



**Town Commission
Jarvis Hall 4505 N. Ocean Drive**

Regular Town Commission

Regular Town Commission

Tuesday, May 25, 2021, 6:30 PM
Jarvis Hall 4505 N. Ocean Drive

1. CALL TO ORDER, MAYOR CHRIS VINCENT

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. INVOCATION - Pastor Patrick C. Jackson

4. ADDITIONS, DELETIONS, DEFERRALS OF AGENDA ITEMS

5. PRESENTATIONS

- 5.a. Presentation of the Comprehensive Annual Finance Report (CAFR)
[Cover Page.pdf](#)
[Ex.1 Comprehensive Annual Finance Report](#)

6. PUBLIC COMMENTS

7. PUBLIC SAFETY DISCUSSION

- 7.a. AMR April 2021 Report
[CoverPage.pdf](#)
[AMR LBTS Times 4-2021.pdf](#)

8. TOWN MANAGER REPORT

- 8.a. April 2021 Finance Report
[CoverPage.pdf](#)
[Ex1 - April Revenue Expenditure Report.pdf](#)
[Ex2 - CASH-INVESTMENT REPORT_APRIL 2021.pdf](#)
- 8.b. Town Manager Report
[5-25-21 Town Manager Report.pdf](#)

9. TOWN ATTORNEY REPORT

10. APPROVAL OF MINUTES

11. CONSENT AGENDA

12. OLD BUSINESS

13. NEW BUSINESS

- 13.a. BugFest-By-The-Sea 2021
[CoverPage.pdf](#)
[Ex1 BugFest Concert Map.pdf](#)
- 13.b. Palm Club Sewer Request for Qualifications ("RFQ") Construction Management at Risk ("CMAR") Selection
[CoverPage.pdf](#)
[EX-1 RFQ 21-03-01 Palm Club Sewer.pdf](#)
[EX-2 Man Con Submittal.pdf](#)
[EX-3 Whiting-Turner Submittal.pdf](#)
[EX-4 R.P. Utility Submittal.pdf](#)
[EX-5 Scoring Criteria.pdf](#)

[EX-6 Reso 2021-32 CMAR Palm Club RFQ rankings.pdf](#)

- 13.c. Fiscal Year 2021-2022 BSO Proposed Budget

[CoverPage.pdf](#)

[Ex.1 BSO FY22 Proposed Budget.pdf](#)

[Ex.2 BSO Line Item Comparison.pdf](#)

14. COMMISSIONER COMMENTS

15. ORDINANCES 1st Reading

- 15.a. Ordinance 2021-03 - AN ORDINANCE OF THE TOWN OF LAUDERDALE-BY-THE-SEA, AMENDING THE TOWN'S COMPREHENSIVE PLAN BY AMENDING THE TEXT OF THE COASTAL MANAGEMENT ELEMENT; PROVIDING FOR TRANSMITTAL OF THIS ORDINANCE TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY AND ALL OTHER UNITS OF LOCAL GOVERNMENT OR GOVERNMENTAL AGENCIES, AS REQUIRED UNDER CHAPTER 163, PART II, FLORIDA STATUTES; PROVIDING FOR ADOPTION PURSUANT TO SECTION 163.3184, FLORIDA STATUTES; PROVIDING FOR INCLUSION IN THE TOWN COMPREHENSIVE PLAN; PROVIDING FOR REPEAL OF CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

[CoverPage.pdf](#)

[Ex 1 Peril of Flood Statute.pdf](#)

[Ex 2 - Ordinance 2021-03 Amending Comp Plan -Coastal Management Element \(CME\) Peril Of Flood.pdf](#)

[Ex 3- PZ 2019 09.11 Minutes.pdf](#)

16. ORDINANCES 2nd Reading

17. RESOLUTIONS - PUBLIC COMMENTS

- 17.a. Resolution 2021-30 - A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, APPROVING THE RANKINGS FOR REQUEST FOR QUALIFICATIONS NO. 21-03-02 FOR CONSULTING SERVICES RELATED TO THE CREATION OF A DUNE MASTER PLAN; AUTHORIZING THE INTERIM TOWN MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH THE NUMBER ONE RANKED FIRM, MOFFAT & NICHOL, INC. IN AN AMOUNT NOT TO EXCEED \$75,000; PROVIDING FOR AN EFFECTIVE DATE (Exhibit 1)

[CoverPage .pdf](#)

[Ex 1 - Reso 2021-30 Dune Master Plan RFQ rankings.pdf](#)

[Ex. 2 - RFQ 21-03-02 Dune Master Plan.pdf](#)

[Ex. 3 - RFQ 21-03-02 Responses.pdf](#)

- 17.b. Resolution 2021-31 - A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, ESTABLISHING A FEE SCHEDULE FOR THE RENTAL OF KEYS TO ACCESS THE TOWN'S TENNIS AND PICKLEBALL COURTS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE

[CoverPage.pdf](#)

[Ex. 1 - Reso 2021-31 Tennis Court Key Fee \(002\).pdf](#)

18. QUASI JUDICIAL PUBLIC HEARINGS

19. ADJOURNMENT

THE TOWN OF LAUDERDALE-BY-THE-SEA WILL FURNISH APPROPRIATE AUXILIARY AIDS AND SERVICES NECESSARY TO AFFORD INDIVIDUALS AN EQUAL OPPORTUNITY TO PARTICIPATE IN MEETINGS OF THE TOWN

COMMISSION. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND FLORIDA STATUTE 286.26, PERSONS WITH DISABILITIES NEEDING SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE TOWN CLERK NO LATER THAN TWO (2) DAYS PRIOR TO THE MEETING AT (954) 640-4200 FOR ASSISTANCE.

IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE TOWN COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING, HE/SHE WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSES MAY NEED TO INSURE THAT A VERBATIM RECORDING OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PROCEDURES FOR PUBLIC COMMENTS:

Public Comments may address issues that are not on this meeting's agenda, but should relate to the business of the Town, and should not contain personal attacks. If your comment requires follow up, the Town Manager will have a staff person respond to your concerns, and will advise us of the outcome.

The Town Clerk will read off the names of those who have signed up to speak. When your name is called, please come to the podium, state your name for the record, and indicate whether you are a Town resident. Do not state your address. You have up to three minutes to make your comments, but there is no requirement to use the entire time. If you wish to address a particular Commissioner or member of Town Administration, please do so by use of their title.

If you wish to approach the Commission dais to hand out a document or for some other reason, please request permission and state your reason for doing so. All documents to be provided to the Commission should be handed to the Town Clerk for distribution.

These procedures have been developed to assure that the Town Commission meeting time is efficiently used, and that meetings are conducted in a polite and respectful manner. More information on the decorum rules for Town Commission meetings is available in Section 2-23 of the Town Code of Ordinances.



Town Commission Agenda Item Report

Meeting Date: May 25, 2021

Submitted By: Lucila Lang, Director of Finance & Budget

Submitting Department: Administration

Item Type: Presentations

Agenda Section: PRESENTATIONS

Subject Title: Presentation of the Comprehensive Annual Finance Report (CAFR)

Explanation: The Town auditors completed the external audit of the Town's financial records for the fiscal year ending September 30, 2020 and the staff and auditors have prepared the attached Comprehensive Annual Financial Report (**Exhibit 1**) for said fiscal year. The Town's Audit Committee reviewed and discussed the report on May 14, 2021. The committee accepted the report and has been invited to attend the Commission meeting to provide their comments.

Highlights:

1. In comparison to the previous year, property tax revenue increased by \$104,022.
2. In the governmental funds, revenue from charges for services increased by \$1,050,530 due to a large code enforcement fine being collected of \$1,650,000 pursuant to a settlement reached in the current fiscal year. The said amount of the settlement has been assigned to future capital projects.
3. In the proprietary funds, revenue from charges for services decreased by \$526,979 due to a \$3,462 decrease in sewer revenue and a \$523,517 decrease in parking revenue.
4. Sewer expense increase by \$66,845 primarily because of increased payments to the City of Pompano Beach for wastewater treatments.
5. Parking expense decreased by \$64,687 due to a decrease of parking meter parts/supplies expenditures being incurred from the previous fiscal year. As a reminder, COVID-19 had an impact on parking due to closures, etc.
6. The non-spendable General fund balance of \$128,549 is the prepaid items as of September 30, 2020 which consists primarily of property liability and health insurance, contractual services.
7. As of September 30, 2020, in the General fund, the Town had \$2,500,000 assigned to an emergency reserve and \$1,650,000 assigned to capital projects.

8. The unassigned fund balance in the General fund is \$5,893,870, an increase of \$51,821 from the previous year.
9. The balance of the capital project fund is \$3,540,598 of that amount, \$677,566 is restricted to El Mar Reserve.
10. The Auditor's Report to Management identified two deficiencies:
 - a. For the Police department within the general fund, actual expenditures exceeded appropriations for the fiscal year ended 9/30/20.
 - b. Under Florida Statutes and the Town's investment policy, the investment officer is required to obtain 8 hours of investment training annually. The investment officer of the Town obtained 3 hours of investment training for the year under audit.

A representative from Grau & Associates will attend the Commission meeting to review the highlights of the report and answer any questions.

Recommendation: Motion to accept the FY20 Comprehensive Annual Financial Report

Attachments:

Exhibit 1 – Comprehensive Annual Financial Report for the fiscal year ending September 30, 2020.



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

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May 18, 2021

To the Honorable Mayor, Town Commissioners and Town Manager
Town of Lauderdale By-The-Sea,
Broward County, Florida

We have audited the financial statements of Town of Lauderdale By-The-Sea ("Town") as of and for the fiscal year ended September 30, 2020, and have issued our report thereon dated May 18, 2021. Professional standards require that we advise you of the following matters relating to our audit.

We have also examined the Town's compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2020 which was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated December 9, 2020 our responsibility, as described by professional standards, is to form and express an opinion(s) about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Town solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm, have complied with all relevant ethical requirements regarding independence.

With respect to financial statement preparation, the following safeguards are in place:

- Management made all decisions and performed all management functions;
- A competent individual was assigned to oversee the services;
- Management evaluated the adequacy of the services performed;
- Management evaluated and accepted responsibility for the result of the service performed; and
- Management established and maintained internal controls, including monitoring ongoing activities.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the Town is included in Note 2 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the fiscal year. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements were:

Management's estimate of the useful lives of capital assets is based on information obtained from the experience of other governments as adapted for differences in application and environment. We evaluated the key factors and assumptions used to develop the estimate of the useful lives of capital assets in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the liability for Other Post-Employment Benefits (OPEB) is based on information received from the Town's actuary. We evaluated the key factors and assumptions used to develop the estimate and determined that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the liability for net pension liability of the Town's defined benefit pension plans is based on information received from the Pension Plans' actuaries. We evaluated the key factors and assumptions used to develop the estimates and determined that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the allowance for doubtful accounts is based on historical water and sewer revenues, historical loss levels, and an analysis of the collectibility of individual accounts. We evaluated the key factors and assumptions used to develop the allowance in determining that it is reasonable in relation to the financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the Town's financial statements relate to:

The litigation claims and assessments disclosure in Note 11 pertaining to lawsuits filed against the Town.

The financial statement disclosures are neutral, consistent, and clear.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. There were misstatements identified by us as a result of our audit procedures and corrected by management that were material, either individually or in the aggregate, to the financial statements taken as a whole or applicable opinion units.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the Town's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the attached letter dated May 18, 2021.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the Town, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. Current year finds were as follows:

2020-01 General Fund Budget:

Observation: The classification detail at which expenditures may not legally exceed appropriations is at the department level. For the Police department within the general fund, actual expenditures exceeded appropriations for the fiscal year ended September 30, 2020.

Recommendation: The Town should amend the budget during the fiscal year or within statutory guidelines to ensure that all expenditures are properly budgeted including by department level.

Management Response: Beginning May 18, 2020, in preparation of the Phase 1 re-opening due to COVID-19 restrictions, the former Town Manager requested additional staffing for the downtown area. While this additional BSO patrol was discussed at a Commission meeting, the additional fees charged were not brought to Commission for final approval; therefore a budget amendment was not processed timely. For FY21, an agenda item was presented at the Commission meeting for future BSO expenses and approved on January 26, 2021. In the future, management staff will ensure that any required budget amendments are done within statutory guidelines.

2020-02 Investment Policy Compliance:

Observation: Section 218.415 (14) of the Florida Statutes and the Town's investment policy require the Investment Officer of the Town to obtain eight hours of investment training annually. The Investment Officer of the Town obtained three hours of investment training in the year under audit.

Recommendation: The Investment Officer of the Town should obtain the minimum required investment training annually.

Management Response: The Town's Investment Officer performed 3 of the required CPE credits and will ensure going forward that all CPE credit requirements will be met.

Other Matters

We applied certain limited procedures to the management's discussion and analysis, budgetary comparison schedule - general fund, schedule of changes in the net pension asset and related ratios - Volunteer Firefighters Pension Plan, schedule of contributions - Volunteer Firefighters Pension Plan, the schedules of proportionate share of net pension liability and pension contributions - Florida Retirement System, and the schedule of funding progress - Other Post-Employment Benefit Plan, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining fund statements and budgetary comparison schedules which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory and statistical sections which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on them.

Restriction on Use

This information is intended solely for the use of the Honorable Mayor, Town Commissioners and management of the Town and is not intended to be, and should not be, used by anyone other than these specified parties.

Grau & Associates



May 18, 2021

Memo to Management

Re: FY2020 Audit Recommendations

To Whom It May Concern:

During audit procedures, we noted certain matters concerning the internal control over financial reporting that while they were not included in the management letter within Financial Report; we believe they are of such import to be communicated to management.

Current year observations

Observation 1. Documentation of Adherence to Town's Procurement Policy

During our internal control testing of disbursements, we noted that there is a lack of a documentary trail evidencing and referring to how the Town's procurement policy was followed within the voucher packages. This caused there to be greater difficulty as well as increased time spent in determining that the procurement practices and methods followed for selected disbursements complied with the Town's procurement policies.

Recommendation

We recommend that the Town should ensure that all voucher packages contain support and documentation to show how the Town's procurement policies were adhered to. Any documentation not included within the voucher package should be referenced within voucher package such as on the Purchase Order or elsewhere. Such references should be made regarding but not limited to 1) competitive bid methods of procurement (ie RFP, RFQ, ITB, Construction Manager At-Risk (CCNA)) including bid numbers and meetings where Commission approves selection, 2) Exemptions to procurement (ie sole source, piggybacks, emergency purchases, etc) including meetings where Commission approved procurement with exemption, 3) executed contracts by which goods and services were procured from, and 4) meetings where Commission approves separate expenditures outside the scope of executed contracts and competitive bids. Any written quotes obtained in course of procuring goods and services should be included within voucher packages whereas verbal quotes (including vendors and amounts) need to be documented on either Purchase Order or elsewhere within the voucher package.

Observation 2. Thresholds of Town's Procurement Policy

During our internal control testing of disbursements, we noted that the thresholds set within the Town's procurement policies may be set at amounts low enough as to cause Town staff undue time and effort spent in the process procuring goods and services.

Recommendation

We recommend that the management of the Town analyze the purpose, costs and benefits of the current thresholds in context of the Town's entire internal control system. If the analysis shows that the procurement policies should be updated, Management should bring the analysis and any updated procurement policies to the Town Commission for consideration.

Observation 3. BSO Expenditure for Additional Overtime Outside Scope of Executed Contract

During our testing of expenditures, we noted that the Town incurred an expenditure owed to Broward County Sheriff's Office (BSO) for additional overtime outside the scope of the executed contract with BSO for the amount of \$218,371. This expenditure was not brought to the Town Commission to be approved for payment as expected per Town procurement policies.

Recommendation

We recommend that the Town should ensure that the Town Commission approves all expenditures within the thresholds outlined per the Town's procurement policies which require Commission approval. In addition, in cases of expenditures to entities with whom there are executed contracts in place but which such expenditures are outside the scope of such contracts, we recommend that the Town ensure that the Town Commission approves such expenditures within the thresholds outlined per the Town's procurement policies which require Commission approval.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA

**COMPREHENSIVE ANNUAL FINANCIAL REPORT
FISCAL YEAR ENDED SEPTEMBER 30, 2020**

Prepared By:

The Finance Department

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
FISCAL YEAR ENDED SEPTEMBER 30, 2020

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TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
FISCAL YEAR ENDED SEPTEMBER 30, 2020

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Town of
LAUDERDALE-BY-THE-SEA

4501 Ocean Drive, Lauderdale-by-the-Sea, Florida 33308-3610
Telephone: (954) 640-4200 / Fax (954) 640-4236

May 18, 2021

Honorable Mayor and Commissioners:

State law requires that all general purpose local governments publish within nine months of the close of each fiscal year a complete set of financial statements presented in conformity with accounting principles generally accepted in the United States (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. Pursuant to these requirements, we hereby issue the Comprehensive Annual Financial Report (CAFR) of the Town of Lauderdale-By-The-Sea for the fiscal year ended September 30, 2020.

This report consists of management's representations concerning the finances of the Town of Lauderdale-By-The-Sea. Consequently, we assume full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, the Town has established an internal control framework that is designed both to protect the Town's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the Town's financial statements in conformity with GAAP (Generally Accepted Accounting Principles). Because the cost of internal controls should not outweigh their benefits, the Town's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. We assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

Grau & Associates, a licensed certified public accounting firm, has audited the Town's financial statements. The goal of the independent audit was to provide reasonable assurance that the Town's financial statements for the fiscal year ended September 30, 2020, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon their audit, that there was a reasonable basis for rendering an unmodified opinion that the Town of Lauderdale-By-The-Sea's financial statements for the fiscal year ended September 30, 2020 are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement MD&A and should be read in conjunction with it. The Town of Lauderdale-By-The-Sea's MD&A can be found immediately following the report of the independent auditors.

Profile of the Government

The Town of Lauderdale-By-The-Sea, incorporated in 1949, is located between the Atlantic Ocean and the Intracoastal Waterway in the east-central part of Broward County, Florida directly north of Fort Lauderdale and 33 miles south of Palm Beach County. The Town of Lauderdale-By-The-Sea is primarily a residential community but, because of the Town's prime seaside location, the hospitality industry has historically been significant to the Town's economy and character. The major industries within the Town are hospitality, retail (including restaurants), finance, insurance and real estate. Most residents are retired or employed in South Florida. The Town is 1.5 square miles in land area and has a year-round population of approximately 6,500 residents. We estimate the peak seasonal population to be approximately 12,000.

The Town of Lauderdale-By-The-Sea provides a full range of municipal services for its citizens. These include executive administration, financial accounting and reporting, public works, parks and recreation facilities, and planning and zoning. Police, fire prevention and suppression, emergency medical service, building inspections, code enforcement, and parking enforcement are all delivered via contracts with third party providers: Broward's Sherriff's Office for police services, the Lauderdale-By-the-Sea Volunteer Fire Department for fire services, American Medical Response for emergency medical services, C.A.P. Government for building inspections, Calvin, Giordano & Associates for code enforcement, and Republic Parking for parking enforcement. Water service is provided to our residents and businesses by the cities of Fort Lauderdale and Pompano Beach. Sewer services are provided to residents and commercial businesses in the north end of Town by the city of Pompano Beach. The Town provides sewer collection and transmission services in the south portion of Town, but the wastewater is transmitted to the city of Pompano Beach, which then transports it to Broward County's Wastewater Treatment Plant on Copans Road for treatment and disposal.

The Town operates under a Commission-Manager form of government. Policy-making and legislative authority are vested in the Town Commission, which consists of a Mayor, a Vice-Mayor and three Commissioners. Commissioners (including the Vice Mayor) are elected for four-year terms and must live in a specified district, but are elected at large (by voters of the entire Town). The Mayor serves a two-year term and is also elected at large. The Town Commission is responsible for setting Town policy, setting most Town fees, passing ordinances, adopting and amending the annual budget, approving large purchases, adopting resolutions, and appointing the Town Manager and Town Attorney.

The Town Manager is the chief executive officer of the Town. The Town Manager is responsible for carrying out the policies of the Commission, enforcing the Town's code of ordinances, appointing, directing, and removing all Town employees, overseeing the Town's contracts, preparing and submitting the annual budget, and overseeing the day-to-day operations of the Town.

The Town Commission meets in regular session on the second and fourth Tuesday of each month at 6:30 p.m. in Jarvis Hall, 4501 Ocean Drive, Lauderdale-By-The-Sea, Florida. Due to the pandemic in FY2020, commission meetings were also held via ZOOM video conferences. The Commission schedules additional workshops and meetings on an as-needed basis.

The Town's Budget

The annual budget serves as the Town of Lauderdale-By-The-Sea's financial planning and control mechanism. All departments of the Town submit requests for funding to the Town Manager and these requests are the starting point for developing a proposed budget. The Finance/Budget Director reviews revenue trends and projects revenue for the current and upcoming fiscal year. The Broward County Property Appraiser advises the Town in late June or early July of the valuation of properties in the Town and the ad valorem tax millage rate required to raise the same amount of tax revenue as in the preceding year.

The Town Manager seeks budget policy direction from the Town Commission, then crafts a budget consistent with that policy direction and presents it to the Commission for review in July of each year. The Commission is required to hold public hearings on the proposed budget and to adopt a final budget no later than September 30, the close of the Town's fiscal year. The budget is legally enacted through the passage of a resolution which adopts the budget by fund and department. This administration's policy is that the classification detail at which expenditures may not legally exceed appropriations is at the department level. The Town Manager is authorized to transfer part or all of the unencumbered balance of an appropriation within a department; however, any revisions that alter the total appropriations of any department must be approved by the Town Commission.

Budget-to-actual comparisons are reported monthly to the Town Commission by the Finance Director. Revenue and expenditure projections for the current fiscal year are provided to the Commission during the budget preparation process.

Economic Condition

As shown in the following chart, the Town of Lauderdale-By-The-Sea's taxable assessed value for fiscal year 2020 increased by \$108,398,866 or approximately 4.2%.

Tax Roll Year	Fiscal Year	WCC Taxable Values	Year-to-Year Comparison			Year-to-FY2010 Comparison	
2009	2010	\$1,911,499,581	*	(\$205,670,077)	-9.70%	(\$410,401,647)	-17.70%
2010	2011	\$1,766,370,472	*	(\$145,129,109)	-7.60%	(\$555,530,756)	-23.90%
2011	2012	\$1,729,711,519	*	(\$36,658,953)	-2.10%	(\$592,189,709)	-25.50%
2012	2013	\$1,758,499,775	*	\$28,788,256	1.70%	(\$563,401,453)	-24.30%
2013	2014	\$1,811,104,269	*	\$52,604,494	3.00%	(\$510,796,959)	-22.00%
2014	2015	\$1,928,187,948	*	\$117,083,679	6.50%	(\$393,713,280)	-17.00%
2015	2016	\$2,073,594,801	*	\$145,406,853	7.50%	(\$248,306,427)	-10.70%
2016	2017	\$2,219,593,247	*	\$145,998,446	7.00%	(\$102,307,981)	-4.40%
2017	2018	\$2,376,152,413	*	\$156,559,166	7.10%	\$54,251,185	2.30%
2018	2019	\$2,500,803,075	*	\$124,650,662	5.0%	\$70,399,477	2.70%
2019	2020	\$2,609,201,941	*	\$108,398,866	4.2%	\$37,999,389	1.46%

* Total Taxable Value with certificates (Source: Taxable Value Report, BCPA)

The following chart shows the size of the labor force, the number employed and unemployed, and the unemployment rate for Broward County for each of the past eleven years. The table shows that the unemployment rate reached a high of 10.2 percent in 2010 and steadily declined through 2019. In 2020, the U.S. economy was hit with a pandemic that had negative implications. As a result of this, the unemployment rate rose to 4.20% and the labor force decreased to 989,486.

Year	Labor Force	Employed	Unemployed	Unemployment
				Rate
2010	953,592	855,943	97,649	10.20%
2011	963,707	873,140	90,567	9.40%
2012	978,286	902,489	75,797	7.70%
2013	987,928	923,202	64,726	6.60%
2014	995,699	937,586	58,113	5.80%
2015	991,365	941,948	49,417	5.00%
2016	1,013,909	967,406	46,503	4.60%
2017	1,036,383	996,992	39,391	3.80%
2018	1,043,978	1,011,659	32,319	3.10%
2019	1,054,173	1,024,315	29,858	2.80%
2020	989,486	948,237	41,249	4.20%

Source: United States Department of Labor, Bureau of Labor Statistics

As indicated in the following chart, during fiscal year 2020 the Town dropped the millage rate to 3.5000 per 1,000 of assessed taxable value, the third lowest millage rate of any city in Broward County.

Millage Rate History



Fund Balances - Governmental Funds, As of September 30, 2020

The table below shows the balances of the governmental funds as of September 30, 2020. The unassigned balance of the general fund was \$5,893,870. The other significant component of the general fund balance is the \$2,500,000 assigned to the emergency reserve and \$1,650,000 assigned to fund Capital projects. The balance of \$128,549 is the prepaid items as of September 30, 2020 which consists primarily of property, liability, and health insurance, contractual services.

As of September 30, 2020, the balance of the capital projects fund was \$3,540,598. Of that amount, \$677,566 is contractually restricted to be used to make El Mar Drive more pedestrian friendly. This represents the balance of a \$1,000,000 settlement the Town received from Pier Pointe Developers in fiscal year 2009. The remaining \$2,863,032 is for future capital projects.

The Town's non-major funds are the fire fund and the law enforcement trust fund (LETf). As of September 30, 2020 these funds had \$1,505,315 and \$13,743 which are legally restricted to be used for fire protection and law enforcement purposes, respectively.

	General Fund	Capital Projects Fund	Non-Major Funds	Total Governmental Funds
Fund balances				
Nonspendable:				
Prepaid items	\$ 128,549	-	\$ 74,052	\$ 202,601
Restricted for:				
Fire department	-	-	1,505,315	1,505,315
Law enforcement	-	-	13,743	13,743
El Mar beautification per contract	-	677,566		677,566
Assigned to:				
Emergency reserve	2,500,000	-		2,500,000
Capital projects	1,650,000	2,863,032		4,513,032
Unassigned	5,893,870	-	(5,432)	5,888,438
Total fund balances	\$ 10,172,419	\$ 3,540,598	\$ 1,587,678	\$ 15,300,695

Proprietary Funds

As of September 30, 2020, the unrestricted balance of the sewer fund was \$1,472,565, and the unrestricted balance of the parking fund was \$5,563,627. The table below shows the history of the proprietary fund unrestricted balances over the past ten years.

Year	Sewer Fund	Parking Fund	Total Proprietary Funds
2011	\$ 1,750,052	\$ 136,550	\$ 1,886,602
2012	\$ 1,500,755	\$ 810,907	\$ 2,311,662
2013	\$ 1,512,624	\$ 1,309,848	\$ 2,822,472
2014	\$ 1,281,780	\$ 1,384,554	\$ 2,666,334
2015	\$ 1,546,085	\$ 2,744,722	\$ 4,290,807
2016	\$ 1,424,365	\$ 3,814,981	\$ 5,239,346
2017	\$ 1,103,464	\$ 2,764,649	\$ 3,868,113
2018	\$ 1,033,340	\$ 3,979,300	\$ 5,012,640
2019	\$ 1,328,660	\$ 4,672,274	\$ 6,000,934
2020	\$ 1,472,565	\$ 5,563,627	\$ 7,036,192

Acknowledgements

The preparation of this report could not have been accomplished without the efficient and dedicated services of Edner Saint-Jean, Assistant Finance Director and Sara Del Villar De Estevez of our Finance staff. We would also like to extend our thanks to the firm of Grau & Associates for their cooperation, assistance and professional conduct of the Town's annual audit. Finally, we wish to acknowledge the Town Commission for their commitment to sound accounting, transparency, financial management and the diligent manner in which they exercise their financial oversight responsibilities.

Respectfully submitted,

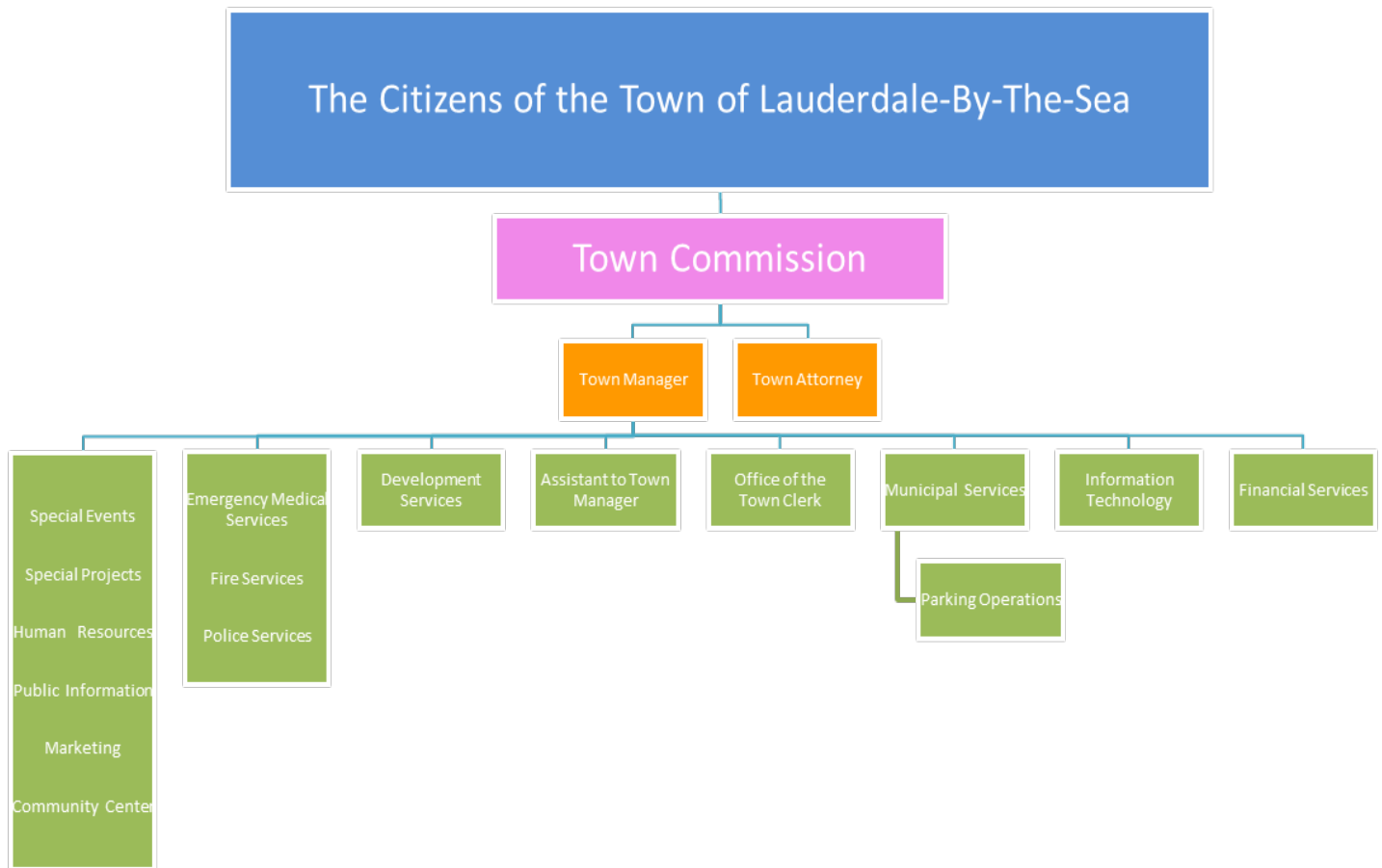


Linda Connors
Interim Town Manager



Lucila Lang
Finance Director

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
ORGANIZATIONAL CHART
SEPTEMBER 30, 2020



**TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
TOWN OFFICIALS
SEPTEMBER 30, 2020**

TOWN COMMISSION

CHRISTOPHER R. VINCENT
Mayor

ALFRED (BUZ) OLDAKER
Vice-Mayor

EDMUND MALKOON
Commissioner

ELLIOTT SOKOLOW
Commissioner

RANDOLPH STRAUSS
Commissioner

TOWN ATTORNEY
Susan L. Trevarthen

MANAGEMENT TEAM

TOWN MANAGER
William Vance

ASSISTANT TO TOWN MANAGER
Neysa Herrera

MUNICIPAL SERVICES DIRECTOR
Kenneth Rubach

DEVELOPMENT SERVICES DIRECTOR
Linda Connors

FINANCE DIRECTOR
Lucila Lang

TOWN CLERK
Tedra Allen

CHIEF OF EMERGENCY MEDICAL SERVICES
Brooke Liddle

FIRE CHIEF
Judson Hopping

POLICE CHIEF
Thomas Palmer

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INDEPENDENT AUDITOR'S REPORT



Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT

Honorable Mayor, Town Commission and Town Manager
Town of Lauderdale-By-The-Sea, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Lauderdale-By-The-Sea, Florida ("Town"), as of and for the fiscal year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall financial statement presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town, as of September 30, 2020, and the respective changes in financial position and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, and other required supplementary information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The introductory section, combining fund statements, budgetary comparison schedules, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining fund statements and budgetary comparison schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America by us. In our opinion, the combining fund statements and budgetary comparison schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated May 18, 2021, on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

May 18, 2021

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**MANAGEMENT'S DISCUSSION ANALYSIS
(MD&A)**

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of the Town of Lauderdale-By-The-Sea financial performance provides an overview of the Town's financial activities for the fiscal year ended September 30, 2020. We encourage readers to consider the information presented here in conjunction with the additional information that we have furnished in our letter of transmittal in the introductory section and in conjunction with the Town's basic financial statements.

