

**CONTRACT FOR CONTINUING PROFESSIONAL
CONSULTING SERVICES**

This Contract is made and entered into this 24th day of March 2022, by and between Santa Rosa County Florida (“COUNTY”), a political subdivision of the State of Florida, located at 6495 Caroline Street, Suite C, Milton, Florida 32570, and Mott MacDonald whose principal place of business is at 200 West Garden Street, Suite 700, Pensacola, Florida 32502 (the “Consultant”), whose Federal I.D. number is 59-1294824 in connection with Santa Rosa County Request for Qualifications Number 22-003 and the professional services set forth therein.

WITNESSETH

WHEREAS, the County has pursued the professional services selection process contemplated under section 287.055, Florida Statutes; and

WHEREAS, Santa Rosa County desires to continue the professional architectural services of the Consultant concerning said services being more fully described in the exhibits attached to this Contract.

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

**ARTICLE ONE
CONSULTANT’S RESPONSIBILITY**

1.1. Consultant shall provide to County continuing professional architectural consulting services for the duration of the Contract.

1.2. The Services required under this Contract to be performed by Consultant shall be those set forth in Article Two and in Exhibit A and shall be issued periodically as Task Orders. The basis of compensation to be paid Consultant by the County for Services is specified in each task order entered into pursuant to this agreement. Work Authorization requests will be made to Consultant as may be warranted, including but not limited to updates of plans, designs of improvements, field and construction services, acquisition analysis, and permitting activities as may be reasonably contemplated hereunder.

1.3. The Consultant agrees to obtain and maintain throughout the period of this Contract all such licenses as are required to do business in the State of Florida, including, but not limited to, all licenses required by the respective state boards, and other governmental agencies responsible for regulating and licensing the professional services to be provided and performed by the Consultant pursuant to this Contract.

1.4. The Consultant agrees that, when the services to be provided hereunder relate to a professional service which, under Florida Statutes, requires a license, certificate of authorization

or other form of legal entitlement to practice such services, it shall employ and/or retain only qualified personnel to provide such services.

1.5. Consultant agrees that the Project Manager for the term of this Contract shall be:

Chad Lyner. PE

The Consultant agrees that the Project Manager shall devote whatever time is required to satisfactorily manage the services to be provided and performed by the Consultant hereunder. The person selected by the Consultant to serve as the Project Manager shall be subject to the prior approval and acceptance of the County, such approval or acceptance shall not be unreasonably withheld.

1.6. Consultant agrees, within fourteen (14) calendar days of receipt of a written request from the County, to promptly remove and replace from the project team, the Project Manager, or any other personnel employed or retained by the Consultant, or any subconsultants or subcontractors or any personnel of any such subconsultants or subcontractors engaged by the Consultant to provide and perform services or work pursuant to the requirements of this Contract, whom the County shall request in writing to be removed, which request may be made by the County with or without cause.

1.7. The Consultant has represented to the County that it has expertise in the type of professional services that will be required for the Project. The Consultant agrees that all services to be provided by Consultant pursuant to this Contract shall be subject to the County's review and approval and shall be in accordance with the generally accepted standards of professional practice in the State of Florida, as well as in accordance with all published laws, statutes, ordinances, codes, rules, regulations and requirements of any governmental agencies which regulate or have jurisdiction over the Project or the services to be provided and performed by Consultant hereunder. In the event of any conflicts in these requirements, the Consultant shall notify the County of such conflict and utilize its best professional judgment to advise County regarding resolution of the conflict.

1.8. Consultant agrees not to divulge, furnish or make available to any third person, firm or organization, without County's prior written consent, or unless incident to the proper performance of the Consultant's obligations hereunder, or in the course of judicial or legislative proceedings where such information has been properly subpoenaed, any non-public information concerning the services to be rendered by Consultant hereunder, and Consultant shall require all of its employees, agents, subconsultants and subcontractors to comply with the provisions of this paragraph.

1.9. Evaluations of the County's adopted capital improvement budget, preliminary estimates of construction cost and detailed estimates of construction cost prepared by the Consultant represent the Consultant's best judgment as a design professional familiar with the construction industry. The Consultant cannot and does not guarantee that bids or negotiated prices will not vary from any estimate of construction cost or evaluation prepared or agreed to by the Consultant. Notwithstanding anything above to the contrary, Consultant shall revise and modify

Construction Documents and assist in the rebidding of the work at no additional cost to County, if all responsive and responsible bids exceed the estimates of construction costs prepared by Consultant.

1.10. Consultant shall not be responsible for means, methods, techniques, sequences or procedures of construction selected by contractors or the safety precautions and programs incident to the work of contractors.

ARTICLE TWO SERVICES OF CONSULTANT

2.1. As authorized or required by the County in a Task Order, and agreed to by Consultant, Consultant shall furnish or obtain from other Services of the types listed in the Proposal. These services will be paid for by the County as indicated in Article Five and Schedule A and as confirmed in each Task Order.

ARTICLE THREE COUNTY'S RESPONSIBILITIES

3.1. The County shall designate in writing a representative to act as County's representative with respect to the services to be rendered under this Contract (hereinafter referred to as the "County's Representative"). The County's Representative shall have County transmit instructions, receive information, interpret and define County's policies and decisions with respect to Consultant's services for the Project. However, the County's Representative is not authorized to issue any verbal or written orders or instructions to the Consultant that would have the effect, or be interpreted to have the effect, of modifying or changing in any way whatever:

- a. The scope of services to be provided and performed by the Consultant hereunder;
 - b. The time the Consultant is obligated to commence and complete all such services;
- or
- c. The amount of compensation the County is obligated or committed to pay the Consultant.

3.2. The County's Representative shall:

- a. Review and make appropriate recommendations on all requests submitted by the Consultant for payment for services and work provided and performed in accordance with this Contract;
- b. Provide all criteria and information requested by Consultant as to County's requirements, for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations;

c. Upon request from Consultant, assist Consultant by placing at Consultant's disposal all available information in the County's possession pertinent to the Project, including existing drawings, specifications, shop drawings, product literature, previous reports and any other data relative to design or construction of the Project;

d. Arrange for access to and make all provisions for Consultant to enter the Project site to perform the services to be provided by Consultant under this Contract; and

e. Provide notice to Consultant of any deficiencies or defects discovered by the County with respect to the services to be rendered by Consultant hereunder.

3.3. Consultant acknowledges that access to the Project Site, to be arranged by County for Consultant, may be provided during times that are not the normal business hours of the Consultant.

3.4. County shall be responsible for the acquisition of all easements, property sites, rights-of-way, or other property rights required for the Project and for the costs thereof, including the costs of any required land surveys in connection with such acquisition.

3.5. For the purposes of this Contract, the County's Representative shall be:

DeVann Cook, County Administrator

ARTICLE FOUR TIME

4.1. Services to be rendered by Consultant shall be commenced subsequent to the execution of any Task Orders issued pursuant to this Contract, after receiving written Task Order from County for all or any designated portion of the Project and shall be performed and completed in accordance with the Project Schedule attached to the Task Order for the Project.

4.2. Should Consultant be obstructed or delayed in the prosecution or completion of its services as a result of unforeseeable causes beyond the control of Consultant, and not due to its own fault or neglect, including but not restricted to acts of God or of public enemy, acts of government or of the County, fires, floods, epidemics, quarantine regulations, strikes or lock-outs, then Consultant shall notify County in writing within five (5) working days after commencement of such delay, stating the cause or causes thereof, or be deemed to have waived any right which Consultant may have had to request a time extension.

4.3. No interruption, interference, inefficiency, suspension or delay in the commencement or progress of Consultant's services from any cause whatsoever, including those for which County may be responsible in whole or in part, shall relieve Consultant of its duty to perform or give rise to any right to damages or additional compensation from County. Consultant's sole remedy against County will be the right to seek an extension of time to its schedule. This paragraph shall expressly apply to claims for early completion, as well as claims based on late completion. Provided, however, if through no fault or neglect of the Consultant, the services to be provided

hereunder have not been completed within the schedule identified in the Task Order, the Consultant's compensation shall be equitably adjusted, with respect to those services that have not yet been performed, to reflect the incremental increase in costs experienced by Consultant.

4.4. Should the Consultant fail to commence, provide, perform or complete any of the services to be provided hereunder in a timely and reasonable manner, in addition to any other rights or remedies available to the County hereunder, the County at its sole discretion and option may withhold any and all payments due and owing to the Consultant until such time as the Consultant resumes performance of its obligations hereunder in such a manner so as to reasonably establish to the County's satisfaction that the Consultant's performance is or will shortly be back on schedule.

ARTICLE FIVE COMPENSATION

5.1. Compensation and the manner of payment of such compensation by the County for services rendered hereunder by Consultant shall be as specified in each task order and entered into pursuant this agreement.

5.2. The total amount to be paid by the County under this Contract for all services and materials, including "out of pocket" expenses and any approved subcontracts, shall not exceed the amount set forth in the approved Task Orders without prior approval of the County. The Consultant shall notify the County's Representative in writing when 90% of the "not to exceed amount" has been reached.

5.3. Invoices received by the County from the Consultant pursuant to this Contract will be reviewed and approved in writing by the County's Representative, who shall indicate whether services have been rendered in conformity with the Contract, and then sent to the County's Office of Management and Budget for processing payment. All invoices shall contain a detailed breakdown of the services provided for which payment is being requested. Invoices shall be paid within thirty (30) days following the County Representative's approval, who shall process all payments in accordance with the Florida Prompt Payment Act or advise Consultant in writing of reasons for not processing same. In addition to detailed invoices, upon request of the County's Representative, Consultant will provide County with detailed periodic Status Reports on the project.

5.4. "Out-of-pocket" expenses shall be reimbursed in accordance with Florida law and Schedule A. 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 County's Representative. 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 this Contract.

5.5. 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 County for each Task Order. This final invoice shall also certify that all services provided by Consultant have been performed in accordance with the applicable Task Order and all charges and costs have been

invoiced to the County. Because this account will thereupon be closed, any and other further charges not included on this final invoice are waived by the Consultant. Acceptance of final payment by Consultant shall constitute a waiver of all claims and liens against County for additional payment.

**ARTICLE SIX
WAIVER OF CLAIMS**

6.1. Consultant's acceptance of final payment shall constitute a full waiver of any and all claims related to the obligation of payment by it against County arising out of this Contract or otherwise related to the Project, except those previously made in writing and identified by Consultant as unsettled at the time of the final payment. Neither the acceptance of Consultant's services nor payment by County shall be deemed to be a waiver of any of County's rights against Consultant.

**ARTICLE SEVEN
TRUTH IN NEGOTIATION REPRESENTATIONS**

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

7.2. In accordance with provisions of Section 287.055(5)(a), Florida Statutes, the 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 in 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 County determine that said rates and costs were significantly increased due to incomplete, noncurrent or inaccurate representation, then said rates and compensation provided for in this Contract shall be adjusted accordingly.

**ARTICLE EIGHT
TERMINATION OR SUSPENSION**

8.1. Consultant shall be considered in material default of this Contract and such default will be considered cause for County to terminate this Contract, in whole or in part, as further set forth in this section, for any of the following reasons: (a) failure to begin work under the Contract within a reasonable time after issuance of the Task Order(s), or (b) failure to properly and timely perform the services to be provided hereunder or as directed by County pursuant to this Contract, or (c) the bankruptcy or insolvency or a general assignment for the benefit of creditors by Consultant or by any of Consultant's principals, officers or directors, or (d) failure to obey laws, ordinances, regulations or other codes of conduct, or (e) failure to perform or abide by the terms or spirit of this Contract, or (f) for any other just cause. The County may so terminate this Contract, in whole or in part, by giving the Consultant seven (7) calendar days' written notice.

8.2. If, after notice of termination of this Contract as provided for in paragraph 8.1 above, it is determined for any reason that Consultant was not, in default, or that its default was excusable, or that County otherwise was not entitled to the remedy against Consultant provided for in paragraph 8.1, then the notice of termination given pursuant to paragraph 8.1 shall be deemed to be the notice of termination provided for in paragraph 8.3 below and Consultant's remedies against County shall be the same as and limited to those afforded Consultant under paragraph 8.3 below.

8.3. County shall have the right to terminate this Contract, in whole or in part, without cause upon seven (7) calendar days' written notice to Consultant. In the event of such termination for convenience, Consultant's recovery against County shall be limited to that portion of the fee earned through the date of termination, together with any retainage withheld and any costs reasonably incurred by Consultant that are directly attributable to the termination, but Consultant shall not be entitled to any other or further recovery against County, including, but not limited to, anticipated fees or profits on work not required to be performed.

8.4. Upon termination, the Consultant shall deliver to the County all original papers, records, documents, drawings, models, and other material set forth and described in this Contract.

8.5. The County shall have the power to suspend all or any portions of the services to be provided by Consultant hereunder upon giving Consultant two (2) calendar days prior written notice of such suspension. If all or any portion of the services to be rendered hereunder are so suspended, the Consultant's sole and exclusive remedy shall be to seek an extension of time to its schedule in accordance with the procedures set forth in Article Four herein.

ARTICLE NINE PERSONNEL

9.1. 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 County. 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. The Consultant shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the Consultant's relationship and the relationship of its employees to the County shall be that of an Independent Contractor and not as employees or agents of the County.

9.2. 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 County, nor shall such personnel be entitled to any benefits of the County including, but not limited to, pension, health and workers' compensation benefits.

9.3. 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.

9.4. Any changes or substitutions in the Consultant's key personnel, as may be listed in Consultant's statement of qualifications, must be made known to the County's Representative and written approval must be granted by the County's Representative before said change or substitution can become effective, said approval for which shall not unreasonably be withheld.

9.5. The Consultant represents that all services shall be performed by skilled and competent personnel to professional standards applicable to firms of similar local and national reputation.

9.10. The Consultant warrants that it fully complies with all Federal Executive Orders, statutes and regulations regarding the employment of undocumented workers and others and that all employees performing work under this Agreement meet the citizenship or immigration status requirements set forth in Federal Executive Orders, statutes and regulations. Consultant shall indemnify, defend and hold harmless the County, its officers and employees from and against any sanctions and any other liability which may be assessed against the Contractor in connection with any alleged violation of any Federal statutes or regulations pertaining to the eligibility for employment of any persons performing work hereunder.

9.11. The employees and agents of each party, shall while on the premises of the other party, comply with all rules and regulations of the premises, including, but not limited to, security requirements.

ARTICLE TEN SUBCONTRACTING

10.1. Consultant shall not subcontract any services or work to be provided to County without the prior written approval of the County's Representative. The County 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 County's acceptance of a subcontractor shall not be unreasonably withheld. The Consultant is encouraged to seek minority and women business enterprises for participation in subcontracting opportunities.

ARTICLE ELEVEN FEDERAL AND STATE TAX

11.1. The County is exempt from payment of Florida state sales and use taxes. The Consultant shall not be exempted from paying sales tax to its suppliers for materials used to fulfill contractual obligations with the County, nor is the Consultant authorized to use the County's tax exemption number in securing such materials.

11.2. 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 TWELVE
OWNERSHIP OF DOCUMENTS**

12.1. Upon completion or termination of this Contract, all records, documents, tracings, plans, specifications, maps, evaluations, reports, computer assisted design or drafting disks and other technical data, other than working papers, prepared or developed by Consultant under this Contract shall be delivered to and become the property of County. Consultant, at its own expense, may retain copies for its files and internal use.

12.2. The County and the Consultant shall comply with the provisions of Chapter 119, Florida Statutes, pertaining to public records. Consultant assumes no liability for the use of such documents by the County or others for purposes not intended under this Contract.

**ARTICLE THIRTEEN
MAINTENANCE OF RECORDS & PUBLIC RECORDS**

13.1. Consultant will keep adequate records and supporting documentation which concern or reflect its services hereunder. The records and documentation will be retained by Consultant for a minimum of three (3) years from the date of termination of this Contract or the date the Project is completed, whichever is later. County, or any duly authorized agents or representatives of County, shall have the right to audit, inspect and copy all such records and documentation as often as they deem necessary during the period of this Contract and during the three (3) year period noted above; provided, however, such activity shall be conducted only during normal business hours.

13.2. Contractor must comply with the public records laws, Florida Statute chapter 119, specifically Contractor must:

- a) Keep and maintain public records required by the County to perform the service.
- b) Upon request from the County's custodian of public records, provide the County 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.
- c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the County.
- d) Upon completion of the contract, transfer, at no cost, to the County all public records in possession of the contractor or keep and maintain public records required by the County to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining the public records. All records stored electronically must be provided to the public agency, upon the request from the public agency's custodian of public records, in a format that is compatible with

the information technology systems of the public agency.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT WANDAP@SANTAROSA.FL.GOV.

13.3. The County reserves the right to unilaterally cancel this Contract for refusal by the Contractor or any contractor, sub-contractor or materials vendor to allow public access to all documents, papers, letters or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received in conjunction with this Contract unless the records are exempt.

**ARTICLE FOURTEEN
INSURANCE**

14.1. During the life of the Contract the Consultant shall provide, pay for, and maintain, with companies satisfactory to the County, the types of insurance as set forth in attached Exhibit C.

**ARTICLE FIFTEEN
INDEMNIFICATION**

15.1. The Consultant shall indemnify and hold harmless the County, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant in the performance of the Contract.

15.2. Consultant acknowledges that the general conditions of any construction contract shall include language, satisfactory to the County's attorney, in which the contractor agrees to hold harmless and to defend County, Consultant, their agents and employees, from all suits and actions, including attorney's fees, and all costs of litigation and judgments of any name and description arising out of or incidental to the performance of the construction contract or work performed thereunder. County acknowledges that Consultant shall be expressly named as an indemnified party, and shall be held harmless, in the general conditions of any construction contract, and shall be named as an additional insured in any contractor's insurance policies.

15.3. The first ten dollars (\$10.00) of remuneration paid to Consultant under this Contract shall be in consideration for the indemnification provided for in this section. Consultant under this Contract shall be in consideration for the indemnification provided for in this section.

**ARTICLE SIXTEEN
SUCCESSORS AND ASSIGNS**

16.1. The County and the Consultant each binds itself and its successors, executors, administrators and assigns to the other party of this Contract and to the successors, executors, administrators and assigns of such other party, in respect to all covenants of this Contract. Except

as above, neither the County nor the Consultant shall assign, sublet, convey or transfer its interest in this Contract without the 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 County which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the County and the Consultant.

ARTICLE SEVENTEEN REMEDIES

17.1. This Contract shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the Contract shall be held in Santa Rosa 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 EIGHTEEN CONFLICT OF INTEREST

18.1. 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.

18.2. The Consultant shall promptly notify the County Representative, in writing, by certified mail, of all potential conflicts 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 informed determination from the County Representative as to whether the association, interest or circumstance would be viewed by the County Representative as constituting a conflict of interest if entered into by the Consultant. The County Representative agrees to notify the Consultant of its opinion by certified mail within thirty (30) days of receipt of notice by the Consultant. Such determination may be appealed to the Board of County Commissioners by the Consultant within thirty (30) days of the County Representative's notice to the Consultant. If, in the opinion of the County Representative or County, the prospective business association, interest or circumstance would not constitute a conflict of interest by the Consultant, the County Representative or County 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 in conflict of interest with respect to services provided to the County by the Consultant under the terms of this Contract.

**ARTICLE NINETEEN
DEBT**

19.1. The Consultant shall not pledge the County's credit or 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 TWENTY
NONDISCRIMINATION**

20.1. 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. Including those set forth in Exhibit D hereto and incorporated herein by reference (TITLE VI).

20.2 Additionally, (As per Executive Order 11246) Contractor may not discriminate against any employee or applicant for employment because of age, race, color, creed, sex, disability or national origin. Contractor agrees to take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their age, race, color, creed, sex, disability or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training including apprenticeship.

**ARTICLE TWENTY-ONE
ENFORCEMENT COSTS**

21.1. If any legal action or other proceeding is brought for the enforcement of this Contract, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Contract, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all expenses (including taxes) even if not taxable as court costs (including, without limitation, all such fees, costs and expenses incident to appeals), incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled.

**ARTICLE TWENTY-TWO
NOTICE**

22.1. All notices required in this Contract shall be sent by certified mail, return receipt requested to the Consultant's Representative and the County Representative at the addresses shown in Articles One and Three hereof.

**ARTICLE TWENTY-THREE
MODIFICATION OF SCOPE OF WORK**

23.1. It is the intent of this Contract that County shall from time-to-time issue Task Orders for Consultant to perform work. Task Orders shall be duly approved by the County prior to issuance. Consultant shall expediently perform such work within the schedule indicated in the work order in accordance with Article Four above. Consultant shall timely cooperate with County Representative in negotiating the cost and schedule of said work orders prior to submission to the County for approval. The County 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 County'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 County of any estimated change in the completion date, and (3) advise the County if the contemplated change shall effect the Consultant's ability to meet the completion dates or schedules of this Contract.

23.2. If the County so instructs in writing, the Consultant shall suspend work on that portion of the Scope of Work or work order affected by a contemplated change, pending the County's decision to proceed with the change. Consultant shall be entitled to invoice County for that portion of the work completed prior to receipt of the written notice.

23.3. If the County elects to make the change, the County shall initiate a Contract Amendment and the Consultant shall not commence work on any such change until such written amendment is signed by the Consultant and the County.

**ARTICLE TWENTY-FOUR
MODIFICATION**

24.1. The County 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. 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 Twenty-Three - Modification of Scope of Work. In the event of any conflict or inconsistency between this Contract and the provisions in the incorporated Exhibits, the terms of this Contract shall supersede and prevail over the terms in the Exhibits.

**ARTICLE TWENTY-FIVE
MISCELLANEOUS**

25.1. Consultant, in representing County, shall promote the best interest of County and each party agrees to assume toward the other party a duty of good faith and fair dealing.

25.2. No modification, waiver, suspension or termination of the Contract or of any terms thereof shall impair the rights or liabilities of either party.

25.3. This Contract is not assignable, in whole or in part, by Consultant without the prior written consent of County.

25.4. Waiver by either party of a breach of any provision of this Contract shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Contract.

25.5. The headings of the Articles, Schedules, Parts and Attachments as contained in this Contract are for the purpose of convenience only and shall not be deemed to expand, limit or change the provisions in such Articles, Schedules, Parts and Attachments.

25.6. This Contract, including the referenced Schedules and Attachments hereto, constitutes the entire agreement between the parties hereto and shall supersede, replace and nullify any and all prior agreements or understandings, written or oral, relating to the matter set forth herein, and any such prior agreements or understanding shall have no force or effect whatever on this Contract.

25.7. Consultant acknowledges that it shall comply with all applicable Federal law, regulations, executive orders, State laws and regulations and local laws, ordinances and regulations as it pertains to services being rendered under this contract.

25.8. Consultant acknowledges that some federal funds may be utilized in the course of services being performed under this agreement, as such, consultant agrees that it shall adhere to all necessary federal regulations. Further, the Consultant acknowledges that the Federal government is not a party to this agreement and is not subject to any obligations or liabilities to the non-Federal entity, Consultant, or any other party pertaining to any matter resulting from this Contract.

ARTICLE TWENTY-SIX MINORITY/WOMEN’S BUSINESS ENTERPRISES

26.1. The Consultant must take all necessary affirmative steps to assure that minority businesses, women’s business enterprises, and labor surplus area firms are used when possible, in accordance with 2CFR 200.321. If subcontracts are to be let, prime contractor will require compliance by all sub-contractors. Prior to contract award, the contractor shall document efforts to utilize M/WBE firms including what firms were solicited as suppliers and/or subcontractors as applicable and submit this information with their bid submittal. Information regarding certified M/WBE firms can be obtained from:

Florida Department of Management Services (Office of Supplier Diversity)
Florida Department of Transportation
Minority Business Development Center in most large cities and
Local Government M/DBE programs in many large counties and cities

**ARTICLE TWENTY-SEVEN
PROCUREMENT OF RECOVERED MATERIALS**

27.1. Consultant must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

**ARTICLE TWENTY-EIGHT
ENVIRONMENTAL AND ENERGY POLICIES**

28.1. The Consultant shall comply with mandatory standards and policies relating to energy efficiency, stating in the state energy conservation plan issued in compliance with the Energy Policy and Conservation act. (Pub. L. 94-163, 89 Stat. 871) [53 FR 8078, 8087, Mar. 11, 1988, as amended at 60 FR 19639, 19645, Apr. 19, 1995].

28.2. Clean Air Act.

a. The Consultant agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.

b. The Consultant agrees to report each violation to the County and understands and agrees that the County will, in turn, report each violation as required to assure notification to the State of Florida, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

c. The Consultant agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance under this Contract.

28.3 Federal Water Pollution Control Act.

a. The Consultant agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.

b. The Consultant agrees to report each violation to the County and understands and agrees that the County will, in turn, report each violation as required to assure notification to the State of Florida, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.

c. The Consultant agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance under this Contract.

**ARTICLE TWENTY-NINE
FEDERAL SUSPENSION AND DEBARMENT**

29.1. This Agreement may be covered in part as transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the Consultant is required to verify that none of the contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

a. The Consultant must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

b. This certification is a material representation of fact relied upon by the County. If it is later determined that the Consultant did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the State of Florida and the County, the Federal Government may pursue available remedies, including but not limited to suspension and/ or debarment.

c. The Consultant agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The Contractor further agrees to include a provision requiring such compliance in its lower tier covered transactions.

