person insured shall also be insured under this policy; provided, however, coverage is afforded to such estates, heirs, legal representatives and spouses only for claims arising solely out of their capacity as such and, in the case of a spouse, where such claim seeks damages from marital common property, jointly held property, or property transferred from such natural person insured to such spouse. No coverage is provided for any act, error or omission of an estate, heir, legal representative or spouse outside the scope of such person's capacity as such, provided however that the spouse of a natural person Named Insured and the spouses of members or partners of joint venture or partnership Named Insureds are insureds with respect to such spouses' acts, errors or omissions in the conduct of the Named Insured's business.

D. Fellow Employee First Aid Coverage

In the section entitled **Who Is An Insured**, paragraph **2.a.1.** is amended to add the following:

The limitations described in subparagraphs **2.a.1.(a), (b) and (c)** do not apply to your "**employees**" for "**bodily injury**" that results from providing cardiopulmonary resuscitation or other first aid services to a co-"**employee**" or "**volunteer worker**" that becomes necessary while your "**employee**" is performing duties in the conduct of your business. Your "**employees**" are hereby insureds for such services. But the insured status conferred by this provision does not apply to "**employees**" whose duties in your business are to provide professional health care services or health examinations.

E. Legal Liability – Damage To Premises

1. Under **B. Exclusions, 1. Applicable to Business Liability Coverage**, Exclusion **k. Damage To Property**, is replaced by the following:

k. Damage To Property

"**Property damage**" to:

1. Property you own, rent or occupy, including any costs or expenses incurred by you, or any other person, organization or entity, for repair, replacement, enhancement, restoration or maintenance of such property for any reason, including prevention of injury to a person or damage to another's property;
2. Premises you sell, give away or abandon, if the "**property damage**" arises out of any part of those premises;
3. Property loaned to you;
4. Personal property in the care, custody or control of the insured;
5. That particular part of any real property on which you or any contractors or subcontractors working directly or indirectly in your behalf are performing operations, if the "**property damage**" arises out of those operations; or
6. That particular part of any property that must be restored, repaired or replaced because "**your work**" was incorrectly performed on it.

Paragraph **2** of this exclusion does not apply if the premises are "**your work**" and were never occupied, rented or held for rental by you.

Paragraphs **1, 3, and 4**, of this exclusion do not apply to "**property damage**" (other than damage by fire or explosion) to premises:

- (1) rented to you;
- (2) temporarily occupied by you with the permission of the owner, or
- (3) to the contents of premises rented to you for a period of 7 or fewer consecutive days.

A separate limit of insurance applies to Damage To Premises Rented To You as described in Section D – Liability and Medical Expenses Limits of Insurance.

Paragraphs **3, 4, 5, and 6** of this exclusion do not apply to liability assumed under a sidetrack agreement.

Paragraph **6** of this exclusion does not apply to "**property damage**" included in the "**products-completed operations hazard**."

2. Under **B. Exclusions, 1. Applicable to Business Liability Coverage**, the following paragraph is added, and replaces the similar paragraph, if any, beneath paragraph **(14)** of the exclusion entitled **Personal and Advertising Injury**:

Exclusions **c, d, e, f, g, h, i, k, l, m, n, and o**, do not apply to damage by fire to premises while rented to you or temporarily occupied by you with permission of the owner or to the contents of premises rented to you for a period of 7 or fewer consecutive days. A separate limit of insurance applies to this coverage as described in **Section D. Liability And Medical Expenses Limits Of Insurance**.

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3. The first Paragraph under item **5. Damage To Premises Rented To You Limit** of the section entitled **Liability And Medical Expenses Limits Of Insurance** is replaced by the following:

The most we will pay under Business Liability for damages because of "**property damage**" to any one premises, while rented to you or temporarily occupied by you with the permission of the owner, including contents of such premises rented to you for a period of 7 or fewer consecutive days, is the Damage to Premises Rented to You Limit. The Damage to Premises Rented to You Limit is the greater of:

- a. \$1,000,000; or
- b. The Damage to Premises Rented to You Limit shown in the Declarations.

F. Personal and Advertising Injury – Discrimination or Humiliation

1. Under **Liability and Medical Expenses Definitions**, the definition of "**personal and advertising injury**" is amended to add the following:

h. Discrimination or humiliation that results in injury to the feelings or reputation of a natural person, but only if such discrimination or humiliation is:

(1) Not done intentionally by or at the direction of:

(a) The insured; or

(b) Any "**executive officer**," director, stockholder, partner, member or manager (if you are a limited liability company) of the insured; and

(2) Not directly or indirectly related to the employment, prospective employment, past employment or termination of employment of any person or person by any insured.

2. Under **B. Exclusions, 1. Applicable to Business Liability Coverage**, the exclusion entitled **Personal and Advertising Injury** is amended to add the following additional exclusions:

(15) Discrimination Relating to Room, Dwelling or Premises

Caused by discrimination directly or indirectly related to the sale, rental, lease or sub-lease or prospective sale, rental, lease or sub-lease of any room, dwelling or premises by or at the direction of any insured.

(16) Employment Related Discrimination

Discrimination or humiliation directly or indirectly related to the employment, prospective employment, past employment or termination of employment of any person by any insured.

(17) Fines or Penalties

Fines or penalties levied or imposed by a governmental entity because of discrimination.

3. This provision (**Personal and Advertising Injury – Discrimination or Humiliation**) does not apply if **Personal and Advertising Injury** Liability is excluded either by the provisions of the Policy or by endorsement.

G. Personal and Advertising Injury - Broadened Eviction

Under **Liability and Medical Expenses Definitions**, the definition of "**Personal and advertising injury**" is amended to delete Paragraph c. and replace it with the following:

- c. The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room dwelling or premises that a person or organization occupies committed by or on behalf of its owner, landlord or lessor.

H. Waiver of Subrogation – Blanket

We waive any right of recovery we may have against:

- a. Any person or organization with whom you have a written contract that requires such a waiver.

All other terms and conditions of the Policy remain unchanged.