Financial Highlights

The assets plus deferred outflows of resources of the Town of Lauderdale-By-The-Sea exceeded its liabilities plus deferred inflows of resources at the close of the most recent fiscal year by \$55,278,952 (net position). Of this amount, \$17,544,560 (unrestricted net position) may be used to meet the ongoing obligations to citizens and creditors. The Town's net position increased by \$2,069,320 from the prior fiscal year primarily as a result of the Town's parking fund having generated operating income of \$1,235,213 during the fiscal year.

At the close of the fiscal year 2020, the Town of Lauderdale-By-The-Sea's governmental funds reported combined ending fund balances of \$15,300,695 an increase of \$1,336,345 from the prior fiscal year.

At the end of the current fiscal year, unassigned fund balance for the general fund was \$5,893,870 or approximately 48% of total general fund expenditures. It is the Town's intent to continue to use the general fund balance to pay for capital projects.

Information on FY2020 Capital Projects Undertaken is listed below:

- **Palm Club Sewer Design:** The design for the Palm Club Sanitary Sewer system began in FY 20 and was completed in October 2020. This design creates a gravity sewer system, lift station, and installation of a force main to convey the wastewater for approximately 100 homes. This will allow for the properties to abandon their septic tanks. \$168,815.52 out of \$400,000 was expended in FY20.
- **Dredging Study:** This study inspected canals under the jurisdiction of the Town to assess sediment build up and determine which canals needed to be dredged. \$38,200.61 was expended on the project which was \$3,200.61 dollars more than the budgeted amount of \$35,000.00.
- **East Terra Mar Drive:** The project installed new storm sewer along E Terra Mar Drive in order to mitigate flooding issues along the roadway and adjacent cross streets. In addition, the roadway was repaved, restriped, and new backflow devices were placed on the outfalls to mitigate water flowing back through the system during high tide. The project began at the end of the fiscal year and only \$49,526.10 was expended out of \$700,000. The project was completed in Winter 2020 in FY21.
- **EL Mar Greenway Design-** The design for El Mar Drive contemplated improvements to sidewalk, landscaping, lighting, and drainage. Initial design concepts were brought forward however the project was put on hold and the design process was halted. \$178,726.99 of the budgeted \$300,000 was expended.
- **Neighborhood Street Lighting:** This project was differed and not budgeted in FY 21. The project was budgeted for \$100,000 and \$4,350.00 was expended in order to provide a demonstration of the lighting that was to be proposed.
- **Commercial Street Lighting Upgrade:** This project was differed and not budgeted in FY 21 \$250,000 was budgeted for this project.

Financial Highlights (Continued)

- **A1A Street Lighting Upgrade:** This project was deferred and not budgeted in FY 21 \$380,000 was budgeted for this project.
- **Bel Air Seawall Repair-** This project was deferred to FY21 in order for a structural inspection to take place and develop plans for repairs. Project was budgeted for \$100,000.
- **Town Hall Complex (Jarvis Hall exterior flooring and railing):** New flooring and railing was installed in the Jarvis Hall portico due to issues with the existing flooring and lack of railings along the edge of the Portico. The budgeted amount for the project was \$65,000, the total project cost exceeded this number by \$3,924.00 due to additional work needed to the sub flooring and the choice of a more durable tile.
- **Friedt Park-** Project was initially supposed to be completed in FY19 however it was finished in FY20 due to some delays. The park enhancements included new landscape, hardscape, seating areas, drainage, and an artificial turf activity area. The funds expended in FY20 were \$165,422.50.
- **Datura Portal Upgrade/Shelter Replacement:** This project was deferred and not budgeted in FY 21. The project was budgeted for \$200,000.
- **ADA Sidewalk Study:** This study examined Town maintained sidewalks at intersections to note any ADA deficiencies and provide recommendations to bring them up to current code when sidewalk enhancements take place in those corridors. \$13,056.60 was expended out of \$20,000 during FY 20.
- **Hibiscus/A1A Crosswalk:** The project contemplated installing warning lighting at the pedestrian crossing on A1A at Hibiscus. This project was deferred to FY21 due to permitting requirements by FDOT. The budget for this project was \$50,000.

Long-Term Debt

The Town has no debt in any of its governmental or proprietary funds.

Using This Annual Report

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of the Town as a whole and present a longer-term view of the Town's finances. For governmental activities, these statements tell how services were financed in the short-term as well as the amount of funds available for future spending. Fund financial statements also report the Town's operations in more detail than the government-wide financial statements by providing information about the Town's most significant funds. The remaining statements provide financial information about activities for which the Town acts solely as a trustee or agent for the benefit of third parties.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the Town of Lauderdale-By-The-Sea's basic financial statements which have three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the basic financial statements.

Government-wide financial statements: The *government-wide financial statements* are designed to provide readers with a broad overview of the Town of Lauderdale-By-The-Sea's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Town of Lauderdale-By-The-Sea's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The *statement of activities* presents information showing how the Town's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes).

The government-wide financial statements distinguish functions of the Town of Lauderdale-By-The-Sea that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the Town of Lauderdale-By-The-Sea include general government, public safety, and physical environment, recreation, and transportation services. The business-type activities of the Town of Lauderdale-By-The-Sea include parking and sewer operations.

Fund financial statements: A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town of Lauderdale-By-The-Sea, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the Town of Lauderdale-By-The-Sea's funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable* resources, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

Overview of the Financial Statements (Continued)

The Town of Lauderdale-By-The-Sea maintains five individual governmental funds (general, capital projects, and three special revenue funds). Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, capital projects fund, and the total of the three special revenue funds. The general fund and capital projects funds are both considered to be major funds. The three special revenue funds are all considered to be non-major funds.

The Town adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Proprietary funds The Town of Lauderdale-By-The-Sea maintains one type of proprietary fund, enterprise funds. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town uses enterprise funds to account for its parking and sewer operations.

The proprietary fund statements provide the same type of information as the government-wide financial statements, only in more detail. The proprietary funds financial statements provide separate information for the sewer and parking operations, both of which are considered to be major funds of the Town of Lauderdale-By- The-Sea.

Fiduciary funds The Town is the sponsor for the Volunteer Firefighters' Pension Plan. The *Pension Trust Fund* uses the accrual basis of accounting and is accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and liabilities associated with the operation of this fund are included on the balance sheet. We exclude these activities from the Town's other financial statements because the Town cannot use these assets to finance its operations.

Notes to the basic financial statements: The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Government-Wide Financial Analysis

As noted earlier, net position over time may serve as a useful indicator of the Town of Lauderdale-By-The-Sea's financial position. The Town's total net position was \$55,278,952 at the close of the most recent fiscal year.

By far the largest portion of the Town of Lauderdale-By-The-Sea's net position reflects its investment in capital assets (e.g., roadways, improvements, equipment, buildings, and land). The Town uses these capital assets to provide services to citizens; consequently, they are not available for future spending. A portion of the Town of Lauderdale-By-The-Sea's net position is subject to external restrictions regarding how they may be used such as the remaining balance (\$677,566) of the \$1 million settlement received from Pier Pointe which is contractually restricted to El Mar Drive improvements. The remaining balance of unrestricted net position may be used to meet the Town's ongoing obligations to citizens and creditors. At the end of the current fiscal year, the Town is able to report positive balances in all three categories of net position, both for the Town as a whole, as well as for its separate governmental and business-type activities.

Governmental activities Governmental activities increased the Town's net position by \$636,221 in fiscal year 2020. The increase represents the extent to which ongoing program and general revenues exceeded the cost of operations and depreciation expense.

Government-Wide Financial Analysis (Continued)

Business-type activities Business-type activities increased the Town of Lauderdale-By-The-Sea's net position by \$1,433,099, \$1,278,098 of which, is attributable to the parking fund.

Key components of the Town's net position are reflected in the following table:

	Net Position September 30,					
	Governmental Activities		Business-type Activities		Total	
	2020	2019	2020	2019	2020	2019
Current and other assets	\$ 16,740,040	\$ 15,320,451	\$ 7,570,657	\$ 6,529,310	\$ 24,310,697	\$ 21,849,761
Capital assets, net	21,361,691	21,699,644	14,176,077	13,778,236	35,537,768	35,477,880
Total assets	38,101,731	37,020,095	21,746,734	20,307,546	59,848,465	57,327,641
Deferred outflows of resources	1,113,199	1,199,904	109,691	115,570	1,222,890	1,315,474
Long-term liabilities	3,832,636	3,467,159	364,053	326,779	4,196,689	3,793,938
Other liabilities	924,920	904,730	253,683	293,963	1,178,603	1,198,693
Total liabilities	4,757,556	4,371,889	617,736	620,742	5,375,292	4,992,631
Deferred inflows of resources	390,691	417,648	26,420	23,204	417,111	440,852
Net position:						
Investment in capital assets	21,361,691	21,699,644	14,176,077	13,778,236	35,537,768	35,477,880
Restricted for:						
El Mar beautification per contractual agreement	677,566	677,566	-	-	677,566	677,566
Fire department	1,505,315	1,399,241	-	-	1,505,315	1,399,241
Law enforcement	13,743	13,586	-	-	13,743	13,586
Unrestricted	10,508,368	9,640,425	7,036,192	6,000,934	17,544,560	15,641,359
Total net position	\$ 34,066,683	\$ 33,430,462	\$ 21,212,269	\$ 19,779,170	\$ 55,278,952	\$ 53,209,632

Government-Wide Financial Analysis (Continued)

Key elements of the change in net position are reflected in the following table:

	Changes in Net Position					
	For the Fiscal Year Ended September 30,					
	Governmental Activities		Business-type Activities		Total	
	2020	2019	2020	2019	2020	2019
Revenues:						
Program Revenues:						
Charges for services	\$ 3,653,281	\$ 2,602,751	\$ 3,285,979	\$ 3,812,958	\$ 6,939,260	\$ 6,415,709
Operating grants and contributions	285,955	193,393	-	-	285,955	193,393
General Revenues:						
Property taxes	8,803,760	8,699,738	-	-	8,803,760	8,699,738
Franchise taxes and utility taxes	1,835,015	1,854,540	-	-	1,835,015	1,854,540
Grants and contributions not restricted to specific programs	963,615	1,037,907	-	-	963,615	1,037,907
Unrestricted investment earnings	114,915	89,366	25,799	34,778	140,714	124,144
Miscellaneous revenues	174,187	253,023	22,560	17,770	196,747	270,793
Total revenues	15,830,728	14,730,718	3,334,338	3,865,506	19,165,066	18,596,224
Expenses:						
General government	2,689,699	2,747,262	-	-	2,689,699	2,747,262
Public safety	8,130,963	7,849,047	-	-	8,130,963	7,849,047
Transportation	2,338,759	2,012,708	-	-	2,338,759	2,012,708
Recreation	581,145	472,021	-	-	581,145	472,021
Physical environment	1,453,941	1,362,158	-	-	1,453,941	1,362,158
Sewer	-	-	1,043,628	976,783	1,043,628	976,783
Parking	-	-	857,611	922,298	857,611	922,298
Total expenses	15,194,507	14,443,196	1,901,239	1,899,081	17,095,746	16,342,277
Increase in net position	636,221	287,522	1,433,099	1,966,425	2,069,320	2,253,947
Net position - beginning	33,430,462	33,142,940	19,779,170	17,812,745	53,209,632	50,955,685
Net position - ending	\$ 34,066,683	\$ 33,430,462	\$ 21,212,269	\$ 19,779,170	\$ 55,278,952	\$ 53,209,632

In the governmental funds, revenue from charges for services increased by \$1,050,530 due to a large code enforcement fine being collected of \$1,650,000 pursuant to a settlement reached in the current fiscal year. Operating grants and contributions increased by \$92,562 due primarily to increased grant revenue being recognized from FEMA and Broward County in the current fiscal year. Grants and contributions not restricted to specific programs decreased by \$74,292. Miscellaneous revenues decreased by \$78,836.

In the proprietary funds, revenue from charges for services decreased by \$526,979 due to a \$3,462 decrease in sewer revenue and a \$523,517 decrease in parking revenue.

Government-Wide Financial Analysis (Continued)

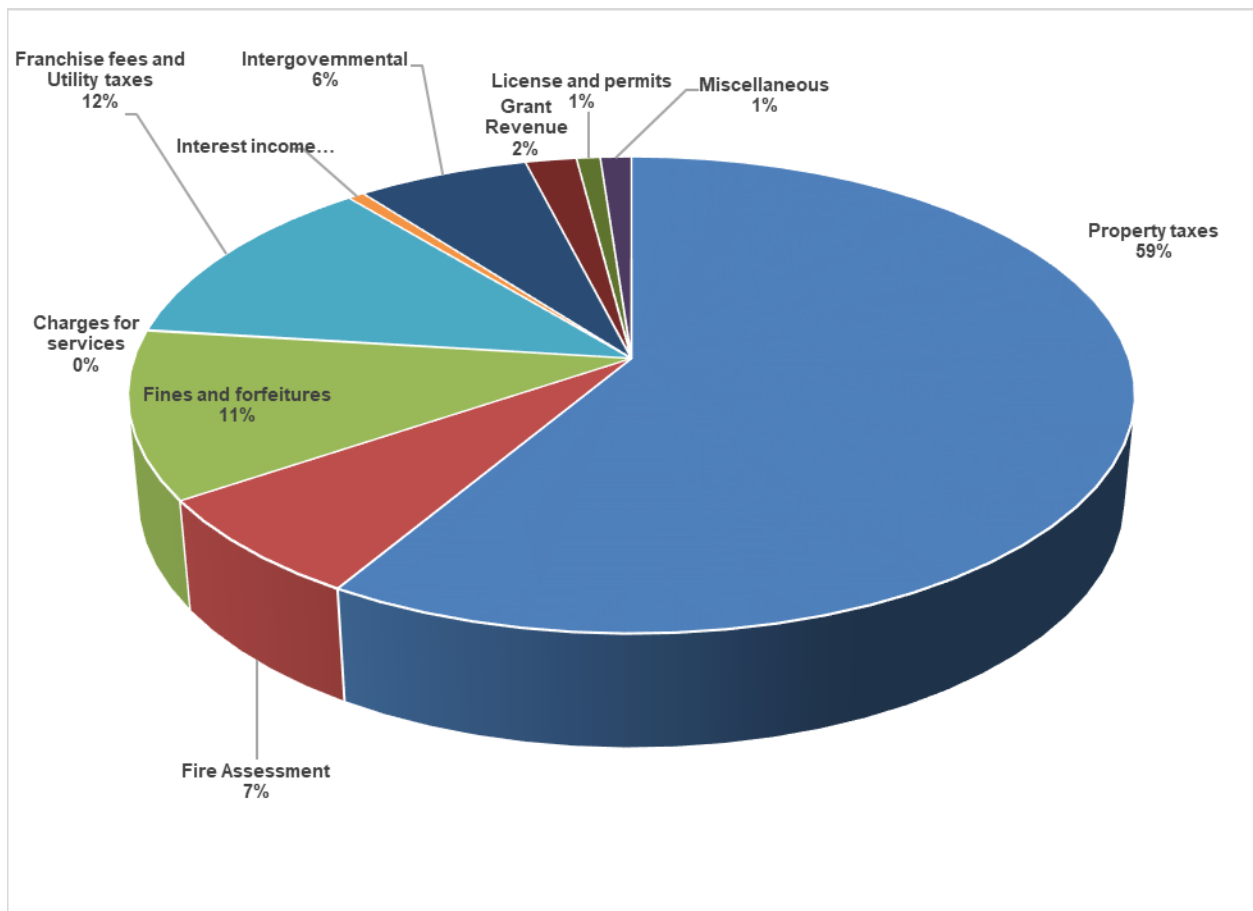
Public Safety expense increased by \$281,916 and Recreation expense increased by \$109,124 due primarily to increased contractual services expenses including increased beach maintenance contract costs. Transportation expense increased by \$326,051 due primarily to increased contractual services expenses and increased maintenance costs of holiday lighting equipment and security cameras.

Physical Environment expense increased by \$91,783 due to increased depreciation expenses from the prior fiscal year as more assets were placed in service.

Sewer expense increased by \$66,845 primarily as a result of increased payments to Pompano for wastewater treatment. Parking expense decreased by \$64,687 due to a decrease of parking meter parts/supplies expenditures being incurred from the previous fiscal year.

Revenues – Governmental Activities

The pie chart shows the major categories of revenue in the governmental funds and the percentage of governmental fund revenue represented by each category.



Financial Analysis of the Town's Funds

As noted earlier, the Town of Lauderdale-By-The-Sea uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of the Town's governmental funds is to provide information on near term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town of Lauderdale-By-The-Sea's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the Town's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the Town of Lauderdale-By-The-Sea's governmental funds reported combined ending fund balances of \$15,300,695 an increase of \$1,336,345 from the prior fiscal year.

The general fund is the primary operating fund of the Town. At the end of the fiscal year 2020, the fund balance of the general fund was \$10,172,419, an increase of \$1,785,784. The increase is the result of revenues being \$2,085,901 more than budgeted and spending \$398,800 less than budgeted. The more significant revenue surplus items were as follows: Property taxes (\$93,492), Franchise and utility taxes (\$102,915), Fines and forfeitures (\$1,627,424), and Grant revenue (\$285,955). There was less spending than expected on Administration (\$100,979), General (\$180,806), Business Development (\$146,101) and Recreation services (\$90,161).

The fund balance of the capital projects fund decreased by \$716,681 to \$3,540,598 as expenditures were funded by available fund balance in the current fiscal year.

Proprietary funds. The Town of Lauderdale-By-The-Sea's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail. Revenues decreased from the prior fiscal year in the proprietary funds. Parking revenues decreased by \$523,517 from the prior fiscal year as a result of the coronavirus pandemic causing beach and business closures and decreased tourism. Operating expenses in the sewer fund increased by \$66,845. The increase is primarily the result of an increase in the payments to the City of Pompano Beach for wastewater treatment. Operating expenses in the parking fund decreased by \$64,687 primarily due to a partial payment for the Bougainvillea Parking Renovation in the amount \$94,320 being incurred in the prior fiscal year. The unrestricted net position of the Sewer and Parking Funds combined at the end of the fiscal year amounted to \$7,036,192, an increase of \$1,035,258 from the prior fiscal year. The increase is primarily the result of the parking fund generating operating income of \$1,235,213. The Parking Fund's unrestricted net position at September 30, 2020 was \$5,563,627. The Town sometimes transfers Parking Fund unrestricted net position to fund capital projects other than those related to the Parking system.

General Fund Budgetary Highlights

The differences in the actual revenues and expenditures as compared to the budget are summarized as follows:

Ad valorem taxes are budgeted at 95% of anticipated revenue to provide an allowance for uncollected taxes and adjustment in property values as a result of appeals that occur after the millage rate is set. Property tax collections amounted to 101.1% of budgeted revenues.

Franchise fees and utility taxes came in at 105.9% of budgeted levels. In addition, the \$285,955 of grant revenues was unanticipated by the budget.

General Fund Budgetary Highlights (Continued)

Intergovernmental revenues collected were 88.8% of budget.

Actual expenditures of the general fund were approximately 14.6% less than budgeted.

Please refer to the Budgetary Comparison Schedule for more detailed information.

Capital Assets

The Town of Lauderdale-By-The-Sea's investment in capital assets for its governmental and business type activities as of September 30, 2020, amounted to \$35,537,768 (net of accumulated depreciation). These are investments in capital assets which include land, buildings, infrastructure, and improvements other than buildings, machinery and equipment. In the fiscal year 2020, significant new investments in capital assets included a new front end loader, sewer system improvements, the Friedt Park project, and the Bougainvillea and Poinciana Roadway project.

Additional information on the Town of Lauderdale-By-The-Sea's capital assets can be found in Note 7 of this report.

Economic Factors and Next Year's Budget

According to Greater Fort Lauderdale Alliance Broward County's job report indicated a 5.6 percent unemployment rate in February 2021. This rate was 2.3 percentage points higher than the region's year ago rate of 3.3 percent. Nonagricultural employment in the Ft. Lauderdale-Pompano Bch-Deerfield Bch Metro Division was 816,500, a decrease of 58,400 jobs (-6.7 percent) over the year. The labor force was 1,005,388, down 31,262 (-3.0 percent) over the year. There were 57,632 unemployed residents in the region.

In preparing the fiscal year 2021 budget, the Town provided funding for the following projects:

- Hibiscus-Seagrape to A1A
- Neighborhood Street Lighting
- Town Hall Complex
- A1A Streetscape: Commercial to Datura
- A1A Commercial Street Lighting
- Sidewalk Compliance Study
- Dredging Study
- East Terra Mar Drive
- Bel Air-Seawall Repair-East
- Datura Portal
- Greenway-El Mar Drive

Requests for Information

This financial report is designed to provide a general overview of the Town of Lauderdale-By-The-Sea's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Director of Budget and Finance, Town of Lauderdale-By-The-Sea, 4501 Ocean Drive, Lauderdale-By-The-Sea, Florida 33308, or at financedepartment@lbts-fl.gov.

BASIC FINANCIAL STATEMENTS

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
STATEMENT OF NET POSITION
SEPTEMBER 30, 2020

	Governmental	Business-type	Total
	Activities	Activities	
<u>ASSETS</u>			
Cash and cash equivalents	\$ 16,160,132	\$ 6,592,154	\$ 22,752,286
Investments	258,036	-	258,036
Accounts receivable, net	274,961	293,388	568,349
Internal balances	(670,115)	670,115	-
Prepaid items	202,601	15,000	217,601
Net pension asset - Volunteer Firefighters Pension Plan	514,425	-	514,425
Capital assets:			
Nondepreciable capital assets	2,574,602	8,717,073	11,291,675
Depreciable capital assets, net	18,787,089	5,459,004	24,246,093
Total assets	<u>38,101,731</u>	<u>21,746,734</u>	<u>59,848,465</u>
<u>DEFERRED OUTFLOWS OF RESOURCES</u>			
Volunteer Firefighters Pension Plan	28,618	-	28,618
Other Post Employment Benefits	11,609	1,283	12,892
Florida Retirement System Pension Plan	1,072,972	108,408	1,181,380
Total deferred outflows of resources	<u>1,113,199</u>	<u>109,691</u>	<u>1,222,890</u>
<u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND</u>			
<u>NET POSITION</u>			
Liabilities:			
Accounts payable and other liabilities	503,546	245,548	749,094
Contracts and retainage payable	116,258	-	116,258
Accrued liabilities	159,803	4,808	164,611
Unearned revenues	101,093	3,327	104,420
Deposits	44,220	-	44,220
Noncurrent liabilities due within one year	16,634	-	16,634
Noncurrent liabilities:			
Net Other Post Employment Benefit obligation	107,723	11,908	119,631
Net pension liability - Florida Retirement System	3,558,572	352,145	3,910,717
Due in more than one year	149,707	-	149,707
Total liabilities	<u>4,757,556</u>	<u>617,736</u>	<u>5,375,292</u>
Deferred inflows of resources:			
Volunteer Firefighters Pension Plan	130,521	-	130,521
Florida Retirement System Pension Plan	260,170	26,420	286,590
Total deferred outflows of resources	<u>390,691</u>	<u>26,420</u>	<u>417,111</u>
Net position:			
Investment in capital assets	21,361,691	14,176,077	35,537,768
Restricted for:			
El Mar beautification per contractual agreement	677,566	-	677,566
Law enforcement	13,743	-	13,743
Fire department	1,505,315	-	1,505,315
Unrestricted	10,508,368	7,036,192	17,544,560
Total net position	<u>\$ 34,066,683</u>	<u>\$ 21,212,269</u>	<u>\$ 55,278,952</u>

See notes to the financial statements.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
STATEMENT OF ACTIVITIES
FISCAL YEAR ENDED SEPTEMBER 30, 2020

Functions/Programs	Expenses	Program Revenues		Net (Expenses) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Governmental Activities	Business- type Activities	Total
Primary government:						
Governmental activities:						
General government	\$ 2,689,699	\$ 2,557,733	\$ -	\$ (131,966)	\$ -	\$ (131,966)
Public safety	8,130,963	1,095,548	-	(7,035,415)	-	(7,035,415)
Transportation	2,338,759	-	-	(2,338,759)	-	(2,338,759)
Recreation	581,145	-	285,955	(295,190)	-	(295,190)
Physical environment	1,453,941	-	-	(1,453,941)	-	(1,453,941)
Total government activities	15,194,507	3,653,281	285,955	(11,255,271)	-	(11,255,271)
Business-type activities:						
Sewer	1,043,628	1,193,155	-	-	149,527	149,527
Parking	857,611	2,092,824	-	-	1,235,213	1,235,213
Total business-type activities	1,901,239	3,285,979	-	-	1,384,740	1,384,740
Total primary government	17,095,746	6,939,260	285,955	(11,255,271)	1,384,740	(9,870,531)
General revenues:						
Property taxes				8,803,760	-	8,803,760
Franchise taxes and utility taxes				1,835,015	-	1,835,015
Grants and contributions not restricted to specific programs				963,615	-	963,615
Unrestricted investment earnings				114,915	25,799	140,714
Miscellaneous revenues				174,187	22,560	196,747
Total general revenues and transfers				11,891,492	48,359	11,939,851
Change in net position				636,221	1,433,099	2,069,320
Net position - beginning				33,430,462	19,779,170	53,209,632
Net position - ending				\$ 34,066,683	\$ 21,212,269	\$ 55,278,952

See notes to the financial statements.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2020

	Major Funds			Total
	General	Capital	Non-Major	Governmental
	Fund	Projects	Funds	Funds
		Fund		
<u>ASSETS</u>				
Cash and cash equivalents	\$ 10,950,767	\$ 3,662,339	\$ 1,547,026	\$ 16,160,132
Investments	258,036	-	-	258,036
Accounts receivable, net	274,961	-	-	274,961
Due from other funds	14,304	-	12,403	26,707
Prepaid items	128,549	-	74,052	202,601
Total assets	<u>\$ 11,626,617</u>	<u>\$ 3,662,339</u>	<u>\$ 1,633,481</u>	<u>\$ 16,922,437</u>
<u>LIABILITIES AND FUND BALANCES</u>				
Liabilities:				
Accounts payable and other liabilities	\$ 484,540	\$ -	\$ 19,006	\$ 503,546
Contracts and retainage payable	-	116,258	-	116,258
Accrued liabilities	159,803	-	-	159,803
Due to other funds	686,407	4,983	5,432	696,822
Unearned revenue	79,228	500	21,365	101,093
Deposits	44,220	-	-	44,220
Total liabilities	<u>1,454,198</u>	<u>121,741</u>	<u>45,803</u>	<u>1,621,742</u>
Fund balances:				
Nonspendable:				
Prepaid items	128,549	-	74,052	202,601
Restricted for:				
Fire department	-	-	1,505,315	1,505,315
Law enforcement	-	-	13,743	13,743
El Mar beautification per contract	-	677,566	-	677,566
Assigned to:				
Emergency reserve	2,500,000	-	-	2,500,000
Capital projects	1,650,000	2,863,032	-	4,513,032
Unassigned	5,893,870	-	(5,432)	5,888,438
Total fund balances	<u>10,172,419</u>	<u>3,540,598</u>	<u>1,587,678</u>	<u>15,300,695</u>
Total liabilities and fund balances	<u>\$ 11,626,617</u>	<u>\$ 3,662,339</u>	<u>\$ 1,633,481</u>	<u>\$ 16,922,437</u>

See notes to the financial statements.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
SEPTEMBER 30, 2020

Fund balance - governmental funds	\$	15,300,695
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial assets and, therefore, are not reported as assets in the governmental funds. The statement of net position includes those capital assets, net of any accumulated depreciation, in the assets of the government as a whole.

Cost of capital assets	41,765,700	
Accumulated depreciation	(20,404,009)	21,361,691

The net pension asset is not reported as a fund asset in the governmental fund financial statements, but is reported as an asset in the government-wide financial statements.	514,425
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Deferred outflows of resources related to the pension and other post employment benefits are recorded in the statement of net position.	1,113,199
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Deferred inflows of resources related to the pension are recorded in the statement of net position.	(390,691)
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Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund financial statements. All liabilities, both current and long-term, are reported in the government-wide financial statements.

Compensated absences		(166,341)
Net pension liability - Florida Retirement System		(3,558,572)
Other Post Employment Benefit obligation		(107,723)

Net position of governmental activities	\$	34,066,683
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See notes to the financial statements

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FISCAL YEAR ENDED SEPTEMBER 30, 2020

	Major Funds			Total
	General Fund	Capital Projects Fund	Non-Major Funds	Governmental Funds
Revenues:				
Property taxes and fire assessments	\$ 8,803,760	\$ -	\$ 1,049,497	\$ 9,853,257
Franchise fees and utility taxes	1,835,015	-	-	1,835,015
Intergovernmental	963,615	-	-	963,615
Fines and forfeitures	1,710,876	-	-	1,710,876
Charges for services	9,630	-	36,421	46,051
Licenses and permits	132,652	-	714,205	846,857
Interest income and other	92,456	16,662	5,797	114,915
Grant revenue	285,955	-	-	285,955
Miscellaneous revenues	173,879	-	308	174,187
Total revenues	14,007,838	16,662	1,806,228	15,830,728
Expenditures:				
Current:				
General government	2,463,414	46,319	18,038	2,527,771
Public safety	6,529,954	-	1,473,085	8,003,039
Transportation	2,111,273	-	-	2,111,273
Recreation	576,938	-	-	576,938
Physical environment	234,351	-	-	234,351
Capital outlay	315,124	687,024	38,863	1,041,011
Total expenditures	12,231,054	733,343	1,529,986	14,494,383
Excess (deficiency) of revenues over (under) expenditures	1,776,784	(716,681)	276,242	1,336,345
Other financing sources (uses):				
Transfers in	22,000	-	13,000	35,000
Transfers out	(13,000)	-	(22,000)	(35,000)
Total other financing sources (uses)	9,000	-	(9,000)	-
Net change in fund balances	1,785,784	(716,681)	267,242	1,336,345
Fund balances, beginning	8,386,635	4,257,279	1,320,436	13,964,350
Fund balances, ending	\$ 10,172,419	\$ 3,540,598	\$ 1,587,678	\$ 15,300,695

See notes to the financial statements.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FISCAL YEAR ENDED SEPTEMBER 30, 2020

Net change in fund balances - total governmental funds \$ 1,336,345

Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported in the governmental funds as expenditures. However, in the statement of activities, the cost of certain of those assets is eliminated and capitalized as capital assets. 953,063

Depreciation of capital assets is not recognized in the governmental fund financial statements, but is reported as an expense on the statement of activities. (1,291,016)

Expenses reported in the statement of activities that do not require the use of current financial resources are not reported as expenditures in the fund financial statements. The details of the differences are as follows:

Change in compensated absences	(50,849)
Change in Other Post Employment Benefit obligation	11,807
Changes related to the FRS net pension liability (NPL)	(410,946)
Changes related to the Volunteer Firefighters Pension Plan NPL	87,817
Change in net position of governmental activities	\$ 636,221

See notes to the financial statements.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
SEPTEMBER 30, 2020

	Enterprise Funds		
	Sewer Utility System	Parking	Total
<u>ASSETS</u>			
Current Assets:			
Cash and cash equivalents	\$ 1,437,301	\$ 5,154,853	\$ 6,592,154
Accounts receivable, net	253,402	39,986	293,388
Due from other funds	-	674,004	674,004
Prepaid items	-	15,000	15,000
Total current assets	<u>1,690,703</u>	<u>5,883,843</u>	<u>7,574,546</u>
Noncurrent Assets:			
Capital Assets:			
Land	-	8,717,073	8,717,073
Equipment	39,504	299,916	339,420
Buildings and utility plant	4,278,902	2,823,647	7,102,549
Total capital assets	<u>4,318,406</u>	<u>11,840,636</u>	<u>16,159,042</u>
Less accumulated depreciation	<u>(1,746,138)</u>	<u>(236,827)</u>	<u>(1,982,965)</u>
Net capital assets	<u>2,572,268</u>	<u>11,603,809</u>	<u>14,176,077</u>
Total noncurrent assets	<u>2,572,268</u>	<u>11,603,809</u>	<u>14,176,077</u>
Total assets	<u>4,262,971</u>	<u>17,487,652</u>	<u>21,750,623</u>
<u>DEFERRED OUTFLOWS OF RESOURCES</u>			
Florida Retirement System Pension Plan	55,350	53,058	108,408
Other Post Employment Benefits	437	846	1,283
Total deferred outflows of resources	<u>55,787</u>	<u>53,904</u>	<u>109,691</u>
<u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION</u>			
Current Liabilities:			
Accounts payable	\$ 83,380	\$ 162,168	\$ 245,548
Accrued liabilities	1,307	3,501	4,808
Due to other funds	3,889	-	3,889
Unearned revenue	-	3,327	3,327
Total current liabilities	<u>88,576</u>	<u>168,996</u>	<u>257,572</u>
Long-Term Liabilities:			
Other Post Employment Benefit Obligation	4,056	7,852	11,908
Net pension liability - Florida Retirement System	168,726	183,419	352,145
Total long-term liabilities	<u>172,782</u>	<u>191,271</u>	<u>364,053</u>
Total Liabilities	<u>261,358</u>	<u>360,267</u>	<u>621,625</u>
Deferred inflows of resources:			
Florida Retirement system Pension Plan	12,567	13,853	26,420
Total deferred outflows of resources	<u>12,567</u>	<u>13,853</u>	<u>26,420</u>
Net position:			
Investment in capital assets	2,572,268	11,603,809	14,176,077
Unrestricted	1,472,565	5,563,627	7,036,192
Total net position	<u>\$ 4,044,833</u>	<u>\$ 17,167,436</u>	<u>\$ 21,212,269</u>