**ARTICLE THIRTY
LOBBYING**

30.1. Byrd Anti-Lobbying Amendment. Consultant who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

**ARTICLE THIRTY-ONE
THIRD PARTY BENEFICIARIES**

31.1. It is specifically agreed between the parties executing this Contract that it is not intended by any of the provisions of any part of the Contract to create in the public or any member thereof, a third-party beneficiary under this Contract, or to authorize anyone not a party to this Contract to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Contract

**ARTICLE THIRTY-TWO
CONTRACTING WITH THE ENEMY**

32.1. In accordance with 2 C.F.R. 200.215, it is acknowledged that no services under this contract are to be performed outside the United states and its territories nor in support of a contingency operation in which members of the Armed Forces are actively engaged in hostilities.

**ARTICLE THIRTY-THREE
SEVERABILITY**

33.1. 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, the remainder of this Contract, or the application of such term 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 THIRTY-FOUR
REPRESENTATION OF AUTHORITY TO CONTRACT/SIGNATORY**

34.1. The individual signing this Contract on behalf of Mott MacDonald, represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Contract. The signatory represents and warrants to the County that the execution and delivery of this Contract and the performance of Design Services Contracts for Professional Architectural Services obligations hereunder have been duly authorized, and that the Agreement is a valid and legal agreement binding on the Consultant and enforceable in accordance with its terms.

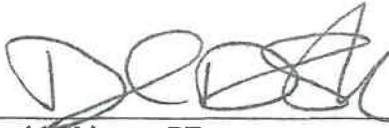
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IN WITNESS WHEREOF, the parties hereto have set their hands and official seals the day and year first above written.

WITNESS:

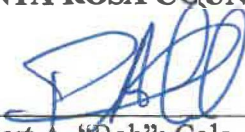
CONSULTANT: Mott MacDonald Florida, LLC

Amber N. Kirk


David Skipper, PE

AMBER N. KIRK, PE
(Print Name)

BOARD OF COUNTY COMMISSIONERS OF
SANTA ROSA COUNTY, FLORIDA


Robert A. "Bob": Cole, Chairman

(ATTEST)

BOCC Approved: March 24, 2022


Donald C. Spencer, Clerk of Court

Exhibit A

SANTA ROSA COUNTY, FLORIDA



RFQ 22-003 Professional Architectural Services

October 2021

**OWNER: BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA**

**SAM PARKER
ROBERT A. "BOB" COLE
JAMES CALKINS
DAVE PIECH
COLTEN WRIGHT**

**-DISTRICT I
-DISTRICT II
-DISTRICT III
-DISTRICT IV
-DISTRICT V**

SECTION I.
Request for Qualifications

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SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

6495 Caroline Street, Suite L | Milton, Florida 32570 850-983-1870 procurement@santarosa.fl.gov

MEMORANDUM

TO: Company Addressed DATE: October 22, 2021

FROM: Santa Rosa County Procurement Office

SUBJECT: **RFQ 22-003 Professional Architectural Services**

Notice is hereby given that the Santa Rosa County Board of County Commissioners is calling for and requesting qualifications for Continuing Services Contract for Professional Architectural Services.

All submittals must be in writing and delivered by hand, overnight courier service, or U.S. Mail to the Santa Rosa County Procurement Department, 6495 Caroline Street, Suite M, Milton, Florida 32570, and must be received by 10:00 a.m. on November 22, 2021, at which time will be publicly opened. Only submittals received by the afore stated time and date will be considered. E-mailed proposal responses will be rejected. All bids shall be sealed and clearly labeled, "RFQ 22-003 Professional Architectural Services". Please provide the original proposal, labeled "ORIGINAL", and five (5) copies labeled "COPY" along with one (1) electronic file in OCR (readable) PDF format.

Specifications may be secured by download from the Santa Rosa County Website: www.santarosa.fl.gov/391/Procurement-Office "Bid Opportunities". Questions concerning this request should be directed to the Santa Rosa County Procurement Office in writing at bidinfo@santarosa.fl.gov prior to 12:00 p.m. on November 8, 2021.

Santa Rosa County Board of County Commissioners encourages all segments of the business community to participate in its procurement opportunities, including small businesses, minority/women owned businesses, and disadvantaged business enterprises. The Board does not discriminate on the basis of race, color, religion, national origin, disability, sex, or age in the administration of contracts.

The Board of County Commissioners reserves the right to waive irregularities in bids, to reject any or all bids with or without cause, and to award the bid that it determines to be in the best interest of Santa Rosa County.

By order of the Board of County Commissioners of Santa Rosa, Florida

SECTION II.
RFQ INSTRUCTIONS AND SUBMITTAL
REQUIREMENTS

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PRE-PROPOSAL ACTIVITY

Except as provided in this section, respondents are prohibited from contacting or lobbying the County, County Administrator, Commissioners, County staff, and Review Committee members, or any other person authorized on behalf of the County related or involved with the solicitation. All inquiries on the scope of work, specifications, additional requirements, attachments, terms and general conditions or instructions, or any issue must be directed in writing, by US mail or email to: Santa Rosa County Procurement Office, 6495 Caroline Street, Suite L Milton Fl. 32570. Email; Bidinfo@santarosa.fl.gov.

All questions or inquiries must be received no later than the last day for questions stated in the RFP & Legal Notice. Any addenda or other modification to the bid documents will be issued by the County five (5) days prior to the date and time of bid closing, as written addenda, and will be posted to the Santa Rosa County website at <https://www.santarosa.fl.gov> keyword; Bids.

Such written addenda or modification shall be part of the bid documents and shall be binding upon each respondent. Each respondent is required to acknowledge receipt of any and all addenda in writing and submit with their bid. No respondent may rely upon any verbal modification or interpretation.

PROPOSED SCHEDULE

Request for Qualifications Published	October 23, 2021
Deadline for Questions	November 8, 2021 @ 12:00 p.m.
Submittals Due	November 22, 2021 @ 10:00 a.m.

PREPARATION OF RFQ

The respondent shall submit proposals in accordance with the public notice.

Any proposal which contains any omissions, erasures, alterations, additions, irregularities of any kind, or items not called for which shall in any manner fail to conform to the conditions of public notice may be rejected.

A proposal submitted by a partnership shall be executed in the partnership name and signed by a partner (whose title must appear under the signature). The official address of the partnership shall be shown below the signature.

A proposal submitted by a limited liability company shall be executed in the name of the firm by a member and accompanied by evidence of authority to sign. The state of formation of the firm and the official address of the firm must be shown below the signature.

A proposal submitted by an individual shall show the respondent's name and official address.

A proposal submitted by a joint venture shall be executed by each joint venture in the manner indicated on the bid form. The official address of the joint venture must be shown below the signature.

It is preferred that all signatures be in blue ink with the names type or printed below the signature. Santa Rosa County does not accept electronic signatures in proposal submissions.

The proposal shall contain an acknowledgement of receipt of all Addenda, the numbers of which shall be filled in on the form. The address and telephone # for communications regarding the bid shall be shown.

If the respondent is an out-of-state corporation, the bid shall contain evidence of respondent's authority and qualification to do business as an out-of-state corporation in the State of Florida. A state contractor license # for the State of Florida shall also be included on the bid form. Respondent shall be licensed in accordance with the requirements of Chapter 489, Florida Statutes.

The proposal shall be based upon the completion of the Work according to the drawings and specifications, together with all addenda thereto.

SUBMITTAL OF PROPOSAL A proposal shall be submitted no later than the date and time prescribed and at the place indicated in the advertisement or invitation to bid and shall be sealed and clearly labeled with the words "**RFQ 22-003 Professional Architectural Services**", name of respondent/firm and date and time of opening so as to guard against premature opening of any bid and shall be accompanied by the bid security and other required documents. It is the respondent's responsibility to assure that its proposal is delivered at the proper time and place. Offers by email, facsimile, or telephone will NOT be accepted.

INTEGRITY OF PROPOSAL DOCUMENTS

Respondents shall use the original documents provided by the Santa Rosa County Procurement Office and enter information only in the spaces where a response is requested. Respondents may use an attachment to the documents if sufficient space is not available. Any modifications or alterations to the original documents by the respondent, whether intentional or otherwise, will constitute grounds for rejection of a bid. Any such modification or alteration that a respondent wishes to propose must be clearly stated in the respondent's response in the form of an addendum to the original bid documents.

WITHDRAWAL OF SUBMITTALS

Any Respondent may withdraw its Submittal, either personally or by written request, at any time prior to the scheduled time for opening Submittals.

INTERPRETATION

No oral interpretation will be made to any Respondent as to the meaning of the drawings or specifications. Every interpretation made to a Respondent will be in the form of an Addendum to the specifications. Addenda will be furnished to each Respondent, but it shall be the Respondent's responsibility to make inquiry as to Addenda issued. All such addenda shall become part of the contract and all Responders shall be bound by such Addenda whether or not received by the Responders.

PROPOSALS TO REMAIN SUBJECT TO ACCEPTANCE

All responses will remain subject to acceptance or rejection by Santa Rosa County for sixty

(60) calendar days after the day of the response opening. The County may, in its sole discretion, release any response and return the response security prior to the end of this period.

CONDITIONAL & INCOMPLETE PROPOSALS

Santa Rosa County specifically reserves the right to reject any conditional response.

ADDITION/DELETION OF ITEM

The County reserves the right to add or delete any item from this response or resulting contract when deemed to be in the County's best interest.

SPECIFICATION EXCEPTIONS

Specifications are based on the most current literature available. Respondent shall clearly list any change in the manufacturer's specifications which conflict with the proposal specifications. Respondent must also explain any deviation from the proposal specification in writing, as a foot note on the applicable bid page and enclose a copy of the manufacturer's specifications data detailing the changed item(s) with their bid. Failure of the respondent to comply with these provisions will result in respondents being held responsible for all costs required to bring the equipment in compliance with bid specifications.

FAMILIARITY WITH LAWS

All applicable Federal and State laws, County and municipal ordinances, orders, rules and regulations of all authorities having jurisdiction over the project shall apply to the bid throughout, and they will be deemed to be included in the contract the same as though they were written in full therein.

EXAMINATION OF DOCUMENTS AND SITE

Before submitting their proposal, the Respondent shall familiarize themselves with the nature and extent of the work and any local conditions that may in any manner affect the work to be done and the equipment, materials, and labor required. Respondent shall also examine all drawings, specifications, addenda and other Contract Documents to be thoroughly informed regarding any and all conditions and requirements that may in any manner affect the work to be performed under the contract.

RIGHT TO REJECT PROPOSAL

The Owner reserves the right to waive informalities in bids to reject any or all proposals with or without cause and accept the proposal that in its judgment is in the best interest of the County.

DISQUALIFICATION OF RESPONDENTS

Any of the following reasons may be considered as sufficient for the disqualification of a respondent and the rejection of its proposal:

Submission of more than one proposal for the same work from an individual, firm or corporation under the same or different name. Evidence that the respondent has a financial interest in the firm of another respondent for the same work.

Evidence of collusion among respondents. Participants in such collusion will receive no recognition as respondents for any future work of the County until such participant has been reinstated as a qualified respondent.

Uncompleted work which in the judgment of the County might hinder or prevent the prompt completion of additional work if awarded.

Failure to pay or satisfactorily settle all bills due for labor and material on former contracts in force at the time of advertisement of proposals. Default under previous contract.

Listing of the respondent by any Local, State or Federal Government on its barred/suspended vendor list.

DISCRIMINATION

An entity or affiliate who has been placed on the discriminatory vendor list may not submit a response on a contract to provide goods or services to a public entity, may not submit a response on a contract with a public entity for the construction or repair of a public building or public work, may not submit responses on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity.

REVIEW OF PROCUREMENT DOCUMENTS

Per Florida Statute 119.071 (1) 2, sealed bids, proposals, or replies received by the County pursuant to a competitive solicitation are exempt from public disclosure until such time as the County provides notice of an intended decision or until 30 days after opening the responses, proposals, or final replies, whichever is earlier.

COMPLIANCE WITH FLORIDA STATUTE 119.0701

The Respondent shall comply with all the provisions of section 119.0701, Florida Statutes relating to the public records which requires, among other things, that the Respondent: (a) Keep and maintain public records; (b) Provide the public with access to public records on the same terms and conditions that the public agency would provide the records; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the respondent upon termination of the contract.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (850) 983-1925, wandap@santarosa.fl.gov; 6495 CAROLINE

STREET, SUITE C, MILTON, FLORIDA 32570.

SUSPENSION OR TERMINATION FOR CONVENIENCE

The County may, at any time, without cause, order Respondent in writing to suspend, delay or interrupt the work in whole or in part for such period of time as the County may determine, or to terminate all or a portion of the Contract for the County's convenience. Upon such termination, the Contract Price earned to the date of termination shall be paid to Respondent, but Respondent waives any claim for damages, including loss of profits arising out of or related to the early termination. Those Contract provisions which by their nature survive final acceptance shall remain in full force and effect. If the County orders a suspension, the Contract price and Contract time may be adjusted for increases in the cost and time caused by suspension, delay or interruption. No adjustment shall be made to the extent that performance is, was or would have been so suspended, delayed or interrupted by reason for which Respondent is responsible; or that an equitable adjustment is made or denied under another provision of this Contract.

FAILURE OF PERFORMANCE/DELIVERY

In case of default by the Vendor, the County after due notice (oral or written) may procure the necessary supplies or services from other sources and hold the Vendor responsible for difference in cost incurred. Continuous instances of default shall result in cancellation of the award and removal of the Vendor from the response list for duration of one (1) year, at the option of the County.

AUDIT

If requested, respondent shall permit the County or an authorized, independent audit agency to inspect all data and records of respondent relating to its performance and its subcontracts under this bid from the date of the award through three (3) years after the expiration of contract.

NON-COLLUSION

Respondent certifies that it has entered into no agreement to commit a fraudulent, deceitful, unlawful or wrongful act, or any act which may result in an unfair advantage over other respondents. See Florida Statute 838.22.

PUBLIC ENTITY CRIME INFORMATION

Pursuant to Florida Statute 287.133, a respondent may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

Note: For respondent's convenience, this certification form is enclosed and is made a part of

the bid package.

INVESTIGATION OF RESPONDENT

The County may make such investigations, as it deems necessary to determine the stability of the respondent to perform the work and that there is no conflict of interest as it relates to the project. The respondent shall furnish to the Owner any additional information and financial data for this purpose as the County may request.

CONE OF SILENCE CLAUSE

The Santa Rosa County Board of County Commissioners has established a solicitation silence policy (Cone of Silence Clause) that prohibits oral and written communication regarding all formal solicitations for goods and services (formal bids, Request for Proposals, Requests for Qualifications) issued by the Board through the Procurement Office. The period commences from the date of advertisement until award of contract. All communications shall be directed to the Procurement Office.

Note: For respondent's convenience, this certification form is enclosed and is made a part of the bid package.

EVALUATION OF PROPOSALS AND AWARD OF CONTRACT

Santa Rosa County Staff will review all bids and will provide the recommendation to award to the Procurement Office, the County Administrator and the Board of County Commissioners. The County will award the bid to the responsive and responsible vendor(s) with the lowest responsive bid(s). The County reserves the right to award the bid to the respondent submitting a responsive bid with a resulting negotiated agreement which is most advantageous and in the best interest of the County, and to reject any and all bids or to waive any irregularity or technicality in bids received. Santa Rosa County shall be the sole judge of the bid and the resulting negotiated agreement that is in its best interest and its decision shall be final.

Santa Rosa County reserves its right to reject any or all Responses, including without limitation nonconforming, nonresponsive, unbalanced or conditional Bids. The County further reserves the right to reject the Response of any Responder whom it finds after reasonable inquiry and evaluation to not be responsible. In evaluating Responses, the County may consider the qualifications of Responders and may consider the qualifications and experience of Subcontractors, Suppliers, and other individuals or entities proposed for those portions of the Work for which the identity of Subcontractors, Suppliers, and other individuals or entities must be submitted with the Response.

Santa Rosa County reserves the right to waive any informalities or reject any and all Responses, in whole or part, to utilize any applicable state contracts in lieu of or in addition to this Response and to accept the Response that in its judgment will best serve the interest of the County.

FORM OF AGREEMENT:

The Contract form shall be provided by the Procurement Office. The successful contractor

shall, within 10 days after receipt of the Notice of Award and the contract forms or documents, sign and deliver to the County Procurement Office all required contract documents. The awarded contractor shall also deliver the policies of insurance or insurance certificate as required. All insurance documents shall be approved by Santa Rosa County Procurement Office before the successful contractor may proceed with the work.

SYSTEM OF AWARD MANAGEMENT

All respondents must be registered with the Federal System of Award Management (SAM) and be up to date on all registration requirements at the time of submitting a response to this Request for Bids. Failure to do so will result in respondent's submittal being deemed as unresponsive.

PROCUREMENT OF RECOVERED MATERIALS

All respondents must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

DOMESTIC PREFERENCE

Although the County has no local preference, in accordance with 2 C.F.R. 200.322, the County may consider preference for the use of products and materials produced in the United States.

CONTRACT WITH THE ENEMY

In accordance with 2 C.F.R. 200.215, it is acknowledged that no services under this contract are to be performed outside the United States and its territories nor in support of a contingency operation in which members of the Armed Forces are actively engaged in hostilities.

MISC. FEDERAL REQUIREMENTS

All respondents should be aware that some federal funds may be utilized in the course of services being performed under this agreement, as such, respondent agrees that it shall adhere to all necessary federal regulations. Further, the respondent acknowledges that the Federal government is not a party to this agreement and is not subject to any obligations or liabilities to the non-federal entity, Respondent, or any other party pertaining any matter resulting from any award. Should a federal awarding agency require adherence to Supplemental Standard Terms and Conditions relevant to any award hereunder, such conditions will be included for review and approval as a condition any amendment or task order.

UNAUTHORIZED ALIENS/PATRIOT'S ACT

The knowing employment by respondent or its subcontractors of any alien not authorized to work by the immigration laws is prohibited and shall be a default of the contract. In the event that the respondent is notified or becomes aware of such default, the respondent shall take steps as are necessary to terminate said employment with 24 hours of notification or actual knowledge that an alien is being employed. Respondent's failure to take such steps as are necessary to terminate the employment of any said alien within 24 hours of notification or actual knowledge that an alien is being employed shall be grounds for immediate termination of the contract. Respondent shall take all commercially reasonable precautions to ensure that it and its subcontractors do not employ persons who are not authorized to work by the immigration laws.

PROTECTION OF RESIDENT WORKERS

The Santa Rosa County Board of County Commissioners actively supports the Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verifications, and nondiscrimination. Under the INA, employers may hire only persons who may legally work in the United States (i.e., citizens and nationals of the U.S.) and aliens authorized to work in the U.S. The employer must verify the identity and employment eligibility of anyone to be hired, which includes completing the Employment Eligibility Verifications. The respondent shall establish appropriate procedures and controls so no services or products under the Contract Documents will be performed or manufactured by any worker who is not legally eligible to perform such services or employment. Santa Rosa County reserves the right to request documentation showing compliance with the requirements.

Respondents doing construction business with Santa Rosa County are required to use the Federal Government Department of Homeland Security's website and use the E-Verify Employment Eligibility Verifications System to confirm eligibility of all employees to work in the United States.

SECTION III.
SANTA ROSA COUNTY DOCUMENTS AND FORMS

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Santa Rosa County
Insurance Requirements
March 2021

Workers' Compensation – meet statutory limits in compliance with the Workers Compensation Laws of Florida. This policy must include Employer Liability with a limit of \$100,000 for each accident, \$500,000 disease policy limit and \$100,000 disease each employee limit.

Commercial General Liability – coverage shall provide minimum limits of liability of \$1,000,000 per occurrence, \$2,000,000 Aggregate, for bodily injury and property damage. This shall include coverage for:

- a. Premises/operations
- b. Products/complete operations
- c. Contractual liability
- d. Independent contractors

Business Auto Liability – coverage shall provide minimum limits \$500,000. Combined Single Limit for bodily injury and property damage. If Split limit coverage is provided Limits of 500,000 per person/500,000 per accident and 500,000 for property damage are required.

This shall include coverage for:

- a. Owned autos
- b. Hired autos
- c. Non-owned autos

Special Requirements:

- 1) Prior to execution of a contract or agreement, certificates of insurance will be produced that shall provide for the following:
 - a. Santa Rosa County shall be named as an additional insured on all coverages except workers' compensation.

b. Santa Rosa County will be given thirty (30) days' notice prior to cancellation or modification of any stipulated insurance.

2) It is the responsibility of the contractor to ensure that all subcontractors comply with all insurance requirements.

3) It should be noted that these are minimum requirements which are subject to modification in response to specialized or high hazard operations.

In the event of unusual circumstances, the County Administrator, or his designee, may adjust these insurance requirements.

Insurance Checklist

“If coverage requirements on the checklist are also checked and if those limits of the specific coverage are higher, then those limits must be purchased and proof of coverage on COI provided”.

Proposal/Project Reference: **RFQ 22-003 Professional Architectural Services**

Required Coverage (Marked by “X”)	Minimum Limits
1. <input type="checkbox"/> Workers Compensation Proprietor/Executive Officers Exclusion not allowed	\$100,000. Employers Liab. \$100,000. Accident –Disease \$500,000. Disease policy Limit
2. <input type="checkbox"/> Commercial General Liability Including Premises operations-Products completed ops Contractual Liability and Personal and advertising Liability	\$1,000,000. CSL \$2,000,000. Annual Aggregate
3. <input type="checkbox"/> Automobile Liability – including Hired and Non- Owned	\$1,000,000. CSL
4. <input checked="" type="checkbox"/> Architects Professional Liability coverage	\$1,000,000. Per Occurrence
5. <input type="checkbox"/> Asbestos Removal Liability	\$2,000,000. Per Occurrence
6. <input type="checkbox"/> Medical Malpractice	\$1,000,000 Per Occurrence
7. <input type="checkbox"/> Garage Liability	\$1,000,000. BI/PD- Occurrence
8. <input type="checkbox"/> Garage Keepers Liability	\$500,000. Comprehensive \$500,000. Collision
9. <input type="checkbox"/> Inland Marine- Bailee’s Insurance	\$_____
10. <input type="checkbox"/> Moving and Rigging Floater	Endorsement to CGL
11. <input type="checkbox"/> Crime/Dishonesty Bond	\$_____
12. <input type="checkbox"/> Builders Risk/Installation Floater – Provide coverage in Full amount of Contract.	
13. <input type="checkbox"/> Owner’s Protective Liability	\$_____
14. <input type="checkbox"/> Excess/Umbrella Liability	\$_____

General Requirements

- A. Carrier rating shall be A.M. Best rating of B++V or Better.
- B. Notice of Cancellation or Non-renewal or material change in coverage shall be provided to Santa Rosa County at least 30 days prior to action.
- C. Santa Rosa County shall be named as Additional Insured on all policies except Workers' Compensation.

Approved by the BOCC March 23, 2021

SECTION IV.
PROJECT MANUAL, SPECIFICATIONS, PLANS AND
SUPPORTING DOCUMENTATION

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Continuing Services Contract for Professional Architectural Services

SECTION 1 - INFORMATION FOR THE PROPOSERS

1.1 INTRODUCTION/GENERAL BACKGROUND

Notice is hereby given that the Santa Rosa County Board of County Commissioners is calling for and requesting qualifications to interested and qualified architectural firms to receive sealed qualifications packages for selection to provide continuing professional architecture services to the County. Qualified architecture firms are invited to submit Statements of Qualifications in response to the RFQ. The County intends to retain one or more firms qualified under separate continuing services agreements for general professional architectural services within the County. No minimum amount of such professional services or compensation will be assured to any of the firms so retained, and the County shall not be prevented in any manner from retaining other firms in its sole discretion to perform any such work.

1.2 GENERAL SERVICES

Santa Rosa County desires to obtain professional services related to a variety of projects needed throughout the County. The general services will include professional architecture, landscape architecture, threshold inspections, structural engineering, planning, and construction administration and/or inspection. The services shall include all sub-disciplines need to complete the task, including but not limited to, civil, electrical, plumbing, and mechanical engineering, environmental services, and geotechnical services.

1.3 SCOPE OF WORK

As part of this RFQ, the first task order that will be assigned to the top ranking firm will be the design for a new amphitheater on Navarre Beach. The design will include assisting the County for the final site selection and developing the capacity needs for the amphitheater, full design and permitting for the new facility and providing the construction administration and inspection. The second task order that will be assigned is for space planning and facility renovations for the Engineering & Environmental offices. Other projects forthcoming includes threshold inspections to assist the County Housing Program, space planning and facility renovations for the public services facilities and landscape architecture projects for the landscape design for the grants department.

1.4 PERIOD OF PERFORMANCE

Firms selected by the Santa Rosa County will provide architectural services to the County on an as-needed basis, based upon task orders to be issued by the County under the continuing services contracts. The contracts shall be renewed automatically on an annual basis, unless terminated by the County in writing, for a maximum of three (3) years from the date of execution.

