

AGREEMENT BETWEEN SANTA ROSA COUNTY, FLORIDA
AND MOTT MACDONALD FLORIDA, LLC

(Federal Funding)

THIS AGREEMENT (hereinafter referred to as the “Agreement”) is made this 12th, day of October, 2021 by and between Santa Rosa County, a political subdivision of the state of Florida, (hereinafter referred to as the “County”), with a mailing address of 6495 Caroline Street, Milton, FL 32570, and Mott MacDonald Florida, LLC a for profit organization, authorized to do business in the State of Florida (hereinafter referred to as “Contractor”) whose Federal I.D. # is 59-1294824.

RECITALS

WHEREAS, the County is in need of a contractor to provide Engineering Design and Professional Services for Woodbine Road (“Services”); and

WHEREAS, Request for Qualifications 21-042; and

WHEREAS, Contractor is a certified and insured entity with the necessary experience to provide the desired Services; and

WHEREAS, the County wishes to enter into this Agreement with Contractor to provide the Services to the County fully described in the exhibits attached to this contract.

NOW THEREFORE, in consideration of the promises and the mutual covenants herein, the parties agree as follows:

- **Recitals and Attachments.** The Recitals set forth above are hereby incorporated into this Agreement and made part hereof for reference. The following documents are attached to this Agreement and are incorporated herein.

Attachment “A” – Request for Proposal 21-042; and Contractors Scope of Services

Attachment “B” – Insurance Requirements;

Attachment “C” – Title VI list of pertinent nondiscrimination acts and authorities;

Attachment “D” – Scrutinized Companies Certification;

Attachment “E” – Special Conditions – Additional Federal Requirements;

- **Services.** Contractor agrees to perform planning and design for the expansion of Woodbine Road to correct capacity, traffic circulation, pedestrian, bicycle access, interconnectivity deficiencies. The services needed for the work will include, but not be limited to drainage improvements, right-of-way assessment, right-of-way acquisition, research and assist with grant funding opportunities, construction documents, safety upgrades, pedestrian and bicycle improvements, interconnectivity design, signal design, other improvements for intersection, traffic and capacity related work. The Services to be provided are further detailed in the Contractor’s proposal attached as Attachment “A” and incorporated herein by reference. The Services shall be performed by Contractor to the full satisfaction of the County. Contractor agrees to have a

qualified representative to audit and inspect the Services provided on a regular basis to ensure all Services are being performed in accordance with the County's needs and pursuant to the terms of this Agreement and shall report to the County accordingly. Contractor agrees to immediately inform the County via telephone and in writing of any problems that could cause damage to the County. Contractor will require its employees to perform their work in a manner befitting the type and scope of work to be performed.

- **Term and Renewal.** The term of this Agreement shall begin 1 October, 2021, and shall continue for a period of Five (5) years from the date of full execution of this Agreement, subject to the County's ability to terminate in accordance with Section 7 of this Agreement. The terms of Section 23 entitled "Indemnification and Waiver of Liability" shall survive termination of this Agreement.

This agreement may not be renewed;

- **Compensation.** The Contractor agrees to provide the Services to the County, including materials and labor, in a total amount not to exceed Two Million Dollars (\$ 2,000,000.00)

- Contractor shall submit an invoice to the County every thirty (30) days. The invoice shall indicate that all services have been completed for that invoice period. In addition, Contractor agrees to provide the County with any additional documentation requested to process the invoices.

- **Disbursement.** Check one:

There are no reimbursable expenses associated with this Agreement.

- **Payment Schedule.** Invoices received from the Contractor pursuant to this Agreement will be reviewed by the initiating County Department. Payment will be disbursed as set forth above. If services have been rendered in conformity with the Agreement, the invoice will be sent to the Finance Department for payment. Invoices must reference the contract number assigned by the County after execution of this Agreement. Invoices will be paid in accordance with the State of Florida Local Government Prompt Payment Act.

- **Availability of Funds.** The County's performance and obligation to pay under this Agreement is contingent upon annual appropriation for its purpose by the County Commission.

Contractor shall make no other charges to the County for supplies, labor, taxes, licenses, permits, overhead or any other expenses or costs unless any such expenses or cost is incurred by Contractor with the prior written approval of the County. If the County disputes any charges on the invoices, it may make payment of the uncontested amounts and withhold payment on the contested amounts until they are resolved by agreement with the Contractor. Contractor 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 Contractor further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this

Agreement.

- **Ownership of Documents and Equipment.** All documents prepared by the Contractor pursuant to this Agreement and related Services to this Agreement are intended and represented for the ownership of the County only. Any other use by Contractor or other parties shall be approved in writing by the County. If requested, Contractor shall deliver the documents to the County within fifteen (15) calendar days.

- **Insurance.** Contractor shall, at its sole cost and expense, during the period of any work being performed under this Agreement, procure and maintain the minimum insurance coverage required as set forth in Attachment "B" attached hereto and incorporated herein, to protect the County and Contractor against all loss, claims, damages and liabilities caused by Contractor, its agents, or employees.

- **Termination and Remedies for Breach.**

- If, through any cause within its reasonable control, the Contractor shall fail to fulfill in a timely manner or otherwise violate any of the covenants, agreements or stipulations material to this Agreement, the County shall have the right to terminate the Services then remaining to be performed. Prior to the exercise of its option to terminate for cause, the County shall notify the Contractor of its violation of the particular terms of the Agreement and grant Contractor thirty (30) days to cure such default. If the default remains uncured after forty-five (45) days the County may terminate this Agreement, and the County shall receive a refund from the Contractor in an amount equal to the actual cost of a third party to cure such failure. If Contractor fails, refuses or is unable to perform any term of this Agreement, County shall pay for services rendered as of the date of termination.

- In the event of termination, all finished and unfinished documents, data and other work product prepared by Contractor (and sub-Contractor (s)) shall be delivered to the County and the County shall compensate the Contractor for all Services satisfactorily performed prior to the date of termination, as provided in Section 4 herein.

- Notwithstanding the foregoing, the Contractor shall not be relieved of liability to the County for damages sustained by it by virtue of a breach of the Agreement by Contractor and the County may reasonably withhold payment to Contractor for the purposes of set-off until such time as the exact amount of damages due the County from the Contractor is determined.

- **Termination for Convenience of County.** The County may, for its convenience and without cause immediately terminate the Services then remaining to be performed at any time by giving written notice. The terms of Paragraph a(i) and a(ii) above shall be applicable hereunder.

- **Termination for Insolvency.** The County also reserves the right to terminate the

remaining Services to be performed in the event the Contractor is placed either in voluntary or involuntary bankruptcy or makes any assignment for the benefit of creditors.

- Termination for failure to adhere to the Public Records Law. Failure of the Contractor to adhere to the requirements of Chapter 119 of the Florida Statutes and Section 9 below, may result in immediate termination of this Agreement.

• **Governing Law, Venue and Waiver of Jury Trial.** This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. All parties agree and accept that jurisdiction of any dispute or controversy arising out of this Agreement, and any action involving the enforcement or interpretation of any rights hereunder shall be brought exclusively in the First Judicial Circuit in and for Santa Rosa County, Florida, and venue for litigation arising out of this Agreement shall be exclusively in such state courts, forsaking any other jurisdiction which either party may claim by virtue of its residency or other jurisdictional device. In the event it becomes necessary for the County to file a lawsuit to enforce any term or provision under this Agreement, then the County shall be entitled to its costs and attorney's fees at the pretrial, trial and appellate levels. BY ENTERING INTO THIS AGREEMENT, CONTRACTOR AND COUNTY HEREBY EXPRESSLY WAIVE ANY RIGHTS EITHER PARTY MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO THIS AGREEMENT. Nothing in this Agreement is intended to serve as a waiver of sovereign immunity, or of any other immunity, defense, or privilege enjoyed by the County pursuant to Section 768.28, Florida Statutes.

• **Public Records.** Any record created by either party in accordance with this Contract shall be retained and maintained in accordance with the public records law, Florida Statutes, Chapter 119. Contractor must comply with the public records laws, Florida Statute chapter 119, specifically Contractor must:

- Keep and maintain public records required by the County to perform the service.
- 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.
- 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.
- 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 CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS WANDA PITTS, (850) 963-1925, wandap@santarosa.fl.gov, 6945 Caroline Street, Milton, FL 32570.

- **Audit.** The County and/or its designee shall have the right from time to time at its sole expense to audit the compliance by the Contractor with the terms, conditions, obligations, limitations, restrictions, and requirements of this Contract and such right shall extend for a period of three (3) years after termination of this Contract.

- **Notices.** All notices and other communications required or permitted to be given under this Agreement by either party to the other shall be in writing and shall be sent (except as otherwise provided herein) (i) by certified mail, first class postage prepaid, return receipt requested, (ii) by guaranteed overnight delivery by a nationally recognized courier service, or (iii) by facsimile with confirmation receipt (with a copy simultaneously sent by certified mail, first class postage prepaid, return receipt requested or by overnight delivery by traditionally recognized courier service), addressed to such party as follows:

If to the County:		With a copy to: Engineering Department 6051 Old Bagdad Hwy, Ste 300 Milton, FL 32583
If to the Contractor:		Mott MacDonald Florida, LLC 220 W Garden Street, Ste 700 Pensacola, FL 32502

- **Assignment.** Contractor shall not assign this Agreement or any part thereof, without the prior consent in writing of the County. If Contractor does, with approval, assign this Agreement or any part thereof, it shall require that its assignee be bound to it and to assume toward Contractor all of the obligations and responsibilities that Contractor has assumed toward the County.

- **Subcontracting.** Contractor 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 Agreement. The County's acceptance of a subcontractor shall not be unreasonably withheld. The Contractor is encouraged to seek minority and women business enterprises for participation in subcontracting opportunities. Additionally, any subcontract entered into between the Contractor and subcontractor will need to be approved by the County prior to it being entered into and said agreement shall incorporate in all required terms in accordance with local, state and federal regulations.

- **Civil Rights.** The Contractor agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance. This provision binds the Contractor and subcontractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required by Title VI of the Civil Rights Act of 1964.

- **Compliance with Nondiscrimination Requirements.** During the performance of this Agreement, the Contractor, for itself, its assignees, and successors in interest, agrees as follows:

- **Compliance with Regulations:** The Contractor will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated and attached hereto as Attachment "C".

- **Nondiscrimination:** The Contractor, with regard to the work performed by it during the Agreement, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.

- **Solicitations for Subcontracts, including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the contractor's obligations under this contract and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.

- **Information and Reports:** The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the County or other governmental entity to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails

or refuses to furnish the information, the Contractor will so certify to the County or the other governmental entity, as appropriate, and will set forth what efforts it has made to obtain the information.

- **Sanctions for Noncompliance:** In the event of a Contractor's noncompliance with the non-discrimination provisions of this contract, the County will impose such contract sanctions as it or another applicable state or federal governmental entity may determine to be appropriate, including, but not limited to:

- Withholding payments to the Contractor under the Agreement until the Contractor complies; and/or

- Cancelling, terminating, or suspending the Agreement, in whole or in part.

- **Incorporation of Provisions:** The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the County may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Contractor may request the County to enter into any litigation to protect the interests of the County. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

- **Procurement of Recovered Materials.** Contractor and any subcontractors agree to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, and the regulatory provisions of 40 CFR Part 247. In the performance of this contract and to the extent practicable, the Contractor and subcontractors are to use products containing the highest percentage of recovered materials for items designated by the Environmental Protection Agency (EPA) under 40 CFR Part 247 whenever:

- The contract requires procurement of \$10,000 or more of a designated item during the fiscal year; or

- The contractor has procured \$10,000 or more of a designated item using Federal funding during the previous fiscal year.

The list of EPA-designated items is available at www.epa.gov/smm/comprehensive-procurement-guidelines-construction-products.

Section 6002(c) establishes exceptions to the preference for recovery of EPA-designated products if the contractor can demonstrate the item is:

- Not reasonably available within a timeframe providing for compliance with the contract performance schedule;

- Fails to meet reasonable contract performance requirements; or

c) Is only available at an unreasonable price.

• **Debarment and Suspension.** Contractor as part of the procurement response, Attachment “A” has submitted to the County a certification that Contractor and its principals, if applicable, are not presently debarred or suspended by any Federal department or agency from participating in this transaction. Contractor now agrees to verify, to the extent applicable, that for each lower tier subcontractor that exceeds \$25,000 as a “covered transaction” under the Services to be provided is not presently debarred or otherwise disqualified from participating in the federally assisted services. The Contractor agrees to accomplish this verification by:

- Checking the System for Award Management at website: <http://www.sam.gov>.
- Collecting a certification statement similar to the Certification of Offerer /Bidder Regarding Debarment, above.
- Inserting a clause or condition in the covered transaction with the lower tier contract.

• **Minority/Women’s Business Enterprises.** Contractor 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 2 CFR 200.321. If subcontracts are to be let, prime contractor will require compliance by all sub-contractors. Information regarding certified M/WBE firms can be obtained from (the following list is not exhaustive):

- 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.

• **Compliance with Laws.** Contractor shall secure any and all permits, licenses and approvals that may be required in order to perform the Services, shall exercise full and complete authority over Contractor’s personnel, shall comply with all workers’ compensation, employer’s liability and all other federal, state, county, and municipal laws, ordinances, rules and regulations required of an employer performing services such as the Services, and shall make all reports and remit all withholdings or other deductions from the compensation paid to Contractor’s personnel as may be required by any federal, state, county, or municipal law, ordinance, rule, or regulation.

• **Conflict of Interest.** The Contractor covenants that it presently has no interest and shall not acquire any interest, directly or indirectly which could conflict in any manner or degree with the performance of the Services. The Contractor further covenants that in the performance of this Agreement, no person having any such interest shall knowingly be employed by the Contractor. The Contractor guarantees that he/she has not offered or given to any member of, delegate to the Congress of the United States, any or part of this contract or to any benefit arising therefrom.

- **Independent Contractor.** Contractor enters into this Agreement as, and shall continue to be, an independent contractor. All services shall be performed only by Contractor and Contractor's employees. Under no circumstances shall Contractor or any of Contractor's employees look to the County as his/her employer, or as partner, agent or principal. Neither Contractor, nor any of Contractor's employees, shall be entitled to any benefits accorded to the County's employees, including without limitation worker's compensation, disability insurance, vacation or sick pay. Contractor shall be responsible for providing, at Contractor's expense, and in Contractor's name, unemployment, disability, worker's compensation and other insurance as well as licenses and permits usual and necessary for conducting the services to be provided under this Agreement.

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

- **Indemnification and Waiver of Liability.** The Contractor agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless the County, its agents, representatives, officers, directors, officials and employees from and against claims, damages, losses and expenses (including but not limited to attorney's fees, court costs and costs of appellate proceedings) relating to, arising out of or resulting from the Contractor's negligent acts, errors, mistakes or omissions relating to professional Services performed under this Agreement. The Contractor's duty to defend, hold harmless and indemnify the County its agents, representatives, officers, directors, officials and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury; sickness; disease; death; or injury to impairment, or destruction of tangible property including loss of use resulting therefrom, caused by any negligent acts, errors, mistakes or omissions related to Services in the performance of this Agreement including any person for whose acts, errors, mistakes or omissions the Contractor may be legally liable. The parties agree that TEN DOLLARS (\$10.00) represents specific consideration to the Contractor for the indemnification set forth herein.

The waiver by a party of any breach or default in performance shall not be deemed to constitute a waiver of any other or succeeding breach or default. The failure of the County to enforce any of the provisions hereof shall not be construed to be a waiver of the right of the County thereafter to enforce such provisions.

- **Taxes and Assessments.** Contractor agrees to pay all sales, use, or other taxes, assessments and other similar charges when due now or in the future, required by any local, state or federal law, including but not limited to such taxes and assessments as may from time to time be imposed by the County in accordance with this Agreement. Contractor further agrees that it shall protect, reimburse and indemnify County from and assume all liability for its tax and assessment obligations under the terms of the Agreement.