See notes to the financial statements.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
PROPRIETARY FUNDS
FISCAL YEAR ENDED SEPTEMBER 30, 2020

	Enterprise Funds		
	Sewer Utility		
	System	Parking	Total
Operating revenues:			
Charges for services	\$ 1,193,155	\$ 2,092,824	\$ 3,285,979
Total operating revenues	1,193,155	2,092,824	3,285,979
Operating expenses:			
Operating, administrative and maintenance	975,236	806,866	1,782,102
Depreciation and amortization	68,392	50,745	119,137
Total operating expenses	1,043,628	857,611	1,901,239
Operating income	149,527	1,235,213	1,384,740
Nonoperating revenues (expenses):			
Interest income	5,474	20,325	25,799
Other income	-	22,560	22,560
Total nonoperating revenues (expenses)	5,474	42,885	48,359
Change in net position	155,001	1,278,098	1,433,099
Net position - beginning	3,889,832	15,889,338	19,779,170
Net position - ending	\$ 4,044,833	\$ 17,167,436	\$ 21,212,269

See notes to the financial statements.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FISCAL YEAR ENDED SEPTEMBER 30, 2020

	Enterprise Funds		
	Sewer Utility		
	System	Parking	Total
Cash Flows From Operating Activities			
Receipts from customers and users	\$ 1,106,926	\$ 1,390,525	\$ 2,497,451
Payments to suppliers	(705,081)	(740,500)	(1,445,581)
Payments to employees	(235,456)	(81,607)	(317,063)
Net cash provided (used) by operating activities	166,389	568,418	734,807
Cash Flows Provided (Used) By Noncapital Financing Activities			
Miscellaneous	-	22,560	22,560
Net cash provided (used) by noncapital financing	-	22,560	22,560
Cash Flows Provided (Used) By Capital and Related Financing Activities			
Purchase of capital assets	(79,488)	(437,490)	(516,978)
Net cash provided (used) by capital and related financing activities	(79,488)	(437,490)	(516,978)
Cash Flows Provided (Used) By Investing Activities			
Interest received	5,474	20,325	25,799
Net cash provided (used) by investing activities	5,474	20,325	25,799
Net increase (decrease) in cash	92,375	173,813	266,188
Cash and cash equivalents, beginning	1,344,926	4,981,040	6,325,966
Cash and cash equivalents, ending	\$ 1,437,301	\$ 5,154,853	\$ 6,592,154
Reconciliation of Operating Income (Loss) to Net Cash			
Provided (Used) by Operating Activities operating income (loss):	\$ 149,527	\$ 1,235,213	\$ 1,384,740
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:			
Depreciation and amortization	68,392	50,745	119,137
Changes in assets and liabilities:			
(Increase)/Decrease in accounts receivable	(76,657)	(26,141)	(102,798)
(Increase)/Decrease in interfund receivable	-	(662,789)	(662,789)
(Increase)/Decrease in deferred outflows of resources	1,914	3,965	5,879
Increase/(Decrease) in accounts payable	21,530	(46,058)	(24,528)
Increase/(Decrease) in accrued liabilities	215	(2,598)	(2,383)
Increase/(Decrease) in interfund payable	(9,572)	-	(9,572)
Increase/(Decrease) in unearned revenue	-	(13,369)	(13,369)
Increase/(Decrease) in Other Post Employment Benefit	(943)	1,490	547
Increase/(Decrease) in net pension liability	11,018	25,709	36,727
Increase/(Decrease) in deferred inflows of resources	965	2,251	3,216
Total adjustments	16,862	(666,795)	(649,933)
Net cash provided (used) by operating activities	\$ 166,389	\$ 568,418	\$ 734,807

See notes to the financial statements.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUND
SEPTEMBER 30, 2020

	<u>Pension Trust Fund</u>
<u>ASSETS</u>	
Cash	\$ 305,118
Investments, at fair value:	
US government obligations	122,264
Corporate bonds	704,124
Foreign bonds	25,041
Common stock	1,616,610
Foreign stock	99,852
Accrued investment income	5,440
Receivables:	
Due from Members and Employer	2,887
Due from State	3,077
Total assets	<u>2,884,413</u>
Liabilities	
Accounts payable	20,380
Refunds payable	22,894
Total liabilities	<u>43,274</u>
<u>NET POSITION</u>	
Net position restricted for pensions	<u>\$ 2,841,139</u>

See notes to the financial statements.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FIDUCIARY FUNDS
FISCAL YEAR ENDED SEPTEMBER 30, 2020

	Pension Trust Fund
ADDITIONS	
Contributions:	
Plan member	\$ 18,177
Employer	18,177
State	219,261
Total contributions	<u>255,615</u>
Investment income (loss):	
Net appreciation in fair value of investments	327,635
Interest and dividends	50,151
Less: investment expenses	<u>9,548</u>
Net investment income (loss)	<u>368,238</u>
Total additions	<u>623,853</u>
DEDUCTIONS	
Pension benefits	99,320
Refunds of contributions	25,540
Administrative expenses	<u>40,883</u>
Total deductions	<u>165,743</u>
Net increase (decrease)	458,110
Net position restricted for pensions:	
Beginning	<u>2,383,029</u>
Ending	<u>\$ 2,841,139</u>

See notes to the financial statements.

NOTES TO BASIC FINANCIAL STATEMENTS

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
FISCAL YEAR ENDED SEPTEMBER 30, 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Town of Lauderdale-By-The-Sea, Florida ("Town") was incorporated in 1947. The Town operates under a Commission-Manager form of government and provides a full range of municipal services, including public safety (police and fire), parks and recreation, public works, building, zoning and code enforcement, and general administrative services. The Town also operates two enterprise activities: sewer and parking.

The basic financial statements of the Town have been prepared in accordance with accounting principles generally accepted in the United States ("GAAP") as applied to governmental units. The Governmental Accounting Standards Board ("GASB") is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Town's accounting policies are described below.

1. Financial Reporting Entity

The financial statements were prepared in accordance with governmental accounting standards, which establish standards for defining and reporting on the financial reporting entity. The definition of the financial reporting entity is based upon the concept that elected officials are accountable to their constituents for their actions. One of the objectives of financial reporting is to provide users of financial statements with a basis for assessing the accountability of the elected officials. The financial reporting entity consists of the Town, organizations for which the Town is financially accountable and other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. The Town is financially accountable for a component unit if it appoints a voting majority of the organization's governing board and it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the Town. The Town is financially accountable for a component unit if an organization is fiscally dependent on it and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the Town regardless of whether the organization has a separately elected governing board, a governing board appointed by a higher level of government, or a jointly appointed board. A blended component unit, although a legally separate entity, is, in substance, part of the Town's operations and so data from this unit is combined with data of the Town. Based upon the application of these criteria, there were no organizations that met the criteria described above.

2. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the Town. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and inter-governmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. Interfund services provided and used are not eliminated in the process of consolidation.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include: 1) charges to customers who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

2. Government-Wide and Fund Financial Statements (Continued)

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

3. Measurement Focus, Basis of Accounting and Basis of Presentation

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, if any, are recorded only when payment is due.

The Town's fiduciary fund is presented in the fund financial statements. Since by definition these assets are being held for the benefit of a third party and cannot be used to address activities or obligations of the Town, these funds are not incorporated into the government-wide financial statements.

Property taxes, charges for services, franchise fees and other taxes, intergovernmental revenues, and interest associated with the current fiscal period are considered susceptible to accrual and so have been recognized as revenues of the current fiscal period. Revenues for expenditure driven grants are recognized when the qualifying expenditures are incurred. Other receipts and fees, including fines, become measurable and available when cash is received by the Town and are recognized as revenue at that time.

The Town reports the following major governmental funds:

The *General Fund* is the Town's primary operating fund. It accounts for all or most of the Town's general activities except those required to be accounted for in another fund.

The *Capital Projects Fund* is used to account for the acquisition and construction of major capital facilities.

The Town reports the following non-major governmental funds:

The *Police Training and Forfeiture Fund* is used to account for the portion of traffic citation revenue dedicated to police training, the confiscation of property and the related authorized law enforcement expenditures.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

3. Measurement Focus, Basis of Accounting and Basis of Presentation (Continued)

The *Building Fund* is used to account for the building permitting revenue and related permitting and enforcement activities.

The *Fire Fund* is used to account for the fire assessment revenues dedicated to fire protection and fire prevention services and the related authorized volunteer fire department expenditures.

The Town reports the following major proprietary funds:

The *Sewer Utility Fund* accounts for the activities associated with providing sewer services within the Town.

The *Parking Fund* accounts for parking meter revenue in the Town's business district.

Additionally, the Town reports the following fiduciary fund:

The *Pension Trust Fund* accounts for the activities of the Volunteer Fire Department's Pension Plan and the accumulation of resources for pension benefits.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the Town's various utility functions and various other functions of the Town. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as *program revenues* include: 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

The proprietary funds are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Proprietary fund-type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net total position. Proprietary funds distinguish *operating* revenues and expenses from *non-operating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Town's enterprise funds are charges to customers for services. Operating expenses for enterprise funds include the cost of services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the Town's policy to use restricted resources first, then unrestricted resources as needed.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

4. New Accounting Standards Adopted

During fiscal year 2020, the Town adopted the following new accounting standards as follows:

GASB Statement No. 95 – *Postponement of the Effective Dates of Certain Authoritative Guidance*

Statement No. 95 provides temporary relief to governments and other stakeholders in light of the COVID-19 pandemic by postponing the effective dates of certain provisions in Statements and Implementation Guides that first became effective or are scheduled to become effective for periods beginning after June 15, 2018, and later.

5. Capital Assets

Capital assets which include property, plant and equipment, and all infrastructure assets (e.g., roads, bridges, sidewalks, bike paths, and similar items) are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed.

The Town has elected to retroactively apply the capitalization requirements of GASB Statement No. 34 to major general infrastructure assets acquired since 1980.

The costs of normal maintenance and repairs that does not add to the value of the asset or materially extend asset lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed. During the fiscal year ended 2020, there was no interest to be capitalized.

Capital assets of the Town are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	30 - 50
Utility plant	25 - 75
Infrastructure	50
Improvements other than buildings	25
Furniture, fixtures, machinery and equipment	5 - 10

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

6. Deposits and Investments

Town administration is authorized to invest in those instruments authorized by the Florida statutes.

Investments are measured at amortized cost or fair value as required by generally accepted accounting principles. Additional information regarding the fair value measurement of investments and amortized cost is disclosed in Note 2.

Cash and cash equivalents, for purposes of the statement of cash flows, include cash and investments which are defined as short-term, highly liquid investments with original maturities of twelve months or less.

7. Interfund Receivables and Payables

Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as either due to/from other funds. Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as internal balances.

8. Receivables

Receivables include amounts due from other governments and others for services provided by the Town. Receivables are recorded and revenues are recognized as earned or as specific program expenditures/expenses are incurred. Allowances for uncollectible receivables, if any, are based upon historical trends and the periodic aging of receivables.

9. Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements.

10. Compensated Absences

Town employees are granted vacation in varying amounts based on length of service and sick leave at the rate of one day per month. For employees hired after September 30, 2011, up to 15 days of annual leave may be carried forward from one calendar year into the next calendar year. Accumulated leave in excess of 15 days must be used by December 31st of each calendar year or it will be lost. In the event of termination, an employee is reimbursed for accumulated vacation days. Up to 60 days of sick leave may be accrued and carried forward into the next year. Employees hired prior to October 1, 2011 are reimbursed for 25% of accumulated sick leave upon leaving Town employment in good standing. Employees hired after September 30, 2011 will be reimbursed for 0% - 15% of accumulated sick leave, depending on their number of years of continuous service.

The cost of accumulated vacation and sick leave is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee retirements or resignations. The general fund has been used to liquidate these amounts.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

11. Long-Term Obligations

In the government-wide financial statements, and in the proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized ratably over the life of the bonds using the straight-line method. Bonds are reported net of the applicable bond premium or discount. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

12. Unearned Revenue

Unearned revenue arises when resources are received by the Town before it has a legal claim to them.

13. Encumbrances

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the General, Special Revenue, and Capital Projects Funds. Encumbrance accounting is utilized to the extent necessary to assure effective budgetary control and accountability and to facilitate effective cash planning and control. While all appropriations and encumbrances lapse at fiscal year end, valid outstanding encumbrances (those for which performance under the executory contract is expected in the next year) are re-appropriated and become part of the subsequent year's budget.

14. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

15. Net Position

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position of the government-wide and proprietary funds is categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets is that portion of net position that relates to the Town's capital assets reduced by accumulated depreciation and by any outstanding debt incurred to acquire, construct or improve those assets, excluding unexpended proceeds.

Restricted net position is that portion of net position that has been restricted for general use by external parties (creditors, grantors, contributors, or laws or regulations of other governments) or imposed by law through constitutional provisions or enabling legislation. Unrestricted net position consists of net position that does not meet the definition of either of the other two components.

16. Fund Equity

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The Town can establish limitations on the use of fund balance as follows:

Committed fund balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution or ordinance) of the Town Commission, the Town's highest level of decision-making authority. Commitments may be changed or lifted only by the Town Commission taking the same formal action (resolution or ordinance) that imposed the constraint originally.

Assigned fund balance – Includes spendable fund balance amounts established by the Town Commission that are intended to be used for specific purposes that are neither considered restricted nor committed.

The Town first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

17. Use of Estimates

The financial statements and related disclosures are prepared in conformity with accounting principles generally accepted in the United States of America. Management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, deferred inflows/outflows, the disclosure of contingent assets and liabilities at the date of the financial statements and revenue and expenditures/expenses during the period reported. These estimates include assessing the collectability of accounts receivable, the use and recoverability of inventory, pension and postretirement obligations, and useful lives and impairment of tangible and intangible assets, among others. Actual results could differ from these estimates.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

18. Pensions

Volunteer Firefighters Pension Fund

Plan member contributions are recognized when due and the employer has made a formal commitment to provide the contributions. Benefits paid directly to participants and refunds of contributions are recognized when due and payable in accordance with the terms of the plan. The Town funds the contributions to its Volunteer Firefighters Pension Plan based on the actuarial required contribution. The net pension asset is reported in the government-wide financial statements and represents the difference between the plan's fiduciary net position and the total pension liability.

Florida Retirement System

In the government-wide statement of net position, liabilities are recognized for the Town's proportionate share of the net pension liability for the Florida Retirement System pension plan and Retiree Health Insurance Subsidy Program. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, pension expense, information about the fiduciary net position of the Florida Retirement System defined benefit pension plan (FRS Pension Plan) and the Retiree Health Insurance Subsidy Program defined benefit pension plan (HIS Program), and additions to/deductions from the FRS Pension Plan's and the HIS Program's fiduciary net position have been determined on the same basis as they are reported by the FRS Pension Plan and the HIS Program plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms.

NOTE 2 – DEPOSITS AND INVESTMENTS

Deposits

All of the Town's deposits are held in qualified public depositories pursuant to State of Florida Statutes, Chapter 280, *Florida Security for Public Deposits Act*. Under the Act, every qualified public depository shall deposit with the Treasurer eligible collateral of the depository to be held subject to his or her order. The Treasurer, by rule, shall establish minimum required collateral pledging levels. The pledging level may range from 25% to 125% of the average monthly balance of public deposits depending upon the depository's financial condition and establishment period. All collateral must be deposited with an approved financial institution. Any potential losses to public depositors are covered by applicable deposit insurance, sale of securities pledged as collateral and, if necessary, assessments against other qualified public depositories of the same type as the depository in default.

Investments - Town

The Town has adopted an investment policy in accordance with Florida Statutes to establish guidelines for the efficient management of its cash reserves. The Town is authorized to invest in obligations of the U.S. Treasury, its agencies and instrumentalities, certificates of deposit, the State Board of Administration investment pool, any intergovernmental investment pools authorized pursuant to Chapter 163 of the Florida Statutes, SEC registered money market funds with the highest credit quality rating from a nationally recognized rating agency, and securities of any interest in any open-end or closed-end management type investment company or investment trust registered under the Investment Company Act of 1940, provided that the portfolio is limited to obligations of the U.S. government, its agencies and instrumentalities and to repurchase agreements fully collateralized by such U.S. government obligations and provided that such investment company or investment trust takes delivery of such collateral either directly or through an authorized custodian.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 2 – DEPOSITS AND INVESTMENTS (Continued)

Investments – Town (Continued)

The State Board of Administration's ("SBA") Local Government Surplus Funds Trust Fund ("Florida PRIME") is a "2a-7 like" pool. A "2a-7 like" pool is an external investment pool that is not registered with the Securities and Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a-7 of the Investment Company Act of 1940, which comprises the rules governing money market funds. Thus, the pool operates essentially as a money market fund. The Town has reported its investment in Florida PRIME at amortized cost for financial reporting purposes.

As of September 30, 2020, the Town had the following investments:

	Amortized Cost	Credit Risk	Weighted Average Maturity
Investment in Local Government Surplus Funds Trust Fund (Florida PRIME)	\$ 258,036	S&P AAAM	48 days
	<u>\$ 258,036</u>		

Credit Risk - Credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. The Town's investment policy limits investments to the highest ratings issued by two of the nationally recognized statistical rating organizations (NRSRO) (Standard and Poor's and Moody's investment services).

Interest Rate Risk - Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment in debt securities. The Town has an investment policy of structuring the investment portfolio in such a manner as to provide sufficient liquidity to pay obligations as they come due. The Town's investment policy limits the maturities on individual investments to no more than two years.

Concentration of Credit Risk - Concentration of credit risk is the risk of loss attributed to the magnitude of an investment in a single issuer. The Town's investment policy states that assets shall be diversified to control the risk of loss resulting from concentration of assets to a specific maturity, instrument, issue, dealer, or bank through which these securities are bought and sold.

Fair Value Measurement – When applicable, the Town measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the Town has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 2 – DEPOSITS AND INVESTMENTS (Continued)

Investments – Town (Continued)

For external investment pools that qualify to be measured at amortized cost, the pool's participants should also measure their investments in that external investment pool at amortized cost for financial reporting purposes. Accordingly, the Town's investments have been reported at amortized cost above.

External Investment Pool – With regard to redemption gates, Chapter 218.409(8)(a), Florida Statutes, states that "The principal, and any part thereof, of each account constituting the trust fund is subject to payment at any time from the moneys in the trust fund. However, the Executive Director may, in good faith, on the occurrence of an event that has a material impact on liquidity or operations of the trust fund, for 48 hours limit contributions to or withdrawals from the trust fund to ensure that the Board can invest moneys entrusted to it in exercising its fiduciary responsibility. Such action must be immediately disclosed to all participants, the Trustees, the Joint Legislative Auditing Committee, the Investment Advisory Council, and the Participant Local Government Advisory Council. The Trustees shall convene an emergency meeting as soon as practicable from the time the Executive Director has instituted such measures and review the necessity of those measures. If the Trustees are unable to convene an emergency meeting before the expiration of the 48-hour moratorium on contributions and withdrawals, the moratorium may be extended by the Executive Director until the Trustees are able to meet to review the necessity for the moratorium. If the Trustees agree with such measures, the Trustees shall vote to continue the measures for up to an additional 15 days. The Trustees must convene and vote to continue any such measures before the expiration of the time limit set, but in no case may the time limit set by the Trustees exceed 15 days."

With regard to liquidity fees, Florida Statute 218.409(4) provides authority for the SBA to impose penalties for early withdrawal, subject to disclosure in the enrollment materials of the amount and purpose of such fees. At present, no such disclosure has been made.

As of September 30, 2020, there were no redemption fees or maximum transaction amounts, or any other requirements that serve to limit a participant's daily access to 100% of their account value.

Investments - Volunteer Firefighter's Pension Plan

As of September 30, 2020, the Pension Plan had the following investments:

	<u>Fair Value</u>
Fixed income	
US government obligations	\$ 122,264
Corporate bonds	704,124
Foreign bonds	25,041
Equities	
Common stocks	1,616,610
Foreign stock	99,852
	<u>\$ 2,567,891</u>

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 2 – DEPOSITS AND INVESTMENTS (Continued)

Investments - Volunteer Firefighter's Pension Plan (Continued)

Credit Risk - For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Fixed income securities shall be one of the four highest classifications of Standard & Poor's or Moody's. The composite credit ratings of applicable investments by type are currently unavailable.

Concentration Risk - Concentration of credit risk is the risk of loss attributed to the magnitude of an investment in a single issuer. The investment policy of the Plan contains limits on the amount that can be invested in any one issuer as well as maximum portfolio allocation percentages. There were no individual investments that represent 5% or more of the total assets of the portfolio.

Foreign currency risk – Foreign current risk is the risk that fluctuations in currency exchange rate may affect transactions conducted in currencies other than U.S. Dollars as well as the carrying value of foreign investments. The Plan's exposure to foreign currency risk derives mainly from its investments in international debt securities and international equity mutual funds. The Plan participates in international equity mutual funds but does not own any foreign individual equity securities. The Plan's exposure to foreign currency risk is \$124,893.

Interest Rate Risk - Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment in debt securities. The Plan does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. Information about the sensitivity of the fair values of the investments over time for the Plan to market interest rate fluctuations is provided in the following table.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 2 – DEPOSITS AND INVESTMENTS (Continued)

Investments - Volunteer Firefighter's Pension Plan (Continued)

As of September 30, 2020, the Plan's debt security investments had the following maturities:

	Maturity	Fair Value
Federal Home Loan Bank	November 7, 2025	\$ 27,689
Federal Farm Credit Bank	March 13, 2026	27,809
Federal Farm Credit Bank	March 7, 2028	29,475
US S Treasury Bond	May 15, 2040	29,583
Tennessee Valley Authority	December 15, 2042	7,708
Kroger	November 1, 2021	25,642
Colgate-Palmolive	November 15, 2021	25,580
John Deere Capital	March 15, 2022	25,886
US Bancorp	July 15, 2022	26,099
Tampa Electric Co.	September 15, 2022	20,620
Wells Fargo	January 24, 2023	20,628
Burlington North Santa Fe	March 15, 2023	26,343
Public Service Electric & Gas	May 15, 2023	26,112
JP Morgan Chase	September 10, 2024	27,730
Lowe's	September 15, 2024	38,051
Commonwealth Edison	November 1, 2024	27,116
Bank of America	August 1, 2025	28,412
Suntrust Bank	November 3, 2025	28,913
IBM	February 19, 2026	28,393
IBM	January 27, 2027	28,126
Apple	February 9, 2027	28,594
Johnson & Johnson	January 15, 2028	28,170
Dowdupont Inc	November 15, 2028	30,029
Stanley Black & Decker	November 15, 2028	30,380
Anheuser-Bush Inbev	January 23, 2029	30,511
Charles Schwab Corp	February 1, 2029	30,019
Lam Research Corp	March 15, 2029	29,955
Parker Hannifin Corp	June 14, 2029	27,999
Union Pacific Corp	February 5, 2030	37,673
Target Corp	January 28, 2020	27,143
Royal Bank of Canada	October 30, 2020	25,041
		<u>\$ 851,429</u>

Custodial credit risk – Custodial credit risk is the risk that, in the event of the failure of the counterparty, the Plan will not be able to recover the value of the investments or collateral securities that are in the possession of an outside party. The Plan has no formal policy for custodial risk. The underlying securities that comprise the Plan's investments are registered and held by the custodial bank, not in the Plan's name.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 2 – DEPOSITS AND INVESTMENTS (Continued)

Investments - Volunteer Firefighter's Pension Plan (Continued)

Fair Value Measurement – When applicable, the Plan measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the Plan has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

The following table summarizes the Plan's investments within the fair value hierarchy at September 30, 2020:

	Fair Value	Level 1	Level 2
US government obligations	\$ 122,264	\$ 84,973	\$ 37,291
Corporate bonds	704,124	-	704,124
Foreign bonds	25,041	-	25,041
Common stock	1,616,610	1,616,610	-
Foreign stock	99,852	99,852	-
	<u>\$ 2,567,891</u>	<u>\$ 1,801,435</u>	<u>\$ 766,456</u>

The investments were valued using the following approaches:

- U.S. government obligations were valued using prices quoted in active markets by a third party pricing service based on actual trades in the securities.
- Corporate bonds, certain common stock and foreign bonds were valued by a third party pricing service based on a combination of matrix pricing, actual observable trades in similar securities, and yield curve analysis.
- Other common stock and foreign stock were valued at the regular trading session closing price on the exchange or market in which such securities are principally traded. Certain common stock were valued by a third party pricing service based on a combination of matrix pricing, actual observable trades in similar securities, and yield curve analysis.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 3 – PROPERTY TAXES

Property taxes are assessed as of January 1 each year and are first billed (levied) and due the following November 1.

Under Florida law, the assessment of all properties and the collection of all county, municipal, school board and special district property taxes are consolidated in the offices of the County Property Appraiser and County Tax Collector. The laws for the State regulating tax assessments are also designed to assure a consistent property valuation method statewide. State statutes permit municipalities to levy property taxes at a rate of up to 10 mills (\$10 per \$1,000 of assessed taxable valuation). The millage rate assessed by the Town for the fiscal year ended September 30, 2020 was 3.5989 mills.

The tax levy of the Town is established by the Commission prior to October 1 of each year, and the County Property Appraiser incorporates the millage into the local tax levy, which includes Broward County, Broward County School Board and special taxing districts.

All property is reassessed according to its fair market value as of January 1 of each year. Each assessment roll is submitted to the Executive Director of the State Department of Revenue for review to determine if the rolls meet all of the appropriate requirements of State Statutes.

All real and tangible personal property taxes are due and payable on November 1 each year. Broward County mails to each property owner on the assessment roll a notice of the taxes due and Broward County also collects the taxes for the Town. Taxes may be paid upon receipt of such notice from Broward County, with discounts at the rate of four percent (4%) if paid in the month of November, three percent (3%) if paid in the month of December, two percent (2%) if paid in the month of January, and one percent (1%) if paid in the month of February. Taxes paid during the month of March are without discount, and all unpaid taxes on real and tangible personal property become delinquent and liens are placed on April of the year following the year in which taxes were assessed. Procedures for the collection of delinquent taxes by Broward County are provided for in the Laws of Florida. There were no material delinquent property taxes at September 30, 2020.

NOTE 4 – RECEIVABLES

Receivables for the Town's funds including the applicable allowances for uncollectible accounts as of September 30, 2020 were as follows:

	General Fund	Sewer Utility System	Parking	Total
Receivables:				
Billed	\$ -	\$ 288,077	\$ 39,986	\$ 328,063
Taxes	21,093	-	-	21,093
Intergovernmental	60,446	-	-	60,446
Franchise fees and taxes	156,337	-	-	156,337
Other	40,271	-	-	40,271
Gross receivables	278,147	288,077	39,986	606,210
Less allowance for uncollectibles	(3,186)	(34,675)	-	(37,861)
Net total receivables	<u>\$ 274,961</u>	<u>\$ 253,402</u>	<u>\$ 39,986</u>	<u>\$ 568,349</u>

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 5 – UNEARNED REVENUES

Unearned revenue reported in the governmental funds and the basic financial statements as of September 30, 2020 was as follows:

	Governmental Activities	Business-type Activities
Business tax receipts	\$ 35,170	\$ -
El Mar streetscape improvements	31,100	-
Other	34,823	3,327
	<u>\$ 101,093</u>	<u>\$ 3,327</u>

NOTE 6 – INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

Interfund receivables and payables at September 30, 2020 were as follows:

	Receivable	Payable
General Fund	\$ 14,304	\$ 686,407
Capital Projects Fund	-	4,983
Building Fund	-	5,432
Fire Fund	12,403	-
Sewer Utility System Fund	-	3,889
Parking Fund	674,004	-
	<u>\$ 700,711</u>	<u>\$ 700,711</u>

The outstanding balances between funds result primarily from the time lag between the dates that transactions are recorded in the accounting system and payments between funds are made. The balance owed by the general fund to the parking fund pertains to a Commission appropriated transfer that was initially moved from the parking fund to the general fund during the fiscal year but after fiscal year end was directed by the Commission to be moved back to the parking fund.

Interfund transfers for the fiscal year ended September 30, 2020 were as follows:

	Transfers In	Transfers Out
General Fund	\$ 22,000	\$ 13,000
Fire Fund	13,000	22,000
	<u>\$ 35,000</u>	<u>\$ 35,000</u>

Transfers from the fire fund to and from the general fund were to move revenues from the fund where collection occurred to the fund where funds have been reallocated for use, in accordance with the fiscal year 2020 budget.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 7 – CAPITAL ASSETS

Capital assets for the governmental activities for the fiscal year ended September 30, 2020 was as follows:

	Beginning Balance	Additions	Deductions	Ending Balance
Capital assets, not being depreciated:				
Land	\$ 1,955,408	\$ -	\$ -	\$ 1,955,408
Construction in progress	123,079	562,491	(66,376)	619,194
Total capital assets, not being depreciated	2,078,487	562,491	(66,376)	2,574,602
Capital assets, being depreciated:				
Building and building improvements	4,386,491	20,652	-	4,407,143
Improvements other than buildings	26,130,890	186,557	-	26,317,447
Furniture, fixtures, machinery and equipment	1,487,026	47,649	-	1,534,675
Motor vehicles	827,622	202,090	-	1,029,712
Infrastructure	5,902,121	-	-	5,902,121
Total capital assets, being depreciated	38,734,150	456,948	-	39,191,098
Less accumulated depreciation:				
Building and building improvements	1,595,432	90,643	-	1,686,075
Improvements other than buildings	10,137,863	933,117	-	11,070,980
Furniture, fixtures, machinery and equipment	1,560,181	107,980	-	1,668,161
Motor vehicles	790,307	46,669	-	836,976
Infrastructure	5,029,210	112,607	-	5,141,817
Total accumulated depreciation	19,112,993	1,291,016	-	20,404,009
Total capital assets, being depreciated, net	19,621,157	(834,068)	-	18,787,089
Governmental activities capital assets, net	\$ 21,699,644	\$ (271,577)	\$ (66,376)	\$ 21,361,691

Capital assets for the business-type activities for the fiscal year ended September 30, 2020 was as follows:

	Beginning Balance	Additions	Deductions	Ending Balance
Capital assets, not being depreciated:				
Land	\$ 8,717,073	\$ -	\$ -	\$ 8,717,073
Construction in progress	1,024,834	-	(1,024,834)	-
Total capital assets, not being depreciated	9,741,907	-	(1,024,834)	8,717,073
Capital assets, being depreciated:				
Buildings and utility plant	5,668,600	1,433,949	-	7,102,549
Equipment	231,557	107,863	-	339,420
Total capital assets, being depreciated	5,900,157	1,541,812	-	7,441,969
Less accumulated depreciation:				
Buildings and utility plant	1,732,084	87,688	-	1,819,772
Equipment	131,744	31,449	-	163,193
Total accumulated depreciation	1,863,828	119,137	-	1,982,965
Total capital assets, being depreciated, net	4,036,329	1,422,675	-	5,459,004
Business-type activities capital assets, net	\$ 13,778,236	\$ 1,422,675	\$ (1,024,834)	\$ 14,176,077

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 7 – CAPITAL ASSETS (Continued)

Depreciation expense was charged to functions/programs of the Town as follows:

Governmental activities:	
General government	\$ 38,628
Public safety	73,979
Transportation	46,669
Recreation	4,207
Physical environment	1,127,533
Total depreciation expense, governmental activities	<u>\$ 1,291,016</u>
Business-type activities:	
Sewer utility	\$ 68,392
Parking	50,745
Total depreciation expense, business-type activities	<u>\$ 119,137</u>

NOTE 8 – LONG-TERM LIABILITIES

Changes in long-term liabilities for governmental activities for the fiscal year ended September 30, 2020 were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<u>Governmental activities:</u>					
Compensated absences	\$ 115,492	\$ 363,616	\$ (312,767)	\$ 166,341	\$ 16,634
	<u>\$ 115,492</u>	<u>\$ 363,616</u>	<u>\$ (312,767)</u>	<u>\$ 166,341</u>	<u>\$ 16,634</u>

For governmental activities, compensated absences are generally liquidated by the general fund.

NOTE 9 – OPERATING LEASES (LESSOR)

On February 28, 2013, the Town entered into an agreement to lease certain real property for use as a restaurant. The initial term of the lease is for a period of five years commencing on March 1, 2013 and ending February 28, 2018, with an option for additional five year renewal options. The lease was renewed through February 28, 2023. Minimum future rental payments on this lease as of September 30, 2020 are as follows:

Fiscal Year Ending September 30,	Annual Minimum Payments
2021	\$ 77,188
2022	79,503
2023	33,533
Total	<u>\$ 190,224</u>

Included in the buildings and building improvements classification in Note 7 is the building which is currently being leased. The cost of the building is \$1,406,644 and at September 30, 2020, the accumulated depreciation is \$210,997. For the fiscal year ended September 30, 2020, rental income received from the lease was approximately \$75,000.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 10 – OPERATING LEASES (LESSEE)

On September 8, 2015, the Town entered into an agreement to lease a certain parcel of land from Flamingo East, LLC (“Lessor”) for use as a public parking lot. The term of the lease is for a period of twenty years commencing on September 8, 2015 and ending September 7, 2035, with an option for two additional ten year renewal options. Beginning October 1, 2015, the Town shall pay Lessor, on a monthly basis, rent in an amount equal to 50% of the prior month’s net parking revenues (as defined in the lease agreement). Beginning May 1, 2016, or upon completion of the construction of the new parking lot, whichever occurs first, the Town shall pay the Lessor, on a monthly basis, rent in an amount equal to 85% of the prior month’s net parking revenues.

