

**CONTRACT CONTINUING PROFESSIONAL
ENGINEERING SERVICES**

This Contract is made and entered into this 13th day of April 2021, by and between SANTA ROSA COUNTY, FLORIDA, (“COUNTY”), a political subdivision of the State of Florida, located at 6495 Caroline Street, Suite C, Milton, Florida 32570, and COASTAL TECHNOLOGY CORPORATION whose principal place of business is at 3625 20th Street, Vero Beach, Florida 32960 (the “Consultant”), whose Federal I.D. number is 59-2469863, in connection with Santa Rosa County Request for Qualifications No. 21-006 and the professional services set forth therein.

WITNESSETH

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

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

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

**ARTICLE ONE
CONSULTANT’S RESPONSIBILITY**

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

1.2. The Services required under this Contract to be performed by Consultant shall be those set forth in Article Two and Contract Manuel as Exhibit A and shall be issued periodically as Notice to Proceeds. The basis of compensation to be paid Consultant by the County for Services is set forth in Article Five and Schedule A, “Basis of Compensation” attached to each Notice to Proceed, which is attached hereto and incorporated herein. Work Authorization requests will be made to Consultant as may be warranted, including but not limited to updates of plans, designs of improvements, field and construction services, acquisition analysis, and permitting activities as may be reasonably contemplated hereunder.

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

1.4. The Consultant agrees that, when the services to be provided hereunder relate to a professional service which, under Florida Statutes, requires a license, certificate of authorization or other form of legal entitlement to practice such services, it shall employ and/or retain only qualified personnel to provide such services.

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

Charles T. Fontaine III, Vice-President

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

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

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

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

1.9. Evaluations of the County's adopted capital improvement budget, preliminary estimates of construction cost and detailed estimates of construction cost prepared by the Consultant represent the Consultant's best judgment as a design professional familiar with the construction industry. The Consultant cannot and does not guarantee that bids or negotiated prices will not

vary from any estimate of construction cost or evaluation prepared or agreed to by the Consultant. Notwithstanding anything above to the contrary, Consultant shall revise and modify Construction Documents and assist in the rebidding of the work at no additional cost to County, if all responsive and responsible bids exceed the estimates of construction costs prepared by Consultant.

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

ARTICLE TWO SERVICES OF CONSULTANT

2.1. As authorized or required by the County in a Notice to Proceed, and agreed to by Consultant, Consultant shall furnish or obtain from other Services of the types listed in the Proposal submitted January 12, 2021, attached as Exhibit B. These services will be paid for by the County as indicated in Article Five and Schedule A and as confirmed in each Notice to Proceed.

ARTICLE THREE COUNTY'S RESPONSIBILITIES

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

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

3.2. The County's Representative shall:

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

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

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

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

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

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

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

Dan Schebler, County Administrator

ARTICLE FOUR TIME

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

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

4.3. No interruption, interference, inefficiency, suspension or delay in the commencement or progress of Consultant's services from any cause whatsoever, including those for which County may be responsible in whole or in part, shall relieve Consultant of its duty to perform or give rise to any right to damages or additional compensation from County. Consultant's sole remedy against County will be the right to seek an extension of time to its schedule. This paragraph shall

expressly apply to claims for early completion, as well as claims based on late completion. Provided, however, if through no fault or neglect of the Consultant, the services to be provided hereunder have not been completed within the schedule identified in the Notice to Proceed, the Consultant's compensation shall be equitably adjusted, with respect to those services that have not yet been performed, to reflect the incremental increase in costs experienced by Consultant.

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

ARTICLE FIVE COMPENSATION

5.1. Compensation and the manner of payment of such compensation by the County for services rendered hereunder by Consultant shall be as prescribed in Schedule A, entitled "Basis of Compensation," and Exhibit C which are attached hereto and made a part hereof.

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

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

5.4. "Out-of-pocket" expenses shall be reimbursed in accordance with Florida law and Schedule A. All requests for payment of "out-of-pocket" expenses eligible for reimbursement under the terms of this Contract shall include copies of paid receipts, invoices, or other documentation acceptable to the County's Representative. Such documentation shall be sufficient to establish that the expense was actually incurred and necessary in the performance of the Scope of Work described in this Contract.

5.5. In order for both parties herein to close their books and records, the Consultant will clearly state "final invoice" on the Consultant's final/last billing to the County for each Notice to Proceed. This final invoice shall also certify that all services provided by Consultant have been performed in accordance with the applicable Notice to Proceed and all charges and costs have been invoiced to the County. Because this account will thereupon be closed, any and other further charges not included on this final invoice are waived by the Consultant. Acceptance of final payment by Consultant shall constitute a waiver of all claims and liens against County for additional payment.

**ARTICLE SIX
WAIVER OF CLAIMS**

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

**ARTICLE SEVEN
TRUTH IN NEGOTIATION REPRESENTATIONS**

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

7.2. In accordance with provisions of Section 287.055(5)(a), Florida Statutes, the signature of this Contract by the Consultant shall also act as the execution of a truth in negotiation certificate certifying that the wage rates, overhead charges, and other costs used to determine the compensation provided for in this Contract are accurate, complete and current as of the date of the Contract and no higher than those charged the Consultant's most favored customer for the same or substantially similar service. Should the County determine that said rates and costs were significantly increased due to incomplete, noncurrent or inaccurate representation, then said rates and compensation provided for in this Contract shall be adjusted accordingly.

**ARTICLE EIGHT
TERMINATION OR SUSPENSION**

8.1. Consultant shall be considered in material default of this Contract and such default will be considered cause for County to terminate this Contract, in whole or in part, as further set forth in this section, for any of the following reasons: (a) failure to begin work under the Contract within a reasonable time after issuance of the Notice(s) to Proceed or a Notice to Proceed, or (b) failure to properly and timely perform the services to be provided hereunder or as directed by County pursuant to this Contract, or (c) the bankruptcy or insolvency or a general assignment for the benefit of creditors by Consultant or by any of Consultant's principals, officers or directors,

or (d) failure to obey laws, ordinances, regulations or other codes of conduct, or (e) failure to perform or abide by the terms or spirit of this Contract, or (f) for any other just cause. The County may so terminate this Contract, in whole or in part, by giving the Consultant seven (7) calendar days' written notice.

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

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

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

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

ARTICLE NINE PERSONNEL

9.1. The Consultant is, and shall be, in the performance of all work services and activities under this Contract, an Independent Contractor, and not an employee, agent, or servant of the County. All persons engaged in any of the work or services performed pursuant to this Contract shall at all times, and in all places, be subject to the Consultant's sole direction, supervision, and control. The Consultant shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the Consultant's relationship and the relationship of its employees to the County shall be that of an Independent Contractor and not as employees or agents of the County.

9.2. The Consultant represents that it has, or will secure at its own expense, all necessary personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the County, nor shall such personnel be entitled to any benefits of the County including, but not limited to, pension, health and workers' compensation benefits.

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

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

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

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

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

ARTICLE TEN SUBCONTRACTING

10.1. Consultant shall not subcontract any services or work to be provided to County without the prior written approval of the County's Representative. The County reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractors in order to make a determination as to the capability of the subcontractor to perform properly under this Contract. The County's acceptance of a subcontractor shall not be unreasonably withheld. The Consultant is encouraged to seek minority and women business enterprises for participation in subcontracting opportunities.

**ARTICLE ELEVEN
FEDERAL AND STATE TAX**

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

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

**ARTICLE TWELVE
OWNERSHIP OF DOCUMENTS**

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

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

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

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

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

- a) Keep and maintain public records required by the County to perform the service.
- b) Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119 Florida Statutes or as otherwise provided by law.
- c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the

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

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

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

ARTICLE FOURTEEN INSURANCE

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

ARTICLE FIFTEEN INDEMNIFICATION

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

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

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

**ARTICLE SIXTEEN
SUCCESSORS AND ASSIGNS**

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

**ARTICLE SEVENTEEN
REMEDIES**

17.1. This Contract shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the Contract shall be held in Santa Rosa County. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

**ARTICLE EIGHTEEN
CONFLICT OF INTEREST**

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

18.2. The Consultant shall promptly notify the County Representative, in writing, by certified mail, of all potential conflicts of interest for any prospective business association, interest or other circumstance which may influence or appear to influence the Consultant's judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the Consultant may undertake and request an informed determination from the County Representative as to whether the association, interest or circumstance would be viewed by the County Representative as constituting a conflict of interest if entered into by the Consultant. The County Representative agrees to notify the Consultant of its opinion by certified mail within thirty (30) days of receipt of notice by the Consultant. Such determination may be appealed to the Board of County

Commissioners by the Consultant within thirty (30) days of the County Representative's notice to the Consultant. If, in the opinion of the County Representative or County, the prospective business association, interest or circumstance would not constitute a conflict of interest by the Consultant, the County Representative or County shall so state in the notice and the Consultant shall, at its option, enter into said association, interest or circumstance and it shall be deemed not in conflict of interest with respect to services provided to the County by the Consultant under the terms of this Contract.

**ARTICLE NINETEEN
DEBT**

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

**ARTICLE TWENTY
NONDISCRIMINATION**

20.1. The Consultant warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, or sexual orientation. Including those set forth in Exhibit D hereto and incorporated herein by reference (TITLE VI).

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

**ARTICLE TWENTY-ONE
ENFORCEMENT COSTS**

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

**ARTICLE TWENTY-TWO
NOTICE**

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

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

23.1. It is the intent of this Contract that County shall from time-to-time issue Notice to Proceeds for Consultant to perform work. Notice to Proceeds shall be duly approved by the County prior to issuance. Consultant shall expediently perform such work within the schedule indicated in the work order in accordance with Article Four above. Consultant shall timely cooperate with County Representative in negotiating the cost and schedule of said work orders prior to submission to the County for approval. The County reserves the right to make changes in the Scope of Work, including alterations, reductions therein or additions thereto. Upon receipt by the Consultant of the County's notification of a contemplated change, the Consultant shall, in writing: (1) provide a detailed estimate for the increase or decrease in cost due to the contemplated change, (2) notify the County of any estimated change in the completion date, and (3) advise the County if the contemplated change shall affect the Consultant's ability to meet the completion dates or schedules of this Contract.

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

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

**ARTICLE TWENTY-FOUR
MODIFICATIO**

24.1. The County and the Consultant agree that this Contract together with the Exhibits hereto, sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto in accordance with Article Twenty-Three - Modification of Scope of Work. In the event of any conflict or inconsistency between this Contract and the provisions in the incorporated Exhibits, the terms of this Contract shall supersede and prevail over the terms in the Exhibits.

**ARTICLE TWENTY-FIVE
MISCELLANEOUS**

- 25.1. Consultant, in representing County, shall promote the best interest of County and each party agrees to assume toward the other party a duty of good faith and fair dealing.
- 25.2. No modification, waiver, suspension or termination of the Contract or of any terms thereof shall impair the rights or liabilities of either party.
- 25.3. This Contract is not assignable, in whole or in part, by Consultant without the prior written consent of County.
- 25.4. Waiver by either party of a breach of any provision of this Contract shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Contract.
- 25.5. The headings of the Articles, Schedules, Parts and Attachments as contained in this Contract are for the purpose of convenience only and shall not be deemed to expand, limit or change the provisions in such Articles, Schedules, Parts and Attachments.
- 25.6. This Contract, including the referenced Schedules and Attachments hereto, constitutes the entire agreement between the parties hereto and shall supersede, replace and nullify any and all prior agreements or understandings, written or oral, relating to the matter set forth herein, and any such prior agreements or understanding shall have no force or effect whatever on this Contract.
- 25.7. Consultant acknowledges that it shall comply with all applicable Federal law, regulations, executive orders, State laws and regulations and local laws, ordinances and regulations as it pertains to services being rendered under this contract.
- 25.8. Consultant acknowledges that some federal funds may be utilized in the course of services being performed under this agreement, as such, consultant agrees that it shall adhere to all necessary federal regulations. Further, the Consultant acknowledges that the Federal government is not a party to this agreement and is not subject to any obligations or liabilities to the non-Federal entity, Consultant, or any other party pertaining to any matter resulting from this Contract.

**ARTICLE TWENTY-SIX
MINORITY/WOMEN'S BUSINESS ENTERPRISES**

- 26.1. The Consultant must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible, in accordance with 2CFR 200.321. If subcontracts are to be let, prime contractor will require compliance by all sub-contractors. Prior to contract award, the contractor shall document efforts to utilize M/WBE

firms including what firms were solicited as suppliers and/or subcontractors as applicable and submit this information with their bid submittal. Information regarding certified M/WBE firms can be obtained from:

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

ARTICLE TWENTY-SEVEN PROCUREMENT OF RECOVERED MATERIALS

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

ARTICLE TWENTY-EIGHT ENVIRONMENTAL AND ENERGY POLICIES

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

28.2. Clean Air Act.

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

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

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

28.3 Federal Water Pollution Control Act.

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

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

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

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

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

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

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

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

**ARTICLE THIRTY
LOBBYING**

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

disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

**ARTICLE THIRTY-ONE
THIRD PARTY BENEFICIARIES**

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

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

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

**ARTICLE THIRTY-THREE
SEVERABILITY**

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

**ARTICLE THIRTY-FOUR
REPRESENTATION OF AUTHORITY TO CONTRACT/SIGNATORY**

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

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

**CONSULTANT:
COASTAL TECHNOLOGY
CORPORATION**

Charles T. Fontaine III
Authorized Representative

Charles T. Fontaine III
(printed)

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

David C. Piech
David C. Piech, Chairman

(ATTEST)

Michael Burton for
Donald C. Spencer
Donald C. Spencer, Clerk of Court

BOCC Approved: April 13, 2021



Approved as to form

EXHIBIT A

SANTA ROSA COUNTY, FLORIDA



RFQ 21-006 Design Services Contracts for Professional Engineering Services

January 2021

OWNER: BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA

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

DISTRICT I
DISTRICT II
DISTRICT III
DISTRICT IV
DISTRICT V

SECTION I.

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SECTION II.
STANDARD INSTRUCTIONS AND SUBMITTAL
REQUIREMENTS

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PRE-QUALIFICATION 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 M 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 RFQ & Legal Notice. Any addenda or other modification to the documents will be issued by the County five (5) days prior to the date and time of closing, as written addenda, and will be posted to the Santa Rosa County website at <https://www.santarosa.fl.gov> keyword; Bid Opportunities.

Such written addenda or modification shall be part of the 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 submittal. No respondent may rely upon any verbal modification or interpretation.

PROPOSED SCHEDULE

Invitation Published	December 11, 2020
Deadline for Questions	December 29, 2020 @ 4:30 p.m.
Qualifications Due	January 12, 2021 @ 10:00 a.m.
Qualification Reviews/Evaluation	January 12-27, 2021
Recommendation Due	January 27, 2021 @ 12:00 p.m.
Award by BOCC	February 4, 2021
Notification of Award	February 11, 2021 (TBD)

PREPARATION OF RFQ

The respondent shall submit their qualifications in accordance with the public notice. Any response 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 response 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 response 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 response submitted by an individual shall show the respondent's name and official address.

A response submitted by a joint venture shall be executed by each joint venture in the manner indicated on the response 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 response submissions.

The response 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 response shall be shown.

If the respondent is an out-of-state corporation, the response 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 response form. Respondent shall be licensed in accordance with the requirements of Chapter 489, Florida Statutes.

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

Responses must include lump sum pricing. Use Response Form provided in this document. All proposed fees and costs must be broken down and disclosed in the response.

SUBMITTAL OF RESPONSE

Qualifications shall be submitted no later than the date and time prescribed and at the place indicated in the advertisement and shall be sealed and clearly labeled with the words "**RFQ 21-006 Design Services Contracts for Professional Engineering Services**", name of respondent/firm and date and time of opening so as to guard against premature opening of any submittal. It is the respondent's responsibility to assure that its submittal is delivered at the proper time and place. Offers by email, facsimile, or telephone will NOT be accepted.

INTEGRITY OF RESPONSE 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 submittal. 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 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 Responder, but it shall be the Responder'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.

RESPONSES 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 RESPONSES

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.

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 response 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 Responder 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. Responder 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 responses to reject any or all responses with or without cause and accept the response 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 response:

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 responses, 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 Vendor 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 Vendor, but Vendor 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 Vendor 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 response 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 response 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 responses, 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 response package.

EVALUATION OF RESPONSES AND AWARD OF CONTRACT

Santa Rosa County Staff will review all responses 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 contract to the responsive and responsible vendor(s). The County reserves the right to award the contract(s) to the respondent submitting the qualification demonstrating expertise in each discipline requested. s in the best interest of the County with a resulting negotiated agreement which is most advantageous and in the best interest of the County, and to reject any and all responses or to waive any irregularity or technicality in responses received. Santa Rosa County shall be the sole judge of the response 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 Responses. 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 Responders, 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 Form.

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.

Santa Rosa County reserves the right to reject any conditional responses and will normally reject those which made it impossible to determine the true amount of the response. Each item must be response separately, and no attempt is to be made to tie any item or items to any other item or items.

FORM OF AGREEMENT:

The Contract form shall be provided by the County Attorney. 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 Legal 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 Legal Office before the successful contractor may proceed with the work.

SECTION III.
SANTA ROSA COUNTY DOCUMENTS AND FORMS

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CONE OF SILENCE FORM

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 responder (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 responses 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, _____ representing _____
(Print) (Company)

On this _____ day of _____ 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)

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

*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 Response, Proposal or Contract for: _____

2. This sworn statement is submitted by, _____, whose business address is, _____, and (if applicable) Federal Employer Identification Number (FEIN) is _____ (if the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement).
3. My name is _____ and my relationship to the entity named above is _____ (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 response 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.
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

Name

Signature

Date

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed his/her signature at the space provided above on this day of _____, 20__, and is personally known to me, or has provided _____ as identification.

STATE OF FLORIDA
 COUNTY OF: _____
 My Commission expires: _____

Notary Public

DEBARMENT FORM

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: _____ Title: _____

Signature: _____

Firm: _____

Street Address: _____

City: _____

State: _____ Zip Code: _____

Solicitation Name _____ # RFQ 21-006

REFERENCES FORM

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 _____
PROPOSAL POINT OF CONTACT _____ PHONE _____
EMAIL _____

REFERENCE I.

PROJECT NAME: _____

AGENCY: _____

ADDRESS: _____

CITY, STATE, ZIP CODE: _____

CONTACT PERSON: _____

TITLE: _____

EMAIL: _____

TELEPHONE: _____

PROJECT COST: _____

COMPLETION DATE: _____

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

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

REFERENCE II.

PROJECT NAME: _____

AGENCY: _____

ADDRESS: _____

CITY, STATE, ZIP CODE: _____

CONTACT PERSON: _____

TITLE: _____

EMAIL: _____

TELEPHONE: _____

PROJECT COST: _____

COMPLETION DATE: _____

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

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

REFERENCE III.

PROJECT NAME: _____

AGENCY: _____

ADDRESS: _____

CITY, STATE, ZIP CODE: _____

CONTACT PERSON: _____

TITLE: _____

EMAIL: _____

TELEPHONE: _____

PROJECT COST: _____

COMPLETION DATE: _____

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

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

CONFLICT OF INTEREST DISCLOSURE FORM

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: _____

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: _____

BY (PRINTED): _____

BY (SIGNATURE): _____

TITLE: _____

ADDRESS: _____ State _____ Zip Code _____

PHONE NO: _____

E-MAIL: _____

Date: _____

SANTA ROSA COUNTY, FLORIDA



RFQ 20-006 Design Services Contract for Professional Engineering Services

December 2020

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

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

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

REBECCA JONES, P.E., ASSISTANT COUNTY ENGINEER

TABLE OF CONTENTS

Cover 1
Table of Contents 2
Minimum Specifications 3-5
Proposal Requirements and Evaluation Criteria..... 6-7
Appendix A – Scoring Matrix..... 8
Appendix B – Insurance Requirements..... 9-10
Appendix C – 2 CFR 200 11-13

Design Services Contract for Professional Engineering Services Minimum Specifications

Santa Rosa County is seeking design services of professional engineering firms in providing general engineering services. The County intends to award design services for continuous contracts to no fewer than three (3) firms deemed to be the most highly qualified to perform the required services. In determining whether a firm is qualified, the County shall consider such factors as the ability of professional personnel; whether a firm is a certified minority business enterprise; past performance; willingness to meet time and budget requirements; recent, current, and projected workloads of the firms; and the volume of work previously awarded to each firm by or within Santa Rosa County, with the object of effecting an equitable distribution of contracts among qualified firms, provided such distribution does not violate the principle of selection of the most highly qualified firms. The RFQ submission is outlined under "Proposal Requirements".

A "continuing contract" is a contract for professional services entered into in accordance with all the procedures of this act between an agency and a firm whereby the firm provides professional services to the agency for projects in which the estimated construction cost of each individual project under the contract does not exceed \$4 million, for study activity if the fee for professional services for each individual study under the contract does not exceed \$500,000, or for work of a specified nature as outlined in the contract required by the agency, with the contract being for a fixed term or with no time limitation except that the contract must provide a termination clause. Firms providing professional services under continuing contracts shall not be required to bid against one another (FS 287.055).

Firms should demonstrate their knowledge of emergency and disaster federal grant programs (FEMA, EWP) and experience with similar projects within their qualifications.

Project Scope

Santa Rosa County has identified six (6), listed below, projects to be developed between the Consultant and Santa Rosa County.

- ADA Kayak Launch at the Navarre Beach Marine Park
- Mayo Park – Shoring of Creek Bank & Seawall
- Florida Town – Pier, Erosion & Stormwater
- Navarre Park – Seawall, Pier, Sidewalk, Walking Bridge & Electrical
- Ashmore / Garden View Drainage Study and Improvements
- Bal-Alex Boat Ramp – Erosion, Stormwater, & Boat Ramp

Additional engineering projects will be issued by the County on an as-needed basis, under this design services contract.

Period of Performance

Firms selected by the Santa Rosa County will provide engineering services to the County on an

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

Anticipated Schedule and Deadlines

Proposals will be immediately evaluated and ranked following the proposal due date as outlined in the evaluation criteria and selection process. It is expected that the Board of County Commissioners will approve the highest-ranking firms. The top three (3) firms that are ranked as most qualified should be prepared to provide a scope of work and fee proposal in an expedited manner. The County Administrator, or his designee, will assign the anticipated projects to the selected firms. Upon contract execution and issuance of a Notice to Proceed, the selected firms will be expected to immediately commence design efforts.