1.5 ANTICIPATED SCHEDULE AND DEADLINES

Proposals will be immediately evaluated and ranked following the proposal due date as outlined in the evaluation criteria and selection process. It is expected that the Board of County Commissioners will approve the highest-ranking firms with the intent to retain at least one but not more than three of the top ranked firms. The County Administrator, or his designee, will assign the anticipated projects to the selected firms. Upon contract

execution and issuance of a Notice to Proceed, the selected firms will be expected to immediately commence the assign task.

1.6 FEDERAL FUNDING REQUIREMENTS

The anticipated projects will be submitted for consideration of federal funding programs. As such, the federal requirements for selected engineering firm(s) and all sub-contractor(s) must comply with Code of Federal Regulations (2 CFR Part 200), Appendix II. The selected firm(s) will be required to provide said documentation after the selection process has been completed:

- Certification that they are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this project by any Federal department or agency.
- Submit a Truth in Negotiation Certification form which will be included as an attachment to the Standard Professional Services Agreement.
- Utilization of Small and Minority Businesses, Women’s Business Enterprises and Labor Surplus Area Firms: The selected engineering firm must take all necessary affirmative steps to assure that small, minority, and women-owned businesses are utilized when possible, in accordance with 2CFR 200.321. If subcontracts are to be let, prime contractor will require compliance of this provision by all sub-contractors. Prior to contract award, the contractor shall document efforts to assure that such businesses are solicited when there are potential sources; that the contractor made an effort to divide total requirement, when economically feasible, into smaller tasks or quantities to permit maximum participation by such businesses; and, that the contractor has established delivery schedules, where permitted, to encourage such businesses respond. Contractor and subcontractor shall utilize service and assistance from such organizations as SBA, Minority Business Development Agency of the Department of Commerce, the Florida Department of Management Services (Office of Supplier Diversity), the Florida Department of Transportation, Minority Business Development Center, and Local Government M/DBE programs, available in many large counties and cities. Documentation, including what firms were solicited as suppliers and/or sub-contractors, as applicable, shall be included with the bid proposal.

SECTION 2

2.1 PROPOSAL REQUIREMENTS

Qualifications shall be demonstrated in a written proposal and include the following information tabbed as instructed below. The written proposal shall be limited to 40 pages (Divider Tabs will not be counted as part of the page limit).

Cover & Table of Contents (Not included in page limit)

Tab 1 – Letter of Interest

Respondent shall submit a letter of interest signed by a corporate officer or principal of an authorized representative of the prime consultant authorized to obligate the firm contractually. The letter shall include the main office location and the name of the prime consultant that the County can contact for additional information (Included in page limit).

Tab 2 – Company Profile

Respondent shall provide a brief profile of their company, which should include their firm’s legal name; history; business structure; designation of the legal entity by which business operates (sole proprietor,

partnership, corporate, LLC, etc.); provide if the primary firm and/or subconsultants are designated as a small business, small disadvantaged business or women and minority business enterprise (W/MBE); length of company's existence; locations of their parent company, branch or subsidiary and proposed project team; total number of personnel including personnel by discipline; and firm's field of expertise. (Included in page limit)

Tab 3 – Approach to Project/Understanding

Demonstrate understanding of proposed project and the technical approach to be taken in addressing the proposed scope of work, including a delineation of specific tasks to be undertaken within project deadlines. In addition, describe the work management plan to be utilized by the firm. The description should include a project schedule showing estimated start and completion dates of all major tasks and individuals responsible for implementation and completion of said tasks. (Included in page limit)

Tab 4 – Qualifications of Key Personnel

Provide an organizational chart of the proposed design team for the project including resumes for key personnel with their roles, responsibilities and comparable project experience. Include information on current and projected workloads of each key personnel to demonstrate ability to meet time requirements along with the anticipated percentage of time the team member will allocate to the project. Provide additional relevant information that demonstrates the team's qualifications. (Included in page limit)

Tab 5 – Similar Project Experience

Provide information on at least five (5) similar projects completed in the last ten (10) years. For each project, include the project name, type, location, engineering and final construction costs, year design was completed, year construction was completed and owners contact information. Indicate the individuals on your staff who had responsibility for each project and include whether or not these people are still with your firm. These projects will be utilized as your project references. Provide name, telephone number and email address for the project contact. (Included in page limit)

Tab 6 – Required Documents & Forms

Licenses, certifications, notarized copy of attached Sworn Statement and all other required forms. (Not included in page limit)

2.2 SELECTION PROCESS AND CRITERIA

Professional services are being procured in accordance with the Consultants' Competitive Negotiation Act (F.S. 287.055) and Office of Management and Budget Uniform Guidance for Federal Awards (2 CFR 200). The selection process will also be in accordance with the most current version of *Santa Rosa County's Procurement and Purchasing Policy Manual*, which is available upon request.

The criteria and weighting that will be used to evaluate and score proposals is outlined on the Evaluation Criteria and Scoring Form, attached as Exhibit B.

Representatives from the Procurement Department will review the submittals for completeness. Those submittals deemed complete and responsive will be forwarded to the Evaluation Committee.

2.3 EVALUATION COMMITTEE

- Evaluation Committee: County Administrator or designee shall determine the Evaluation Committee (s)

that will best serve the needs of the County. Evaluation Committee will consist of 3 to 5 staff members.

- Evaluation of Submittals: Only written responses of statements of qualifications, performance data, and other data received in the procurement office by the publicized submission time/date shall be evaluated.
- Ranking: The initial ranking of submittals is based upon the points given in the RFQ Respondent Instructions.
- Shortlisting: The best qualified respondents shall be based upon the Evaluation Committee’s ability to differentiate applicable to the scope and nature of the services to be performed as indicated by the ratings. The top five (5) rated firms, if there are at five (5) responsive respondents, will be considered as the shortlisted firms, unless the County Administrator, after input and discussion with the Evaluation Committee, approves adding additional firms to the shortlist.
- Presentations/ Interviews. The Evaluation Committee may choose to conduct formal presentation/interviews with shortlisted firms prior to final ranking.
- Final Ranking. The Evaluation Committee or the Board of County Commissioners, as appropriate, shall use the ordinal process to rank the firms. The respondents shall be listed in order of preference. The list of best-qualified persons shall be approved by the County Administrator or Board, as appropriate, prior to beginning contract negotiations.

2.4 EVALUATION CRITERIA

Evaluation Factors	Points Available
Presentation, meets the page limitations	5
Letter of Interest	10
Company Profile, W/DBE’s	10
Approach to Project/Understanding	30
Qualifications of Key Personnel	25
Similar Project Experience & References	10
Required Documents & Forms	10

Appendix A
Santa Rosa County Insurance Requirements
March 2021

Workers' Compensation – meet statutory limits in compliance with the Workers Compensation Laws of Florida. This policy must include Employer Liability with a limit of \$100,000 for each accident, \$500,000 disease policy limit and \$100,000 disease each employee limit.

Commercial General Liability – coverage shall provide minimum limits of liability of \$1,000,000 per occurrence, \$2,000,000 Aggregate, for bodily injury and property damage. This shall include coverage for:

- a. Premises/operations
- b. Products/complete operations
- c. Contractual liability
- d. Independent contractors

Business Auto Liability – coverage shall provide minimum limits \$500,000. Combined Single Limit for bodily injury and property damage. If Split limit coverage is provided Limits of 500,000 per person/500,000 per accident and 500,000 for property damage are required.

This shall include coverage for:

- a. Owned autos
- b. Hired autos
- c. Non-owned autos

Special Requirements:

- 1) Prior to execution of a contract or agreement, certificates of insurance will be produced that shall provide for the following:
 - a. Santa Rosa County shall be named as an additional insured on all coverages except workers' compensation.
 - b. Santa Rosa County will be given thirty (30) days' notice prior to cancellation or modification of any stipulated insurance.
- 2) It is the responsibility of the contractor to ensure that all subcontractors comply with all insurance requirements.
- 3) It should be noted that these are minimum requirements which are subject to modification in response to specialized or high hazard operations.

In the event of unusual circumstances, the County Administrator, or his designee, may adjust these insurance requirements.

Insurance Checklist

Proposal/Project Reference _____

Required Coverage (Marked by "X")

Minimum Limits

- | | |
|---|--|
| <p>1. <input type="checkbox"/> Workers Compensation
 Proprietor/Executive Officers Exclusion not allowed</p> | <p>\$100,000. Employers Liab.
 \$100,000. Accident –Disease
 \$500,000. Disease policy Limit</p> |
| <p>2. <input type="checkbox"/> Commercial General Liability
 Including Premises Operations - Products completed ops
 Contractual Liability and Personal and advertising Liability</p> | <p>\$1,000,000. CSL
 \$2,000,000. Annual Aggregate</p> |
| <p>3. <input type="checkbox"/> Automobile Liability – including Hired and Non-Owned</p> | <p>\$1,000,000. CSL</p> |
| <p>4. <input type="checkbox"/> Professional Liability coverage</p> | <p>\$1,000,000. Per Occurrence</p> |
| <p>5. <input type="checkbox"/> Asbestos Removal Liability</p> | <p>\$2,000,000. Per Occurrence</p> |
| <p>6. <input type="checkbox"/> Medical Malpractice</p> | <p>\$1,000,000 Per Occurrence</p> |
| <p>7. <input type="checkbox"/> Garage Liability</p> | <p>\$1,000,000. BI/PD- Occurrence</p> |
| <p>8. <input type="checkbox"/> Garage Keepers Liability</p> | <p>\$500,000. Comprehensive
 \$500,000. Collision</p> |
| <p>9. <input type="checkbox"/> Inland Marine- Bailee’s Insurance</p> | <p>\$ _____</p> |
| <p>10. <input type="checkbox"/> Moving and Rigging Floater</p> | <p>Endorsement to CGL</p> |
| <p>11. <input type="checkbox"/> Crime/Dishonesty Bond</p> | <p>\$ _____</p> |
| <p>12. <input type="checkbox"/> Builders Risk/Installation Floater – Provide coverage in Full amount of Contract.</p> | |
| <p>13. <input type="checkbox"/> Owner’s Protective Liability</p> | <p>\$ _____</p> |
| <p>14. <input type="checkbox"/> Excess/Umbrella Liability</p> | <p>\$ _____</p> |

General Requirements

- A. Carrier rating shall be A.M. Best rating of B++V or Better.
- B. Notice of Cancellation or Non-renewal or material change in coverage shall be provided to Santa Rosa County at least 30 days prior to action.
- C. Santa Rosa County shall be named as Additional Insured on all policies except Workers’ Compensation.

Approved by the BOCC March 23, 2021

Appendix B
Title 2 Part 200
Appendix II

Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

2:1.1.2.2.1.6.51.23.6 : Appendix II

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended - Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) - Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See § 200.322 Procurement of recovered materials.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75888, Dec. 19, 2014]

Santa Rosa County RFQ 22-003

Professional Architectural Services

November 22, 2021





**SANTA ROSA COUNTY
PROCUREMENT DEPARTMENT**

6495 Caroline Street, Suite L | Milton, Florida 32570 850-983-1870 procurement@santarosa.fl.gov

BID SUBMISSION CHECKLIST

RFQ 22-003 Professional Architectural Services


Respondent: Mott MacDonald Florida, LLC

- Sealed Bid Package with Bid Name and Number, Firm name and Address with Contact information clearly marked on the outside of envelope/box.
- 1 Original Bid Package, 5 copies and 1 Electronic Copy in .pdf on a CD or USB Drive
- Bid Submittal Checklist attached to top of Original Bid Package
- Addendum (s) if any
- Cone of Silence
- Sworn Statement Public Entity Crimes
- Debarment Form
- References Form
- Conflict of Interest Form
- Copy of current Required Insurance declaration page with Santa Rosa County named interest, or, Letter of Insurability from Carrier stating that the levels of coverage will be obtained.
- Proof of State of Florida business registration (sunbiz.org)
- Proof of Active Status with the Federal System of Award Management (SAM)

All required documentation submitted must be updated with most current and complete information from date of bid opening) including notarizations where required. Failure to submit all required forms may result in your submittal being deemed non-responsive. **ATTACH THIS PAGE TO THE TOP OF YOUR BID SUBMISSION**

Firm: Mott MacDonald Florida, LLC

By: David Skipper, PE

Signature: (Print) 

Title: Senior Vice President

Date: 11/22/2021



Mott MacDonald will work in partnership with Santa Rosa County to deliver an open air amphitheater at Navarre Beach.

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Evidence of authority to sign

Cone of silence

Sworn statement public entity crimes

Debarment form

References form

Conflict of interest form

Insurance

Licenses & certifications

1. Letter of interest



Re: RFQ 22-003 Professional Architectural Services

November 22, 2021

Dear Members of the Selection Committee,

Mott MacDonald is excited about this opportunity to be selected by Santa Rosa County (the County) to serve as one of your consultants for continuing professional architectural services. This type of contract mechanism allows the County to execute projects quickly and efficiently over the next 3 to 5 years that includes, but is not limited to: architecture, civil, construction administration, electrical, environmental, geotechnical, landscape architecture, mechanical, planning, plumbing, structural and threshold inspection services. The County needs to be able to rely on a selected partner to provide strong technical expertise and sound guidance as a necessary fundamental basis for planning, design and future decision making.

We understand the nature of the services being requested and are currently serving as one of your continuing professional engineering consultants bringing reliable solutions to other County projects.

Mott MacDonald is a local multi-disciplined consultancy firm who provides our clients with best-in-class, planning, design, management and construction assistance for architectural and built environment projects for Florida municipalities and their local communities. Our philosophy and key to repeat business is simply: **listening to our clients' needs and goals and the development of sound technical cost-effective solutions to help you deliver each unique project.**

We have a strong reputation among our clients, including the County, of consistently meeting our commitments, and we are excited to continue in our partnership of delivering high-quality projects to the County in the coming years. **Our technical excellence specifically related to the Professional Architectural Services include:**

- An experienced and committed team to meet and exceed the architectural and built environment needs of the County. With 68 design professional in Florida, many of which live and play in Santa Rosa County and use County facilities, Mott MacDonald will provide in-house architectural, civil, construction administration, electrical, planning, structural and threshold inspection services to the County. Landscape architectural will be provided by **WAS Design Landscape Architects and Tullo Planning Group (DBE)**, environmental and geotechnical engineering services provided by **Environmental and Geotechnical Specialists (EGS) (DBE)** and mechanical/plumbing engineering services by **Peterson Engineering**.
- An exceptional resume with strong capabilities for architectural and built environment projects working under MSA agreements. This team has planned, designed, managed and constructed numerous projects across Florida and the Southeast. Our experience, expertise and capabilities are: project scale (a restroom renovation to an airplane manufacturing facility), project complexity (a single splash pad pump building to a government complex in Santa Rosa County and Springfield, Florida), project coordination (a single statue foundation to a 3 million gallon per day wastewater treatment plant adjacent to the Players Club Golf Course in Jacksonville, Florida), and project similarities (Twelve park/amphitheater, mixed use projects to County park facilities adjacent to Mobile Bay and Escatawpa River).
- A trusted County advisor focused on quality, budget and schedules. We have a long and successful track record advising dozens of municipal clients on their built environment projects. We will work in lockstep with you from the very beginning providing a tailored service that builds trust, focuses on the project delivery strategy, defines project needs, and finds ways to add value to your projects through the contract life cycle process.
- A distinguished project management staff. With a local office in Pensacola, and access to six more across the state, paired with our subconsultant team, we offer the County a unique portfolio that covers all aspects of this project. Our team of key personnel include Santa Rosa County residents, **David Skipper, PE**, who will serve as the Executive Sponsor and **Chad Lyner, PE** who will serve as Project Manager. Mr. Lyner has supported the County over the years on projects such as PARA baseball complex, Pond Creek Park, Santa Rosa County Landfill and Santa Rosa County Courthouse. **Thomas Jarman, AIA**, our proposed Lead Architect, has decades of experience designing and constructing projects ranging from amphitheatres to municipal buildings across the region. **Amber Kirk, PE** who serves on the new County Courthouse project management team will provide quality control and quality reviews of project deliverables. Together, our team's capabilities span the spectrum of architectural and built environment, and construction of building facilities.

Because of our area's increased vulnerability to extreme storms, it is essential the County's building infrastructure is designed and constructed to be resilient and sustainable while maintaining focus on developing cost efficient and effective low-maintenance facilities. This mission should be backed by a team you TRUST, the Mott MacDonald team.

We appreciate the opportunity to continue working in partnership with Santa Rosa County and ask that you select Mott MacDonald as your consultant of choice to deliver these most important projects.

Sincerely,
Mott MacDonald Florida, LLC

David Skipper, PE | Senior Vice President
850.602.9776 | david.skipper@mottmac.com
Official address of firm: 220 W. Garden Street, Suite 700, Pensacola, FL 32502

Santa Rosa County
Procurement Department
6495 Caroline Street
Suite M
Milton, FL 32570

Prime consultant and main office location:
Mott MacDonald
Florida, LLC
220 W. Garden Street
Suite 700
Pensacola, FL 32502
850.484.6011
www.mottmac.com

This proposal will be executed in the name of Mott MacDonald Florida, LLC by David Skipper, PE. We have included evidence of Mr. Skipper's authority to sign in Tab 6 - Required Documents and Forms section this proposal.

2. Company profile

Company profile

Our expertise in built environment planning, design and management services (architectural, civil, construction administration, electrical, environmental, geotechnical, landscape architecture, mechanical, plumbing, structural and threshold inspections benefit our clients on all their building and infrastructure projects



About Mott MacDonald

Mott MacDonald is an employee-owned consulting firm offering quality planning, engineering, architecture, surveying, and construction management services for both public and private clients. Mott MacDonald has won more than 550 international awards over the past decade, and was named Global Consultant of the Decade in 2013 by New Civil Engineer and the Association for Consultancy & Engineering. Working with us you get the advantages of size and stability that come from a \$2.2 billion international engineering consultant, but with a local firm's presence and mentality.



Our history

Headquartered in Croydon, UK, Mott MacDonald was founded in 1902 as Mott & Hay. The Mott MacDonald Group gained its current name in 1989, when Mott, Hay & Anderson (as it was then called) merged with Sir M. MacDonald & Partners. Mott MacDonald has expanded over the years through the acquisition of many companies and now spans the globe, with 180 principal offices in over 50 countries.



Mott MacDonald in North America

In 1996, Mott MacDonald and the Canadian company Hatch created a joint venture called Hatch Mott MacDonald to take advantage of engineering opportunities in North America. The company grew rapidly, notably in 2001 with the acquisition of Killam Associates.

In 2016, after winning a series of landmark engineering projects and quadrupling its revenue over the previous ten years, Hatch Mott MacDonald was divided into two separate businesses, with Canadian operations joining Hatch and US operations joining Mott MacDonald.

Firm info

Legal name

Mott MacDonald Florida, LLC

Designation of entity

Limited Liability Company

Length of existence

Established in Florida in 1970 as Carlan and Killam, a total 51 years in business.

Firm's expertise

- Architecture
- Asset management
- Aviation
- Buildings
- Coastal
- Digital infrastructure
- Education
- Environment
- Fire and life safety
- Highways and bridges
- Pipelines
- Power
- Ports
- Project delivery
- Rail and transit
- Site development
- Sustainability
- Transportation planning
- Tunnels
- Visualization
- Wastewater
- Water

Parent company

Mott MacDonald Group, Inc.
111 Wood Avenue South
Iselin, NJ 08830

Proposed team branch office locations

Pensacola, FL
Mobile, AL

Mott MacDonald provided program management and threshold inspection services for the Maritime Park, featuring a large outdoor amphitheater, in downtown Pensacola (left).



Business structure

Mott MacDonald in North America (formerly the joint venture Hatch Mott MacDonald) is a practice-driven organization, directed by an executive board and led by a network of national and regional practice leaders. While we are conventionally structured, our practice culture seeks to ensure the consistent delivery of excellent services, regardless of location.

Organized under six major sectors— advisory, built environment, water, transport, energy, and international development—each practice is led by renowned technical experts and supported by a community of professionals with common interest, resulting in a proven structure that fosters best practices and drives sustainability.

We’re not in business to make the most profit for external shareholders. There are no external shareholder priorities to influence our decision making. Our people stay with us because they have a stake in the company – we have a retention rate of over 90%. So you can be confident that if you like working with someone it’s likely they will be with us for your next job, and the one after that.

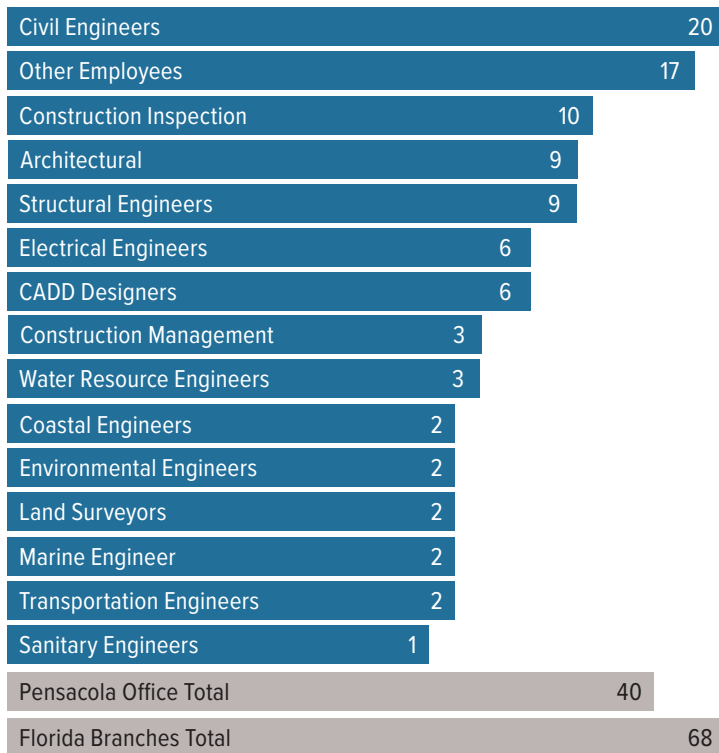
Proposed team

2

DBE/MBE-certified subconsultants

Tullo Planning Group, DBE
 Environmental and Geotechnical Specialists (DBE)

Mott MacDonald engineering support personnel by discipline



We provide these key built environment services:

- Conceptual, preliminary, and final design plans
- Condition inspection
- Program management
- Alternative delivery
- Safety improvements
- Construction administration
- Surveying and mapping
- Value engineering
- Risk management and mitigation
- Permitting
- Environmental assessments and impact statements
- Stormwater management facilities (treatment and attenuation)
- Flood mitigation
- Emergency repairs
- Stormwater and environmental permitting
- Regulatory compliance
- Master planning
- Threshold inspections
- Post-emergency assessments
- FEMA funding assessments

The background of the slide features abstract, overlapping geometric shapes in a vibrant blue and white color scheme. A large white semi-circle is positioned in the upper left, partially overlapping a blue semi-circle. Below these, a white curved shape extends from the center towards the right, overlapping a blue area. The bottom half of the slide is a solid blue background.

3. Approach to project/ understanding

Approach to Project/Understanding

Every project has its individual needs. The initial focus of our design direction is to discover and to investigate the needs of the client. This can be done through different methods but includes spending time with Santa Rosa County, your key staff and stakeholders to develop a design program.

Project understanding

Mott MacDonald is confident in having the ability and experience to work closely with the end user in order to discover information that is critical for developing the program. Mott MacDonald knows what questions to ask and how to listen. This process allows all the elements that are to be considered for the project to be discussed and determined. Communication and interaction will ultimately define each project's actual needs in terms of form, function, economy and time.

Mott MacDonald has highly skilled, experienced, and creative professionals who facilitate our client's design needs as they become revealed over the course of a project's development. We summarize our role as taking all the desired items and project criteria and developing a project that will meet the needs of the County. To standardize this process, our design philosophy is adaptable and applicable to all project types.

Mott MacDonald prides ourselves in making intelligent decisions as a team that works hand in hand with the Owner. Whether in the initial phases of design work, during construction, or emergency and disaster response, our engineering consulting team focuses on listening and presenting creative, thoughtful options for our clients to make an informed decision on.

One of the key components to how Mott MacDonald approaches a project is assembling the most qualified team based on the specific project type and the level of experience that might be required. Part of this team approach is to also identify key people that will provide quality control for the project. These individuals, along with the project designers, use established project control practices to review specific stages of the work.

Mott MacDonald has many continuing professional service contracts and is well equipped and staffed to efficiently manage projects assigned by Santa Rosa County.

Many members of our Mott MacDonald team reside in Santa Rosa County so we're truly committed to the community and personally invested in the success of this project.

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Mott MacDonald completed the design for the Bay Minette Courthouse Complex.



Our team readily provides these services:



Professional Architecture

Mott MacDonald has in-house architectural staff with a wealth of governmental design experience. Mott MacDonald's projects for Panhandle municipal and county governments have included administration building/City Halls, parking garages, law enforcement/judiciary centers, recreational facilities, event centers, animal control facilities, emergency operations centers, fire/EMS stations and other public use buildings. The projects have ranged from master plans, renovations, to new, state-of-the-art facilities with the latest communications networks and emergency power systems.