On November 10, 2015, the Town entered into an agreement to license to use a certain parcel of land from Florida Development Group, Inc. (“Licensor”) for use as a public parking lot. The agreement may be terminated by either party provided the other party provides not less than 180 days’ prior written notice, provided no termination of the agreement shall be effective prior to October 30, 2016. In accordance with the agreement, the Town shall pay Licensor, on a monthly basis, a license fee in an amount equal to 50% of the prior month’s net parking revenues (as defined in the lease agreement).

NOTE 11 – COMMITMENTS AND CONTINGENCIES

Interlocal Agreements

The Town entered into an interlocal agreement with Broward Sheriff’s Office on September 26, 2016 with an effective date of October 1, 2016 for police services in the Town. The agreement is for a five (5) year period and can be renewed for an additional periods of five (5) years each, for a total of ten (10) years, without further action of the parties, unless terminated by either party as provided in the agreement. During the fiscal year ended September 30, 2020, the Town paid \$4,975,457 under this agreement.

Plan Examinations and Building Inspection Services

The Town contracts with C.A.P. Government, Inc. to conduct plan examinations and building inspection services. In accordance with the terms of its agreement with the Town, C.A.P. Government, Inc. collected \$697,539 in the current fiscal year, of which the Town received 25% of actual revenue received for permit applications.

Grants

Grant monies received and disbursed by the Town are for specific purposes and may be subject to audit by the grantor agencies. Such audits may result in requests for reimbursements due to disallowed expenditures or other actions by grantor agencies. Based upon prior experience, the Town does not believe that such disallowances or other actions taken by the grantor agencies, if any, would have a material effect on the financial position of the Town.

Construction Contracts and Encumbrance Commitments

As of September 30, 2020, the Town had open contracts for various construction projects. The contracts totaled approximately \$1,100,000, of which approximately \$800,000 was uncompleted at September 30, 2020.

Litigation, Claims and Assessments

The Town is a defendant in various lawsuits incidental to its operations. As of the report date, the outcome of these matters cannot be determined and, therefore, no amounts related to these matters have been reflected in the financial statements.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 12 – FLORIDA RETIREMENT SYSTEM

General Information – The Town participates in the statewide Florida Retirement System (“FRS”). The FRS was created in Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option Program under the defined benefit plan and amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002. This integrated defined contribution pension plan is the FRS Investment Plan. Chapter 112, Florida Statutes, established the Retiree Health Insurance Subsidy (HIS) Program, a cost-sharing multiple-employer defined benefit pension plan, to assist retired members of any state-administered retirement system in paying the costs of health insurance.

All of the Town’s full-time employees are eligible to enroll as members of the FRS. All rates, benefits and amendments are established by the State of Florida through its legislative body. A comprehensive annual financial report of the FRS, which includes its financial statements, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services (DMS), Division of Retirement, Research and Education Section, P.O. Box 9000, Tallahassee, Florida, 32315-9000; phone 850-488-5706; website (www.dms.myflorida.com).

The Town’s FRS pension expense totaled \$809,551 for the fiscal year ended September 30, 2020.

FRS Pension Plan

Plan Description – The FRS Pension Plan (Plan) is a cost-sharing, multiple-employer defined benefit pension plan, with a Deferred Retirement Option Program (DROP) for eligible employees. The classes of membership within the Town are as follows:

- Regular Class – Member of the FRS who do not qualify for membership in another class.
- Senior Management Service Class – Members in senior management level positions.

Employees enrolled in the Plan prior to July 1, 2011, vest at six years of creditable service and employees enrolled in the Plan on or after July 1, 2011, vest at eight years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service. All members enrolled in the Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of service. Members of the Plan may include up to four years of credit for military service toward creditable service. The Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to eligible participants.

The DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the Plan to defer receipt of monthly benefit payments while continuing employment with an FRS employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and are not accruing additional pension benefits.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 12 – FLORIDA RETIREMENT SYSTEM (Continued)

FRS Pension Plan (Continued)

Basis of Accounting – The FRS fiduciary financial statements are prepared using the flow of economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Member contributions are recognized in the period of time for which the contributions are assessed. Employer contributions are recognized when due in the period in which employee services are performed and the employer has made a formal commitment to provide the contributions. Benefits and refunds are recognized when due and payable in accordance with the terms of each plan.

Contributions – The Florida Legislature establishes contribution rates for participating employers and employees. Contribution rates during the 2020 fiscal year were as follows:

<u>Class</u>	<u>Percent of Gross Salary</u> <u>October 1, 2019 to June 30, 2020</u>		<u>Percent of Gross Salary</u> <u>July 1, 2020 to September 30, 2020</u>	
	<u>Employee</u>	<u>Employer (1)</u>	<u>Employee</u>	<u>Employer (1)</u>
FRS, Regular	3.00	8.47	3.00	10
FRS, Senior Management	3.00	25.41	3.00	27.29

(1) Employer rates include a postemployment HIS contribution rate of 1.66%. Also, employer rates include .06% for administrative costs of the Investment plan.

The Town's contributions to the Plan totaled \$222,200 for the fiscal year ended September 30, 2020. This excludes the HIS defined benefit pension plan contributions.

Benefits Provided – Benefits under the Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation (AFC). For members initially enrolled before July 1, 2011, the AFC is the average of the five highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the AFC is the average of the eight highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement class to which the member belonged when the service credit was earned. Members are eligible for in-line-of-duty or regular disability and survivors' benefits.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 12 – FLORIDA RETIREMENT SYSTEM (Continued)

FRS Pension Plan (Continued)

Benefits Provided (Continued) – Per Section 121.101, Florida Statutes, if the member is initially enrolled in the FRS before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3% per year. If the member is initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3% determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3%. Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

The following chart shows the percentage value for each year of service credit earned:

Class, Initial Enrollment, and Retirement Age/Years of Service	% Value
Regular Class members initially enrolled before July 1, 2011	
Retirement up to age 62 or up to 30 years of service	1.60
Retirement at age 63 or with 31 years of service	1.63
Retirement at age 64 or with 32 years of service	1.65
Retirement at age 65 or with 33 years of service	1.68
Regular Class members initially enrolled on or after July 1, 2011	
Retirement up to age 65 or up to 33 years of service	1.60
Retirement at age 66 or with 34 years of service	1.63
Retirement at age 67 or with 35 years of service	1.65
Retirement at age 68 or with 36 years of service	1.68
Senior Management Service Class	2.00

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – At September 30, 2020, the Town reported a liability of \$3,136,558 for its proportionate share of the Plan's net pension liability. The net pension liability was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2020. The Town's proportionate share of the net pension liability was based on the Town's contributions for the year ended June 30, 2020 relative to the contributions made during the year ended June 30, 2019 of all participating members. At June 30, 2020, the Town's proportionate share was .00724%, which was a decrease of .00097% from its proportionate share measured as of June 30, 2019.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 12 – FLORIDA RETIREMENT SYSTEM (Continued)

FRS Pension Plan (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued) – For the fiscal year ended September 30, 2020, the Town recognized pension expense of \$677,721 related to the Pension Plan. In addition, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 120,042	\$ -
Change of assumptions	567,817	-
Net difference between projected and actual earnings on FRS pension plan investments	186,754	-
Changes in proportion and differences between Town FRS contributions and proportionate share of FRS contributions	78,049	(229,024)
Town FRS contributions subsequent to the measurement date	74,898	-
Total	<u>\$ 1,027,560</u>	<u>\$ (229,024)</u>

The deferred outflows of resources related to pensions, totaling \$74,898, resulting from Town contributions to the Plan subsequent to the measurement date, will be recognized as a reduction of the net pension liability in the fiscal year ending September 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending September 30:	Amount
2021	\$ 166,707
2022	260,262
2023	205,764
2024	98,373
2025	(7,468)
Thereafter	-
Total	<u><u>\$ 723,638</u></u>

Actuarial Assumptions – The total pension liability in the July 1, 2020 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.40%
Salary increases	3.25%, average, including inflation
Investment rate of return	6.80%, net of pension plan investment expense, including inflation

Mortality rates were based on the PUB-2010 base table, with variations by member category and sex, projected generationally with Scale MP-2018. The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actuarial experience study for the period July 1, 2013, through June 30, 2018.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 12 – FLORIDA RETIREMENT SYSTEM (Continued)

FRS Pension Plan (Continued)

Actuarial Assumptions (Continued) – The long-term expected rate of return on pension plan investments was not based on historical returns, but instead is based on a forward-looking capital market economic model. The allocation policy's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumption. The target allocation and best estimates of arithmetic and geometric annual rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation (1)	Arithmetic Return	Geometric Return	Standard Deviation
Cash	1.0%	2.2%	2.2%	1.2%
Fixed income	19.0%	3.0%	2.9%	3.5%
Global equity	54.2%	8.0%	6.7%	17.1%
Real estate (property)	10.3%	6.4%	5.8%	11.7%
Private equity	11.1%	10.8%	8.1%	25.7%
Strategic investments	4.4%	5.5%	5.3%	6.9%
Total	100.0%			
Assumed inflation - mean			2.4%	1.7%

(1) As outlined in the Plan's investment policy

Discount Rate – The discount rate used to measure the total pension liability was 6.80%. The Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return.

Sensitivity of the Town's Proportionate Share of the Net Position Liability to Changes in the Discount Rate – The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 6.80%, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.80%) or 1-percentage-point higher (7.80%) than the current rate:

	1% Decrease 5.80%	Current Discount Rate 6.80%	1% Increase 7.80%
Town's proportionate share of net pension liability	\$ 5,008,556	\$ 3,136,558	\$ 1,573,057

Pension Plan Fiduciary Net Position – Detailed information about the Plan's fiduciary net position is available in the FRS Pension Plan and Other State Administered Systems Comprehensive Annual Financial Report.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 12 – FLORIDA RETIREMENT SYSTEM (Continued)

HIS Pension Plan

Plan Description – The HIS Pension Plan (HIS Plan) is a cost-sharing multiple-employer defined benefit pension plan established under section 112.363, Florida Statutes, and may be amended by the Florida Legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Division of Retirement within the Florida Department of Management Services.

Benefits Provided – In general, eligible retirees and beneficiaries receive a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month, pursuant to Section 112.363, Florida Statutes. To be eligible to receive a HIS Plan benefit, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Medicare.

Contributions – The HIS Plan is funded by required contributions from FRS participating employers as set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members. For the fiscal year ended September 30, 2020, the contribution rate was 1.66% of payroll from October 1, 2019 through September 30, 2020 pursuant to section 112.363, Florida Statutes. The Town contributed 100 percent of its statutorily required contributions for the current and preceding three years. HIS Plan contributions are deposited in a separate trust fund from which payments are authorized. HIS Plan benefits are not guaranteed and are subject to annual legislative appropriation. In the event the legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or canceled.

The Town's contributions to the HIS Plan totaled \$28,507 for the fiscal year ended September 30, 2020.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – At September 30, 2020, the Town reported a net pension liability of \$774,159 for its proportionate share of the HIS Program's net pension liability. The net pension liability was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2020. The Town's proportionate share of the net pension liability was based on the year ended June 30, 2020 contributions relative to the year ended June 30, 2019 contributions of all participating members. At June 30, 2020, the Town's proportionate share was .00634%, which was an increase of .00006% from its proportionate share measured as of June 30, 2019.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 12 – FLORIDA RETIREMENT SYSTEM (Continued)

Retiree Health Insurance Subsidy Program (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued) – For the fiscal year ended September 30, 2020, the Town recognized a pension expense of \$69,810 related to the HIS Program. In addition, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 31,668	\$ (598)
Change of assumptions	83,244	(45,014)
Net difference between projected and actual earnings on HIS pension plan investments	618	-
Changes in proportion and differences between Town HIS contributions and proportionate share of HIS contributions	28,388	(11,954)
Town HIS contributions subsequent to the measurement date	9,902	-
Total	<u>\$ 153,820</u>	<u>\$ (57,566)</u>

The deferred outflows of resources related to pensions, totaling \$9,902, resulting from Town contributions to the HIS Program subsequent to the measurement date will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending September 30:	Amount
2021	\$ 24,386
2022	19,135
2023	6,717
2024	12,959
2025	13,286
Thereafter	9,869
Total	<u>\$ 86,352</u>

Actuarial Assumptions – The total pension liability in the July 1, 2020, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.40%
Salary increases	3.25%, average, including inflation
Investment rate of return	2.21%

Mortality rates were based on the PUB-2010 base table, with variations by member category and sex, projected generationally with Scale MP-2018. The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actuarial experience study for the period July 1, 2013, through June 30, 2018.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 12 – FLORIDA RETIREMENT SYSTEM (Continued)

Retiree Health Insurance Subsidy Program (Continued)

Discount Rate – The discount rate used to measure the total pension liability was 2.21%. In general, the discount rate for calculating the total pension liability is equal to the single rate equivalent to discounting at the long-term expected rate of return for benefit payments prior to the projected depletion date. Because the HIS benefit is essentially funded on a pay-as-you-go basis, the depletion date is considered to be immediate, and the single equivalent discount rate is equal to the municipal bond rate selected by the HIS Plan sponsor. The Bond Buyer General Obligation 20-Bond Municipal Bond Index was adopted as the applicable municipal bond index.

Sensitivity of the Town's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate – The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 2.21%, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (1.21%) or 1-percentage-point higher (3.21%) than the current rate:

	1% Decrease 1.21%	Current Discount Rate 2.21%	1% Increase 3.21%
Town's proportionate share of net pension liability	\$ 894,893	\$ 774,159	\$ 675,338

Pension Plan Fiduciary Net Position – Detailed information about the HIS Plan's fiduciary net position is available in the FRS Pension Plan and Other State Administered Systems Comprehensive Annual Financial Report.

FRS – Defined Contribution Pension Plan

The Town contributes to the FRS Investment Plan (Investment Plan), a defined contribution pension plan, for its eligible employees electing to participate in the Investment Plan. The Investment Plan is administered by the SBA, and is reported in the SBA's annual financial statements and in the State of Florida Comprehensive Annual Financial Report. Service retirement benefits are based upon the value of the member's account upon retirement.

Eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined-benefit plan. Town employees participating in DROP are not eligible to participate in the Investment Plan. Employer and employee contributions, including amounts contributed to individual member's accounts, are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Benefit terms, including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class (Regular Class, Elected Local Officers, etc.), as the FRS defined benefit plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices.

Allocations to the investment member's accounts during the 2020 fiscal year were as follows:

Class	Percent of Gross Compensation
FRS, Regular	6.30%
FRS, Senior management	7.67%

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 12 – FLORIDA RETIREMENT SYSTEM (Continued)

FRS – Defined Contribution Pension Plan (Continued)

For all membership classes, employees are immediately vested in their own contributions and are vested after one year of service for employer contributions and investment earnings. If an accumulated benefit obligation for service credit originally earned under the FRS Pension Plan is transferred to the Investment Plan, the member must have the years of service required for FRS Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Nonvested employer contributions are placed in a suspense account for up to five years. If the employee returns to FRS covered employment within the five year period, the employee will regain control over their account. If the employee does not return within the five year period, the employee will forfeit the accumulated account balance.

Costs of administering the Investment Plan, including the FRS Financial Guidance Program, are funded through an employer contribution of payroll and by forfeited benefits of Investment Plan members. The fee for the FRS Investment Plan was .06 percent.

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump-sum distribution, leave the funds invested for future distribution, or any combination of these options. Disability coverage is provided; the member may either transfer the account balance to the FRS Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the FRS Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income.

The Town's Investment Plan pension expense totaled \$62,020 for the fiscal year ended September 30, 2020.

NOTE 13 – VOLUNTEER FIREFIGHTERS PENSION FUND

The Town sponsors the Volunteer Firefighters Pension Plan, a single-employer Public Employee Retirement System defined benefit pension plan. The Plan was established by Ordinance enacted by the Town Council to provide for the creation and operation of the Volunteer Firefighters Pension Plan. The Plan is governed by a five member Board of Trustees. The Board of Trustees' duties include, amongst other responsibilities, making recommendations regarding changes in the provisions of the Plan and its investment policies; however, any changes to the Plan must be approved by the Town Commission. The Plan is reported as a pension trust fund and is included as part of the Town's reporting entity.

Plan Description – All volunteer firefighters of the Town will become members of the Plan upon completion of their application for membership, which must be completed within 30 days of becoming eligible for the Plan. Volunteer firefighters do not receive salaries but receive incentive pay based on calls to which they respond, training sessions and meetings that they attend. Participants should refer to the Plan documents for more complete information. A publicly available financial statement for the Plan can be obtained from the Board of Trustees, 4442 Sea Grape Drive, Lauderdale-By-The-Sea, Florida, 33308.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 13 – VOLUNTEER FIREFIGHTERS PENSION FUND (Continued)

Membership – As of October 1, 2019, the date of the latest actuarial valuation, firefighters' membership data related to the Plan as stated in the actuarial valuation was as follows:

Retirees and beneficiaries currently receiving benefits and former volunteers entitled to receive benefits but not yet receiving them	17
Active participants	44
Total	<u>61</u>

Basis of Accounting – The Volunteer Firefighters Pension Plan ("Plan") financial statements are prepared on the accrual basis of accounting. All contributions are recognized when due, pursuant to formal commitments, as well as statutory or contractual requirements. Benefits and refunds are recognized when due and payable in accordance with the terms of the plan. Administrative expenses are recorded when incurred.

Method Used to Value Cash and Investments – All short-term investments with an original term of less than three months are considered cash equivalents. Investments are reported at fair value. Net appreciation (depreciation) in fair value of investments includes realized and unrealized gains and losses. Realized gains and losses are determined on the basis of specific cost. Purchases and sales of securities are recorded on the trade-date basis. Interest and dividends are recognized when earned. Dividends are recorded on the ex-dividend date.

Pension Benefits – Eligibility for pension benefits is determined by a point system whereby a firefighter must accumulate 30 points during a Plan year to be credited for one year of service. Points are accumulated by attendance at meetings, drills, fires and false alarms. Normal retirement is at age 55 and 10 years of credited service, or the date on which the member has attained the age of 52 having completed 25 years of credited service. Effective prospectively from December 1, 2015, the benefit for normal retirement was increased from \$10 multiplied by the number of years of credited service to \$42.50 multiplied by the number of years of credited service; however, effective for retirements after March 1, 2003, the benefit shall be at least 2% of average final compensation for each year of credited service. Benefits are payable in a life annuity with other options available. The Plan also provides early and delayed retirement as well as death and disability benefits with benefits dependent on earnings, length of service or years of contributions, and age upon retirement, death or disability.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 13 – VOLUNTEER FIREFIGHTERS PENSION FUND (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – The Town's net pension asset for the Volunteer Firefighters Pension Plan is measured as the total pension liability less the pension plans' fiduciary net position. At September 30, 2020, the Town reported a net pension asset of \$514,425 related to the Volunteer Firefighters Pension Plan. The net pension asset was measured as of September 30, 2019, using an annual actuarial valuation as of October 1, 2018. For the fiscal year ended September 30, 2020, the Town recognized pension expense of (\$16,888). The changes in the Net Pension Asset follow:

	Increases (Decreases)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability (Asset)
Balance at measurement date September 30, 2018	\$ 1,849,553	\$ 2,300,924	\$ (451,371)
Changes in the year:			
Service cost	36,204	-	36,204
Interest on the total pension liability	119,385	-	119,385
Changes of benefit terms	-	-	-
Differences between actual and expected experience in the measurement of the TPL	(38,399)	-	(38,399)
Changes of assumptions	-	-	-
Contributions - Employer (from Town)	-	13,913	(13,913)
Contributions - Employer (from State)	-	52,752	(52,752)
Contributions - Employee	-	13,913	(13,913)
Net investment income	-	134,797	(134,797)
Benefit payments	(91,580)	(91,580)	-
Refunds	(6,559)	(6,559)	-
Pension plan administrative expense	-	(35,131)	35,131
Net changes	19,051	82,105	(63,054)
Balance at measurement date September 30, 2019	\$ 1,868,604	\$ 2,383,029	\$ (514,425)

At September 30, 2020 the Town reported deferred outflows of resources and deferred inflows of resources related to the Volunteer Firefighters Pension Fund from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources	Net Deferred Outflows and Inflows of Resources
Differences between expected and actual experience	\$ -	\$ (49,217)	\$ (49,217)
Change in assumptions	-	-	-
Net Difference between projected and actual earnings on pension plan investments	10,441	(81,304)	(70,863)
Employer's contributions subsequent to the measurement date	18,177	-	18,177
	\$ 28,618	\$ (130,521)	\$ (101,903)

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 13 – VOLUNTEER FIREFIGHTERS PENSION FUND (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued) – The amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ending September 30	Net Deferred Outflows and Inflows of Resources
2021	\$ (73,349)
2022	(32,772)
2023	(16,570)
2024	2,611
2025	-
Thereafter	-
Total	<u>\$ (120,080)</u>

Contributions and Funding Policy – Funding is based on actuarial determined required contributions using the Aggregate Actuarial Cost Method. The significant actuarial assumptions used to compute the actuarially determined contribution requirements are the same as those used to compute the actuarial accrued liability. Firefighters are required to contribute 5% of earnings to the Plan. Contributions from the State of Florida pursuant to Chapter 175, Florida Statutes, are based on the amount of fire insurance written by private insurers on property within Town limits. The annual required contribution for the year ended September 30, 2020 was determined using the October 1, 2018 actuarial valuation. The Town is required to contribute if there is any shortfall between the State's contributions and funding requirements of the Plan. Actual contributions in fiscal year 2020 were as follows: State of Florida \$219,261, Town \$18,177, and members \$18,177.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 13 – VOLUNTEER FIREFIGHTERS PENSION FUND (Continued)

Actuarial Methods and Significant Assumptions – Significant actuarial assumptions and other inputs used to measure the total pension liability are as follows:

Valuation date	October 1, 2018
Measurement date	September 30, 2019
Actuarial cost method	Entry Age Normal
Actuarial Assumptions:	
Discount rate	6.5%
Inflation	2.5%
Salary increases	5.5%
Investment Rate of Return	6.5%
Retirement age	Members are expected to retire when eligible for Normal Retirement
Mortality	RP-2000 Combined Healthy Participant Mortality Table (for pre-retirement mortality) and the RP-2000 Mortality Table for Annuitants (for post-retirement mortality), with mortality improvements projected to all future years after 2000 using Scale BB. For males, the base mortality rates include a 90% blue collar adjustment and a 10% white collar adjustment. For females, the base mortality rates include a 100% white collar adjustment. For disabled retirees, 60% of the RP-2000 Mortality Table for Annuitants and 40% of the RP-2000 Mortality Table for Annuitants with a white collar adjustment, set back 4 years for males and set forward 2 years for females, with no provision being made for future mortality improvements. These are the same rates as used for Special Risk Class members of the Florida Retirement System (FRS) in the July 1, 2018 Actuarial Valuation, as mandated by Chapter 112.63, Florida Statutes.

Ordinance No. 2015-18 (adopted and passed November 11, 2015) increased the minimum monthly benefit from \$10 per month per year of Credited Service to \$42.50 per month per year of Credited Service, for both active members and retirees. This benefit change was reflected as of the September 30, 2016 measurement date.

Single Discount Rate	6.50%
Long-Term Expected Rate of Return	6.50%
Last year ending September 30 in the 2017 to 2116 projection period for which projected benefit payments are fully funded	2117

A single discount rate of 6.5% was used to measure the total pension liability. This single discount rate was based on the expected rate of return on pension plan investments of 6.5%. The projection of cash flows used to determine this single discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between the total actuarially determined contribution rates and the member rate. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments (6.5%) was applied to all periods of projected benefit payments to determine the total pension liability.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 13 – VOLUNTEER FIREFIGHTERS PENSION FUND (Continued)

Actuarial Methods and Significant Assumptions (Continued) – The long-term expected rate of return on pension plans investments were determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of September 30, 2020 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return (Arithmetic)
Domestic Equity	60%	7.50%
International Equity	0%	8.50%
Domestic Bonds	40%	2.50%
International Bonds	0%	3.50%
Real Estate	0%	4.50%
Alternative Assets	0%	5.50%

Sensitivity of the Town's Net Pension Liability to Changes in the Discount Rate – Regarding the sensitivity of the net pension liability to changes in the single discount rate, the following presents the plan's net pension liability calculated using a single discount rate of 6.5%, as well as what the plan's net pension liability would be if it were calculated using a single discount rate that is one percentage point lower or one percentage point higher.

	Current Single Discount Rate		
	1% Decrease	Assumption	1% Increase
	5.50%	6.50%	7.50%
Net Pension Liability (Asset)	\$ (292,567)	\$ (514,425)	\$ (694,827)

NOTE 14 – DEFERRED COMPENSATION PLAN

The Town offers its employees a deferred compensation plan created in accordance with Internal Revenue Code, Section 457. The plan, available to all Town employees, permits them to defer a portion of their salary until future years. The plan was established, and the provisions of the plan, including contribution rates, may be amended by the Town Commission. As outlined in the Town's personnel policies manual, if an employee eligible to participate in the Town's health insurance program does not elect to participate, the Town will contribute 80% of the Town's normal health insurance contribution for an employee with no spouse or dependent coverage to the deferred compensation plan on their behalf in lieu of providing health insurance. Additionally, contributions are also paid to the deferred compensation plan on behalf of the Town Manager. Except for the plan provisions related to loans, the deferred compensation is not available to the employees until termination, retirement, death or unforeseeable emergency. The plan is administered by Nationwide Retirement Solutions. Except for the plan provisions related to loans, the Town has no fiduciary responsibility for the plan and therefore, the Town does not report the balances and activities in its financial statements. During the current fiscal year, the Town contributed approximately \$30,496 on behalf of employees to the deferred compensation plan and employees contributed approximately \$81,846.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 15 – OTHER POST EMPLOYMENT BENEFITS

Plan Description – Pursuant to Section 112.081, Florida Statutes, the Town is required to permit eligible retirees and their eligible dependents to participate in the Town's health insurance program at a cost to the retiree that is no greater than the cost at which coverage is available for active employees. These retirees pay 100% of the blended rate for active and retired employees. Because the blended rate is greater than that of a plan including active employees only and less than that of a plan including retirees only, the amount the Town expends for active employees includes an implicit subsidy for participating retirees and dependents.

Membership – Participants of the plan consisted of the following at September 30, 2020:

Retirees and beneficiaries	
currently receiving benefits	1
Active employees	37
Total	<u>38</u>

Changes in Net OPEB Liability – Sources of changes in the net OPEB liability were as follows:

	Total OPEB Liability	Fiduciary Net Position	Net OPEB Liability
Balance as of September 30, 2019	\$ 135,003	\$ -	\$ 135,003
Changes due to:			
Service cost	9,749	-	9,749
Interest	5,772	-	5,772
Differences between expected and actual experience	(26,873)	-	(26,873)
Changes of assumptions	9,467	-	9,467
Benefit payments	(13,487)	-	(13,487)
Balance as of September 30, 2020	<u>\$ 119,631</u>	<u>\$ -</u>	<u>\$ 119,631</u>

Actuarial Methods and Assumptions – Significant assumptions used to calculate the total OPEB liability were as follows:

Measurement date	September 30, 2019
Actuarial valuation date	October 1, 2019
Actuarial cost method	Entry Age Cost Method (Level % of Pay)
Actuarial assumptions:	
Discount Rate	3.58%
Inflation Rate	2.50% per year
Salary Increase Rate	2.50% per year
Health Care Participation Rate	20% participation assumed, with 50% electing spouse coverage
Health Care Inflation	7.50% in fiscal 2020, grading down to ultimate rate of 4% in fiscal 2073
Mortality Rate	RP-2000 Combined Health Mortality Table projected to the valuation date using Scale AA.
Retirement Rates	100% at Age 60

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 15 – OTHER POST EMPLOYMENT BENEFITS (Continued)

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate – The following presents the net OPEB liability of the Town, as well as what the Town's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (2.58%) or 1-percentage-point higher (4.58%) than the current discount rate:

1% Decrease	Current Discount Rate	1% Increase
2.58%	3.58%	4.58%
\$ 131,410	\$ 119,631	\$ 109,499

Sensitivity of the Net OPEB Liability Using Alternative Healthcare Cost Trend Rates – The following presents the net OPEB liability of the Town, as well as what the Town's net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare cost trend rates:

Healthcare Cost		
1% Decrease	Trend Rate	1% Increase
3.00% - 6.50%	4.00% - 7.50%	5.00% - 8.50%
\$ 108,824	\$ 119,631	\$ 132,329

The Town reported \$12,892 as a deferred outflow of resources at September 30, 2020.

OPEB Expense – For the fiscal year ended September 30, 2020, the Town recognized OPEB expense of (\$285).

NOTE 16 – RISK MANAGEMENT

The Town is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, and natural disasters for which the Town carries commercial insurance. There were no significant reductions in insurance coverage from the prior fiscal year. The Town provides employee medical benefits through commercial insurance coverage. Settlements during the previous three years did not exceed insurance coverage.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 17 – PRONOUNCEMENTS ISSUED, BUT NOT YET ADOPTED

GASB Statement No. 84 - *Fiduciary Activities*

The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities. As amended by GASB statement No. 95, the requirements of this Statement are effective for reporting periods beginning after December 15, 2019.

GASB Statement No. 87 – *Leases*

The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. As amended by GASB statement No. 95, the requirements of this Statement are effective for reporting periods beginning after June 15, 2021.

GASB 89 - *Accounting for Interest Cost Incurred before the End of a Construction Period*

The objectives of this Statement are (a) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (b) to simplify accounting for certain interest costs. As amended by GASB statement No. 95, the requirements of this Statement are effective for reporting periods beginning after December 15, 2020. Earlier application is encouraged. Changes adopted to conform to the provisions of this Statement should be applied prospectively. For construction-in-progress, interest cost incurred after the beginning of the first reporting period to which this Statement is applied should not be capitalized.

GASB 90 - *Majority Equity Interests an amendment of GASB Statements No. 14 and No. 61*

The primary objectives of this Statement are to improve consistency in the measurement and comparability of the financial statement presentation of majority equity interests in legally separate organizations and to improve the relevance of financial statement information for certain component units. As amended by GASB statement No. 95, the requirements of this Statement are effective for reporting periods beginning after December 15, 2019. Earlier application is encouraged. Except as discussed in paragraph 11, in the period this Statement is first applied, changes adopted to conform to the provisions of this Statement should be applied retroactively by restating financial statements, if practicable, for all periods presented. If restatement for prior periods is not practicable, the cumulative effect, if any, of applying this Statement should be reported as a restatement of beginning net position (or fund balance or fund net position, as applicable) for the earliest period restated. Also, the reason for not restating prior periods presented should be disclosed. In the first period that this Statement is applied, the notes to financial statements should disclose the nature of the restatement and its effect.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 17 – PRONOUNCEMENTS ISSUED, BUT NOT YET ADOPTED (Continued)

GASB 91 - Conduit Debt Obligations

The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures. As amended by GASB statement No. 95, the requirements of this Statement are effective for reporting periods beginning after December 15, 2021. Earlier application is encouraged.

GASB 92 – Omnibus 2020

This statement enhances comparability in accounting and financial reporting and improves the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. This statement addresses a variety of topics including: effective date of GASB 87 for interim financial reports; intra-entity transfers between primary governments and component unit pension or OPEB plans; applicability of Statements No. 73 and 74 for reporting assets accumulated for postemployment benefits; applicability of certain requirements of GASB 84 to postemployment benefit arrangements; measurement of asset retirement obligations in government acquisitions; reporting by public entity risk pools for amounts recoverable from reinsurers or excess insurers; reference to nonrecurring fair value measurements in authoritative literature and terminology used related to derivative instruments. As amended by GASB statement No. 95, the requirements of this Statement are effective as follows:

- The requirements related to the effective date of Statement 87 and Implementation Guide 2019-3, reinsurance recoveries, and terminology used to refer to derivative instruments are effective upon issuance.
- The requirements related to intra-entity transfers of assets and those related to the applicability of Statements 73 and 74 are effective for fiscal years beginning after June 15, 2021.
- The requirements related to application of Statement 84 to postemployment benefit arrangements and those related to nonrecurring fair value measurements of assets or liabilities are effective for reporting periods beginning after June 15, 2021.
- The requirements related to the measurement of liabilities (and assets, if any) associated with asset retirement obligations in a government acquisition are effective for government acquisitions occurring in reporting periods beginning after June 15, 2021.