Federal Funding Requirements

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

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

Proposal Requirements

Qualifications shall be demonstrated in a written proposal and include the following information tabbed as instructed below:

Tab 1 - Letter of Interest

Respondent shall submit a letter of interest signed by a corporate officer or principal or an authorized representative of the prime consultant authorized to obligate the firm contractually. The letter shall include the business address, telephone number, e-mail and the name of the prime consultant that the County can contact for additional information (2-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.); type of ownership (small business, small disadvantaged business or W/MBE business); 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.

Tab 3 – Qualifications of Key Personnel

Describe the education, experience and relevant abilities of key personnel and proposed subcontractors who will be responsible for project completion and identify their precise role in accomplishing the work. Awards, certifications and other information demonstrating personal and professional integrity and competence should be included. Include information on current and projected workloads of each key personnel to demonstrate ability to meet time requirements.

Tab 4 – Approach to Project/Understanding

Demonstrate understanding of proposed project types and the technical approach to be taken in addressing the proposed work. Identify specific issues for this work that are unique or problematic, and what steps should be taken to address these complex issues. The description shall include understanding of design and permitting in Coastal areas; project schedule/work management plan strategy to outlining the service performance time expected for project types. Identify financial issues that may increase costs. Quality Assurance/Quality Control: The qualifying firm shall provide documentation of its quality assurance/control program, which details the system and checks it uses to ensure quality products.

Tab 5 – Firm Familiarity with federally funded projects and FEMA Requirements

Identify the firm's prior work experience with federal grant programs, particularly those subject to the Office of Management and Budget's Uniform Guidance (2 CFR 200). List each project separately to include jurisdiction name, project name and type, and grant amount. Describe specific areas of expertise and knowledge of the federally funded projects including FEMA and EWP.

Tab 6 – Similar Project Experience

Identify ten (10) of the firm's prior project experience, within the last five years, specific to surveying; geotechnical services; engineering design, stormwater design, environmental design, piers, docks and boat ramps, development of construction plans; project cost estimates; bid document preparation; post construction engineering services and other miscellaneous engineering and planning services. Please detail dollar value of each related contract and your time schedule for accomplishing the respective phases of basic services. Indicate the individuals on your staff who had responsibility for each project and whether these people are still with your firm.

Tab 7 – Professional References

Provide a list of references with names, titles, phone numbers and e-mail addresses of persons representing the owner and general contractor for at least five (5) similar projects identified in Tab 6.

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 most highly qualified firm(s) will be selected based on such factors as the ability of professional personnel; whether a firm is a certified minority business enterprise; past performance; willingness to meet time and budget requirements; location; current and projected workloads of the firm; and the volume of work previously awarded to each firm by the agency, with the object of effecting an equitable distribution of contracts among qualified firms, provided such distribution does not violate the principle of selection of the most highly qualified firms.

Other factors that may be considered include a demonstrated knowledge of federal grant programs including familiarity with FEMA's Benefit Cost Analysis technical process as well as prior design experience with Santa Rosa County specific to federally funded projects.

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

Evaluation Committee

1. Evaluation Committee may consist of 3 to 5 staff members or the Board of County Commissioners. Initial scoring and final ranking may be determined by separate Evaluation Committees.
2. The County Administrator or designee shall determine the Evaluation Committee (s) that will best serve the needs of the County.
3. Membership of all Evaluation Committees shall be approved by the County Administrator or designee and shall have a conflict of interest form on file.
4. 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.
5. The initial ranking of submittals is based upon the points given in the RFQ Respondent Instructions. (Appendix B)
6. 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. Typically, the top three rated firms, if there are at least three 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.
7. Presentations/ Interviews. The Evaluation Committee may choose to conduct formal presentation/interviews with shortlisted firms prior to final ranking.
8. Final Ranking. The Evaluation Committee or the Board of County Commissioners, as appropriate, shall use the ordinal process to rank the firms. The respondents shall be listed in order of preference. The list of best-qualified persons shall be approved by the County Administrator or Board, as appropriate, prior to beginning contract negotiations.

APPENDIX A
RFQ EVALUATION CRITERIA SCORING MATRIX

EMERGENCY SERVICES CONTRACTS
FOR PROFESSIONAL ENGINEERING SERVICES

Evaluation Factors	Points Available	Names of Firms			
		FIRM 1	FIRM 2	FIRM 3	FIRM 4
Understanding of Request and inclusion of all required documentation	20				
Ability to devote the needed time and staff resources to the project based on current workload to commence services and complete services within time parameters	20				
Demonstration of knowledge or unique qualifications for proposed project types for consultant staff to effectively administer the projects (design/permitting).	10				
Firm's designation as certified minority business enterprise, women's business enterprise, or labor surplus firm.	5				
Firms previous experience with design on federally funded projects.	10				
Project personnel's experience in public sector federally funded projects. Provide an example for each design staff member proposed.	10				
Similar project experience and performance in design and permitting with the project types.	10				
Firm's QA/QC procedures (record keeping, QA/QC for design standards, communication to client)	5				
Firm's reputation and competence including technical education, training, timeliness, cost control and quality of work. Provide 3 reference letters regarding 3 different projects for similar public sector projects.	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.

Point Spread (score can be between ranges below)

20 Point scale: 20 = Perfect 15 = Good 10 = Missing key elements
 10 Point scale: 10 = Perfect 10 = Good 5 = Missing key elements
 5 Point scale: 5 = Perfect 3 = Good 1 = Missing key elements

Evaluator's Name: _____

Signature: _____

Time spent reviewing submittals: _____ hrs

Date: _____

Appendix B

Santa Rosa County Contractors/Business Insurance Requirements November 2017

The submitter receiving an award will obtain or possess the following insurance coverage's and will provide Certificates of Insurance to the OWNER to verify such coverage.

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.

Contractor will provide a copy of their Exemption Certificate and Articles of Incorporation if claiming exception to Workers Compensation requirement. The Division of Workers' Compensation offers an online system for applicants to apply for or renew a Certificate of Election to be Exempt from Florida's Workers' Compensation Law, modify an exemption application, or print their certificate. The website is wc_exemption@myfloridacfo.com.

Architects and Engineers Professional Liability – coverage shall provide minimum limits of liability of \$1,000,000 per occurrence, \$3,000,000 aggregate.

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 the commercial general liability policy, including products/completed operations coverage.
 - b. Santa Rosa County shall be named as an additional insured on the business auto liability policy.
 - c. 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.
- 4) In the event of unusual circumstances, the County Administrator, or his designee, may adjust these insurance requirements.

APPENDIX C

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]

Statement of Qualifications for
**DESIGN SERVICES CONTRACTS FOR PROFESSIONAL
ENGINEERING SERVICES**

RFQ No. 21-006 | January 12, 2021

Submitted to:

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

Submitted by:

Coastal Technology Corporation
3625 20th Street
Vero Beach, Florida 32960

Point of Contact:

Charles "Tem" Fontaine III, PE
tfontaine@coastaltechcorp.com
p: (772) 562-8580 | f: (772) 562-8432





January 12, 2021

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

**SANTA ROSA COUNTY PROCUREMENT DEPARTMENT
6495 CAROLINE STREET, SUITE M
MILTON, FLORIDA 32570**

**REQUEST FOR QUALIFICATIONS (RFQ)
DESIGN SERVICES CONTRACTS
FOR PROFESSIONAL ENGINEERING SERVICES**

SUBMITTED BY:

Coastal Technology Corporation

3625 20th Street

Vero Beach, FL 32960

RFQ No. 21-006

TABLE OF CONTENTS

TAB		Page
1	Letter of Interest	1-1
2	Company Profile	2-1
	Legal Name	2-1
	History	2-1
	Business Structure.....	2-1
	Legal Entity	2-1
	Type of Ownership.....	2-1
	Length of Company Existence	2-1
	Locations	2-2
	Number of Personnel	2-2
3	Qualifications of Key Personnel.....	3-1
	Key Personnel	3-1
	Organization Chart and Resumes	3-2
4	Approach and Understanding of the Project	4-1
5	Familiarity with Federally Funded Projects and FEMA Requirements.....	5-1
	Grant Funding and Assistance	5-1
	Tools	5-2
	Other Federal Projects.....	5-2
6	Similar Project Experience.....	6-1
7	Professional References	7-1
Attachments		
	Addendum #1	
	Addendum #2	
	Cone of Silence Form	
	Sworn Statement Under Section 287.133 (3) (A), Florida Statute on Public Entity Crimes	
	Debarment Form	
	References Form	
	Conflict of Interest Disclosure Form	
	Certificates and Licenses – Coastal Technology Corporation and G.E.C., Inc.	

Tab 1
LETTER OF INTEREST

January 12, 2021

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

**RE: RFQ No. 21-006
Design Services Contracts for Professional Engineering Services**

This letter is submitted in response to the referenced RFQ by Coastal Technology Corporation (CTC), a wholly-owned subsidiary of G.E.C., Inc. (GEC) (Coastal Tech-GEC) to provide professional engineering and supporting services via task orders to be issued by the County under the proposed continuing services contracts. Please favorably consider and select us for this work. CTC and GEC are both licensed in the state of Florida – CTC # CA4195 and GEC #CA27657.

Since 1984, Coastal Tech-GEC has been professionally engaged in the engineering design, permitting, construction, and monitoring of coastal infrastructure - including piers, docks, and repair of boat ramps. Our experience includes boat ramps, docks, piers, ADA kayak launches, shoreline stabilization, new seawalls, seawall repairs, erosion control, stormwater facilities, roadway, lighting and electrical systems, and ancillary features. Under this RFQ, our proposed Project Manager is Tem Fontaine, P.E.; our team's services are proposed to be overseen by Michael Walther, P.E., as our QA/QC Officer based in Vero Beach, Florida.

With the required engineering services are needed support services key to both design and permitting. Our team offers the County access to an extensive group of talented and experienced engineering, environmental, geotechnical, and survey professionals. To provide this support, our Team includes:

- **Kimley-Horn and Associates, Inc. (KHA)** – with local offices in Panama City Beach and Tallahassee – will provide civil engineering support for “additional engineering projects” not cited in the RFQ;
- **Energy and Environment LLC (E&E)**, a small business with *SBA 8(a)*, *SBA HubZone*, *DBE*, and *MBE* certifications – based in Ft. Walton Beach - will provide environmental support;
- **Larry M. Jacobs & Associates, Inc. (LMJ)**, a veteran-owned small business – with offices in Pensacola and Ft. Walton Beach – will provide geotechnical support; and
- **Lands End Surveying, Inc. (LES)** – based in Pensacola – will provide survey support.

Please note the following:

- As reflected in this RFQ response, the professional personnel of our Team have the ability and established experience to efficiently and effectively provide the required services.
- Our Team includes sub-contractor firms (E&E; LMJ) certified as a minority business enterprise.
- Our past performance of services for the County have successfully provided for the 2006 construction and 2016 maintenance of the *Navarre Beach & Dune Restoration Project* – funded 50% by the State of Florida and partially funded by FEMA following storm damages.

- We are quite willing to meet time and budget requirements of the County; we have the depth of staff to reliably meet County requirements.
- Our recent and current workload has been busy – with our work on projects uninterrupted by the COVID-19 virus. Our projected workload is moderate – with ample capacity to address the projects cited in the RFQ – based on our 40+ years of related experience.
- Our previous work for the County is limited to the *Navarre Beach & Dune Restoration Project*, for which (a) the greatest workload has been associated with nourishment events in 2006 and 2016; and (b) work during intermediate years is limited to annual monitoring and grant coordination.
- Compelling reasons why Coastal Tech-GEC is best suited to serve Santa Rosa County:
 - Location and Responsiveness: Our Team members are mostly located in the Florida Panhandle close to Santa Rosa County; this enables us to quickly and efficiently address County needs at a moment's notice. Coastal Tech-GEC's prior experience with the County has demonstrated our commitment and ability to be responsive to County needs.
 - Proven Quality: Efficient delivery of high quality work products is a top priority for us. Repeat reselection by our clients is testament to the quality of our work.
 - Local Knowledge: Our team staff members are "locals" with professional and recreational familiarity with the County's coastal resources.
 - Depth of Staff: With over 100 staff in Coastal Tech-GEC alone, as well as the staff of our team-members, we have the capacity to provide the County with all services required.

We request and appreciate your review of our qualifications in this RFQ response. We look forward to the opportunity to continue to work with Santa Rosa County. If you have questions or need other information, please contact me.

Sincerely,



Coastal Tech-GEC
Charles "Tem" Fontaine III, P.E.
Vice President

3625 20th Street
Vero Beach, Florida 32960
772-562-8580
fontaine@coastaltechcorp.com

Tab 2
COMPANY PROFILE

TAB 2

COMPANY PROFILE

LEGAL NAME: Coastal Technology Corporation
d.b.a. Coastal Tech-GEC



HISTORY: Coastal Technology Corporation (Coastal Tech-GEC) is a professional consulting firm established in 1984 – continuously operating since - with broad experience throughout Florida and the southeast US. Historical services have focused on coastal engineering and associated support services for the creation, restoration, and maintenance of coastal infrastructure.

BUSINESS STRUCTURE: In 2014, Coastal Tech became a wholly-owned subsidiary of G.E.C., Inc. (GEC), a consulting and engineering firm headquartered in Baton Rouge, Louisiana that employs over 100 professionals in the fields of engineering, planning, economics, environmental sciences, and geographic information systems.

LEGAL ENTITY: Florida Corporation

TYPE OF OWNERSHIP:

Team Member	Ownership
Coastal Tech-GEC	Corporate
Kimley-Horn Associates, Inc. (KHA)	Corporate
Energy and Environment LLC (E&E)	SBA 8(a), SBA HUBZone, DBE, & MBE
Larry M. Jacobs & Associates, Inc.	Veteran-owned Small Business
Lands End Surveying, Inc. (LES)	Corporate

LENGTH OF COMPANY EXISTENCE:

Team Member	Length of Existence
Coastal Tech-GEC	36+ years
Kimley-Horn Associates, Inc. (KHA)	52+ years
Energy and Environment LLC (E&E)	9+ years
Larry M. Jacobs & Associates, Inc.	44+ years
Lands End Surveying, Inc. (LES)	23+ years

LOCATIONS:

Team Member	Locations	
	Parent	Branches
Coastal Tech-GEC	Baton Rouge, LA	Vero Beach, FL Metairie, LA Irvine, CA
Kimley-Horn and Associates, Inc. (KHA)	Raleigh, NC	Panama City Beach, FL Tallahassee, FL Mobile, AL
Energy and Environment, LLC (E&E)	Ft. Walton Beach, FL	N/A
Larry M. Jacobs & Associates, Inc.	Pensacola, FL	Ft. Walton Beach, FL
Lands End Surveying, Inc. (LES)	Pensacola, FL	N/A

NUMBER OF PERSONNEL:

Team Member	Discipline of Expertise	Number of Personnel
Coastal Tech-GEC	Coastal Engineering	12
	Civil Engineering	18
	Electrical Engineering	4
	Environmental	5
Kimley-Horn and Associates, Inc. (KHA)	Civil Engineering	4,000+
Energy and Environment LLC (E&E)	Environmental	6
Larry M. Jacobs & Associates, Inc.	Geotechnical	23
Lands End Surveying, Inc. (LES)	Survey & Mapping	4

Tab 3
QUALIFICATIONS OF KEY PERSONNEL

TAB 3

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KEY PERSONNEL

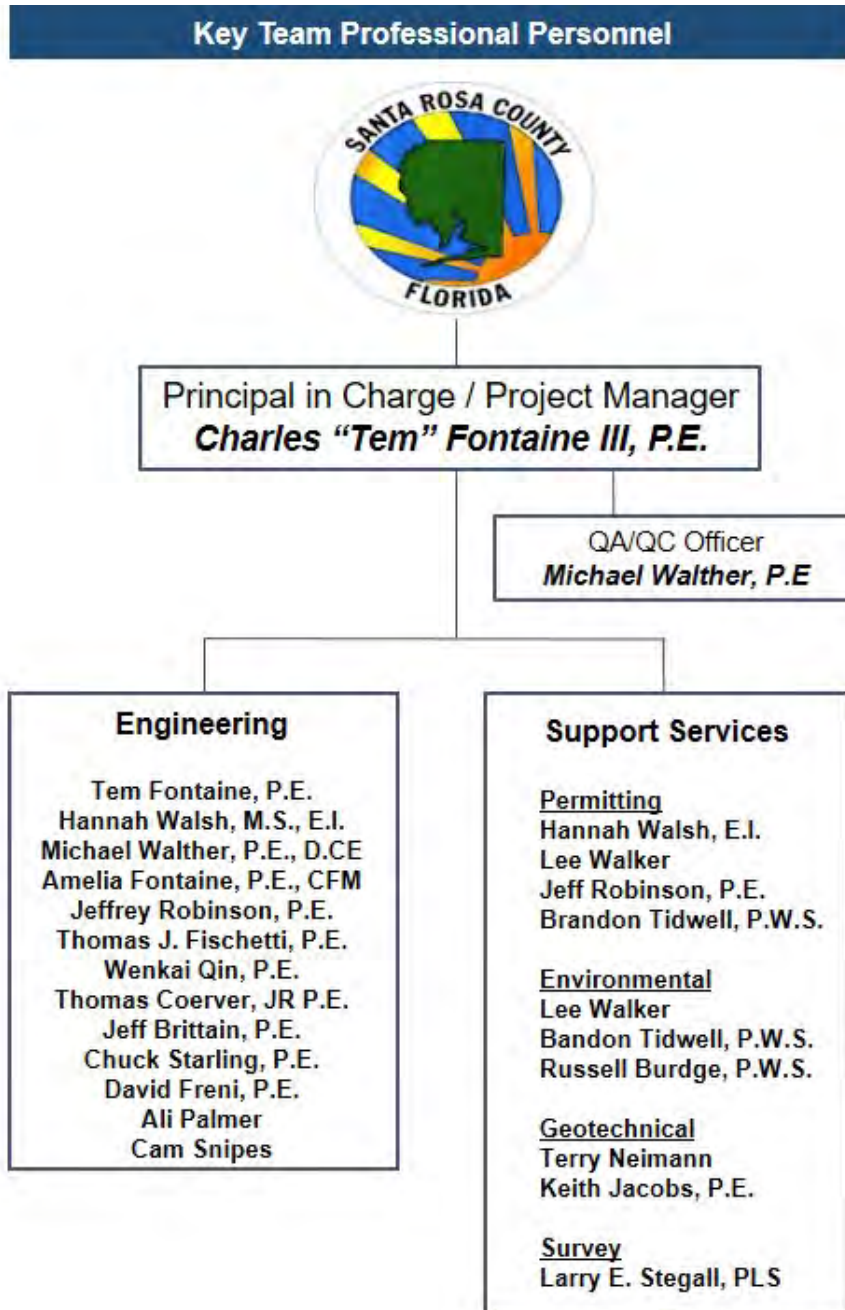
The following table summarizes key personnel proposed to address projects for the County under this RFQ.

Team Member	Prime or Subcontractor (Firm)	Project Role	Discipline of licensure/training
Tem Fontaine, P.E.	Prime (GEC)	Project Manager & EOR	Coastal Engineering
Hannah Walsh, M.S., E.I.	Prime (GEC)	Staff Coastal Engineer	Coastal Engineering
Michael Walther, P.E., D.CE	Prime (GEC)	QA/QC Officer	Coastal Engineering
Amelia Fontaine, P.E., CFM	Prime (GEC)	Water Resources Engineer	Civil Engineering
Jeffrey Robinson, P.E.	Prime (GEC)	Civil/Environmental Engineer	Civil Engineering
Lee Walker	Prime (GEC)	Permitting & NEPA Coordination	Environmental
Thomas J. Fischetti, P.E.	Prime (GEC)	Structural & Coastal Engineer	Structural & Coastal Engineering
Wenkai Qin, P.E.	Prime (GEC)	Senior Coastal Engineer	Structural & Coastal Engineering
Thomas Coerver, JR., P.E.	Prime (GEC)	Electrical Engineer	Electrical Engineering
Jeff Brittain, P.E.	Subcontractor (KHA)	Civil Engineer	Civil Engineering
Chuck Starling, P.E., BCEE	Subcontractor (KHA)	Civil/Utilities Engineer	Civil Engineering
David Freni, P.E.	Subcontractor (KHA)	Civil/Roadway Engineer	Civil Engineering
Ali Palmer	Subcontractor (KHA)	Project Planner	Planning
Cam Snipes, P.E.	Subcontractor (KHA)	Civil Engineer	Civil Engineering
Brandon Tidwell, P.W.S.	Subcontractor (E&E)	Environmental Support	Environmental
Russell Burdge, P.W.S.	Subcontractor (E&E)	Environmental Support	Environmental
Terry Neimann	Subcontractor (LMJ)	Geotechnical Engineering	Geotechnical Engineering
Keith Jacobs, P.E.	Subcontractor (LMJ)	Geotechnical Engineering	Geotechnical Engineering
Larry E. Stegall, PLS	Subcontractor (LES)	Surveyor/Mapper	Survey

Legend: Coastal Tech–GEC = GEC
 Kimley-Horn and Associates, Inc. = KHA
 Energy and Environment LLC = E&E
 Larry M. Jacobs & Associates, Inc. = LMJ
 Lands End Surveying, Inc. = LES

ORGANIZATION CHART AND RESUMES

Below is our Team’s organizational chart illustrating our key personnel proposed to provide professional services for Santa Rosa County. Brief resumes for key personnel follow the organizational chart.



CHARLES “Tem” FONTAINE III, M.S., P.E.



<p>PROJECT ROLE Project Manager & Engineer-of-Record</p> <p>CURRENT POSITION WITH COMPANY Vice President</p> <p>YEARS OF EXPERIENCE With this firm: 8 With other firms: 4</p> <p>PROFESSIONAL REGISTRATION P.E., Florida, 73042</p>	<p>EDUCATION M.S., Coastal and Oceanographic Engineering, 2008 University of Florida</p> <p>B.S., Mechanical Engineering, 2006 University of Florida</p> <p>WORKLOAD – AVAILABILITY</p> <ul style="list-style-type: none"> - Current – 20% - Projected – 50%
<p>Key Qualifications: Mr. Fontaine has over 12 years of civil and coastal engineering design and project management experience throughout the Southeast United States. His experience includes planning, design, permitting, and construction phase services for coastal and marine projects including dredging, habitat restoration, natural shorelines, seawalls, and revetments for shoreline stabilization, and site civil stormwater and roadway improvements.</p>	

RELEVANT PROJECT EXPERIENCE

POW/MIA Park Channel & Boat Ramp; Brevard County, Florida – Mr. Fontaine served as Project Manager and Engineer of Record for the construction of maintenance improvements including dredging, new channel, docks, and navigation markers for the existing boat ramp at POW/MIA Park in Brevard County.