Mott MacDonald was responsible for the facility design of the Baldwin County Bay Minette City Hall

Urban planning and landscape design

Working holistically, we help shape developments that are fully integrated with the surrounding urban area, balancing the visual identity, cultural relevance, heritage, and long-term aspirations of the communities they serve.

Our experts are skilled in addressing the challenges of flexible, multidimensional urban environments using ingenuity and innovation combined with our full range of in-house professional and technical skills. Our experience covers all stages in the journey, from conception, planning, design, and construction supervision to operation and decommissioning.

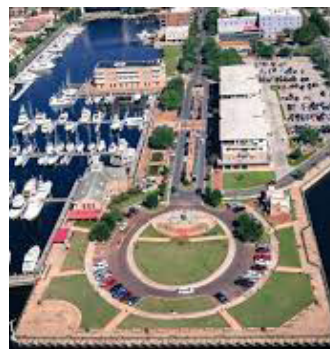
WAS Design will provide assistance in landscape architecture and urban planning services. **Tullo Planning Group (TPG)** will provide on-site quality assurance to WAS' efforts. In addition, our team is well regarded for their ability to develop designs that respond to, as well as influence, their environments. We integrate natural systems with built features, achieving environmentally responsible solutions through green technology and sustainable practices. From conceptual design through construction documentation and observation, the team provides a wide range of professional design services including site, amenity, landscape, and urban design and community planning involving resort, hospitality, hotel, retail projects, and colleges and universities.



Veteran's Park Opening Day Ceremonies. Mott MacDonald and our subconsultants completed the landscape architecture, civil, coastal, planning, permitting and structural services for this project.

Utilizing the latest hardware and software technology

Mott MacDonald is committed to keeping current with the latest in technological advances to better meet the needs of current and future projects. We are one of the few firms in the region who regularly design in three dimensional space (3D) for all project disciplines including civil, architectural, electrical, mechanical, process mechanical and structural.



Aerial view of Plaza de Luna

Plaza De Luna at Palafox Pier

We provided landscape architecture and master planning for the park that features approximately 1,800 lf of waterfront accessibility, including 600 lf at the breakwater. An additional 1,200 lf is available for fishing.

Complex Spatial Planning

Mott MacDonald has completed numerous spatial planning and interior renovation projects for commercial and office spaces. Our interior construction expertise includes schematic, final and specialized space planning, expansions, new work, relocations, and renovations. Architectural staff coordinate new interior finishes, furniture, and specific functional spaces such as huddles rooms, in accordance with guidelines tailored to each client's branding that Mott MacDonald can aid in developing.

Mott MacDonald will complete a three step approach (Tasks 1-3) to assess and develop a spatial planning program of the existing facility, develop an interior renovation plan, and develop construction documents that will allow Santa Rosa County (County) to benefit from having efficiently programmed spaces:

Task 1 - Facility Assessment and Programming

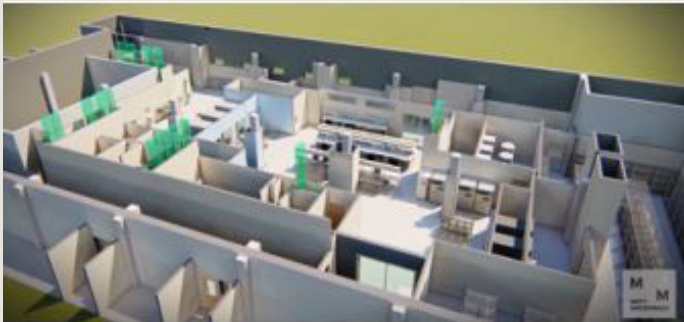
- Meeting with the County to delineate "big picture" project objectives
- Preliminary research
- Discuss the need for County design guidelines, how to incorporate present standards, and what the combined document needs to encompass
- Summarize

Task 2 - Drafting the Interior Renovation Plan

- Revisiting each building to confirm As Built documents
- Physical characteristics of the interior environment
- General survey of the County complex (both exterior and interior environment) for Chapter 10 of the FBC ADA compliance, Florida Building Code Existing Buildings, NFPA and IECC

Task 3 - Construction Documents

- Final dimensional partition plan
- RCP (ventilation registers, light fixtures)
- Finish plans, including schedules
- Design intent detailed plans, elevations and sections
- Detailed millwork and casework drawings
- Complete construction drawing set and specification manual
- Updated opinion of cost and construction schedule



Rendering of office complex office spatial planning

Building information modeling (BIM)

BIM technology is rapidly expanding through the architectural and engineering consulting industry, transforming and improving the way consultants, contractors, and clients work together.

Recognizing the benefits of BIM, Mott MacDonald utilize some of the most advanced technology, the Autodesk "REVIT" software platform, to deliver successful projects to our clients. Using this technology, our team is able to demonstrate their vision and ensure ease of constructability. Mott MacDonald has standardized its use of model-based design technology in the delivery of many of our architectural and engineering projects. The result is a consistent deliverable that combines efficiency, quality, and sustainability.

Structural design

Mott MacDonald develops buildings that are safe, striking, efficient, and able to stand the test of time. Our building consultants offer a breadth, depth, and caliber of technical expertise that ranks among the best in the industry.

The unrivaled combination of skills, resources, and experience offered by our engineers and architects across every facet of the building spectrum means we always meet project demands with knowledge, enthusiasm, commitment, and vision. We deliver consistently to all our clients, and our success is measured by their satisfaction.

Our architects and structural, electrical, and mechanical engineers incorporate energy-efficient features and structural solutions to facilitate construction and give future flexibility. We can provide innovative design for all types of government and community facilities with services ranging from energy audits and retrofits, to renovations, to new state-of-the-art facilities using the latest communications networks and emergency power systems.



ECUA Administration building at Central Water Reclamation Facility. Mott MacDonald completed the architectural, civil, electrical and structural designs.

Threshold inspections

Mott MacDonald will serve as the principal firm for Threshold Inspections for all new Santa Rosa County (County) structures. Our firm has completed numerous designs, assessments, and inspections on buildings in the County and throughout the Southeast. Our local team of structural engineers are trained in performing various types of building inspections and assessments. Because of their extensive knowledge of overall structural design of threshold buildings, our engineers have the upper hand in inspecting structural elements. They are also knowledgeable in the Florida Building Code, Administrative Code, Chapter 61G15-35, pertaining to the Threshold Law.

Examples of our design experience on threshold facilities include: Escambia County Governmental Complex, Walton County Courthouse, Marianna High School, Washington High School Auditorium, County Inn and Suites Hotels, Community Maritime Park, Escambia County Correctional Facility, Santa Rosa County Courthouse, VT MAE Aviation Repair Facility, and Titan Phase 2 Aviation Repair Facility.

The Pensacola office of Mott MacDonald has a long standing relationship with Santa Rosa County and a strong understanding of the project. We hope to act as an extension of the County staff to promote a cohesive team through final construction. We strive for professional and informative communications in our interactions with County staff, contractors, the general public, permitting agencies and any other persons that may be involved in these projects. We believe that our performance evaluations reflect our commitment to provide the highest service to Santa Rosa County.



Within the last ten years, our proposed team has performed structural inspections for Escambia County Correctional Facility (top photo), Santa Rosa County Courthouse (second from the top photo), VTMAE Airplane Maintenance Facility (third from the top photo), and Community Maritime Park, Multi-Use Stadium (bottom photo)

We provide these key services:

- Project management
- Contract administration
- Inspection
- Materials testing
- Survey layout/verification
- Constructibility and bidability reviews
- Permit acquisition, reviews, modifications
- Environmental compliance
- Equal opportunity compliance
- Utility coordination
- Scheduling and review
- Estimating
- Progress payment processing
- Cost savings/value engineering
- Quality control testing
- Shop drawing review
- Claims analysis and resolution
- Community outreach and public information
- Maintenance of traffic review
- Change order processing



Construction Administration & Inspection

Construction management is among the most critical stages of a successful infrastructure project. No matter how well a project is designed, its execution will have a long-term impact on its quality, resilience, safety, and longevity.

Mott MacDonald acts as an owner's representative on your construction projects to provide the appropriate level of project management, contract administration, on-site inspection, documentation and oversight, and materials testing.

Our team includes experienced professional engineers, project administrators, inspectors, contract support specialists, and resident compliance specialists. Our inspectors are FDOT-trained and certified for pavements, structures, pile driving, earthwork, traffic control, signalization, stormwater, hazmat/nuclear safety, and final estimates, to name a few.

Mott MacDonald has provided CEI and RCS services in the state of Florida for over 20 years.

Site planning and design

Mott MacDonald has the staff and resources to plan small municipal projects, or large, multi-million dollar capital improvements. Experienced staff that know the needs of municipalities on limited budgets utilize the most expedient and cost-effective ways of evaluating how a project can be designed, permitted, bid and constructed in a manner that will meet with their constituents' satisfaction. Mott MacDonald staff has a wealth of experience in dealing with project impact on neighborhoods and communities, whether it is a small structures project, or a full amphitheater.

Mott MacDonald has in-house staff that work with its architects in making the best use of available land for public improvements, be it a downtown streetscape, or a new multi department municipal complex. Site designs include drainage, water, sewer, fire protection, sidewalks, parking, landscaping, lighting and amenities that complement the existing or proposed public facility. Site designers are well versed in all site improvement regulatory requirements, especially for site stormwater management and ADA access.



Rendering of Camp Helen State Park where Mott MacDonald provided planning and design and engineering



Rendering of the Bayfront Park project. Mott MacDonald provided full design services for architectural, civil, planning, permitting and structural.

Recreational park facilities

As we invest in the park infrastructure of Northwest Florida, Mott MacDonald has been involved in numerous successful recreational amenity projects that enhance local communities for countless visitors, young and old, as well as provided significant environmental benefits by creating wildlife habitats, mitigating stormwater impacts, reducing soil sediment discharges, and mitigating urban effect.

Beach areas are subject to coastal processes, which can cause frequent inundation and drive land morphology. The sites are also subject to high rainfall, low infiltration rates, and high usage by the public. In addition, many areas in Florida are subject to a wide range of environmental regulations. These range from public beach to endangered species and USACE jurisdictions. Mott MacDonald routinely works in Florida's coastal setting and provide solutions that work with these challenges to produce successful projects for our clients. Our expertise in buildings and infrastructure, water resources, transportation, environmental engineering, waste management, landscape architecture, and supporting service areas (including geotechnical, structural, mechanical, electrical, and architectural engineering) benefits each of our unique recreational park and site development projects. Mott MacDonald can seamlessly integrate all of these offerings to engineer a new and/or improved site plan and amenities for any of the project's specific applications.

Civil engineering

The complex array of federal, state and local regulations which impact development and redevelopment of property creates a need for highly specialized engineering services. Whether it be roadways, site developments, or recreational facilities, Mott MacDonald has the experience to recognize development constraints and opportunities which are often critical to a client's decision to proceed. Challenges posed by site terrain, infrastructure limitations, environmental constraints and regulations which impact development projects are addressed by our experts in a cost effective and well thought out manner. We have extensive experience in all types of municipal projects, many through our continuing services contracts.



Electrical

We are industry leaders in the development, design, procurement, installation monitoring, integration, testing, commissioning and management of various electrical systems. We have extensive experience in the fields of power, I&C, and communications systems, from design through system start-up.

Electrical components are becoming more integrated into civil engineering projects as technology advances. Mott MacDonald has a team of electrical engineers in our Pensacola office that work on a variety of projects from roadway lighting to lift station design. Having a team of local experts that are familiar with our civil engineering projects allows for easy integration of electrical engineering for the projects that may require it.

Environmental services

Meeting the requirements of today's comprehensive federal, state, and local environmental legislation and regulations requires a proactive approach to evaluating and resolving environmental challenges.

Mott MacDonald provides the wide range of scientific and environmental expertise needed to successfully address the variety of environmental issues in Northwest Florida. Whether onsite wetlands, endangered species habitat, or protected trees and vegetation, our staff has the technical expertise to perform the necessary surveys and studies to execute ecologically sensitive designs.

Negative impacts are increasingly costed into projects. But what of potential positive impacts? By looking for the opportunities early enough in project development, it's possible to go beyond mitigation to deliver benefits at little or no additional cost.

Mott MacDonald is committed to serving our clients by guiding projects through the regulatory process into construction and operations. We commit dedicated environmental and permitting experts to serve Santa Rosa County.



In February 2021, the Tourism Development Council presented a new Navarre Beach amphitheater concept to the Santa Rosa County Commission. The vision for the Navarre Beach park is to develop amenities adjacent to the pier that will provide a focal and gathering point for community events, provide visitor comfort and relaxation, spacious open air retail, and outdoor dining and children's playgrounds.

Currently, the park budget is \$500,000. With a park construction of this scale and magnitude and the recent effects of COVID-19, the park may need to occur in a phased construction as illustrated below. To facilitate a successful public and private partnership and pursue all available funding opportunities, a cross organizational committee should be considered to act as an advisory board for the project. This centrist community area will be a unique destination that welcomes and captivates individuals, families, and the community in a sustainable way focusing on the health of the people and Navarre Beach.

Phase 1

PHASE 1 - New Amphitheater

Relocation and modification to existing overhead power lines, tropical vegetation, and the new amphitheater.

Benefit: Amphitheater overlooking the Gulf of Mexico

Opportunities: Creation of an open air community venue design that is sustainable against the effects of hurricanes



Phase 2

PHASE 2 - FOOD TRUCKS

Food trucks with outdoor covered dining

Benefit: Convenient open air dining for the community

Opportunities: Installation of food trucks/trailers that will allow for infrastructure improvements



Phase 3

PHASE 3- SEATING & WALKWAYS

Covered seating, walkways, and gathering areas

Benefit: Destination that welcomes and captivates

Opportunities: Creation of an annular space that is functional and accessible to all community members



Phase 4

PHASE 4- CABANA STYLE SHOPS

Elevated cabana style shops, covered elevated viewing decks and entry portals

Benefit: Retail opportunities and options

Opportunities: Creation of shops and covered elevated viewing decks that will be a destination for local community members and visitors of Navarre Beach



Phase 5

PHASE 5- BEACH ACCESS UPGRADES & PLAYGROUNDS

Public showers at beach access, splash pad playground and commercial playground

Benefit: Creating a centrist community area

Opportunities: Creation of amenities that are visible, family friendly and durable against the gulf coast environment



Work management plan

Management process

Santa Rosa County has identified two task orders for an example of the scope of work to be performed under the proposed Architectural Services Contracts:

- Design of a new amphitheater on Navarre Beach
- Space planning and facility renovations for the Engineering & Environmental offices

The County also identified other projects forthcoming after those task orders:

- Threshold inspections to assist the County Housing Program
- Space planning and facility renovations for the public services facility
- Landscape architecture projects for the landscape design of the grants department

The Mott MacDonald team has completed many projects with similar scopes of work as the projects listed above for Santa Rosa County and other municipalities in Northwest Florida. We are also familiar with Santa Rosa County's project delivery requirements and have worked with County staff to successfully manage projects both for the County and for private developers within the County.

To meet your expectations for the Professional Architectural Services contract, Mott MacDonald has assembled a team, led by Chad Lyner, with the skills and expertise needed to address the various types of projects identified. Each team member brings specific, direct and pertinent experience as well as an in-depth understanding of working with waterside environments for recreational facilities.

As each Task Order for the Contract arises, Chad will meet with County staff to understand the scope of the proposed task, and match the appropriate team members to that task. He will stay involved in every project to be sure that the team is meeting the expectations of the County by meeting regularly with the County project manager. Our goal is to provide the County an extension of staff in the employees of Mott MacDonald.

The Mott MacDonald Team's plan for conducting and providing the services requested by the County involves both managerial and technical competency and processes. These include:

- An efficient organization structure that is responsive and flexible to client requests
- An emphasis on stakeholder consultation and communication
- Experience in managing similar projects for Santa Rosa County and other local governments
- Effective assignment implementation plan
- Unequaled knowledge of the project requirements
- Ability to meet County deadlines
- Understanding of funding constraints and design objectives
- Superior technical expertise
- Comprehensive, timely reporting on all elements of an assignment
- Integral quality control / quality assurance plan
- Commitment to delivering value to Santa Rosa County

The elements identified above are addressed herein to demonstrate our understanding of this project assignment.

Effective communication for progress

A critical component of a successful project is to ensure that all participants work to the same plan. This project will include a specific Project Plan of Work (PPW) that is a key part of our project control and quality management system and includes sections on contacts, communication protocols, reporting, task assigned individuals, scope, budget, schedule, work breakdown structure, deliverables and specific project criteria. The PPW will be updated during the course of the assignment to incorporate any changes as necessary. The purpose of the PPW is to ensure that all project participants have a clear understanding of the assignment goals before any work begins and enables Mott MacDonald to best utilize the skills of its staff and identify if any additional resources are required.

Regular internal meetings, monitoring progress and corrective actions, will be held to maintain the schedule, and we will keep the County informed of the status of the assignment to enable you to maintain control of the decision-making process.

The Mott MacDonald project management team will be responsible for overall contract management, ensuring the team meets its commitments for the project. Chad Lyner will lead the effort and be supported by the various discipline experts to complete specific work required under the contract. He will assure that each task has appropriate levels of support and resources for successful completion of assignments. Chad will communicate regularly with the County's Project Manager to assure work is progressing in a manner that meets or exceeds expectations.

This team approach has worked effectively to manage Mott MacDonald's previous experience with similar projects and has taught us that the availability of qualified technical and support staff is essential to effectively serve clients. Having a diverse breadth of staff both locally and corporate-wide, affords flexibility to assign the appropriate technical staff. We have also learned the importance of a single point of contact Client Manager, and we believe that Chad Lyner's management abilities and relationship with County Staff is a key to success of the overall Contract.

Staffing structure to meet schedules

The Mott MacDonald Team's organizational structure is designed to be flexible and is tailored to be responsive to Santa Rosa County's specific requirements for each assigned design task. Chad Lyner will manage a team of expert technical leaders for all disciplines identified under this solicitation. These resources will be quickly mobilized and assigned to efficiently complete each task and maintain the project schedule. This Mott MacDonald team provides the following:

- A team of managers, engineers, and architects, who have knowledge of the County's standards and procedures, and who will apply this knowledge to the project.
- Responsiveness to keep the project on-schedule.
- A project organization that provides dedicated teams for the various tasks to allow for multiple deliverables to be performed simultaneously.
- A compact team that can provide 100% of all A/E/CA services.
- Thorough knowledge of the tasks expected within the project scope.
- A quality control / quality assurance plan that allows review of all deliverables of varying size and complexity.
- Cost estimating and scheduling capabilities that focuses on the unique construction environment at each site location and affords this focus on both a general and detailed level.

It is mandatory that projects be executed in a timely manner, within budget, and delivered seamlessly with no surprises. This will be accomplished with an active risk management program through design and construction and using our proven management and quality assurance techniques. A successful project requires a keen focus and excellent communications to assure smooth and efficient operations. The Mott MacDonald Team realizes effective collaboration with the County's Project Manager will be crucial. Hallmarks for each deliverable will be constructibility, safety, security and added-value while minimizing inconvenience to the local residents and traveling public. This Team will endeavor to exceed Santa Rosa County's expectations for sustainability by incorporating a high degree of sustainable design and construction practices.

Our approach to a project's undertakings is to provide ample client review opportunities, so that Santa Rosa County's project management team fully understands the project approach, relevant criteria and sees project progression many times during its development. This affords two-way dialog between the project and client leading to active comment and suggestion incorporation as the project develops. This collaborative effort strengthens initial concepts and leads to comprehensive and well thought out work products.

Managing a multi-firm team

Over the years, Mott MacDonald has developed an approach to subconsultant management that has proven successful. This approach is based on lessons learned from previous projects and incorporates the most successful aspects of each. We have long standing relationships with the many subconsultants in the area, and we will seek County feedback prior to adding a subconsultant to our team for a specific task.

Subconsultant control will be accomplished on a weekly basis, as necessary, with periodical review meetings. The review schedule will depend on the specific area of involvement of the subconsultant. A key component is the development of mutual trust between all project participants and establishing open and honest communication at the outset.

Our project manager will develop a task proposal and work plan, based on input from the appropriate discipline specialists and team resources. In accordance with the proposal and schedule, he will also be responsible for the execution of each task assignment for the project.

Implementing proven budgeting and scheduling solutions

The key to on-time and on-budget performance lies in successfully combining the scope/deliverables, budget and schedule, into a Work Breakdown Structure (WBS). However, as we have experienced on previous projects, we must also continuously communicate with the County as the work is executed and collectively agree to adjust scope and schedule as necessary to deal with unanticipated conditions or events. We believe it far more important to deliver the right project rather than to meet a schedule for the wrong project. The WBS is critical to the successful execution of the project as it establishes what is to be done, who is to do it, how / who will check it, when it will be done, and the budget for the work. Mott MacDonald's Business Management System includes policies on project execution and a suite of project control tools Mr. Jenkins will employ to control, responding to each project task with qualified and experienced staff and produce quality work products delivered on time and within budget.

Each task schedule will be updated on a bi-weekly basis and submitted with monthly progress reports to the County. All stakeholders will be kept informed on a timely basis with respect to the current progress, critical activities, potential delays, mitigation strategies, and corrective actions.

Any change to scope will be immediately assessed by the Mott MacDonald team to consider impacts on current and completed work and to determine the most effective way to integrate the additional scope into the current schedule. If schedule problems develop, our Project Manager will coordinate with our team to assess the problem and develop a revised schedule that all team members can buy into and move forward with to meet the project goals.

Mott MacDonald will use appropriate scheduling software (MS Project) to prepare and monitor the approved assignment schedule and resources. Weekly updates will be tracked to indicate adherence to assignment targets and provide early warning of activities that are not in compliance with the schedule thereby enabling resource, budget, and scope decisions to be made.

Quality assurance

The Mott MacDonald QA/QC goes beyond checking deliverables prior to submittal. It is a daily work ethic instilled into all our managers, designers, and technicians.

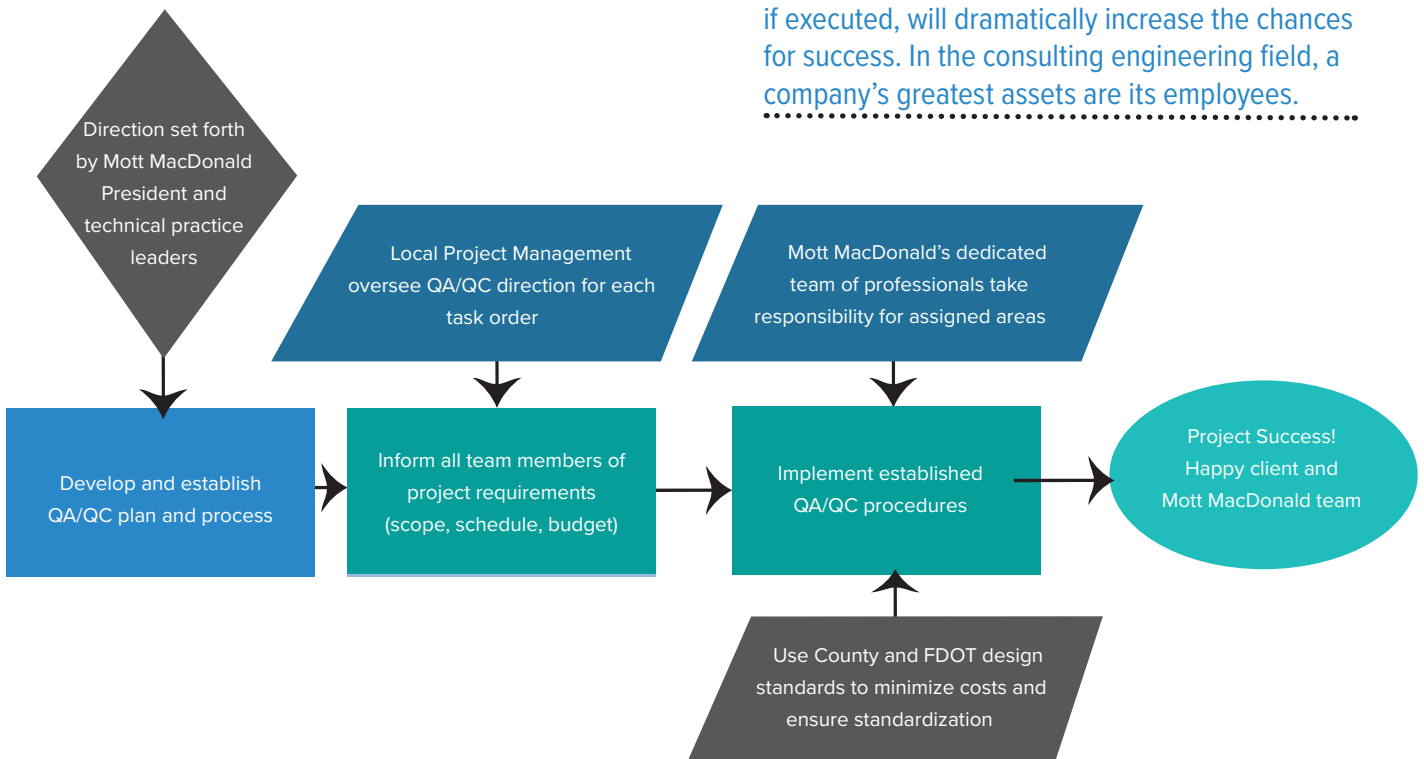
We understand that Santa Rosa County is making a major capital investment on each Task Order of this Contract. As with any major purchase, buyers want the most for their money. They want quality, durability, reliability, and all for a fair and reasonable price. Regardless of project size or scope, it will require close coordination between multi-disciplines, designers, and construction personnel under unique site characteristics. It will require a plan to control quality – a plan that not only addresses quality of the design but also establishes a process to promote quality of conformance and quality of performance.