GASB 93 – Replacement of Interbank Offered Rates

This statement provides guidance where some governments have entered into agreements in which variable payments made or received depend on an interbank offered rate (IBOR)—most notably, the London Interbank Offered Rate (LIBOR). As a result of global reference rate reform, LIBOR is expected to cease to exist in its current form at the end of 2021, prompting governments to amend or replace financial instruments for the purpose of replacing LIBOR with other reference rates, by either changing the reference rate or adding or changing fallback provisions related to the reference rate. As amended by GASB statement No. 95, the requirements of this Statement, except for paragraphs 11b, 13, and 14 are effective for reporting periods beginning after June 15, 2020. The requirement in paragraph 11b is effective for reporting periods ending after December 31, 2021. The requirements in paragraphs 13 and 14 are effective for fiscal years periods beginning after June 15, 2021, and all reporting periods thereafter.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
NOTES TO BASIC FINANCIAL STATEMENTS
(Continued)

NOTE 17 – PRONOUNCEMENTS ISSUED, BUT NOT YET ADOPTED (Continued)

GASB 94 – Public-Private and Public-Public Partnerships and Availability Payment Arrangements

This statement improves financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). A PPP is an arrangement in which a government contracts with an operator to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset, for a period of time in an exchange or exchange-like transaction. This statement also provides guidance for accounting and financial reporting for availability payment arrangements (APAs), which is an arrangement in which a government compensates an operator for services that may include designing, constructing, financing, maintaining, or operating an underlying nonfinancial asset for a period of time in an exchange or exchange-like transaction. The requirements of this Statement are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter.

GASB 96 – Subscription-Based Information Technology Arrangements

This statement provides new accounting and financial reporting guidance for subscription-based information technology arrangements (SBITAs), which have become increasingly common among state and local governments in recent years. Statement 96 is based on the standards established in Statement 87, Leases. The new statement defines a SBITA as a contract that conveys control of the right to use a SBITA vendor's IT software, alone or in combination with tangible capital assets (the underlying IT assets), as specified in the contract for a period of time in an exchange or exchange-like transaction. The guidance requires governments with SBITAs to recognize a right-to-use subscription asset, an intangible asset, and a corresponding subscription liability (with an exception for short-term SBITAs, those with a maximum possible term of 12 months) and provides guidance related to outlays other than subscription payments, including implementation costs, and requirements for note disclosures related to a SBITA. The requirements of this Statement are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter.

GASB 97 – Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans – an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32

This statement provides the following guidance: 1) increases consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; 2) mitigates costs associated with the reporting of certain defined contribution pension plans, defined contribution OPEB plans and employee benefit plans other than pension or OPEB plans as fiduciary component units in fiduciary fund financial statements; and 3) addresses relevance, consistency and comparability of the accounting and financial reporting for Internal Revenue Code Section 457 deferred compensation plans that meet the definition of a pension plan and for benefit provided through those plans. The first two provisions of this statement are effective immediately. All other requirements of this Statement are effective for reporting periods beginning after June 15, 2021.

The Town's management has not yet determined the effect these Statements will have on the Town's financial statements.

**REQUIRED SUPPLEMENTARY INFORMATION
(OTHER THAN MD&A)**

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE –
GENERAL FUND
FISCAL YEAR ENDED SEPTEMBER 30, 2020

	<u>Budgeted Amounts</u>	<u>Actual</u>	<u>Variance with</u>
	<u>Original & Final</u>	<u>Amounts</u>	<u>Final Budget-</u>
			<u>Positive</u>
			<u>(Negative)</u>
Revenues:			
Property taxes	\$ 8,710,268	\$ 8,803,760	\$ 93,492
Franchise fees and utility taxes	1,732,100	1,835,015	102,915
Intergovernmental	1,085,656	963,615	(122,041)
Fines and forfeitures	83,452	1,710,876	1,627,424
Charges for services	11,200	9,630	(1,570)
Licenses and permits	136,497	132,652	(3,845)
Interest income	26,000	92,456	66,456
Grant revenue	-	285,955	285,955
Miscellaneous revenues	136,764	173,879	37,115
Total revenues	11,921,937	14,007,838	2,085,901
Expenditures:			
General government departments:			
Commission	189,972	167,762	22,210
Donations	42,753	42,753	-
Visitor center	65,908	56,644	9,264
Administration	1,148,002	1,047,023	100,979
Attorney	363,000	395,880	(32,880)
General	848,958	668,152	180,806
Business development	256,412	110,311	146,101
Total general government	2,915,005	2,488,525	426,480
Other departments:			
Police department	4,853,534	4,998,420	(144,886)
Emergency medical services	823,545	823,545	-
Development services	733,089	715,841	17,248
Municipal services	2,607,900	2,598,103	9,797
Recreation services	696,781	606,620	90,161
Total other departments	9,714,849	9,742,529	(27,680)
Total expenditures	12,629,854	12,231,054	398,800
Excess (deficiency) of revenues over (under) expenditures	(707,917)	1,776,784	2,484,701
Other financing sources (uses):			
Transfers in	720,917	22,000	(698,917)
Transfers out	(13,000)	(13,000)	-
Total other financing sources (uses)	707,917	9,000	(698,917)
Net change in fund balance	\$ -	1,785,784	\$ 1,785,784
Fund balance, beginning		8,386,635	
Fund balance, ending		\$ 10,172,419	

See notes to Required Supplementary Information.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
NOTE TO BUDGETARY COMPARISON SCHEDULE
FISCAL YEAR ENDED SEPTEMBER 30, 2020

NOTE 1 – BUDGETS AND BUDGETARY ACCOUNTING

Annual appropriated budgets are adopted for all governmental funds on a basis consistent with accounting principles generally accepted in the United States.

The Town follows these procedures in establishing the budgetary data reflected in the financial statements:

- (a) In July, the Town Manager submits to the Commission a proposed operating and capital budget for the ensuing fiscal year. The budget includes proposed expenditures and the means of financing them.
- (b) Public hearings are conducted to obtain taxpayer comments.
- (c) Prior to October 1, the budget is legally enacted through passage of an ordinance.
- (d) The Town Commission, by motion, may make supplemental appropriations for the fiscal year.
- (e) Formal budgetary integration is employed as a management control device during the fiscal year for the general fund.
- (f) The Town Manager is authorized to transfer part or all of an unencumbered appropriation balance within a department; however, any revisions that alter the total appropriations of any fund must be approved by the Town Commission. The classification detail at which expenditures may not legally exceed appropriations is at the department level.
- (g) Unencumbered appropriations lapse at fiscal year-end. Encumbered amounts are reappropriated in the following fiscal year's budget.
- (h) Budgeted amounts are as originally adopted or as amended.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN THE NET PENSION ASSET AND RELATED RATIOS –
VOLUNTEER FIREFIGHTERS PENSION PLAN
FISCAL YEAR ENDED SEPTEMBER 30, 2020

Measurement Year Ended September 30,	2019	2018	2017	2016	2015	2014
Total Pension Liability (TPL)						
Service cost	\$ 36,204	\$ 39,229	\$ 55,966	\$ 22,358	\$ 39,823	\$ 48,234
Interest on the total pension liability	119,385	122,909	115,897	96,588	97,199	38,136
Benefit changes	-	-	-	152,366	-	-
Differences between actual and expected experience	(38,399)	(119,225)	17,679	57,929	(50,638)	-
Changes of assumption	-	-	21,808	-	(22,967)	-
Benefit payments	(91,580)	(87,100)	(76,043)	(46,123)	(15,194)	(15,194)
Refunds	(6,559)	(2,984)	(7,326)	(2,083)	(7,981)	(15,195)
Other changes	-	-	-	-	87,139	129,583
Net change in total pension liability	19,051	(47,171)	127,981	281,035	127,381	185,564
Total pension liability - beginning	1,849,553	1,896,724	1,768,743	1,487,708	1,360,327	1,174,763
Total pension liability - ending (a)	\$ 1,868,604	\$ 1,849,553	\$ 1,896,724	\$ 1,768,743	\$ 1,487,708	\$ 1,360,327
Plan fiduciary net position						
Contributions - Employer (from Town)	\$ 13,913	\$ 14,625	\$ 12,990	\$ 14,122	\$ 14,458	\$ 13,976
Contributions - Employer (from State)	52,752	113,804	58,209	85,906	110,610	153,054
Contributions - Members	13,913	17,831	12,990	14,122	14,458	13,976
Net investment income	134,797	229,884	180,802	123,067	(40,115)	58,637
Benefit payments	(91,580)	(87,100)	(76,043)	(46,123)	(15,194)	(15,194)
Refunds	(6,559)	(2,984)	(7,326)	(2,083)	(7,981)	(15,195)
Pension plan administrative expense	(35,131)	(36,441)	(27,136)	(18,613)	(32,027)	(8,350)
Other changes*	-	(37,116)	-	-	-	-
Net change in fiduciary net position	82,105	212,503	154,486	170,398	44,209	200,904
Plan fiduciary net position - beginning	2,300,924	2,088,421	1,933,935	1,763,537	1,719,328	1,518,424
Plan fiduciary net position - ending (b)	\$ 2,383,029	\$ 2,300,924	\$ 2,088,421	\$ 1,933,935	\$ 1,763,537	\$ 1,719,328
Net pension liability (asset) - ending (a) - (b)	\$ (514,425)	\$ (451,371)	\$ (191,697)	\$ (165,192)	\$ (275,829)	\$ (359,001)
Plan fiduciary net position as a percentage of the total pension liability	127.53%	124.40%	110.11%	109.34%	118.54%	126.39%
Covered employee payroll	\$ 278,260	\$ 292,500	\$ 259,800	\$ 282,440	\$ 289,160	\$ 279,520
Net Pension liability as a percentage of covered employee payroll	-184.87%	-154.31%	-73.79%	-58.49%	-95.39%	-128.43%

* The fiscal year 2018 beginning net position of the Town of Lauderdale-by-the-Sea Volunteer Firefighters Pension Plan was adjusted by \$37,116 because a state contribution to the pension was improperly accrued as of September 30, 2017.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CONTRIBUTIONS –
VOLUNTEER FIREFIGHTERS PENSION PLAN
FISCAL YEAR ENDED SEPTEMBER 30, 2020

Fiscal Year End	(1) Actuarially Determined Contribution (ADC)	(2) Contributions Recognized by the Plan*	(3) Difference Between (1) and (2)	Covered Payroll**	Column (2) as a Percentage of Covered Payroll
September 30, 2011	27,036	40,460	(13,424)	286,224 ***	14.14%
September 30, 2012	20,932	38,866	(17,934)	347,941	11.17%
September 30, 2013	20,932	40,274	(19,342)	347,941 ***	11.57%
September 30, 2014	153	37,447	(37,294)	279,520	13.40%
September 30, 2015	-	37,929	(37,929)	289,160	13.12%
September 30, 2016	29,701	100,028	(70,327)	282,440	35.42%
September 30, 2017	34,083	34,083	-	259,800	13.12%
September 30, 2018	-	128,429	(128,429)	292,500	43.91%
September 30, 2019	-	66,665	(66,665)	278,260	23.96%
September 30, 2020	-	237,438	(237,438)	363,540	65.31%

* Contributions recognized by the Plan relate to employer and nonemployer entities.

** Covered payroll was calculated based on actual member contributions for the fiscal year divided by the employee contribution rate of 5%.

*** Expected total covered payroll assumed to be same as expected covered payroll for previous year.

Valuation date	October 1, 2019
Actuarial cost method	Aggregate
Amortization method	N/A
Remaining amortization period	N/A
Asset valuation method	Market Value of Assets

Actuarial assumptions:

Investment rate of return	6.25%
Salary increases	5.5%
Inflation	2.25%
Retirement age	Members are expected to retire when eligible for Normal Retirement.
Mortality	The same versions of PUB-2010 Headcount-Weighted Mortality Tables as used by the Florida Retirement System (FRS) for Special Risk Class members in their July 1, 2019 actuarial valuation (with mortality improvements projected for healthy lives to all future years after 2010 using Scale MP-2018). Florida Statutes Chapter 112.63(1)(f) mandates the use of mortality tables from one of the two most recently published FRS actuarial valuation reports.

A publicly available financial statement for the Plan can be obtained from the Board of Trustees, 4442 Sea Grape Drive, Lauderdale-By-The-Sea, Florida, 33308 which includes the additional financial reporting requirements of GASB 67, *Financial Reporting for Pension Plans*, including the annual money-weighted rate of return on pension plan investments.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY –
FLORIDA RETIREMENT SYSTEM
FISCAL YEAR ENDED SEPTEMBER 30, 2020

Schedule of the Town's Proportionate Share of the Net Pension Liability -
Florida Retirement System Pension Plan
Last 10 Years (1) (2)

	2020	2019	2018	2017	2016	2015
Town's proportion of the FRS net pension liability	0.00724%	0.00821%	0.00838%	0.00811%	0.00739%	0.00716%
Town's proportionate share of the FRS net pension liability	\$ 3,136,558	\$ 2,827,042	\$ 2,523,345	\$ 2,397,897	\$ 1,867,084	\$ 925,142
Town's covered employee payroll	\$ 1,704,272	\$ 1,804,862	\$ 1,812,223	\$ 1,652,978	\$ 1,907,616	\$ 1,837,884
Town's proportionate share of the FRS net pension liability as a percentage of its covered employee payroll	184.04%	156.63%	139.24%	145.07%	97.88%	50.34%
FRS plan fiduciary net position as a percentage of the total pension liability	78.85%	82.61%	84.26%	83.89%	84.88%	92.00%

Schedule of the Town's Proportionate Share of the Net Pension Liability -
Health Insurance Subsidy Pension Plan
Last 10 Years (1) (2)

	2020	2019	2018	2017	2016	2015
Town's proportion of the HIS net pension liability	0.00634%	0.00640%	0.00634%	0.00604%	0.00618%	0.00599%
Town's proportionate share of the HIS net pension liability	\$ 774,159	\$ 716,401	\$ 670,555	\$ 645,544	\$ 720,176	\$ 610,760
Town's covered employee payroll	\$ 1,704,272	\$ 1,804,862	\$ 1,812,223	\$ 1,652,978	\$ 1,907,616	\$ 1,837,884
Town's proportionate share of the HIS net pension liability as a percentage of its covered employee payroll	45.42%	39.69%	37.00%	39.05%	37.75%	33.23%
HIS plan fiduciary net position as a percentage of the total pension liability	3.00%	2.63%	2.15%	1.64%	0.97%	0.50%

(1) The amounts presented for each year were determined as of the measurement date, June 30.

(2) Information is only available for the years presented.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF PENSION CONTRIBUTIONS –
FLORIDA RETIREMENT SYSTEM
FISCAL YEAR ENDED SEPTEMBER 30, 2020

Schedule of the Town Contributions -
Florida Retirement System Pension Plan
Last 10 Fiscal Years (1) (2)

	2020	2019	2018	2017	2016	2015
Contractually required FRS contribution	\$ 222,200	\$ 229,363	\$ 228,094	\$ 201,918	\$ 213,343	\$ 203,842
FRS contributions in relation to the contractually required contribution	(222,200)	(229,363)	(228,094)	(201,918)	(213,343)	(203,842)
FRS contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Town's covered employee payroll	\$ 1,717,336	\$ 1,741,337	\$ 1,822,995	\$ 1,710,062	\$ 1,987,533	\$ 1,854,933
FRS contributions as a percentage of covered employee payroll	12.94%	13.17%	12.51%	11.81%	10.73%	10.99%

Schedule of the Town Contributions -
Health Insurance Subsidy Pension Plan
Last 10 Fiscal Years (1) (2)

	2020	2019	2018	2017	2016	2015
Contractually required HIS contribution	\$ 28,507	\$ 28,905	\$ 30,262	\$ 28,387	\$ 32,944	\$ 25,157
HIS contributions in relation to the contractually required contribution	(28,507)	(28,905)	(30,262)	(28,387)	(32,944)	(25,157)
HIS contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Town's covered employee payroll	\$ 1,717,336	\$ 1,741,337	\$ 1,822,995	\$ 1,710,062	\$ 1,987,533	\$ 1,854,933
HIS contributions as a percentage of covered employee payroll	1.66%	1.66%	1.66%	1.66%	1.66%	1.36%

(1) The amounts presented for each fiscal year were determined as of September 30.

(2) Information is only available for the years presented.

A publicly available financial statement for the Plan can be obtained from the Florida Department of Management Services (DMS), Division of Retirement, Research and Education Section, PO Box 9000, Tallahassee, Florida, 32315-9000; phone 850-488-5706; website (www.dms.myflorida.com) which includes additional financial reporting requirements, including the annual money-weighted rate of return on pension plan investments.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF CHANGES IN THE TOWN'S NET OPEB LIABILITY
FISCAL YEAR ENDED SEPTEMBER 30, 2020

Fiscal Year Ended September 30,	2020	2019	2018
Total OPEB Liability			
Beginning balance	\$ 135,003	\$ 138,275	\$ 141,778
Service cost	9,749	10,075	10,466
Interest	5,772	5,176	4,485
Differences between expected and actual experience	(26,873)	-	-
Changes in assumptions	9,467	(6,121)	(7,050)
Benefit payments	(13,487)	(12,402)	(11,404)
Ending balance (a)	<u>\$ 119,631</u>	<u>\$ 135,003</u>	<u>\$ 138,275</u>
Plan Fiduciary Net Position			
Beginning balance	\$ -	\$ -	\$ -
Service cost	-	-	-
Expected interest growth	-	-	-
Changes in assumptions	-	-	-
Benefit payments	-	-	-
Ending balance (b)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Net OPEB Liability (a - b)	<u>\$ 119,631</u>	<u>\$ 135,003</u>	<u>\$ 138,275</u>
Plan fiduciary net position as a percentage of total OPEB liability	0.00%	0.00%	0.00%
Covered employee payroll	\$ 1,942,891	\$ 2,073,315	\$ 2,022,746
Net OPEB liability as a percentage of covered employee payroll	6.16%	6.51%	6.84%

COMBINING FUND STATEMENTS

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
SEPTEMBER 30, 2020

	Special Revenue Funds			
	Police Training and Forfeiture	Building Fund	Fire Fund	Total Non-Major Funds
<u>ASSETS</u>				
Cash and cash equivalents	\$ 13,743	\$ -	\$ 1,533,283	\$ 1,547,026
Due from other funds	-	-	12,403	12,403
Prepaid items	-	-	74,052	74,052
Total assets	<u>\$ 13,743</u>	<u>\$ -</u>	<u>\$ 1,619,738</u>	<u>\$ 1,633,481</u>
<u>LIABILITIES AND FUND BALANCES</u>				
Liabilities:				
Accounts payable and other liabilities	\$ -	\$ -	\$ 19,006	\$ 19,006
Due to other funds	-	5,432	-	5,432
Unearned revenue	-	-	21,365	21,365
Total liabilities	<u>-</u>	<u>5,432</u>	<u>40,371</u>	<u>45,803</u>
Fund balances:				
Nonspendable:				
Prepaid items	-	-	74,052	74,052
Restricted for:				
Law Enforcement	13,743	-	-	13,743
Fire department	-	-	1,505,315	1,505,315
Unassigned:	-	(5,432)	-	(5,432)
Total fund balances	<u>13,743</u>	<u>(5,432)</u>	<u>1,579,367</u>	<u>1,587,678</u>
Total liabilities and fund balances	<u>\$ 13,743</u>	<u>\$ -</u>	<u>\$ 1,619,738</u>	<u>\$ 1,633,481</u>

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS
FISCAL YEAR ENDED SEPTEMBER 30, 2020

	Special Revenue Funds			
	Police Training and Forfeiture	Building Fund	Fire Fund	Total Non-Major Funds
Revenues:				
Fire assessments	\$ -	\$ -	\$ 1,049,497	\$ 1,049,497
Charges for services	-	-	36,421	36,421
Licenses and permits	-	714,205	-	714,205
Interest income	-	-	5,797	5,797
Miscellaneous revenues	157	-	151	308
Total revenues	157	714,205	1,091,866	1,806,228
Expenditures:				
Current:				
General government	-	18,038	-	18,038
Public safety	-	609,208	863,877	1,473,085
Capital outlay	-	-	38,863	38,863
Total expenditures	-	627,246	902,740	1,529,986
Excess (deficiency) of revenues over (under) expenditures	157	86,959	189,126	276,242
Other financing sources (uses):				
Transfers in	-	-	13,000	13,000
Transfers out	-	-	(22,000)	(22,000)
Total other financing sources (uses)	-	-	(9,000)	(9,000)
Net change in fund balances	157	86,959	180,126	267,242
Fund balances, beginning	13,586	(92,391)	1,399,241	1,320,436
Fund balances, ending	\$ 13,743	\$ (5,432)	\$ 1,579,367	\$ 1,587,678

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BUDGETARY COMPARISON SCHEDULES

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – BUDGET TO ACTUAL
CAPITAL PROJECTS FUND
FISCAL YEAR ENDED SEPTEMBER 30, 2020

	<u>Budgeted Amounts</u>		Variance with Final Budget- Positive (Negative)
	<u>Original & Final</u>	<u>Actual Amounts</u>	
Revenues:			
Intergovernmental	\$ 150,000	\$ -	\$ (150,000)
Interest income	3,130	16,662	13,532
Miscellaneous	150,000	-	(150,000)
Total revenues	<u>303,130</u>	<u>16,662</u>	<u>(286,468)</u>
Expenditures:			
General Government:			
Administrative	83,130	46,319	36,811
Capital outlay	2,220,000	687,024	1,532,976
Total expenditures	<u>2,303,130</u>	<u>733,343</u>	<u>1,569,787</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(2,000,000)</u>	<u>(716,681)</u>	<u>1,283,319</u>
Other financing sources (uses):			
Use of fund balance	2,000,000	-	(2,000,000)
Total other financing sources (uses)	<u>2,000,000</u>	<u>-</u>	<u>(2,000,000)</u>
Net change in fund balance	<u>\$ -</u>	<u>(716,681)</u>	<u>\$ (716,681)</u>
Fund balance, beginning		<u>4,257,279</u>	
Fund balance, ending		<u>\$ 3,540,598</u>	

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – BUDGET TO ACTUAL
SPECIAL REVENUE FUND
POLICE TRAINING AND FORFEITURE FUND
FISCAL YEAR ENDED SEPTEMBER 30, 2020

	Budgeted Amounts		Actual	Variance With
	Original	Final	Amounts	Final Budget- Positive (Negative)
Revenues:				
Miscellaneous	\$ -	\$ -	\$ 157	\$ 157
Total revenues	-	-	157	157
Expenditures:				
Capital outlay	-	-	-	-
Total expenditures	-	-	-	-
Excess (deficiency) of revenues over (under) expenditures	<u>\$ -</u>	<u>\$ -</u>	157	<u>\$ 157</u>
Fund balance, beginning			<u>13,586</u>	
Fund balance, ending			<u>\$ 13,743</u>	

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – BUDGET TO ACTUAL
SPECIAL REVENUE FUND
BUILDING FUND
FISCAL YEAR ENDED SEPTEMBER 30, 2020

	<u>Budgeted Amounts</u>	<u>Actual</u>	<u>Variance With</u>
	<u>Original & Final</u>	<u>Amounts</u>	<u>Final Budget- Positive (Negative)</u>
Revenues:			
Licenses and permits	\$ 702,500	\$ 714,205	\$ 11,705
Total revenues	<u>702,500</u>	<u>714,205</u>	<u>11,705</u>
Expenditures:			
Current:			
General government	-	18,038	(18,038)
Public safety	<u>702,500</u>	<u>609,208</u>	<u>93,292</u>
Total expenditures	<u>702,500</u>	<u>627,246</u>	<u>75,254</u>
Excess (deficiency) of revenues over (under) expenditures	<u>\$ -</u>	86,959	<u>\$ 86,959</u>
Fund balance, beginning		<u>(92,391)</u>	
Fund balance, ending		<u>\$ (5,432)</u>	

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – BUDGET TO ACTUAL
SPECIAL REVENUE FUND
FIRE FUND
FISCAL YEAR ENDED SEPTEMBER 30, 2020

	<u>Budgeted Amounts</u>	<u>Actual</u>	<u>Variance With</u> <u>Final Budget -</u>
	<u>Original & Final</u>	<u>Amounts</u>	<u>Positive (Negative)</u>
Revenues:			
Fire assessments	\$ 1,033,754	\$ 1,049,497	\$ 15,743
Charges for services	33,000	36,421	3,421
Interest income	2,000	5,797	3,797
Miscellaneous revenues	-	151	151
Total revenues	<u>1,068,754</u>	<u>1,091,866</u>	<u>23,112</u>
Expenditures:			
Current:			
Public Safety	872,106	863,877	8,229
Capital outlay	<u>419,041</u>	<u>38,863</u>	<u>380,178</u>
Total expenditures	<u>1,291,147</u>	<u>902,740</u>	<u>388,407</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(222,393)</u>	<u>189,126</u>	<u>411,519</u>
Other financing sources (uses):			
Use of fund balance	231,393	-	(231,393)
Transfers in	13,000	13,000	-
Transfers out	<u>(22,000)</u>	<u>(22,000)</u>	<u>-</u>
Total other financing sources (uses)	<u>222,393</u>	<u>(9,000)</u>	<u>(231,393)</u>
Net change in fund balances	<u>\$ -</u>	<u>180,126</u>	<u>\$ 180,126</u>
Fund balance, beginning		<u>1,399,241</u>	
Fund balance, ending		<u>\$ 1,579,367</u>	

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STATISTICAL SECTION

STATISTICAL SECTION

This part of the Town of Lauderdale-By-The-Sea's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the government's overall financial health.

<u>Contents</u>	<u>Page</u>
Financial Trends These schedules contain trend information to help the reader understand how the Town's financial performance and well-being have changed over time.	73-80
Revenue Capacity These schedules contain information to help the reader assess the Town's most significant local revenue source, the property tax.	81-83
Debt Capacity These schedules present information to help the reader assess the affordability of the Town's current levels of outstanding debt and the Town's ability to issue additional debt in the future.	84-86
Demographic and Economic Information These schedules offer demographic and economic indicators to help the reader understand the environment within which the Town's financial activities take place.	87-89
Operating and Other Information These schedules contain service and infrastructure data to help the reader understand how the information in the Town's financial report relates to the services the Town provides and the activities it performs.	90-91

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant fiscal year.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA

TABLE 1
NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)
(ACCOUNTS EXPRESSED IN THOUSANDS)

	Fiscal Year Ended September 30,									
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Governmental activities:										
Net investment in capital assets	\$ 15,296	\$ 16,455	\$ 20,759	\$ 23,624	\$ 23,853	\$ 24,579	\$ 23,632	\$ 22,702	\$ 21,699	\$ 21,361
Restricted for:										
Town beautification per contractual agreement	928	928	678	678	678	678	678	678	678	678
Law enforcement	198	186	139	156	2	3	5	12	14	14
Fire enforcement	486	416	604	793	982	904	946	1,140	1,399	1,505
Unrestricted	12,887	13,698	10,368	8,323	7,969	7,043	7,672	8,610	9,640	10,508
Total governmental activities net position	29,795	31,683	32,548	33,574	33,484	33,207	32,933	33,142	33,430	34,066
Business-type activities:										
Net investment in capital assets	6,255	6,541	7,464	8,454	8,366	9,026	12,148	12,800	13,778	14,176
Unrestricted	1,887	2,312	2,822	2,666	4,291	5,239	3,868	5,013	6,001	7,036
Total business-type activities net position	8,142	8,853	10,286	11,120	12,657	14,265	16,016	17,813	19,779	21,212
Primary government:										
Net investment in capital assets	21,551	22,996	28,223	32,078	32,219 ¹	33,605	35,780	35,502	35,477	35,537
Restricted for:										
El Mar beautification per contractual agreement	928	928	678	678	678	678	678	678	678	678
Law enforcement	198	186	139	156	2	3	5	12	14	14
Fire enforcement	486	416	604	793	982	904	946	1,140	1,399	1,505
Unrestricted	14,774	16,010	13,190	10,989	12,260	12,282	11,540	13,623	15,641	17,544
Total primary government net position	\$ 37,937	\$ 40,536	\$ 42,834	\$ 44,694	\$ 46,141	\$ 47,472	\$ 48,949	\$ 50,955	\$ 53,209	\$ 55,278

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
TABLE 2
CHANGES IN NET POSITION
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)
(AMOUNTS EXPRESSED IN THOUSANDS)

	Fiscal Year Ended September 30,									
Expenses:	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Governmental activities:										
General government	\$ 2,275	\$ 2,392	\$ 2,567	\$ 2,409	\$ 2,471	\$ 2,327	\$ 2,514	\$ 2,535	\$ 2,747	\$ 2,689
Public safety	4,953	5,566	6,049	6,254	7,093	7,407	7,338	7,428	7,849	8,131
Transportation	1,660	1,269	1,317	1,382	1,516	1,675	1,856	1,978	2,013	2,339
Recreation	397	333	362	382	452	442	470	444	472	581
Physical environment	125	563	810	1,007	1,246	1,534	1,591	1,435	1,362	1,454
Total governmental activities	9,410	10,123	11,105	11,434	12,778	13,385	13,769	13,820	14,443	15,194
Business-type activities:										
Sewer	974	1,511	861	1,260	882	950	955	856	877	1,043
Parking	424	440	425	490	660	680	753	765	922	858
Total business-type activities	1,398	1,951	1,286	1,750	1,542	1,630	1,708	1,621	1,799	1,901
Total primary government	\$ 10,808	\$ 12,074	\$ 12,391	\$ 13,184	\$ 14,320	\$ 15,015	\$ 15,477	\$ 15,441	\$ 16,242	\$ 17,095
Program revenues:										
Governmental activities:										
Charges for services:										
General government	\$ 154	\$ 636	\$ 887	\$ 1,195	\$ 1,619	\$ 1,502	\$ 1,357	\$ 1,632	\$ 1,503	\$ 2,557
Public safety	38	59	1,085	1,029	1,017	1,018	1,095	1,099	1,100	1,095
Recreation	303	-	-	-	-	-	-	-	-	-
Operating grants and contributions	145	84	69	81	82	82	84	85	193	285
Capital grants and contributions	-	442	-	32	129	-	-	-	-	-
Total governmental activities program revenues	640	1,221	2,041	2,337	2,847	2,602	2,536	2,816	2,796	3,937
Business type activities:										
Charges for services:										
Sewer	1,153	1,207	1,125	966	1,128	1,051	1,150	1,178	1,197	1,193
Parking	948	1,620	1,553	1,616	2,034	2,182	2,309	2,237	2,616	2,092
Capital grants and contributions	295	-	39	-	-	-	-	-	-	-
Total business-type activities program revenues	2,396	2,827	2,717	2,582	3,162	3,233	3,459	3,415	3,813	3,285
Total primary government program revenues	\$ 3,036	\$ 4,048	\$ 4,758	\$ 4,919	\$ 6,009	\$ 5,835	\$ 5,995	\$ 6,231	\$ 6,609	\$ 7,222

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA

TABLE 2 (CONTINUED)
CHANGES IN NET POSITION
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)
(AMOUNTS EXPRESSED IN THOUSANDS)

	Fiscal Year Ended September 30,									
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Net (expense) revenue:										
Governmental activities	\$ (8,770)	\$ (8,902)	\$ (9,064)	\$ (9,097)	\$ (9,931)	\$ (10,783)	\$ (11,233)	\$ (11,004)	\$ (11,647)	\$ (11,257)
Business-type activities	998	876	1,431	832	1,620	1,603	1,751	1,794	2,014	1,384
Total primary government net expense	<u>\$ (7,772)</u>	<u>\$ (8,026)</u>	<u>\$ (7,633)</u>	<u>\$ (8,265)</u>	<u>\$ (8,311)</u>	<u>\$ (9,180)</u>	<u>\$ (9,482)</u>	<u>\$ (9,210)</u>	<u>\$ (9,633)</u>	<u>\$ (9,873)</u>
General revenues and other changes in net position:										
Governmental activities:										
Property taxes	\$ 7,938	\$ 7,798	\$ 6,723	\$ 6,915	\$ 7,076	\$ 7,484	\$ 7,920	\$ 8,271	\$ 8,699	\$ 8,804
Utility taxes based on gross receipts	1,006	995	932	970	1,009	999	1,050	1,059	1,084	1,067
Franchise fees based on gross receipts	701	703	699	707	706	735	749	735	771	768
Communications services tax	330	376	385	351	357	414	317	314	315	318
Intergovernmental	557	594	848	676	916	682	703	716	723	645
Unrestricted Interest earnings	52	49	75	25	32	6	17	25	89	115
Miscellaneous	109	107	267	478	417	186	202	208	253	174
Transfers	167	167	-	-	-	-	-	-	-	-
Total governmental activities	<u>10,860</u>	<u>10,789</u>	<u>9,929</u>	<u>10,122</u>	<u>10,513</u>	<u>10,506</u>	<u>10,958</u>	<u>11,328</u>	<u>11,934</u>	<u>11,891</u>
Business-type activities:										
Unrestricted Interest earnings	3	2	2	2	2	-	-	6	35	26
Miscellaneous	11	-	-	-	3	5	1	8	18	22
Transfers	(167)	(167)	-	-	-	-	-	-	-	-
Total business-type activities	<u>(153)</u>	<u>(165)</u>	<u>2</u>	<u>2</u>	<u>5</u>	<u>5</u>	<u>1</u>	<u>14</u>	<u>53</u>	<u>48</u>
Total primary government	<u>\$ 10,707</u>	<u>\$ 10,624</u>	<u>\$ 9,931</u>	<u>\$ 10,124</u>	<u>\$ 10,518</u>	<u>\$ 10,511</u>	<u>\$ 10,959</u>	<u>\$ 11,342</u>	<u>\$ 11,987</u>	<u>\$ 11,939</u>
Changes in net position:										
Government activities	\$ 2,090	\$ 1,887	\$ 865	\$ 1,025	\$ 582	\$ (277)	\$ (275)	\$ 324	\$ 287	\$ 634
Business-type activities	845	711	1,433	834	1,625	1,608	1,752	1,808	2,067	1,432
Total primary government	<u>\$ 2,935</u>	<u>\$ 2,598</u>	<u>\$ 2,298</u>	<u>\$ 1,859</u>	<u>\$ 2,207</u>	<u>\$ 1,331</u>	<u>\$ 1,477</u>	<u>\$ 2,132</u>	<u>\$ 2,354</u>	<u>\$ 2,066</u>