The County is exempt from payment of Florida state sales and use taxes. The Contractor shall not be exempted from paying sales tax to its suppliers for materials used to fulfill contractual

obligations with the County, nor is the Contractor authorized to use the County's tax exemption number in securing such materials.

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

- **Prohibition Against Contracting with Scrutinized Companies.** Pursuant to Florida Statutes Section 215.4725, contracting with any entity that is listed on the Scrutinized Companies that Boycott Israel List or that is engaged in the boycott of Israel is prohibited. Contractors must certify that the company is not participating in a boycott of Israel. Any contract for goods or services of One Million Dollars (\$1,000,000) or more shall be terminated at the County's option if it is discovered that the entity submitted false documents of certification, is listed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria after July 1, 2018.

Any contract entered into or renewed after July 1, 2018 shall be terminated at the County's option if the company is listed on the Scrutinized Companies that Boycott Israel List or engaged in the boycott of Israel. Contractors must submit the certification that is attached to this agreement as Attachment "D". Submitting a false certification shall be deemed a material breach of contract. The County shall provide notice, in writing, to the Contractor of the County's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination was in error. If the Contractor does not demonstrate that the County's determination of false certification was made in error, then the County shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute Section 215.4725.

- **Special Conditions – Additional Federal Requirements.** As some or all of the Services to be provided under this Agreement may be funded with federal funds. Contractor agrees to adhere to the required additional federal requirements set forth in Attachment "E" and incorporated herein by reference.

- **Grant or Agreement Requirements.** Through the course of this Agreement the County may be awarded state or federal grants that may fund some or all of the Services to be provided under this Agreement. Contractor agrees to adhere to all of the requirements of the Grant or Agreement.

- **Inconsistencies and Entire Agreement.** If there is a conflict or inconsistency between any term, statement, requirement, or provision of any attachment attached hereto, any document or events referred to herein, or any document incorporated into this Agreement, the term, statement, requirement, or provision contained in this Agreement shall prevail and be given superior effect and priority over any conflicting or inconsistent term, statement, requirement or provision contained in any other document or attachment, including but not limited to Attachments listed in Section 1.

- **Severability.** If any term or condition of this Contract shall be deemed, by a court having appropriate jurisdiction, invalid or unenforceable, the remainder of the terms and conditions of this Contract shall remain in full force and effect. This Contract shall not be more strictly construed against either party hereto by reason of the fact that one party may have drafted or prepared any or all the terms and provisions hereof.

- **Entire Agreement.** This Agreement contains the entire agreement of the parties, and may be amended, waived, changed, modified, extended or rescinded only by in writing signed by the party against whom any such amendment, waiver, change, modification, extension and/or rescission is sought.

- **Representation of Authority to Contractor/Signatory.** The individual signing this Agreement on behalf of Contractor represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. The signatory represents and warrants to the County that the execution and delivery of this Agreement and the performance of the Services and obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on the Contractor and enforceable in accordance with its terms.

- **Access to Records. The following access to records requirements apply to this contract:**

1. The Contractor agrees to provide (insert name of state agency or local or Indian tribal government), (insert name of recipient), the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.

2. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

3. The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.

4. In compliance with the Disaster Recovery Act of 2018, the (write in name of the non-federal entity) and the Contractor acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

The contractor shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre- approval.

This is an acknowledgement that FEMA financial assistance will be used to fund all or a portion of the contract. The contractor will comply with all applicable Federal law, regulations, executive orders, FEMA policies, procedures, and directives

“The Federal Government is not a party to this contract and is not subject to any obligations or

liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

“The Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor’s actions pertaining to this contract.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate on the day and year first written above.

WITNESS:

Amber Kirk, PE
Signature

BY: [Signature]
David D. Skipper, PE
Senior Vice President

AMBER KIRK, PE
Print Name

ATTEST:



SANTA ROSA COUNTY, FLORIDA

[Signature]
Donald C. Spencer, Clerk of Court

BY: [Signature]
David C. Piech, Chairman

Attachment "A"
Request for Proposal 21-042;
Contractors Scope of Services

SANTA ROSA COUNTY, FLORIDA



RFQ 21-042 Engineering Design and Professional Services for Woodbine Road

June 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: June 16, 2021

FROM: Santa Rosa County Procurement Office

SUBJECT: **RFQ 21-042 Engineering Design and Professional Services for Woodbine Road**

Notice is hereby given that the Santa Rosa County Board of County Commissioners is calling for statements of qualifications for the Engineering Design and Professional Services for Woodbine Road. Services will relate to the planning, surveying, roadway engineering design, traffic engineering design, geotechnical services, environmental assessment, right-of-way acquisitions, permitting services, signal design, and coordination with the local utility services.

All proposals shall be considered in accordance with the Florida Competitive Consultant Negotiations Act. (F.S. 287.055)

All proposals 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 August 2, 2021** at which time will be publicly opened. Only proposals received by the aforesaid time and date will be considered. E-mailed proposal responses will be rejected. All bids shall be sealed and clearly labeled, "**RFQ 21-042 Engineering Design and Professional Services for Woodbine Road**". Please provide the original proposal, labeled "ORIGINAL", and five (5) copies labeled "COPY" along with one (1) electronic file in OCR (readable) PDF format.

A pre-bid conference will be held **on July 1, 2021, at 10:00 A.M.** at the Santa Rosa County Development Services Media Room, 6051 Old Bagdad Highway, Milton, Florida 32583. All interested parties are strongly encouraged to attend.

Specifications may be secured by download from the Santa Rosa County Website: <https://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 **4:30 p.m. on July 20, 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.



SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

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

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, SUBMITTAL REQUIREMENTS
AND GENERAL RFP 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

RFQ Published	June 16, 2021
Deadline for Questions	July 20, 2021 @ 4:30 p.m.
Proposals Due	August 2, 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 21-042 Engineering Design and Professional Services for Woodbine Road**", 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.

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_RFQ 21-042 Engineering Design and Professional Services for Woodbine Road

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"/> 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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Engineering Design and Professional Services for Woodbine Road

Project Summary

Santa Rosa County request statements of qualifications for Engineering Design and Professional Services for the planning and design for the expansion of Woodbine Road. The existing typical section of Woodbine Road is a three-lane road with one lane each north and south bond and a center dual left turn lane including two major intersections, Highway 90 at the southern end and Chumuckla Highway, Quintette Road and Berryhill Road (aka 5 Points) in the northern end. The existing road and intersections are deficient on capacity, traffic circulation, pedestrian, bicycle access, interconnectivity, etc.

Engineering design and professional services required for Woodbine Road will be a multi-phase project. The first phase will consist of intersection improvements at Woodbine Road and US Highway 90 (SR 10). Other phases may include drainage improvements, right-of-way assessment, right-of-way acquisition, research and assist with grant funding opportunities, planning and concept designs for capacity improvements, construction documents for capacity improvements, safety upgrades, pedestrian and bicycle improvements, interconnectivity design, signal design, other intersection improvements and other traffic and capacity related work. The contract for this project is an overarching contract and may include a series of task orders for additional phases under this agreement. The contract for this project is an overarching contract and may include a series of task orders for additional phases under this agreement.

Phase 1 Scope of Services

The Phase 1 work associated with this contract includes engineering design necessary to develop construction documents for improvements at the intersection of the Woodbine Road and US Highway 90 (SR 10). The intersection improvements will include, but not limited to, increase in capacity, improved safety, improved traffic circulation and providing pedestrian and bicycle access. The associated activities will include, concept designs, public involvement, topographical survey, roadway design, signal design, geotechnical services, environmental services, right-of-way assessment and right-of-way acquisition, utility coordination, permitting and other services necessary to complete the design for the intersection improvements.

Services anticipated for the request for qualifications include:

- Topographical and boundary surveys to establish rights-of-way and necessary permanent and construction easements
- Traffic Study
- Concept Designs (minimum of 2)
- Provide Public Workshop or Presentation to the County Commissioners
- Develop construction documents for the proposed work including:
 - Right-of-way acquisitions / easements
 - Utility relocation or extensions as necessary
 - Intersection / roadway design, including traffic signal design
 - Street lighting
 - Pedestrian / Bicycle Access
 - Traffic control

- Coordination with the Florida Department of Transportation (FDOT) and other permitting agencies as necessary, including securing any necessary environmental permits
- Engineers Probable Cost Estimates
- Bidding documents
- Construction inspection

Firms must have experience with design of highways and roads with associated infrastructure and property acquisitions and should also be familiar with the Santa Rosa County Design Policies and Standards, Florida Greenbook, FDOT Design Standards, Manual on Uniform Traffic Control Devices (MUTCD) Americans with Disabilities Act (ADA), and permitting experience with Northwest Florida Water Management District Flood (NFWFMD), Florida Department of Environmental Protection (FDEP), United States Army Corps of Engineers (USACE) and FDOT.

Proposal Requirements

Qualifications shall be determined in a written proposal and include the following information tabbed as instructed below (Maximum Page limit is 25 pages):

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 & References

Provide information on at least three (3) 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 other required forms. (Not included in page limit)

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.

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 will provide the initial ranking to the Board to conduct formal presentation/interviews with shortlisted firms prior to final ranking.
- Final Ranking. 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 final ranking shall be approved by the County Administrator or Board, as appropriate, prior to beginning contract negotiations.

**Appendix A
ScoreSheet**

**Woodbine Road Expansion
Engineering Design and Professional Services**

Evaluation Factors	Points Available	Names of Firms			
		FIRM 1	FIRM 2	FIRM 3	FIRM 4
Presentation, inclusion of all required documentation, meets the page limitations	5				
Letter of Interest	10				
Company Profile	10				
Approach to Project/Understanding	30				
Qualifications of Key Personnel	25				
Similar Project Experience & References	10				
Required Documents & Forms	10				
TOTAL POINTS:	100				

DIRECTIONS: Score each firm in each category. In the event of a tie, an alternate evaluator will be asked to evaluate the firms based on the submitted proposals. The alternate score will be the tie-breaker.

Evaluator's Name: _____

Signature: _____

Time spent reviewing submittals: _____ hrs

Date: _____

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 21-042

Engineering Design and Professional Services for Woodbine Road

August 2, 2021



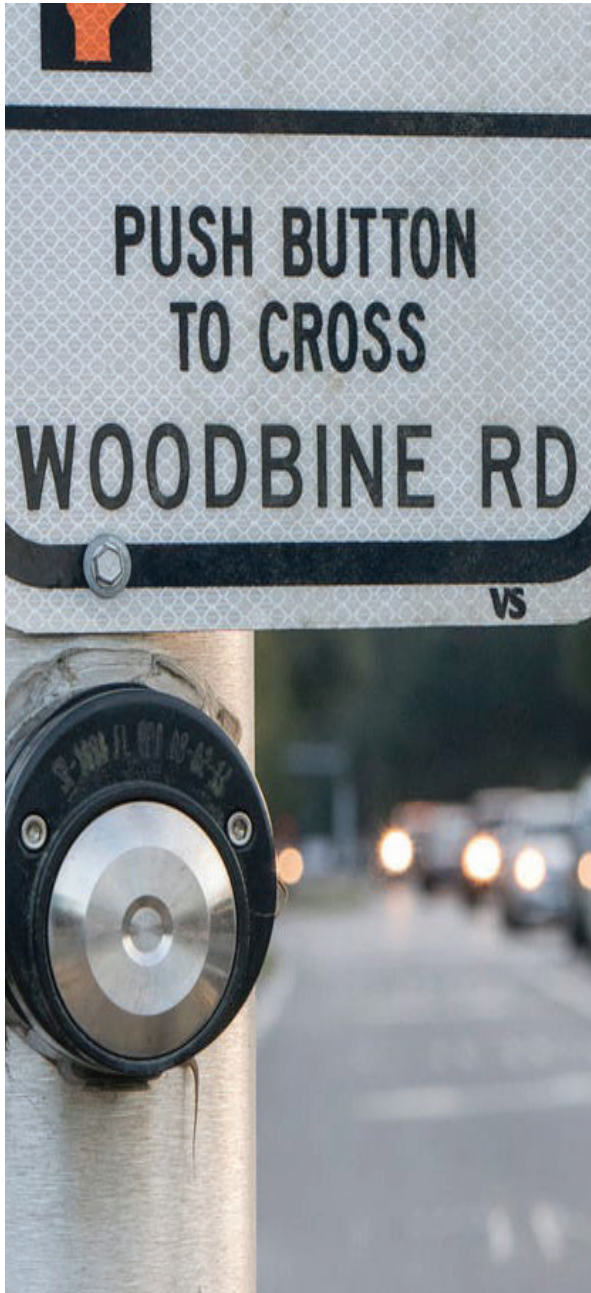


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1. Letter of interest



Re: RFQ 21-042 Engineering Design and Professional Services for Woodbine Road

August 2, 2021

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

Dear Members of the Selection Committee,

Santa Rosa County, specifically the Pace Community is undergoing an incredible transformation, and Woodbine Road is an important link to its continuing progress. This urban intersection and roadway project has been many years in the making – the time has arrived for final planning, design, and construction of safety-enhanced, multi-modal improvements of the Woodbine Road corridor, beginning with the US 90 intersection. You need a partner to support project development and funding of near-term upgrades, as well as long-term ultimate build-out for this critical connection between the area's many homes and businesses.

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

Mott MacDonald understands the need to not only design high-quality roadways but to also incorporate the concepts of complete streets, sustainability, and innovation. This means sharing Santa Rosa County's focus on the bigger picture for the community, its residents, and tourists. We feel that to consider this Phase I project a true success, it should be completed in such a way that it jump-starts your future initiatives and vision for phased expansion in the years to come. As a local firm, we understand that an important aspect of supporting your goals is ensuring that modern, resilient, and secure infrastructure is planned in advance and that practical plans for upgrading and maintaining your transportation system will ensure uninterrupted commutes for your businesses, residents, and tourists.

Our employee-owned consulting engineering firm has over a century of experience providing the full range of infrastructure development services. We have over 50 years of experience in Florida, and have numerous state and municipal projects in northwest Florida. As a local team with robust traffic and transportation engineering capabilities, we understand how to balance the safety and capacity needs of the thousands of residents and tourists traveling the road daily with the requirements of local, state, and regulatory agencies - all within challenging schedule and budget constraints.

Mott MacDonald acknowledges the receipt of Addendum 1. **Signed addendum is included Tab 6 - Required Documents and Forms section of this proposal.**

With a local office in Pensacola, six more across the state, and over 16,000 total employee resources, Mott MacDonald offers our clients a unique portfolio of services that covers all aspects of this project. We have assembled an exceptional team with key personnel including **David Skipper, PE** who will serve as Executive Sponsor. David and his family reside in Pace. It's not surprising then, that David is an enthusiastic supporter of the mission, vision, and approach set forth by Santa Rosa County for the Woodbine Road improvements. Our proposed Project Manager is **Amber Kirk, PE**. Amber is a Pensacola native who began working in Santa Rosa County over 10 years ago on FDOT roadway and safety projects; she has supported the County since January 2019 as part of the Program Management team for the new Courthouse project, nearing substantial completion in late 2021.

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 of this proposal.**

The contents of this proposal will demonstrate to you our exceptional, dedicated team and successful past performance in helping similar communities strategically grow and prosper. We hope you find the enclosed statement of qualifications compelling and appreciate the opportunity to work in partnership with Santa Rosa County and your many project stakeholders. Santa Rosa County deserves a western gateway that reflects the innovation, creativity, and sense of community it instills, and Mott MacDonald is leading a team that can make it happen. With that, we ask that you select Mott MacDonald to assist you in delivering this most important project.

As an authorized signer with authority to bind the principal respondent of Mott MacDonald Florida, LLC, I assure that this proposal is in all respects fair and in good faith without collusion or fraud.