Bethune Beach - Seawall Repairs; Volusia County; Florida – Mr. Fontaine served as Project Manager and Engineer of Record for the post-storm repairs of an existing 800-foot long seawall in Volusia County; repairs included: tie-rod repairs; patching and sealing of the seawall, new walkway/rail, and ADA parking.

Port St. John Boat Ramp; Brevard County, Florida – Mr. Fontaine served as Project Manager and Engineer of Record for the construction of post-storm restoration of this existing boat ramp park including new docks, seawall repairs, new seawall and revetment, new ADA parking, and pavement restoration.

St. Lucie County, Ft. Pierce Inlet Spur Jetty; Ft. Pierce, Florida – Coastal Tech designed, permitted, and oversaw the original 1997 construction of a 200-foot long spur jetty at Ft. Pierce Inlet. Coastal Tech has since assisted the County with storm-damage repairs; Tem served as engineer of record for the design, permitting, and construction phase services in support of the 2018 maintenance repair project.

27th Avenue – Vehicular Beach Access Ramp; Volusia County; Florida – Mr. Fontaine is serving as the Project Manager and Engineer of Record for post-storm repairs to the existing ramp and construction of a new ramp with seawall, stormwater facilities, and roadway improvements. Construction is expected in 2021,

Navarre Beach Restoration; Santa Rosa County, Florida – Mr. Fontaine is currently serving as the Project Manager and Engineer-of-Record for this 4-mile long beach restoration project – initially constructed in 2006 and re-nourished in 2016 ; Tem developed the 2016 preliminary design.

Sarasota County Shore Protection – Venice Segment; Venice, Florida – Mr. Fontaine served as Project Engineer to provide design, permitting and construction support for stormwater outfall improvements to drainage and water quality – as discharged into the Gulf of Mexico across the beach fill area.

HANNAH WALSH, M.S., E.I.



<p>PROJECT ROLE Staff Engineer</p> <p>CURRENT POSITION WITH COMPANY Staff Coastal Engineer</p> <p>YEARS OF EXPERIENCE With this firm: 1.5 With other firms: 1</p> <p>PROFESSIONAL REGISTRATION F.E., Tennessee, 32308</p>	<p>EDUCATION M.S., Ocean Engineering, 2018 Florida Institute of Technology</p> <p>B.S., Mechanical Engineering, 2014 University of Tennessee at Chattanooga</p> <p>WORKLOAD – AVAILABILITY</p> <ul style="list-style-type: none"> - Current – 10% - Projected – 50%
<p>Key Qualifications: Ms. Walsh joined CTC as a Coastal Engineer just after completing her Master’s degree in Ocean Engineering from the Florida Institute of Technology (FIT) where she worked as a Graduate Research Assistant at the Coastal Engineering Laboratory. At FIT Hannah worked on the development and validation of a new suction dredge head design for fine sediment removal in environmental dredging applications. Ms. Walsh has provided design, permitting, and construction consulting services for coastal infrastructure projects.</p>	

RELEVANT PROJECT EXPERIENCE

CCAFS Living Shoreline; Brevard County, Florida – Ms. Walsh has provided key design calculations for proposed improvements along 4.5 miles of shoreline at the Cape Canaveral Air Force Station (CCAFS). These services include an empirical assessment of the expected impacts of a 100-year return interval design storm upon (a) the existing shoreline, and (b) conditions after construction of a living shoreline design. Design phase services also included assessment of additional alternatives to prevent or reduce erosion during 100-year storm conditions including (a) a limestone/coquina rock revetment, (b) an articulated concrete block mattress revetment, (c) a seawall, and (d) a limestone/coquina rock wave break.

POW/MIA Park Channel & Boat Ramp; Brevard County, Florida – Ms. Walsh provided during-construction phase services to (i) check construction for compliance with Contract Documents and permits, (ii) verify dredge volumes, and (iii) recommend contractor payment applications. Improvements included dredging of a channel and turning basin, new boat docks, and new navigation markers.

Port St. John Boat Ramp; Brevard County, Florida – Ms. Walsh performed calculations for (a) design of docks, seawall repairs, and new seawall, (b) determination of construction quantities, and (c) formulation of Opinion of Probable Costs. Hannah also prepared and submitted permit applications and addressed regulatory agency requests – through issuance of permits.

St. Lucie County, Ft. Pierce Inlet Spur Jetty; Ft. Pierce, Florida – Ms. Walsh performed calculations for (a) design of jetty repairs, (b) determination of construction quantities, and (c) formulation of Opinion of Probable Costs. Hannah also prepared and submitted permit applications and addressed regulatory agency requests – through issuance of permits.

27th Avenue – Vehicular Beach Access Ramp; Volusia County; Florida – Ms. Walsh performed calculations for (a) design of pavement, ramp, and seawall, (b) determination of construction quantities, and (c) formulation of Opinion of Probable Costs. Hannah also prepared and submitted permit applications and addressed regulatory agency requests – through issuance of permits. Construction is expected in 2021.

MICHAEL WALTHER, P.E., D.CE



<p>PROJECT ROLE QA/QC Officer</p> <p>CURRENT POSITION WITH COMPANY Vice President</p> <p>YEARS OF EXPERIENCE With this firm: 36 With other firms: 6</p> <p>PROFESSIONAL REGISTRATION P.E., Florida, 32081 ACOPNE 2010 Diplomate, Coastal Engineering</p>	<p>EDUCATION M.S., Ocean Engineering, 1977 University of Texas at Austin</p> <p>B.E.S., Engineering Science, 1975 University of Texas at Austin</p> <p>WORKLOAD – AVAILABILITY</p> <ul style="list-style-type: none"> - Current – 20% - Projected – 50%
<p>Key Qualifications: Based upon 42 years of engineering experience, Mr. Walther serves as QA/QC Officer to ensure quality of the work by the firm. He has a detailed understanding of coastal processes, state and federal policies and practices, coastal engineering design standards, regulatory permitting, and the associated necessary supporting environmental services. Mr. Walther is well familiar with legislation, laws, and policies of local, state, and federal regulatory agencies and their impact upon management of coastal resources and public infrastructure. He is a <i>Diplomate in Coastal Engineering</i> as certified by ASCE’s Academy of Coastal, Ocean, Port and Navigation Engineers.</p>	

RELEVANT PROJECT EXPERIENCE

POW/MIA Park Channel and Boat Ramp; Brevard County, Florida – Mr. Walther served as QA Officer for the construction of maintenance improvements including dredging, new channel, docks, and navigation markers for the existing boat ramp at POW/MIA Park in Brevard County.

Bethune Beach - Seawall Repairs; Volusia County; Florida – Mr. Walther served as QA Officer for the post-storm repairs of an existing 800-foot long seawall in Volusia County; repairs included: tie-rod repairs; patching and sealing of the seawall, new walkway/rail, and ADA parking.

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Sarasota County Shore Protection – Venice Segment; Venice, Florida – Mr. Walther served as QA Officer for design, permitting and construction support for stormwater outfall improvements to drainage and water quality – as discharged into the Gulf of Mexico across the beach fill area.

AMELIA FONTAINE, P.E., CFM



<p>PROJECT ASSIGNMENT Stormwater & Hydrology Engineer</p> <p>CURRENT POSITION WITH COMPANY Water Resource Engineer</p> <p>YEARS OF EXPERIENCE With this firm: 1 With other firms: 10</p> <p>PROFESSIONAL REGISTRATION P.E., Florida, 72291 CFM Qualified Stormwater Management Inspector</p>	<p>EDUCATION M.E., Civil Engineering, 2008 University of Florida</p> <p>B.S., Civil Engineering, 2006 University of Florida</p> <p>Workload – Availability - Current – 20% - Projected – 50%</p>
<p>Key Qualifications: Amelia is broadly experienced at the local and regional level with stormwater modeling with GIS interface for floodplain mapping, water utility technical analysis, and stormwater best management/ engineering design - from conceptual-level through final design for a myriad of water resources and urban stormwater projects.</p>	

RELEVANT PROJECT EXPERIENCE

27th Avenue Ramp - Stormwater Retrofit; New Smyrna Beach, Florida – Amelia developed stormwater and site design for an on-line treatment system to remove debris and suspended sediment from stormwater draining into the existing roadway. Amelia also collected data, applied models, and estimated costs,

Stormwater Utility Study; City of Vero Beach, Florida – From 2015 to 2016, as Project Manager, Amelia consulted with the City on their needs for the study, led the consultant team analyses, wrote the summary report and presented the analysis results to City Council and other Commissions. Preliminary analyses, revenue estimates and reporting of information were provided to the City prior to drafting the utility rate structure. Amelia presented these data to facilitate informed decision-making regarding the utility and directed creation of the rate structure database.

Stormwater Master Plan; City of West Palm Beach, Florida – As Project Engineer from 2014 to 2017, Amelia developed a clear, comprehensive and forward looking framework for the City’s existing stormwater management program for the next 30 years and beyond. This Stormwater Master Plan includes a comprehensive scope, especially aspects of hydrologic/hydraulic analysis and modeling, GIS stormwater atlas enhancements, outreach, grant funding, CRS program enhancements, water quality analysis, climate change/ sea level rise, BMP implementation, CIP refinement and many other considerations for enhancement of the City’s stormwater resources. Amelia led and assisted with several tasks, facilitating inter-disciplinary and multi-firm task communications during several task including model data collection and coordination with the SFWMD, model selection, grant funding and administration, alternatives analysis.

Stormwater Conveyance Analysis; City of Oviedo, Florida – A stormwater model was developed for the City of Oviedo’s primary stormwater management system and used to identify flooding problems within the city and develop alternative solutions to alleviate flooding and define floodplain limits. In 2013 as Project Engineer, Amelia assessed existing stormwater models covering the majority of the city limits, converted models to consistent datum, merged the models and truncated the limits of resulting model covering over 40 square miles.

JEFFREY ROBINSON, P.E.



<p>PROJECT ROLE Civil & Environmental Engineering Support</p> <p>CURRENT POSITION WITH COMPANY Senior Vice President</p> <p>YEARS OF EXPERIENCE With this firm: 25 With other firms: 10</p> <p>PROFESSIONAL REGISTRATION P.E., Louisiana, 29322</p>	<p>EDUCATION M.S., Ocean Engineering, 1997 University of Texas at Austin</p> <p>B.S., Civil Engineering, 1995 Louisiana State University</p> <p>WORKLOAD – AVAILABILITY</p> <ul style="list-style-type: none"> - Current – 10% - Projected – 25%
<p>Key Qualifications: Mr. Robinson possesses more than 35 years of civil and environmental engineering and project management experience throughout the United States and provides planning, coordination and consulting services for Federal and state regulatory compliance for numerous governmental and private sector clients. His environmental compliance experience includes permitting and design; NEPA documentation; HTRW investigations; environmental baseline studies, wetland mitigation bank planning and permitting.</p>	

RELEVANT PROJECT EXPERIENCE

GNOEC, Lake Pontchartrain Causeway: St. Tammany and Jefferson Parishes, LA. *Environmental Engineer* – Mr. Robinson provided environmental program management oversight for improvements to the Lake Pontchartrain Causeway and managed regulatory stakeholder solicitation, environmental field investigations and assessments, and NEPA documentation.

U.S. HWY. 11 Widening (Lake Pontchartrain to Spartan Dr.): Slidell, LA. *Environmental Engineer* – Mr. Robinson managed the preparation of an EA (with Finding of No Significant Impact) and Line and Grade Study. He managed all environmental analyses and engineering alternatives.

The Transportation Infrastructure Model For Economic Development (TIMED) Program: Statewide, LA. *Louisiana TIMED Managers (LTM) Environmental Program Manager* – Mr. Robinson was responsible for all environmental planning, permitting, design, and regulatory documentation pursuant to the construction of 35 project segments comprising more than 260 miles of new highway construction addressed in the LADOTD’s TIMED Program.

Construction Engineering, Painting Inspection, and Environmental Monitoring: Statewide, LA. *Environmental Program Manager*- Since 2014, Mr. Robinson has served as Environmental Program Manager for de-leading bridge rehabilitation projects. His responsibilities include administration, training, and support for environmental field personnel who: monitor air quality for total suspended particulates (TSP-lead); observe and document compliance with hazardous waste storage, transportation, and disposal regulations; observe and document compliance with waste water collection, storage, and disposal requirements. Jeff evaluates monitoring data for compliance with contract specifications and prepares recurring environmental reports.

LEE Z. WALKER



<p>PROJECT ROLE Permitting & NEPA Compliance</p> <p>CURRENT POSITION WITH COMPANY NEPA Specialist</p> <p>YEARS OF EXPERIENCE With this firm: 4 With other firms: 13</p> <p>PROFESSIONAL REGISTRATION N/A</p>	<p>EDUCATION M.S., Environmental Studies, Environmental Policy and Law Concentration, 2003 University of Oregon</p> <p>B.S., Ecology, Evolution and Organismal Biology, 1999 Tulane University</p> <p>WORKLOAD – AVAILABILITY</p> <ul style="list-style-type: none"> - Current – 35% - Projected – 55%
<p>Key Qualifications: Lee is experienced in the preparation of NEPA documentation for projects of varying complexity, including development of existing conditions and impact analysis for resources including, but not limited to, wetlands, uplands, aquatic resources, wildlife and fisheries, noise and air quality, Threatened and Endangered Species, transportation, recreation, aesthetics, floodplains and environmental justice. Lee has developed materials and coordinated completion of applications for Section 404(b)(1), Section 10, Section 408, Water Quality Certifications, Coastal Zone Consistency Determinations and Coastal Use Permits for a range of project types..</p>	

RELEVANT PROJECT EXPERIENCE

USACE Huntington District’s MEGA Project “Supplemental Final Environmental Impact Statement (SFEIS) Support Bluestone Dam Safety Modification”; Hinton, WV - Responsibilities include: to assist USACE Huntington District’s Bluestone Dam MEGA project by providing support for the NEPA process, including but not limited to environmental impact assessment, preparing a Supplemental Draft Environmental Impact Statement (SDEIS) and Draft Supplemental Record Decision (ROD) documentation to the original Bluestone Lake Dam Safety Assurance Final Environmental Impact Statement (EIS) dated May 1998.

Environmental Assessments for Southeast Louisiana Flood Protection Authority; New Orleans, LA – Ms. Walker developed Environmental Assessments for the Southeast LA Flood Protection Authority-East, Southeast LA Flood Protection Authority-West, and Pontchartrain Levee District in support of proposed levee improvements throughout New Orleans Metropolitan Area. Ms. Walker completed environmental compliance requirements such as Coastal Use Permits and Endangered Species Act coordination for proposed levee construction. Coordinate with USACE regarding Section 408 application efforts.

Environmental and Code Compliance for USACE’s Permanent Canal Closure and Pumps Project; New Orleans, LA – Ms. Walker is responsible for coordination of real estate acquisition, design conflict tracking and resolution, technical oversight of civil design in relation to environmental and code compliance, coordination with Non-Federal Sponsor regarding Project Partnership Agreement issues, technical oversight of hazardous waste remediation and regulated waste disposal planning, and upward reporting of schedule and cost issues.

USACE’s Marsh, Bottomland Hardwood, and Swamp Restoration Projects; New Orleans, LA – Ms. Walker performed environmental planning, alternative plan formulation and environmental impact evaluation for marsh, bottomland hardwood and swamp restoration projects for the wetland mitigation of the Hurricane and Storm Damage Risk Reduction System projects.

THOMAS J. FISCHETTI, P.E.



<p>PROJECT ROLE Engineering Support</p> <p>CURRENT POSITION WITH COMPANY Vice President</p> <p>YEARS OF EXPERIENCE With this firm: 18 With other firms: 20</p> <p>PROFESSIONAL REGISTRATION P.E, California 39539</p>	<p>EDUCATION B.S., Civil/Architectural Engineering, 1981 California Polytechnic State University</p> <p>WORKLOAD – AVAILABILITY</p> <ul style="list-style-type: none"> - Current – 10% - Projected – 35%
<p>Key Qualifications: Mr. Fischetti has over 35 years of experience in civil and structural engineering and project management. His professional experience encompasses strategic, operational and technical support roles, with major emphasis leading structural engineering and design services offered by Noble-GEC. His broad range of project experience throughout design, project scheduling, management and controls concerning large and small projects like buildings, oil platforms, tanks, equipment supports, treatment plants, pipelines, piers, wharfs and harbors, levees. His engineering expertise encompasses onsite investigations, modeling and analysis of routine and complex structures using conventional and finite element methods, and preparation of construction documents for public works and private improvements.</p>	

RELEVANT PROJECT EXPERIENCE

GP Gypsum Port of Long Beach Pier D46 Renovation Long Beach, CA. *Project Manager and Lead Civil Engineer* - Project Manager/Civil Engineer for three tasks at the GP Gypsum, Port of Long Beach Production Facility. The first concern was structural repair and upgrade of a 50-year old concrete wharf in connection with an alternative energy conversion program at the plant. Following a comprehensive inventory of structural damages, contract documents were prepared to strip, clean, patch and/or epoxy inject repairs at roughly 150 locations. The second task was the repair of building foundation piles using epoxy filled fiber reinforced jackets. In the final task, we prepared a feasibility report for a replacement fender system that included recommendations, cost estimates and conceptual design.

Hamilton Wetlands Restoration: Novato, CA. *Civil Engineer* – Served as a civil engineer working under an on-call civil engineering services contract, performed detailed design and prepared construction documents for four levees totaling roughly 2 miles to contain pumped-in dredged material. Design work included evaluating potential onsite borrow areas, demolition, design of drainage culverts and access ramps, levee connections, design of the levee cross-sections for a variety of slope for aesthetic considerations. Prepared quantity computations and construction cost estimates using MCACES. Specifications were prepared using SPECSINTACT.

Rincon Island Causeway Emergency Repair and Refurbishment: Mussel Shoals, CA. *Project Engineer* – Structural engineer for repairs to a 2700 LF pier connecting a man-made drilling island to the mainland. Constructed in 1958, the pier provides access to offshore oil wells and support an oil production pipeline. Repairs ranged from welded cover plates for piles and girders with minor damage to complete replacement of deck girders, pile caps and/or piles. The focus of the design effort was constructability: the ability to construct repairs while moving seaward atop the repaired portion of the pier. With 58 support piers, efficiency and standardization was key to control costs. In addition to design, Noble-GEC was also responsible for coating specifications. Ongoing work includes annual inspections.

WENKAI QIN, PHD, P.E. D.CE



<p>PROJECT ROLE Coastal Engineering Support</p> <p>CURRENT POSITION WITH COMPANY Senior Coastal Engineer</p> <p>YEARS OF EXPERIENCE With this firm: 18 With other firms: 4</p> <p>PROFESSIONAL REGISTRATION P.E, California 68730 Diplomate, Coastal Engineering (ACOPNE Certificate #73)</p>	<p>EDUCATION Ph.D., Civil/Coastal Engineering, 2003 University of Delaware</p> <p>Ph.D., M.E., Hydraulic & River Engineering, 1997 Tsinghua University, China</p> <p>B.S., River Engineering Wuhan University, China</p> <p>WORKLOAD – AVAILABILITY - Current – 5% - Projected – 25%</p>
<p>Key Qualifications: Dr. Qin is a registered civil engineer with 20 years of experience specializing in coastal engineering and water resources, including the modeling of coastal processes (tides, waves, currents, sediment transport, and coastal morphology); shoreline protection and wetland restoration projects; shoreline feasibility and storm damage reduction studies; hydrodynamics, sediment transport and water quality studies for coastal zones, estuaries, rivers, wetlands, lagoons, bays, and coastal developments; coastal and riverine flood hazard analysis and mapping; H&H studies; and risk and uncertainty analysis. He has experience with coastal and surface water models and software such as STWAVE, REFDIF, SWAN, Boussinesq wave models, ADCIRC, SHORECIRC, GENESIS, SBEACH, CEDAS, CMS- Flow, RMA2, RMA4, SED2D, HEC-HMS, HEC-GeoRAS, HEC-RAS, HEC-FDA, and SAM.</p>	

RELEVANT PROJECT EXPERIENCE

Coastal Analysis, Seasonal Sand Berm Protection Program: Los Angeles, CA. *Project Engineer* - Dr. Qin's work included: (1) historical beach profile analysis – with characterization of seasonal berms; (2) calculating wave run-up on sand berms using CEM method based on the CCSTWS wave data, (3) statistical analysis to determine the wave run-up elevations for various return periods based on FEMA's "system response analyses" and (4) developing recommendations for minimum berm height for a 50-year storm wave run-up protection.

Las Gallinas Creek Hydrology, Hydraulics and Coastal Analysis: Marin County, CA. *Project Engineer* - Dr. Qin conducted HEC-RAS model development for the South Fork of the creek and adjacent floodplains; riverine hydraulic modeling and floodplain delineation using the HEC-RAS and HEC-GeoRAS models; floodplain mapping; risk and uncertainty analysis; and project performance evaluation based on the freeboard requirements and the CNP criteria. Tasks for the coastal analysis: tidal frequency analysis, sea level rise study, wave hindcasting and wave propagation, computing wave run-up and wave overtopping rate, determining coastal inundation water levels, and coastal inundation floodplain mapping. Both the existing and future conditions were included.

Yosemite Canal Wetlands Restoration Project: San Francisco, CA. *Engineer-Lead* the hydrodynamic modeling, wave analysis and sedimentation evaluation; developed a 2-D hydrodynamic model (RMA2) and a 2-D sediment transport model (SED2D) for canal and adjacent South Basin of San Francisco Bay. Applied the models to predict the tidal currents and tide-induced sedimentation or scouring for the existing condition and for the proposed restoration plans. Predicted wave conditions in the project site using STWAVE model. Estimated wave-induced bed erosion under extreme storm conditions using empirical relations derived from Sedflume tests on field data, based on which the thickness of the clean material cap layer was determined. Estimated storm-induced beach profile change for the proposed wetlands using SBEACH model.

THOMAS COERVER JR, P.E.