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
TABLE 3
GENERAL GOVERNMENTAL TAX REVENUES BY SOURCE
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)
(AMOUNTS EXPRESSED IN THOUSANDS)

Fiscal Year Ended September 30,	Ad Valorem and Fire Taxes	Franchise Fees on Services	Utility Tax	Communication Service Tax	Transportation Tax	Total
2011	7,938	701	1,006	330	104	10,079
2012	7,798	703	995	376	104	9,976
2013	7,766	699	932	385	104	9,886
2014	7,894	707	970	351	107	10,029
2015	8,053	706	1,009	357	110	10,235
2016	8,459	735	999	414	110	10,717
2017	8,973	749	1,050	317	116	11,205
2018	9,323	735	1,059	314	112	11,543
2019	9,755	771	1,084	315	113	12,038
2020	9,853	768	1,067	318	100	12,106

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
TABLE 4
FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)
(AMOUNTS EXPRESSED IN THOUSANDS)

	September 30,									
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
General fund:										
Nonspendable	\$ 76	\$ 57	\$ 170	\$ 160	\$ 167	\$ 202	\$ 158	\$ 91	\$ 44	\$ 129
Assigned	2,680	2,882	4,399	3,982	3,542	3,740	2,333	2,500	2,500	4,150
Unassigned	5,914	6,675	3,629	3,324	3,401	2,443	3,520	4,653	5,842	5,893
Total general fund	<u>\$ 8,670</u>	<u>\$ 9,614</u>	<u>\$ 8,198</u>	<u>\$ 7,466</u>	<u>\$ 7,110</u>	<u>\$ 6,385</u>	<u>\$ 6,011</u>	<u>\$ 7,244</u>	<u>\$ 8,386</u>	<u>\$ 10,172</u>
All other governmental funds:										
Nonspendable	\$ -	\$ -	\$ 64	\$ 65	\$ 66	\$ 67	\$ 67	\$ 67	\$ -	\$ 74
Restricted	1,682	1,529	1,421	1,470	1,659	1,584	1,630	1,831	2,090	2,195
Committed	-	-	-	156	3	-	-	-	-	-
Assigned	4,274	3,973	2,091	714	1,243	1,424	2,866	2,952	3,580	2,863
Unassigned	-	-	-	-	-	-	-	-	(92)	(5)
Total all other governmental funds	<u>\$ 5,956</u>	<u>\$ 5,502</u>	<u>\$ 3,576</u>	<u>\$ 2,405</u>	<u>\$ 2,971</u>	<u>\$ 3,075</u>	<u>\$ 4,563</u>	<u>\$ 4,850</u>	<u>\$ 5,578</u>	<u>\$ 5,127</u>

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
TABLE 5
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

	Fiscal Year Ended September 30,									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Revenues:										
Property taxes and fire assessments	\$ 9,853,257	\$ 9,755,326	\$ 9,323,013	\$ 8,973,038	\$ 8,458,845	\$ 8,052,767	\$ 7,894,483	\$ 7,766,298	\$ 7,798,158	\$ 7,938,090
Franchise fees and utility taxes	1,835,015	1,854,540	1,794,609	1,799,511	1,734,171	1,714,761	1,677,798	1,631,074	1,698,650	1,707,308
Intergovernmental	963,615	1,037,907	1,029,976	1,019,977	1,095,512	1,273,084	1,027,448	1,233,228	969,266	887,117
Fines and forfeitures	1,710,876	357,287	484,086	161,139	94,009	165,437	444,386	123,534	125,760	303,767
Charges for services	46,051	44,631	47,013	42,300	43,015	39,935	49,348	41,966	59,284	37,593
Interest and other	114,915	1,145,245	25,317	17,081	6,024	32,016	25,361	74,648	48,940	51,906
Licenses and permits	846,857	89,366	1,147,773	1,196,042	1,408,293	1,453,520	750,198	763,664	509,892	153,933
Grants	285,955	193,393	84,696	84,237	81,650	81,530	81,387	190,621	404,166	144,653
Miscellaneous revenues	174,187	253,023	207,760	202,005	346,943	416,718	477,969	266,653	107,426	109,409
Total revenues	15,830,728	14,730,718	14,144,243	13,495,330	13,268,462	13,229,768	12,428,378	12,091,686	11,721,542	11,333,776
Expenditures:										
Current:										
General government	2,527,771	2,458,940	2,386,055	2,209,305	2,209,228	2,431,450	2,367,732	2,536,061	2,129,772	2,106,893
Public safety	8,003,039	7,681,724	7,325,908	7,215,408	7,274,122	7,033,832	6,214,577	5,991,798	5,572,541	4,923,024
Transportation	2,111,273	1,733,786	1,750,558	1,636,939	1,485,940	1,419,610	1,298,636	1,225,552	1,131,531	1,434,324
Recreation	576,938	460,021	431,725	458,066	430,185	439,763	370,420	338,444	330,408	304,613
Physical environment	234,351	221,694	233,592	223,675	230,293	225,740	229,228	184,217	193,526	-
Capital outlay	1,041,011	304,795	495,847	637,985	2,260,012	1,468,907	3,851,212	5,157,495	2,040,544	597,312
Total expenditures	14,494,383	12,860,960	12,623,685	12,381,378	13,889,780	13,019,302	14,331,805	15,433,567	11,398,322	9,366,166
Excess (deficiency) of revenues over expenditures	1,336,345	1,869,758	1,520,558	1,113,952	(621,318)	210,466	(1,903,427)	(3,341,881)	323,220	1,967,610
Other financing sources (uses):										
Transfers in	35,000	912,580	537,822	1,808,063	2,244,835	1,683,227	1,931,730	2,882,800	1,067,000	1,562,690
Transfers out	(35,000)	(912,580)	(537,822)	(1,808,063)	(2,244,835)	(1,683,227)	(1,931,730)	(2,882,800)	(900,000)	(1,395,690)
Total other financing sources (uses)	-	-	-	-	-	-	-	-	167,000	167,000
Net change in fund balances	1,336,345	1,869,758	1,520,558	1,113,952	(621,318)	210,466	(1,903,427)	(3,341,881)	490,220	2,134,610
Fund balances - beginning	13,964,350	12,094,592	10,574,034	9,460,082	10,081,400	9,870,934	11,774,361	15,116,242	14,626,022	12,491,412
Fund balances - ending	\$ 15,300,695	\$ 13,964,350	\$ 12,094,592	\$ 10,574,034	\$ 9,460,082	\$ 10,081,400	\$ 9,870,934	\$ 11,774,361	\$ 15,116,242	\$ 14,626,022

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
TABLE 6
GENERAL GOVERNMENTAL REVENUES BY SOURCE (1)
LAST TEN FISCAL YEARS

Fiscal Year	Property Taxes and Fire Assessment Fees	Franchise Fees and Utility Taxes	Licenses and Permits	Inter- Govt	Charges Services	Fines and Forfeitures	Grants	Interest and Other	Total
2011	7,938,090	1,707,308	153,933	887,117	37,593	303,767	144,653	161,315	11,333,776
2012	7,798,158	1,698,650	509,892	969,266	59,284	125,760	404,166	156,366	11,721,542
2013	7,766,298	1,631,074	763,664	1,233,228	41,966	123,534	190,621	341,301	12,091,686
2014	7,894,483	1,677,798	750,198	1,027,448	49,348	444,386	81,387	503,330	12,428,378
2015	8,052,767	1,714,761	1,453,520	1,273,084	39,935	165,437	81,530	448,734	13,229,768
2016	8,458,845	1,734,171	1,408,293	1,095,512	43,015	94,009	81,650	352,967	13,268,462
2017	8,973,038	1,799,511	1,196,042	1,019,977	42,300	161,139	84,237	219,086	13,495,330
2018	9,323,013	1,794,609	1,147,773	1,029,976	47,013	484,086	84,696	233,077	14,144,243
2019	9,755,326	1,854,540	1,145,245	1,037,907	44,631	357,287	193,393	342,389	14,730,718
2020	9,853,257	1,835,015	846,857	963,615	46,051	1,710,876	285,955	289,102	15,830,728

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
TABLE 7
PRELIMINARY RECAPITULATION OF THE AD VALOREM ASSESSMENT ROLLS
LAST TEN FISCAL YEARS

Fiscal Year	Tax Roll Year	Real Property Assessed Value	Personal Property Assessed Value	Exemptions		Taxable Assessed Property Value	Final Actual Taxable Value	Total Direct Tax Rate
				Real	Personal			
2011	2010	1,901,968,310	15,105,857	143,291,270	4,214,572	1,769,568,325	1,765,210,362	3.9990
2012	2011	1,860,076,290	16,804,874	141,590,530	4,362,075	1,730,928,559	1,729,694,589	3.9990
2013	2012	1,883,607,260	16,475,042	136,628,990	4,273,669	1,759,179,643	1,758,359,285	3.9312
2014	2013	1,934,576,100	18,819,056	136,763,170	3,876,058	1,812,755,928	1,810,952,599	3.9312
2015	2014	2,055,742,730	18,924,622	139,076,520	4,699,454	1,930,891,378	1,928,187,948	3.8000
2016	2015	2,199,032,820	20,856,875	139,266,890	5,071,794	2,075,551,011	2,073,594,801	3.7379
2017	2016	2,343,814,020	21,518,709	140,782,850	4,969,718	2,219,580,161	2,219,593,247	3.5989
2018	2017	2,633,255,130	25,617,432	146,659,620	4,748,348	2,507,464,594	2,376,152,413	3.5989
2019	2018	2,747,642,390	24,658,591	148,531,390	4,597,310	2,619,172,281	2,500,803,075	3.5989
2020	2021	2,837,935,350	25,310,350	151,619,270	4,454,434	2,707,171,996	2,609,201,941	3.5000

Source: Broward County, Florida, Property Appraiser

Note: Property in Broward County is reassessed once every year, on average. The county assesses property at approximately 85-100 percent of actual value for commercial and industrial property and 85-100 percent for residential property, as required by Florida law. Estimated actual taxable value is calculated by dividing taxable value by those percentages. Tax rates are per \$1,000 of assessed value.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA

**TABLE 8
PRINCIPAL PROPERTY TAXPAYERS
CURRENT AND TEN YEARS AGO
SEPTEMBER 30, 2020**

2020					2010				
Taxpayer	Assessed Valuation ¹	Type of Use	Rank	Percentage of Total Assessed Valuation	Taxpayer	Assessed Valuation ¹	Rank	Percentage of Total Assessed Valuation	
Florida Development Group	\$ 49,205,983	Hotel	1	6.44%	Walnut & Vine Properties II LCC	\$ 17,076,400	1	0.97%	
White Cap of Florida Inc	12,112,856	Condominiums	2	1.59%	Minto Villas-BY-The-Sea LLC	13,293,970	2	0.75%	
Edmondson, James P	10,954,620	Restaurant	3	1.43%	Ocean 4660LLC	10,896,460	3	0.62%	
Gorana International Inc	8,044,010	Restaurant/Pier	4	1.05%	Edmondson, James P. - Seawatch	7,835,990	4	0.44%	
Topflow Property Corp	6,879,980	Hotel	5	0.90%	White Cap of FL, Inc.	6,922,386	5	0.39%	
ACS 218 LLC	6,081,010	Condominiums	6	0.80%	Demko Family Holding LTD	5,942,980	6	0.34%	
LBTS Properties LLC	5,791,650	Restaurant/Park.lot/Hotel	7	0.76%	Florida Power & Light CO	5,712,377	7	0.32%	
Z & K Property Corp Inc	5,525,700	Condominiums	8	0.72%	Gorana International Inc	4,428,180	8	0.25%	
K M & Buschbaum Inc	5,311,590	Condominiums	9	0.70%	Pier Point Developers LLC	4,343,190	9	0.25%	
Wens Holding LLC	4,786,860	Hotel	10	0.63%	Little Italy Oceanside	4,088,467	10	0.23%	
	<u>\$ 114,694,259</u>			<u>15.02%</u>		<u>\$ 80,540,400</u>		<u>4.56%</u>	

¹ Source: Broward County Revenue Collector

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
TABLE 9
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

Fiscal Year Ended September 30,	Total Tax Levy	(1). Current Tax Collected	Percentage of Current Taxes Collected	Delinquent Tax Collections	Total Tax Collections	Ratio of Total Tax Collections to Total Tax Levy
2011	7,088,217	6,990,745	98.62%	41,289	7,032,034	99.21%
2012	6,934,808	6,915,094	99.72%	17,238	6,932,332	99.96%
2013	6,926,376	6,916,855	99.86%	8,709	6,925,564	99.99%
2014	7,136,718	7,124,316	99.83%	-	7,124,316	99.83%
2015	7,345,409	7,332,884	99.83%	-	7,332,884	99.83%
2016	7,767,916	7,745,628	99.71%	-	7,745,628	99.71%
2017	8,197,882	8,187,809	99.88%	-	8,187,809	99.88%
2018	8,566,383	8,551,166	99.82%	-	8,551,166	99.82%
2019	9,033,399	9,007,973	99.72%		9,007,973	99.72%
2020	9,178,604	9,115,971	99.32%		9,115,971	99.32%

Source: Town of Lauderdale-By-The-Sea Finance Department

(1) Includes collection fees and early payment discounts taken

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA

TABLE 10
PROPERTY TAX RATES (PER \$1,000)
DIRECT AND OVERLAPPING GOVERNMENTS
LAST TEN FISCAL YEARS

Fiscal Year	Lauderdale By-The-Sea	Broward County	Broward County Schools	Other Taxing Agencies			Special Districts		Total
				South Florida Water Management	Florida Inland Navigation	Broward Children's Services Council	North Broward Hospital	Hillsboro Inlet	
2011	3.9990	5.5530	7.6310	0.6240	0.0345	0.4696	1.8750	0.0860	20.2721
2012	3.9990	5.5530	7.4180	0.4363	0.0345	0.4789	1.8750	0.0860	19.8807
2013	3.9312	5.5530	7.4560	0.4289	0.0345	0.4902	1.8564	0.0860	19.8362
2014	3.9312	5.7230	7.4560	0.4110	0.0345	0.4882	1.7554	0.0860	19.8853
2015	3.8000	5.7230	7.4380	0.3842	0.0345	0.4882	1.5939	0.0860	19.5478
2016	3.7379	5.7230	7.2740	0.3551	0.0320	0.4882	1.4425	0.0860	19.1387
2017	3.6873	5.6690	6.9063	0.3307	0.0320	0.4882	1.3462	0.0860	18.5457
2018	3.5989	5.6690	6.5394	0.3100	0.0320	0.4882	1.2483	0.0860	17.9718
2019	3.5989	5.6690	6.7393	0.2795	0.0320	0.4882	1.0324	0.0985	17.9378
2020	3.5000	5.6690	6.5052	0.2675	0.0320	0.4882	1.1469	0.0985	17.7073

Source: Broward County, Florida, Property Appraiser

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
TABLE 11
RATIO OF ANNUAL DEBT SERVICE EXPENDITURES TO
TOTAL GENERAL GOVERNMENTAL EXPENDITURES
LAST TEN FISCAL YEARS

Fiscal Year	Principal	Interest	Total Debt Service	Total General Governmental Expenditures	Ratio of Debt
2011	-	-	-	9,533,166	0.00%
2012	-	-	-	11,398,322	0.00%
2013	-	-	-	15,433,567	0.00%
2014	-	-	-	14,331,805	0.00%
2015	-	-	-	13,019,302	0.00%
2016	-	-	-	13,889,780	0.00%
2017	-	-	-	12,381,378	0.00%
2018	-	-	-	12,623,685	0.00%
2019	-	-	-	12,860,960	0.00%
2020	-	-	-	14,494,383	0.00%

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA

TABLE 12
RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS

Fiscal Year	Governmental Activities			Business-type Activities		Population	Per Capita	Personal Income	Percentage of Personal Income
	Promissory Notes	Line of Credit	Capital Leases	Promissory Notes	Primary Government				
2011	-	-	-	1,130,723	1,130,723	11,000	103	48,773	0.21%
2012	-	-	-	839,598	839,598	11,000	76	48,773	0.16%
2013	-	-	-	587,208	587,208	11,000	53	59,411	0.09%
2014	-	-	-	-	-	11,000	0	57,561	0.00%
2015	-	-	-	-	-	11,000	0	60,928	0.00%
2016	-	-	-	-	-	11,000	0	64,180	0.00%
2017	-	-	-	-	-	11,000	0	60,548	0.00%
2018	-	-	-	-	-	11,000	0	65,691	0.00%
2019	-	-	-	-	-	11,000	0	73,197	0.00%
2020	-	-	-	-	-	12,000	0	72,068	0.00%

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA

TABLE 13
DIRECT AND OVERLAPPING
GOVERNMENTAL ACTIVITY DEBT
SEPTEMBER 30, 2020

Name of Governmental Unit	Net Bonded Outstanding September 30, 2019	Percent of Debt Applied to Town Lauderdale By-The-Sea (1)	Amount of Debt Debt Applied Town of Lauderdale By-The-Sea
Broward County	\$ 155,245,000 ¹	0.8904%	\$ 1,382,287
Broward County School District	337,681 ²	0.8904%	<u>3,007</u>
Subtotal, overlapping debt			1,385,294
Town of Lauderdale-By-The-Sea Direct Debt			<u>-</u>
Total direct and overlapping debt			<u><u>\$ 1,385,294</u></u>

¹ Source: Broward County, Florida Property Appraiser

² Source: Broward County School Board CAFR

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the Town. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the Town. This process recognizes that, when considering the Town's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt of each overlapping government.

(1) The percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of Broward County's taxable assessed value that is within the Town of Lauderdale-By-The-Sea's boundaries and dividing it by Broward County's total taxable assessed value.

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA

TABLE 14
STATISTICS
DEMOGRAPHICS AND ECONOMICS
SEPTEMBER 30, 2020

Date of Incorporation:	November 30, 1947	
Year of Charter Adoption:	1947	
Form of Town Government:	Commission-Manager	
Location:	Lauderdale-By-The-Sea is in the east-central part of Broward County and shares boundaries with three other municipalities. Its eastern boundary is the Atlantic Ocean. It is 30 miles north of Miami and 33 miles south of Palm Beach. The Town is just over 8.5 square miles in area and has a population of 6,100 with a peak seasonal population of 11,000. It is a seaside community with primary industries being retail trade, tourism/hospitality, finance, insurance and real estate.	
Number of Employees and Officials:	Full and Part-Time	39
Recreation facilities:	Miles of Public Beach	2
	Miles of Navigable Water	2.3
	Parks	3
	Tennis Courts	2
	Shuffleboard Courts	2
	Bocci Ball Court	1
	Basketball Court	1
Infrastructure:	Town Buildings	7
	Fire Stations	1
	Surface Parking Lots	4
Socio-Economic Data:	Consumer Price Index ^{(1)A}	0.009
	Per Capita Personal Income ⁽²⁾	72,068.00
Population Statistics:	Civilian Labor Force ^{(1)B}	1,007.60
	Unemployment Rate ^{(1)C}	6.6%

Source:

(1) United States Department of Labor - Bureau of Labor Statistics
Broward County, Florida

A. All urban consumers, base: 1982-84=100, not seasonally adjusted

B. Number of persons, in thousands, not seasonally adjusted

C. Not seasonally adjusted

(2) Bureau of Economic Analysis - U.S. Department of Commerce - Florida - Released 2019

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA

TABLE 15
PRINCIPAL EMPLOYERS
CURRENT AND TEN YEARS AGO
SEPTEMBER 30, 2020

<u>Employer</u>	<u>2020</u>			<u>2010</u>		
	<u>Employees</u>	<u>Rank</u>	<u>Percentage of Total Town Employment</u>	<u>Employees</u>	<u>Rank</u>	<u>Percentage of Total Town Employment</u>
Aruba's Beach Café Restaurant	195	1	N/A	175	1	N/A
Sea Watch Restaurant	103	2	N/A	105	2	N/A
Blue Moon Fish Company - Restaurant	100	3	N/A	70	3	N/A
Village Grill-Restaurant	80	4	N/A	-	-	N/A
Tacocraft-Restaurant	70	5	N/A	-	-	N/A
Benihana-Restaurant	61	6	N/A	60	4	N/A
Mulligans	45	7	N/A	-	-	N/A
Lauderdale-By-The-Sea Resort & Beach Club	-	-	N/A	30	5	N/A
Lauderdale Beachside Hotel- Hotel and Rest.	-	-	N/A	30	6	N/A
 Total	 <u>654</u>			 <u>470</u>		

Source: Lauderdale-By-The-Sea Development Services

N/A - Information not available

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
TABLE 16
FULL TIME EQUIVALENT GOVERNMENT POSITIONS BY FUNCTION
LAST TEN FISCAL YEARS

<u>Function</u>	Full time Equivalent Positions as of September 30,									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Administration	7.6	7.6	7.3	7.5	7.5	8.6	8.6	8.5	7.6	8.3
General Government	1	1	1.5	1.4	1.4	1.4	1.2	1.3	1.6	-
Public Works	15.7	15.7	15.8	15.8	15.8	14.8	13.8	13.8	13.8	15.0
Development services	3.1	3.1	3.5	3.4	3.4	3.2	2.5	2.5	4.0	3.8
Parking	2.55	2.55	1.5	1.5	1.5	0.5	0.4	0.4	4.5	4.9
Project Management	1.2	1.2	1.1	1.1	1.1	1.3	1.1	1.1	1.1	-
Sewer	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3	1.3
Building	1.55	1.55	-	-	-	-	-	-	-	-
Total	34.00	34.00	32.00	32.00	32.00	31.00	28.75	28.75	33.75	33.15

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
TABLE 17
OPERATING INDICATORS BY FUNCTION
LAST TEN FISCAL YEARS

Function	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
General Government:										
Informational calls received	1,527	3,251	3,317	4,068	4,595	5,305	6,353	6,840	6,912	8,071
Public records request	15	25	49	47	42	46	46	-	90	99
Resolutions	47	138	36	46	42	48	52	46	61	44
Ordinances	8	27	26	11	15	16	14	41	22	20
Commission meetings	22	22	29	26	30	34	21	22	33	36
Cash receipts - general operating	6,386	6,751	6,221	5,786	5,970	5,370	6,556	4,332	3,263	2,608
Cash disbursements - general operating	3,507	3,868	3,673	3,650	3,425	4,064	5,128	3,140	3,423	2,932
Payroll disbursements - general operating	3,042	3,100	3,230	3,397	3,380	3,353	4,540	1,330	1,326	1,380
Purchase orders issued	16	14	23	18	29	57	57	148	140	190
Claims processed - gen liability and workers	3	6	3	1	4	10	13	9	10	17
Hours of information technology services	230	268	140	181	153	100	415	329	102	256
Public safety:										
Informational calls received	8,621	8,951	8,208	9,416	9,116	8,253	7,190	5,179	5,063	4,941
Public records request	-	-	-	-	-	-	-	-	-	-
Citizen on patrol membership	32	32	32	29	29	29	30	37	29	26
Neighborhood crime watch membership	-	-	-	-	-	-	-	-	-	-
Fire responses	386	323	443	407	353	408	369	364	339	411
Fire medical services (EMS)	1,032	1,116	1,115	1,114	1,119	1,101	987	990	943	874
Notices of violations code compliance	21	132	314	270	638	180	288	956	158	375
Citations issued code compliance	130	371	-	-	-	-	-	-	-	-
Complaints investigated	294	814	1,231	1,062	1,154	1,458	1,252	1,266	505	151
Parking citations	6,476	5,925	5,275	8,447	8,953	6,720	4,358	4,674	7,565	8,289
Municipal services:										
Parking maintenance (hours)	-	-	-	-	-	-	-	520	1,560	359
Street maintenance and repairs (hours)	-	-	-	-	-	-	-	1,547	1,253	952
Ground maintenance and repairs (hours)	-	-	-	-	-	-	-	5,657	5,587	7,508
Building maintenance and repairs (hours)	-	-	-	-	-	-	-	2,744	2,496	2,884
Cultural - recreation:										
Scheduled recreation activities	678	1,538	1,396	1,213	1,157	1,036	995	969	934	1,002
Recreation Volunteer hours	3,243	2,966	2,124	1,756	1,914	1,677	1,538	1,662	1,772	1,769
Recreation activity participants	2,017	3,719	3,425	2,621	2,885	2,487	2,816	2,741	6,065	5,740
Recreation areas maintenance (hours)	-	-	-	-	-	-	-	1,965	2,456	3,136

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA

TABLE 18
CAPITAL ASSETS BY FUNCTION
LAST TEN FISCAL YEARS

Function	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
General Government Facilities:										
Town Buildings	7	7	7	7	7	7	7	7	7	7
Recreation Facilities:										
Miles of Public Beach	2.3	2.3	2.3	2.3	2.3	2.3	2.3	2.3	2.3	2.3
Parks	3	3	3	3	3	3	3	3	3	3
Tennis Courts	2	2	2	2	2	2	2	2	2	2
Shuffleboard Court	2	2	2	2	2	2	2	2	2	2
Bocci Ball Court	1	1	1	1	1	1	1	1	1	1
Basketball Court	1	1	1	1	1	1	1	1	1	1
Beach Portals	6	6	6	6	6	6	6	6	6	6
Public Safety Facilities:										
Police Station	1	1	1	1	1	1	1	1	1	1
Police Vehicles	30	30	30	30	30	30	30	30	30	30
Fire Stations	1	1	1	1	1	1	1	1	1	1
Fire Rescue Station	1	1	1	1	1	1	1	1	1	1
Fire Vehicles	0	3	3	3	2	2	2	2	2	2
Fire Rescue Vehicle	0	3	3	3	3	3	3	3	3	2
Infrastructure:										
Miles of paved roads	16.7	16.68	16.68	16.68	16.68	16.68	16.68	16.68	16.68	16.68
Cable television	1	1	1	1	1	1	1	1	1	1
Surface Parking Lot	4	4	4	4	4	4	4	4	3	3

Source: Town of Lauderdale-By-The-Sea Municipal Services Department

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COMPLIANCE SECTION



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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Honorable Mayor, Town Commission and Town Manager
Town Of Lauderdale-By-The-Sea, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town Of Lauderdale-By-The-Sea, Florida ("Town") as of and for the fiscal year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements, and have issued our opinion thereon dated May 18, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters involving the internal control over financial reporting and compliance that we have reported to management of the Town in a separate letter dated May 18, 2021.

The Town's responses to the findings identified in our audit are described in the accompanying Management Letter. We did not audit the Town's responses and, accordingly, we express no opinion on them.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

May 18, 2021



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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

Honorable Mayor, Town Commission and Town Manager
Town Of Lauderdale-By-The-Sea, Florida

We have examined the Town Of Lauderdale-By-The-Sea, Florida's ("Town") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2020. Management is responsible for Town's compliance with those requirements. Our responsibility is to express an opinion on Town's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Town complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the Town complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the Town's compliance with specified requirements.

In our opinion, the Town complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2020, except that the individual assigned to make investment decisions did not obtain all of the required hours of continuing education for the year. The District should ensure that the investment officer obtains the required hours each year.

This report is intended solely for the information and use of the Mayor, Town Commission, Town Manager, Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, and the Florida Auditor General and is not intended to be and should not be used by anyone other than these specified parties.

May 18, 2021



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MANAGEMENT LETTER PURSUANT TO THE RULES OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Honorable Mayor, Town Commission and Town Manager
Town of Lauderdale-By-The-Sea, Florida

Report on the Financial Statements

We have audited the financial statements of the Town of Lauderdale-By-The-Sea, Florida ("Town") as of and for the fiscal year ended September 30, 2020, and have issued our report thereon dated May 18, 2021.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated May 18, 2021, should be considered in conjunction with this management letter.

Purpose of this Letter

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General of the State of Florida. Accordingly, in connection with our audit of the financial statements of the Town, as described in the first paragraph, we report the following:

- I. **Current year findings and recommendations.**
- II. **Status of prior year findings and recommendations.**
- III. **Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Mayor, Town Commission, Town Manager, Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank the Town of Lauderdale-By-The-Sea, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

May 18, 2021

REPORT TO MANAGEMENT

I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

2020-01 General Fund Budget:

Observation: The classification detail at which expenditures may not legally exceed appropriations is at the department level. For the Police department within the general fund, actual expenditures exceeded appropriations for the fiscal year ended September 30, 2020.

Recommendation: The Town should amend the budget during the fiscal year or within statutory guidelines to ensure that all expenditures are properly budgeted including by department level.

Management Response: Beginning May 18, 2020, in preparation of the Phase 1 re-opening due to COVID-19 restrictions, the former Town Manager requested additional staffing for the downtown area. While this additional BSO patrol was discussed at a Commission meeting, the additional fees charged were not brought to Commission for final approval; therefore a budget amendment was not processed timely. For FY21, an agenda item was presented at the Commission meeting for future BSO expenses and approved on January 26, 2021. In the future, management staff will ensure that any required budget amendments are done within statutory guidelines.

2020-02 Investment Policy Compliance:

Observation: Section 218.415 (14) of the Florida Statutes and the Town's investment policy require the Investment Officer of the Town to obtain eight hours of investment training annually. The Investment Officer of the Town obtained three hours of investment training in the year under audit.

Recommendation: The Investment Officer of the Town should obtain the minimum required investment training annually.

Management Response: The Town's Investment Officer performed 3 of the required CPE credits and will ensure going forward that all CPE credit requirements will be met.

II. PRIOR YEAR FINDINGS

None

III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2019.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2020, except as noted above.

**REPORT TO MANAGEMENT
(Continued)**

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance, except as noted above.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2020, except as noted above.

4. The name or official title and legal authority of the Town are disclosed in the notes to the financial statements.
5. The Town has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.
6. We applied financial condition assessment procedures pursuant to Rule 10.556(7) and no deteriorating financial conditions were noted. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.