Sincerely,

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

2. Company profile

Company profile

Being an employee-owned firm frees us to choose the work we take on and focus on the issues that are important to you – and us. This means that Santa Rosa County gets the very best from us because we want to do a great job.



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

Business structure

Prime with subconsultants

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

- 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

Florida branch offices

Pensacola, Chipley, Panama City, Tallahassee, Jacksonville, Tampa, Delray Beach



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

1

DBE/MBE-certified subconsultant

Personnel by discipline

Civil Engineers	20
Other Employees	17
Construction Inspection	10
Structural Engineers	9
Electrical Engineers	6
CADD Designers	6
Construction Management	3
Water Resource Engineers	3
Coastal Engineers	2
Environmental Engineers	2
Land Surveyors	2
Ports and Maritime Engineer	2
Transportation Engineers	2
Sanitary Engineers	1
Pensacola Office Total	40
Florida Branches Total	68

We're independent in action, which means we advise you what is right for your business, not what is easiest for us.

We provide these key 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
- Pavement management
- Road safety audits
- Network safety screening
- Permitting
- Environmental assessments and impact statements
- Basin modeling
- Roadway drainage
- Stormwater management facilities (treatment and attenuation)
- Stream stabilization and restoration
- Flood mitigation
- Emergency repairs
- Stormwater and environmental permitting
- Regulatory compliance
- Master planning



3. Approach to project/ understanding

Approach to Project/Understanding

Managing any roadway project takes skill and expertise, but it takes an exceptional ability to deliver creativity, value, and innovation. Our team will plan and lead every aspect of the project cycle. We will provide a tailored service, bringing innovation to help you establish options, define project needs, and effectively manage project delivery.

PROJECT STATUS AND HISTORY

When projects such as the Woodbine Road Engineering Design and Professional Services come to light, it is a great opportunity to contribute to critical local improvements that increase capacity and enhance safety for residents, businesses, and visitors. With unprecedented growth and development, this roadway has long been identified as approaching a failing level of service during peak hours. The intersection constraints at the northern and southern limits further exacerbate traffic flow issues and safety concerns. In addition, bicycle and pedestrian access is severely limited.

The project kick-off meeting will be an excellent forum to introduce key staff, discuss stakeholder desires and concerns, clarify project goals, establish management and coordination protocols, and set a project schedule.

SCOPE CLARIFICATION

In addition to the kick-off meeting, we would hold a scope refinement/clarification meeting to ensure we are all working to the same plan. This meeting would engage open dialogue regarding the initial project goals and objectives to determine if some of them have evolved since last addressed. The scope clarification meeting will be an excellent launching pad for the traffic study and concept development process. Confirmation of all previous data collected, and analysis performed, discussion of traffic data collection locations and traffic analysis methodology will ensure that the project moves forward in a very focused and concise manner. All previous data and analysis will be incorporated appropriately.

We recognize that the focus of the County's RFP is on Phase I US 90 intersection improvements, with the understanding that future phases are imminent for corridor expansion. Future design and right-of-way acquisition services will likely be added as task orders within the master contract. Of course, expansion scope and timelines are contingent upon funding sources; our team has the expertise to assist the County in identifying funding through grants and alternate sources, balancing the pros and cons of source requirements.

DATA COLLECTION AND ANALYSIS

Thorough existing conditions analysis and data collection is foundational to the project. Mott MacDonald will prepare a data collection plan and evaluate the existing conditions along the corridor. This will include obtaining and reviewing of existing data by the project team.

With the changes in travel patterns and vehicular volume due to the Covid-19 pandemic, turning movement counts and other traffic data will be adjusted as necessary to ensure "typical" conditions are analyzed.

TRAFFIC STUDY AND CONCEPT DEVELOPMENT

Our team is well-versed in not only obtaining and analyzing data in a methodical approach, but also in the modeling and interpretation of existing conditions and proposed technical solutions. Based on results of the data collection and review, modeling and analysis will be performed as part of the corridor traffic study. New survey and SUE data will be used as a base plan for the project concepts, which will also incorporate preliminary environmental impacts. Concepts will be designed to improve mobility and safety at the intersection, with a critical consideration being future US 90 widening, as Woodbine Road terminates near the interface of US 90 future six-lane urban and rural typical sections. Our traffic and transportation designers will collaborate to develop multiple conceptual alternatives focused on the Phase I Woodbine Road/US 90 intersection improvements for presentation to the Board of County Commissioners and at a public workshop. These conceptual alternatives may be more traditional treatments that simply add capacity, but may also be alternative treatments focused on gaining more life out of the facility before expansion is needed.

We recognize that the focus of the County is on Phase I US 90 intersection improvements, with the understanding that future phases are imminent for corridor expansion and are contingent upon funding sources. Our team has the expertise to assist the County in identifying funding through grants and alternate sources.

PUBLIC INVOLVEMENT PLAN

A project is not truly a success unless the community is engaged in its development and actively participates in the reviews and refinements. This effort will begin during the planning phase and continue throughout the project design and plan production efforts. All of the methods outlined below to gain public input and endorsements will be engaged and may ultimately support a public workshop, which our team recommends prior to Commissioner presentation. The workshop would be a critical opportunity to establish public engagement for the first of several project phases.

The success of the Woodbine Road project will in many ways depend on an outreach campaign capable of highlighting and conveying the many future benefits of the final result, while at the same time providing an “up close and personal” everyday communication strategy with key stakeholders and community leaders. Since this project includes major intersection improvements and anticipated future corridor improvements, the disruptions to local stakeholders and residents can be diverse. Efforts led by a public outreach team are vital to the community's understanding of what they will be facing during the various phases of the project and the benefits of the result. The process requires addressing the needs of our community in a hands-on and proactive approach, keeping in mind the importance of documentation from the very beginning and throughout the life of the project, an area of expertise that will provide the ability to identify and address situations that can cause delays or conflicts.

PUBLIC INVOLVEMENT DATA COLLECTION AND RECORD KEEPING

The public involvement plan (PIP) also will include a comprehensive list of elective, appointed, and agency officials, as well as other interested local leaders. We will compile a database of all stakeholders, which will be updated throughout the project along with stakeholder correspondence, in part of our public involvement data collection efforts. This project needs a robust yet nimble project database. Our team uses a data collection system to capture all calls, emails, and attachments, mail, meeting summaries and other information that we gather will populate this database so that our team can organize in audience segments (e.g., ZIP code, neighborhood, primary interests/concerns, etc.), and will report on their interactions as needed. We will track and document all public involvement activities in a Comments and Coordination Report that will be completed at the end of the project. The report will include copies of all meeting notifications, meeting summaries, displays, handouts, presentations, and all the comments received with the agency responses.



Our Mott MacDonald team and Santa Rosa County presenting above at a public meeting for the Fidelis Community Park Improvements Project.

PUBLIC WORKSHOP

We diligently meet all state and federal requirements regarding locating, noticing, and conducting meetings and hearings. Given the audience and their versatile use of technology, we will also add a mix of virtual meeting opportunities. We would also suggest the agency consider drive-thru public meetings. In addition to the public meetings, we recommend and will assist in facilitating smaller stakeholder meetings as appropriate, and area homeowner associations for communities whose residents use the impacted roadways frequently.

SOCIAL MEDIA/DIGITAL OUTREACH

We can develop a social media plan that maximizes the potential for increasing awareness, sharing urgent information and encouraging stakeholder interaction. We would generate a slate of suggested posts and schedules. Quest also would help the agency to tap into community platforms such as NextDoor.com most used by those on the corridors. Our team would provide the cost-effective option of reaching under-represented and hard-to-reach communities via social media-targeted advertising through existing accounts associated with the communities.

DESIGN AND CONSTRUCTION DOCUMENTS

We are very familiar with the design criteria, production procedures and tools, required documents, and delivery processes required to take the selected alternative from the planning stage through to a bid advertisement set of construction documents. We understand the County's requirements and have very extensive experience delivering complex capacity projects following FDOT's methodology. We have successfully completed designs for many projects in and around Santa Rosa and Escambia Counties and throughout the Florida panhandle.

Our design team will continue the coordination efforts started at project initiation and carrying through until final delivery of construction documents for letting. Furthermore, we realize that issues can and do frequently arise during construction that require revisions to the designs previously completed. We understand that delays during construction can become costly; therefore, we will ensure that constructability reviews are performed in advance to avoid unnecessary delays and also be quick to respond during construction to any RFI needs.

We will design the Woodbine Road intersection improvements as Phase I and also look at the combined improvements in the context of the overall transportation system in this area, including the US 90 future widening and access management at commercial driveways. We will approach design with the goals of the County and the project in mind: 1) ensure the ultimate roadway improvements remain responsive to changing conditions, including land use, safety, traffic, and economic conditions; 2) create a safety-enhanced and multimodal western gateway; 3) support the growth of the business and residential development; and 4) reduce the burden that growth could place on the surrounding neighborhood streets.

DATA GATHERING

Existing first-hand knowledge is a great source of information to begin any project. An extensive number of our proposed team have lived, worked, and played in Santa Rosa County for many years, with several of them utilizing Woodbine Road on a daily basis. This gives us a unique perspective of the existing conditions in the project area and the need for the improvements this project will bring for the community. Following approval of the alternates for each segment of the project our team will begin to collect data to proceed with design. This effort will involve gathering any missing design survey data, continuing geotechnical exploration and analysis, completing traffic and intersection analysis, collecting any missing environmental data, and completing design field reviews to commence full design activities.

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

DESIGN AND PRODUCTION APPROACH

Initial design activities will place an expedited focus of completing the Preliminary Engineering (30%) Plans Package as soon as a preferred alternate is selected. One of the first tasks will be to provide the County an initial probable cost estimate for construction as this is vital to allow project funding needs and adjustments to be properly identified. Utility owner identification and initial cost will be made as part of the 30% production effort.

Following County review of the 30% plans, we will respond to all comments received. Should there be any comments requiring more than a simple discussion with the originator of the comment, we will engage other County staff as needed to reach a resolution. We feel that it is very important to gain consensus for as many aspects of design as possible prior to further development to minimize risks as the project progresses. From this stage forward, design processes and project submittals will follow the County's Design Policies and Standards, LDC, and FDOT's Design Manual (FDM). Plan components will be developed and included as appropriate.

INTERSECTION DESIGN AND CONSIDERATIONS

We have reviewed the proposed Scope of Services and understand the traffic engineering and signalization design activities required of Phase I. As a part of our integrated approach to the intersection, we will refine the preliminary concept design to support the anticipated flow of traffic through the intersection and minimize accidents.

Our objective of accessibility requires that mobility be carefully considered in the design stage. The intersection must be designed and constructed to allow accessibility for all, including physically handicapped individuals. It will also provide a safe intersection which will serve all users (vehicles, pedestrians, cyclists) in the best manner possible.



DRAINAGE DESIGN

An effective approach to any drainage design is that it must be permissible, address any offsite right of way needs, consider long term maintenance, and minimize cost for the project. In developing our drainage design, all critical elements will be carefully reviewed which include the requirements outlined in the scope of services, the design criteria/regulations related to this project, and any existing drainage studies, plans or documents.

We understand the design for widening Woodbine Road would be completed as a future task, however, a critical aspect to consider now is the stormwater management needs along the corridor. Our team would propose to develop a comprehensive Pond Siting Report (PSR) to assist in the development and preparation of the Woodbine Road design. The primary goal of the report would be to provide the County with potential stormwater management facilities or pond locations that could be acquired in advance due to the development of the surrounding area. These sites would provide the necessary stormwater treatment and attenuation while minimizing the total right of way requirements for the project.

UTILITIES

Utility coordination is one of the most crucial design and coordination efforts associated with this transportation improvement. Numerous utilities are present within the existing Woodbine Road right of way, including power poles installed adjacent to the roadway. It is imperative that the design team provides a design that not only meets all of the technical requirements, but also designs key elements of the project so that impacts to utilities are minimized. Upon incorporation of comprehensive survey and SUE data, our final design and maintenance of traffic plan will meet both of those criteria. Each key design element will be developed with impacts to existing utilities in mind and limit our conflicts with them to the greatest extent possible.

RIGHT OF WAY ACQUISITION AND EASEMENT COORDINATION

Establishing existing ROW and determining the required right of way needed is an important part of the design process and needs to be performed early. To the maximum extent possible, our design will balance impacts to right of way and easements. Our team will provide required legal sketches and descriptions for County use in property owner engagement. Easements for driveways and other temporary impacts will be identified and provided to the County for notification purposes prior to construction.

LIGHTING/ELECTRICAL

Having reviewed the contents of the RFP, we believe that Mott MacDonald can provide Woodbine Road with a complete electrical design solution that will fully address all the needs associated with this project.

We will assess the existing lighting along the corridor and then determine the need for street lighting and additional lighting at signalized pedestrian crossing locations. A lighting design analysis report will be provided that includes all calculations and design decisions.

TEMPORARY TRAFFIC CONTROL PLAN (TTCP)

We will develop a comprehensive traffic control plan that considers lane closure analyses, pedestrian traffic, bicyclists, and commuters to accommodate construction activities while providing safety for both the traveling public and construction workers. Care will be given to the TTCP setup near the proposed intersection at US 90 and adjacent businesses.

ENVIRONMENTAL SERVICES AND PERMITTING

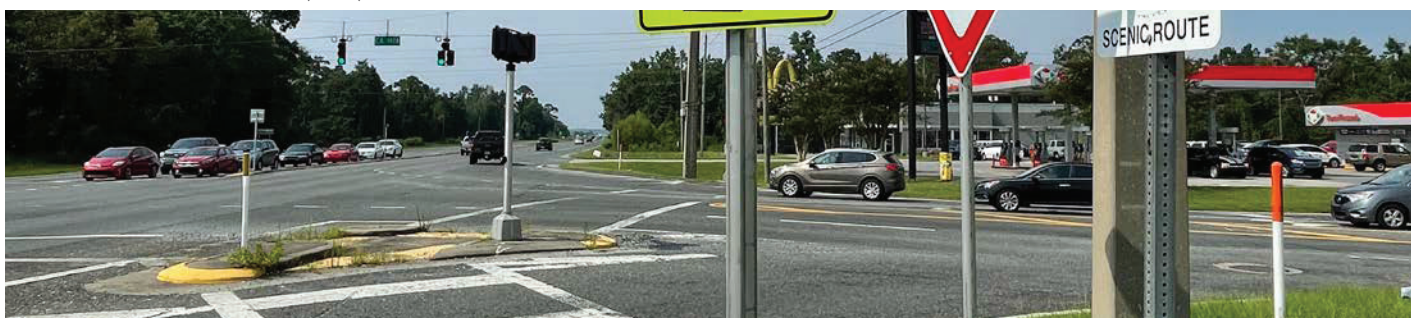
Our team will carry the environmental work completed to date with any commitments forward into design. The ultimate goals of the project and our design will be to avoid environmental impacts where possible and to minimize impacts where full avoidance is not possible.

We have experience permitting projects with all applicable agencies (NFWFMD, USACE, FDEP, and FDOT). We will begin coordination with these agencies as soon as reasonable to ensure we gain permit approval in a timely manner to avoid any delays getting the project underway on the County's schedule.

SPECIFICATIONS AND FINAL PROJECT DELIVERY

We will develop specifications as required for any design elements not covered by FDOT's standard specifications. We anticipated several of these given the gateway design goals that are not typical to roadway projects. Elements of lighting and hardscapes will be considered for these special considerations. TSPs will be submitted no later than with the 90% submittal so that review and approval can be completed to prevent schedule delays. An initial specifications package will be submitted with the 100% plans to begin review of this aspect of the construction documents. The Mott MacDonald team is familiar with all aspects of the County and FDOT delivery and the process to follow for preparation of final construction documents. We will also develop and refine estimates of probable construction cost at each submittal phase of the project.

Woodbine Road at US 90 Intersection (below).