<p>PROJECT ROLE Electrical Engineer</p> <p>CURRENT POSITION WITH COMPANY Senior Electrical Engineer</p> <p>YEARS OF EXPERIENCE With this firm: 27 With other firms: 10</p> <p>PROFESSIONAL REGISTRATION 2003, Professional Registration, Electrical and Computer, Louisiana License No. 30722</p>	<p>EDUCATION MBA, Management Information Systems, Louisiana State University, 1990</p> <p>B.S., Electrical Engineering, Louisiana State University, 1980</p> <p>WORKLOAD – AVAILABILITY</p> <ul style="list-style-type: none"> - Current – 5% - Projected – 25%
<p>Key Qualifications: Mr. Coerver has experience in engineering and planning for utilities distribution systems, automatic test systems, and navigation and flood control projects. He also has over 20 years of experience with computers using several operating systems for GIS design, implementation, and analysis; computer aided design and drafting; database design and analysis; and internet publishing. His most recent projects at GEC involved electrical power distribution systems, roadway and bridge lighting, fiber optic communication systems, and wireless and landline communication systems. Design duties include preparation of plans and specifications, Quality Control and Quality Assurance (QC/QA) review, calculations, data collection, and report preparation. Construction Engineering and Inspection (CE&I) duties include review of shop drawing and equipment submittals, respond to request for information, review/prepare as-built drawings, review payment applications, and perform periodic inspection and final system acceptance.</p>	

RELEVANT PROJECT EXPERIENCE

Baton Rouge Metropolitan Airport Runway 4L-22r Reconstruction (Projects Nos. 1, 2, and 3) Baton Rouge, LA. Electrical Engineer - The project included complete reconstruction of the existing 6,900 foot runway, which includes a 425 foot displaced threshold, using 15 inch deep concrete. Also included was installation of all in-pavement requirements for a fully operational Category II runway lighting system including runway centerline lights, runway touchdown zone lights, and lighted mandatory signs. In addition, new runway edge lights, runway end lights, guidance signs, and distance remaining signs were installed along Runway 4L-22R. New guidance signs and LED taxiway edge lights were installed along Taxiway “A,” the parallel taxiway to Runway 4L-22R. Airfield Electrical Vault modifications included eight new constant current regulators, new series cutouts, modified airfield lighting computer system to include Insulation Resistance Monitoring and Lamps Out Monitoring, and new field power distribution. A new 1000 Ampere service and 350kW emergency generator with automatic transfer were included to support current and future loads

I-12 at Northshore Boulevard Interchange Lighting (LADOTD, retainer no. 4400002746, to h.003462 Slidell, LA. Electrical Engineer - Project makeup consists of the following types of roadway lighting standards: 27 ground mount low mast, 20 barrier mount low mast, 8 ground mount high mast, and 8 underpass. In addition, lighting control and power distribution and system protection is included. Services include design, development of plans and specifications, and CE&I as required. (From 2013 to 2018)

I-210 Over Calcasieu River West of I-10 Interstate Lighting (Retainer No. 4400002746. TO H.010440) Lake Charles, LA. Electrical Engineer - Project makeup consists of the following types of roadway lighting standards: 44 ground mount low mast, 54 structure mount low mast (bridge), 7 barrier mount low mast, 10 ground mount high mast, and 4 underpass. In addition, lighting control and power distribution and system protection is included. Services include design, development of plans and specifications, and CE&I as required. (From 2013 to 2018)

Jeff Brittain, P.E.
PROJECT ENGINEER, Panama City Beach Office



<p>PROJECT ROLE Local Representative, Project Engineer</p> <p>CURRENT POSITION WITH COMPANY Project Engineer</p> <p>YEARS OF EXPERIENCE With this firm: 9 With other firms: 13</p> <p>PROFESSIONAL REGISTRATION P.E., Florida, 59269</p>	<p>EDUCATION B.S., Civil Engineering Florida State University, 1997</p> <p>WORKLOAD – AVAILABILITY - Current – 50% - Projected – 50%</p>
<p>Key Qualifications: Jeff has more than 22 years of civil engineering design and permitting experience. His expertise includes permitting experience with site development, roadway, stormwater and utility design all across the State of Florida. He is also experienced with Statement of Work and cost estimate preparation and construction phase services for large and small site development projects.</p>	

RELEVANT PROJECT EXPERIENCE

NWFWMDC Engineering and Environmental Consultant, FL — As project engineer, responsibilities include permit reviews for this newly-adopted ERP permitting program in Northwest Florida. Kimley-Horn's work on this project also includes implementation of program and facilities.

P.J. Adams Boulevard Intersection Improvements, Crestview, FL — Project manager for the Kimley-Horn team that designed and permitted the turn-lane improvements for the intersection, as well as the traffic signal design. Construction administration duties were a part of the contract as well.

***Stormwater Improvement Projects, Mexico Beach, FL — City of Mexico Beach Stormwater Improvements** – while at a previous firm, Jeff served as Project Manager on the design and permitting of stormwater improvements for three (3) streets within the City limits. Design included elements to protect sensitive beach dune areas in close proximity to the streets. Due to the project locations being seaward of the CCCL the projects required permitting through the FDEP Beaches and Shores division.

***Wakulla County SCOP & SCRAP Projects** — At a previous firm, served as Project Manager on a SCRAP and SCOP projects on CR 367 & 367A in Wakulla County. Design elements included shoulder improvements, stormwater management redesign, cross slope correction, super elevation and roadway reconstruction.

Other Representative Projects:

Port Orange Riverwalk Master Development Plan, Port Orange, FL — Existing utilities evaluation.

***Lakenheath Taxiway Repairs, RAF Lakenheath, UK**-Served as Contracting Offices Rep Asst on the repair via replacement of the taxiway.

***Bay County Water Treatment Plant Stormwater Master Plan, FL** — served as PM on the design and permitting of the stormwater master plan.

***Mexico Beach Canal Improvements, Mexico Beach, FL** — Served as Project Manager during construction phase of new seawall and boat slips improvements project.

30A Turn Lane Improvements, Walton Co., FL — Served as PM for design and permitting of left turn lane on CR 30A.

*Performed at a previous firm.

David Freni P.E.
 CIVIL ENGINEER, Tallahassee Office



<p>PROJECT ROLE Roadway Design</p> <p>CURRENT POSITION WITH COMPANY Civil Engineer</p> <p>YEARS OF EXPERIENCE With this firm: 1 With other firms: 27</p> <p>PROFESSIONAL REGISTRATION P.E., Florida, 51367</p>	<p>EDUCATION B.S., Civil Engineering University of Florida, 1992</p> <p>WORKLOAD – AVAILABILITY</p> <ul style="list-style-type: none"> - Current – 60% - Projected – 65%
<p>Key Qualifications: Mr. Freni is a highway design engineer with civil engineering experience. He has led design for the new construction, reconstruction, and/or rehabilitation of city streets, intersections, urban and rural arterials, expressways, interchanges, and multi-use trails. His roadway design expertise includes geometric design, traffic control planning, specification development, environmental permitting, and construction staging. He has worked with clients ranging from state Departments of Transportation to regional economic development alliances to counties, municipalities, and private developers.</p>	

RELEVANT PROJECT EXPERIENCE

North Spooky Lane Roadway Improvements, Santa Rosa Beach, FL — Roadway Design Engineer. Kimley-Horn provided design, surveying, and permitting services for the paving of this existing County-maintained dirt road. Our services included pavement design, drainage design, permit exemption verification, utility coordination, and preparation of construction plans and bid documents. Our team produced this project on an expedited schedule.

Northeast Gateway Phase 1/Welaunee Road PD&E Study, Tallahassee, FL — Roadway Design Engineer. Kimley-Horn is leading a PD&E Study evaluation of a \$47M, 5-mile extension of Welaunee Boulevard from Fleischmann Road over I-10 to Centerville Road at Shamrock Street in Tallahassee. The proposed typical section is a four-lane divided arterial roadway inclusive of sidewalks and multi-use trails with a standard 120- to 140-foot right-of-way for the entire facility. The project includes an extensive public involvement component and a new Welaunee Greenway that would connect with the Miccosukee Canopy Road Greenway (MCRG) and cross I-10 on a proposed pedestrian/bicycle bridge.

SR 10 (US 90) Complete Streets Corridor Assessment from SR 83 (US 331S) to 1st Street, Defuniak Springs, FL— Roadway Design Engineer. Kimley-Horn is leading a corridor assessment to analyze and document fatal flaws, corridors, and feasible alternatives that may be carried into a PD&E study. During the study our team will identify two alternatives that best accommodate the purpose and need of the project while minimizing potential environmental impacts. A secondary objective of the study is to provide more specific information about potential environmental impacts, engineering challenges, and project costs. The corridor assessment will analyze alternatives and identify interim improvements to preserve the traffic level of service within the corridor over the next 25 years.

David worked on the following project prior to joining Kimley-Horn:

SR 87 from CR 178 to SR 4, Santa Rosa County, FL — Project Manager and Engineer of Record. Design of widening the existing 2-lane rural roadway to a 4-lane divided rural roadway for a distance of 2.5 miles and constructing a new 4-lane bypass for the remaining 3 miles in Santa Rosa County. The project involved numerous alignment constraints, including wetlands, cemeteries, residents, and businesses.

Chuck Starling, P.E., BCEE
 CIVIL ENGINEER, Mobile Office



<p>PROJECT ROLE Utilities</p> <p>CURRENT POSITION WITH COMPANY Civil Engineer</p> <p>YEARS OF EXPERIENCE With this firm: 3 With other firms: 19</p> <p>PROFESSIONAL REGISTRATION P.E., Florida, 83647</p>	<p>EDUCATION B.S., Civil Engineering University of South Alabama, 1998</p> <p>B.S., Microbiology Auburn University, 1993</p> <p>WORKLOAD – AVAILABILITY - Current – 55% - Projected – 60%</p>
<p>Key Qualifications: Chuck has 22 years of experience serving as project manager and project engineer on a variety of utility engineering projects, including stormwater pump station design, water and wastewater pump station design, force main design, condition assessment programs, pump station assessment and rehabilitation, I/I rehabilitation programs, and various treatment plant design/improvement projects. Chuck is a licensed professional engineer in Alabama, Mississippi, Florida, and Louisiana and a Board-Certified Environmental Engineer.</p>	

RELEVANT PROJECT EXPERIENCE

RAS/WAS Pump Station Design, Destin Water Users, Destin, FL — Project engineer responsible for the design, coordination, and review of two RAS pumps and one WAS pump. The project included the installation of two new RAS pumps and one WAS pump to replace existing pumps that were under capacity. The new design included the installation of the WAS pump in line with the RAS pumps to serve as a booster pump for waste applications, thus reducing the horsepower requirement of the WAS pump.

Chickasaw, Alabama General Services Contract, Chickasaw, AL— Project manager. Providing general engineering services on an as-needed basis. Services include pump station design, force main design and rehabilitation, hydraulic modeling, sewer main rehabilitation, wastewater treatment plant improvements, DMR reporting, permitting, grant funding assistance, construction phase services, and wastewater treatment plant operations assistance.

***Emerald Coast Utilities Authority (ECUA) Force Main Condition Assessment, Pensacola, FL** — Project manager responsible for the ECUA Force Main Evaluation and Risk Assessment Program. Responsibilities included coordination with multiple subcontractors to perform a risk assessment of more than 300 miles of force mains, condition assessments (Smartball and Transient Pressure Monitoring), risk prioritization, and development of a 10-year capital improvements plan.

***Emerald Coast Utilities Authority (ECUA) I&I Program DTS, Pensacola, FL** — Project manager responsible for the sewer rehabilitation design of approximately 20 miles of gravity sewer in the downtown south area (A4 and A4A) via cured-in-place lining and grouting of lateral connections (Phase 1). Gravity sewer diameters ranged in size from 8 inches to 18 inches. Project resulted in a reduction in average daily flow of 550,000 gpd (55% reduction).

*Performed at a previous firm.

Ali Palmer
PROJECT PLANNER, Tallahassee Office



<p>PROJECT ROLE Planner</p> <p>CURRENT POSITION WITH COMPANY Project Planner</p> <p>YEARS OF EXPERIENCE With this firm: 1 With other firms: 15</p>	<p>EDUCATION M.S., Urban and Regional Planning Florida Atlantic University, 2009</p> <p>B.S., Social and Political Science Florida Atlantic University, 2003</p> <p>WORKLOAD – AVAILABILITY - Current – 65% - Projected – 70%</p>
<p>Key Qualifications: Ali has 15 years of planning, development, and redevelopment experience in Florida. Prior to joining Kimley-Horn, Ali was in private planning practice with a concentration in land use, local government, zoning, and comprehensive planning in South Florida. She has wide-ranging experience working with local government agencies, including Community Redevelopment Agencies (CRA’s). Ali has facilitated and implemented master plans and has extensive knowledge of land use and entitlements, development-related issues, public policy, parks and open space, comprehensive planning, project budgeting, urban design, and form-based codes.</p>	

RELEVANT PROJECT EXPERIENCE

***Palm Beach County Shooting Sports Park, Palm Beach County, FL** — Master Planning and site plan approval for the Sports Shooting Park, a new 150 ac site located east of the J.W. Corbett Wildlife Management Area in north Palm Beach County. Obtained Rezoning and Conditional Use, as well as other entitlements necessary per Palm Beach County’s ULDC. Continued planning/zoning support through permit and construction stages of project.

***Agricultural Reserve, Boynton Beach, FL** — Comprehensive plan text amendment and future land use map amendment approvals obtained to allow for additional non-residential use in the Agricultural Reserve (AgR) of Palm Beach County, beyond the scope of the AgR master plan. The AgR is located west of the Florida Turnpike out to State Road 7, north to Lake Worth Road and south to Atlantic Boulevard.

***Transfer of Development Rights Framework, Hillsborough County, FL** — Project planner. Kimley-Horn was asked to establish a framework for a Transfer of Development Rights (TDR) program in Hillsborough County, allowing development “credits” on a particular property to be moved or “transferred” to another property. As a project planner, Ali worked with the team to identify a path and program to update the TDR program to relate better to current economic and market factors for the region.

***FDOT Resource Guide for Local Government** — Project planner. Kimley-Horn was asked to develop a resource guide for local governments to effectively partner with FDOT to plan, design, and construct safe and efficient transportation facilities at a local level by identifying projects through 5-year MPO and local government planning efforts.

***Westgate Community Redevelopment Agency in Unincorporated Palm Beach County, FL** — The property was made up of over 10 parcels that were acquired over many years from different property owners. Applications for rezoning, abandonment, development order amendment and variances were submitted to redevelop the blighted shopping center. Final entitlements included a new 120 key hotel, 36,000 sf of retail, 30,000 sf of restaurant, and a 10,000-sf daycare. Although the existing buildings remain, each was architecturally modified to create an aesthetically pleasing and seamless façade down Okeechobee Boulevard.

*Performed at a previous firm.

Cam Snipes, P.E.,
PROJECT ENGINEER, Tallahassee Office



<p>PROJECT ROLE General Engineering Support</p> <p>CURRENT POSITION WITH COMPANY Project Engineer</p> <p>YEARS OF EXPERIENCE With this firm: 9 With other firms: 6</p>	<p>EDUCATION Master of Engineering, Civil Engineering University of Florida, 2010</p> <p>B.S., Civil Engineering University of Florida, 2007</p> <p>WORKLOAD – AVAILABILITY - Current – 60% - Projected – 60%</p>
<p>Key Qualifications: Cameron has 15 years of civil engineering experience and has been involved in both private and public sector projects from initial planning to project close out. He has been directly responsible for stormwater design, pump station design, utility coordination, and plans production on numerous projects throughout Northern Florida. Cameron possesses an extensive familiarity with local codes and regulations, having served as project manager on various City of Tallahassee projects over the past several years, including several current projects.</p>	

RELEVANT PROJECT EXPERIENCE

Captain Leonard Destin Park, Destin, FL — Project Manager. The new park will offer the City of Destin’s first splash pad, picnic pavilions, educational opportunities for the adjacent schools, a playground, preservation of the existing heron rookery, access to the beach, a dock with a canoe/kayak launch, an improved seawall, pervious parking areas, circulation improvements, and a model of the seine boat captained by Leonard Destin. ADA accessible routes are provided from the public right-of-way through the parking area, throughout the park, and to the pier structure and canoe/kayak launch. The natural elements of this site will be preserved and enhanced. The heron rookery and habitat will be preserved, a fruit orchard will be expanded, and the splash pad will be generated by a recirculating water system.

Innerarity Point Park, Escambia, FL — Project Manager. This park will include a new dock with canoe/kayak launch, an overlook deck with bench seating, a two-story treehouse overlooking sweeping views of the waterway, several small open-air picnic pavilions, playgrounds, picnic/gathering pavilions, restroom facility, pervious concrete within parking areas, and a boardwalk. ADA accessibility has been a key element considered in the design of this park. ADA accessible routes are provided from the public right-of-way through the parking area, throughout the park, and to the pier structure and canoe/kayak launch.

Capital Cascades Trail, Segments 3 and 4, Blueprint 2000, Tallahassee, FL — Project Manager. Provided services relating to the design of this stormwater pollutant load and sediment abatement greenway, including effective community participation and consensus building; environmental evaluation, stormwater management, landscape, and park amenities that provide a unifying community concept; and greenway and trail connectivity improvements.

Indianhead Creek and East Drainage Ditch FEMA LOMR Preliminary Analysis, Tallahassee, FL— Project manager for the preliminary analysis associated with the Indianhead Creek and East Drainage Ditch FEMA Letter of Map Revision. The team evaluated multiple types of stormwater modeling software based on the subject areas of general, hydrology, hydraulics, and mapping and created a matrix for use in determining the best software to use for the stormwater model for this project. Kimley-Horn performed a survey analysis to determine where survey data had already been obtained and where survey data was needed to create a stormwater model. In addition, the team performed a frequency analysis to evaluate the downstream boundary condition to be used for the stormwater model.



BRANDON TIDWELL, P.W.S.
 SENIOR ENVIRONMENTAL SCIENTIST

<p>PROJECT ROLE Project Environmental Scientist</p> <p>CURRENT POSITION WITH COMPANY Subconsultant – Energy and Environment, LLC</p> <p>YEARS OF EXPERIENCE With this firm: 2 With other firms: 14</p> <p>PROFESSIONAL REGISTRATION Professional Wetland Scientist #1923</p>	<p>EDUCATION M.S., Interdisciplinary Ecology, Certificate in Wetland Sciences, University of Florida, 2005</p> <p>B.S., Environmental Science, Minor in Business Administration, University of Florida, 2001</p> <p>WORKLOAD – AVAILABILITY</p> <ul style="list-style-type: none"> - Current – 20% - Projected – 60%
<p>Key Qualifications: Mr. Tidwell has 16 years of experience conducting ecological and environmental studies in the Florida Panhandle and throughout the Southeast. He has worked on a variety of public and private sector projects applying his expertise in wetland ecology; wetland delineations and jurisdictional determinations; ERP, Section 404, and listed species permitting; National Environmental Policy Act (NEPA) documentation; surface water and sediment quality analysis; Stream Condition Index (SCI) and Florida Wetland Condition Index (FWCI) studies; seagrass surveys; nesting shorebird monitoring; wetland mitigation plan development, design, and implementation; and permit compliance monitoring.</p>	

RELEVANT PROJECT EXPERIENCE

Pea Ridge Connector; Santa Rosa County, Florida - Mr. Tidwell led the gopher tortoise survey and assisted with the excavation and relocation of four gopher tortoises for this new road alignment.

Navarre Beach Park Coastal Access and Dune Restoration Project and Gulfside Walkover Complex; Santa Rosa County, Florida - The scope of this project included over one acre of dune enhancement plantings, a new kayak launch, boardwalks, an observation tower, and a dune walkover. Mr. Tidwell led field data collection efforts, assisted with dune restoration design, and supported the environmental permitting process.

Walton County Continuing Engineering Services, Walton County - Mr. Tidwell has provided environmental permitting support for numerous road and drainage improvement projects throughout Walton County including Gulf Hill Estates paving, Don Bishop Rd. and Walton Way cross drain replacements, and drainage improvements on Hotz Ave., CR 393, and CR 30A in Seagrove Beach. Mr. Tidwell also recently assisted with a drainage improvement project along Holiday Dr. in South Walton.

Boggy Bayou Headwaters Restoration Project; City of Niceville, Florida - The primary goals of this RESTORE Act project are water quality improvement, benthic habitat restoration, and biological diversity and productivity enhancement in Boggy Bayou. Mr. Tidwell assisted the project team with marsh and living shoreline design, environmental permitting, and public involvement.

SR 30 (US 98) Pensacola Bay Bridge Replacement; Escambia and Santa Rosa County, Florida - Mr. Tidwell led the environmental and U.S. Coast Guard (USCG) bridge permitting effort on this regionally significant project. Mr. Tidwell also assisted the FDOT with various aspects of the NEPA re-evaluation process, including an amendment to the U.S. Fish and Wildlife Service (USFWS) Biological Opinion (BO). Currently, Mr. Tidwell is assisting with construction phase permit modifications and emergency permitting following Hurricane Sally.



RUSSELL BURDGE, P.W.S.
 SENIOR ENVIRONMENTAL SCIENTIST

<p>PROJECT ROLE Project Environmental Scientist</p> <p>CURRENT POSITION WITH COMPANY Subconsultant – Energy and Environment, LLC</p> <p>YEARS OF EXPERIENCE With this firm: 2 With other firms: 20</p> <p>PROFESSIONAL REGISTRATION Professional Wetland Scientist #1627</p>	<p>EDUCATION B.S., Environmental Science and Policy University of South Florida, 1998</p> <p>WORKLOAD – AVAILABILITY</p> <ul style="list-style-type: none"> - Current – 30% - Projected – 60%
<p>Key Qualifications: Mr. Burdge has more than 20 years of experience throughout the southeastern US, Caribbean, and Pacific Islands conducting biological and ecological investigations, threatened and endangered species surveys, impact analysis, and the preparation of environmental documentation and permit applications for a wide variety of transportation, development, land management, coastal systems and restoration projects. USCG Licensed Captain / FAA UAS Remote Pilot / FDEP SCI Registry</p>	

RELEVANT PROJECT EXPERIENCE

Navarre Beach Park Coastal Access and Dune Restoration Project and Gulfside Walkover Complex; Santa Rosa County, FL - Mr. Burdge’s expertise in coastal systems provided the ecological studies and habitat restoration design necessary to accomplish the project’s environmental requirements and obtain the necessary state and federal permits to accompany the bid package for construction.

Norriego Point Emergency Dredge; Okaloosa County, FL - Winter storms and natural sand movement caused significant shoaling in the channel entrance to Old Pass Lagoon that was impeding access and restricting deep draft vessels. Mr. Burdge provided shorebird monitoring pursuant to FWC protocol during the early spring breeding season to observe any early nesting behavior. Early morning surveys were conducted daily and communicated to the project team to provide clearance for work activities along the shoreline.