Town Commission Agenda Item Report

Meeting Date: May 25, 2021

Submitted By: Brooke Liddle, Chief

Submitting Department: Public Safety

Item Type: Report

Agenda Section: PUBLIC SAFETY DISCUSSION

Subject Title: AMR April 2021 Report

Explanation: April 2021 AMR Report

Recommendation: Accept/Approve Report

Attachments:

Exhibit 1 – AMR April 2021 Report

Response Date	Address	Dispatched	Enroute	On Scene	Response Time
4/12/2021	4600 BLK Bougainvilla Dr	14:24:56	14:25:23	14:25:44	00:00:48
4/30/2021	4500 BLK N Ocean Dr	23:08:12	23:09:20	23:09:22	00:01:10
4/5/2021	N Ocean Dr / Washingtonia Ave	02:24:04	02:25:05	02:25:15	00:01:11
4/6/2021	100 BLK Commercial Blvd	14:57:14	14:58:30	14:58:31	00:01:17
4/20/2021	4500 BLK Bougainvilla Dr	20:10:44	20:11:35	20:12:10	00:01:26
4/29/2021	1400 BLK S Ocean Blvd	15:07:57	15:09:27	15:09:27	00:01:30
4/26/2021	200 BLK Hibiscus Ave	19:09:08	19:10:42	19:10:42	00:01:34
4/29/2021	4500 BLK El Mar Dr	21:01:00	21:02:47	21:02:52	00:01:52
4/19/2021	100 BLK Commercial Blvd	17:15:19	17:15:35	17:17:22	00:02:03
4/7/2021	4500 BLK N Ocean Dr	02:09:58	02:11:25	02:12:02	00:02:04
4/10/2021	100 BLK Commercial Blvd	17:03:40	17:04:08	17:05:44	00:02:04
4/2/2021	5200 BLK N Ocean Blvd	13:56:48	13:57:07	13:58:53	00:02:05
4/25/2021	5100 BLK N Ocean Blvd	11:22:03	11:22:08	11:24:08	00:02:05
4/29/2021	4900 BLK N Ocean Blvd	11:48:08	11:50:14	11:50:16	00:02:08
4/21/2021	200 BLK Commercial Blvd	09:36:23	09:36:36	09:38:38	00:02:15
4/13/2021	100 BLK Commercial Blvd	12:02:19	12:02:51	12:04:36	00:02:17
4/21/2021	4400 BLK N Ocean Dr	14:20:38	14:21:11	14:22:56	00:02:18
4/19/2021	4400 BLK El Mar Dr	00:47:42	00:48:18	00:50:01	00:02:19
4/8/2021	4200 BLK El Mar Dr	08:26:16	08:27:46	08:28:36	00:02:20
4/10/2021	N Ocean Dr / Pine Ave	14:41:44	14:41:48	14:44:04	00:02:20
4/14/2021	1400 BLK S Ocean Blvd	19:35:23	19:35:34	19:37:47	00:02:24
4/17/2021	100 BLK Commercial Blvd	19:45:22	19:45:55	19:47:46	00:02:24
4/19/2021	1400 BLK S Ocean Blvd	09:13:21	09:13:34	09:15:52	00:02:31
4/3/2021	1600 BLK S Ocean Blvd	06:29:35	06:29:45	06:32:07	00:02:32
4/28/2021	4600 BLK N Ocean Dr	09:12:43	09:14:24	09:15:15	00:02:32
4/10/2021	1700 BLK S Ocean Blvd	12:28:55	12:29:05	12:31:28	00:02:33
4/1/2021	200 BLK Commercial Blvd	12:20:32	12:21:06	12:23:08	00:02:36
4/2/2021	5100 BLK N Ocean Blvd	10:00:41	10:02:28	10:03:17	00:02:36
4/15/2021	4100 BLK Bougainvilla Dr	10:58:20	10:58:29	11:00:57	00:02:37
4/24/2021	100 BLK Commercial Blvd	13:33:08	13:33:27	13:35:47	00:02:39
4/30/2021	1800 BLK S Ocean Blvd	10:33:04	10:33:13	10:35:46	00:02:42
4/23/2021	1400 BLK S Ocean Blvd	09:06:41	09:07:00	09:09:23	00:02:42
4/19/2021	4400 BLK El Mar Dr	02:36:46	02:36:50	02:39:29	00:02:43
4/24/2021	4000 BLK N Ocean Dr	15:48:32	15:48:48	15:51:15	00:02:43
4/5/2021	4600 BLK N Ocean Dr	16:20:07	16:21:23	16:22:51	00:02:44
4/20/2021	4400 BLK El Mar Dr	20:42:01	20:42:12	20:44:46	00:02:45
4/3/2021	4500 BLK N Ocean Dr	20:31:40	20:33:23	20:34:29	00:02:49
4/27/2021	4500 BLK Bougainvilla Dr	02:39:24	02:39:37	02:42:15	00:02:51
4/1/2021	4400 BLK N Ocean Dr	16:53:10	16:54:45	16:56:05	00:02:55
4/25/2021	1700 BLK S Ocean Blvd	17:19:02	17:19:13	17:21:59	00:02:57
4/25/2021	100 BLK Pine Ave	15:36:41	15:36:52	15:39:39	00:02:58
4/25/2021	100 BLK Commercial Blvd	20:49:37	20:51:09	20:52:38	00:03:01
4/7/2021	200 BLK Washingtonia Ave	14:18:25	14:20:39	14:21:26	00:03:01
4/21/2021	200 BLK Hibiscus Ave	07:59:33	07:59:47	08:02:35	00:03:02
4/25/2021	4200 BLK Bougainvilla Dr	19:11:34	19:11:47	19:14:46	00:03:12
4/1/2021	200 BLK Washingtonia Ave	05:53:36	05:53:49	05:56:49	00:03:13
4/13/2021	100 BLK Commercial Blvd	16:04:29	16:07:40	16:07:42	00:03:13
4/14/2021	5000 BLK N Ocean Blvd	11:11:42	11:13:34	11:14:57	00:03:15
4/10/2021	4500 BLK Bougainvilla Dr	05:38:33	05:39:58	05:41:49	00:03:16
4/2/2021	100 BLK Commercial Blvd	19:50:13	19:53:07	19:53:29	00:03:16
4/23/2021	5000 BLK N Ocean Blvd	10:29:33	10:32:49	10:32:51	00:03:18
4/9/2021	200 BLK Codrington Dr	19:41:52	19:42:08	19:45:11	00:03:19
4/14/2021	5400 BLK N Ocean Blvd	16:02:50	16:03:13	16:06:11	00:03:21
4/11/2021	100 BLK Commercial Blvd	15:04:32	15:06:44	15:07:53	00:03:21
4/13/2021	5100 BLK N Ocean Blvd	09:37:16	09:38:14	09:40:39	00:03:23
4/18/2021	200 BLK Hibiscus Ave	08:27:42	08:29:30	08:31:05	00:03:23
4/16/2021	3900 BLK N Ocean Dr	15:05:39	15:07:54	15:09:03	00:03:24

4/16/2021	4600 BLK El Mar Dr	13:55:21	13:57:35	13:58:47	00:03:26
4/21/2021	1900 BLK S Ocean Blvd	10:00:38	10:01:01	10:04:09	00:03:31
4/7/2021	Commercial Blvd / El Mar Dr	01:58:52	02:01:00	02:02:25	00:03:33
4/3/2021	4400 BLK Bougainvillea Dr	13:48:47	13:48:52	13:52:21	00:03:34
4/4/2021	1400 BLK S Ocean Blvd	09:55:46	09:55:53	09:59:20	00:03:34
4/10/2021	El Mar Dr / Commercial Blvd	11:38:40	11:40:42	11:42:15	00:03:35
4/18/2021	1800 BLK S Ocean Blvd	10:13:01	10:15:10	10:16:37	00:03:36
4/9/2021	1800 BLK S Ocean Blvd	11:07:49	11:08:07	11:11:26	00:03:37
4/2/2021	100 BLK Commercial Blvd	16:59:22	17:01:53	17:03:00	00:03:38
4/28/2021	3200 BLK Fiesta Way	15:37:36	15:37:40	15:41:14	00:03:38
4/18/2021	5000 BLK N Ocean Blvd	00:30:19	00:32:12	00:33:59	00:03:40
4/10/2021	1400 BLK S Ocean Dr	20:39:11	20:39:57	20:42:52	00:03:41
4/6/2021	1700 BLK S Ocean Blvd	13:55:59	13:56:44	13:59:41	00:03:42
4/9/2021	200 BLK S Tradewinds Ave	09:20:29	09:22:19	09:24:15	00:03:46
4/18/2021	1400 BLK S Ocean Blvd	15:13:51	15:13:55	15:17:38	00:03:47
4/25/2021	1400 BLK S Ocean Blvd	21:56:46	21:57:00	22:00:33	00:03:47
4/12/2021	200 BLK Codrington Dr	16:15:52	16:15:56	16:19:40	00:03:48
4/1/2021	100 BLK Commercial Blvd	23:16:05	23:16:19	23:19:56	00:03:51
4/20/2021	5100 BLK N Ocean Blvd	12:58:51	13:00:48	13:02:43	00:03:52
4/23/2021	1800 BLK S Ocean Blvd	13:02:16	13:03:35	13:06:13	00:03:57
4/24/2021	1800 BLK S Ocean Blvd	15:59:37	15:59:55	16:03:35	00:03:58
4/29/2021	Commercial Blvd / N Ocean Dr	11:25:17	11:26:05	11:29:16	00:03:59
4/17/2021	4600 BLK El Mar Dr	15:55:37	15:56:23	15:59:39	00:04:02
4/1/2021	1600 BLK S Ocean Blvd	18:14:25	18:18:19	18:18:28	00:04:03
4/18/2021	E Tradewinds Ave/Commercial Blvd	17:51:07	17:53:47	17:55:13	00:04:06
4/13/2021	4600 BLK N Ocean Dr	12:58:50	13:01:28	13:02:56	00:04:06
4/12/2021	1800 BLK S Ocean Blvd	15:46:16	15:48:24	15:50:22	00:04:06
4/27/2021	1900 BLK Coral Reef Dr	12:31:07	12:31:46	12:35:14	00:04:07
4/13/2021	1800 BLK S Ocean Blvd	16:58:23	16:59:45	17:02:31	00:04:08
4/14/2021	4600 BLK N Ocean Dr	02:00:20	02:00:37	02:04:35	00:04:15
4/14/2021	200 BLK Codrington Dr	12:43:09	12:45:36	12:47:24	00:04:15
4/15/2021	4300 BLK N Ocean Dr	20:45:07	20:46:49	20:49:24	00:04:17
4/25/2021	1800 BLK Bel-Air Ave	16:26:32	16:26:45	16:30:57	00:04:25
4/6/2021	100 BLK Commercial Blvd	17:49:17	17:51:38	17:53:48	00:04:31
4/7/2021	4500 BLK N Ocean Dr	08:22:49	08:27:20	08:27:23	00:04:34
4/4/2021	1400 BLK S Ocean Blvd	02:34:36	02:35:22	02:39:12	00:04:36
4/16/2021	4500 BLK W Trade Winds Ave	21:46:22	21:48:49	21:51:03	00:04:41
4/25/2021	1700 BLK S Ocean Blvd	23:01:27	23:02:17	23:06:24	00:04:57
4/9/2021	4300 BLK Bougainvillea Dr	18:48:51	18:49:56	18:53:53	00:05:02
4/13/2021	3900 BLK N Ocean Dr	23:00:18	23:02:38	23:05:26	00:05:08
4/1/2021	4200 BLK El Mar Dr	04:31:38	04:33:28	04:36:50	00:05:12
4/8/2021	1400 BLK S Ocean Blvd	18:31:55	18:32:25	18:37:14	00:05:19
4/21/2021	3200 BLK S Terra Mar Dr	14:38:59	14:43:38	14:44:33	00:05:34
4/9/2021	200 BLK Codrington Dr	23:04:41	23:04:54	23:10:42	00:06:01
6 Min or less = 99%				Average =	0:03:15



Town Commission Agenda Item Report

Meeting Date: May 25, 2021

Submitted By: Lucila Lang, Director of Finance & Budget

Submitting Department: Administration

Item Type: Report

Agenda Section: TOWN MANAGER REPORT

Subject Title: April Finance Report

Explanation: Presented is the April 2021 Financial Report, which consists of the attached Revenue Expenditure Report (**Exhibit 1**) and the Cash & Investment Report (**Exhibit 2**). This brings the Town to 58.33% of fiscal year 2020/2021.

Please note that the bank account balances reflect the transfer of \$1.6M and \$949M from the General Fund to the Capital Fund and the Parking Fund as discussed at a prior Commission meeting.

The following is a summary of the operating results through : 4/30/2021

Fund	Annual Budget	Budgeted Appropriations	Budgeted Revenues Excluding Appropriations	YTD Revenues		YTD Expenditures		Net Amount
				Amount	% of Budget	Amount	% of Budget	
General Fund	\$ 15,675,714.00	\$ 2,567,467.00	\$ 13,108,247.00	\$ 11,238,114.53	85.73%	\$ 9,746,635.68	74.35%	\$ 1,491,478.85
Building Fund	\$ 683,834.00	\$ -	\$ 683,834.00	\$ 530,094.82	77.52%	\$ 359,622.74	52.59%	\$ 170,472.08
Sewer Fund	\$ 1,230,896.00	\$ 100,000.00	\$ 1,130,896.00	\$ 628,662.30	55.59%	\$ 574,521.29	50.80%	\$ 54,141.01
Fire Fund	\$ 1,066,146.00	\$ -	\$ 1,066,146.00	\$ 1,038,145.36	97.37%	\$ 542,919.56	50.92%	\$ 495,225.80
Capital Fund	\$ 6,650,957.00	\$ 4,700,957.00	\$ 1,950,000.00	\$ 2,599,779.72	133.32%	\$ 1,238,813.79	18.63%	\$ 1,360,965.93
Parking Fund	\$ 2,701,525.00	\$ 949,490.00	\$ 1,752,035.00	\$ 2,492,477.36	142.26%	\$ 1,881,322.92	69.64%	\$ 611,154.44
Grand Total	\$ 28,009,072.00	\$ 8,317,914.00	\$ 19,691,158.00	\$ 18,527,274.09		\$ 14,343,835.98		\$ 4,183,438.11

Notable items for the month are as follow:

General Fund

- During April, the Town collected ad valorem revenues totaling \$433,359.18. On a year-to-date basis, ad valorem revenue collections are within expectations:

Collection Rates	2017	2018	2019	2020	2021
March	92.7%	93.6%	92.8%	92.6%	92.8%
April	97.7%	97.5%	97.4%	95.9%	97.6%
May	98.8%	98.8%	99.0%	97.6%	
June	99.9%	99.7%	99.9%	98.8%	
July	101.8%	101.5%	101.4%	101.0%	

- General Fund Expenditures are within budget.

Building Department

- Revenues for the Building Fund are within expectations.
- Year-to-date payments to CAP Government for building permit activity reflect invoices through March 2021.

Sewer Fund

- Sewer fund revenues and expenditures are within budgeted expectations.

Fire Fund

- During the month of April, the Town collected Fire Assessment fees totaling \$57,796.17. On a year-to-date basis, fire assessment fees are at 97.5% which are in line with the Town's expectations.

Capital Projects Fund

- Expenditures in the capital fund are in line with the updated budget.

Parking Fund

- During the month of April, the Town collected \$243,390.72 in parking charges, which brings the YTD collection above the expected budget for these 7 months of the fiscal year. As a reminder, due to COVID-19, the parking revenues were conservatively budgeted.
- Below is a breakdown of revenue by lots. For the period of October 2019 - April 2020, the Town collected a total of \$1,099,661.18, which included two months of COVID-19 restrictions. For the period of October 2020 through April 2021, the Town has collected a total of \$1,254,898.94, an increase of 14.12%. The town began seeing an upward trend in parking revenue during the month of March 2021.

<u>FY2020</u>	<u>PRIOR TO COVID-19</u>		<u>Beginning of Covid-19</u>	
	<u>January, 2020</u>	<u>February, 2020</u>	<u>March, 2020</u>	<u>April, 2020</u>
344.551 South Ocean	\$ 19,169.02	\$ 18,025.33	\$ 14,292.29	\$ 57.97
344.552 Ocean Front Meters	\$ 21,694.78	\$ 18,956.51	\$ 30,648.04	\$ 1,356.45
344.553 Commercial Blvd. Meters	\$ 30,215.94	\$ 28,004.43	\$ 9,657.09	\$ 319.86
344.554 Parking Meters-Beach	\$ 23,813.17	\$ 22,813.30	\$ 18,434.53	\$ 432.11
344.556 El Prado Parking Lot	\$ 38,894.66	\$ 39,270.27	\$ 30,869.93	\$ 54.03
344.558 Town Hall Parking Lot	\$ 1,084.15	\$ 518.31	\$ 1,186.93	\$ 19.95
344.559 El Mar Parking Lot	\$ 21,539.30	\$ 21,891.01	\$ 14,281.21	\$ 152.32
344.560 A1A Parking Lot	\$ 41,320.77	\$ 41,082.32	\$ 32,234.64	\$ 628.71
344.563 Bougainvillea/Poinciana	\$ 13,703.16	\$ 13,102.93	\$ 10,709.05	\$ 750.07
344.564 Eastward Strand Parking Spaces	\$ 5,609.41	\$ 5,820.31	\$ 4,892.61	\$ 21.88
	\$ 217,044.36	\$ 209,484.72	\$ 167,206.32	\$ 3,793.35
<u>FY2021</u>	<u>During COVID-19</u>			
	<u>January, 2021</u>	<u>February, 2021</u>	<u>March, 2021</u>	<u>April, 2021</u>
344.551 South Ocean	\$ 11,318.28	\$ 15,111.68	\$ 29,293.14	\$ 23,369.38
344.552 Ocean Front Meters	\$ 23,983.89	\$ 24,357.35	\$ 33,099.27	\$ 29,497.35
344.553 Commercial Blvd. Meters	\$ 8,256.36	\$ 10,277.05	\$ 13,998.83	\$ 12,572.08
344.554 Parking Meters-Beach	\$ 17,746.62	\$ 21,118.24	\$ 29,309.53	\$ 24,497.93
344.556 El Prado Parking Lot	\$ 31,157.30	\$ 37,708.29	\$ 63,046.40	\$ 51,693.88
344.558 Town Hall Parking Lot	\$ 1,386.13	\$ 2,154.71	\$ 2,922.13	\$ 2,929.17
344.559 El Mar Parking Lot	\$ 18,740.18	\$ 19,036.72	\$ 26,031.83	\$ 21,000.34
344.560 A1A Parking Lot	\$ 29,177.95	\$ 36,328.20	\$ 60,390.88	\$ 51,808.15
344.563 Bougainvillea/Poinciana	\$ 11,439.64	\$ 12,761.19	\$ 20,419.32	\$ 18,231.69
344.564 Eastward Strand Parking Spaces	\$ 6,499.69	\$ 3,205.22	\$ -	\$ -
	\$ 159,706.04	\$ 182,058.65	\$ 278,511.33	\$ 235,599.97
Monthly change from same month last fiscal year:	\$ (57,338.32)	\$ (27,426.07)	\$ 111,305.01	\$ 231,806.62

- The top producing lots for these 7 months are consistently:
 1. El Prado Parking Lot
 2. A1A Parking Lot
 3. Ocean Front Meters

Attachments:

Exhibit 1 – Revenue / Expenditure Report

Exhibit 2 – Cash & Investment Report

REVENUE/EXPENDITURE REPORT

Page: 1

5/13/2021

12:08 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2020 to 4/30/2021

Original Bud.

Amended Bud.

YTD Actual

CURR MTH

Encumb. YTD

UnencBal % Bud

Fund Type: GOV Governmental

Fund: 001 - General Fund

Revenues

Dept: 000.000 Appropriated Fund Balance

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
380.200 Appropriated Fund Balance	0.00	2,567,467.00	0.00	0.00	0.00	2,567,467.00	0.0

Appropriated Fund Balance	0.00	2,567,467.00	0.00	0.00	0.00	2,567,467.00	0.0
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Dept: 301.000 Ad Valorem Property Taxes

311.100 Ad Valorem Property Taxes	9,009,684.00	9,009,684.00	8,797,255.84	433,359.18	0.00	212,428.16	97.6
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Ad Valorem Property Taxes	9,009,684.00	9,009,684.00	8,797,255.84	433,359.18	0.00	212,428.16	97.6
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Dept: 301.100 Utility Taxes

311.101 FPL Utility Tax	830,000.00	830,000.00	420,402.80	67,568.31	0.00	409,597.20	50.7
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311.440 Gas Utility Tax	16,500.00	16,500.00	6,483.86	1,670.95	0.00	10,016.14	39.3
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314.300 Water Utility Tax	165,000.00	165,000.00	72,784.14	13,108.10	0.00	92,215.86	44.1
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Utility Taxes	1,011,500.00	1,011,500.00	499,670.80	82,347.36	0.00	511,829.20	49.4
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Dept: 301.600 Franchise Taxes

313.100 FI Power & Light Franchise	600,000.00	600,000.00	287,545.60	37,260.29	0.00	312,454.40	47.9
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313.300 Waste Franchise Collection	110,000.00	110,000.00	70,464.39	11,842.11	0.00	39,535.61	64.1
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313.301 Waste Franchise Adm-Fee	9,000.00	9,000.00	0.00	0.00	0.00	9,000.00	0.0
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313.400 Gas Franchise	10,000.00	10,000.00	8,880.16	2,075.71	0.00	1,119.84	88.8
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313.600 Towing Franchise Fees	600.00	600.00	230.00	0.00	0.00	370.00	38.3
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Franchise Taxes	729,600.00	729,600.00	367,120.15	51,178.11	0.00	362,479.85	50.3
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Dept: 302.000 Licenses & Permits

321.100 Business License Taxes	75,000.00	75,000.00	75,449.74	1,061.56	0.00	-449.74	100.6
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321.110 Sidewalk Cafe ROW	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00	0.0
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322.400 Sign Permits	1,325.00	1,325.00	50.00	50.00	0.00	1,275.00	3.8
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Licenses & Permits	111,325.00	111,325.00	75,499.74	1,111.56	0.00	35,825.26	67.8
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Dept: 303.000 Intergovernmental Revenues

311.120 Municipal Revenue Sharing	150,000.00	150,000.00	84,257.66	12,036.80	0.00	65,742.34	56.2
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311.150 Alcoholic Beverage License	15,000.00	15,000.00	10,699.51	9,769.57	0.00	4,300.49	71.3
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311.180 Sales Tax	390,000.00	390,000.00	204,604.10	33,893.23	0.00	185,395.90	52.5
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312.405 Local Op Gas Tax 1 - 6 cent	60,000.00	60,000.00	27,500.33	4,406.80	0.00	32,499.67	45.8
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312.410 Local Op Gas Tax 1 - 5 cent	46,630.00	46,630.00	19,284.66	3,094.40	0.00	27,345.34	41.4
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315.100 Communication Service Tax	320,000.00	320,000.00	147,605.62	26,257.47	0.00	172,394.38	46.1
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334.910 BCC-Senior Center Grant	19,233.00	19,233.00	0.00	0.00	0.00	19,233.00	0.0
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334.914 BCC-Transporation Grant	150,000.00	150,000.00	43,548.12	27,415.52	0.00	106,451.88	29.0
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334.915 FDOT-Reimbursable Grant	18,064.00	18,064.00	0.00	0.00	0.00	18,064.00	0.0
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334.929 Emergency Supplemental Funding	0.00	0.00	412,464.77	0.00	0.00	-412,464.77	0.0
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Intergovernmental Revenues	1,168,927.00	1,168,927.00	949,964.77	116,873.79	0.00	218,962.23	81.3
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Dept: 304.000 Charges for Services

343.902 Site Plan Application Fees	1,650.00	1,650.00	0.00	0.00	0.00	1,650.00	0.0
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347.500 Tennis - Shuffle Key	9,200.00	9,200.00	8,270.00	450.00	0.00	930.00	89.9
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Charges for Services	10,850.00	10,850.00	8,270.00	450.00	0.00	2,580.00	76.2
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Dept: 305.000 Fines & Forfeitures

354.150 Fines,TrafficViolation,Citatio	30,000.00	30,000.00	2,982.54	923.63	0.00	27,017.46	9.9
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354.160 Code Enforcement Fines	40,000.00	40,000.00	13,232.30	0.00	0.00	26,767.70	33.1
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359.100 Other Fines & Alarms	1,500.00	1,500.00	1,375.00	500.00	0.00	125.00	91.7
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Fines & Forfeitures	71,500.00	71,500.00	17,589.84	1,423.63	0.00	53,910.16	24.6
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Dept: 306.000 Miscellaneous Revenues

361.100 Interest Earnings	35,800.00	35,800.00	2,451.22	253.00	0.00	33,348.78	6.8
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362.000 Rent/Lease Royalties	69,820.00	69,820.00	44,441.48	6,511.34	0.00	25,378.52	63.7
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366.100 Donations	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
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369.100 Miscellaneous Revenues	36,308.00	36,308.00	39,275.19	5,265.00	0.00	-2,967.19	108.2
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369.200 Miscellaneous Applications	18,975.00	18,975.00	9,108.00	2,320.00	0.00	9,867.00	48.0
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369.201 Miscellaneous MerchandiseSales	300.00	300.00	94.00	0.00	0.00	206.00	31.3
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369.250 Recreational Activities Fee	1,250.00	1,250.00	60.00	60.00	0.00	1,190.00	4.8
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REVENUE/EXPENDITURE REPORT

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Town of Lauderdale by the Sea

For the Period: 10/1/2020 to 4/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 001 - General Fund							
Revenues							
Dept: 306.000 Miscellaneous Revenues							
369.500 Miscellaneous Lobbyist	600.00	600.00	100.00	0.00	0.00	500.00	16.7
369.901 Insurance Reimbursement	3,281.00	3,281.00	15,450.00	0.00	0.00	-12,169.00	470.9
Miscellaneous Revenues	171,334.00	171,334.00	110,979.89	14,409.34	0.00	60,354.11	64.8
Dept: 581.100 Interfund Transfers							
380.115 Transfer from Fire - OH Costs	22,000.00	22,000.00	11,000.00	0.00	0.00	11,000.00	50.0
381.106 Transfer from Parking Fund	801,527.00	801,527.00	400,763.50	0.00	0.00	400,763.50	50.0
Interfund Transfers	823,527.00	823,527.00	411,763.50	0.00	0.00	411,763.50	50.0
Revenues	13,108,247.00	15,675,714.00	11,238,114.53	701,152.97	0.00	4,437,599.47	71.7
Expenditures							
Dept: 511.000 Commission							
500.110 Commission Salaries	66,000.00	66,000.00	35,585.63	5,012.06	0.00	30,414.37	53.9
500.210 Employer FICA Taxes	5,000.00	5,000.00	2,292.12	322.68	0.00	2,707.88	45.8
500.220 Retirement	32,500.00	32,500.00	18,486.93	2,464.92	0.00	14,013.07	56.9
500.230 Group Insurance	64,200.00	64,200.00	41,299.23	4,820.81	0.00	22,900.77	64.3
500.345 Contractual Services	4,500.00	4,500.00	2,671.90	609.40	0.00	1,828.10	59.4
500.510 Office Supplies	175.00	175.00	0.00	0.00	0.00	175.00	0.0
500.540 Dues & Subscriptions	1,725.00	1,725.00	488.10	0.00	0.00	1,236.90	28.3
500.545 Training	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
500.550 Operating Expenses	9,500.00	9,500.00	2,166.03	0.00	0.00	7,333.97	22.8
Commission	185,600.00	185,600.00	102,989.94	13,229.87	0.00	82,610.06	55.5
Dept: 511.100 Donation-Non Profits							
500.820 Donations-Aids to Private Org	53,259.00	53,259.00	43,259.00	0.00	0.00	10,000.00	81.2
Donation-Non Profits	53,259.00	53,259.00	43,259.00	0.00	0.00	10,000.00	81.2
Dept: 511.200 Visitor Center							
500.120 Regular Salaries	12,800.00	12,800.00	8,042.10	1,039.67	0.00	4,757.90	62.8
500.140 Overtime Salaries	1,500.00	1,500.00	152.47	56.07	0.00	1,347.53	10.2
500.210 Employer FICA Taxes	1,000.00	1,000.00	745.70	210.00	0.00	254.30	74.6
500.220 Retirement	1,300.00	1,300.00	804.21	103.97	0.00	495.79	61.9
500.230 Group Insurance	3,900.00	3,900.00	2,058.01	240.43	0.00	1,841.99	52.8
500.340 Sewer/Wastewater	2,700.00	2,700.00	1,784.66	259.77	0.00	915.34	66.1
500.345 Contractual Services	29,900.00	29,900.00	26,900.00	13,450.00	0.00	3,000.00	90.0
500.430 Electric Service	1,600.00	1,600.00	575.71	89.73	0.00	1,024.29	36.0
500.431 Water Service	2,800.00	2,800.00	1,755.00	255.72	0.00	1,045.00	62.7
500.520 Bldg. Maintenance	10,000.00	10,000.00	5,030.30	4,776.00	0.00	4,969.70	50.3
500.550 Operating Expenses	0.00	30,000.00	3,984.31	0.00	0.00	26,015.69	13.3
500.640 Capital Outlay - Equip't & Mach	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
Visitor Center	73,500.00	103,500.00	51,832.47	20,481.36	0.00	51,667.53	50.1
Dept: 513.000 Administration							
500.120 Regular Salaries	663,400.00	669,594.00	430,798.29	54,175.29	0.00	238,795.71	64.3
500.140 Overtime Salaries	2,500.00	2,500.00	312.61	0.00	0.00	2,187.39	12.5
500.210 Employer FICA Taxes	49,300.00	49,774.00	30,046.81	4,055.24	0.00	19,727.19	60.4
500.220 Retirement	99,000.00	100,300.00	54,501.44	7,954.40	0.00	45,798.56	54.3
500.230 Group Insurance	136,846.00	136,846.00	87,973.61	10,739.63	0.00	48,872.39	64.3
500.315 Professional Services	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
500.320 Audit Expense	34,350.00	34,350.00	17,500.00	15,000.00	0.00	16,850.00	50.9
500.344 HR Expenses	9,000.00	9,000.00	2,007.84	107.80	0.00	6,992.16	22.3
500.345 Contractual Services	20,000.00	20,000.00	17,197.26	2,459.46	0.00	2,802.74	86.0
500.463 Service Maintenance Contracts	43,900.00	43,900.00	27,902.64	2,080.36	0.00	15,997.36	63.6
500.506 Printing & Binding	3,400.00	3,400.00	7,658.00	3,175.00	0.00	-4,258.00	225.2
500.508 Postage	4,500.00	4,500.00	3,081.69	165.17	0.00	1,418.31	68.5
500.510 Office Supplies	7,500.00	7,500.00	1,407.44	59.42	0.00	6,092.56	18.8
500.540 Dues & Subscriptions	8,000.00	8,000.00	3,384.20	958.00	0.00	4,615.80	42.3
500.545 Training	10,000.00	10,000.00	1,544.00	0.00	0.00	8,456.00	15.4

REVENUE/EXPENDITURE REPORT

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Town of Lauderdale by the Sea

For the Period: 10/1/2020 to 4/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 001 - General Fund							
Expenditures							
Dept: 513.000 Administration							
500.550 Operating Expenses	15,045.00	15,045.00	10,348.09	3,031.88	0.00	4,696.91	68.8
Administration	1,156,741.00	1,164,709.00	695,663.92	103,961.65	0.00	469,045.08	59.7
Dept: 514.000 Town Attorney							
500.310 Legal Expense	300,000.00	300,000.00	153,750.94	28,236.06	0.00	146,249.06	51.3
500.314 Litigation	100,000.00	100,000.00	2,208.25	0.00	0.00	97,791.75	2.2
500.319 Ethics Research, Training & Op	8,000.00	8,000.00	4,115.40	248.60	0.00	3,884.60	51.4
Town Attorney	408,000.00	408,000.00	160,074.59	28,484.66	0.00	247,925.41	39.2
Dept: 519.000 General							
500.120 Regular Salaries	80,000.00	80,000.00	43,692.41	6,153.86	0.00	36,307.59	54.6
500.210 Employer FICA Taxes	6,200.00	6,200.00	3,370.89	475.26	0.00	2,829.11	54.4
500.220 Retirement	8,000.00	8,000.00	4,615.42	615.39	0.00	3,384.58	57.7
500.230 Group Insurance	15,260.00	15,260.00	8,607.11	1,015.30	0.00	6,652.89	56.4
500.311 Advertisements	7,000.00	7,000.00	5,545.01	2,969.55	0.00	1,454.99	79.2
500.313 Legal Exp- Other Issues	5,000.00	5,000.00	5,130.20	0.00	0.00	-130.20	102.6
500.315 Professional Services	50,000.00	50,000.00	17,500.00	5,000.00	0.00	32,500.00	35.0
500.345 Contractual Services	31,000.00	31,000.00	6,113.92	0.00	0.00	24,886.08	19.7
500.349 Community Bus	190,000.00	190,000.00	45,865.20	130.00	0.00	144,134.80	24.1
500.451 Auto, Property & Liability Ins	135,000.00	135,000.00	121,266.15	0.00	0.00	13,733.85	89.8
500.452 Workers Compensation Insur	50,000.00	50,000.00	29,224.00	0.00	0.00	20,776.00	58.4
500.497 Contingency	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
500.506 Printing & Binding	14,500.00	14,500.00	0.00	0.00	0.00	14,500.00	0.0
500.508 Postage	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
500.511 Computer Expense	112,000.00	112,000.00	52,510.84	9,411.42	0.00	59,489.16	46.9
500.525 Uniform Expense	200.00	200.00	0.00	0.00	0.00	200.00	0.0
500.540 Dues & Subscriptions	500.00	500.00	0.00	0.00	0.00	500.00	0.0
500.545 Training	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
500.550 Operating Expenses	40,000.00	40,000.00	18,462.98	800.28	0.00	21,537.02	46.2
500.552 Recycling and Solid Waste Exp	58,600.00	83,600.00	26,571.69	5,213.33	0.00	57,028.31	31.8
500.640 Capital Outlay - Equip & Mach	53,700.00	53,700.00	0.00	0.00	0.00	53,700.00	0.0
General	862,960.00	987,960.00	388,475.82	31,784.39	0.00	599,484.18	39.3
Dept: 519.100 Business Dev & Marketing							
500.311 Advertisements	80,000.00	80,000.00	13,089.79	2,959.46	0.00	66,910.21	16.4
500.315 Professional Services	50,000.00	50,000.00	23,688.82	4,407.77	0.00	26,311.18	47.4
500.345 Contractual Services	18,058.00	18,058.00	9,787.65	520.00	0.00	8,270.35	54.2
500.495 Special Events	15,000.00	15,000.00	195.00	195.00	0.00	14,805.00	1.3
500.506 Printing & Binding	19,121.00	19,121.00	5,406.00	1,150.00	0.00	13,715.00	28.3
500.540 Dues & Subscriptions	2,286.00	2,286.00	625.50	0.00	0.00	1,660.50	27.4
500.550 Operating Expenses	1,000.00	1,000.00	81.23	0.00	0.00	918.77	8.1
Business Dev & Marketing	185,465.00	185,465.00	52,873.99	9,232.23	0.00	132,591.01	28.5
Dept: 521.000 Police Department							
500.345 Contractual Services	5,120,721.00	5,120,721.00	3,095,479.39	559,423.39	0.00	2,025,241.61	60.5
500.352 Contract Services	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
500.520 Bldg. Maintenance	1,500.00	1,500.00	1,495.00	0.00	0.00	5.00	99.7
500.550 Operating Expenses	5,000.00	5,000.00	1,994.00	0.00	0.00	3,006.00	39.9
500.640 Capital Outlay - Equip & Mach	36,676.00	36,676.00	0.00	0.00	0.00	36,676.00	0.0
Police Department	5,168,897.00	5,168,897.00	3,098,968.39	559,423.39	0.00	2,069,928.61	60.0
Dept: 523.000 Emergency Medical Services							
500.345 Contractual Services	848,251.00	848,251.00	494,813.06	70,687.58	0.00	353,437.94	58.3
Emergency Medical Services	848,251.00	848,251.00	494,813.06	70,687.58	0.00	353,437.94	58.3
Dept: 524.000 Development Services							
500.120 Regular Salaries	263,000.00	263,000.00	127,070.91	13,991.33	0.00	135,929.09	48.3
500.121 Temporary Salaries/ Interns	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00	0.0
500.140 Overtime Salaries	5,000.00	5,000.00	168.95	51.56	0.00	4,831.05	3.4

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Town of Lauderdale by the Sea