Woodbine Road approaching US 90

BID AND CONSTRUCTION PHASE

Mott MacDonald is prepared to assist Santa Rosa County in preparing all bid documents. The bid documents shall consist of the construction plans, project specifications, a bid tabulation sheet, and the summary of scope of work. Our team will be responsible for responding to any requests for additional information and participate in the pre-bid meeting. Our team will review all bids for any errors or discrepancies and prepare a letter of recommendation to the County for award.

Once the bid has been awarded, Mott MacDonald will review contractor shop drawings, address contractor questions, and attend the pre-construction meeting.

CONSTRUCTABILITY REVIEWS

Mott MacDonald performs constructability reviews for projects to identify any potential post-design problems which may occur. Results of the reviews are used to improve plans throughout the design process to avoid issues during construction and provide a set of plans that are easier to implement seamlessly during the construction phase.

Our team is recognized not only for technical excellence, dependability, and quality, but also for developing innovative, cost-effective, and tangible engineering and constructability solutions.

QUALITY AND MANAGEMENT

While we recognize the complex nature of the project, including the many stakeholders with interest in the solution, our team will focus on critical issues and support Santa Rosa County in the understanding of these issues such that informative decisions are made to advance the project in a cost-effective and thorough manner. We will act with diligence to guide and inform the County throughout the design process and exercise competence and experience in satisfying our professional obligations. For design review submissions, we will be responsive in our review turnaround and be efficient in focusing our comments on the critical technical considerations as well as key stakeholder concerns.

QUALITY ASSURANCE AND CONTROL

Amber Kirk, Mott MacDonald's Project Manager, is ultimately responsible for establishing and maintaining QA/QC Programs for this project. Mott MacDonald has an established Quality Control Plan that will be implemented for these services and tailored specifically to this project. This plan will embrace the latest QA/QC procedures and not only address quality of the design, but also establish a program to promote quality of conformance and quality of performance.

Mott MacDonald encourages thinking outside the box to develop innovative approaches to achieve our clients' objectives.

However, there are also areas of repetitive work where we have established tried and tested standards. Steven White, QA/QC Manager, and Frank Tucker, Constructability Reviewer, will be responsible for conducting and overseeing reviews of plans prior to being submitted to the County, FDOT, or put on display for formal public review. These reviews are performed independently, either by the QA/QC Manager or by other qualified third-party members of the Mott MacDonald staff. In addition to internal quality control reviews, Mott MacDonald will review all work performed by subconsultants, having specialists in-house for all disciplines associated with the Woodbine Road project. The intent of such reviews is to improve the value and integrity of the documents and conceptual plans, thereby enhancing the quality of the overall project.

RISK MANAGEMENT

Risk Management is about maximizing your chances of project success by identifying risks early on and planning how to manage them. At Mott MacDonald, we follow the FDOT's Project Management Handbook for risk assessment and identification to assess potential impacts of various scope, events, and budget risks on the project's cost and schedule. We will identify opportunities and mitigation strategies to reduce both the likelihood of an event's occurrence and the potential effect if it occurs. Risk and value engineering workshops should also be held to give stakeholders a full understanding of the project and an active involvement in the identification and evaluation of project risks.

Some major milestones with estimated durations are shown below:

Schedule of major project milestones		 Estimated start/completion dates  Individuals responsible
2 weeks	Woodbine Road Phase I <ul style="list-style-type: none"> NTP/Kick-off meeting Coordination with subconsultants & design team Scope refinement/clarification 	 start - Nov 2021, completion - Nov 2021  All Mott MacDonald team, SSMC, and EGS
2 months	Task 1 – Data Collection <ul style="list-style-type: none"> Data collection Survey Wetland delineation Traffic counts and traffic data 	 start - Nov 2021, completion - Dec 2021  Tommy Pate (MM), Travis Braswell (MM), Rusty Thompson (MM), Thomas Mead (SSMC), Christin Gorman (EGS)
2 months	Task 2 – Traffic Study <ul style="list-style-type: none"> Traffic modeling and report Submit traffic report to the county County and FDOT review County review meeting and address comments 	 start - Jan 2022, completion - Feb 2022  Tommy Pate (MM), Travis Braswell (MM), Rusty Thompson (MM), Kelsea Patterson (MM), Charles Loyed (MM)
2 months	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 - Feb 2022, completion - Mar 2022  Amber Kirk (MM), Kelsea Patterson (MM), Thom McLendon (MM), Tommy Pate (MM), Travis Braswell (MM), Rusty Thompson (MM), Amir Zafar (MM), Frank Tucker (MM)
3 months	Task 4 – Public Workshop <ul style="list-style-type: none"> Advertise workshop and prepare exhibit Public workshop Review public comments for workshop Prepare & present to BOCC Meet with PM to confirm preferred alternative 	 start - Apr 2022, completion - June 2022  Amber Kirk (MM), James Johnson (MM)
4 months	Task 5 – Engineering design & construction plan development 30% Construction plans <ul style="list-style-type: none"> Project design Geotechnical investigation Develop construction plans QC Submit 30% construction plans to the County & plans review meeting Submit plans to FDOT and utility owners 	 start - Apr 2022, completion - July 2022  Amber Kirk (MM), Kelsea Patterson (MM), Thom McLendon (MM), Tommy Pate (MM), Travis Braswell (MM), Rusty Thompson (MM), Amir Zafar (MM), Frank Tucker (MM), Tom Hayden (EGS)

Schedule of major project milestones continued



Estimated start/completion dates



Individuals responsible

Task 5 – Engineering design & construction plan development continued

3
months

60% Construction plans

- Address County and FDOT comments
- Project design
- Develop 60 %construction plans
- QC
- Submit 60% construction plans & plans review meeting
- Submit plans to FDOT and utility owners
- Permitting and agency coordination
- Right of way acquisition and easement coordination



start - July 2022, completion - Sept 2023

Amber Kirk (MM), Kelsea Patterson (MM), Thom McLendon (MM), Tommy Pate (MM), Travis Braswell (MM), Rusty Thompson (MM), Amir Zafar (MM), Frank Tucker (MM), Christin Gorman (EGS)

2
months

90% Construction plans

- Address County and FDOT comments
- Roadway and drainage design
- Develop 90% construction plans
- QC
- Submit 90% construction plans & plans review meeting
- Submit plans to FDOT and utility owners
- Permitting and agency coordination
- Right of way acquisition and easement coordination



start - Oct 2023, completion - Nov 2023

Amber Kirk (MM), Kelsea Patterson (MM), Thom McLendon (MM), Tommy Pate (MM), Travis Braswell (MM), Rusty Thompson (MM), Amir Zafar (MM), Frank Tucker (MM), Christin Gorman (EGS)

2
months

Final construction plans

- Address County and FDOT comments
- Project design
- Prepare final construction plans, bid tab, specs to County
- QC
- Submit final construction plans & County review meeting
- Submit final plans to County



start - Dec 2023, completion - Jan 2023

Amber Kirk (MM), Kelsea Patterson (MM), Thom McLendon (MM), Tommy Pate (MM), Travis Braswell (MM), Rusty Thompson (MM), Amir Zafar (MM), Frank Tucker (MM)

Task 6 – Bid phase and construction engineering inspection

- Bid advertisement, selection, negotiations and kick-off meeting
- Start of construction
- Daily field support, administration, and inspections
- Completion of project



We will successfully see this project through from start of construction to completion



Frank Tucker (MM)

Work management plan

Those of us who have been involved in major roadway projects recognize the pride and sense of accomplishment that comes with successful delivery; the achievement and personal satisfaction stays with you throughout your career.

It is manifested by deep professional relationships between participants that become enduring personal friendships. Therefore, we suggest a common view of success for this project between Santa Rosa County and Mott MacDonald:

- ✓ Achieving the County's guiding principles for the project
- ✓ Independent validation that the development and engineering design goals for the project have been met
- ✓ Reputational success for Santa Rosa County, its project team, and all project participants
- ✓ A project that demonstrably represents value for taxpayer dollars
- ✓ The satisfaction of meaningfully contributing to a project that will leave a legacy for generations to come

Our contribution and role will be performed in a manner so that project priorities are understood and supported at all levels, from project leadership to design support and field crews. Our Project Manager, Amber Kirk, will lead these efforts, in conjunction with Project Principal, James Johnson, with a focus on project success that is driven by active schedule management, budget tracking, and constant and consistent monitoring of all project objectives to completion.

Our project management team brings over 60 years of leadership experience to this project and is well versed in state and municipal guiding management principles. In fact, many components of Mott MacDonald's work plans, schedules, and QA/QC procedures are modeled after FDOT requirements for design and construction and have been updated to reflect lessons learned from actual transportation projects, administration changes/updates as made by the Department, Specification changes, and changes made to the Standard Indices, CPAM, Final Estimate Guide List, Basis of Estimates, and the Review and Administration Manual.

Management practices are standardized across all projects, using proven management systems to maintain and control files, processes, communication, and tracking. These systems allow us to scale our human resources as needed to provide various expertise and meet milestones, so that as new team members become involved in various tasks, they know exactly where to find current project details and effectively communicate with the team while not interrupting the smooth project progression.

We will work as one to achieve our common goal, focusing on issues that affect the project outcome, complete the Woodbine Road project on time or ahead of schedule, and develop a legacy for which Santa Rosa County, Mott MacDonald, and all stakeholders can be proud.

Collaboration has served as the foundation of Mott MacDonald's project approach for the past 50+ years. For collaboration to be effective, we must have a plan – one with more intent than simply showing up to meetings.

Our projects have seen the redevelopment of major transportation routes and public spaces, and we work collaboratively and proactively within our team and with our clients and their stakeholders to achieve the desired successful outcomes. Collaboration takes various forms, from meetings and workshops, to fully integrated project offices with our clients and partners. We embrace these opportunities, and we welcome the opportunity to work with Santa Rosa County in a manner that is best suited for your staff, partners, and the overall goals of the project. Below are key areas of focus to help us collaborate as an integrated team and deliver this project successfully.

COMMUNICATION AND COORDINATION

The key to successful service delivery is communication. Whether delivered by documentation, meetings, or regular correspondence, Mott MacDonald team members know how to implement a successful communication process for project delivery. Clear and regular communication, early identification of issues, built-in, planned mechanisms to support on-time performance, and the implementation of a management environment emphasizing quality, schedule, and budget control are the keys to on-time project delivery.

OWNER INTEGRATION

Our plan is to operate as a fully integrated team from very start, both internally amongst our firm and subconsultants as well as with Santa Rosa County and any other identified stakeholders. The County's input during the design analysis and value engineering tasks is important so that we receive timely input on proposed modifications, what is and is not acceptable to County staff, and gain a clear understanding of your goals. As we move through the design phase, the Work Plan provides a detailed process for us to continually keep you updated on design progress activities as well as discuss further opportunities for cost savings and innovations. These activities hinge on constant communication and input from Santa Rosa County's engineering and management operations staff. Our process will also encourage and promote open communication from the County team to address service, schedule, budget, or stakeholder concerns or requirements with Mott MacDonald's management team.

4. Qualifications of key personnel

Qualifications of Key Personnel

Our people joined their professions to make a difference and excel in leading projects to successful outcomes. This management team works together seamlessly to develop complete street solutions to improve the capacity and safety of our transportation network.

Team organization

Under the leadership of David Skipper, PE, Senior Vice President of Mott MacDonald Florida, LLC, our management is structured to provide attentive and efficient project leadership from prior to NTP through the end of design and any additional services requested.

Led by our dedicated, local Project Manager, Amber Kirk, PE and Project Principal, James Johnson, PE, our team consists of highly experienced technical experts. The staffing and organization for this project are designed to provide value through our local and regional resources as well as be effective in the delivery of the capabilities of the entire Mott MacDonald organization and our teaming partners.

This thoughtfully-arranged group has worked together for many years and bring a variety of management and technical experiences and capabilities that will be critical for this project's success. This history as a seamless, cohesive team enables effortless communication, efficient coordination, and smooth project execution.

Furthermore, 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. Our people stay with us because they have a stake in the company and in fact maintain a retention rate of over 90%.

Amber will assume the primary role in communicating the County's objectives and will be accountable to the County for the project's success. She will serve as the point of contact for your project staff and chief for each project task. She will also work with the technical advisors and task leads to deliver successful implementation of performance standards.

As Project Principal, James will provide ongoing technical support, assist Amber in monitoring project controls, and ensure the appropriate resources and technology are made available to successfully complete all phases of the project.

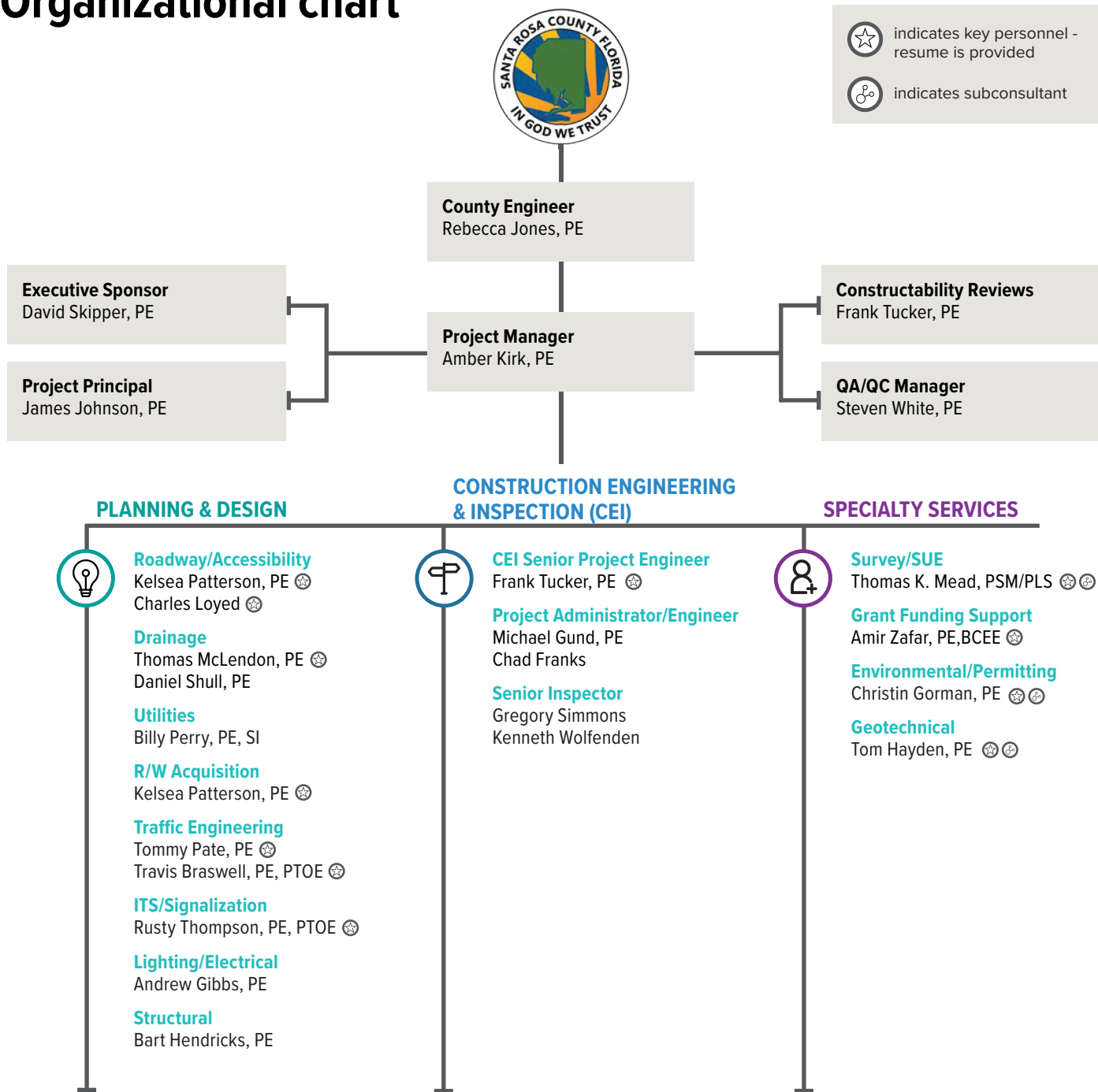
While shown as independent teams in our organizational chart, the planning and design, construction engineering and inspection, and specialty services groups will interact throughout the assignment and any overlapping tasks. Additionally, all teams have access to the core discipline-based support services and specialized team members as needed.