Boggy Bayou Headwaters Restoration Project; City of Niceville, FL - This RESTORE Act Project is intended to address significant water quality concerns in the Boggy Bayou area of Choctawhatchee Bay. Elements of the project include the installation of sediment collection and treatment facilities, benthic habitat restoration in areas with excessive accretion, and the creation of emergent marshes and living shorelines that receive diverted flows from the main channel to reduce velocities and increase circulation.

Apalachicola Causeway Restoration for Colonial Beach Nesting Bird Habitat (Audubon); Franklin County, FL -- The purpose of this project was to protect critical seabird and shorebird nesting habitat on the abandoned St. George Island Causeway. The seawall was in a severely degraded condition, causing loss of critical nesting habitat for shorebirds and seabirds. As the managing prime, Mr. Burdge directed the engineering design and permitting effort to develop scalable restoration alternatives to address existing critical sections and secure long-term permits to support future construction on less critical sections as funds become available. Key elements on this project included engineered signage along the perimeter of the island capable of withstanding the salt corrosion and wave loads regularly encountered at this island location; and engineered barrier fencing at select locations to prevent bird fledglings from falling from the seawall.



KEITH V. JACOBS, P.E.

<p>PROJECT ROLE Geotechnical Engineer</p> <p>CURRENT POSITION WITH COMPANY President & Principal Geotechnical Engineer</p> <p>YEARS OF EXPERIENCE With this firm: 19 With other firms: 1</p> <p>PROFESSIONAL REGISTRATION P.E. Florida 66577; P.E. AL 33791</p>	<p>EDUCATION B.S., Civil Engineering, 2002 University of Central Florida</p> <p>WORKLOAD – AVAILABILITY</p> <ul style="list-style-type: none"> - Current – 5% - Projected – 25%
<p>Key Qualifications: Mr. Jacobs earned his B.S. degree in civil engineering from the University of Central Florida in 2002. He has taken graduate courses in water resources, pavement and geotechnical engineering. He is the principal geotechnical engineer for Larry M. Jacobs and Associates, Inc. Mr. Jacobs' experience includes analysis and design of shallow and deep foundations, flexible and rigid pavement, stormwater systems, retaining walls, sheet pile walls and bulkheads, earth dams, groundwater seepage, preloading; pile driving analysis, augercast piles, post grouted drilled shafts, pile static and dynamic load testing; settlement analysis; slope stability analysis, earthborn vibration characteristics and vibration analysis, the evaluation of settled structures and failed pavements/slopes; and value engineering.</p>	

RELEVANT PROJECT EXPERIENCE

Santa Rosa County Courthouse Complex: Santa Rosa County, FL. *Geotechnical Engineer* -- This project consisted of the construction of a three-story, roughly 109,000 square foot courthouse building to be founded on a shallow foundation as well as a two-story, roughly 46,000 square foot future building. The project also planned to have three relatively large stormwater ponds as well as paved drive aisles, parking areas, and underground utilities. The purpose of our exploration was to make earthwork, foundation, pavement, and pond recommendations. Our exploration consisted of 24 Standard Penetration Test borings, classification of the samples, laboratory testing, and analysis.

Tom King Bayou East Branch Basins: Santa Rosa County, FL. *Geotechnical Engineer* -- This project consisted of the construction of a large stormwater pond that is divided by an existing creek. The creek will be bermed for the pond on the north end and a sheet pile wall is anticipated along a residence to the south. The purpose of our exploration was to make earthwork and pond recommendations. Our exploration consisted of 16 Standard Penetration Test borings, three piezometers in three of the pond borings to monitor groundwater, and permeability testing.

Maranatha Way and Chipper Lane Drainage Improvements: Santa Rosa County, FL. *Geotechnical Engineer* -- This project consists of the construction of one large rectangular stormwater pond to occupy most of the 600x380 square foot parcel of land. The purpose of our exploration was to determine the general subsurface soil parameters for stormwater pond analysis and design. Our exploration consisted of seven Standard Penetration Test borings, one auger boring, classification of the samples obtained in the field, laboratory testing of selected samples, and analysis by our engineering staff.

Riverwalk at Willing Street: Santa Rosa County, FL. *Geotechnical Engineer of Record* -- The proposed expansion connects to the south end of the existing Riverwalk boardwalk. A roughly 24-foot gazebo is planned at the south end of the boardwalk expansion, and two ramps are planned to connect the boardwalk to the land. The purpose of our geotechnical exploration was to determine the general subsurface conditions on the proposed boardwalk, sidewalk, drive and swale areas and use this information to provide recommendations for pile design, sidewalk and drive design, and stormwater swale design. Our exploration consisted of 6 waterborne Standard Penetration Test borings and 10 borings on land.



TERRY NIEMANN

<p>PROJECT ROLE Geologist</p> <p>CURRENT POSITION WITH COMPANY Contract Coordinator, Project Manager</p> <p>YEARS OF EXPERIENCE With this firm: 19 With other firms: 6</p> <p>PROFESSIONAL REGISTRATION N/A</p>	<p>EDUCATION B.S., Geological Engineering, 1995 Missouri University of Science and Technology</p> <p>WORKLOAD – AVAILABILITY - Current – 5% - Projected – 25%</p>
<p>Key Qualifications: Mr. Niemann graduated from the Missouri University of Science and Technology in 1995 with a degree in Geological Engineering and spent the next 25 years in the geotechnical engineering field. He has a wide range of geographic knowledge, having worked in central Texas and central Alabama, as well as spending the last 19 years working in the Florida Panhandle. Terry has geotechnical work experience in shallow & deep foundation design, pavement design, and design of retaining walls and stormwater pond design in Florida. He also has experience in Phase I Environmental Site Assessments, groundwater mounding analysis for spray fields, and groundwater mounding analysis for rapid infiltration basins.</p>	

RELEVANT PROJECT EXPERIENCE

Compound B, Eglin Air Force Base: Walton County, FL. Project Manager -- The project consists of the construction of two single-story structures, one 50,000-gallon ground water tank, two stormwater retention ponds and a drain field area. The purpose of our exploration was to make earthwork, foundation, and pond and drain field recommendations. Our exploration consisted of 20 Standard Penetration Test borings, classification of the samples, laboratory testing, and analysis.

Navy Point Sewer Improvements Phase IV: Escambia County, FL. Project Manager -- The project consists of the installation of a new gravity sewer and force main with a lift station. The sewer is planned to be 4-20 feet deep. The purpose of our exploration was to determine the general subsurface conditions, make recommendations for pipe installation, bedding and backfilling, and recommendations for lift station design and installation. Our exploration consisted of 9 Standard Penetration Test borings, 8 asphalt cores, classification of the samples, laboratory testing, and analysis.

Pace Water Systems: Santa Rosa County, FL. Project Manager -- The project consists of the disposal of reclaimed water via rapid infiltration basins or spray fields. The purpose of the hydrogeological exploration was to determine the sites suitability for disposal of the reclaimed water. Our exploration consisted of 16 Standard Penetration Test borings, 8 Shelby tubes for laboratory permeability and grainsize analysis testing, classification of the samples, and analysis.

Other notable projects include: County Road 393 USPS Facility Stormwater & Preliminary Foundation, Walton County (2020); County Road 2, Widening and Resurfacing, Okaloosa County (2019); Dorm 19, Eglin AFB, FL (2018).



LARRY E. STEGALL

<p>PROJECT ROLE Surveyor</p> <p>CURRENT POSITION WITH COMPANY Owner</p> <p>YEARS OF EXPERIENCE With this firm: 23 With other firms: 7</p> <p>PROFESSIONAL REGISTRATION Florida PLS #4717</p>	<p>EDUCATION Defense Mapping Agency School of Surveying</p> <p>WORKLOAD – AVAILABILITY</p> <ul style="list-style-type: none"> - Current – 5% - Projected – 25%
<p>Key Qualifications: Mr. Stegall's College Degrees and Advanced Training include: Pensacola Junior College (1975); Defense Mapping Agency, School of Surveying (1979); Los Angeles Metropolitan College (1981) and Florida Department of Law Enforcement Academy (1992). Larry's professional affiliations include: American Congress on Surveying and Mapping; Florida Surveying and Mapping Society and its' Local Chapter.</p>	

RELEVANT PROJECT EXPERIENCE

SUBDIVISION: RECORDED AND UNRECORDED: (Project and Field Manager): Was involved from project conception until project completion. Prepared boundary survey of wooded parcel and worked on project until Platted Subdivision for several platted/recorded and un-platted subdivisions in Escambia and Santa Rosa Counties. Worked closely with the Engineers and Architects with the design, layout and platting of several communities. These subdivisions included both rural acreage, city blocks and water/river front properties. Some properties required coordination with the Army Corps of Engineers and/or Florida Department of Environmental Protection and their associated personnel due to possible wetlands located on or near the properties. Worked closely with the County Planning and Zoning offices for recording and guidelines.

Pensacola Housing Commission: Worked with the Escambia and Pensacola Area Housing Commission for boundary and topographic surveys needed for planning and construction of various housing projects.

John Loftis Marine and Sea-Horse Marine: Provided numerous upland boundary surveys, mean high-water surveys, wetland surveys and riparian surveys for various residential and commercial projects in support of permitting and construction phase.

Tab 4

APPROACH TO PROJECT/UNDERSTANDING

TAB 4

APPROACH TO PROJECT AND UNDERSTANDING

Project Types: The RFQ indicates the expected projects are associated with public infrastructure facilities commonly within the coastal, marine, and estuarine environment. Expected projects include: piers, docks, repair of boat ramps, ADA kayak launches, shoreline stabilization, new seawalls, seawall repairs, erosion control, stormwater facilities, roadway, lighting and electrical systems, and ancillary features.



Technical Approach: The environment surrounding these projects:

- commonly includes wetlands and benthic resources – such as sea grass and/or oysters – that are under the regulatory jurisdiction of the Florida Department of Environmental Protection (FDEP) and the U.S. Army Corps of Engineers (USACE);
- makes public infrastructure vulnerable to winds, waves and flooding.



In general, to obtain permits, it is necessary to avoid and minimize impacts to natural resources, and provide mitigation for unavoidable impacts. Regulatory permit requirements are expected to significantly shape project designs. Potential environmental impacts and issues associated with coastal projects are primarily surrounding:

- adverse impacts upon threatened and endangered species or their habitat – including turtles, fish, and shorebirds;
- degradation of water quality in State waters, and/or
- increased erosion or adverse impacts to the adjacent shorelines.

Where feasible, it is desirable to improve natural resources and the shoreline to provide habitat for fish and wildlife. More rigid stabilization, such as seawalls or revetments, is warranted at some sites to adequately protect public infrastructure and resources.

In general, our overall technical approach – towards necessary regulatory permitting - entails:

- recognition of the governing rules and regulations to be applied by the FDEP and USACE;
- project formulation that can be demonstrated in compliance with rules and regulations;
- pro-active processing of permit applications via:
 - gracious and persistent support of FDEP and USACE regulatory staff - until permit is issued; and
 - if necessary, appeal to higher authority as may become warranted;
- identification of permit conditions and responsible entities – to track and document permit compliance – including any required monitoring over the life of the permit;
- development of Plans and *Technical Specifications* that address all permit conditions.

In general, our overall technical approach – towards engineering services - entails:

- identification of the County's goals and design criteria;
- assessment and formulation of design storm conditions and the associated risk;
- progressive development of conceptual, preliminary, and final designs – with close collaboration and review by County staff;
- progressive development of Plans and *Technical Specifications* – to fully describe project requirements including compliance with all permit conditions;
- progress meetings and regular communication with the Contractor and County to monitor construction and expeditiously address any issues that may arise.



Management Strategy: As identified on page 5 of the RFQ, it is expected that: *“Firms selected by the Santa Rosa County will provide engineering services to the County on an as-needed basis, based upon task orders to be issued by the County under the continuing services contracts.”* Under the proposed contract, Task Assignments shall be developed with the County to identify the fundamental key elements of scope, budget, schedule and the appropriate key staff personnel. Quality is a top priority for the entire Coastal Tech-GEC team. Quality is achieved when all three key task elements are favorably fulfilled.

Each proposed task order will be based upon a budget, scope of work, and schedule – for each member of the Team and as a whole. In concert with preparation of a proposed task order, Coastal Tech-GEC will confirm with each team member – their budget, scope, and schedule – prior to incorporation into any proposed task order to be submitted to the County. In the event, financial issues may increase costs beyond the County's budget, Coastal Tech-GEC will negotiate an appropriate budget, scope and schedule – acceptable to the County and all team members.

Our ongoing quality management program supports our continual corporate striving to provide technically excellent professional and consulting services to our clients – consistent with standards of professional practice, and while keeping within budget and on schedule. Coastal Tech-GEC will develop and implement a quality management plan (QM Plan) for each task order.

The QM Plan will:

- state the project requirements and standards;
- describe an independent technical review process;
- state the risks inherent to the project;
- identify any special considerations and/or crucial design features that must be addressed;
- clearly define:
 - task personnel assignments – including the quality management team;
 - stakeholders;
 - quality assurance activities, timing, and specific quality assurance checkpoints.

Our major quality management objectives are:

- exceed client's expectations;
- produce work products that:
 - equal or exceed standards of professional practices;
 - meet company goals for excellence in content, style, and organization;
- plan and implement an active quality review program aimed at avoiding errors;
- timely coordination with the County to convey progress and obtain feedback;
- monitor and meet schedules and budgets to complete projects on time and within budget;
- consult with qualified and experienced professionals — both internal and external — during the course of the project to best meet the County's objectives.

Issues: As indicated in the RFQ, for this work, there are potential “financial issues” and potential “specific issues that are unique or problematic”. Below are potential issues and steps we commonly employ to efficiently and effectively address these issues:

- **Public Outreach:** County coastal projects typically involve high-profile resources and facilities that are important to County residents and visitors. Ignorance or avoidance of stakeholder interests can lead to project delays and fragmented development of designs – with likely increased costs. To formulate effective and viable projects, we encourage public outreach and engagement of stakeholders via public and private meetings.
- **Environment & Permitting:** Coastal areas inherently include sensitive coastal resources including seagrass, oysters, wetlands, and associated habitat. Our permitting experience points to the need to first - avoid and minimize impacts to the extent feasible, and secondly mitigate any unavoidable impacts. Unforeseen impacts can result in unplanned costs for regulatory agency compliance and mitigation. To facilitate project design and permitting, we begin and advance our designs in full recognition of potential impacts and the associated costs.
- **Team Coordination:** Design and permitting of projects in coastal areas requires multiple disciplines - including environmental, survey, geotechnical, and engineering. Potential overlap or shortcomings of services can easily occur – leading to delays and unnecessary costs, which we avoid by developing a *Team Scope of Work* reflecting the associated contributions of every Team member. In addition, open communication with and among Team members facilitates timely fulfillment of the *Team Scope*.
- **Coastal Risk:** All coastal projects are subject to the forces of winds, waves, and flooding – typically characterized by a “design storm event” – unique to every coastal site. Inaccurate consideration of these forces can lead to overdesign or under-design – leading to unnecessary costs upfront or after minor storms destroy improvements. However, no matter what design storm is selected, a more severe storm can occur. To address the underlying issues of costs and risk, we commonly guide our clients through a progressive

conceptual, preliminary and final design. As part of conceptual design alternatives, we guide our clients to choose a design storm with an acceptable risk and cost.

- **Material Selection:** Every structure in coastal and marine environments is subject to corrosion, abrasion, UV deterioration, and marine fouling. The choice of materials commonly shapes the initial cost of a structure, maintenance requirements and the economic/physical life of the Structure. By addressing life-cycle costs or by applying budget limits; we guide our clients to choose appropriate materials.
- **Coastal/Upland:** County projects in coastal areas are likely to include improvements in both coastal and upland areas. Inadequate coordination of design can lead to costly change orders during construction. Accommodation of design standards and public uses in both areas warrants awareness and attention by the design engineer. For example for boat ramps:
 - A vertical curve is commonly required so boat-trailers don't scrape pavement.
 - A boat ramp slope must extend to an adequate toe depth to avoid prop scour.
 - Docks for boat staging are warranted to maximize efficient use of boat ramps,
 - Parking layout must optimize parking efficiency and the launching and retrieval of boats via the ramp.

Quality Assurance/Quality Control: Our Quality Assurance Officer is responsible for implementing the contract's overall quality management program – implemented and administered by the Project Manager. Each Task Order specific QM Plan will be prepared by the project manager and reviewed and approved by the assigned Quality Assurance Officer – assigned on the basis that the Quality Assurance Officer is a subject matter expert in the type of work under review.



Coastal Tech-GEC will apply the following approach for County Task Orders:

1. Upon a request for proposal (RFP) by the County, our contract Project Manager – in collaboration with Coastal Tech-GEC management and Team members – will:
 - assess requirements of the proposed Task Assignment – including as related to the specific coastal habitat, expected permit requirements, and needed expertise;
 - select staff personnel with the requisite technical expertise.
 If appropriate, a specific task assignment project manager may be assigned – subject to acceptance by the County and Coastal Tech-GEC.
2. In response to the RFP, our project manager will prepare a draft proposal including a Scope of Work, fee budget estimate, and schedule. Our project manager will confer with the County to confirm staff assignments and any underlying assumptions. All assigned Team members and our Quality Assurance Officer will review and approve the proposal prior to submittal to the County.

3. For engineering design and permitting of coastal infrastructure projects:

- Prior to design, our project manager confers with the County to verify objectives and design criteria - including those prescribed by County funding agreements.
- Design is generally proposed in three phases: conceptual, preliminary, and final.
 - Conceptual design is typically based on judgment and experience with recent comparable projects – including qualitative assessment of potential environmental impacts.
 - Preliminary design typically includes the engineering calculations that define (a) the gross dimensions of the project, (b) qualitative assessment of potential environmental impacts, and (c) potential and proposed measures to avoid and minimize impacts.
 - Final design is typically developed after issuance of the required permits – to incorporate permit conditions and define Contractor permit compliance responsibilities - and includes Technical Specifications suitable for bidding and construction.

For each phase of the design, we commonly prepare an Opinion of Probable Cost and meet with the County to review the design prior to advancing to the next phase or advancing to bidding as appropriate.

- Permitting is generally initiated with a pre-application conference with regulatory agency staff in advance of formal permit applications to: present the proposed project in the form of the conceptual design; identify any regulatory agency staff concerns; and identify measures to address staff concerns and obtain permits. During the permitting process, we maintain communication with regulatory agency staff to address any questions and expedite favorable issuance of permits.

4. Following County issuance of a Task Assignment, Coastal Tech-GEC's project manager will prepare a QM Plan – identifying typical quality assurance activities - commonly to include the following key milestones:

- review of design methods and calculations – associated with each design phase;
- review of pre-application conference materials and permit applications;
- coordination (progress) meetings with the client and regulatory agencies;
- review of documents for organization and technical content; and
- responding to County and regulatory agency staff comments.

The Quality Assurance Officer shall oversee quality assurance activities at the milestones. Work on a task assignment may not begin without approval of the QM Plan by the Quality Assurance Officer.

5. The project manager has primary responsibility for achieving project design performance, cost control, and schedule control. The project manager:

- receives automated financial reports, on a weekly basis, for the task from our internal accounting system;
- using *Earned Value Management* techniques advises and leads our Team:
 - to assess project performance via comparison of worked performed and work planned, and
 - to update or refine the budget and schedule – consistent with the Task Assignment - to chart successful completion of the work.

6. The Quality Assurance Officer will review all deliverable products for consistency with the County Task Assignment, expected regulatory requirements, and professional standards of practice – before submittal to the County. In the interest of quality and schedule control, the review process will be uniform within the Coastal Tech-GEC team, regardless of which firm is performing the work.
7. At the completion of the project, a senior staff member will solicit an independent assessment of the team's performance from the client's project manager. At an internal Coastal Tech-GEC team meeting, team members will discuss client feedback and other project experiences in a "lessons learned" format. This information will be used to maximize quality and performance on succeeding projects.

Tab 5
FIRM FAMILIARITY
with federally funded projects and FEMA Requirements

TAB 5

FAMILIARITY WITH FEDERALLY FUNDED PROJECTS AND FEMA REQUIREMENTS

GRANT FUNDING AND ASSISTANCE

The following table summarizes the Coastal Tech-GEC Team familiarity with federally funded projects and FEMA – including project name and type, jurisdiction, grant amount and a description of specific areas of expertise and knowledge of the federally funded FEMA and EWP projects.

Project				
Name	Type	Jurisdiction	Grant Amount	Areas of Expertise & Knowledge
Navarre Beach & Dune Restoration Project	beach fill – Post Gustav	Santa Rosa County FL	\$220,000	Assessment of storm-induced damages
Navarre Beach & Dune Restoration Project	beach fill – Post Debby/Isaac	Santa Rosa County FL	\$2.3 million	Assessment of storm-induced damages
Navarre Beach & Dune Restoration Project	beach fill – Pending-Post Sally	Santa Rosa County FL	Pending	Assessment of storm-induced damages
Cedar Grove Drainage Pumping Station	Levee and Water Control Station	Houma, LA	\$7.2 million	LCDBG Disaster Recovery Program
Palmisano Drainage Repairs and Improvements	Drainage Improvements	St. Bernard Parish, LA	\$2.4 million	LCDBG Drainage Improvements
Parish Wide Drainage Improvements, Assumption Parish, LA	Drainage Improvements	Assumption Parish, LA	\$2.2 million	LCDBG Disaster Recovery Grant
Cancienne Canal Improvements	Canal Drainage Improvements	Assumption Parish, LA	\$2.9 million	(OCD/DR) CDBG Program
Napoleonville Drainage	Drainage Improvements	Assumption Parish, LA	\$375,700	(OCD/DR) CDBG Program
Sewerage and Water Board of New Orleans Hurricane Restoration Projects	Stormwater Pump Stations	New Orleans, LA	\$947,030	FEMA MHGP
Island Road Restoration and Hazard Mitigation	Roadway Improvements	Terrebonne Parish, LA	\$2.8 million	FEMA Hazard Mitigation
Road and Transit Office Reconstruction	Site Civil Design	St. Bernard Parish, LA	\$2 million	FEMA DRU Program

LCDBG is the Louisiana Community Development Block Grant – Funded by HUD.