Mott MacDonald’s process to quality is based on a well-established process, called our Integrated Management System (IMS). As a part of our commitment to quality, Mott MacDonald submits our procedures to external assessments carried out by independent nationally accredited assessors. This assures an independent evaluation of our policies and procedures and substantiates Mott MacDonald as an ISO 9001 accredited firm. The ISO 9001 accreditation is an independently verified certification that Mott MacDonald has established a formal Quality-Assurance program and verifies that we actually follow those procedures. We have invested in this certification as a commitment to our clients that quality will be upheld throughout our work product.

Mott MacDonald and the entire project team are committed to providing the County with the highest quality of services for this project. We take the approach that quality control begins even before the Notice to Proceed is issued. It begins once the project manager thoroughly understands the scope of services for the project, and then assigns and dedicates the very best personnel suited to the tasks that are required. David Skipper, PE and Heath Jenkins, PE will be ultimately responsible for establishing and maintaining the Quality Control/Quality Assurance Programs for this project.

Any quality procedure or system like our IMS is only useful when it is followed. For Mott MacDonald, to ensure quality and achieve success, every member of the project team must do their job. Our project management team clearly understands the importance of quality and our approach is summarized in the process flow diagram below.

The benefits to the County and Mott MacDonald by following these simple steps are endless: a process, if executed, will dramatically increase the chances for success. In the consulting engineering field, a company’s greatest assets are its employees.



Some major milestones with estimated durations are shown below:

Schedule of major project milestones		 Estimated start/completion dates  Individuals responsible
2 weeks	Navarre Beach Amphitheater <ul style="list-style-type: none"> NTP/Kick-off meeting Coordination with subconsultants & design team Scope refinement/clarification 	 start - Feb 2022, completion - March 2022  All Mott MacDonald team and subconsultants
	Task 1 – Data Collection <ul style="list-style-type: none"> Data collection Survey Environmental review 	 start - April 2022, completion - May 2022  Chad Lyner (MM), Christin Goreman (EGS)
2 months	Task 2 – Concept Design <ul style="list-style-type: none"> Develop conceptual designs and cost estimates Concept review meeting Modify concepts based on review comments Coastal/sustainability analysis 	 start - June 2022, completion - Aug 2022  Chad Lyner (MM), Lowry Denty (MM), Tom Jarman (MM), Chad Watkins (WAS)
	Task 3 – Concept Design <ul style="list-style-type: none"> Develop conceptual designs and cost estimates Concept review meeting Modify concepts based on review comments 	 start - June 2022, completion - Aug 2022  Chad Lyner (MM), Tom Jarman (MM), Amber Kirk (MM), Chad Watkins (WAS)
6 months	Task 4 – Architectural/ Engineering design & construction plan development <ul style="list-style-type: none"> Project design Geotechnical investigation Develop construction plans QC and County reviews Utility coordination 	 start - Sept 2022, completion - February 2023  Chad Lyner (MM), Tom Jarman (MM), Amber Kirk (MM), Chad Watkins (WAS)
	Task 5 – Permitting Initiated after 60% plans review <ul style="list-style-type: none"> Perform agency coordination with FDEP and USACE Develop permit packages 	 start - Dec 2022, completion - Dec 2023  Chad Lyner (MM), Christin Goreman (EGS)
1 year	Task 6 – Bid phase and construction engineering inspection <ul style="list-style-type: none"> Bid advertisement, selection, negotiations and kick-off meeting Start of construction Daily field support, administration, and inspections Completion (duration subject to final budget and phasing) 	 start - Jan 2024 - We will successfully see this project through from start of construction to completion  Chad Lyner (MM)

4. Qualifications of key personnel



Our team has collaborated on similar projects before, and your lead architect, Tom Jarman, understands how to lead the multi-discipline necessary to construct these municipal buildings. Shown here is the Fairhope Satellite Courthouse, where Mott MacDonald performed the architectural and civil design for this renovation and addition of the 38,758 sf courthouse building.

Qualifications of Key Personnel

A good building is all about the people who own and operate it, but most of all, it's about who uses it. A good building is simple to create, operate, and adapt; it's cost-effective over its lifecycle; it respects its environment; and it is appropriately functional.

Mott MacDonald's universe of creative thinkers is centered around our clients like Santa Rosa County. We're joined-up across sectors, giving you access to exceptional breadth and depth of expertise and experience for your new amphitheater on Navarre Beach and all task orders that follow. We offer fully integrated cross-disciplinary architecture and engineering, program management, and construction administration services. Throughout the process we will keep three core concepts in mind—value, efficiency, and sustainability—to design functional facilities that meet the needs of the locals and visitors alike.

The Mott MacDonald team includes experienced registered architects, engineers, modelers, designers, inspectors, and specialty personnel to deliver complete service needs for the projects assigned under this professional services contract. We also include **Environmental & Geotechnical Specialists (EGS)** for geotechnical and environmental services, **Peterson Engineering** for mechanical and plumbing, **WAS Design/Tullo Planning Group** for landscape architecture. This is a strong experienced team that has successfully developed similar amphitheaters and municipal facilities over the decades throughout the Panhandle. This insight, paired with our knowledge of the County's standards and preferences, will ensure many vibrant and successful facilities at construction's end.

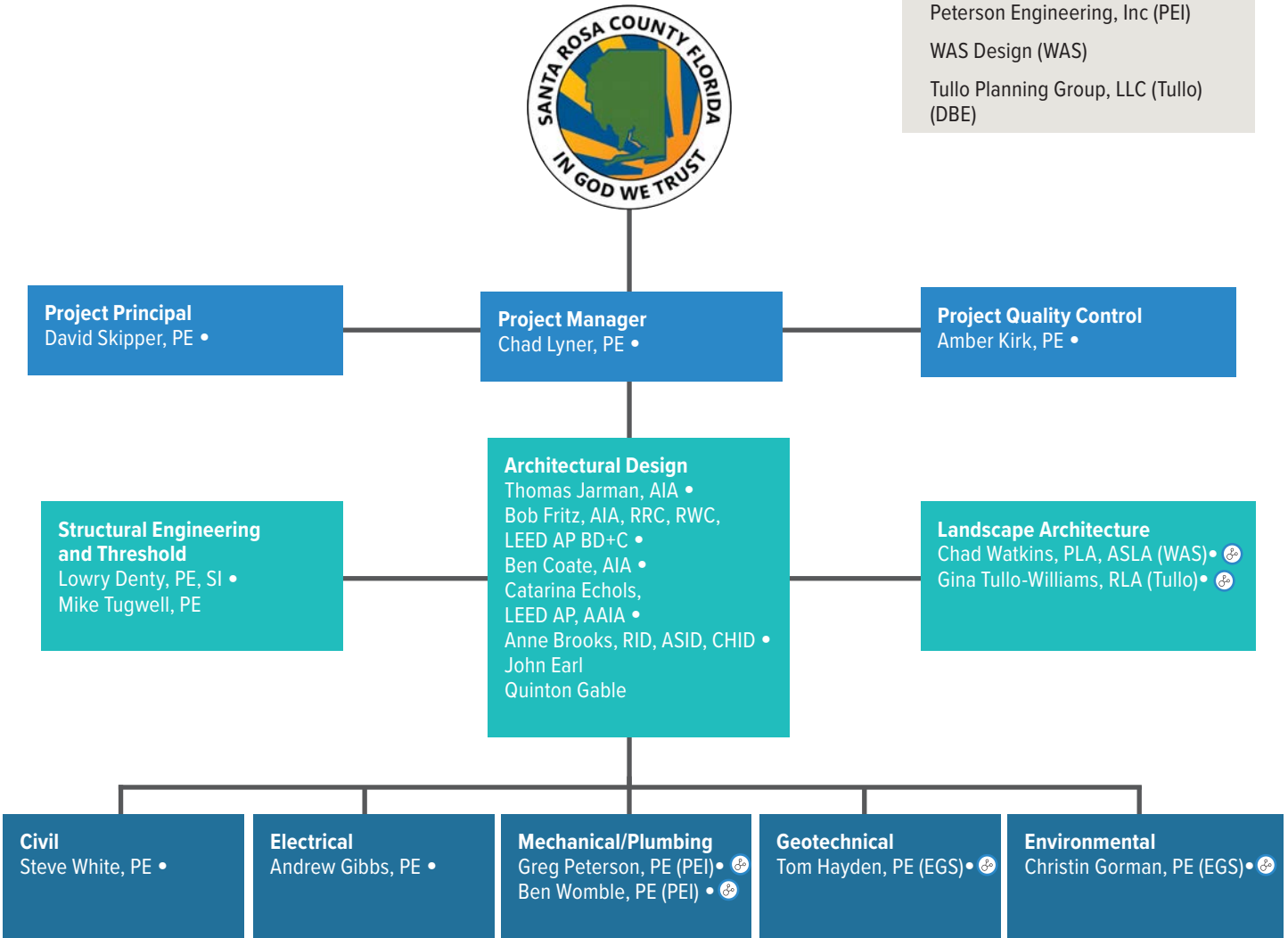
We've provided assessment, design, inspection, and construction services for these types of building projects:

- Administration buildings
- Amphitheaters
- Animal control facilities
- Aviation manufacturing and maintenance facilities
- Emergency operations centers
- Fire and EMS stations
- Hospitals
- Maintenance garages
- Laboratory buildings
- Law enforcement/judiciary buildings/courthouses
- Libraries
- Mosquito control facilities
- Spatial planning and office renovations
- Parking garages
- Pavilions
- Recreation/park facilities
- Restaurants
- Water and sewer facilities
- Schools
- Sports complexes
- Warehouses

#15

top international design firm in General Buildings by ENR 2020

Organizational chart



Subconsultants

- Environmental & Geotechnical Specialists (EGS) (DBE)
- Peterson Engineering, Inc (PEI)
- WAS Design (WAS)
- Tullo Planning Group, LLC (Tullo) (DBE)

• Resumes shown for key staff

Current and projected workloads

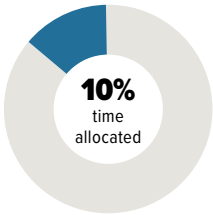
Based on the currently contracted work and estimates of anticipated future work for the same period, Mott MacDonald believes that the proposed service levels of staffing are more than adequate to handle this project for the County to the highest level of quality. The Mott MacDonald team will at all times maintain sufficient resources to achieve the project in a timely and efficient manner.

Project Principal, David Skipper, PE is ultimately accountable for committing the resources of the Mott MacDonald team to Santa Rosa County. He will work closely with Chad to ensure adequate resources are available and will be in frequent communication with Santa Rosa County to provide the highest level of customer satisfaction. David will regularly check in with the County's program manager to ensure that the Mott MacDonald team is delivering their services in a quality and timely manner and will be available and accessible to the County at all times. **Due to space limitations, current and forecasted percent of full-time availability of each key individual during the project is indicated on their resume within this section.**

100% commitment of key personnel



David Skipper, PE
Project Principal



Mott MacDonald
2002 – present

Education

BS, Civil Engineering, Florida State University, 1996

Registrations

PE, FL, #58972
PE, AL, #24741
PE, GA, #032638

Training and memberships

- FDOT Specifications Package Preparation Training for Consultants
- FDOT Advanced MOT
- FDOT QC Manager
- Consultant Invoice Transmittal System (CITS)

Mr. Skipper is a division general manager and oversees the firm's projects and offices in Florida and Texas. Throughout Mr. Skipper's career he has managed, supervised, designed or supported a wide variety of transportation projects for FDOT and various transportation authorities and municipalities. His experience includes all phases of transportation development from feasibility and PD&E studies through final design and construction. His design experience includes resurfacing, restoration and rehabilitation (RRR) projects, intersection improvements, drainage improvements, bridge replacements, concrete rehabilitation and multi-lane capacity projects, including both design and construction engineering and inspection (CEI).

90%

current utilization

Selected projects

Ganges / Madura Stormwater Improvements, Santa Rosa County BCC, Santa Rosa County, FL: Project Manager in charge

of design, utility relocations and upgrades, permitting, quality control, budgeting, contract administration, and construction inspection for a stormwater improvement project for Santa Rosa County located in the Tiger Point Golf and Country Club residential development. The project was funded by a Hazard Mitigation Grant due to historical flooding of several homes in the area. The project consisted of the analysis of four interconnected ponds and the associated drainage network in the area utilizing AdICPR. Improvements included retrofitting of the existing ponds to allow for the addition of littoral shelves and wetland plantings, addition of outfall structures to control flooding, additional of new pipes and inlets along Ganges Drive and Madura Ave., and the design of a stormwater pumping station to convey water to the modified pond facilities. The project had a total construction cost of approximately \$1.0 million.

Vernon Elementary School Building 6 Replacement, Vernon, FL:

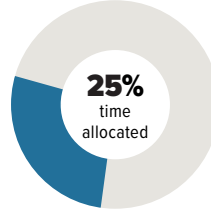
Project Director. The project consists of a new one-story educational wing containing five intermediate classrooms, two primary classrooms, one science demonstration classroom, restrooms, and a teacher's lounge. The new classroom wing is to replace antiquated facilities to improve the learning environment, energy efficient, and maintenance costs. The scope of work includes demolition of a 7,700 SF building and a 2,000 SF buildings along with selective demolition of electrical, intercom, telecommunications, and fire alarm systems.

Jubilee, Santa Rosa County, FL:

Project Manager (Engineer of Record) responsible for design of 588-lot residential subdivision and golf course. Civil Engineering services included development of roadway infrastructure, including all required utilities for the development, plus site planning for each of the developments within the planned community.



Amber Kirk, PE
Project Quality Control



Mott MacDonald
2018 – present

Education

MEng, Civil Engineering, University of Florida, 2010

BS, Civil Engineering, Florida State University, 2007

Registrations

PE, FL, #74003

Training and memberships

- Society of American Military Engineers, Emerald Coast Post Secretary, 2016-2018
- American Society of Civil Engineers, Branch Vice President 2010-2011, Treasurer 2009-2010

Ms. Kirk is a senior project manager and project engineer with experience delivering project management and engineering solutions for numerous civil works projects performed on state, local, and international contracts. With a focus on transportation engineering across all phases of the project lifecycle, she has led or supported the analysis, design, modeling, and QA/QC efforts of major and minor construction projects involving roadway, signing/pavement marking, and drainage design as engineer of record for plans and studies. Management responsibilities have included financial administration, scheduling, resourcing, and reporting for contracts up to \$5M.

75%

current utilization

Selected projects

Santa Rosa County Judicial Center, Santa Rosa County, FL:

Project Manager who provided program management services for the Santa Rosa County Judicial Center Complex, comprised of a court house building, site development, and roadway connection/improvements in Milton, Florida. The project construction budget is approximately \$35 million with funding secured from a variety of sources. Santa Rosa County retained the services of a Design Build Team to design and construct the project. Program management services encompass the planning, design, and construction phases in addition to commissioning and threshold inspection

FDOT Central Office GEC, Statewide, FL:

Deputy Project Manager to assist with administration of over 30 task work orders that support the development, operation, maintenance and construction of the state highway system. Assisted with contract administration, coordination with FDOT and 20+ subconsultants, and ensuring task requirements were met.

FDOT District 3, Districtwide Safety Miscellaneous Design Contracts, Safety Analysis and Reporting, FL:

Project Engineer to conduct the study and analysis of crash reports and traffic concerns in District 3. EOR for development of safety reports for high risk locations and rural roads. Responsible for conceptual design, field visits, research, public involvement, and coordination with local agencies.

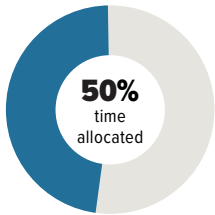
Okaloosa County MSA Engineering, Okaloosa County, FL:

Project Manager for this Master Service Agreement for Public Works Engineering Services.

John King Road Improvements, Crestview, FL: Project Manager responsible for conceptual analysis of \$2.2M roadway improvements to add lanes and expand capacity at the State Road 85 intersection. Also assisted client with developing FDOT grant application package.



Chad Lyner, PE
Project Manager



Mott MacDonald
2005 – present

Education

BS, Civil Engineering, University of Alabama at Birmingham, 2001

BS, Technology, Jacksonville State University, 1999

Registrations

PE, FL, #66277

PE, AL, #28305

Training and memberships

- Transportation Worker Identification Credential

50%
current utilization

Mr. Lyner serves as a senior structural engineer in Mott MacDonald's structural engineering department. His experience includes structural design and inspection for water and wastewater facilities, coastal and marine structures, municipal, commercial, and industrial buildings, parking structures, pedestrian and vehicular bridges, and other transportation-related projects.

Selected projects

Community Maritime Park, CMPAA, Pensacola, FL: Project Engineer. Threshold Inspection and site observation. The overall project consists of a future mixed-use development in downtown Pensacola and includes a public waterfront park, amphitheater, and community multi-use facility. In addition, the current Park there is future development plans for commercial, office, retail, residential, restaurant, entertainment, promenades, parking garage, conference center, museum as well as university educational, research and office facilities.

New District Headquarters, Beach Mosquito Control District, Panama City Beach, FL: Senior Structural Engineer for the planning, design, permitting and construction administration for a new headquarters, which includes a heliport and 5,000 sf hangar, 7,000 sf single-story administration building with offices and meeting space, and auxiliary buildings including a chicken house, pole barn, and chemical shed. Due to schedule and funding constraints, we assembled multiple design teams to work simultaneously and developed an innovative plan for construction phasing.

Players Club WRF, SJCUD, Ponte Vedra Beach, FL: Senior Structural Engineer for the design, permitting, bidding, and construction services for a new 2.4 mgd WRF to consolidate the flow from the Players Club, Inlet Beach, and Sawgrass WWTPs. The project includes screens, grit removal systems, UV, two-10 disk cloth disk filters, belt filter press, six vertical turbine reclaimed water pumps to three different discharge locations, three new buildings including an operations/administration building, blower & main electrical building, and a dewatering building. Project challenges include an accelerated schedule associated with State Revolving Fund (SRF) requirements, improvements that meet AWT limits, creative consolidation of existing flow from the other WWTPs, and maintenance of plant operations during construction.

Destin Shore at Crystal Beach, Destin, FL: Engineer of Record for project: Wood framed structures utilizing heavy timber piling and framing for a pavilion and walkway structure.

Stennis Space Center Printing Office Renovation D/B, NASA, Stennis, MS: Engineer of Record for the renovation of building 9101, Government Printing Office. Structural renovations included one isolated foundation for a new printing machine, six new 20-ton packaged heat pump rooftop units, two structurally supported roof mounted exhaust fans and five direct roof mounted exhaust hoods/fans with no structural framing. Work included structural analysis, evaluation and design of the existing roof structure to support the new rooftop unit and fans as well as the design of a new isolated foundation to support the new printing machine.

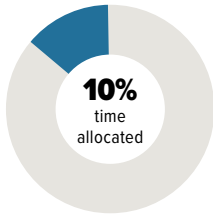
East Terminal Facility, Panama City Port Authority, Panama City, FL: Structural Engineer for the new 41-acre East Terminal Facility at the old WestRock site. The site previously held a paper mill, oil reservoir, liquid storage tanks, warehousing, and rail and shipping, so extensive environmental evaluations were performed to ensure it was suitable for the new facility. The new facility includes a 252,000 sf state-of-the-art warehouse, rail yard, and truck loading and storage facilities. Creative construction phasing was incorporated to keep the existing warehouses and rail storage tracks, which were partially located on the new footprint, operational.

Hurricanes Matthew and Irma Damage Assessment and Emergency Repairs, City of Flagler Beach, Flagler County, FL: Project Engineer. Project consists of emergency response, damage assessment and FEMA reports and temporary emergency repairs to City facilities because of Hurricanes Matthew (2016) and Irma (2017).

Veterans Park, Okaloosa County, FL: Structural Engineer of Record for this park enhancement project that includes enhanced recreation and education while protecting the facilities and shorelines from future storm events and other environmental impacts. Responsible for the development and delivery of the structural design of the project. LED structural design team, LED structural coordination efforts with different design teams.



Bob Fritz, AIA, RRC, RWC, LEED AP
Architectural



Mott MacDonald
1996 – present

Education

B of Architecture, New Jersey
Institute of Technology, 1988

Registrations

Registered Architect
FL, #97794
AL, #7103
NJ, #21AI01168600
NY, #024987-1
CA, #C28658
PA, #RA404582
MD, #19210
NC, #14463
MA, #952041-AR-R

Mr. Fritz is a Senior Vice President and Principal Project Manager and oversees a wide-range of multi-disciplined design projects including transportation facilities, military facilities, municipal facilities, educational facilities, and residential buildings. He has years of comprehensive experience in all aspects of buildings and facilities project design. He is responsible for project design and administration, feasibility studies, consultant coordination and construction documents preparation. Mr. Fritz has a focused interest in maintenance master planning, including roofing/waterproofing and building envelope and window diagnostic investigations, analysis reports and repair or replacement phasing and implementation design packages. He also has extensive experience with building codes and life safety code compliance analysis.

90%

current utilization

Selected projects

Repair Classroom Facility Building 402, 134th Air Refueling Wing/ MSC, Tennessee Air National Guard, McGhee Tyson Air National Guard Base, Knoxville, TN: Project Manager; provided design services to renovate 25,000 SF facility. Scope of project included classroom repairs, repair multi-use areas, upgrade mechanical, electrical and plumbing systems, upgrade fire protection systems, repair/replace elevators and replace roof.

Replace Operations & Training and Dining Facilities, Pennsylvania Air National Guard, Fort Indiantown Gap Air Guard Station, Fort Indiantown Gap, PA: Project

Principal in charge of the design and construction phase services to construct a new operations and training/dining hall facility. The operations and training space will include headquarters space, recruiting, personnel and training, and a Unit Deployment Control Center. The messing facilities will include a dining area, serving line, food receiving, preparation area, storage area, conference room, restroom/locker room, and communications room. The new 17,000 square foot building will provide facilities to accomplish training and mission requirements for the Guard's 193rd Regional Support Group.

Construct Deployed Troop Camp (Design-Build), Pennsylvania Army National Guard, Regional Training Site at Fort Indiantown Gap, Annville, PA: Project

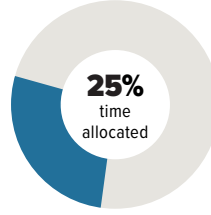
Principal in charge of the design of two troop camp dormitories, each 850 SF, at the Army Guard's Regional Training Site. Work included providing electrical, communications, HVAC, and a dry sprinkler system.

Rehabilitation of Weekend Enlisted Training (WET) Site, Pennsylvania Army National Guard, Fort Mifflin, Philadelphia, PA: Project

Principal in charge of the design of various rehabilitative work for a total of 6 buildings consisting of warehouses, administrative/dining facilities, and housing. Each building was approximately 10,000 SF.



Ben Coate, AIA
Architectural



Mott MacDonald
2017 – present

Education

B of Architecture, Auburn University,
1991

Registrations

Registered Architect
AL, #4791

Ben Coate is a Senior Project Architect & Manager in which duties on all projects consist of building design, owner/user project scope assessment, design team assemblage and management, project meeting supervision, contract & schedule preparation, cost estimates, illustrative sketches, BIM modelling, feasibility studies, field surveys, construction document production, technical specifications writing, construction supervision and administration tasks including: bidding documentation, bid review/recommendation for award, owner-architect-contractor meetings, submittals reviews, responding to contractor request for information, change orders review/recommendations, site observations and reports, meeting with building officials, expediting the permitting process, coordinating engineering consultants, final punch list through substantial completion and owner occupancy.

75%

current utilization

Selected projects

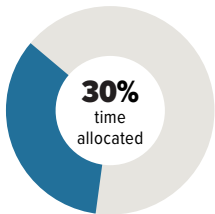
Mosquito Beach Control District Facility, Beach Mosquito Control District, Panama City, FL: Project Architect. This project entailed the planning, design and construction administration services for construction of the several facilities which will constitute the new District Headquarters to be located in Beach Commerce Park. Proposed tasks included facilitating the implementation, with updates, of the District Headquarters Master Plan and site design; design of a new heliport and hangar; design of a new District Headquarters Administration facility; design of auxiliary building(s) to support the District's operations; and associated permitting.

Airbus Americas USA Expansion and CFAL, Mobile, AL: An expansion of the existing FAL (Final Assembly Line) USA is required for increasing rate of production at the Mobile, AL facility; further, the FAL USA facility will assemble A220 aircraft in the new CFAL facility. Mott MacDonald is responsible for design management and procurement support for this multi-phased Design Build programs of over 600,000 SF of multiple manufacturing buildings for aircraft assembly, testing, logistics, components handling, paint hangars, delivery center, flight line, calibration hangars and new Canteen for employee dining for Airbus. Scope includes Master Planning, Feasibility Studies, Bridging Documents and Construction Administration for all project phases to double the size of the existing campus which MM also designed and managed with HPM.