Built for success

This team has a competitive edge for the success of this project in that it provides:

- **Extensive history of relevant projects** and contracts for many clients across North Florida.
- **Local in-house managers, engineers, and designers** who can provide the majority of services for the planned projects.
- **Shared values and vision** for a comprehensive plan for implementing the complete capacity and intersection improvements throughout Woodbine Road.
- A project organization that provides a **dedicated project manager and team of specialists** for project success.
- **Proven outcomes-based approach** and commitment to responsiveness to our clients.
- **Thorough knowledge** of the type of expected work tasks under this contract.
- **Dedicated quality assurance engineers**, peer reviewers and a QA/QC plan that allows review of all deliverables of varying size and complexity.

Organizational chart

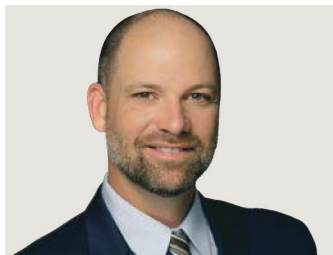


Current and projected workloads

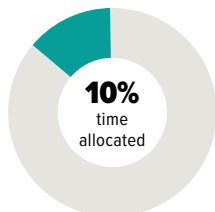
Based on the currently contracted work and estimates of anticipated future work for the same period, Mott MacDonald believes that the proposed service levels of staffing are more than adequate to handle this project for the County to the highest level of quality. The Mott MacDonald team will at all times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

Project Principal, James Johnson, PE is ultimately accountable for committing the resources of the Mott MacDonald team to Santa Rosa County. He will work closely with Amber to ensure adequate resources are available and will be an active participant in the design analysis and development process. James will regularly check in with Rebecca Jones, PE 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
Executive Sponsor



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)
- Construction Issues, Self-Study Course
- Florida Engineering Leadership Institute (FELI) graduate, 2017
- Florida Engineering Society
- American Society of Civil Engineers
- Tau Beta Pi, (National Engineering Honor Society)

90%

current
utilization



Pensacola
office

Mr. Skipper is a principal project manager and oversees the firm's projects and offices in Florida. 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).

Selected projects

SR 30 (US 98) Resurfacing from the Zoo to the Okaloosa County Line, FDOT District 3, Santa Rosa County, FL: Project Director for this project that consisted of the construction of a 14-mile corridor that required milling and resurfacing, safety improvements, and drainage improvements, signing and pavement markings. Improvements also required the construction of 4 drilled shafts to support the signal mast arms for traffic control and school zone flashing beacons.

SR 87 Segment 4 Plans Update, Santa Rosa County, FL: Project Principal for the widening of 5.4 miles of roadway from two-lane rural to four-lane divided rural typical. The project included detailed MOT plans, open and closed drainage systems, numerous detailed stormwater management facilities, access management including adding wildlife fencing, and close coordination with permitting agencies, existing utilities and Eglin AFB. As part of the final plan update, design plans were added for Eglin AFB's main communications line that traverses the project corridor and alignment. Design of this system is per Eglin standards and specifications. The entire project is within Eglin AFB property, therefore requiring extensive coordination for acquiring additional easement area for the roadway widening.

SR 87 Segment 7 Plans Update, Santa Rosa County, FL: Project Principal for the widening of 4.1 miles of roadway with the incorporation of access management, an improved boat launch area at the Yellow River, extensively detailed MOT plans, open and closed drainage systems, and a detailed stormwater management design. Also included in the project was the design of a new 4,800-foot parallel sister bridge over the Yellow River. The portion of the project south of the river is within Eglin Air Force Base (AFB) property, therefore required extensive coordination with Eglin for acquiring additional easement area for the roadway.

Brooks Street Redevelopment, City of Fort Walton Beach, FL: Project Manager for design of road reconstruction, drainage improvements, sidewalk and crosswalk additions, streetscaping, lighting, and water and sewer system rehabilitation/replacement.

Detroit Boulevard Safety Improvements, Escambia County, FL: Project Principal for a 2.4-mile project that included a preliminary engineering study and ultimate design of roadway improvements that would upgrade the safety and traffic flow of the corridor. Factors considered and discussed in the study included traffic analysis, safety review, preliminary pavement condition survey, existing drainage analysis, environmental assessment, project coordination, and public involvement.

SR 369 Widening, FDOT District 3, Tallahassee, FL: Assistant Project Manager for a 5.6-mile multi-lane widening from a two- to four-lane rural highway. Involved in field work, utility coordination, drainage design, permit coordination, subconsultant coordination, and plan preparation. Elements of the design efforts include roadways, intersections, structures (retaining walls), drainage, traffic control, signing and pavement markings, lighting, signalization, and utility relocations.

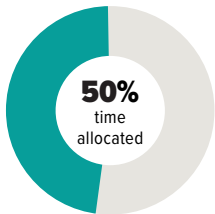
Boone Boulevard / Meridianna Drive Neighborhood Enhancements, City of Tallahassee, FL: Design Engineer involved in utility coordination, permit coordination, subconsultant coordination, plan preparation and documentation for preliminary engineering studies related to roadway and drainage improvements.

Corridor Study, Emerald Coast Bridge Authority, Okaloosa County, FL: Project Engineer performing engineering analysis for the study of alternate bridges and roadway networks within the Fort Walton Beach / Okaloosa Island area. Involved in all aspects of the project including field work, public involvement, subconsultant coordination, alignment analysis, drainage analysis, and corridor report preparation.

Twin Lakes Park, City of Destin, FL: Project EOR for the conceptual design and layout of a lakeside public park owned by the City of Destin. Improvements shown in the conceptual design for the project included parking, stormwater management plans, picnic area, public recreation pier and multi-use trail.



Amber Kirk, PE
Project Manager



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
- Engineers without Borders, Student Chapter Liaison, 2010-2011
- Florida Engineering Society
- Daughters of the American Revolution, Pensacola Chapter, Member

50%
current
utilization



Pensacola
office

Ms. Kirk is a 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. She has presented study and design data to state/local agencies and the public through reports, presentations, and numerous public involvement meetings and research outreach activities.

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.

High Ridge Road Improvements, Crestview, FL: Project Manager responsible for roadway design, stormwater modeling, and permitting coordination for this dirt road paving project.

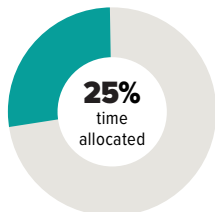
Beachview Drive Stormwater Improvements, Fort Walton Beach, FL: Project Manager responsible for alternatives analysis, design, and stakeholder coordination. The project involved replacement of the existing stormwater system and design of proposed outfall to Garnier Bayou.

Parks and Recreation Department Continuing Services Contract, City of Pensacola, FL: Project Manager and Engineer for numerous task orders ranging from planning and feasibility studies through design and construction phase services. Projects include:

- **Legion Field:** Project Manager and Engineer for the concept design of new football field press box, playground, splash pad, T-ball field, pavilion/walking path, park lighting. The project involved stakeholder and utility coordination (including new AT&T cell tower to be used for T-ball field lighting).
- **Morris Park:** Project Manager and Engineer for a 2.4-acre park renovation to replace baseball field with multi-use space (which doubles as pond for stormwater management), replace/enlarge basketball court, add walking path/landscaping/park lighting, and playground improvements. Performed concept analysis, public involvement meeting, design/plans/specs, bid and construction phase support.
- **Fricke Resource Center Complex:** Project Manager and Engineer for a feasibility study for facility expansion with three alternatives for building renovation/new construction + outdoor facility improvements. Proposed conditions include outdoor basketball, playground, multi-use greenspace, stormwater, parking, and lighting improvements as well as an indoor two-story multi-use facility.



James Johnson, PE
Project Principal



Mott MacDonald
2015 – present

Education
BSCE, Civil Engineering, Florida State University, 2001

Registrations
PE, FL, #62546
PE, TX, #137360

- Training and memberships**
- FLDOT Maintenance of Traffic Advanced Level
 - FDOT Specifications Package Preparation Training for Consultants
 - FDOT Long Range Estimates
 - American Society of Civil Engineers
 - Florida Engineering Society
 - Florida Engineering Leadership Institute, 2019

75%
current utilization


Tallahassee office

Mr. Johnson is a senior transportation engineer and project manager with expertise in urban and rural roadway design, including geometrics, drainage, environmental permitting, traffic control plans design, preparation of roadway plans and specifications. Projects have included widening of rural and urban arterials, major bridge replacements, intersection improvements, and drainage improvements. He has been responsible for resource assignments, quality assurance/control, scheduling and budgeting. He has coordinated and directed the work activities of all project team members, including sub consultants in fields such as surveying and right-of-way mapping, geotechnical engineering, structural engineering, traffic engineering, public involvement, landscape architecture and aerial photography. He also has focused experience with stormwater conveyance systems, stormwater management systems, stormwater/ environmental permitting, traffic control plans, signing and pavement marking plans, and roadway quantities.

Selected projects

Girvin Road Widening and Safety Improvements, Jacksonville Transportation Authority (JTA), Duval County, FL: Project Manager and Roadway EOR for a 2.8-mile design-build project that reconstructed a two-lane rural roadway with an open ditch system to a three- and five-lane urban facility with bike lanes and sidewalks. The project was designed to meet both City and FDOT standards. Major design components included detailed traffic control plans, two signalized intersections, four stormwater detention ponds, closed drainage systems, relocation of major utility lines.

Gulf Coast Parkway, FDOT District 3, Bay County, FL: Project Manager and Roadway EOR for a major capacity project involving the design of a new alignment for 6.7 miles of a rural two-lane facility with a shared use path, connecting SR 22 and CR 2315 (Star Avenue). Ten stormwater facilities, along with the right-of-way, were designed to accommodate future four-laning. Heavy coordination efforts were required with adjacent segments that were being designed simultaneously.

US 98 Brooks Bridge Replacement PD&E Study, FDOT District 3 (sub to HDR), Okaloosa County, FL: Roadway Engineer to evaluate replacement alternatives for the existing Brooks Bridge. Various roadway improvements and alignment options were considered, focusing on the current bridge location, business and utility impacts, and community input. The recommended alternative places the new bridge to the north of the existing bridge and will include a 12-foot shared use path on both sides. Improvements are also recommended at two intersections—Perry Avenue and Santa Rosa Boulevard—to enhance the operation of the intersection and to improve pedestrian and bicycle mobility, including improvements to two roundabouts, a new connector road, turn lane additions, and a new signalized partial intersection.

SR 30 (US 98) Reconstruction, FDOT District 3, Walton County, FL: Roadway Engineer for 3.4 miles of roadway reconstruction from the Okaloosa County line to Tang O Mar Drive in Sandestin. Design efforts included five major signalized intersections, five drainage basins with four new detention ponds, environmental permitting, topographic and right-of-way control surveys, 14 major utility lines, and extensive access management and public involvement.

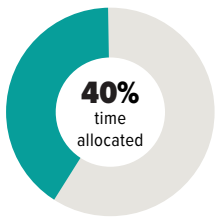
SR 388 (West Bay Parkway), FDOT District 3, Bay County, FL: Deputy Project Manager and Roadway EOR for the design of a new alignment for a four-lane high speed urban facility that connects SR 79 to the Northwest Florida Beaches International Airport. The right-of-way and drainage components were designed to accommodate a future six-lane facility. A roundabout analysis was performed at the entrance of the airport and incorporated into the plans. Responsibilities included project management activities, roadway design, and roadway plans development.

SR 369 (Crawfordville Highway) RRR, FDOT District 3, Leon County, FL: EOR for milling and resurfacing of a two-lane highway with cross slope correction as well as minor safety improvements and signing and pavement marking plans. Responsibilities included roadway design, roadway plans development, signing and pavement marking plans, permitting, roadway computation book preparation, and electronic delivery.

Edgewood Ave-Corridor Mobility Improvement Project, FDOT D2, Duval County, FL: Roadway Engineer for this 1.5-mile urban road diet project. The facility is being converted center turn lane. Removing the single travel lane and modifying lane assignments allows space to add bicycle lanes. Major design components of the project also include ADA improvements and modification of the existing sidewalks and pedestrian crossings, signal modifications for accessibility. The improvements will be accomplished primarily by milling, resurfacing, and upgrading pavement markings.



Kelsea Patterson, PE
Roadway Design & R/W Acquisition



Mott MacDonald
 2021 – present

Education
 BS, Civil Engineering, Florida State University, 2009

Registrations
 PE, FL, #86319, 2019
 PE, AL, #37982, 2018

- Training and memberships**
- Mutual Gains Negotiations
 - Project Management Overview
 - Advanced MOT
 - FDOT Specifications

Ms. Patterson has over 16 years of experience in transportation engineering and project management. Her transportation production experience includes the milling and resurfacing, reconstruction, widening, traffic control plans, specifications and signing and pavement markings on urban and rural roadways including numerous interstates, major, and minor roadway projects. She is experienced with GEOPAK, MicroStation and GuideSIGN. She has been responsible for resource assignments, quality assurance/control, scheduling and budgeting as well as coordinating work activities through all project team members, including sub consultants.

60%
 current utilization



Tallahassee office

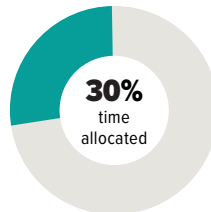
Selected projects

SR 10A from SR 10 to W of SR 297 Pine Forest Road, Escambia County, FL: Roadway & Traffic Engineer of Record for the roadway and signing and pavement marking plans on this 7.602-mile rural roadway. Designed the milling and resurfacing plans and details of the existing travel and paved shoulders. Other work performed included cross slope correction calculations and details, turn lane additions, intersection improvements, guardrail calculations and design, and front slope evaluation for shielding or flushing. Signing and pavement marking duties included the design of the striping along the corridor, turn lane calculations, and arrow and message marking calculations based on FDOT and MUCTD standards.

SR 298 from N of SR 30 to E of SR 727 Fairfield Drive, Escambia County, FL: Traffic Engineer of Record for the signing and pavement marking plans on this 4.092-mile rural roadway. Duties included the design of the striping along the corridor, turn lane calculations, and arrow and message marking calculations based on FDOT and MUCTD standards. Also analyzed all single- and multi-post signs throughout the entire project to ensure they met current standards and replaced/removed as necessary.



Thomas McLendon, PE
Drainage Design



Mott MacDonald
 2012 – present

Education
 BS, Civil Engineering (Honors), University of Florida, 2005

AA, Pre-Engineering, Pensacola Junior College

Registrations
 FL, 71749, 2010
 AL, 31213, 2010
 NCEES #58991

- Training and memberships**
- American Society of Civil Engineers

Mr. McLendon is a project manager and transportation engineer with extensive knowledge of the FDOT and FEMA requirements and has contributed in the completion of transportation drainage activities such as flood investigations, emergency drainage rehabilitations, location hydraulic reports, pond siting analysis and reports, bridge hydraulics reports and recommendation sheets, scour analysis, FEMA “No-Rise” certifications, stormwater management design, storm drain system analysis and design, stormwater culvert design, along with construction plan preparation and production. He is also very familiar with the requirements of the State and Federal agencies for environmental permitting throughout North Florida.