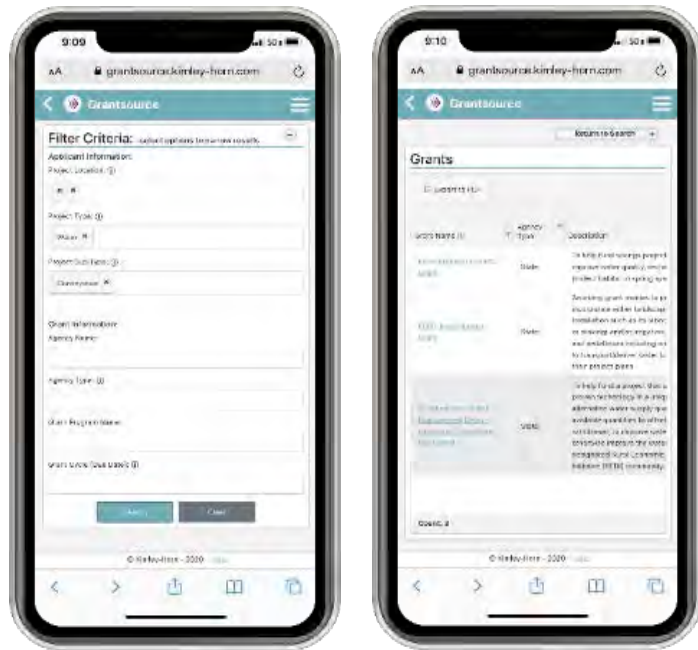
TOOLS

Kimley-Horn has developed a resource library of information on state and federal funding sources to assist you in making the most of available resources. *Grantsource* is an internal application tool containing more than 300 grant programs to assist our team in identifying potential funding sources based on the specific project parameters. This tool, combined with the hands-on funding experience our team has, will position our team for complete success.

FEMA COORDINATION

Our team has worked closely with the Federal Emergency Management Agency (FEMA) on projects throughout Florida, including:

- Creation of a master plan to rebuild the Town of Briny Breezes in the event of a catastrophic hurricane or other event; this FEMA-funded project took into account the prevailing utility, structural, and other requirements needed to successfully rebuild major components of the Town.
- Floodplain analysis for the Southwest Florida Water Management District's FEMA map modernization, providing review services on an as-needed basis through 2012; to date, Kimley-Horn has provided peer review for the Powell Watershed, Croom Watershed, and Alligator Creek Watershed.
- Hurricane recovery and disaster management/recovery services for South Martin Region Utility (SMRU) immediately after the passing of hurricanes during the 2004/2005 seasons; the reports created as part of the project were instrumental in allowing SMRU to collect both insurance and FEMA reimbursements in an expedited fashion
- Hurricane damage assessment for Martin County Utilities involving preparation of FEMA documentation for emergency repairs; Kimley-Horn also prepared supporting information to FEMA for funding assistance and met with FEMA staff in the field during condition assessment of critical facilities.



Grantsource application interface

OTHER FEDERAL PROJECTS

The following describes additional federally funded projects for which Coastal Tech-GEC has been supported grants:

Laplace Heights Drainage – St. John the Baptist Parish, LA. The project was funded thru the HMGP process and consists of investigating and designing to improve the storm water drainage within the Laplace Heights subdivision in Laplace, Louisiana and is currently in design. The existing drainage system consisted of an inadequate system of driveway culverts and open ditches that was experiencing flooding. The scope included demolition of the existing driveway culverts and design of drainage improvements including a subsurface drainage system discharging into an existing canal. Estimated construction cost is \$2M. Design completed in 2018.

City of New Orleans Roadway repairs – Group A – St. Bernard Neighborhood, New Orleans, LA. In 2016, FEMA granted the City of New Orleans \$1.2B for Hurricane Katrina roadway repairs. GEC was selected as one of the design engineers for repairs to roads damaged by Hurricane Katrina. GEC is designing pavement repairs and water line replacements for numerous streets in the St. Bernard neighborhood. The services include plan preparation, assistance in bidding, and construction phase engineering. Estimated construction costs is \$4.6M. Construction is estimated to begin in the summer of 2018 and should be completed by mid-2019.

Sewerage & Water Board of New Orleans - Retrofit Power Distribution Network - The Sewerage and Water Board of New Orleans identified a number of existing drainage pumping station power conductors to be replaced in this HMGP funded project. These conductors date back between 1935 to 1963. The upgrade were needed to prevent flooding of the type experienced during Katrina. The project limits extend from the existing or planned switchgear to the existing or planned destination switchgear for each feeder circuit running through downtown New Orleans. Routes affected include N. Carrollton Ave, N. Broad St. and Earhart Blvd and stations within the limits include the Central Carrollton Plant, Carrollton Frequency Changer, Oak River and New River Station and multiple lift stations. Total length of the project is over 95,000 linear feet including 125,000 linear feet of conduit and 300,000 linear feet of conductors to be constructed in both existing and new duct bank. The repairs are scheduled for completion in 2016.

Jefferson Parish Submerged Roads, Jefferson Parish, LA. GEC was selected as one of the design engineers for repairs to roads damaged by Hurricane Katrina. GEC designed and prepared plans for \$43M of repairs to streets throughout the parish. GEC also provided construction phase engineering services. The repairs were funded by **FEMA** funds beginning in 2011. The repairs were completed in 2016.

Drainage Improvements to Caneblow Canal, Assumption Parish, LA. GEC is currently providing Assumption Parish with services for this project consisting of restoration and improvements to approximately 20,600 LF of existing canal. Our staff has been tasked with performing a hydrologic and hydraulic study of the canal to investigate and determine existing capacity and recommended capacity. A wetland determination was performed and a request for a jurisdictional determination was submitted to the U.S. Army Corps of Engineers. Our staff is now preparing design plans in preparation for construction of the improvements of this Disaster Recovery **CDBG** funded project.

Municipal Sewer Program Management, City of Kenner, LA. Throughout the past several years, the City of Kenner has obtained DEQ loans, **CDBG** grants, and bonds totaling \$65 million to spend on improving and rehabilitating their sewer system. GEC is providing Program Management services to the City of Kenner for this Sewer Program. In the capacity of Project Manager, GEC is involved in all facets of the ongoing campaign to repair and replace numerous force mains, pump stations, and gravity lines throughout the City. The Sewer Program includes the upgrading of the Wastewater Treatment Plant and its effluent pump station to a peak capacity of 62 MGD. The Sewer Program also includes the rehabilitation of portions of the gravity sewer collection system through the use of smoke testing, CCTV and point repairs to reduce the effects of infiltration and inflow.

Palmisano Drainage Repairs and Improvements, St. Bernard Parish, LA. GEC is currently involved with the construction of drainage repairs and improvements on Palmisano Blvd. (from St. Bernard Hwy. to the outfall on the Twenty Arpent Canal) in Chalmette, LA., and to improve the pump station capacity of a poorly drained area on Plaza Drive and upgrade its outfall into the Palmisano Blvd. drainage system to relieve the recurrent ponding during normal rainfall events.

Services provided under this project include the following: assist in the preparation of the application package for FY10 **HMGP** Drainage Improvements; prepare preliminary plans and specifications; assist in permitting process of plans with LADNR, USCOE; prepare final plans and specifications; assist in the administrative consultant with the construction bid package in conformance with applicable federal requirements and supervising the bid advertising, tabulation and award process, including preparing the advertisements for bid solicitation, conducting bid opening, and issuing the notice to proceed; conduct a pre-construction work conference; field staking of control for contractor, on-site inspection of construction work, and preparing inspection reports; reviewing and approving all contractor requests for payment and submitting approved requests to the governing body; providing reproducible plan drawings to the community upon project completion; conducting final inspection and testing; and submitting certified “as built” drawings.

GEC recently received authorization to design alternatives for this project with Parish staff, which includes the addition of design and specification for the construction of a small bridge as well as water detention areas bringing the total project cost to over \$10 Million to be funded through **GOHSEP** Hazard Mitigation Grant Program.

Cedar Grove Pump Station, Terrebonne Parish, LA. Severe flooding in the project area from Hurricane Ike necessitated construction of a new levee and water control structure to provide forced drainage to the Ashland Plantation South Subdivision and Ashland Commercial Park. GEC is currently providing Terrebonne Parish with professional surveying and engineering services for this project. Project elements include construction of approximately 8,800 linear feet of levee, a water control structure, and necessary appurtenances to an elevation of +8 NAVD to provide forced drainage and tidal tropical storm flood protection between Ashland Landfill Road and Cedar Grove Road. The drainage scheme includes the installation of a pump station and water control structure with pumping capacity to serve this area. GEC is currently providing engineering design services for three 42-inch pumps, each with a pumping capacity of 45,000 GPM (100 CFS). All tasks were in compliance with FY 2010 **CDBG** Disaster Recovery regulations.

Robert E. Lee Streetscape, New Orleans, LA. GEC was selected by the City of New Orleans to assist in planning streetscape improvements. After considering the land use and zoning of the neighborhood, preliminary designs were advanced with heavy emphasis on pedestrian connections, trees and other plant materials, decorative paving, and space for art displays. This project was funded through the **CDBG** program. Construction was completed in 2011.

St. Anthony Streetscape – New Orleans - GEC was selected to assist in planning a multi-functional landscaped environment which would encourage pedestrians from the surrounding neighborhood to walk within a safer, expanded greenspace along the spine of this street in the heart of the Gentilly neighborhood. The project permitted the preservation of existing large oak trees. This project was funded through the **CDBG** program. Construction was completed in 2011.

Head Start Facility Improvements, Belle Chasse, Plaquemines Parish, LA. GEC provided professional engineering and surveying services for the driveway and parking area improvements of this projects included preliminary and final design plans, topographic survey including approximately 600’ of centerline profile along the existing asphalt drive with profile elevations to be obtained at 50’ intervals, cross sections at 50’ intervals, locate all drainage structures within the limits of the survey and obtain pipe sizes and inverts, spot elevations at the corners of all adjacent buildings and finished floor elevations of the Primary School Building and the Head Start Building in order to properly address any drainage issues related to the driveway. We will also locate any fences, major trees, concrete walks and playground within the limits of the survey. The

firm will also provide construction administration on an as-needed basis. The project was funded through **CDBG**.

Village De Jardin, New Orleans, LA. The Village de Jardin facility is comprised of over 100K square feet of residential structures to replace an 11-acre facility previously known as Gaslight Apartments in New Orleans, Louisiana. GEC was the civil engineer and surveyor on the design team. Tasks performed included surveying services, including benchmark locations, construction layout, spot elevations, and research existing servitudes. During the schematic design phase, GEC reviewed the preliminary site layout, participated in design meetings and provided consultation as the land plan was being developed. GEC also assisted with the paving layout, utility site plan, subsurface infrastructure layout and improvements, and provided construction plans and specifications. Key design elements that were followed include allowing pedestrian access and abundance of green space. LRA **CDBG** funding.

Gravity Sewer Repairs and Point Repair Design Services, St. Bernard Parish, LA. This project consists of repair of approximately 10,000 lf of gravity sewer mains damaged by Hurricane Katrina and preparation of specifications for 350,000 lf. of existing gravity sewers within the Parish to enable the cleaning, CCTV inspection, and construction repairs needed. The project was funded by **FEMA**.

Tasks performed by GEC include engineering design, preparation of plans and specifications, opinion of probable construction cost, preparation of bid documents, construction administration, hydraulic modeling, site investigations, submission of needed repairs for approval, construction management, as well as resident inspection and resident project representative services and analysis of the inspection reports, all within **FEMA** PW/FY10 LCDBG approved repairs and regulations.

Cedar Grove Drainage Pumping Station, Houma, LA. The project area experienced severe flooding as a result of Hurricane Ike, ensuing in the need for the new construction of a levee, and water control structure to provide forced drainage to the Ashland Plantation South Subdivision and Ashland Commercial Park. GEC is currently providing Terrebonne Parish with professional surveying and engineering services for this project involving the construction approximately 8,800 linear feet of levee, water control structure & necessary appurtenances to an elevation of +8 NAVD to provide forced drainage and tidal tropical storm flood protection between Ashland Landfill Road and Cedar Grove Road. This includes the installation of a drainage pump station and water control structure with pumping capacity to properly serve this area. Capacity will be in the range of 300 to 350 CFS. GEC is currently providing engineering design services for three (3) 42" pumps having a pumping capacity of 45,000 GPM (100 CFS) each. Tasks include preliminary and final design, bid and construction administration, Topographic Surveying with Cross Sections, Geotechnical Investigations, Magnetometer Survey, assistance with Environmental Permitting and Land Rights Issues (Servitude Agreements), and resident Inspection, all in compliance with FY 2010 **CDBG** Disaster Recovery program regulations.

Napoleonville Drainage, Assumption Parish, LA. This project will include cleaning and, in some instances, replacement of 30-year old, undersized culverts in and adjacent to the Village. During the storm, debris collected in the culverts impaired the flow of drainage threatening the Village with flooding. GEC is currently providing professional engineering and surveying services associated with the replacement of approximately 3,096 lf of existing driveway and street intersection culverts, within the southeasterly quadrant of Napoleonville. Services include Topographic Land Survey, GPS generated survey, roadway cross sections and existing culvert information. Engineering services include assisting in the preparation of the **CDBG** Disaster

Recovery grant application package (pre-agreement costs), site planning, conceptual design, design development and final plan approval, and construction management, presentations to members of the Police Jury and, if so appointed, a Design Review Committee, construction bid administration, preconstruction conference, on-site inspection of construction work, and preparing inspection reports, review and approve all contractor invoices and submit approved invoices to the Police Jury, as built drawings and recordation and conduct final inspection.

Improvements to Mockingbird Lane, St. Rose, LA. GEC provided St. Charles Parish government with engineering services for this **CDBG** funded project. The project was for proposed improvements to Mockingbird Lane in the community of St. Rose in St. Charles Parish. Work performed by GEC included all engineering services required in conjunction with street improvements (concrete panel replacement).

Municipal Water/Gas System Improvements, Abita Springs, LA. GEC provided the Town of Abita Springs with professional engineering services needed to prepare an application packet to the LRA/OCD for Public Facilities funds and subsequent implementation of the project. The project consists of construction of 14 additional gas and water cut off valves within the municipal gas and water systems, and relocation of the water services from an existing 2-inch water main to a newer 6-inch newer water main along Main Street from North Street to Talisheek Road. Services provided include preliminary engineering, design engineering and inspection of the project in compliance with the **CDBG** Disaster Recovery Program requirements, assist in the preparation of the application package (pre-agreement costs), designing the construction work, assisting the administrative consultant with the construction bid package in conformance with applicable federal requirements and supervising the bid advertising, tabulation, and award process, including preparing the advertisements for bid solicitation, conducting the bid opening, and issuing the notice to proceed, pre-construction work conference, field staking, on-site inspection of construction work, and preparing inspection reports as well as approving all contractor requests.

Tangipahoa Parish FY 2008 LCDBG Economic Development Program, LA. GEC served as the Program Manager for Tangipahoa Parish FY 2008 **LCDBG** Economic Development Grant Programs. Our responsibilities include assisting in the preparation of the **CDBG** application package, management of all Parish projects funded under the program to repair the infrastructure damaged by hurricanes and ultimately to promote economic development in this growing Parish. Our project engineers attend City Council and any other meetings, review third party construction documents for compliance with Parish Codes, Ordinances and Regulations. Our work also consists of preparing of Engineering Studies, Master Plans, Miscellaneous Technical Reports and Conceptual and Preliminary Drawings. We also assist the Parish during the bidding phase and contract award phase. Other services include: post construction services, preparation of Operations and Maintenance Manuals, start-Up and training services, preparation of all engineering studies, master plans, technical reports, and conceptual and preliminary drawings.

St. Bernard Parish Road and Transit Office Reconstruction and Renovation, St. Bernard Parish, LA. Damage assessment and complete civil design service for the St. Bernard Road and Transit office. The project consisted of the demolition and complete reconstruction of multiple structures including the Paris Road facilities, maintenance yard and offices damaged by Hurricane Katrina. The project was funded by **FEMA** DRU Program. Services provided consist of surveys, civil engineering for flood damage repair, geotechnical reviews, structural design, design of utilities and construction administration.

Ocean Beach Wastewater Design – Jackson County Utility Authority, Pascagoula, MS. The project consisted of sewer system improvements of roughly 23 miles of pipeline for an area containing approximately 1,350 acres, known as the Gulf Park Estates and Ocean Beach Estates area of the Jackson County Utility Authority. GEC is a sub-consultant to Alan Plummer Associates, Inc. The project is funded through the Gulf Region Disaster Recovery CDBG program and is currently in construction phase. GEC performed the following tasks: Design of sewer mains for 600 homes; design of modifications to existing pump station; design of replacement pumps with Flyght pumps; design of modification to piping to fit the new pumps and bring rails to the top. We also prepared construction Storm Water Pollution Prevention Plan (SWPPP) and specifications and bidding documents, all in accordance with **CDBG** and HUD requirements.

SCADA Design Services – Hancock County Utility Authority, Waveland, MS. The project consists of a SCADA (supervisory control and data acquisition) system to provide HANCUA the ability to monitor and control pertinent water and wastewater facilities. This project is funded by the Gulf Region Disaster Recovery Community Development Block Grant (**CDBG**) program. Tasks performed by GEC include assisting with the funding application, a detailed design memorandum f, providing design, procurement and construction phase services for the SCADA system, preparing detailed plans and specifications for procurement and installation of the SCADA system, preparing engineer’s opinion of probable construction cost, assisting the Owner in obtaining and evaluating competitive bids, making recommendations for award of the construction contract, reviewing shop drawings and other submittals, intermittent construction observation and administration of the construction contract, including review of contractor’s payment requests, final review of the completed work and recommendation of final acceptance of the work.

Tab 6
SIMILAR PROJECT EXPERIENCE

TAB 6

SIMILAR PROJECT EXPERIENCE

Project Title: *Tomoka State Park – Nocorocco Point Stabilization*

Lead Firm:	Coastal Tech-GEC
Location:	Ormond Beach, Florida
Owner Name:	FDEP Recreation & Parks – Marshall Flake, Coastal Project Manager
Address/Phone:	3900 Commonwealth Blvd., MS 530, Tallahassee FL / (850) 245-3170
Time Schedule:	Design & Permitting: 2014-2015; Bidding & Construction: 2016-2017
Project Cost:	\$220,400 (Opinion of Probable Cost)
Description: The Project provided for <u>shoreline stabilization</u> around Nocorocco Point at the Park to reduce or halt the historical rate of <u>shoreline erosion</u> and recession, and provide reasonable <u>shoreline protection</u> for archaeological sites including native American Timucua Indian lands and an historic cemetery. Coastal Tech-GEC provided a site survey via a subcontractor; developed conceptual, preliminary, and final design – providing protection without excavation of fill below MHWL – for a rock revetment and oyster reef wave break; obtained permits; and served as Engineer-of-Record for construction.	
Staff: Tem Fontaine, Project Engineer; Michael Walther, Project Manager – both still with firm	



Project Title: *Riverside Park Fishing Pier*

Lead Firm:	Coastal Tech-GEC
Location:	Vero Beach, Florida
Owner Name:	City of Vero Beach – Matt Mitts, PE, Public Works Director
Address/Phone:	1053 20th Place, Vero Beach, FL 32960 / (772) 978-4816
Time Schedule:	Design & Permitting: 2016-2017; Bidding & Construction: 2017-2018
Project Cost:	\$200,978 (construction)
Description: Coastal Tech-GEC designed, obtained USACE/FDEP permits, and oversaw construction of this new 100-foot long City pier on the Indian River Lagoon – conceived by a citizen group, the <i>Live Like Cole Foundation</i> to provide a recreational benefit to the community. Coastal Tech-GEC provided survey and environmental support – including the mapping of seagrasses and micro-siting the pier between mangroves fronting the shoreline.	
Staff: Tem Fontaine, Project Engineer; Michael Walther, Project Manager – both still with firm	



Project Title: *Smyrna Dunes Park – Fishing Pier*

Lead Firm:	Coastal Tech-GEC
Location:	New Smyrna Beach, Florida
Owner Name:	Volusia County; Jessica Winterwerp, Coastal Division Director
Address/Phone:	515 S. Atlantic Ave., Daytona Beach; (386) 248-8072
Time Schedule:	Design & Permitting: 2012-2016; Bidding & Construction: 2016-2017
Project Cost:	\$627,082 (construction)
<p>Description: Coastal Tech-GEC performed grant services, geotechnical investigations, survey, design, permitting, and construction phase services to construct a new fishing pier at Smyrna Dunes Park in New Smyrna Beach, Florida. Coastal Tech-GEC:</p> <ul style="list-style-type: none"> • prepared and submitted FIND - Waterways Assistance Program applications; • provided seagrass survey & geotechnical investigations (SPT) • provided conceptual, preliminary, and final design services; • conducted a Submerged Aquatic Vegetation (SAV) survey; • established USACE and FDEP jurisdictional boundaries; • obtained FDEP (Orlando) and USACE (Cocoa) permits; • obtained a Submerged Lands Lease for the proposed pier; • reviewed bids and recommended construction contract award; • supported County administration of construction contract; • provided final certification of construction. 	
<p>Staff: Tem Fontaine, Project Engineer; Michael Walther, Project Manager – both still with firm</p>	



Project Title: *Fort Pierce Inlet – Spur Jetty Repairs*

Lead Firm:	Coastal Tech-GEC
Location:	Fort Pierce, Florida
Owner Name:	St. Lucie County; Joshua Revord
Address/Phone:	3150 Will Fee Rd., Fort Pierce, FL 34982; (772) 462-1269
Time Schedule:	Design & Permitting: 2018; Bidding & Construction: 2018-2019
Project Cost:	\$110,000 (construction)
Description: In September 2017, Hurricane Irma damaged the Spur Jetty at Fort Pierce Inlet. Coastal Tech-GEC provided professional services for subsequent maintenance repair of the Spur Jetty including: assessment of storm damage and extent of needed repairs, design, development of construction plans; project cost estimates, bid document preparation, verification of new armor stone at the mine, and construction oversight.	
Staff: Tem Fontaine, Project Manager & PE; Michael Walther, QA Officer – both still with firm	