City of Daphne Recreation Fields Trione Sport Complex, Daphne, AL: Lead Architect. Alongside the Project Manager, the team provided engineering and architectural design services for the proposed parking area, multiuse fields and concessions and maintenance buildings at Trione Park. Design services included three multiuse fields, access drives, parking lots, lighting, landscaping, irrigation, site utilities including water, sewer, electrical and drainage.



Thomas Jarman, AIA
Lead Architect



Mott MacDonald
2007 – present

Education

BS, Architecture, Mississippi State University, 1982

Registrations

Registered Architect
FL, #AR0016110
AL, #3068
GA, #9203
LA, #7714
MD, #18433
MS, #2928
NC, #7985
SC, #5812
TX, #25704
WV, #5140

NCARB Certification

70%
current utilization

Mr. Jarman is a principal project architect and oversees a wide range of multi-disciplined design projects for buildings and facilities for federal, state, and local government operations, airports, educational systems, healthcare, water and wastewater, commercial businesses, and private development across the US. He is responsible for project management, design, master planning, feasibility studies, consultant coordination, construction documents preparation, cost estimating, and construction administration for both traditional design bid-build and alternative design-build delivery methods. He also has extensive experience with building codes and life safety code compliance analysis. Through client feedback, he is known for his accuracy in cost estimating and contractor coordination to reduce impacts for change orders, open lines for communication, and keep projects on schedule and budget.

Selected projects

MC Blanchard Interior Renovations, Pensacola, FL: Project Manager. The project scope includes the build out of existing shell space (approximately 10,400 SF) for additional courtrooms and judge's chambers. Mott MacDonald provided review of the original renovation plans and the modification of those plans and specification in order to meet current requirements and codes. Mott MacDonald is providing programming, schematic design and design development. Complete construction documents, bidding administration, and construction administration along with permitting, FF&E, etc. are included in scope.

New Headquarters Facility, Beach Mosquito Control District, Panama City, FL: Project Principal and Lead Architect for the planning, design and construction administration services for construction of the several facilities which will constitute the new District Headquarters to be located in Beach Commerce Park. Tasks included facilitating the implementation, with updates, of the District Headquarters Master Plan and site design; design of a new heliport and hangar; design of a new District Headquarters Administration facility; design of auxiliary building(s) to support the District's operations; and associated permitting.

Fred B. Hedrick Recreation Building, City of Ft. Walton Beach, FL: Project Manager. The building condition inspection and assessment program consisted of complete inspections and testing of all systems and components along with recommendations for repairs and improvements. The scope of work included architectural, mechanical, structural, and electrical analysis and cost estimating considering such items as construction standards, interior and exterior walls, roof systems, code compliance, accessibility, functional use, deferred maintenance and service systems.

Baldwin County Courthouse Renovations, Baldwin County Commission, Baldwin County, AL: Project Architect for this 70,000 sf interior renovations. The project was completed in five phases.

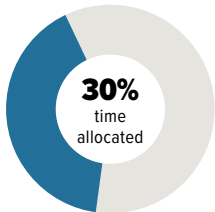
City of Daphne Recreation Fields Trione Sport Complex, Daphne, AL: Lead Architect. Alongside the Project Manager, the team provided engineering and architectural design services for the proposed parking area, multiuse fields and concessions and maintenance buildings at Trione Park. Design services included three multiuse fields, access drives, parking lots, lighting, landscaping, irrigation, site utilities including water, sewer, electrical and drainage. Design also included concessions and maintenance buildings and corresponding electrical, mechanical and other components for the proposed buildings.

Lott Park - Tennis Facilities and Park Improvements, City of Daphne, AL: Mott MacDonald was responsible for the full design of Lott Park Tennis Facility. The architectural and building designs included all corresponding electrical, mechanical and other components for the proposed building and permitting and necessary supplemental survey in addition to corresponding amenities for a complete and operational facility. The designs was accomplished in accordance with the Parks Master Plan and all City of Daphne development regulations. Mott MacDonald worked with the Program Manager and the City to ensure adherence to the Parks Master Plan's budget and schedules.

Emergency Operations Center, Baldwin County, Robertsedale, AL: Project Architect. The project was the design of an addition to the emergency operations facilities for Baldwin County as well as emergency facilities for the Baldwin County Sheriff's department. The building was a two storied brick and block exterior wall w/ steel structure and a composite deck system. Each floor of the new building is approximately 7000 square feet. The Existing building to be added onto was 9000 square feet. The buildings were designed to withstand hurricane force winds and to be operated under all storm conditions. Standalone generator systems were a requirement for this project. Additions to the building was done in 2 phases.



Catarina Echols, LEED AP, AIAA
Architectural



Mott MacDonald
2019 – present

Education

MArch, New School of Architecture & Design, 2010

BA level courses in Interior Design, Design Institute of San Diego

MS, Geology, Auburn University, 1988

Registrations

LEED AP
NCARB

Catarina Echols specializes in historical architecture as well as progressive, sustainable design. She has been the lead architect in large multi campus comprehensive evaluations that combined the physical assessments of buildings and sites (sidewalks and parking) with program analysis. These projects entailed infrastructure examination, determination of the suitability of the current configurations for current and future needs (Space Use Analysis), and investigation of compliance with Building Code, Life Safety and ADA requirements.

70%

current utilization

Selected projects

Beach Mosquito Control District Headquarter, Beach Mosquito Control District, Panama City, FL:

Project Designer for several facilities for the new district headquarters: facilitated the implementation of updates between multiple parties. Reviewing and revising of existing master plan and facility needs documents to provide master plan and site design to include heliport and hangar, design of new administration facility and auxiliary buildings to support district operations. Selected and incorporated specific laboratory equipment and coordinated specific MEP requirements.

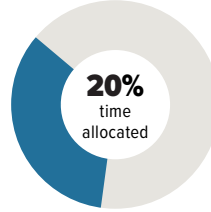
AL USA Expansion (CFAL and Delivery Center), Airbus Americas, Mobile, AL:

Project architect and LEED consultant for the CFAL and the Delivery Center, the two largest projects in the expansion of the existing FAL USA, required for increasing rate of production at the Mobile, AL facility. Responsible for design management and procurement support for this multi-phased Design Built (DB) program for Airbus. Scope included Master Planning, Interior Design, and the development of Bridging Documents for all project phases which will be used for DB pricing and procurement.

Bayfront Park, Coden, AL: Project Manager for the new staff quarters and public restroom building designed to withstand hurricanes. Bayfront Park received a RESTORE Act Grant to renovate the park recreational facilities (buildings and boardwalks) and coastal restoration (beach nourishment, shoreline stabilization and offshore wave attenuation structures). The goal of this project was to provide a destination park, that could be easily maintained by Mobile County, with long lasting materials and interesting design and amenities to increase tourism and provide a special place for the community. The park is on a coastal High Hazard VE FEMA zone, and fifty percent of the park is in estuarine Marine wetlands, requiring permitting through the US Army Corps of Engineers.



Anne Brooks, RID, ASID, CHID
Architectural



Mott MacDonald
2018 – present

Education

BS, Interior Design

Registrations

Registered Interior Designer
AL, #150
ASID
CHID
NCIDQ

Ms. Brooks is a highly talented and creative designer with over 30 years of experience in interior design, space planning, architectural drawing production, and client presentations for commercial, educational, government, and healthcare facilities. She is a Registered Interior Designer and Certified Healthcare Interior Designer (CHID). Ms. Brooks has exceptional collaborative and interpersonal skills with well-developed written and verbal communication abilities while being skilled in client and contractor relations and negotiations.

80%

current utilization

Selected projects

Pace Library Expansion, Santa Rosa County Commission, Pace, FL:

Preliminary Interior design and space planning as a part of the Program Management team. Santa Rosa County Florida, Public Library located in Pace Florida added a multi-purpose room for community events and larger library and classroom activities to separate functions that create more noise out of the central library space. This addition also better accommodates the twice weekly book deliveries from the library systems central office.

Airbus Campus Canteen, Airbus Americas, Mobile AL:

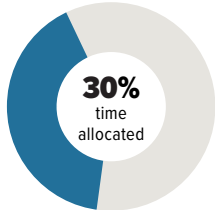
Interior Design and space planning for the new Airbus aviation manufacturing at full capacity will employ over 3,000 people and a canteen is planned at a central location to serve the entire Airbus Campus. The Canteen is programmed to seat over 600 people in each of multiple shifts. The full-scale commercial kitchen will prepare a full hot food line, a cold food line, salad bar and various Grab N Go and vending areas. Within the manufacturing campus, special coordination for food delivery, trash removal and not interfering with aviation production were critical. This project includes working with kitchen consultants on specification of equipment, technical support and food preparation programming.

Final Assembly Line USA Expansion and CFAL, Airbus Americas, Mobile, AL:

Interior Designer for expansion of the Final Assembly Line (FAL) Complex located within the Mobile Aeroplex at Brookley Field. This 232-acre site development includes a final assembly line hangar, aircraft maintenance hangars and support facilities, test and delivery facilities, enabling works, service and administration buildings, logistics center, a combined visitor and truck management, master planning, and development of bridging documents for this multi-phased design-build program. Provided space planning to follow corporate standards and interior finishes for the development of office space within the FAL expansion bridging documents.



Chad Watkins, PLA, ASLA
Landscape Architect



Education

BS, Landscape Architecture,
Mississippi State University, 2001

Registrations

Landscape Architect
FL, #LA6666896
AL, #518

Mr. Watkins has worked on a wide variety of landscape architecture and planning projects in his career. As a principal of the firm, he also serves as President, and his responsibilities include business development and information technology. He is experienced in all phases of landscape architecture, including site master planning; hardscape; landscape irrigation, and landscape lighting design; landscape grading and drainage, and amenity design.

70%

current utilization

Selected projects

Honeybee Park Amphitheater, Robertsedale, AL: landscape architecture

Ladd-Peebles Amphitheater/ Entertainment Complex, Mobile, AL: landscape architecture

Daphne Bayfront Park, Daphne, AL: landscape architecture

Foley Pride Pocket Park, Foley, AL: landscape architecture

Enterprise State Community College Visioning, Enterprise, AL: landscape architecture

Alabama School of Math and Science Amphitheater, Mobile, AL: landscape architecture

Coastal Gulf Shores Mixed-Use Concept, Gulf Shores, AL: landscape architecture

Mississippi Toughest Kids Camp Copiah County, MS: landscape architecture

Alabama State Courtyard Amphitheater, Montgomery, AL: landscape architecture

USA Moulton Clock Tower Amphitheater, Mobile, AL: landscape architecture

Gulf State Park Learning Center Amphitheater, Gulf Shores, AL: landscape architecture

Monroe County Heritage Museum Amphitheater, Monroeville, AL: landscape architecture

Mobile River Delta Tourism and Welcome Center, Mobile County, AL: landscape architecture

Chickasabogue Park Recreation and Public Access Master Plan, Mobile County, AL: landscape architecture

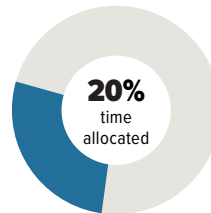
Escatawpa Hollow Park and Campground, Recreation and Public Access Master Plan, Mobile, AL: landscape architecture

Bayfront Park, Mobile, AL: landscape architecture

Orange Beach Backcountry Trail, Orange Beach, AL: landscape architecture



Gina Tullo-Williams, RLA
On-Site Landscape Architectural QC



Education

BLA, Landscape Architecture,
University of Florida

Registrations

Landscape Architect
FL, #0001546
GS, #1071
AL, #573
Certified Arborist #SO-1130

Ms. Tullo-Williams is a professional landscape architect providing landscape architecture and land use planning services to clients in the southeast for over 25 years. Her background encompasses public and private sector covering a wide range of project sizes. Her experience includes: master planning; site planning; feasibility/ due diligence; landscape and irrigation design; signage system/design; streetscape design; and public communications/workshops. Ms. Tullo-Williams has been involved with numerous developments ranging from roadway design, commercial, residential, resort, and entertainment sites.

80%

current utilization

Selected projects

FDOT District 3 Landscape Architecture Continuing Services: Responsibilities include plan preparation and plan review for various landscape and irrigation projects. Project improvement areas Bay, Escambia, Gulf, Holmes Jackson, Leon, Santa Rosa, Walton, Jefferson & Washington Counties, and Town of Esto, City of Milton, Panama City Beach, Pensacola, Southport, Tallahassee Vernon and Wakulla. Ms. Tullo-Williams works closely with primary consultant during all project phases to ensure accurate and detailed documents for bidding and construction.

Panama City Beach Administration Complex: Tullo Planning Group LLC provided consulting services for master planning, construction documents, and cost estimating for the City Hall campus on Panama City Beach Parkway. The project contained several phases for the 10 acre administration complex. Other duties included: roadway hardscape design, public plaza site planning, wayfinding and identification signage, landscape, and irrigation design.

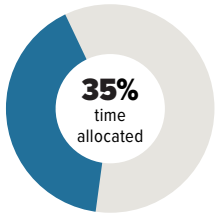
FDOT SR 30A (US 98) Panama City Beach Pkwy from E. Nautilus Street to E. Richard Jackson Blvd: Tullo Planning Group LLC is providing consulting services to the selected design team for the preparation of the Landscape Opportunity Plan for the 2.4 mile corridor. Responsibilities include coordination with the design team on inclusion of quality landscape areas to aesthetically enhance roadway improvements and blending of the new stormwater facilities.

Town of Havana, Gadsden County: Scope included four JPA funded projects for streetscape, roadway medians and gateway improvements along with other streetscape projects. Tullo Planning Group prepared design and construction documents for hardscape, landscape, and irrigation; cost estimating; and construction management



Mr. Denty has extensive experience, 25 years, with threshold structures and has a hand in all of the structural projects that come through Florida, as well as in other parts of the US. His broad base of structural engineering experience and understanding building construction combined with his current working relationship with the County stand as a testament to his specific expertise. Supported by Mr. Michael Tugwell, PE and Matthew Cullens, PE, the team collectively has performed threshold inspection services on over 15 projects along the panhandle of Florida.

Lowry Denty, PE, SI Structural & Threshold Inspection



Mott MacDonald
1996 – present

Education

BS, Civil Engineering, Georgia Institute of Technology, 1993

BS, University of Georgia, 1993
(Dual Degree Program)

Registrations

PE, FL, #52611
PE, AL, #24892
PE, CO, #44131
PE, GA, #032343
PE, LA, #38440
PE, MD, #39546
PE, MS, #16854
PE, NC, #029590
PE, TX, #109524

Special Inspector
FL, #2020

Training and memberships

- American Concrete Institute
- American Institute of Steel Construction
- American Society of Civil Engineers

Selected projects

Community Maritime Park: Multi-Use Stadium, Pensacola, Florida: Special Inspector for approximately 4,000 seats included in 39,262 SF of enclosed space and 73,608 SF of unenclosed space. The structure utilizes precast concrete seating, structural steel framing, post-tensioned and conventional concrete slabs, exterior CMU walls, and exterior storefront all supported on pile foundations. As Threshold Inspector, responsible for the inspections of cast-in-place concrete, precast concrete connections, auger-cast piles, pile caps, reinforcing steel, structural steel framing, masonry, and light gage steel framing.

Pensacola International Airport (PNS) Parking Garage Rehabilitation, Pensacola, FL: Structural Engineer of Record for the recommended repairs and rehabilitation of the airports four-level, 1400 car, precast concrete parking garage. Rehabilitation included all joint replacements including expansion joints, repairs to miscellaneous concrete spalls and cracks, repairs to precast steel connections, carbon-fiber repairs to cracked double tee beam ends, and concrete sealing.

US Naval Station Waterfront Facilities Repairs Design-Build, NAVFAC Southeast, Guantanamo Bay, Cuba: Project Manager and Structural EOR for post-hurricane repairs and facilities hardening for a 2-acre waterfront recreational facility. The project consisted of repairs to an existing boat ramp, damaged marina retail building plus a new addition, boat repair facility, and new pavilions and restrooms as well a new floating fuel pier and rebuilding of the dive park included a two-way concrete ramp access with new breakwater wave protection and a new elevated concrete-paved training area which was built on a platform to account for the flood elevation.

M. C. Blanchard Judicial Building, Pensacola, FL: Project Engineer, 150,000s.f., 5-story addition and 100,000 sf. renovation of the existing building and new three level 468 space parking garage. The building addition consisted of concrete frames and a pan-joint floor system supported on auger-cast pile foundations. Structural steel framing was utilized for the main entrance. Pre-cast concrete supported on pile foundations was used for the parking structure. In 2005, Mott MacDonald coordinated with County staff and FEMA in the completion the \$8,000,000 restoration of the courthouse to repair damages from Hurricane Ivan.

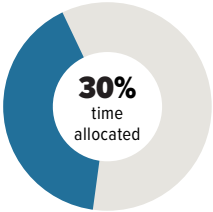
City of Pensacola Community Redevelopment Agency (CRA), CRA Post-Ivan Damage Assessment, Pensacola, FL: Engineer of Record, post Hurricane Ivan structural evaluations and documentation of damaged buildings and structures located in the CRA designated area of Pensacola.

Santa Rosa County Courthouse, Milton FL: Special Inspector for a new three-story, 115,000 SF courthouse that include 7 courtrooms, judges suites, secure holding, clerk of the courts, and court administration. The structural load bearing components that require threshold inspections include structural steel framing including concrete composite floor slabs, concrete stair/elevator shafts, precast concrete walls, and storefront all supported on traditional shallow concrete spread footings.

65%
current utilization



Steven White, PE
Civil



Mott MacDonald
2006 – present

Education

BS, Civil Engineering, University of Central Florida

Registrations

PE, FL, #58809

Training and memberships

- Society of American Military Engineers
- Florida Engineering Society
- National Society of Professional Engineers

Mr. White has over 20 years of experience working on a variety of projects including the design of municipal water distribution and storage facilities, wastewater transmission/collection systems, site design, drainage improvements, roadway drainage design for capacity projects regulatory agency permitting, contract administration, and project review. Mr. White has working knowledge of MicroStation, AutoCAD, ICPR, POND5 V3.2, HydroCad v.10.0, PondPack v8i, and ASAD.

70%

current utilization

Selected projects

Santa Rosa Correctional Institution Work Camp and Drainage Improvements, Florida Department of Corrections, Santa Rosa County, FL: Project Manager responsible for design, permitting and contract administration for a site design located on the existing Florida Department of Corrections Santa Rosa Correctional Institution property in Santa Rosa County, Florida. The project consisted of site design for an approximate 12-acre work camp facility including the design of asphalt parking, driveways, utility extensions and infrastructure required to support the facility.

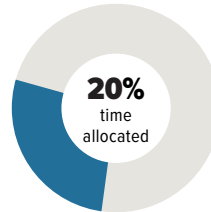
Additional responsibilities included the modification of an existing permitted stormwater treatment facility to establish compliance with current state of Florida and Santa Rosa county stormwater management regulations for approximately 188 acres of the existing Correctional Facility property. Offsite improvements included the remediation of severe gully erosions adjacent to and within an existing Gulf Power High Voltage Transmission towers which resulted from previous discharges from the correctional facility stormwater management facility. Permitting efforts included environmental resource permitting through NFWMD and sanitary sewer permitting with Florida Department of Environmental Protection. Additional efforts included coordination efforts with Santa Rosa County and Gulf Power for construction plan review and approval and acquisition of temporary construction easements and permanent drainage and access easements.

Emergency Operations Building, ECUA, Escambia County, FL:

Lead Senior Civil Engineer responsible for design and permitting of a square foot emergency operation center addition to the existing ECUA customer service building. Engineering services included design of asphalt parking and associated drives, stormwater collection/transmission and treatment facilities and site utilities required to service the new facilities. Services included obtaining all required permits including Escambia County Development Order and Environmental Resource Permit.



Andrew Gibbs, PE
Electrical



Mott MacDonald
2009 – present

Education

BS, Electrical Engineering, University of South Florida, 2008

Registrations

PE, FL, #77293
PE, AL, #33994
PE, CA, #20784
PE, CO, #PE.0051641
PE, GA, #PE040394
PE, MD, #45164
PE, NC, #041677
PE, PR, #28096
PE, TX, #125892
NCEES, 14-526-33

Nationally Certified Tunnel Inspector

Training and memberships

- Illuminating Engineering Society of North America (IES)

Mr. Gibbs is a senior project manager and deputy practice leader for Mott MacDonald's Electrical Engineering and Instrumentation, Controls & Automation (ICA) group. His broad range of technical experience includes: medium and low voltage power distribution, overcurrent protective device coordination studies, short circuit analysis, load flows, arc flash hazard analysis, interior, exterior area, and roadway lighting, generator paralleling, power factor correction, grounding and lighting protection systems, industrial control systems and networks, SCADA, instrumentation systems, access security systems, airfield visual and navigational aids, and electrical inspection.

80%

current utilization

Selected projects

Judicial Center Complex, Santa Rosa County Board of Commissioners, Milton, FL:

Electrical Engineer responsible for design review of a new Judicial Center (Courthouse) for Santa Rosa County. Mott MacDonald acted as the Program Managers for the design and construction of the new building.

Pace Library Expansion, Santa Rosa County, Pace, FL: Electrical Engineer of Record for the addition of a multipurpose space to the Pace Library. The 1500 sqft addition was designed in accordance with the 2017 FBC.

Fidelis Park Upgrades, Santa Rosa County, FL: Electrical Engineer responsible for lighting design for upgraded and additional recreational baseball fields and outdoor basketball court.

Santa Rosa Correction Work Camp, Florida Department of Corrections, Santa Rosa County, FL: Electrical Engineer intern responsible for site lighting submittal review and verification.

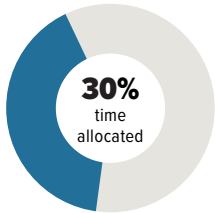
New Headquarters Facility, Beach Mosquito Control District, Panama City Beach, FL: Electrical Engineer of Record for the design the power, standby power, lighting, and telecom of a new headquarters facility including an administration and lab building, a shop/hangar building, chemical storage building, pole barn and chicken coop. The facility also included the installation of a helipad.

Leonardo Helicopter MRO Hangar, Santa Rosa County, Milton, FL: Electrical Engineer responsible for the development of technical requirements for a design-build MRO hangar build out at Peter Prince Field.

PACE Center for Girls – Pensacola State College Campus, Pensacola, FL: Electrical Engineer responsible for the electrical design of new educational building. The design included the following: power distribution, lighting and lighting controls.



Tom Hayden, PE
Geotechnical



Education

BS, Civil Engineering, University of South Florida, 2003

Registrations

PE, FL, #67492
PE, AL, #33469-E
PE, SC, #30621

Mr. Hayden has over 21 years of Geotechnical design and investigative experience, including roadway studies, stormwater design, pavement design, geophysical investigations, pavement evaluations, and materials engineering. Mr. Hayden has extensive experience with FDOT Geotechnical Standards, managing FDOT Geotechnical Projects, FDOT Environmental Projects, and FDOT Construction Materials Testing (CMT) Projects. In addition, Mr. Hayden has experience conducting FDOT Pavement Core and Condition Surveys for District 2 and District 3 and FDOT Geotechnical Projects for District 3, District 2, District 5, and District 7.

70%

current utilization

Selected projects

FDEP General Services Contract for Engineering Services, Tallahassee, FL: Provides miscellaneous geotechnical design services to the FDEP under a General Service Contract. The tasks have included the Geotechnical analysis for proposed boardwalks, parking facilities, wooden docks, proposed structures, and other miscellaneous improvements. Stantec is the prime for this contract.

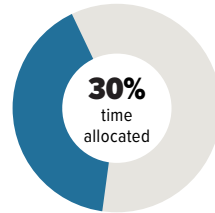
FDEP General Services Contract for Engineering Services, Tallahassee, FL: Provides miscellaneous geotechnical design services to the FDEP under a General Service Contract. The tasks have included the Geotechnical analysis for proposed boardwalks, parking facilities, wooden docks, proposed structures, and other miscellaneous improvements. Registe, Sliger Engineers is the prime for this contract.

FDEP General Services Contract for Engineering Services, Tallahassee, FL: Provides miscellaneous geotechnical design services to the FDEP under a General Service Contract. The tasks have included the Geotechnical analysis for proposed boardwalks, parking facilities, wooden docks, proposed structures, and other miscellaneous improvements. Registe, Sliger Engineers is the prime for this contract.

City of Tallahassee, Department of Public Works, General Service Contract, Tallahassee, FL: Provides miscellaneous services to the City of Tallahassee under a General Service Contract. The tasks have included the Geotechnical analysis for the design life of existing culverts, culvert extensions, mast arm installation, slope evaluations, base failures, lane additions, structural foundations and stormwater pond designs. In addition, the services have included the analysis and remediation of several karst features.



Christin Gorman, PE
Geotechnical



Education

BS, Civil Engineering, Florida State University, 2014

Registrations

PE, FL, #88700

Ms. Gorman has over 7 years of environmental design and permitting experience including natural features, wetland delineation, environmental impact, and environmental management. Mrs. Gorman has extensive experience with Leon County, City of Tallahassee, Florida Department of Environmental Regulation, Army Corps of Engineers (ACOE), Northwest Florida Water Management District (NFWFMD), St. Johns River Water Management District (SJRWMD), and the Suwannee River Water Management District (SRWMD) permitting requirements and regulatory agency coordination.