70%
 current utilization



Pensacola office

Selected projects

Girvin Road Widening and Safety Improvements, Jacksonville Transportation Authority (JTA), Duval County, FL: Drainage QA/QC for a 2.8-mile design-build project that reconstructed a two-lane rural roadway with an open ditch system to a three- and five-lane urban facility with bike lanes and sidewalks. The project was designed to meet both City and FDOT standards. Major design components included detailed traffic control plans, two signalized intersections, four stormwater detention ponds, closed drainage systems, relocation of major utility lines.

SR 87 Segment 4 Plans Update, Santa Rosa County, FL: QA/QC Drainage Engineer. The 5.4-mile project includes detailed MOT plans, open and closed drainage systems, numerous detailed stormwater management facilities, access management including adding wildlife fencing, close coordination with permitting agencies, existing utilities and Eglin Air Force Base. As part of the final plan update, design plans were added for Eglin AFB's main communications line that traverses the project corridor and alignment. Design of this system is per Eglin standards and specifications. The project is currently under construction.

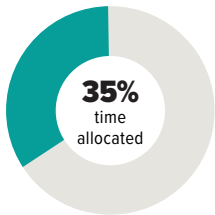
SR 87 Segment 7 Plans Update, Santa Rosa County, FL: QA/QC Drainage and Bridge Hydraulics Engineer for the 4.1-mile project that includes the incorporation of access management, an improved boat launch area at the Yellow River, extensively detailed MOT plans, open and closed drainage of a new parallel sister bridge that is over 4,800-feet long over the Yellow River.



65%
current utilization


Pensacola
office

Charles Loyed
Roadway Design



Mott MacDonald
1993 – present

Education

AS, Drafting and Design Technology, Pensacola Junior College, 1983

Training and memberships

- FDOT Certified Advanced Maintenance of Traffic, 2018
- FDOT Specifications Package Preparation Training for Consultants
- Leadership Santa Rosa County
- Appointed by Governor's Office to Serve on the Board of Commissioners for the NWRFH Authority

Charles Loyed is a senior transportation designer with experience with FDOT and municipal multi-lane urban and rural design projects. He is commonly responsible for the development of horizontal and vertical alignments, data collection, public involvement, quality control, traffic control plans, and intersection design. Mr. Loyed is experienced in the use of numerous computer programs including Geopak, MicroStation and Geopak Criteria, as well as others that aid in the plan preparation for our design projects.

Selected projects

SR 87 Segment 7 Plans Update, Santa Rosa County, FL: Senior Designer for the 4.1-mile project that includes the incorporation of access management, an improved boat launch area at the Yellow River, extensively detailed MOT plans, open and closed drainage of a new parallel sister bridge that is over 4,800-feet long over the Yellow River.

SR 87 Segment 4 Plans Update, Santa Rosa County, FL:

Senior Designer for the 5.4-mile project that includes detailed MOT plans, open and closed drainage systems, numerous detailed stormwater management facilities, access management including adding wildlife fencing, close coordination with permitting agencies, existing utilities and Eglin Air Force Base. As part of the final plan update, design plans were added for Eglin AFB's main communications line that traverses the project corridor and alignment. Design of this system is per Eglin standards and specifications. The project is currently under construction.

Girvin Road Widening and Safety Improvements, Jacksonville Transportation Authority (JTA), Duval County, FL:

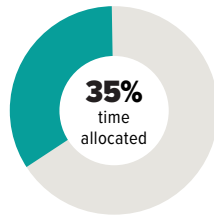
Designer that assisted with the drainage design and plans preparation. The entire 2.8-mile long project will be reconstructed to be an urban section with bike lanes and sidewalk on each side of the roadway. Major design components for the project include detailed MOT plans, two signalized intersections, four stormwater detention ponds, closed drainage system, and relocation of major utility lines.



65%
current utilization


Fuquay-Varina
office

Tommy Pate, PE
Traffic Engineer



Mott MacDonald
2016 – present

Education

BS, Civil Engineering

Registrations

PE, FL, #83474, 2017
AL, GA, NC, VA, LA, TX, AL, WV, TN

Training and memberships

- ITE

Mr. Pate is a skilled transportation engineer experienced in the preparation of Traffic Impact Analysis studies, signal plans, electrical designs, traffic control plans, and pavement marking plans. Mr. Pate also has significant experience developing capacity analysis and simulations for freeways, interchanges, typical and alternative intersections. He is proficient in Synchro/SimTraffic, Highway Capacity Software (HCS), TransModeler, GuidSIGN, AutoCAD, Microstation, ArcGIS, and Sidra Intersection.

Selected projects

U.S. 21 Improvements, Mecklenburg County, NC: Engineer responsible for evaluating the traffic operations at four intersections as part of NCDOT's widening of Gilead Road between US 21 and NC 115. Several alternatives, including phase reductions, priority timings and alternative intersection designs were analyzed and summarized.

U.S. 160 Widening, Mecklenburg County, NC:

Engineer responsible for managing and preparing the environmental document, roadway design, traffic forecast, traffic analysis, and public engagement. The purpose of the proposed project is to alleviate existing congestion and improve travel conditions along NC 160 (Steele Creek Road) within the project limits.

Old Honeycutt Road Assemblage, Curry Engineering, Wake County, NC:

Engineer responsible for analyzing the traffic impacts and recommending mitigations for a residential development.

I-10 Mobile River Bridge, ALDOT, Mobile, AL: Engineer responsible for providing support for preparing simulation models for various lane rental cost scenarios associated with constructing additional lanes on I-10 including a new bridge, a new bridge crossing, and six interchanges.

Amazon Distribution Center, Hillwood, Garner, NC: Project engineer responsible for analyzing the traffic impacts and recommending mitigations.

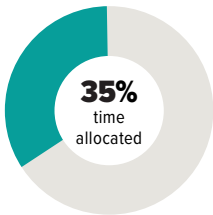


65%
current utilization



Fuquay-Varina
office

Travis Braswell, PE, PTOE
Traffic Engineer



Mott MacDonald
2012 – present

Education
BS, Civil Engineering

Registrations
PE, NC, #034993, 2008

Professional Traffic Operations
Engineer, #3648, 2014

Training and memberships
• ITE

Mr. Braswell has significant experience in freeway and interchange capacity analysis, interchange modification studies, traffic analysis and traffic simulation, access management studies, corridor studies and traffic impact assessments. He has performed numerous crash analyses and traffic safety evaluations. He is proficient in the use of Synchro/SimTraffic, SIDRA, TransModeler, HCS, and ArcGIS.

Selected projects
U.S. 21 Improvements, Mecklenburg County, NC:

Engineer responsible for evaluating the traffic operations at four intersections as part of NCDOT's widening of Gilead Road between US 21 and NC 115. Several alternatives, including phase reductions, priority timings and alternative intersection designs were analyzed and summarized.

U.S. 160 Widening, Mecklenburg County, NC:

Engineer responsible for managing and preparing the environmental document, roadway design, traffic forecast, traffic analysis, and public engagement. The purpose of the proposed project is to alleviate existing congestion and improve travel conditions along NC 160 (Steele Creek Road) within the project limits.

U-2801A, US 25A (Sweeten Creek Road), NCDOT, Buncombe County: Project Engineer responsible for traffic analysis using TransModeler to evaluate traffic operations along approximately 5.3 miles of US 25A, a principal arterial south of Asheville, NC. This analysis consisted of analyzing no-build conditions as a two-lane facility and build conditions as a four-lane, median divided facility. Access management was also a component to this project.

U-2729, SR 1672 (Hanes Mill Road), Winston-Salem, NC: Project Manager responsible for evaluating the widening of Hanes Mill Road for approximately 0.5 mile. This analysis was completed using Synchro/SimTraffic and included the evaluation of access management along the corridor. Additionally, SIDRA was used to analyze one intersection as a potential roundabout.

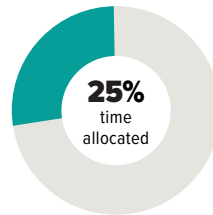


70%
current utilization



Fuquay-Varina
office

Rusty Thompson, PE, PTOE
Signalization



Mott MacDonald
2015 – present

Education
AS, Civil Engineering
Municipal Administration
Administrative Management

Registrations
PE, NC, #032711, 2006
PTOE, #2211, 2007

Training and memberships
• PENC, MTEG, ITE, APWA

Mr. Thompson is an outgoing, motivated decision maker, and leader capable of implementing goals and objectives. Rusty is both persuasive and capable of developing rapport and trust, as well as experienced in influencing the attitudes and ideas of others to meet goals and objectives. Mr. Thompson possesses a wide range of skills from budgeting, forecasting, developing strategic partnerships, contract administration, engineering, project management and working closely and effectively with a variety of agencies on small to complex projects. Rusty has significant experience in municipal infrastructure, traffic event management and planning, traffic signal operation and design, and traffic control.

Selected projects
U.S. 21 Improvements, Mecklenburg County, NC:

Project Manager responsible for evaluating the traffic operations at four intersections as part of NCDOT's widening of Gilead Road between US 21 and NC 115. Several alternatives, including phase reductions, priority timings and alternative intersection designs were analyzed and summarized.

U.S. 160 Widening, Mecklenburg County, NC:

Project Manager responsible for managing and preparing the environmental document, roadway design, traffic forecast, traffic analysis, and public engagement. The purpose of the proposed project is to alleviate existing congestion and improve travel conditions along NC 160 (Steele Creek Road) within the project limits.

U-2412A, Jamestown Bypass, NCDOT, Guilford County, NC: Project Manager responsible for providing 7 new signal designs, 3 temporary signal designs, 5 cameras, and a fiber optic communications design to tie to the High Point signal system.

U-3338C, Kerr Avenue Interchange, NCDOT, Wilmington, NC: Project Manager responsible for providing Final and Temporary signal designs, video, Fiber Optic Communication tied to the Wilmington signal system.

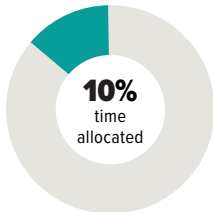
U-2817, Evans Road Widening, Greenville, NC: Project Manager responsible for providing design for 14 ASC3 traffic signals, fiber communications, wireless communications and cameras to be tied into the Greenville Signal System.



90%
current utilization


Pensacola
office

Steve White, PE
QA/QC Manager



Mott MacDonald
2006 – present

Education
BS, Civil Engineering, University of Central Florida, 1996

Registrations
PE, FL, #58809, 2002

- 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, PONDS V3.2, HydroCad v10.0, PondPack v8i, and ASAD.

Selected projects
Muscogee Road Drainage Improvements, Escambia County, FL: Sr. Project Manager responsible for design and permitting of a stormwater collection/transmission system to alleviate flooding conditions within areas along and around a three-quarter mile segment of Muscogee Road in Escambia County.

Rocky Branch Road Bridge Replacement, Cantonment, FL: Sr. Drainage Engineer for a dirt road paving project in Escambia County. The project consisted of paving an existing two-lane residential street (1.2 miles). In addition to paving, the project required analysis of over 700 acres of stormwater drainage area the frequently flooded the roadway. The analysis resulted in design and installation of a 100-foot concrete bridge in order to convey the 100-year storm event of the contributing area. The paving project included the addition of roadside swales and associated conveyance structures to qualify for the dirt road paving exemption through FDEP. USACE and FDEP permits for wetland impacts in excess of 0.50 acres were accomplished.

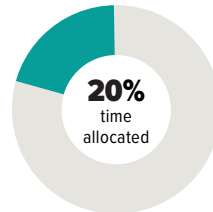
12th Avenue Drainage Improvements, Pensacola, FL: Project Manager and Engineer of Record for this continuing services agreement with the City of Pensacola. Performed various drainage improvements for 12th Avenue including a headwall reinforcement.



80%
current utilization


Pensacola
office

Frank Tucker, PE
Constructability Reviews



Mott MacDonald
2018 – present

Education
BSCE, Civil Engineering, University of South Alabama, 2002

Registrations
FL, #66533, 2007

- Training and memberships**
- CTQP Final Estimates, Level I & II
 - CTQP QC Manager
 - FDEP Qualified Stormwater Management Inspector
 - FDOT Construction Academy
 - FDOT Temporary Traffic Control, Advanced
 - FHWA-NHI Safety Inspection of In-Service Bridges
 - Florida Engineering Society, Northwest Florida

Mr. Tucker is a senior project engineer with progressive experience in providing CEI services on various roadway and bridge projects throughout Northwest Florida for state agencies and local municipalities. He is well-versed in many areas of civil engineering and CEI including directing highly complex and specialized construction engineering administration and inspection programs; planning and organizing the work of subordinate and staff members; developing and/or reviewing policies, methods, practices, and procedures; and reviewing programs for conformance with Department standards.

Selected projects
SR 10 (Nine Mile Road) Reconstruction, FDOT District 3, Escambia County, FL: Sr. Project Engineer for this high-profile capacity and safety-focus design-build project for a four-mile segment of SR 30 (US 98) from Bayshore Road to Portside Drive in Santa Rosa County will upgrade this corridor from a four-lane rural divided roadway to an urban six-lane curb and gutter facility with a divided median, buffered bike lanes, sidewalks, shared-use path, upgraded signalized intersections with latest technology and lighting, directional median openings, sound barriers, guardrail, all new signing, and thermoplastic pavement markings.

SR 10 (Nine Mile Road) Reconstruction, FDOT District 3, Escambia County, FL: Sr. Project Engineer for construction of this major widening/reconstruction project involving 2.4 miles of widening from a two-lane rural to four-lane divided suburban typical with the addition of sidewalks, bike lanes, and curb and gutter as well as various drainage system and stormwater facility improvements including major jack-and-bore operations.

SR 290 (Olive Road) Reconstruction, Escambia County, FL: Sr. Project Engineer and Project Engineer/Contract Support Specialist for the complete reconstruction of 2.5 miles of roadway from a rural two-lane to a three-lane typical section with bike lanes, curb and gutter, and sidewalk. The project also included major realignment and reconfiguration of an existing intersection as well as a new storm drain system, water main, and pond construction.

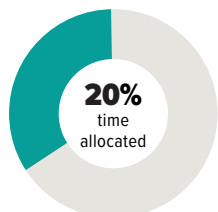


80%
current utilization



Panama City
office

Amir Zafar, PE, BCEE
Grants/Funding



Mott MacDonald
2000 – present

Education

MBA, Mississippi State University, 2010

MS, Chemical Engineering, University of South Alabama, 1998

BS, Chemical Engineering, University of South Alabama, 1996

Registrations

FL, #56829, 2001

Training and memberships

- Board Certified Environmental Engineer AAEE
- FLDEP Qualified Stormwater Management Inspector
- Certified Master Modeler
- American Institute of Chemical Engineers
- American Academy of Environmental Engineer
- Water Environmental Federation

Mr. Zafar has been actively involved in funding support for several projects. Most notably, the City of Bonifay and Mary Esther where he assisted the clients with obtaining over millions of dollars in funding respectfully. Mr. Zafar is familiar with the various grant and loan program requirements that enable our clients to successfully meet the tight schedule of deadlines often required to obtain these loans and grants.

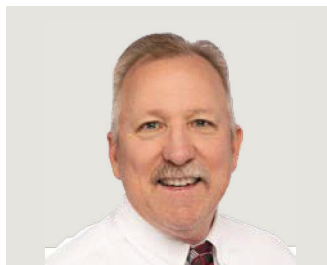
Selected projects

Camp Branch Tributary Flood Mitigation, City of Bonifay, FL:

Assisted the city with obtaining \$6.5M in funding through FEMA Hazard Mitigation Grant Program. This project involved mitigating hazards associated with the effects of flooding during 25-year events. Mr. Zafar's role involved grant writing and working closely with FEMA to submit an application for the Hazard Mitigation Grant Program.