Project Title: *Port St. John - Boat Ramp*

Lead Firm:	Coastal Tech-GEC
Location:	Port St. John, Florida
Owner Name:	Brevard County; Mary Ellen Donner, Parks and Recreation Director
Address/Phone:	2725 Judge Fran Jamieson Way, Viera, FL 32940; (321) 633-2046
Time Schedule:	Design & Permitting: 2018; Construction: 2019
Project Cost:	\$701,402 (construction)
Description: In October 2016, Hurricane Matthew damaged the existing Port St. John Boat Ramp. Post-storm repairs included(a) replacement of the three staging docks with the middle dock replaced by a floating dock to provide handicap access, (b) replacement of the seawall on the east side and southwest corner of the site, (c) repair of the seawall on the north and south sides of the site with new wood wall caps and wale-beams as needed, (d) repair of parking area and sidewalk with addition of ADA parking, and (e) repair of the wash-out area on the northwest side of the parking lot with replanting/stabilization of trees - damaged by Hurricane Matthew and/or threatened by potential erosion. Coastal Tech-GEC provided services including assessment of the existing site conditions, a sea site survey as needed to support design, permitting, design – resulting in Plans and Technical Specifications, and construction oversight by Contractor under continuing contract with County.	
Staff: Tem Fontaine, Project Manager & PE; Michael Walther, QA Officer – both still with firm	



Project Title: *POW/MIA Park – Boat Ramp*

Lead Firm:	Coastal Tech-GEC
Location:	Melbourne, Florida - at U.S. 1 & S.R.404
Owner Name:	Brevard County; Michael Butcher
Address/Phone:	2725 Judge Fran Jamieson Way Building B Suite 203; (321) 633-2046
Time Schedule:	Design & Permitting: 2013-2015; Construction: 2018
Project Cost:	\$608,120
<p>Description: The Project entailed improvements to support navigation from the POW/MIA Park boat ramp to the Intracoastal Waterway within the Indian River Lagoon - via dredging of new channel with replacement docks and new navigation markers. Coastal Tech-GEC:</p> <ul style="list-style-type: none"> • performed a benthic resource and hydrographic surveys; • provided customary conceptual, preliminary, and final design phase services – resulting in Plans and <i>Technical Specifications</i> for construction; • obtained SJRWMD, USACE, and USCG permits; and • oversaw construction by Contractor under continuing County contract; and • provided post-construction monitoring of rock outcrop - relocated as project mitigation. <p>Staff: Tem Fontaine, Project Manager & PE; Michael Walther, QA Officer – both still with firm</p>	



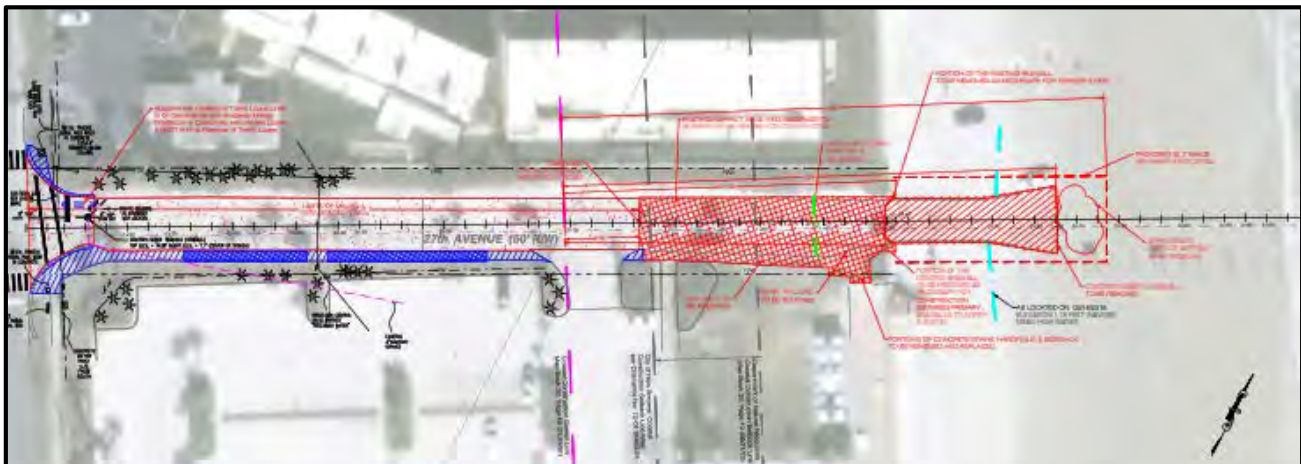
Project Title: *Bethune Beach – Seawall Repairs*

Lead Firm:	Coastal Tech-GEC
Location:	Bethune Beach, Florida - Mary McLeod Bethune Beach Park
Owner Name:	Volusia County; Niles Cyzycki, Coastal Division Construction Manager
Address/Phone:	515 S. Atlantic Ave Daytona Beach, Florida 32118; (386) 248-8072
Time Schedule:	Design & Permitting: 2016-2017; Bidding & Construction: 2019
Project Cost:	\$358,279 (construction)
<p>Description: Following numerous storms, the existing seawall fronting the Park:</p> <ul style="list-style-type: none"> • was overtopped by waves, exposed, and damaged; • leaked sand backfill; and • had exposed tie-rods that were severely corroded. <p>Coastal Tech-GEC: (a) assessed structural conditions of the seawall; (b) designed repairs including Plans and <i>Technical Specifications</i>; (c) obtained the Florida DEP permit; and (d) supported County construction oversight. Repairs included:</p> <ul style="list-style-type: none"> • Tierod Repair - along the entire 800 foot length of the seawall; • Concrete Repair – of the most severe areas with cracked or spalled concrete; • Concrete Sealing – via paint or sealant of the exposed concrete after other repairs; • Seal Joints – where exposed sheet-pile joints have no grout or significant voids; • Fill & Grading - provide & place clean sand fill to backfill seawall, where scoured; • Replacement Walkway – on grade along and immediately landward of seawall; • Handrails – on both sides of the walkway. <p>Staff: Tem Fontaine, Project Manager & PE; Michael Walther, QA Officer – both still with firm</p>	



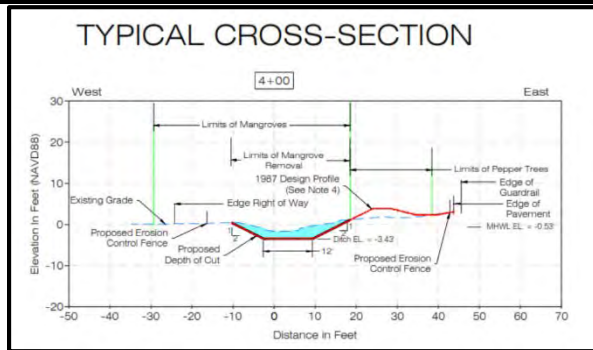
Project Title: *27th Avenue - Vehicular Beach Access Ramp*

Lead Firm:	Coastal Tech-GEC
Location:	New Smyrna Beach, Florida
Owner Name:	Volusia County; Niles Cyzycki, Coastal Division Construction Manager
Address/Phone:	515 S. Atlantic Ave Daytona Beach, Florida 32118; 386-248-8072
Time Schedule:	Design & Permitting: 2018-2020; Bidding & Construction: 2020-2021
Project Cost:	\$668,516 (low bid for construction)
<p>Coastal Tech-GEC:</p> <ul style="list-style-type: none"> assisted the County with design and permitting of temporary emergency repairs to the existing ramp following storm damage and beach erosion; obtained geotechnical standard penetration tests and auger borings – via subcontract; provided customary conceptual, preliminary and final design - including Plans and <i>Technical Specifications</i> – for: <ul style="list-style-type: none"> new seawall surrounding ramp; stormwater improvements – including catch basins with exfiltration trench; and guardrails, sidewalks, pavement, and other site improvements; obtained a Florida DEP permit; and assisted the County with obtainment and evaluation of bids. <p>Construction is expected to occur in 2021.</p> <p>Staff: Tem Fontaine, Project Manager & PE; Michael Walther, QA Officer – both still with firm</p>	



Project Title: *Indian River Boulevard Drainage*

Lead Firm:	Coastal Tech-GEC
Location:	Vero Beach, Florida
Owner Name:	City of Vero Beach; Danessa R. Chambers, PE, Assistant City Engineer
Address/Phone:	1053 20 th Place, Vero Beach, FL 32961; 772-978-4870
Time Schedule:	Design & Permitting: 2020; Construction: 2021 expected
Project Cost:	\$146,000 (estimated construction cost – via commercial contractor)
<p>Description: To support City maintenance of existing stormwater infrastructure with limited original design drawings, Coastal Tech-GEC assessed appropriate cross-sections to restore the design hydraulic characteristics within the existing drainage ditch fronting a portion of S.R. 60 along Indian River Boulevard adjacent to the Indian River Lagoon. Over several decades, the ditch accumulated sediment, Brazilian Pepper, and mangroves – impeding drainage & flow. Coastal Tech-GEC:</p> <ul style="list-style-type: none"> • surveyed the ditch and adjacent R.O.W. – via subcontract with local surveyor • performed muck probes – via subcontract with local surveyor • provided customary conceptual, preliminary and final design – including Plans and <i>Technical Specifications</i> • obtained SJRWMD, USACE and FDOT Permits <p>Construction is expected to be performed by City staff in 2021.</p> <p>Staff: Tem Fontaine, Project Manager & PE; Michael Walther, QA Officer – both still with firm</p>	



Project Title: *CCAFS - Repair Shoreline Hurricane Matthew*

Lead Firm:	Coastal Tech-GEC
Location:	Cape Canaveral Air Force Station (CCAFS)
Owner Name:	USAF c/o Bill Armstrong - Intergrated Construction Management, Inc.
Address/Phone:	7011 N Atlantic Ave, Cape Canaveral, FL 32920; 321-917-1356
Time Schedule:	Design & Permitting: 2018-2019; Construction: 2020-2021
Project Cost:	\$2.5M (estimated construction cost)
<p>Description: About 4.5 miles of shoreline along the causeways at Canaveral Air Force Station were eroded during Hurricanes Matthew and Irma – threatening upland infrastructure and resulting in the loss of native wetland vegetation recruited along these man-made causeways. The Project shorelines include near the South Gate and both sides of Titan III and Patrol Roads. Intergrated Construction Management, Inc. is engaged by the USAF to repair the shoreline via a design-build contract; Coastal Tech-GEC is engaged by ICMI as the Engineer-of-Record. As part of the work, Coastal Tech-GEC:</p> <ul style="list-style-type: none"> • performed post-storm survey of shorelines - via subcontract with local surveyor; • via subcontract with a local environmental consultant: <ul style="list-style-type: none"> ○ performed updated mangrove, invasive species, and benthic resources survey, ○ staked jurisdictional wetland boundaries - verified with regulatory agencies; • developed alternatives to protect infrastructure during a 100-year return interval storm – including mowing limitations to preserve natural shorelines stabilized by vegetation; • designed Plans and <i>Technical Specifications</i> for repairs and improvements including: <ul style="list-style-type: none"> ○ 6,445 feet of rock revetment, ○ 2,983 feet of bulkhead, ○ 10 short- groins to preserve inter-tidal habitat; • obtained SJRWMD and USACE permits; • is currently conducting site visits during construction to check the work for compliance with Plans and <i>Technical Specifications</i> and support pay requests. 	
<p>Staff: Tem Fontaine, Project Manager & PE; Michael Walther, QA Officer – both still with firm</p>	



Project Title: *Captain Leonard Destin Park*

Lead Firm:	Kimley-Horn
Location:	Destin, Florida - Captain Leonard Destin Park
Owner Name:	Doug Hattaway; The Trust for Public Land
Address/Phone:	306 North Monroe Street Tallahassee, FL 32301; 850-222-7911
Time Schedule:	Additional Services Ongoing
Project Cost:	\$7.8 million

Description: The proposed Leonard Destin Park will encompass a 3.42-acre site along the Choctawhatchee Bay in Destin. Our multi-disciplinary team has provided deliverables for park master planning phases through construction documents for this property that is within walking distance from the Destin Harbor Boardwalk.

The new park will offer the City of Destin's first splash pad, picnic pavilions, educational opportunities for the adjacent schools, a playground, preservation of the existing heron rookery, access to the beach, a dock with a canoe/kayak launch, an improved seawall, pervious parking areas, circulation improvements, and a model of the seine boat captained by Leonard Destin.

This park is being built on a parcel that was originally the homestead of early Destin pioneer Captain Leonard Destin. Because the park honors Destin's earliest settler, the picnic pavilions and restroom building will reflect the design of his original mid-19th century homestead, with a combination of louvered and lap siding and natural ventilation.

ADA accessibility has been a key element considered in the design of this park. ADA accessible routes are provided from the public right-of-way through the parking area, throughout the park, and to the pier structure and canoe/kayak launch. The natural elements of this site will be preserved and enhanced as part of this project. The heron rookery and habitat will be preserved, a fruit orchard will be expanded, and the splash pad will be generated by a recirculating water system.

Another important component of the design was the stormwater management facility design. With the park fronting the bay, collection and treatment of stormwater runoff prior to discharge to the bay was paramount to protect the bay's sensitive ecosystem.

Staff: Cam Snipes, P.E., Project Manager & Kelsey Lewis, P.E., Project Engineer – both still with firm



Project Title: *Innerarity Point Park*

Lead Firm:	Kimley-Horn
Location:	Escambia County, Florida - Innerarity Point Park
Owner Name:	Doug Hattaway; The Trust for Public Land
Address/Phone:	306 North Monroe Street Tallahassee, FL 32301; 850-222-7911
Time Schedule:	Completed 2020
Project Cost:	\$10.8 million

Description: Innerarity Point Park will encompass a 3.38-acre site fronting Perdido Bay. Innerarity Point Park with its passive and active recreation improvements compliments the adjacent Galvez Landing. Our multi-disciplinary team provided deliverables for park master planning phases through construction documents on this project.

Located in Escambia County, this new park enhances the public’s access to the surrounding natural resources and increases recreational opportunities. The Project includes active and passive recreational facilities including a new dock with canoe/kayak launch, an overlook deck with bench seating, a two-story treehouse overlooking sweeping views of the waterway, several small open-air picnic pavilions, playgrounds, picnic/gathering pavilions, restroom facility, pervious concrete within parking areas, and a boardwalk. ADA accessibility was a key element considered in the design of this park. ADA accessible routes are provided from the public right-of-way through the parking area, throughout the park and to the pier structure and canoe/kayak launch.

Environmentally sensitive areas in the park such as the bay shoreline and existing tree canopies on the site were preserved, slopes on site will be preserved, and an open lawn area in the center of the park will be created for use by festivals and other community activities.

- Another important component of the design was the stormwater management facility design. With the park fronting the bay, collection and treatment of stormwater runoff prior to discharge to the bay was paramount to protect the bay’s sensitive ecosystem.

Staff: Cam Snipes, P.E., Project Manager & Kelsey Lewis, P.E., Project Engineer – both still with firm



Project Title: *Boggy Bayou Headwaters Restoration*

Lead Firm:	E&E LLC
Location:	City of Niceville, Florida - Boggy Bayou
Owner Name:	Lee Lewis P.E., project representative
Address/Phone:	208 Partin Drive N, Niceville, Florida 32578; 850-678-0050
Time Schedule:	2016-2020
Project Cost:	\$89,000 (permitting and environmental design)
<p>Description: This RESTORE Act Project addresses significant water quality concerns in the Boggy Bayou area of Choctawhatchee Bay. The scope of this project involves minor excavation (460 cubic yards) of accreted sediments at two key locations, Twin Cities Park boat ramp and the State Road 85 Bridge over Turkey Creek, that are intended to restore historic flows and manage future sediment accretion, which, combined with the creation of intertidal marshes and living shorelines (4.27 acres), will provide increased flushing and circulation within upper Boggy Bayou. The eradication and management of 1.37 acres of invasive species throughout the upper bayou prior to restoration activities is another key component of the restoration that is currently being implemented in preparation for the construction phase.</p> <p>E&E staff performed the supporting natural resource surveys (e.g., wetland delineation, Submerged Aquatic Vegetation (SAV) surveys, protected species), restoration concept design and associated grading and planting plans for the created marshes and living shorelines. Additionally, E&E evaluated sediment sampling data for presentation to project stakeholders and coordination with regulators in support of the environmental permitting effort.</p>	
<p>Staff: Russell Burdge and Brandon Tidwell; Energy and Environment, LLC</p>	



Oblique view of the proposed restoration design showcasing over 4 acres of intertidal marsh and living shorelines.

Tab 7
PROFESSIONAL REFERENCES

TAB 7

PROFESSIONAL REFERENCES REFERENCES FORM

Firms Name: Coastal Tech-GEC
Proposal Point-of-Contact: Charles "Tem" Fontaine, P.E.
Phone: 772-562-8580
Email: tfontaine@coastaltechcorp.com

REFERENCE I	
Project Name:	<i>Tomoka State Park – Nocorocco Point Stabilization</i>
Agency:	FDEP Recreation & Parks
Address:	3900 Commonwealth Blvd., MS 530,
City, State, Zip Code:	Tallahassee, FL 32399
Contact Person:	Marshall Flake
Title:	Coastal Project Manager
Email:	Marshall.Flake@dep.state.fl.us
Telephone:	(850) 245-3170
Project Cost:	\$220,400 (Opinion of Probable Cost)
Completion Date:	2017
Scope of Project: (Tasks)	<ul style="list-style-type: none"> • site assessment & hydrographic survey • conceptual, preliminary, and final design • permitting • Engineer-of-Record for construction
Personnel: (Proposed for County Project)	<ul style="list-style-type: none"> • Tem Fontaine, Project Engineer • Michael Walther, Project Manager

REFERENCE II	
Project Name:	<i>Riverside Park Fishing Pier</i>
Agency:	City of Vero Beach
Address:	1053 20th Place
City, State, Zip Code:	Vero Beach, FL 32960
Contact Person:	Matt Mitts, PE
Title:	Public Works Director
Email:	mmitts@covb.org
Telephone:	(772) 978-4870
Project Cost:	\$200,978 (construction)
Completion Date:	2018
Scope of Project: (Tasks)	<ul style="list-style-type: none"> • site assessment; seagrass and hydrographic surveys • conceptual, preliminary, and final design • permitting • Engineer-of-Record for construction
Personnel: (Proposed for County Project)	<ul style="list-style-type: none"> • Tem Fontaine, Project Engineer • Michael Walther, Project Manager

PROFESSIONAL REFERENCES REFERENCES FORM

Firms Name: Coastal Tech-GEC
Proposal Point-of-Contact: Charles "Tem" Fontaine, P.E.
Phone: 772-562-8580
Email: fontaine@coastaltechcorp.com

REFERENCE III	
Project Name:	<i>Smyrna Dunes Park – Fishing Pier</i>
Agency:	Volusia County
Address:	515 S. Atlantic Ave.
City, State, Zip Code:	Daytona Beach, FL 32118
Contact Person:	Jessica Winterwerp
Title:	Coastal Division Director
Email:	JWinterwerp@volusia.org
Telephone:	(386) 248-8072
Project Cost:	\$627,082 (construction)
Completion Date:	2017
Scope of Project: (Tasks)	<ul style="list-style-type: none"> • FIND - Waterways Assistance Program – grant support; • Seagrass & hydrographic surveys • conceptual, preliminary, and final design • permitting • Engineer-of-Record for construction
Personnel: (Proposed for County Project)	<ul style="list-style-type: none"> • Tem Fontaine, Project Engineer • Michael Walther, Project Manager

REFERENCE IV	
Project Name:	<i>Fort Pierce Inlet – Spur Jetty Repairs</i>
Agency:	St. Lucie County
Address:	3150 Will Fee Rd.
City, State, Zip Code:	Fort Pierce, FL 34982
Contact Person:	Joshua Revord,
Title:	Coastal Engineer
Email:	RevordJ@stlucieco.org
Telephone:	(772) 462-1269
Project Cost:	\$110,000 (construction)
Completion Date:	2019
Scope of Project: (Tasks)	<ul style="list-style-type: none"> • assessment of storm damage • preliminary & final design – of repairs • permitting • Engineer-of-Record for construction
Personnel: (Proposed for County Project)	<ul style="list-style-type: none"> • Tem Fontaine, Project Manager • Michael Walther, QA Officer

PROFESSIONAL REFERENCES REFERENCES FORM

Firms Name: Coastal Tech-GEC
Proposal Point-of-Contact: Charles "Tem" Fontaine, P.E.
Phone: 772-562-8580
Email: tfontaine@coastaltechcorp.com

REFERENCE V	
Project Name:	<i>Port St. John - Boat Ramp</i>
Agency:	Brevard County
Address:	2725 Judge Fran Jamieson Way
City, State, Zip Code:	Viera, FL 32940
Contact Person:	Mary Ellen Donner
Title:	Parks and Recreation Director
Email:	MaryEllenDonner@BrevardCounty.US
Telephone:	(321) 633-2046
Project Cost:	\$701,402 (construction)
Completion Date:	2019
Scope of Project: (Tasks)	<ul style="list-style-type: none"> assessment of existing conditions hydrographic survey & geotechnical investigations (SPT) conceptual, preliminary, and final design permitting Engineer-of-Record for construction
Personnel: (Proposed for County Project)	<ul style="list-style-type: none"> Tem Fontaine, Project Manager & Project Engineer Michael Walther, QA Officer Hannah Walsh, Staff Engineer

REFERENCE VI	
Project Name:	<i>Bethune Beach – Seawall Repairs</i>
Agency:	Volusia County
Address:	515 S. Atlantic Ave Daytona Beach
City, State, Zip Code:	Daytona Beach, Florida 32118
Contact Person:	Niles Cyzycki
Title:	Coastal Division Construction Manager
Email:	RevordJ@stlucieco.org
Telephone:	(386) 248-8072
Project Cost:	\$358,279 (construction)
Completion Date:	2019
Scope of Project: (Tasks)	<ul style="list-style-type: none"> assessment of storm damage preliminary & final design permitting Engineer-of-Record for construction
Personnel: (Proposed for County Project)	<ul style="list-style-type: none"> Tem Fontaine, Project Manager Michael Walther, QA Officer

- Addendum #1
- Addendum #2
- Code of Silence Form
- Sworn Statement Under Section 287.133 (3) (A)
Florida Statute on Public Entity Crimes
 - Debarment Form
 - Conflict of Interest Disclosure Form
 - Certificates and Licenses



SANTA ROSA COUNTY
PROCUREMENT DEPARTMENT

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

ADDENDUM FORM

SRC Procurement Form ADM_029_00_082819

To: Planholders
From: Procurement Office
Date: December 28, 2020
Ref: Addendum #1 for RFQ-21-006 Design Services Contracts for Professional Engineering Services

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.

I. CLARIFICATIONS:

- 1. Please see Revised Cover Sheet for Page 20 of 32. (Attached.)
2. Under section II, RFQ 21-006, second page of preparation of RFQ, final statement- "Responses must include lump sum pricing. Use response form provided in this document. All proposed fees and costs must be broken down and disclosed in the response." Should this statement be struck through and ignored? Yes, strike out the language. Responses must include lump sum pricing. Use response form provided in this document. All proposed fees and costs must be broken down and disclosed in the response.