70%

current utilization

Selected projects

FDEP General Services Contract for Engineering Services, Tallahassee, FL: Provides miscellaneous geotechnical design services to the FDEP under a General Service Contract. The tasks have included the Geotechnical analysis for proposed boardwalks, parking facilities, wooden docks, proposed structures, and other miscellaneous improvements. Stantec is the prime for this contract.

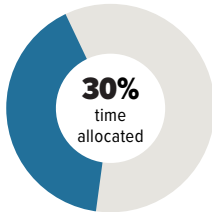
FDEP General Services Contract for Engineering Services, Tallahassee, FL: Provides miscellaneous geotechnical design services to the FDEP under a General Service Contract. The tasks have included the Geotechnical analysis for proposed boardwalks, parking facilities, wooden docks, proposed structures, and other miscellaneous improvements. Registe, Sliger Engineers is the prime for this contract.

FDEP General Services Contract for Engineering Services, Tallahassee, FL: Provides miscellaneous geotechnical design services to the FDEP under a General Service Contract. The tasks have included the Geotechnical analysis for proposed boardwalks, parking facilities, wooden docks, proposed structures, and other miscellaneous improvements. Registe, Sliger Engineers is the prime for this contract.

City of Tallahassee, Department of Public Works, General Service Contract, Tallahassee, FL: Provides miscellaneous services to the City of Tallahassee under a General Service Contract. The tasks have included the Geotechnical analysis for the design life of existing culverts, culvert extensions, mast arm installation, slope evaluations, base failures, lane additions, structural foundations and stormwater pond designs. In addition, the services have included the analysis and remediation of several karst features.



Greg Peterson, PE, CxA, EMP
Mechanical/Plumbing



Education

BS, Mechanical Engineering, Auburn University, 1978

Registrations

PE, FL, # 0034088
PE, AL, #14380-E
PE, TX, #80491
PE, GA #024872
PE, MS #313801
PE, LA #27825
PE, TN #104620
PE, NC#023664
PE, NJ #GE41218
PE, AR #14401
PE, KY #028501
PE, MD #043359
PE, WI #47476-6

Mr. Peterson has extensive experience in all facets of mechanical design from complete design construction documents to actual installation and operation for a variety of system types, including air conditioning, heating, ventilation, laboratory exhaust and containment, heat recovery, thermal storage, and plumbing. His project experience includes both renovation and new construction design for education facilities, office buildings, multi-family housing, condominiums, hotels/motels, hospitals and health care facilities, laboratories, chiller plants, water treatment plants, industrial exhaust systems, lift stations, fuel tanks, and explosive ordnance maintenance facilities for both the public and private sector.

70%

current utilization

Selected projects

Cecil T. Hunter Pool Facility Replacement, Pensacola, FL:

Provided mechanical and plumbing design for the pool facility replacement and renovation. The existing pool house will be partially demolished. The pump/filter space to remain will be enclosed with a new roof, wall, and access stair. A new 2,065SF facility consisting of office, restroom, shower, and mechanical/electrical spaces will be constructed on the site of the demolished building and tent. Mechanical work included heat pump, ductwork and exhaust fans. Plumbing included fixtures and fittings for the restrooms and associated piping. Project completed with Mott MacDonald.

Design/Build New Office/Visitor Center, Crystal River NWR, Crystal River, FL:

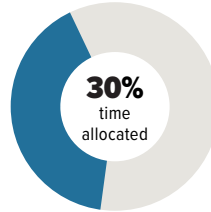
D/B project to provide a new facility consisting of three separate structures connected by covered exterior walkways. The Exhibit structure (2350 GSF) houses the main exhibition space, the Friends Store with storage and a private office and the primary restroom facilities. The Administrative area (2454 GSF) contains offices, conference room, copy/storage space, law enforcement office, breakroom with small kitchenette and men's and women's restrooms. The Multi-Purpose Meeting Room (1025 GSF) provides space for varied educational or community activities. HVAC consisted of split system heat pumps for each zone.

Design/Build New Refuge Visitor Center & Community Conservation Educational Center, Merritt Island NWR, Titusville, FL:

Design-Build project consisting of 2 separate buildings. The 2501 GSF Administration Building includes 5 private offices, open office space, break room and conference room, private handicap accessible restrooms and a large room for storage. The 5599 GSF Visitor and Community Conservation Education Center consists of a reception desk, a main exhibit area, a 48-person auditorium, nature store, multipurpose room, classroom, storage areas and handicap accessible restrooms.



Ben Womble, PE, CxA
Mechanical/Plumbing



Education

BS, Mechanical Engineering, Louisiana Tech University, 1983

Registrations

PE, FL, #0044196

Mr. Womble has 34 years of experience in the design of mechanical systems on a wide variety of projects types from renovations to retrofits to new construction. He is thoroughly familiar with chilled and hot water systems, multiple packaged heat pump systems, and emergency/redundant HVAC systems. His experience includes project management, design, construction document preparation, specifications writing, cost estimating, and construction administration. Mr. Womble is a certified Commissioning Agent and has been involved in commissioning of building systems for the past 11 years as both a design team member and as the Commissioning Authority. Additionally, he has over 20 years of experience in the testing and balancing of HVAC systems. Prior to joining PEI, he spent four years as a Mechanical/Electrical Construction Foreman.

70%

current utilization

Selected projects

City of Milton Fire Department HVAC Assessment, Milton, FL:

Provided investigation to assist in determining the cause of moisture issues in the Fire Station and Administration Building. Provide a report of findings and recommendations for correcting action.

Milton Police Department Building Addition, Milton, FL:

Provided mechanical design for the approximately 1,000SF addition to the existing police department that will be used as meeting space. Provide construction documents and energy forms.

HSF Reheat Heating Hot Water Piping Design, US EPA Human Studies Facility, Chapel Hill, NC:

Design project to replace the heating hot water circulating system including all of the piping, and coils in the VAV boxes in the 6-story, 133,433 SF facility. Additionally the system pumps, air/dirt separator, and associated equipment will also be replaced and relocated to a more maintenance accessible area of the basement mechanical room. This is to be done in phases to allow for continued occupancy of the building and occupants displaced from any work space for no more than 2 weeks at a time.

HVAC Upgrades for Fort Walton Beach High School, Phases 3, 4 & 5, Fort Walton Beach, FL:

Design project to provide HVAC upgrades at the school. The project included the investigation and analysis of the existing HVAC systems and current space utilization to improve student comfort and equipment utilization. The project was designed and constructed in phases to work around class schedules and mechanical system requirements. The improved controls and system layout has reduced the energy use and maintained the code required ventilation. Project included equipment replacement, ductwork, insulation, ceiling and wall replacement, repair of interior finishes, and supporting electrical work.



5. Similar project experience

Similar Project Experience

DATE OF COMPLETION

Design: 2015
Construction: 2020

PROJECT TYPE

Engineering & Architectural Design

SIMILAR KEY PERSONNEL

Mott MacDonald:

- Chad Lyner
- Tom Jarman
- Andrew Gibbs
- Lowry Denty
- Ben Coate



CONTACT

Frank Weise

Senior Manager - Airbus
Facility Management
Germany
+49 -(40)-74374031
frank.weise@airbus.com

DATE OF COMPLETION

Design: 2017
Construction: 2019

PROJECT TYPE

Site development

SIMILAR KEY PERSONNEL

Mott MacDonald:

- Chad Lyner
- Tom Jarman
- Andrew Gibbs



CONTACT

James Clauson

District Director
850.233.5030
jamesclauson@comcast.net

Airbus Final Assembly Line

Airbus | Mobile, AL | Engineering Cost: \$216M | Construction Cost: \$660M

Airbus, the European plane maker, planned to build its first assembly line in the United States in Mobile, Alabama, in an aggressive foray into the world's largest market for single-aisle airplanes. The Mobile Final Assembly Line (FAL) construction site consists of approximately 232 acres and is located within the Mobile Aeroplex at Brookley Field in Alabama.

Our team oversaw all design aspects of the project, including procurement of design consultants, peer reviews of design submittals, and permitting assistance and oversight. Our staff of experts provided valuable knowledge and experience to our client to avoid setbacks and keep the project on schedule. As a result of our value engineering studies with both the designers and contractors, we were able to identify \$19M in savings. Phase I has allowed the new Airbus Final Assembly Line to assemble and deliver four new A320 aircraft each month.

Mott MacDonald used BIM to perform clash analysis on building systems and site infrastructure utilizing Revit and Navisworks. Mott MacDonald inspected BIM models for level of development compliance and general coordination issues. All buildings were designed to LEED Silver standards with the exception of the Main Gate House, which was designed to LEED Gold standards.



New District Headquarters Facility

Beach Mosquito Control District | Panama City Beach, FL | Engineering cost: \$413K | Construction cost: \$4.76M

The Beach Mosquito Control District was established in 1952 and is an independent special taxing district dedicated to the control of disease-bearing mosquitoes and other nuisance insects in the Panama City Beach area. After over 65 years in operation, it was time for a new and improved complex to house their staff and equipment.

Mott MacDonald's initial task included programming and master planning of the new complex. Due to limited funding, our team helped plan the project in a manner that would allow it to be constructed with a phased approach while capturing all of its essential facilities as funding would allow. The District had an approximate 4.9-acre site upon which to build its' new facilities.

Our team began with a site visit to a similar facility, the newly constructed Anastasia Mosquito Control District headquarters in St. Augustine, which offered value insight into this project's needs. Mott MacDonald led initial planning meetings and orchestrated a design assembly in which members of the design team coupled with key District staff traveled to St. Augustine to review its planning documents with the Anastasia staff, gain insight into their lessons learned, and vet the various spaces and design intent.

Ultimately, the final project design consisted of a 6832-sf administration building, 9558 sf shop and vehicular storage, heliport and hangar, chemical shed, chicken coop, pole barn and associated site work on a new site located in the Panama City Beach Commerce Park.

Mott MacDonald provided the planning, design, and construction administration services for construction of the new District Headquarters. Our team discussed the usage of each building element with the District staff and created a programming booklet to address the specific needs of their operation. When a specialized room was being designed, Mott MacDonald engineers worked closely with the District personnel in that discipline to plan out each detail.





DATE OF COMPLETION

Design: 2017
Construction: 2019

PROJECT TYPE

Design Bid Build & Architectural Design

SIMILAR KEY PERSONNEL

Mott MacDonald:
• Steven White



CONTACT

Scott Trigg, PE
Project Manager SJCUD
904.209.2622
strigg@sjcfl.us

Players Club Water Reclamation Facility

St. Johns County Utilities Department (SJCUD) | Ponte Vedra Beach, FL
| Engineering cost: \$2.3M | Construction cost: \$25M

Mott MacDonald was awarded the contract for design, permitting, bidding, SRF funding assistance, and construction services for a new water reclamation facility for SJCUD. The Players Club Water Reclamation Facility (WRF) will consolidate the flows from the Players Club, Innlet Beach, and Sawgrass Wastewater Treatment Plants. This project will be the largest capital project executed by SJCUD over the next three years and is critical to providing high-level wastewater treatment reliably and cost-effectively, as well as delivering reclaimed water to customers in the area.

Project challenges include an accelerated schedule associated with State Revolving Fund (SRF) requirements, improvements that meet advanced wastewater treatment limits, creative consolidation of existing flow from other wastewater treatment plants, and maintenance of plant operations during construction.

The architectural design of an industrial facility is carried out in the same manner as any project type. Functionality, durability of building materials as well as project budget really drives design decisions. The Jacksonville climate is one that is very harsh to combat. Heat, moisture and the salt environment attack building materials. Metal elements were protected by special coating systems and concrete masonry unit construction was used as another material to fight the local elements. These materials may seem very basic in nature but even in an industrial setting aesthetics are still considered in many ways so that a sensitive solution is created for the end user.

DATE OF COMPLETION

Design: 2016
Construction: 2017

PROJECT TYPE

Emergency Pier Repair

SIMILAR KEY PERSONNEL

- David Skipper
- Chad Lyner
- Lowry Denty



CONTACT

William Whitson
City Manager - City of Flagler Beach
386.517.2000
wwhitson@cityofflaglerbeach.com

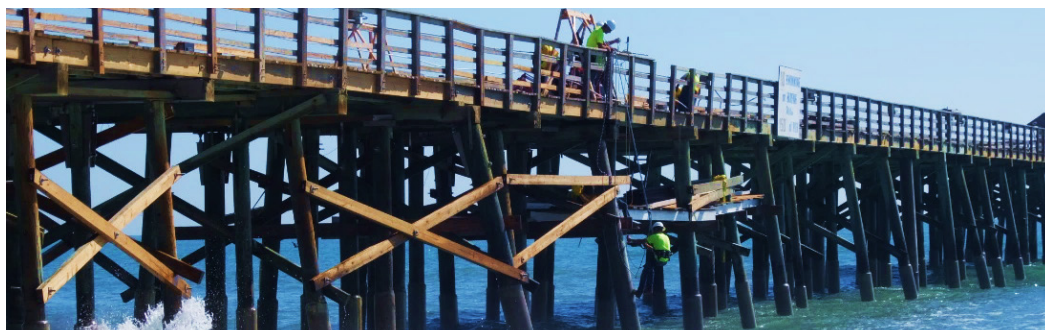
Flagler Beach Fishing Pier Emergency Response Repairs

City of Flagler Beach | Flagler Beach, FL | Engineering cost: \$130K | Construction cost: \$918K

As a result of the October 2016 Category 2 Hurricane Matthew, the City of Flagler Beach sustained visible damage to much of its infrastructure, community, and its fishing pier.

The Emergency Response project went hand-in-hand with our continuing services agreement and we were given two tasks for the Emergency Response Task 1 involved the initial assessments of the damage sustained and the public safety of City infrastructure and properties. These assessments covered the pier; dune walkovers; City buildings, including City Hall; leased City property such as the restaurant and bait shop on the pier and City golf course clubhouse; and roadways including a portion of State Highway A1A. The assessments also included the City's water and wastewater plants, sewage pumping stations, and water storage tanks. This task included field review, inspections, reports, and cost estimates for repairs. We also assisted with emergency permitting required for the repairs as well. Task 2 involved the emergency temporary repair of the fishing pier.

Because Mott MacDonald staff was able to prepare for the possible outcomes of the storm and plan ahead to assist the City of Flagler Beach, the City received immediate support and was able to facilitate repairs quickly.



DATE OF COMPLETION

Design: 2009
Construction: 2011

PROJECT TYPE

Engineering & Architectural Design

SIMILAR KEY PERSONNEL

Mott MacDonald:

- Lowry Denty
- Chad Lyner



CONTACT

Chuck Meister

City of Destin
 850.837.8308
[need Chuck's email here](#)

Shores at Crystal Beach Pavilion and Dune Walkover

City of Destin | Destin, FL | Engineering
 Cost: \$58K | Construction Cost: \$350K

This new public park development serves the Crystal Beach area of Destin, providing beach access and public parking. The site consists of an open-air seating/viewing pavilion with connecting boardwalks and dune walkovers.



Mott MacDonald led the design and construction of the new park development, led by Lowry Denty, PE, SI. The pavilion structure is pile supported and consists of heavy timber construction designed in accordance with Florida Building Code. A public restroom facility along with outdoor showers and water fountain are located under the pavilion roof. The site also includes a concrete paver parking lot, bicycle facilities, sidewalks, water and sewer supply, and stormwater basin. The facility is fully ADA compliant, including beach access points. Additionally, the pavilion is designed to withstand hurricane force winds and elevated above base flood elevation.

Extensive landscape and irrigation plans involved native trees, shrubs, grasses, and groundcovers with high wind and salt tolerance. Planting plants also included revegetation of coastal dunes to mitigate erosion and offset the impact of the pavilion and dune walkover as well as coastal construction control line (CCCL) permitting through FDEP.

DATE OF COMPLETION

Design: 2020
Construction: Nov 2021

PROJECT TYPE

Engineering & Architectural Design

SIMILAR KEY PERSONNEL

Mott MacDonald:

- Chad Lyner
- Lowry Denty
- Amber Kirk
- Andrew Gibbs

Tullo Planning Group:

- Gina Tullo-Williams



CONTACT

Roy Petrey, PE

Project Manager, Design
 Engineer, Okaloosa
 County Public Works
 850.423.4854
rpetry@myokaloosa.com

Veterans Park

Okaloosa County | Okaloosa Island, FL | Engineering
 cost: \$459K | Construction cost: \$7M

Okaloosa County sought to construct a variety of improvements at Veterans Park to enhance the opportunities for recreation and education while protecting the facilities and shorelines from future storm events and other environmental impacts. To support County's vision for this park, Mott MacDonald is providing planning, design, and construction support services for the park's new and renovated facilities.



The final project will include the construction of living shorelines to stabilize the eroding shoreline and create, restore, and enhance natural communities including oyster habitat breakwaters and saltwater marsh. The project will also include upland and wetland natural community enhancements including removal of exotic vegetation, native species plantings, and construction of osprey nesting platforms. Breakwaters will provide 1.42-acres of oyster reef habitat which will protect 1.23-acres for seagrass recruitment, create 1.03-acres of saltmarsh, and enhance 0.58-acres of existing saltmarsh. A total of 0.24-acre of freshwater wetlands and 1.34-acres of coastal uplands will be enhanced. Recreational and educational features include constructing a primary elevated timber or concrete boardwalk with educational signage/kiosks providing information about the local ecosystem along with memorial statues in honor of veterans. Public access improvements including a 22- slip public access pier with gazebo and 577 linear feet of wave attenuation fence to provide temporary, day-use docking, staging dock improvements at the existing boat ramp, and a kayak/paddleboard launch are also components of the project. Additional ancillary design services for the project will include electrical system, security lighting, security cameras, and landscaping.

Currently, the project is in the construction stage, with all deliverables on-schedule and budget for a November opening of the Veterans Park. Construction of the shoreline protection systems will follow the park construction to align with optimal planting season. Our team is excited to bring Okaloosa County a project for which they, community, and veterans can take pride.



DATE OF COMPLETION

Design: 2017
Construction: 2019

PROJECT TYPE

Engineering & Architectural Design

SIMILAR KEY PERSONNEL

Mott MacDonald:

- Chad Lyner
- Tom Jarman
- Andrew Gibbs
- Lowry Denty
- Steve White

7

CONTACT

Alex King

Director Port of
Panama City
850.767.3220
aking@
portpanamacityusa.com

DATE OF COMPLETION

Design: 2009
Construction: 2012

PROJECT TYPE

Engineering & Architectural Design

SIMILAR KEY PERSONNEL

- David Skipper
- Chad Lyner
- Lowry Denty
- Steve White

8

CONTACT

J.R. McGuire

Building Construction
and Facility Manager
850.436.5509
jrmcguire@
cityofpensacola.com

PCPA East Terminal Facility

Panama City Port Authority (PCPA) | Panama City, FL | Engineering cost: \$365K | Construction cost: \$16M

Mott MacDonald was very involved with the Port during the acquisition of this property, assisting with the environmental due diligence through evaluation of the Phase I and Phase Environmental Site Assessments provided by the landowner. This was followed with the development of a due diligence plan for the Port to further investigate the site in regard to not only its environmental condition but also its suitability for the intended purpose of the site. Mott MacDonald worked with the Port in implementing that plan by engaging and managing the services of both a specialty environmental firm and a geotechnical firm to thoroughly assess the property, including sampling of soils and groundwater and testing for identified parameters and possible contaminants. As a result, the Port was well informed as it successfully negotiated the purchase of the property.

To achieve the Port's goal of a state-of-the-art warehouse, the Project Director traveled with Port staff to modern facilities at other ports to research desirable features. As a result of the project director's efforts to fully understand the Port's goals and desired features for the new site, Mott MacDonald's design incorporates many energy efficient systems as well as the latest concepts in function and logistics. The entire design –civil site planning, utilities, stormwater systems, rail, roadway, fire protection, electrical, mechanical –were performed in-house by Mott MacDonald staff. Throughout the project's development and design, Mott MacDonald has made provision for the Port's planned construction of a second warehouse of the same design as well as a bulkhead extension to provide for additional ship berths.

Maritime Community Park

City of Pensacola | Pensacola, FL | Engineering cost: \$786K | Construction cost: \$36M

In an effort to boost economic development in downtown Pensacola following a catastrophic hurricane event, Maritime Park was a teaming effort of the City of Pensacola with the University of West Florida, local corporations and developers. This significant undertaking (approximately \$36M in construction cost) required a team of engineers, architects, contractors, and other specialty services.

Mott MacDonald provided program management services to ensure the overall project was designed and constructed to meet design criteria, quality standards, schedule, budget, permitting requirements, and pre-established functional uses. Our team included in-house structural, electrical, environmental, and civil engineers and architects who worked with the city and design-build team to ensure the design was consistent with the design criteria package.

Several design reviews captured inconsistencies, requiring the design-build team to revise and redesign to protect the owner's best interest. Efforts to minimize project costs and schedule impacts consisted of monthly tracking against planned budgets and milestone schedules. For example, we recommended alternatives to the site's stormwater management facility and ballpark's drainage infrastructure that mitigated significant maintenance and construction costs as well as the potential for game delays caused by flooding. Contingency adjustments of both costs and schedule were made during the course of the project. We also provided threshold inspections for the 4,000-seat stadium, which included 39,262 sf of enclosed space and 73,608 sf of unenclosed space.





6. Required documents & forms

Evidence of authority to sign

MOTT MACDONALD FLORIDA, LLC

Action by Consent of the Board of Managers
In Lieu of Meeting

November 11, 2020

The undersigned, being all of the members of the Board of Managers of Mott MacDonald Florida, LLC, a Florida Limited Liability Company (the “Company”), hereby consent in writing to the action set forth in the form of the resolutions immediately following, which shall be treated as resolutions for all purposes as fully as if such resolution had been adopted at a duly called and held meeting of the Board of Managers of the Company, effective as of the date set forth above:

Motion to Designate Authorized Persons to Execute Contracts on behalf of the Company

IT IS RESOLVED that the following individuals are Authorized Persons who may execute contracts for the rendition of professional services on behalf of the Company:

All the Officers and Managers of the Company, and Eric Banghart, Jean Banker, Jon Barbalich, Mohamed Basma, Andre Bester, Eric Betz, Ricky Branton, John Buck, Richard Buck, Joshua Carter, Renee Chandonnet, Kathy Chavara, Simon Critten, John Davenport, Jonathan Davies, Nicholas M. DeNichilo, Blake Evans, Conrad Fawcett, Scott Fenical, David Field, James Forster, Ian M. Galbraith, Gary Geck, Michael M. Gennaro, Glenda M. Gibson, Dennis Glass, Matthew Gwinn, Michael D. Haigh, Kevin Hardy, James H. Harris, Leon Higgins, Jeffrey T. Hilla, David Hunt, Michael Isola, Kendall Kilpatrick, Eric Kleinhenz, Ronald Klinczar, Przemyslav (Shem) Kobialka, Peter Kocsik, Colin Lawrence, Marco Levoyer, Philip LiVecchi, Jeffrey Long, Robert Lynes, Cathleen Marcelli, Jason Marie, Lorraine McAteer, Anthony McGinn, Margaret McGrath, Christopher Mealing, Chris Metzger, Kemal Niksic, Farhad Nourbakhsh, Paul Paparella, Kathryn Parker, Anthony Pedro, Billy Perry, Stephen Polen, Anthony Purdon, Edwin Roud, John Scheri, Arthur Silber, Margaret Simmons-Cross, **David Skipper**, John Slippey, Gary Snyder, Brian Speight, Randy Spence, Cara Strom, Zoltan Szabo, Daniel Tempelis, David Thomas, Andrew Thompson, M. Joe Toolson, J. Craig Velasquez, William Veydovec, Michael Vitale, Diana Walker, Richard

Walker, Jarrod Ward, David P. White, Larry Williamson, Brian Wolf and John Wujek.

And it was further

RESOLVED, that any type of professional services agreement that has been approved in accordance with Company policy and procedures may be executed by any one Authorized Person, except that all such agreements signed with the corporate seal affixed thereto shall be executed by any two Statutory Officers of the Company.

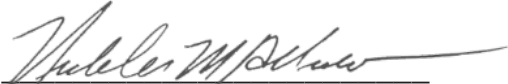
And it was further

RESOLVED, that any type of agreement for the leasing of real estate that has been approved in accordance with Company policy and procedures may be executed by any two Statutory Officers of the Company.

And it was further

RESOLVED, that the authority of any Authorized Person to act on behalf of the Company shall simultaneously cease with the conclusion of that person's employment with any Mott MacDonald company.

Michael D. Haigh



Nicholas M. DeNichilo

Ian M. Galbraith

Thomas Jarman

Forms



SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

6495 Caroline Street, Suite L | Milton, Florida 32570 850-983-1870 procurement@santarosa.fl.gov

CONE OF SILENCE FORM

SRC Procurement Form COS 013_01_091619

The Board of County Commissioners have established a solicitation silence policy (Cone of Silence) that prohibits oral and written communication regarding all formal solicitations for goods and services (ITB, RFP, ITQ, ITN, and RFQ) or other competitive solicitation between the bidder (or its agents or representatives) or other entity with the potential for a financial interest in the award (or their respective agents or representatives) regarding such competitive solicitation, and any County Commissioner or County employee, selection committee member or other persons authorized to act on behalf of the Board including the County’s Architect, Engineer or their sub-consultants, or anyone designated to provide a recommendation to award a particular contract, other than the Procurement Department Staff.