Funding Assistance - Assisted the following communities in securing over \$220 million grant and loan funds:

- City of Marianna, Florida (total funding, \$38 million)
- City of Mary Esther, Florida (total funding, \$3.5 million)
- City of Bonifay, Florida (total funding, \$21 million)
- Town of Grand Ridge, Florida (total funding, \$8 million)
- City of Springfield, Florida (total funding, \$15 million)
- St John County Players Club (total funding, \$34 million)
- City of Panama City, Florida (total funding \$81 million)
- City of Lynn Haven, Florida (total funding, \$7 million)
- City of Chipley, Florida (total funding, \$14 million)

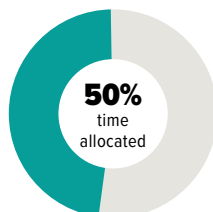


50%
current utilization



subconsultant

Thomas K. Mead, PSM/PLS
Survey/SUE



Southeastern Surveying and Mapping Corporation
2002 – present

Education

AA, Surveying & Mapping, Valencia College, 1993

Registrations

FL, #5624
AL, #32373-S

Training and memberships

- FL Surveying and Mapping Society – North FL Chapter
- Urban and Regional Information Systems Association – FL Chapter
- FL GPS Users Group
- Chipola College Surveying and Mapping Advisory Committee

Mr. Mead has more than 35 years of Professional Surveying and Mapping Services experience. He has extensive experience in all aspects of Surveying and Mapping services including Topographic Surveys, Boundary Surveys, Right-of-Way Surveys, As-Built Surveys, Construction layout, Control Surveys, Hydrographic Surveys Wetland Delineation Surveys, Quantity Surveys, Land Platting, Special Purpose Surveys of miscellaneous services.

Selected projects
Santa Rosa County

- SR 87 from S of Clear Creek to N of SR 4, RRR Design Survey
- PD&E US 90 (SR 10) Corridor from Glover Ln to SR 87, Topographic Survey
- SR 87 at South Lynn Rd NBLT, Topographic Survey
- SR 4 from Escambia River Bridge to CR 87A, Design Survey
- SR 10 at Saultsman Bridge and SUE Test Holes, Utility Designation/Location
- SR 87 from SR 4 to Alabama State Line (7 mi), RRR Multilane Design Survey and Mapping
- US 90 Corridor from Glover Ln to SR 87, Topographic Survey, PD&E
- SR 30 Gulf Breeze Pkwy from Portside Dr to Okaloosa County Line, PD&
- SR 8 from E of SR 87 to Okaloosa County Line, 3R Design Survey
- SR 30 at Janet St, DW Design Survey
- Reconstruction of SR 87 (4 mi/1920 ac) Multilane Design Survey and Mapping
- SR 30 (US 98) from Bayshore Rd to Portside Dr (4.3 mi), Multilane Design Survey and Mapping, Utility Location/Designation
- SR 30 (US 98) Pedestrian Overpass in Narvarre, Design Survey
- SR 8 from Escambia Bay Bridge to SR 281, DW SUE, Underground Utility Designation/Location
- SR 10 at Chavers, DW SUE Utility Designation/Location
- SR 10 at St. Johns St, DW Utility Designation/Location

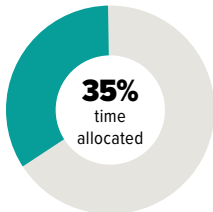


65%
current utilization



subconsultant

Christin Gorman, PE
Environmental/Permitting



Environmental and Geotechnical Specialists
2014 – present

Education

BA, Civil Engineering, Florida State University, 2014

Registrations

FL, #88700

Training and memberships

- American Society of Civil Engineers
- Florida Association of Environmental Professionals

Ms. Gorman has over 7 years of environmental design and permitting experience including natural features, wetland delineation, environmental impact, and environmental management. Ms. 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.

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, and other miscellaneous improvements. Registe Sliger Engineering Inc. is the prime for this contract.

Department of Public Works, General Services 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.

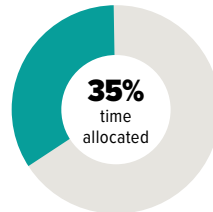


65%
current utilization



subconsultant

Thomas Hayden, PE
Geotechnical



Environmental and Geotechnical Specialists
2003 – present

Education

BA, Civil Engineering, University of South Florida, 2003

Registrations

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

Training and memberships

- Florida Engineering Leadership Institute
- Jim Moran Institute

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 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 Districts 3, 2, 5, and 7.

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, and other miscellaneous improvements. Registe Sliger Engineering Inc. is the prime for this contract.

Department of Public Works, General Services 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.



5. Similar project experience & references

Similar Project Experience & References

DATE OF COMPLETION

Design: 2016
Construction: 2019

PROJECT TYPE

Major capacity roadway

KEY PERSONNEL

Mott MacDonald:

- James Johnson
- Thom McLendon
- Bart Hendricks

1

CONTACT

Richard Pereira, PE
Program Administrator
- Roadways
904.630.3135
rpereira@jtafla.com

Girvin Road Reconstruction

Jacksonville, FL | Construction Cost: \$17.6M

JTA Mobility Works is an improvement program funded by the Local Option Gas Tax. Girvin Road was the first major roadway construction project under this program. This congested corridor is a major collector route lined with businesses and neighborhoods, requiring improvements to address capacity, traffic conditions, and pedestrian safety. Mott MacDonald lead design for the design-build team to reconstruct 2.8 miles from a two-lane rural to a three- and five-lane urban typical with a divided median and the addition of dedicated center turn lanes, bike lanes, sidewalks, and curb and gutter. Major design components for the project included detailed traffic control plans, 14 roadway intersects including two signalized intersections, addition of four stormwater detention ponds and closed drainage systems, and relocation of major utility lines. Our design met both City and FDOT standards while maximizing the use of available space within the ROW.



DATE OF COMPLETION

Capacity analysis: 2019

PROJECT TYPE

Major capacity roadway

KEY PERSONNEL

Mott MacDonald:

- Tommy Pate
- Travis Braswell
- Rusty Thompson

2

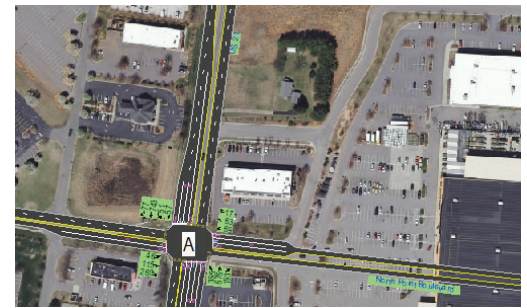
CONTACT

Mike Reese, PE, CPM
NCDOT Congestion Management
919.814.4938
mikereese@ncdot.gov

U.S. 21 Improvements

Mecklenburg County, NC |
Traffic cost: \$43,582 | Signals cost: \$33,625

The North Carolina Department of Transportation (NCDOT) proposes to widen U.S. 21 between Pump Station Road and Fort Dobbs Road in Statesville, a distance of approximately 0.9 miles. The purpose of the project is to increase capacity and improve pedestrian and bicycle mobility along the existing roadway. Based on coordination with NCDOT, the project limits were extended north to Jane Sowers Road and south to include the Diverging Diamond Interchange at I-40.



Following the capacity analysis, concepts were developed to upgrade the existing two-lane facility to a four-lane divided with a 23-foot raised median. Due to congestion in the vicinity, some superstreet elements have been incorporated into the design to improve mobility. The first concept widened to the west of US 21 and the second concept widened to the east of US 21. The first option was chosen as the preferred and is being carried forward into the Right-of-Way and Final Plans stage. Mott MacDonald is responsible for the roadway design, signal design/ITS, and the traffic control plans to be used to maintain traffic while the project is under construction.

This project includes two existing signals that are being upgraded to 2070 Oasis controllers and two new signals that will also use 2070 Oasis software. As part of the upgrade, we are designing metal strain or mast arm poles in all locations to replace the existing wooden poles. Two of the locations also include pedestrian upgrades. The signals will use inductive loop detection on all approaches. Three of the signals were also designed with radio communication equipment to allow wireless communication back to the Statesville signal system. As part of the phasing, our team has designed eight temporary signals for this project. As part of our standard designs we include phasing plans, signal head display charts, loop detection installation charts, base timing charts, conflict monitor details, basic equipment list, signal head terminal hookup charts, input file position layout and programming charts, load resistor details, and logic processing and programming details.



DATE OF COMPLETION

Capacity analysis: 2019

PROJECT TYPE

Major capacity roadway

KEY PERSONNEL

Mott MacDonald:

Design-Build EOR

- Tommy Pate
- Travis Braswell
- Rusty Thompson



CONTACT

Sean Epperson, PE

NCDOT Division 10
704.983.4400
smepperson@ncdot.gov

U.S. 160 Widening

Mecklenburg County, NC | Traffic Cost: \$125,698

NCDOT proposes to widen approximately seven miles of N.C. 160 from the South Carolina State Line to just north of I-485. Mott MacDonald is responsible for managing and preparing the environmental document, roadway design, traffic forecast, traffic analysis, and public engagement. The purpose of the proposed project is to alleviate existing congestion and improve travel conditions along NC 160 (Steele Creek Road) within the project limits.

Early stages of the project involved Mott MacDonald preparing the traffic forecast and traffic analysis. The traffic analysis evaluated three potential widening alternatives, one of which was a four-lane corridor with Reduced Conflict Intersections (RCIs). Also included in the analysis was a Continuous Flow Intersection (CFI) and a Michigan Left Intersection.

Mott MacDonald prepared preliminary designs for a variety of intersection treatments for the best-fit alternative, including the continuous flow intersection, Michigan left intersection, reduced conflict intersections, and traditional intersections. The alternative design also included studying a grade separation at the Norfolk Southern crossing. Preliminary roadway designs of two preferred options involved evaluation of left side, right side, and symmetrical widening in order to reduce human and natural environmental impacts. Mott MacDonald is also responsible for preparing the signal design and communication plans for the modification of 14 existing signals and new designs for 10 proposed signals

DATE OF COMPLETION

Design: 2015

Construction: 2018

PROJECT TYPE

Major capacity roadway

KEY PERSONNEL

- David Skipper
- Thom McLendon
- Bart Hendricks
- Charles Loyed



CONTACT

Kerrie Harrell, PE

District Design
Engineer FDOT
850.638.0250
kerrie.harrell@dot.state.fl.us

SR 87 Segment 4 & 7

Santa Rosa County, FL | Construction Cost: \$50.9M

Roadway widening of a two-lane, rural roadway to a four-lane, divided rural roadway in Santa Rosa County. This 9.5-mile widening included a new 4,751-foot sister bridge over the Yellow River, detailed TCP plans, open and closed drainage systems, boat launch area, Florida Scenic Walking Trail considerations, eight detention ponds, wildlife fencing, and close coordination with permitting agencies and existing utilities. Eighty percent of the project is within Eglin AFB property and required extensive coordination for easement areas for the roadway and bridge widening. There were over 100 Environmental Commitments that required coordination and incorporation into the plans, specifications and notes to satisfy multiple permitting agencies including FWC, FDEP, USACE, NWFWM, and Eglin's own environmental groups. The District's first vessel TCP effort was a part of these commitments to protect boat traffic on the river.





DATE OF COMPLETION

Design: 2020
Construction: 2021

PROJECT TYPE

CEI

KEY PERSONNEL

- Frank Tucker
- Subconsultant
- VIA Consulting Services, Inc (DBE/SB)
- Quest Corporation of America, Inc. (DBE)
- Environmental Science Associates
- Foundation and Geotechnical Engineering, LLC (SB)
- Kurt L Musser
- Pelican Drones, LLC

5

CONTACT

Kelli Rice, PE
Operations Traffic
Engineer/Assistant
Maintenance Engineer
850.981.3000
kelli.rice@dot.state.fl.us

CEI SR 30 (US 98) Bayshore Road to Portside Drive

Santa Rosa County, FL | Construction Cost: \$70M

This high-profile capacity and safety-focus design-build project for a four-mile segment of SR 30 (US 98) from Bayshore Road to Portside Drive in Santa Rosa County will upgrade this corridor from a four-lane rural divided roadway to an urban six-lane curb and gutter facility with a divided median, buffered bike lanes, sidewalks, shared-use path, upgraded signalized intersections with latest technology and lighting, directional median openings, sound barriers, guardrail, all new signing, and thermoplastic pavement markings.

The existing drainage system will be upgraded to include a closed stormwater system, construction of new stormwater ponds and expansion of existing ponds. In addition, an extensive Intelligent Transportation System (ITS) will be integrated with the Escambia County Traffic Signal Operation Center. Resurfacing of SR 281 from SR 30 (US 98) to the Garcon Point Bridge will also be accomplished.

This vital roadway, that locals of this beautiful coastal community refer to as Highway 98, is part of the FDOT's Strategic Intermodal System (SIS), which means it is a top priority for the State of Florida. Using the DB process to accomplish these improvements will save taxpayer money and expedite construction. These improvements will not only increase the level of service and flow of traffic, but also reduce conflict points and provide significantly enhanced safety for pedestrians, bicyclists, and the traveling public.

Planning for and supporting the construction phase of our projects is never an afterthought - it is equal in priority and effort to the study and design phases. We understand the importance of seamless transition and final execution of CEI activities that facilitate safety and mobility within a congested work zone. Our senior construction personnel are woven into the project of the lifestyle from start to finish, with constructability reviews in design and reliable CEI expertise on site daily.

In conclusion

The Mott MacDonald team is the right team for this project. We have the success stories of many similar projects under our belt, we offer a strong team, and we will deliver a high-quality, comprehensive design to Santa Rosa County. With that, we ask that you select Mott MacDonald to assist you with this most important project.



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.

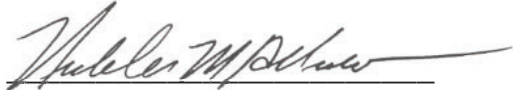
And it was further

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

Addendums



SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

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

ADDENDUM FORM

To: Planholders

From: Procurement Office

Date: July 20, 2021

Ref: Addendum #1 for **RFQ 21-042 Engineering Design and Professional Services for Woodbine Road**

The following clarifications, amendments, additions, deletions, revisions and modifications form a part of the contract documents and change the original documents in the manner and to the extent stated.

QUESTIONS AND **ANSWERS:**

1. Are dividing tabs excluded from the page count? **Yes, the dividing tabs will not be counted as part of the page limit**
2. For Tab 5 – Similar Project Experience and References, we must indicate the individuals on staff who had responsibility for each project and include whether or not these people are still with firm.
Can the County please confirm whether we are to show all key personnel who worked on each project, regardless of whether we have them listed as a member of our proposed team for the current Woodbine Road project? **You are not required to include all Key Personnel for each project. We are mainly interested in the Key Personnel that will be working on this project.**
3. For Tab 5 – Similar Project Experience and References, as well as in References Form, are the reference projects required to be fully constructed? Can projects be under construction, design complete, or in the design phase? **Projects references can be fully, partially, or not constructed and/or fully designed. Projects that are in the design phase should not be used as a reference.**

This Addendum is furnished to all known prospective Proposers. **Please sign and include one copy of this Addendum, with original signature, with your proposal as an acknowledgement of your having received same.**

NAME/TITLE: David Skipper, PE
Senior Vice President SIGNATURE: 

COMPANY: Mott MacDonald Florida, LLC DATE: 07/21/2021

End of Addendum #1

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 D. Skipper, PE representing Mott MacDonald Florida, LLC
(Print) (Company)

On this 6th day of July 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]
(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 D. 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 D. Skipper, PE

Name

Signature

7/6/21
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 6th day of July, 20 21, and is personally known to me, or has provided _____ as identification.

STATE OF FLORIDA

COUNTY OF: ESCAMBIA

My Commission expires: March 18, 2025





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 D. 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 Engineering Design & Professional Services for Woodbine Road # 21-042



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 D. Skipper, PE PHONE 850.602.9778
EMAIL david.skipper@mottmac.com

REFERENCE I.