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.

Charles T. Fontaine III/ Vice President
NAME/TITLE: _____ SIGNATURE: [Signature]
COMPANY: Coastal Technology Corporation DATE: 1/6/2021

See Attached.

SANTA ROSA COUNTY, FLORIDA



RFQ 21-006 Design Services Contract for Professional Engineering Services

January 2021

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

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

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

REBECCA JONES, P.E., ASSISTANT COUNTY ENGINEER



SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

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

ADDENDUM FORM

SRC Procurement Form ADM_029_00_082819

To: Planholders
From: Procurement Office
Date: December 31, 2020
Ref: Addendum #2 for RFQ 21-006 Design Services Contract for Professional Engineering Services

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.

I. SPECIFIC QUESTIONS AND ANSWERS

1. Will you please make available the Santa Rosa County's Procurement and Purchasing Policy Manual?
https://santarosacofl-my.sharepoint.com/:b:/g/personal/brandyk_santarosa_fl_gov/EZP-qAG34ZIKiF0sCRiseHAB_Oci7F8iVined6VLNoodtw?e=vHUGDf
2. The scoring matrix specifies respondents are to "Provide 3 reference letters regarding 3 different projects for similar public sector projects." The proposal requirements specify 10 projects and 5 references. Please confirm how many projects and how many references are required. **Revised the Scoring Matrix as follows: Provide reference letters as stated in the proposal. (See Attached)**
3. Federal Funding Requirements: the bid documentation includes information about compliance with 2 CFR 200.321. The first paragraph of this section reads: "The selected firm will be required to provide said documentation after the selection process has been completed:..." The third bullet point of this section reads: "Documentation, including what firms were solicited as supplies and/or sub-contractors, as applicable, shall be included with the bid proposal." Please clarify at what point minority and/or women's business enterprise documentation must be provided. **Strikethrough last sentence (see attachment): Documentation, including what firms were solicited as suppliers and/or sub-contractors, as applicable, shall be included with the bid proposal.**
4. Tab 6 – Similar Project Experience – Are the 10 projects a maximum to include? May we include additional to show relevant project experience? **Tab 6 has been revised to allow no more than 20 projects. (See Attached)**




SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

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

5. The evaluation criteria notes that we are to provide 3 reference letters regarding 3 different projects for similar public sector projects. Can these reference letters be from references listed on the reference form? Should these letters be included in Tab 6? **See response to Number 2.**
6. Are partial points awarded for use of MBE, WBE, or labor surplus firm subconsultants as part of team? **Yes, partial points may be awarded.**
7. Do references need to be listed separately in Tab 7 or shall we just insert the references form here? **The reference form may be used in Tab 7**
8. Under which tab should the required forms (Public Entity Crimes, Cone of Silences, etc) be included? **Do not include these in a Tab. Provide them in the front or back to the proposal.**
9. Would you consider extending the due date? **Not at this time.**
10. References: On the reference form it asks for 3-5 references, Tab 7 asks for 5, and the scoring sheet references 3. Do all three areas for references require a different number of references? Is it permitted to overlap references, meaning to include the same references in each section? **See response to Number 2.**
11. Page 5 Are there specific signatory requirements for corporations? **Provide the person in your organization authorized to sign legal contracts.**
12. Page 7: Are the references to state contractor licensure and Chapter 489 FS to be disregarded? Likewise, also on page 7, references to “drawings and specifications and proposed fees and costs?” **Yes, these references can be disregarded. A new statement will be added to ensure compliance with 471.023 Florida Statutes. (See Attached)**

13.
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: Charles T. Fontaine III/
Vice President SIGNATURE: 
COMPANY: Coastal Technology Corporation DATE: 1/6/2021

See Attached.

APPENDIX A
RFQ EVALUATION CRITERIA SCORING MATRIX

EMERGENCY SERVICES CONTRACTS
FOR PROFESSIONAL ENGINEERING SERVICES

Evaluation Factors	Points Available	Names of Firms			
		FIRM 1	FIRM 2	FIRM 3	FIRM 4
Understanding of Request and inclusion of all required documentation	20				
Ability to devote the needed time and staff resources to the project based on current workload to commence services and complete services within time parameters	20				
Demonstration of knowledge or unique qualifications for proposed project types for consultant staff to effectively administer the projects (design/permitting).	10				
Firm's designation as certified minority business enterprise, women's business enterprise, or labor surplus firm.	5				
Firms previous experience with design on federally funded projects.	10				
Project personnel's experience in public sector federally funded projects. Provide an example for each design staff member proposed.	10				
Similar project experience and performance in design and permitting with the project types.	10				
Firm's QA/QC procedures (record keeping, QA/QC for design standards, communication to client)	5				
Firm's reputation and competence including technical education, training, timeliness, cost control and quality of work. Provide 3 reference letters <i>as stated in the proposal requirements regarding 3 different projects for similar public sector projects.</i>	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.

Point Spread (score can be between ranges below)

20 Point scale: 20 = Perfect 15 = Good 10 = Missing key elements
 10 Point scale: 10 = Perfect 10 = Good 5 = Missing key elements
 5 Point scale: 5 = Perfect 3 = Good 1 = Missing key elements

Evaluator's Name: _____

Signature: _____

Time spent reviewing submittals: _____ hrs

Date: _____

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

Anticipated Schedule and Deadlines

Proposals will be immediately evaluated and ranked following the proposal due date as outlined in the evaluation criteria and selection process. It is expected that the Board of County Commissioners will approve the highest-ranking firms. The top three (3) firms that are ranked as most qualified should be prepared to provide a scope of work and fee proposal in an expedited manner. The County Administrator, or his designee, will assign the anticipated projects to the selected firms. Upon contract execution and issuance of a Notice to Proceed, the selected firms will be expected to immediately commence design efforts.

Federal Funding Requirements

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

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

Tab 6 – Similar Project Experience

Identify ten (10) **(but no more than twenty (20))** of the firm’s prior project experience, within the last five years, specific to surveying; geotechnical services; engineering design, stormwater design, environmental design, piers, docks and boat ramps, development of construction plans; project cost estimates; bid document preparation; post construction engineering services and other miscellaneous engineering and planning services. Please detail dollar value of each related contract and your time schedule for accomplishing the respective phases of basic services. Indicate the individuals on your staff who had responsibility for each project and whether these people are still with your firm.

Tab 7 – Professional References

Provide a list of references with names, titles, phone numbers and e-mail addresses of persons representing the owner and general contractor for at least five (5) similar projects identified in Tab 6.

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 most highly qualified firm(s) will be selected based on such factors as the ability of professional personnel; whether a firm is a certified minority business enterprise; past performance; willingness to meet time and budget requirements; location; current and projected workloads of the firm; and the volume of work previously awarded to each firm by the agency, with the object of effecting an equitable distribution of contracts among qualified firms, provided such distribution does not violate the principle of selection of the most highly qualified firms.

Other factors that may be considered include a demonstrated knowledge of federal grant programs including familiarity with FEMA’s Benefit Cost Analysis technical process as well as prior design experience with Santa Rosa County specific to federally funded projects.

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

CONE OF SILENCE FORM

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 responder (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 responses 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, Charles T. Fontaine III representing Coastal Technology Corporation
(Print) (Company)

On this 6th day of January 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)

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

*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 Response, Proposal or Contract for: RFQ # 21-006
Design Services Contracts for Professional Engineering Services
2. This sworn statement is submitted by, Coastal Technology Corporation, whose business address is, 3625 20th Street, Vero Beach, Florida 32960, and (if applicable) Federal Employer Identification Number (FEIN) is 59-2469863 (if the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement).
3. My name is Charles T. Fontaine III and my relationship to the entity named above is 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 response 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.
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

Charles T. Fontaine III

Name

Charles T. Fontaine III
Signature

1/6/2021
Date

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed his/her signature at the space provided above on this ^{6th} day of JANUARY, 2021, and is personally known to me, or has provided FLDL F535 158 82 4110 as identification.

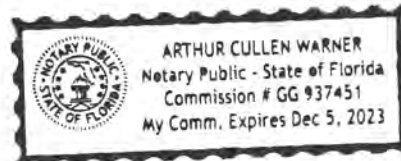
STATE OF FLORIDA

COUNTY OF: INDIAN RIVER

My Commission expires: 12/5/2023

Notary Public

Arthur Cullen Warner



DEBARMENT FORM

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: Charles T. Fontaine III Title: Vice President

Signature: 

Firm: Coastal Technology Corporation

Street Address: 3625 20th Street

City: Vero Beach

State: FL Zip Code: 32960

Solicitation Name Design Services Contracts for Professional Engineering Services # RFQ 21-006

CONFLICT OF INTEREST DISCLOSURE FORM

For purposes of determining any possible conflict of interest, all respondents, must disclose if any Santa Rosa Board of County Commissioner, employee(s), elected official(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: _____

Name(s)	Position(s)
<u>N/A</u>	_____
_____	_____
_____	_____
_____	_____

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

FIRM NAME: Coastal Technology Corporation

BY (PRINTED): Charles T. Fontaine III, PE

BY (SIGNATURE): 

TITLE: Vice President

ADDRESS: 3625 20th Street, Vero Beach State FL Zip Code 32960

PHONE NO: (772) 562-8580

E-MAIL: tfontaine@coastaltechcorp.com

Date: January 12, 2021

State of Florida

Department of State

I certify from the records of this office that GEC - GULF ENGINEERS & CONSULTANTS, INC. is a Louisiana corporation authorized to transact business in the State of Florida, qualified on February 22, 2001.

The document number of this corporation is F01000001024.

I further certify that said corporation has paid all fees due this office through December 31, 2020, that its most recent annual report/uniform business report was filed on February 27, 2020, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-seventh day of
February, 2020*



Randy R. Lee
Secretary of State

Tracking Number: 1833864708CC

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

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



Ron DeSantis, Governor



STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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

GEC- GULF ENGINEERS & CONSULTANTS, INC.

8282 GOODWOOD BLVD.
BATON ROUGE LA 70806

LICENSE NUMBER: CA27657

EXPIRATION DATE: FEBRUARY 28, 2021

Always verify licenses online at MyFloridaLicense.com



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Ron DeSantis, Governor



STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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

COASTAL TECHNOLOGY CORPORATION

3625 20TH STREET
VERO BEACH FL 32960

LICENSE NUMBER: CA4195

EXPIRATION DATE: FEBRUARY 28, 2021

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[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /

Detail by Entity Name

Foreign Profit Corporation
GEC - GULF ENGINEERS & CONSULTANTS, INC.

Cross Reference Name

G.E.C., INC.

Filing Information

Document Number	F01000001024
FEI/EIN Number	72-1268093
Date Filed	02/22/2001
State	LA
Status	ACTIVE

Principal Address

8282 GOODWOOD BLVD.
BATON ROUGE, LA 70806

Changed: 02/28/2012

Mailing Address

PO BOX 84010
BATON ROUGE, LA 70884

Registered Agent Name & Address

BRADBERRY, JOHNNY B
3625 20TH STREET
VERO BEACH, FL 32960

Name Changed: 01/07/2020

Address Changed: 01/07/2020

Officer/Director Detail

Name & Address

Title Director

GOSS, CARY
8282 GOODWOOD BLVD.
BATON ROUGE, LA 70806

Title President

BRADBERRY, JOHNNY

8282 GOODWOOD BLVD.
BATON ROUGE, LA 70806

Title COROPORATE SECRETARY

MITCHELL, JAMES S
8282 GOODWOOD BLVD.
BATON ROUGE, LA 70806

Annual Reports

Report Year	Filed Date
2018	01/16/2018
2019	01/16/2019
2020	02/27/2020

Document Images

02/27/2020 -- ANNUAL REPORT	View image in PDF format
01/07/2020 -- Reg. Agent Change	View image in PDF format
01/16/2019 -- ANNUAL REPORT	View image in PDF format
07/24/2018 -- AMENDED ANNUAL REPORT	View image in PDF format
01/16/2018 -- ANNUAL REPORT	View image in PDF format
01/06/2017 -- ANNUAL REPORT	View image in PDF format
01/25/2016 -- ANNUAL REPORT	View image in PDF format
01/27/2015 -- ANNUAL REPORT	View image in PDF format
02/07/2014 -- Reg. Agent Change	View image in PDF format
01/07/2014 -- ANNUAL REPORT	View image in PDF format
01/24/2013 -- ANNUAL REPORT	View image in PDF format
02/28/2012 -- ANNUAL REPORT	View image in PDF format
03/14/2011 -- ANNUAL REPORT	View image in PDF format
02/01/2010 -- ANNUAL REPORT	View image in PDF format
03/23/2009 -- ANNUAL REPORT	View image in PDF format
08/26/2008 -- ANNUAL REPORT	View image in PDF format
06/11/2007 -- ANNUAL REPORT	View image in PDF format
01/12/2006 -- ANNUAL REPORT	View image in PDF format
01/10/2005 -- ANNUAL REPORT	View image in PDF format
01/15/2004 -- ANNUAL REPORT	View image in PDF format
02/10/2003 -- ANNUAL REPORT	View image in PDF format
04/03/2002 -- ANNUAL REPORT	View image in PDF format
02/22/2001 -- Foreign Profit	View image in PDF format

State of Florida

Department of State

I certify from the records of this office that COASTAL TECHNOLOGY CORPORATION is a corporation organized under the laws of the State of Florida, filed on November 28, 1984.

The document number of this corporation is H31695.

I further certify that said corporation has paid all fees due this office through December 31, 2020, that its most recent annual report/uniform business report was filed on February 27, 2020, and that its status is active.

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

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-seventh day of
February, 2020*



Ronald R. DeSantis
Secretary of State

Tracking Number: 9875343671CC

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

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



RICK SCOTT, GOVERNOR

JONATHAN ZACHEM, SECRETARY



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF PROFESSIONAL ENGINEERS

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

FONTAINE, CHARLES TEMPLE III

3625 20TH STREET
VERO BEACH FL 32960

LICENSE NUMBER: PE73042

EXPIRATION DATE: FEBRUARY 28, 2021

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Ron DeSantis, Governor

Halsey Beshears, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF PROFESSIONAL ENGINEERS

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

WALTHER, MICHAEL PAUL

3625 20TH STREET
VERO BEACH FL 32960

LICENSE NUMBER: PE32081

EXPIRATION DATE: FEBRUARY 28, 2021

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Ron DeSantis, Governor



STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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

FONTAINE, AMELIA WALTHER

2302 CORTEZ AVENUE
VERO BEACH FL 32960

LICENSE NUMBER: PE72291

EXPIRATION DATE: FEBRUARY 28, 2021

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Tennessee Board of Architectural and Engineering Examiners

By this certificate be it known that

Hannah C. Grisanti

has satisfactorily demonstrated knowledge of engineering fundamentals and is hereby recognized as an

Engineer Intern

Issued and attested by the seal of the State of Tennessee this 10th day of November, 2014.



Certificate No. 32308

[Signature]
Chair



**LOUISIANA PROFESSIONAL
ENGINEERING & LAND SURVEYING BOARD
(LAPELS)**

**9643 Brookline Avenue, Suite 121
Baton Rouge, LA 70809
Phone (225) 925-6291
www.lapels.com**

Mr. Jeffrey Howell Robinson

License/Certificate Type - Number

PE.0029322

Expiration Date

03/31/2021

Status: **Active**



BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS, AND GEOLOGISTS

ISSUANCE DATE

JUNE 24, 2005

EXPIRATION DATE

SEPTEMBER 30, 2021

CURRENT DATE / TIMEOCTOBER 24, 2019
2:15:20 PM

LICENSING DETAILS FOR: 68730

NAME: QIN, WENKAI**LICENSE TYPE:** CIVIL ENGINEER**LICENSE STATUS:** CLEAR **ADDRESS**76 TURNBURY LN
IRVINE CA 92620
ORANGE COUNTY[MAP](#)



BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS, AND GEOLOGISTS

ISSUANCE DATE

AUGUST 23, 1985

EXPIRATION DATE

DECEMBER 31, 2021

CURRENT DATE / TIME

MAY 1, 2020
8:27:09 AM

LICENSING DETAILS FOR: 39539

NAME: FISCHETTI, THOMAS J

LICENSE TYPE: CIVIL ENGINEER

LICENSE STATUS: CLEAR

ADDRESS

3825 E DOROTHY DR
ORANGE CA 92669
ORANGE COUNTY

[MAP](#)



LOUISIANA PROFESSIONAL
ENGINEERING & LAND SURVEYING BOARD
(LPELS)

9643 Brookline Avenue, Suite 121
Baton Rouge, LA 70809
Phone (225) 925-6291
www.lapels.com

Mr. Thomas Cahill Coerver Jr.

License/Certificate Type - Number

PE.0030722

Expiration Date

09/30/2021

Status: Active

Please be advised that your license must be in "Active" status in order for you to (a) provide or offer to provide engineering or land surveying services in Louisiana or (b) use the words "engineer", "engineering", "land surveyor", "land surveying" or any modification or derivative thereof in your name or in connection with your business or activities in Louisiana. Licensees whose licenses are in "Retired", "Inactive", or "Expired" status are prohibited from engaging in the activities described above in items (a) and (b).

LA R. S. 37:689 requires firms practicing or offering to practice engineering or land surveying in the state of Louisiana to be licensed by the Board prior to offering such services.



MISSION, VISION, AND CORE VALUES

Mission

To provide responsive engineering and technical solutions to our clients' needs in an innovative, safe, environmentally responsible, transparent, and successful manner for the long-term benefit of our valued clients and quality of life for everyone.

Vision

To be recognized by our clients, throughout the areas we serve, as the company of choice and to constantly contribute to America's global progress while helping our clients by creating state-of-the-art engineering and technical solutions that are safer, more efficient, of superior quality and durability, sustainable, and more economically feasible than ever before.

Core Values

Core values are the cornerstone of how we do business and the basis for our guiding principles and the culture of our company.

- To conduct all our business affairs with honesty, loyalty, quality, and integrity to our valued customers, partners, and co-workers.*
- To expect and demand excellent performance and innovation from all our employees on all of our projects in a respectful and collaborative working environment.*
- To constantly seek improvement in our technical and corporate skillset, in our work products, and to hold ourselves accountable to our clients, stakeholders, and to each other.*
- To never negotiate, compromise, or sacrifice the safety of all persons who will utilize, experience, or be exposed to our designed structures and work product for decades to come.*
- To strive to make the safety of our own co-workers a priority on a minute-by-minute basis.*
- To empower and invest in our people who remain our single greatest asset.*
- To foster an environment where thought, creativity, innovation, and contrarian ideas can thrive and translate into new, different, and better engineering solutions.*

WWW.COASTALTEHCORP.COM

EXHIBIT C

SCHEDULE A BASIS OF COMPENSATION

1. As consideration for providing Services set forth herein Article Two of the Contract for Professional Consulting Services, the County agrees to pay, and Consultant agrees to accept, fees as indicated below:

[SHOULD BE SPECIFIC TO EACH PARTICULAR TYPE OF SERVICE BEING PROVIDED BY CONSULTANT – MAY BE LUMP SUM PAYABLE IN PARTS BASED ON PROVIDING DELIVERABLES TO COUNTY OR MAY BE PAID MONTHLY. SOME SERVICES MAY BE PAID BASED ON AN HOURLY WAGE. HOURLY RATES FOR HOURLY WORK SHOULD ALSO BE STATED HERE.]

2. Reimbursable costs shall mean the actual expenditures made by the Consultant while providing Services, in the interest of the Project, and may include the following items:

- a. Expenses for preparation, reproduction, photographic production techniques, postage and handling of drawings, specifications, bidding documents and similar Project-related items.
- b. When authorized in advance by County, except as specifically otherwise provided herein, the expense of overtime work requiring higher than regular rates.
- c. Expenses for renderings, models and mock-ups requested by County.

3. Unless approved by the County in advance, reimbursable costs shall not include the following:

- a. Transportation and subsistence, including transportation and subsistence expenses incidental to out-of-town travel required by Consultant and directed by County, other than visits to the Project Site or County's office.
- b. Consultant overhead including field office facilities.
- c. Overtime not authorized by County.
- d. Expenses for copies, reproductions, postage, handling, express delivery, and long-distance communications not required for a Project.

4. Payments will be made for services rendered on no more than on a monthly basis, within thirty (30) days of submittal of an approvable invoice. The number of the Notice to Proceed pursuant to which the services have been provided shall appear on all invoices. All invoices shall be reasonably substantiated, identify the services rendered and must be submitted in triplicate in a form and manner required by County.

EXHIBIT D

Appendix B

Santa Rosa County Contractors/Business Insurance Requirements

November 2017

The submitter receiving an award will obtain or possess the following insurance coverage's and will provide Certificates of Insurance to the OWNER to verify such coverage.

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.

Contractor will provide a copy of their Exemption Certificate and Articles of Incorporation if claiming exception to Workers Compensation requirement. The Division of Workers' Compensation offers an online system for applicants to apply for or renew a Certificate of Election to be Exempt from Florida's Workers' Compensation Law, modify an exemption application, or print their certificate. The website is wc_exemption@myfloridacfo.com.

Architects and Engineers Professional Liability – coverage shall provide minimum limits of liability of \$1,000,000 per occurrence, \$3,000,000 aggregate.

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 the commercial general liability policy, including products/completed operations coverage.
 - b. Santa Rosa County shall be named as an additional insured on the business auto liability policy.
 - c. 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.
 - 4) In the event of unusual circumstances, the County Administrator, or his designee, may adjust these insurance requirements.

EXHIBIT E

Nondiscrimination

1. During the performance of this Agreement, the Consultant, for itself, its assignees, and successors in interest, agrees as follows:

- a. Compliance with Regulations: The Consultant will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time:

Title VI List of Pertinent Nondiscrimination Acts and Authorities

- 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.*).

- b. Nondiscrimination: The Consultant, 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.
- c. Solicitations for Subcontracts, including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding or negotiation made by the Consultant 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.
- d. Information and Reports: The Consultant 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 Consultant 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.
- e. Sanctions for Noncompliance: In the event of a Consultant'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:
 - a. Withholding payments to the Consultant under the Agreement until the Contractor complies; and/or
 - b. Cancelling, terminating, or suspending the Agreement, in whole or in part.
- f. Incorporation of Provisions: The Consultant 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 Consultant 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 Consultant becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Consultant may request the County to enter into any litigation to protect the interests of the County. In addition, the Consultant may request the United States to enter into the litigation to protect the interests of the United States.