The period commences from the time of advertisement until contract award.

Any information thought to affect the committee or staff recommendation submitted after bids are due, should be directed to the Procurement Officer or an appointed representative. It shall be the Procurement Officers decision whether to consider this information in the decision process.

Any violation of this policy shall be grounds to disqualify the respondent from consideration during the selection process.

All respondents must agree to comply with this policy by signing the following statement and including it with their submittal.

I, David Skipper, PE representing Mott MacDonald Florida, LLC
(Print) (Company)

On this 22nd day of November 2021 hereby agree to abide by the County’s “Cone of Silence” clause and understand violation of this policy shall result in disqualification of my proposal/submittal.



(Signature)



SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

6495 Caroline Street, Suite L | Milton, Florida 32570 850-983-1870 procurement@santarosa.fl.gov

SWORN STATEMENT UNDER SETION 287.133 (3) (A) FLORIDA STATUTE ON PUBLIC ENTITY CRIMES

SRC Procurement Form SSPEC 016 01 091619

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract for: Santa Rosa County
2. This sworn statement is submitted by, Mott MacDonald Florida, LLC, whose business address is, 220 W Garden Street, Ste 700, Pensacola, FL 32502, and (if applicable) Federal Employer Identification Number (FEIN) is 59-1294824 (if the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement).
3. My name is David Skipper, PE and my relationship to the entity named above is Senior Vice President (title).
4. I understand that a "public entity crime" as defined in paragraph 287.133 (1) (g) Florida Statute, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States including, but not limited to , any bid or contract for goods or services to be provided to any public entity or any agency or public subdivision of any other state or of the United States and involved antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy or material misrepresentation.
5. I understand that "convicted" or "convicted" as defined in paragraph 287.133 (1) (b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime with or without an adjudication of guilt, in any federal or state trial court of records relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Paragraph 287 .133 (1) (a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one of shares constituting a controlling income among persons when not for fair interest in another person, or a pooling of equipment or income among persons when not for fair market value under an length agreement, shall be a prima facie case that one person controls another person. A person who knowingly convicted of a public entity crime, in Florida during the preceding 36 months shall be considered an affiliate.
7. I understand that a "person" as defined in paragraph 287 .133 (1) (e), Florida Statutes, means any natural person or entity organized under the laws of the state or of the United States with the legal power to enter into a binding contract provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.



SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

6495 Caroline Street, Suite L | Milton, Florida 32570 850-983-1870 procurement@santarosa.fl.gov

8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)
- Neither the entity submitting this sworn statement, nor any officers, directors, executive, partners, shareholders, employees, member, or agents who are active in management of the entity, nor affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.
 - The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989 And (please attach a copy of the final order)
 - The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order)
 - The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by, or pending with, the department of General Services)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM

David Skipper, PE

Name

Signature

11/22/2021

Date

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed his/her signature at the space provided above on this day of November, 2021, and is personally known to me, or has provided drivers license as identification.

STATE OF FLORIDA

COUNTY OF: ESCAMBIA

Notary Public

My Commission expires: July 30, 2023





SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

6495 Caroline Street, Suite L | Milton, Florida 32570 850-983-1870 procurement@santarosa.fl.gov

DEBARMENT FORM

SRC Procurement Form Debar 022_00_082719

Certification Regarding Debarment, Suspension, And Other Responsibility Matters

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or Local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name: David Skipper, PE Title: Senior Vice President

Signature: 

Firm: Mott MacDonald Florida, LLC

Street Address: 220 W Garden Street, Ste 700

City: Pensacola

State: FL Zip Code: 32502

Solicitation Name Professional Architectural Services # XX-XXX 22-003



SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

6495 Caroline Street, Suite L | Milton, Florida 32570 850-983-1870 procurement@santarosa.fl.gov

REFERENCES FORM

SRC Procurement Form Memo 024_00_082719

List work which best illustrates current qualifications relevant to this solicitation accomplished by personnel that will be assigned to the County's project. List at least three but no more than five (5) projects. (This form may be reproduced.)

YOUR FIRMS NAME Mott MacDonald Florida, LLC
PROPOSAL POINT OF CONTACT David Skipper, PE PHONE 850.484.6011
EMAIL david.skipper@mottmac.com

REFERENCE I.

PROJECT NAME: Airbus Final Assembly Line
AGENCY: Airbus Facility Management
ADDRESS: 320 Airbus Way
CITY, STATE, ZIP CODE: Mobile, AL 36615
CONTACT PERSON: Frank Weise
TITLE: Senior Manager
EMAIL: frank.weise@airbus.com
TELEPHONE: +49-(40)-74374031
PROJECT COST: \$660M
COMPLETION DATE: 2020

SCOPE of Project (list tasks, attach samples of deliverables, outlines or descriptions of items:
(You may attach information to this form)

Our team oversaw all design aspects including procurement of design consultants, peer reviews of design submittals, and permitting assistance and oversight.

List key personnel assigned to this project that will work on the County project (include assignments. You may attach information to this form):

Chad Lyner, Tom Jarman, Andrew Gibbs, Lowry Denty, Ben Coate



SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

6495 Caroline Street, Suite L | Milton, Florida 32570 850-983-1870 procurement@santarosa.fl.gov

REFERENCE II.

PROJECT NAME: New District Headquarters Facility

AGENCY: Beach Mosquito Control District

ADDRESS: 509 Griffin Blvd

CITY, STATE, ZIP CODE: Panama City Beach, FL 32413

CONTACT PERSON: James Clauson

TITLE: District Director

EMAIL: jamesclauson@comcast.net

TELEPHONE: 850.233.5030

PROJECT COST: \$4.76M

COMPLETION DATE: 2019

SCOPE of Project (list tasks, attach samples of deliverables, outlines or descriptions of items:
(You may attach information to this form)

Mott MacDonald provided the planning, design, and construction administration services for the construction of the new District Headquarters.

List key personnel assigned to this project that will work on the County project (include assignments. You may attach information to this form):

Chad Lyner, Tom Jarman, Andrew Gibbs

REFERENCE III.

PROJECT NAME: Players Club Water Reclamation Facility (SJCUD)

AGENCY: St. Johns County Utilities Department

ADDRESS: 1205 FL-16

CITY, STATE, ZIP CODE: St. Augustine, FL 32084

CONTACT PERSON: Scott Trigg, PE

TITLE: Project Manager SJCUD

EMAIL: strigg@sjcfl.us

TELEPHONE: 904.209.2622

PROJECT COST: \$25M

COMPLETION DATE: 2019

SCOPE of Project (list tasks, attach samples of deliverables, outlines or descriptions of items:
(You may attach information to this form)

Mott MacDonald provided the design, permitting, bidding, SRF funding assistance, and construction services.

List key personnel assigned to this project that will work on the County project (include assignments. You may attach information to this form):

Steven White



SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

6495 Caroline Street, Suite L | Milton, Florida 32570 850-983-1870 procurement@santarosa.fl.gov

REFERENCE IV.

PROJECT NAME: Flagler Beach Fishing Pier Emergency Response Repairs

AGENCY: City of Flagler Beach

ADDRESS: 105 S 2nd Street

CITY, STATE, ZIP CODE: Flagler Beach, FL 32136

CONTACT PERSON: William Whitson

TITLE: City Manager

EMAIL: wwhitson@cityofflaglerbeach.com

TELEPHONE: 386.517.2000

PROJECT COST: \$918K

COMPLETION DATE: 2017

SCOPE of Project (list tasks, attach samples of deliverables, outlines or descriptions of items:
(You may attach information to this form)

In addition to our already established continuing services agreement performed two tasks in relation to this, initial assessments of the damage sustained, and emergency temporary repair of the fishing pier.

List key personnel assigned to this project that will work on the County project (include assignments. You may attach information to this form):

David Skipper, Chad Lyner, Lowry Denty

REFERENCE V.

PROJECT NAME: Veterans Park

AGENCY: Okaloosa County

ADDRESS: 1759 S Ferdon Blvd

CITY, STATE, ZIP CODE: Crestview, FL 32536

CONTACT PERSON: Roy Petrey, PE

TITLE: Project Manager & Design Engineer

EMAIL: rpetrey@myokaloosa.com

TELEPHONE: 850.423.4854

PROJECT COST: \$7M

COMPLETION DATE: Construction - Nov 2021

SCOPE of Project (list tasks, attach samples of deliverables, outlines or descriptions of items:
(You may attach information to this form)

Mott MacDonald is providing planning, design, and construction support for the park's new and renovated facilities.

List key personnel assigned to this project that will work on the County project (include assignments. You may attach information to this form):

Chad Lyner, Lowry Denty, Amber Kirk, Andrew Gibbs,
Gina Tullo-Williams (Tullo Planning Group)



SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

6495 Caroline Street, Suite L | Milton, Florida 32570 850-983-1870 procurement@santarosa.fl.gov

CONFLICT OF INTEREST DISCLOSURE FORM

SRC Procurement Form COS 027_00_091319

For purposes of determining any possible conflict of interest, all respondents, must disclose if any Santa Rosa Board of County Commissioner, employee(s), elected officials(s), or if any of its agencies is also an owner, corporate officer, agency, employee, etc., of their business.

Indicate either "yes" (a county employee, elected official, or agency is also associated with your business), or "no". If yes, give person(s) name(s) and position(s) with your business.

Yes: _____ No: X

Name(s)	Position(s)
_____	_____
_____	_____
_____	_____
_____	_____

All respondents must agree to comply with this policy by signing the following statement and including it with their submittal.

FIRM NAME: Mott MacDonald Florida, LLC

BY (PRINTED): David Skipper, PE

BY (SIGNATURE): 

TITLE: Senior Vice President

ADDRESS: 220 W Garden Street, Ste 700, Pensacola State FL Zip Code 32502

PHONE NO: 850.484.6011

E-MAIL: david.skipper@mottmac.com

Date: 11/22/2021

Insurance information



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/01/2021

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

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

PRODUCER Willis of New Jersey, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: Willis Towers Watson Certificate Center PHONE (A/C. No. Ext): 1-877-945-7378 FAX (A/C. No.): 1-888-467-2378 E-MAIL ADDRESS: certificates@willis.com	
	INSURER(S) AFFORDING COVERAGE	
INSURED Mott MacDonald Florida, LLC 111 Wood Avenue South Iselin, NJ 08830	INSURER A: Fireman's Fund Insurance Company	
	INSURER B: American Automobile Insurance Company	
	INSURER C: National Surety Corporation	
	INSURER D: Lloyd's Syndicate 2488	
	INSURER E:	
INSURER F:		NAIC # 21873 21849 21881 B6155

COVERAGES **CERTIFICATE NUMBER:** W22717947 **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 GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:		Y	USC016868210	06/30/2021	06/30/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		Y	SCV010281-21-01	06/30/2021	06/30/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp/Coll \$ 1000
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
C	<input checked="" type="checkbox"/> 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 No	SCW018893-21-01	06/30/2021	06/30/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liability			B080120388P21	06/30/2021	06/30/2022	Per Claim \$1,000,000 Per Agg \$1,000,000

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

RE: Proposal/Project Reference: RFQ 22-003 Professional Architectural Services_

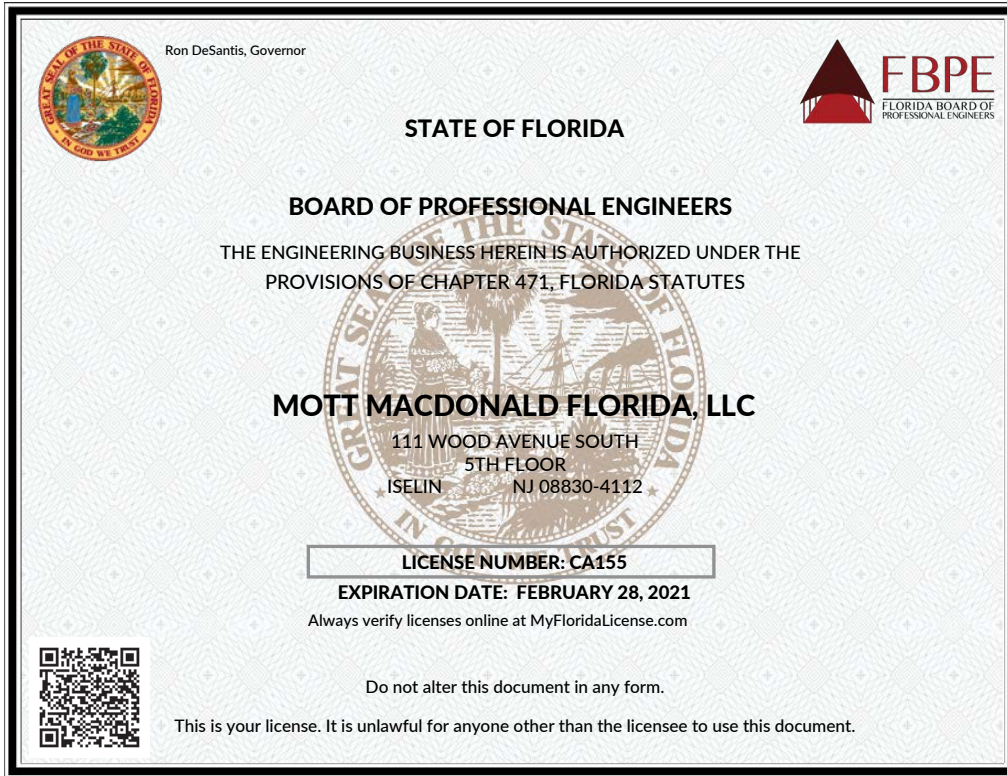
Coverage for Contractual Liability and Independent Contractors are provided under the General Liability policy.

Santa Rosa County is Additional Insured as respects to General Liability and Automobile Liability as per written contract or agreement.

CERTIFICATE HOLDER	CANCELLATION
For Your Information	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

Firm licenses & registrations

Engineering



We have included our previous Florida engineering license on the left for Mott MacDonald Florida, LLC. Because engineering firms registered with the Department of Business & Professional Regulation (DBPR) will no longer have to renew their registration, there is no current certificate or license to print. Engineering firms with previous certificates of authorization were rolled over into the new registry. For this reason, we have also included a screenshot of our current registration to the left, which was pulled from the Florida DBPR website, www.myfloridalicense.com.



Architecture & Interior Design



Ron DeSantis, Governor

Halsey Beshears, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF ARCHITECTURE & INTERIOR DESIGN

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

MOTT MACDONALD FLORIDA, LLC

111 WOOD AVENUE SOUTH
 5TH FLOOR
 ISELIN NJ 08830-4112

LICENSE NUMBER: AAC000035

EXPIRATION DATE: FEBRUARY 28, 2021

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

We have included our previous Florida architectural license on the left for Mott MacDonald Florida, LLC. Because engineering firms registered with the Department of Business & Professional Regulation (DBPR) will no longer have to renew their registration, there is no current certificate or license to print. Engineering firms with previous certificates of authorization were rolled over into the new registry. For this reason, we have also included a screenshot of our current registration to the left, which was pulled from the Florida DBPR website, www.myfloridalicense.com.





DBPR ONLINE SERVICES

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10:36:14 AM 4/26/2021

- Search for a Licensee
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- Find Exam Information
- File a Complaint
- AB&T Delinquent
- Invoice & Activity
- List Search

Licensee Details

Licensee Information

Name: **FRITZ, ROBERT KEVIN (Primary Name)**
MOTT MACDONALD FLORIDA, LLC (DBA Name)

Main Address: **8 CARROLL AVENUE**
MONROE New Jersey 08831

County: **OUT OF STATE**

License Mailing:

LicenseLocation:

License Information

License Type: **Architect**

Rank: **Architect**

License Number: **AR97794**

Status: **Current,Active**

Licensure Date: **09/03/2015**

Expires: **02/28/2023**

Registration

State of Florida Department of State

I certify from the records of this office that MOTT MACDONALD FLORIDA, LLC is a limited liability company organized under the laws of the State of Florida, filed on December 27, 2002.

The document number of this limited liability company is L02000034908.

I further certify that said limited liability company has paid all fees due this office through December 31, 2021, that its most recent annual report was filed on April 23, 2021, and that its status is active.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Third day of May, 2021*



Samuel R. Bee
Secretary of State

Tracking Number: 5207248265CU

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

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

Staff licenses

Ron DeSantis, Governor

STATE OF 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

SKIPPER, DAVID DWIGHT
5992 WYNDI WAY
PACE FL 32571

LICENSE NUMBER: PE58972
EXPIRATION DATE: FEBRUARY 28, 2023

Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.
This is your license. It is unlawful for anyone other than the licensee to use this document.

Ron DeSantis, Governor

STATE OF 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

LYNER, CHAD EDWARD
5484 MILL HOUSE CIRCLE
PACE FL 32571

LICENSE NUMBER: PE66277
EXPIRATION DATE: FEBRUARY 28, 2023

Always verify licenses online at MyFloridaLicense.com

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Licensee Details

License Information

Name: KIRK, AMBER NICOLE (Primary Name)
Main Address: 7963 DOUBL EGATE DRIVE
PENSACOLA Florida 32507
County: ESCAMBIA

License Mailing:
License Location:

License Information

License Type: Professional Engineer
Rank: Prof Engineer
License Number: 74003
Status: Current,Active
Licensure Date: 01/12/2012
Expires: 02/28/2023

Special Qualifications

Qualification Effective
Civil 07/29/2011

Ron DeSantis, Governor

STATE OF 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

WHITE, STEVEN D.
4106 BERRY CIRCLE
PACE FL 32571

LICENSE NUMBER: PE58809
EXPIRATION DATE: FEBRUARY 28, 2023

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Licensee Details

License Information

Name: JARMAN, THOMAS A (Primary Name)
Main Address: 187 ST. FRANCIS ST.
MOBILE Alabama 36682
County: OUT OF STATE

License Mailing: 187 ST. FRANCIS ST.
MOBILE AL 36682
County: OUT OF STATE
License Location:

License Information

License Type: Architect
Rank: Architect
License Number: AR0016110
Status: Current,Active
Licensure Date: 11/21/1997
Expires: 02/28/2023

Special Qualifications

Qualification Effective

Ron DeSantis, Governor

STATE OF FLORIDA

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GIBBS, ANDREW KENT
220 W. GARDEN ST.
STE. 700
PENSACOLA FL 32502

LICENSE NUMBER: PE77293
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Ron DeSantis, Governor

Halsey Beshears, Secretary

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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

FRITZ, ROBERT KEVIN
MOTT MACDONALD FLORIDA, LLC
8 CARROLL AVENUE
MONROE NJ 08831

LICENSE NUMBER: AR97794
EXPIRATION DATE: FEBRUARY 28, 2023

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SPECIAL INSPECTOR NUMBER: 2020

DENTY, LOWRY J.
3821 MENENDEZ DRIVE
PENSACOLA FL 325030000

LICENSE NUMBER: PE52611
EXPIRATION DATE: FEBRUARY 28, 2023

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Subconsultants licenses

Ron DeSantis, Governor Julie I. Brown, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF LANDSCAPE ARCHITECTURE

LICENSE NUMBER: LA6666896 **EXPIRATION DATE: NOVEMBER 30, 2021**

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

WATKINS, LESTER CHAD
 408 W VERBENA AVE
 FOLEY AL 36535



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STATE OF FLORIDA


BOARD OF PROFESSIONAL ENGINEERS

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PETERSON, GREGORY DAMIAN
 75 SOUTH F ST
 PENSACOLA FL 32502

LICENSE NUMBER: PE34088
EXPIRATION DATE: FEBRUARY 28, 2023

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HAYDEN, THOMAS HAROLD
 2317 LIMERICK DR
 TALLAHASSEE FL 32309

LICENSE NUMBER: PE67492
EXPIRATION DATE: FEBRUARY 28, 2023

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WOMBLE, BENJAMIN THOMAS
 1275 LAMB DR
 GULF BREEZE FL 32563

LICENSE NUMBER: PE44196
EXPIRATION DATE: FEBRUARY 28, 2023

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GORMAN, CHRISTIN DALE
 76 OBEDIAH TRIPLETT RD
 CRAWFORDVILLE FL 32327

LICENSE NUMBER: PE88700
EXPIRATION DATE: FEBRUARY 28, 2023

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STATE OF FLORIDA

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF LANDSCAPE ARCHITECTURE

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

TULLO WILLIAMS, GINA MARIE
 PO BOX 27401
 PANAMA CITY BEACH FL 32411

LICENSE NUMBER: LA0001546
EXPIRATION DATE: NOVEMBER 30, 2021

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DBE/WBE certifications

State of Florida
Woman Business Certification

Environmental & Geotechnical Specialists, Inc.

Is certified under the provisions of
 287 and 295.187, Florida Statutes, for a period from:
 01/27/2020 to 01/27/2022


 Jonathan R. Satter, Secretary
 Florida Department of Management Services



Office of Supplier Diversity
 4050 Esplanade Way, Suite 380
 Tallahassee, FL 32309
 850-487-9953
 www.dms.myfloridabusiness.com

State of Florida
Woman Business Certification

Tullo Planning Group LLC

Is certified under the provisions of
 287 and 295.187, Florida Statutes, for a period from:
 04/13/2021 to 04/13/2023


 Jonathan R. Satter, Secretary
 Florida Department of Management Services



Office of Supplier Diversity
 4050 Esplanade Way, Suite 380
 Tallahassee, FL 32309
 850-487-9953
 www.dms.myfloridabusiness.com

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Exhibit C

Santa Rosa County
Insurance Requirements
March 2021

Workers' Compensation – meet statutory limits in compliance with the Workers Compensation Laws of Florida. This policy must include Employer Liability with a limit of \$100,000 for each accident, \$500,000 disease policy limit and \$100,000 disease each employee limit.

Commercial General Liability – coverage shall provide minimum limits of liability of \$1,000,000 per occurrence, \$2,000,000 Aggregate, for bodily injury and property damage. This shall include coverage for:

- a. Premises/operations
- b. Products/complete operations
- c. Contractual liability
- d. Independent contractors

Business Auto Liability – coverage shall provide minimum limits \$500,000. Combined Single Limit for bodily injury and property damage. If Split limit coverage is provided Limits of 500,000 per person/500,000 per accident and 500,000 for property damage are required.

This shall include coverage for:

- a. Owned autos
- b. Hired autos
- c. Non-owned autos

Special Requirements:

- 1) Prior to execution of a contract or agreement, certificates of insurance will be produced that shall provide for the following:
 - a. Santa Rosa County shall be named as an additional insured on all coverages except workers' compensation.

b. Santa Rosa County will be given thirty (30) days' notice prior to cancellation or modification of any stipulated insurance.

2) It is the responsibility of the contractor to ensure that all subcontractors comply with all insurance requirements.

3) It should be noted that these are minimum requirements which are subject to modification in response to specialized or high hazard operations.

In the event of unusual circumstances, the County Administrator, or his designee, may adjust these insurance requirements.

Exhibit D

Title VI List of Pertinent Nondiscrimination Acts and Authorities

During the performance of this Agreement, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “Contractor”), as applicable, agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 USC § 2000d *et seq.*, 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination in Federally-assisted programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 USC § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 *et seq.*), as amended (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended (42 USC § 6101 *et seq.*) (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982 (49 USC § 471, Section 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (PL 100-209) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 USC §§ 12131 – 12189) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Nondiscrimination statute (49 USC § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 USC 1681 *et seq.*)

Exhibit E
VENDORS ON SCRUTINIZED COMPANIES LISTS

By executing this Certificate, the bid proposer, certifies that it is not: (1) listed on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725, Florida Statutes, (2) engaged in a boycott of Israel, (3) listed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to section 215.473, Florida Statutes, or (4) engaged in business operations in Cuba or Syria. Pursuant to section 287.135(5), Florida Statutes, the County may disqualify the bid proper immediately or immediately terminate any agreement entered into for cause if the bid proposer is found to have submitted a false certification as to the above or if the Contractor is placed on the Scrutinized Companies that Boycott Israel List, is engaged in a boycott of Israel, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, during the term of the Agreement. If the County determines that the bid proposer has submitted a false certification, the County will provide written notice to the bid proposer. Unless the bid proposer demonstrates in writing, within 90 calendar days of receipt of the notice, that the County's determination of false certification was made in error, the County shall bring a civil action against the bid proposer. If the County's determination is upheld, a civil penalty shall apply, and the bid proposer will be ineligible to bid on any Agreement with a Florida agency or local governmental entity for three years after the date of County's determination of false certification by bid proposer.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.

DATE: March 16, 2022

SIGNATURE: 

COMPANY: Mott MacDonald Florida, LLC

NAME: David D Skipper, PE
(Typed or Printed)

ADDRESS: 220 West Garden Street
Suite 700
Pensacola, Fl 32571

TITLE: Senior Vice President

E-MAIL: david.skipper@mottmac.com

PHONE NO.: 850-484-6011