PROJECT NAME: Girvin Road Reconstruction
AGENCY: Jacksonville Transportation Authority
ADDRESS: 121 W. Forsyth Street, Ste 200
CITY, STATE, ZIP CODE: Jacksonville, FL 32202
CONTACT PERSON: Richard Pereira, PE
TITLE: Program Administrator - Roadways
EMAIL: rpereira@jtafla.com
TELEPHONE: 904.630.3135
PROJECT COST: \$17.6M
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 was the prime engineering firm. Tasks included design-build, project management, final design, public involvement, surveying, construction support.

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

James Johnson, David Skipper, Thom McLendon, Bart Hendricks



SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

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

REFERENCE II.

PROJECT NAME: U.S. 21 Improvements NCDOT

AGENCY: Congestion Management

ADDRESS: 750 N. Greenfield Parkway

CITY, STATE, ZIP CODE: Garner, NC 27529

CONTACT PERSON: Mike Reese, PE, CPM

TITLE: Congestion Mgmt. Regional Engineer

EMAIL: mikereese@ncdot.gov

TELEPHONE: 919.814.4938

PROJECT COST: Traffic cost - \$43,582 Signals cost - \$33,625

COMPLETION DATE: 2019

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

Increase capacity and improve pedestrian and bicycle mobility along the existing roadway. Tasks also included upgrading signals.

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

Tommy Pate, Travis Braswell, Rusty Thompson

REFERENCE III.

PROJECT NAME: U.S. 160 Widening

AGENCY: NCDOT Division 10

ADDRESS: 716 W Main Street

CITY, STATE, ZIP CODE: Albemarle, NC 28001

CONTACT PERSON: Sean Epperson, PE

TITLE: Division Project Team Lead

EMAIL: smeperson@ncdot.gov

TELEPHONE: 704.983.4400

PROJECT COST: Traffic cost - \$125,698

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 was responsible for managing and preparing the environmental document, roadway design, traffic forecast, traffic analysis, and public engagement for this road widening project.

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

Tommy Pate, Travis Braswell, Rusty Thompson



SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

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

REFERENCE IV.

PROJECT NAME: SR 87 Segment 4 & 7

AGENCY: FDOT

ADDRESS: Highway 90 East

CITY, STATE, ZIP CODE: Chipley, FL 32428

CONTACT PERSON: Kerrie Harrell

TITLE: District Design Engineer

EMAIL: kerrieharrell@dot.st.fl.us

TELEPHONE: 850.638.0250

PROJECT COST: \$50.9M

COMPLETION DATE: Nov 2018

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

Mott MacDonald was responsible for final design, survey, environmental, construction services, wetland delineation, and wetland permitting on this four-laning of SR 87.

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, Thom McLendon, Bart Hendricks, Charles Lloyd

REFERENCE V.

PROJECT NAME: CEI SR 30 (US 98) Bayshore Road to Portside Drive

AGENCY: FDOT

ADDRESS: 6025 Old Bagdad Highway

CITY, STATE, ZIP CODE: Milton, FL 32583

CONTACT PERSON: Kelli Rice, PE

TITLE: Operations Traffic Engineer/Assistant Maintenance Engineer

EMAIL: kelli.rice@dot.state.fl.us

TELEPHONE: 850.981.3000

PROJECT COST: \$70M

COMPLETION DATE: 2021

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

Design-build project for a four-mile segment of SR 30 (US 98) from Bayshore Road to Portside Drive upgrading from a four-lane rural divided roadway to an urban six-lane curb and gutter facility with upgraded sidewalks, lighting, signage, and pavement markings.

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

Frank Tucker



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 D. Skipper, PE

BY (SIGNATURE): *[Signature]*

TITLE: Senior Vice President

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

PHONE NO: 850.602.9778

E-MAIL: david.skipper@mottmac.com

Date: 2/6/21

Letter of insurability from carrier

WillisTowersWatson 

July 13, 2021

Santa Rosa County, Florida
6495 Caroline Street, Suite L
Milton, Florida 32570
Attn: Procurement

Re: RFQ 21-042 Engineering Design and Professional Services for Woodbine Road

To Whom It May Concern:

Willis of New Jersey, Inc. is an insurance broker authorized to write insurance in the State of New Jersey. We are the authorized broker for Fireman's Fund Insurance Company, American Automobile Insurance Company, National Surety Corporation, Travelers Property Casualty Company of America, QBE Insurance Corporation and Lloyds Syndicate 2488

We are writing this letter on behalf of Mott MacDonald Florida, LLC. We have thoroughly reviewed those portions of the bid specifications, which set forth insurance requirements in connection with the performance of the contract.

Mott MacDonald Florida, LLC presently has insurance coverage of the type and in the amount set forth in the bid specifications. An insurance certificate to that effect, with a current date, is attached to the letter. If Mott MacDonald Florida, LLC is awarded the contract, this firm will issue endorsement naming the Santa Rosa County, Florida and such other parties as set forth in the bid specifications as additional insured. Copies of the actual policies will be provided upon request no later than thirty (30) days after the notice of the bid award.

This letter is written with the understanding that the Santa Rosa County, Florida relies on the truth of the statements made herein.

Sincerely,

Eric Munroe
Executive Vice President


Eric Munroe
Executive Vice President

Willis Towers Watson
150 John F Kennedy Parkway
5th Floor
Short Hills, NJ 07078-5002


T +1 973 829 6480
E eric.munroe@willistowerswatson.com
W www.willistowerswatson.com

Firm licenses & registrations

Engineering



Ron DeSantis, Governor



STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES


MOTT MACDONALD FLORIDA, LLC

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

LICENSE NUMBER: CA155

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 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.




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Licensee Information

Name:	MOTT MACDONALD FLORIDA, LLC (Primary Name)
Main Address:	111 WOOD AVENUE SOUTH 5TH FLOOR ISELIN New Jersey 08830-4112
License Mailing:	
License Location:	

License Information

License Type:	Registry
Rank:	Registry
License Number:	155
Status:	Current
Licensure Date:	05/10/1977
Expires:	

Special Qualifications **Qualification Effective**

--	--

Alternate Names

--

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MOTT MACDONALD FLORIDA, LLC.
 220 W GARDEN ST STE 700, PENSACOLA, FL 32502-5745
 Phone 973-912-2575

License Type	License#	Issued	Expires	Status
Surveyor Business	LB6783	06/04/97	02/28/23	Active
Surveyor of Record	LS7233	05/03/19	02/28/23	Active

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*



Randy Be
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>

FDOT prequalifications



Florida Department of Transportation

RON DESANTIS
GOVERNOR

0 Suwannee Street
Tallahassee, FL 2 -0 0

KEVIN J. THIBAUT, P.E.
SECRETARY

July 29, 2020

David Skipper, Greater Gulf Division Manager
MOTT MACDONALD FLORIDA, LLC
220 West Garden Street, Suite 700
Pensacola, Florida 32502

Dear Mr. Skipper:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following types of work:

Group 2 - Project Development and Environmental (PD&E) Studies

Group 3 - Highway Design - Roadway

- 3.1 - Minor Highway Design
- 3.2 - Major Highway Design
- 3.3 - Controlled Access Highway Design

Group 4 - Highway Design - Bridges

- 4.1.1 - Miscellaneous Structures
- 4.1.2 - Minor Bridge Design
- 4.2.1 - Major Bridge Design - Concrete
- 4.2.2 - Major Bridge Design - Steel

Group 5 - Bridge Inspection

- 5.1 - Conventional Bridge Inspection
- 5.3 - Complex Bridge Inspection
- 5.4 - Bridge Load Rating

Group 6 - Traffic Engineering and Operations Studies

- 6.1 - Traffic Engineering Studies

Group 7 - Traffic Operations Design

- 7.1 - Signing, Pavement Marking and Channelization
- 7.2 - Lighting
- 7.3 - Signalization

Safety, Mobility, Innovation
www.fdot.gov

- Group 10 - Construction Engineering Inspection
 - 10.1 - Roadway Construction Engineering Inspection
 - 10.3 - Construction Materials Inspection
 - 10.4 - Minor Bridge & Miscellaneous Structures CEI
- Group 11 - Engineering Contract Administration and Management
- Group 13 - Planning
 - 13.3 - Policy Planning
 - 13.4 - Systems Planning
 - 13.5 - Subarea/Corridor Planning
 - 13.6 - Land Planning/Engineering
- Group 14 - Architect

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2021 for contracting purposes.

Approved Rates

Home/ Branch Overhead	Field Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense	Field Direct Expense
158.91%	132.98%	0.270%	Reimbursed	No	3.30%	13.05%*

*Rent and utilities excluded from field office rate. These costs will be directly reimbursed on contracts that require the consultant to provide field office.

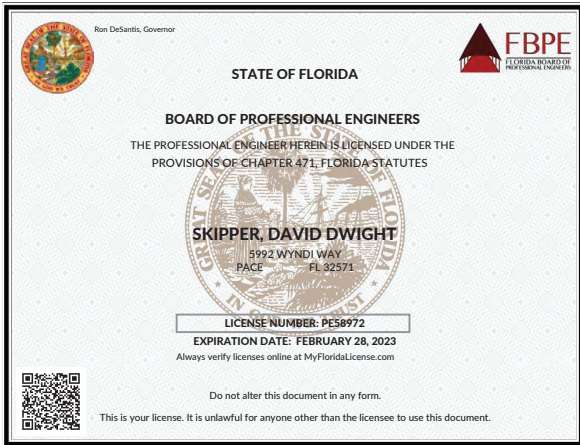
Per Title 23, U.S. Code 112, there are restrictions on sharing indirect cost rates. Refer to Code for additional information.

Should you have any questions, please feel free to contact me by email at carliayn.kell@dot.state.fl.us or by phone at 850-414-4597.

Sincerely,

Carliayn Kell
 Professional Services
 Qualification Administrator

Staff licenses



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Licensee Information

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

License Mailing:
 LicenseLocation:

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**

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Licensee Details

Licensee Information

Name: **JOHNSON, JAMES J. (Primary Name)**
 Main Address: **4154 BOBBERLINE DRIVE
 TALLAHASSEE Florida 32312**
 County: **LEON**

License Mailing:
 LicenseLocation:

License Information

License Type: **Professional Engineer**
 Rank: **Prof Engineer**
 License Number: **62546**
 Status: **Current,Active**
 Licensure Date: **02/14/2005**
 Expires: **02/28/2023**

Special Qualifications **Qualification Effective:**
 Civil **08/24/2004**

Florida dbpr DBPR ONLINE SERVICES

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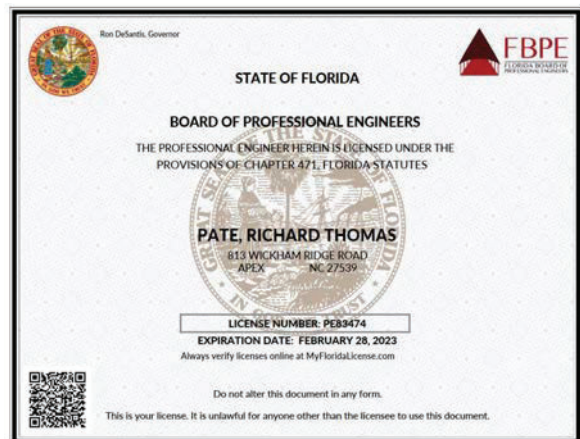
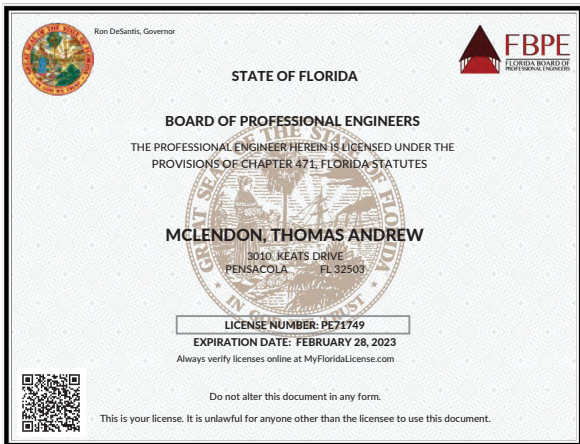
Name: **PATTERSON, KELSEA LEIGH (Primary Name)**
 Main Address: **124 MARIA DEL CARMEN LANE
 CRAWFORDVILLE Florida 32327**
 County: **WAKULLA**

License Mailing:
 LicenseLocation:

License Information

License Type: **Professional Engineer**
 Rank: **Prof Engineer**
 License Number: **86319**
 Status: **Current,Active**
 Licensure Date: **01/08/2019**
 Expires: **02/28/2023**

Special Qualifications **Qualification Effective:**
 Civil **01/21/2014**



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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TUCKER, FRANK CHARLES III
1558 OAKHILL ROAD
GULF BREEZE FL 32563

LICENSE NUMBER: PE66533
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ZAFAR, AMIR
3538 TOKEN RD
PANAMA CITY FL 32405

LICENSE NUMBER: PE56829
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HENDRICKS, BART FLETCHER
220 WEST GARDEN STREET
SUITE 700
PENSACOLA FL 32502

LICENSE NUMBER: PE51391
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GORMAN, CHRISTIN DALE
74 OBEDIAH TRIPLETT RD
CRAWFORDVILLE FL 32327

LICENSE NUMBER: PE88700
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STATE OF FLORIDA

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FLORIDA BOARD OF PROFESSIONAL ENGINEERS

BOARD OF PROFESSIONAL ENGINEERS
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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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Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Parkway Tallahassee, Florida 32399-6500

Licence No.: **LS5624**
Expiration Date February 28, 2023

Professional Surveyor and Mapper License
Under the provisions of Chapter 472, Florida Statutes

THOMAS KNOX MEAD
6500 ALL AMERICAN BLVD
ORLANDO, FL 32810

Nicole Fried
NICOLE "NIKKI" FRIED
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

Mott MacDonald
220 W. Garden Street
Suite 700
Pensacola, FL 32502
850.484.6011

For more information,
mottmac.com

**Attachment “B”
Insurance Requirements**

**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.

Attachment "C"
Civil Rights Clauses

Attachment “C”

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.*).

Attachment "D"
Scrutinized Contractors Certificate

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: October 4, 2021

SIGNATURE: 

COMPANY: Mott MacDonald Florida, LLC

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

ADDRESS: 220 West Garden Street

TITLE: Senior Vice President

Suite 700

E-MAIL: david.skipper@mottmac.com

Pensacola, FL 32502

PHONE NO.: 850-484-6011

**Attachment “E”
Special Conditions
Additional Federal Requirements**

Special Conditions
Federal Requirements
Over \$150,000.00

The following special conditions apply to the Agreement and are incorporated herein by reference:

Clean Air Act (42 U.S.C. 7401-7671q.) and Federal Water Pollution Control Act (33 U.S.C. 1251-1387) Contractor agrees to comply with all applicable standards, orders, and regulations issued pursuant to the Clean Air Act (42 USC § 740-7671q) and the Federal Water Pollution Control Act as amended (33 USC § 1251-1387). The Contractor agrees to report any violation to the Owner immediately upon discovery. The County assumes responsibility for notifying the Environmental Protection Agency (EPA).

Contractor must include this requirement in all subcontracts that exceeds \$150,000.

Byrd Anti Lobbying Amendment (31 U.S. C. 1352). The Certification regarding Lobbying executed by Contractor and attached as part of Attachment "A" to the Agreement is hereby acknowledged and made part of the Agreement by reference.

Equal Employment Opportunity (2 CFR Part 200, Appendix II(C); 41 CFR § 61-1.4; 41 CFR 61-4.3; Executive Order 11246). During the performance of this contract, the Contractor agrees as follows:

(1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identify, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff, or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.

(3) The Contractor will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(4) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(5) The Contractor will furnish all information and reports required by Executive Order 11246

of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(6) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(7) The Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: *Provided, however*, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the Contractor may request the United States to enter into such litigation to protect the interests of the United States.