For the Period: 10/1/2020 to 4/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 001 - General Fund							
Expenditures							
Dept: 524.000 Development Services							
500.210 Employer FICA Taxes	20,200.00	20,200.00	9,469.10	988.72	0.00	10,730.90	46.9
500.220 Retirement	56,824.00	56,824.00	30,284.37	3,765.33	0.00	26,539.63	53.3
500.230 Group Insurance	54,210.00	54,210.00	32,060.67	3,257.31	0.00	22,149.33	59.1
500.315 Professional Services	152,000.00	152,000.00	19,219.64	4,095.00	13,083.00	119,697.36	21.3
500.345 Contractual Services	301,600.00	301,600.00	155,323.60	20,878.77	0.00	146,276.40	51.5
500.461 Vehicle Maintenance	250.00	250.00	0.00	0.00	0.00	250.00	0.0
500.462 Fuel	500.00	500.00	0.00	0.00	0.00	500.00	0.0
500.463 Service Maintenance Contracts	5,200.00	5,200.00	795.95	0.00	0.00	4,404.05	15.3
500.506 Printing & Binding	1,300.00	1,300.00	363.12	0.00	0.00	936.88	27.9
500.508 Postage	5,000.00	5,000.00	1,697.59	0.00	0.00	3,302.41	34.0
500.510 Office Supplies	2,500.00	2,500.00	110.17	0.00	0.00	2,389.83	4.4
500.525 Uniform Expense	600.00	600.00	0.00	0.00	0.00	600.00	0.0
500.540 Dues & Subscriptions	4,000.00	4,000.00	135.00	36.00	0.00	3,865.00	3.4
500.545 Training	7,000.00	7,000.00	419.00	0.00	0.00	6,581.00	6.0
500.550 Operating Expenses	9,000.00	9,000.00	7,716.84	1,393.70	0.00	1,283.16	85.7
500.630 Cap Outlay Imp other than bldg	0.00	0.00	4,200.00	4,200.00	0.00	-4,200.00	0.0
Development Services	895,684.00	895,684.00	389,034.91	52,657.72	13,083.00	493,566.09	44.9
Dept: 541.100 Mun Svcs - Public Works Div							
500.120 Regular Salaries	850,000.00	852,529.00	461,790.75	62,980.47	0.00	390,738.25	54.2
500.140 Overtime Salaries	50,000.00	50,000.00	13,642.36	2,643.86	0.00	36,357.64	27.3
500.210 Employer FICA Taxes	64,750.00	64,943.00	35,560.95	4,798.46	0.00	29,382.05	54.8
500.220 Retirement	99,900.00	100,210.00	63,270.36	8,356.78	0.00	36,939.64	63.1
500.230 Group Insurance	265,162.00	265,162.00	142,147.92	16,932.19	0.00	123,014.08	53.6
500.315 Professional Services	40,000.00	40,000.00	12,825.05	0.00	0.00	27,174.95	32.1
500.340 Sewer/Wastewater	13,600.00	13,600.00	6,487.42	1,009.52	0.00	7,112.58	47.7
500.345 Contractual Services	226,878.00	226,878.00	85,043.44	8,503.10	0.00	141,834.56	37.5
500.410 Communications	41,000.00	41,000.00	31,629.21	4,333.68	0.00	9,370.79	77.1
500.430 Electric Service	42,000.00	42,000.00	20,842.66	3,018.96	0.00	21,157.34	49.6
500.431 Water Service	120,000.00	120,000.00	92,276.57	15,678.69	0.00	27,723.43	76.9
500.433 Electric Service-Streets	55,000.00	55,000.00	31,162.87	4,447.36	0.00	23,837.13	56.7
500.445 Equip Rent/Lease	15,000.00	15,000.00	13,819.34	13,036.00	0.00	1,180.66	92.1
500.460 Equipment Maintenance	20,000.00	20,000.00	13,475.14	439.55	0.00	6,524.86	67.4
500.461 Vehicle Maintenance	14,000.00	14,000.00	8,950.64	567.82	0.00	5,049.36	63.9
500.462 Fuel	19,000.00	19,000.00	8,047.88	508.96	0.00	10,952.12	42.4
500.463 Service Maintenance Contracts	12,800.00	12,800.00	23,819.90	4,464.31	0.00	-11,019.90	186.1
500.470 Radio Maintenance	2,400.00	2,400.00	0.00	0.00	0.00	2,400.00	0.0
500.498 Storm Drain Rehab/Maint	80,000.00	80,000.00	23,725.00	2,090.00	0.00	56,275.00	29.7
500.508 Postage	400.00	400.00	120.41	0.00	0.00	279.59	30.1
500.510 Office Supplies	2,000.00	2,000.00	590.92	130.98	0.00	1,409.08	29.5
500.520 Bldg. Maintenance	65,000.00	65,000.00	34,795.00	5,095.18	0.00	30,205.00	53.5
500.525 Uniform Expense	8,500.00	8,500.00	8,155.23	1,044.74	0.00	344.77	95.9
500.529 Street Light Maintenance	18,065.00	18,065.00	15,063.19	0.00	0.00	3,001.81	83.4
500.530 Street Maint Repair Supply	90,000.00	90,000.00	37,639.87	8,444.15	0.00	52,360.13	41.8
500.531 Grounds Maint/Landscaping	40,000.00	40,000.00	39,894.32	3,754.66	0.00	105.68	99.7
500.532 Signs	15,000.00	15,000.00	7,252.30	1,593.30	0.00	7,747.70	48.3
500.534 Sidewalk Maint Repair	25,000.00	25,000.00	13,369.29	0.00	9,799.29	1,831.42	92.7
500.535 Flags	1,500.00	1,500.00	607.95	0.00	0.00	892.05	40.5
500.540 Dues & Subscriptions	1,500.00	1,500.00	1,090.00	0.00	0.00	410.00	72.7
500.545 Training	6,800.00	6,800.00	25.00	25.00	0.00	6,775.00	0.4
500.547 Hurricane Expenditure	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.0
500.550 Operating Expenses	65,000.00	65,000.00	44,440.82	7,606.81	0.00	20,559.18	68.4
500.624 Capital Outlay-Bldg. Improvemnt	159,500.00	159,500.00	45,988.30	8,036.50	30,192.70	83,319.00	47.8
500.640 Capital Outlay - Equipmt & Mach	20,825.00	20,825.00	0.00	0.00	0.00	20,825.00	0.0
500.644 Capital Outlay-Vehicles	43,710.00	43,710.00	13,864.37	1,966.27	0.00	29,845.63	31.7
Mun Svcs - Public Works Div	2,619,290.00	2,622,322.00	1,351,414.43	191,507.30	39,991.99	1,230,915.58	53.1
Dept: 572.000 Recreation							
500.311 Advertisements	1,650.00	1,650.00	373.92	347.00	0.00	1,276.08	22.7
500.342 Senior Rec. Ctr. Contract	90,000.00	90,000.00	45,383.31	6,483.33	0.00	44,616.69	50.4

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Town of Lauderdale by the Sea

For the Period: 10/1/2020 to 4/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 001 - General Fund							
Expenditures							
Dept: 572.000 Recreation							
500.343 Beach Maintenance Contract	264,000.00	264,000.00	144,658.50	20,500.00	0.00	119,341.50	54.8
500.345 Contractual Services	26,500.00	26,500.00	26,500.00	0.00	0.00	0.00	100.0
500.347 Programs	8,500.00	8,500.00	0.00	0.00	0.00	8,500.00	0.0
500.430 Electric Service	800.00	800.00	292.97	46.60	0.00	507.03	36.6
500.460 Equipment Maintenance	8,000.00	8,000.00	11,109.84	708.45	0.00	-3,109.84	138.9
500.469 Buoy Maintenance	9,000.00	9,000.00	0.00	0.00	0.00	9,000.00	0.0
500.495 Special Events	70,000.00	70,000.00	5,058.87	2,130.00	0.00	64,941.13	7.2
500.510 Office Supplies	650.00	650.00	0.00	0.00	0.00	650.00	0.0
500.520 Bldg. Maintenance	45,000.00	45,000.00	12,017.82	150.39	0.00	32,982.18	26.7
500.536 Sea Oats	12,000.00	12,000.00	1,469.20	0.00	0.00	10,530.80	12.2
500.550 Operating Expenses	82,000.00	82,000.00	52,705.73	4,682.83	0.00	29,294.27	64.3
500.640 Capital Outlay - Equipt & Mach	32,500.00	32,500.00	18,175.00	1,305.00	0.00	14,325.00	55.9
Recreation	650,600.00	650,600.00	317,745.16	36,353.60	0.00	332,854.84	48.8
Dept: 581.100 Interfund Transfers							
500.910 Transfer to CIP Fund	0.00	2,401,467.00	1,650,000.00	1,650,000.00	0.00	751,467.00	68.7
500.915 Transfer to Parking Fund	0.00	0.00	949,490.00	949,490.00	0.00	-949,490.00	0.0
Interfund Transfers	0.00	2,401,467.00	2,599,490.00	2,599,490.00	0.00	-198,023.00	108.2
Expenditures	13,108,247.00	15,675,714.00	9,746,635.68	3,717,293.75	53,074.99	5,876,003.33	62.5

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Town of Lauderdale by the Sea

For the Period: 10/1/2020 to 4/30/2021

Original Bud.

Amended Bud.

YTD Actual

CURR MTH

Encumb. YTD

UnencBal

% Bud

Fund Type: GOV Governmental

Fund: 101 - Special Revenue-Police Conf

Revenues

Dept: 306.000 Miscellaneous Revenues

369.100 Miscellaneous Revenues	0.00	0.00	626.40	0.00	0.00	-626.40	0.0
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Miscellaneous Revenues

0.00

0.00

626.40

0.00

0.00

-626.40

0.0

Revenues

0.00

0.00

626.40

0.00

0.00

-626.40

0.0

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Town of Lauderdale by the Sea

For the Period: 10/1/2020 to 4/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 102 - Building Fund							
Revenues							
Dept: 302.100 Building Permit and Inpection							
322.100 Building Permits	673,834.00	673,834.00	523,510.99	116,592.06	0.00	150,323.01	77.7
322.105 Fire Plan Review Fees	10,000.00	10,000.00	6,583.83	960.00	0.00	3,416.17	65.8
Building Permit and Inpection	683,834.00	683,834.00	530,094.82	117,552.06	0.00	153,739.18	77.5
Revenues	683,834.00	683,834.00	530,094.82	117,552.06	0.00	153,739.18	77.5
Expenditures							
Dept: 524.100 Building							
500.120 Regular Salaries	73,650.00	73,650.00	34,578.14	4,062.52	0.00	39,071.86	46.9
500.210 Employer FICA Taxes	5,700.00	5,700.00	2,689.91	419.33	0.00	3,010.09	47.2
500.220 Retirement	13,000.00	13,000.00	5,068.24	469.15	0.00	7,931.76	39.0
500.230 Group Insurance	17,154.00	17,154.00	7,907.99	1,226.80	0.00	9,246.01	46.1
500.310 Legal Expense	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
500.402 Building Permit Services	569,330.00	569,330.00	308,951.67	87,962.55	0.00	260,378.33	54.3
500.550 Operating Expenses	0.00	0.00	426.79	0.00	0.00	-426.79	0.0
Building	683,834.00	683,834.00	359,622.74	94,140.35	0.00	324,211.26	52.6
Expenditures	683,834.00	683,834.00	359,622.74	94,140.35	0.00	324,211.26	52.6

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Town of Lauderdale by the Sea

For the Period: 10/1/2020 to 4/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 115 - Fire Fund							
Revenues							
Dept: 301.050 Fire Assessment							
311.200 Property Tax-Fire Assessment	1,031,646.00	1,031,646.00	1,005,820.46	57,796.17	0.00	25,825.54	97.5
Fire Assessment	1,031,646.00	1,031,646.00	1,005,820.46	57,796.17	0.00	25,825.54	97.5
Dept: 304.000 Charges for Services							
342.210 Fire Inspection Fees	33,000.00	33,000.00	32,203.74	182.00	0.00	796.26	97.6
Charges for Services	33,000.00	33,000.00	32,203.74	182.00	0.00	796.26	97.6
Dept: 306.000 Miscellaneous Revenues							
361.100 Interest Earnings	1,500.00	1,500.00	121.16	21.99	0.00	1,378.84	8.1
Miscellaneous Revenues	1,500.00	1,500.00	121.16	21.99	0.00	1,378.84	8.1
Revenues	1,066,146.00	1,066,146.00	1,038,145.36	58,000.16	0.00	28,000.64	97.4
Expenditures							
Dept: 522.000 Fire Department							
500.151 Fire Dept Pension	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
500.315 Professional Services	69,500.00	69,500.00	7,255.50	0.00	0.00	62,244.50	10.4
500.320 Audit Expense	8,000.00	8,000.00	500.00	0.00	0.00	7,500.00	6.3
500.345 Contractual Services	888,619.00	888,619.00	518,361.06	74,051.58	0.00	370,257.94	58.3
500.520 Bldg. Maintenance	250.00	250.00	1,828.00	0.00	0.00	-1,578.00	731.2
500.624 Capital Outlay-Bldg. Improvemnt	21,777.00	21,777.00	3,975.00	0.00	0.00	17,802.00	18.3
500.644 Capital Outlay-Vehicles	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
500.912 Transfer to General Fund	22,000.00	22,000.00	11,000.00	0.00	0.00	11,000.00	50.0
Fire Department	1,066,146.00	1,066,146.00	542,919.56	74,051.58	0.00	523,226.44	50.9
Expenditures	1,066,146.00	1,066,146.00	542,919.56	74,051.58	0.00	523,226.44	50.9

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Town of Lauderdale by the Sea

For the Period: 10/1/2020 to 4/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: GOV Governmental							
Fund: 300 - Capital Project Fund							
Revenues							
Dept: 000.000 Appropriated Fund Balance							
380.200 Appropriated Fund Balance	3,000,000.00	3,000,000.00	0.00	0.00	0.00	3,000,000.00	0.0
380.204 Appropriated from El Mar Reser	672,997.00	0.00	0.00	0.00	0.00	0.00	0.0
380.207 Appropriated from General Fund	0.00	751,467.00	0.00	0.00	0.00	751,467.00	0.0
380.210 Appropriated from Parking Fund	3,697,960.00	949,490.00	949,490.00	0.00	0.00	0.00	100.0
Appropriated Fund Balance	7,370,957.00	4,700,957.00	949,490.00	0.00	0.00	3,751,467.00	20.2
Dept: 303.000 Intergovernmental Revenues							
334.928 Broward County-Palm Club Sewer	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
Intergovernmental Revenues	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
Dept: 306.000 Miscellaneous Revenues							
361.100 Interest Earnings	0.00	0.00	289.72	43.23	0.00	-289.72	0.0
361.104 Pompano Beach-Palm Club Sewer	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
Miscellaneous Revenues	150,000.00	150,000.00	289.72	43.23	0.00	149,710.28	0.2
Dept: 581.100 Interfund Transfers							
381.105 Transfer from General Fund	0.00	1,650,000.00	1,650,000.00	1,650,000.00	0.00	0.00	100.0
Interfund Transfers	0.00	1,650,000.00	1,650,000.00	1,650,000.00	0.00	0.00	100.0
Revenues	7,670,957.00	6,650,957.00	2,599,779.72	1,650,043.23	0.00	4,051,177.28	39.1
Expenditures							
Dept: 519.000 General							
500.120 Regular Salaries	29,720.00	29,720.00	16,735.22	2,500.46	0.00	12,984.78	56.3
500.210 Employer FICA Taxes	2,300.00	2,300.00	1,280.24	191.28	0.00	1,019.76	55.7
500.220 Retirement	8,200.00	8,200.00	7,150.75	1,048.58	0.00	1,049.25	87.2
500.230 Group Insurance	5,737.00	5,737.00	3,848.76	512.63	0.00	1,888.24	67.1
500.999 Contribution to Fund Balance	0.00	1,650,000.00	0.00	0.00	0.00	1,650,000.00	0.0
General	45,957.00	1,695,957.00	29,014.97	4,252.95	0.00	1,666,942.03	1.7
Dept: 519.155 A1A Hibiscus Crosswalk							
500.630 Cap Outlay Imp other than bldg	0.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
A1A Hibiscus Crosswalk	0.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
Dept: 519.162 Town Hall Complex							
500.624 Capital Outlay-Bldg. Improvemnt	0.00	125,000.00	0.00	0.00	0.00	125,000.00	0.0
Town Hall Complex	0.00	125,000.00	0.00	0.00	0.00	125,000.00	0.0
Dept: 539.157 CIP-VISITOR'S CENTER							
500.624 Capital Outlay-Bldg. Improvemnt	75,000.00	95,000.00	89,692.00	0.00	0.00	5,308.00	94.4
CIP-VISITOR'S CENTER	75,000.00	95,000.00	89,692.00	0.00	0.00	5,308.00	94.4
Dept: 559.023 Dredging Study							
500.630 Cap Outlay Imp other than bldg	0.00	0.00	1,441.25	0.00	0.00	-1,441.25	0.0
Dredging Study	0.00	0.00	1,441.25	0.00	0.00	-1,441.25	0.0
Dept: 559.024 East Terra Mar Drive							
500.630 Cap Outlay Imp other than bldg	1,150,000.00	1,150,000.00	1,052,244.07	185,407.98	0.00	97,755.93	91.5
East Terra Mar Drive	1,150,000.00	1,150,000.00	1,052,244.07	185,407.98	0.00	97,755.93	91.5
Dept: 559.025 Bel Air -Seawall Repair- East							
500.630 Cap Outlay Imp other than bldg	0.00	225,000.00	0.00	0.00	0.00	225,000.00	0.0
Bel Air -Seawall Repair- East	0.00	225,000.00	0.00	0.00	0.00	225,000.00	0.0
Dept: 559.026 Canal Dredging							
500.630 Cap Outlay Imp other than bldg	0.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0

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Town of Lauderdale by the Sea

For the Period: 10/1/2020 to 4/30/2021

Original Bud.

Amended Bud.

YTD Actual

CURR MTH

Encumb. YTD

UnencBal

% Bud

Fund Type: GOV Governmental

Fund: 300 - Capital Project Fund

Expenditures

Canal Dredging	0.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
Dept: 572.107 A1A LFA Pine Ave to Terra Mar							
500.630 Cap Outlay Imp other than bldg	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
A1A LFA Pine Ave to Terra Mar	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
Dept: 572.200 Beach Renourishment							
500.630 Cap Outlay Imp other than bldg	75,000.00	75,000.00	1,115.00	0.00	0.00	73,885.00	1.5
Beach Renourishment	75,000.00	75,000.00	1,115.00	0.00	0.00	73,885.00	1.5
Dept: 575.201 Pedestrian Amenities							
500.630 Cap Outlay Imp other than bldg	0.00	75,000.00	0.00	0.00	0.00	75,000.00	0.0
Pedestrian Amenities	0.00	75,000.00	0.00	0.00	0.00	75,000.00	0.0
Dept: 576.129 Palm Club Sewer							
500.630 Cap Outlay Imp other than bldg	2,550,000.00	2,550,000.00	6,003.50	0.00	0.00	2,543,996.50	0.2
Palm Club Sewer	2,550,000.00	2,550,000.00	6,003.50	0.00	0.00	2,543,996.50	0.2
Dept: 576.135 Street Project Design-Codringt							
500.629 Capital Outlay - Design/Permit	0.00	120,000.00	0.00	0.00	0.00	120,000.00	0.0
Street Project Design-Codringt	0.00	120,000.00	0.00	0.00	0.00	120,000.00	0.0
Dept: 576.136 Street Proj.Design-Boug/Poinci							
500.629 Capital Outlay - Design/Permit	0.00	240,000.00	0.00	0.00	0.00	240,000.00	0.0
Street Proj.Design-Boug/Poinci	0.00	240,000.00	0.00	0.00	0.00	240,000.00	0.0
Dept: 576.137 Street Sufficiency Study							
500.630 Cap Outlay Imp other than bldg	0.00	25,000.00	0.00	0.00	0.00	25,000.00	0.0
Street Sufficiency Study	0.00	25,000.00	0.00	0.00	0.00	25,000.00	0.0
Dept: 577.100 Friedt Park							
500.630 Cap Outlay Imp other than bldg	25,000.00	0.00	60.00	0.00	0.00	-60.00	0.0
Friedt Park	25,000.00	0.00	60.00	0.00	0.00	-60.00	0.0
Dept: 579.169 Greenway- El Mar Drive							
500.630 Cap Outlay Imp other than bldg	3,750,000.00	75,000.00	59,243.00	0.00	0.00	15,757.00	79.0
Greenway- El Mar Drive	3,750,000.00	75,000.00	59,243.00	0.00	0.00	15,757.00	79.0
Expenditures	7,670,957.00	6,650,957.00	1,238,813.79	189,660.93	0.00	5,412,143.21	18.6

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Town of Lauderdale by the Sea

For the Period: 10/1/2020 to 4/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Net Effect for Governmental	0.00	0.00	3,518,769.06	-1,548,398.19	53,074.99	-3,465,694.07	
Fund Type: PROP PROPRIETARY							
Fund: 103 - Sewer Fund							
Revenues							
Dept: 000.000 Appropriated Fund Balance							
380.200 Appropriated Fund Balance	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
Appropriated Fund Balance	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
Dept: 304.000 Charges for Services							
343.500 Sewer Fees	1,128,896.00	1,128,896.00	628,549.11	0.00	0.00	500,346.89	55.7
Charges for Services	1,128,896.00	1,128,896.00	628,549.11	0.00	0.00	500,346.89	55.7
Dept: 306.000 Miscellaneous Revenues							
361.100 Interest Earnings	2,000.00	2,000.00	113.19	16.37	0.00	1,886.81	5.7
Miscellaneous Revenues	2,000.00	2,000.00	113.19	16.37	0.00	1,886.81	5.7
Revenues	1,130,896.00	1,230,896.00	628,662.30	16.37	0.00	602,233.70	51.1
Expenditures							
Dept: 535.000 Sanitary Sewers							
500.120 Regular Salaries	78,000.00	78,000.00	43,796.54	6,162.49	0.00	34,203.46	56.1
500.140 Overtime Salaries	5,250.00	5,250.00	2,922.01	1,141.08	0.00	2,327.99	55.7
500.210 Employer FICA Taxes	6,200.00	6,200.00	3,563.01	557.18	0.00	2,636.99	57.5
500.220 Retirement	15,500.00	15,500.00	7,270.96	1,050.97	0.00	8,229.04	46.9
500.230 Group Insurance	11,178.00	11,178.00	7,058.59	782.27	0.00	4,119.41	63.1
500.315 Professional Services	12,500.00	12,500.00	0.00	0.00	0.00	12,500.00	0.0
500.340 Sewer/Wastewater	680,340.00	680,340.00	486,019.17	60,867.62	0.00	194,320.83	71.4
500.345 Contractual Services	88,000.00	88,000.00	8,689.80	0.00	0.00	79,310.20	9.9
500.430 Electric Service	18,000.00	18,000.00	12,535.47	1,617.77	0.00	5,464.53	69.6
500.431 Water Service	360.00	360.00	148.39	25.39	0.00	211.61	41.2
500.459 Sewer Line Maintenance	17,500.00	117,500.00	1,075.00	0.00	0.00	116,425.00	0.9
500.465 Pump Station Maintenance	3,000.00	3,000.00	376.94	0.00	0.00	2,623.06	12.6
500.497 Contingency	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
500.550 Operating Expenses	2,250.00	2,250.00	1,065.41	575.00	0.00	1,184.59	47.4
500.630 Cap Outlay Imp other than bldg	71,993.00	71,993.00	0.00	0.00	24,792.00	47,201.00	34.4
500.640 Capital Outlay - Equipt & Mach	20,825.00	20,825.00	0.00	0.00	0.00	20,825.00	0.0
Sanitary Sewers	1,130,896.00	1,230,896.00	574,521.29	72,779.77	24,792.00	631,582.71	48.7
Expenditures	1,130,896.00	1,230,896.00	574,521.29	72,779.77	24,792.00	631,582.71	48.7

REVENUE/EXPENDITURE REPORT

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5/13/2021

12:08 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2020 to 4/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: PROP PROPRIETARY							
Fund: 310 - Parking Fund							
Revenues							
Dept: 000.000 Appropriated Fund Balance							
380.200 Appropriated Fund Balance	3,697,960.00	949,490.00	0.00	0.00	0.00	949,490.00	0.0
Appropriated Fund Balance	3,697,960.00	949,490.00	0.00	0.00	0.00	949,490.00	0.0
Dept: 302.000 Licenses & Permits							
313.101 PILOP Fee	10,537.00	10,537.00	10,000.00	0.00	0.00	537.00	94.9
Licenses & Permits	10,537.00	10,537.00	10,000.00	0.00	0.00	537.00	94.9
Dept: 304.000 Charges for Services							
344.500 Parking Permits	100,000.00	100,000.00	92,273.97	7,790.75	0.00	7,726.03	92.3
344.520 Parking Agreements	62,998.00	62,998.00	65,330.76	0.00	0.00	-2,332.76	103.7
344.551 South Ocean	108,500.00	108,500.00	102,275.57	23,369.38	0.00	6,224.43	94.3
344.552 Ocean Front Meters	250,000.00	250,000.00	180,972.99	29,497.35	0.00	69,027.01	72.4
344.553 Commercial Blvd. Meters	140,000.00	140,000.00	66,203.78	12,572.08	0.00	73,796.22	47.3
344.554 Parking Meters - Beach	213,000.00	213,000.00	140,901.54	24,497.93	0.00	72,098.46	66.2
344.556 El Prado Parking Lot	260,000.00	260,000.00	256,360.82	51,693.88	0.00	3,639.18	98.6
344.558 Town Hall Parking Lot	10,000.00	10,000.00	11,576.68	2,929.17	0.00	-1,576.68	115.8
344.559 El Mar Parking Lot	175,000.00	175,000.00	134,104.71	21,000.34	0.00	40,895.29	76.6
344.560 A1A Parking Lot	310,000.00	310,000.00	247,633.93	51,808.15	0.00	62,366.07	79.9
344.563 Bougainvillea/ Poinciana	35,000.00	35,000.00	87,853.72	18,231.69	0.00	-52,853.72	251.0
344.564 Eastward Strand Parking Spaces	0.00	0.00	27,015.20	0.00	0.00	-27,015.20	0.0
Charges for Services	1,664,498.00	1,664,498.00	1,412,503.67	243,390.72	0.00	251,994.33	84.9
Dept: 305.000 Fines & Forfeitures							
354.100 Parking Fines	75,000.00	75,000.00	120,087.00	21,935.00	0.00	-45,087.00	160.1
Fines & Forfeitures	75,000.00	75,000.00	120,087.00	21,935.00	0.00	-45,087.00	160.1
Dept: 306.000 Miscellaneous Revenues							
361.100 Interest Earnings	2,000.00	2,000.00	396.69	62.56	0.00	1,603.31	19.8
Miscellaneous Revenues	2,000.00	2,000.00	396.69	62.56	0.00	1,603.31	19.8
Dept: 581.100 Interfund Transfers							
381.105 Transfer from General Fund	0.00	0.00	949,490.00	949,490.00	0.00	-949,490.00	0.0
Interfund Transfers	0.00	0.00	949,490.00	949,490.00	0.00	-949,490.00	0.0
Revenues	5,449,995.00	2,701,525.00	2,492,477.36	1,214,878.28	0.00	209,047.64	92.3
Expenditures							
Dept: 545.000 Parking Operations							
500.120 Regular Salaries	154,300.00	154,300.00	82,175.95	11,972.14	0.00	72,124.05	53.3
500.140 Overtime Salaries	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
500.210 Employer FICA Taxes	12,000.00	12,000.00	6,105.92	890.39	0.00	5,894.08	50.9
500.220 Retirement	22,000.00	22,000.00	12,032.15	1,756.88	0.00	9,967.85	54.7
500.230 Group Insurance	44,828.00	44,828.00	27,779.82	3,446.51	0.00	17,048.18	62.0
500.345 Contractual Services	311,974.00	311,974.00	172,865.97	17,534.08	0.00	139,108.03	55.4
500.353 Parking Alternatives	174,000.00	174,000.00	159,643.57	58,210.92	0.00	14,356.43	91.7
500.410 Communications	8,300.00	8,300.00	770.40	105.82	0.00	7,529.60	9.3
500.430 Electric Service	4,800.00	4,800.00	2,659.51	390.30	0.00	2,140.49	55.4
500.431 Water Service	22,000.00	22,000.00	7,445.41	0.00	0.00	14,554.59	33.8
500.445 Equip Rent/Lease	13,646.00	13,646.00	5,612.48	798.36	0.00	8,033.52	41.1
500.461 Vehicle Maintenance	5,000.00	5,000.00	1,027.45	0.00	0.00	3,972.55	20.5
500.462 Fuel	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
500.463 Service Maintenance Contracts	28,710.00	28,710.00	18,810.00	0.00	0.00	9,900.00	65.5
500.497 Contingency	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.0
500.506 Printing & Binding	7,900.00	7,900.00	5,649.58	0.00	0.00	2,250.42	71.5
500.508 Postage	2,000.00	2,000.00	909.92	464.70	0.00	1,090.08	45.5
500.510 Office Supplies	1,000.00	1,000.00	235.86	119.38	0.00	764.14	23.6
500.525 Uniform Expense	3,000.00	3,000.00	1,090.57	315.35	0.00	1,909.43	36.4
500.532 Signs	8,000.00	8,000.00	3,724.80	442.00	0.00	4,275.20	46.6

REVENUE/EXPENDITURE REPORT

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5/13/2021

12:08 pm

Town of Lauderdale by the Sea

For the Period: 10/1/2020 to 4/30/2021	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type: PROP PROPRIETARY							
Fund: 310 - Parking Fund							
Expenditures							
Dept: 545.000 Parking Operations							
500.533 Parking Meter Parts-Supplies	30,750.00	30,750.00	6,434.47	0.00	0.00	24,315.53	20.9
500.545 Training	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
500.550 Operating Expenses	20,000.00	20,000.00	8,761.45	2,436.54	0.00	11,238.55	43.8
500.630 Cap Outlay Imp other than bldg	12,000.00	12,000.00	-90.00	0.00	0.00	12,090.00	-0.8
500.640 Capital Outlay - Equipt & Mach	28,300.00	28,300.00	7,424.14	0.00	0.00	20,875.86	26.2
Parking Operations	950,508.00	950,508.00	531,069.42	98,883.37	0.00	419,438.58	55.9
Dept: 581.100 Interfund Transfers							
500.910 Transfer to CIP Fund	3,697,960.00	949,490.00	949,490.00	0.00	0.00	0.00	100.0
500.912 Transfer to General Fund	801,527.00	801,527.00	400,763.50	0.00	0.00	400,763.50	50.0
Interfund Transfers	4,499,487.00	1,751,017.00	1,350,253.50	0.00	0.00	400,763.50	77.1
Expenditures	5,449,995.00	2,701,525.00	1,881,322.92	98,883.37	0.00	820,202.08	69.6
Net Effect for PROPRIETARY	0.00	0.00	665,295.45	1,043,231.51	24,792.00	-640,503.45	
Grand Total Net Effect:	0.00	0.00	4,184,064.51	-505,166.68	77,866.99	-4,106,197.52	

Town of Lauderdale-by-the-Sea
Cash and Investment Report
as of April
2021

Bank / Other	GL No.	Bank No.	Account Name	Account Type	Bank/ Pool	Balance 4/30/2021	Interest/ Avg % Yield	Interest/Chg Mkt Value	Interest/ Year to Date
001 General Fund:									
SunTrust	101.000	8015	Master Account	Advantage NOW	SunTrust	9,070,458.61	0.02%	146.44	1,073.38
SunTrust	101.009	6876	Emergency Reserve	Advantage NOW	SunTrust	2,500,000.00	0.02%	Included Above	Included Above
GENERAL FUND						BANK SUBTOTAL		146.44	1,073.38
SBA	101.300	1471-A	General Fund Invest Acct A	SBA Invest Pool	SBA	173,926.52	0.12%	17.43	181.88
SBA	101.400	1472-A	Emergency Reserves Acct A	SBA Invest Pool	SBA	84,328.71	0.12%	8.45	88.26
GENERAL FUND						SBA SUBTOTAL		25.88	270.14
GENERAL FUND						GRAND TOTAL		172.32	1,343.52
101 Police Forfeiture & Training									
SunTrust	101.100	9613	Police Forfeiture Fund	Advantage NOW	SunTrust	14,369.43	0.02%	Included Above	Included Above
POLICE FUND						TOTAL		0.00	0.00
103 Sewer Enterprise Fund									
SunTrust	101.105	9999	Cash	Advantage NOW	SunTrust	1,502,627.76	0.02%	16.37	113.19
SEWER FUND						TOTAL		16.37	113.19
115 Fire Fund:									
SunTrust	101.109	5379	Fire Fund Account	Advantage NOW		1,942,541.51	0.02%	21.99	121.16
FIRE FUND						GRAND TOTAL		21.99	121.16
300 Capital Improvement Fund:									
SunTrust	101.115	0010	Cash	Advantage NOW	SunTrust	4,906,274.08	0.02%	43.23	289.72
CAPITAL IMPROVEMENT FUND						TOTAL		43.23	289.72
310 Parking Improvement Fund									
SunTrust	101.125	0120	Parking Improvement Account	Advantage NOW	SunTrust	6,319,134.98	0.02%	62.09	394.46
SunTrust	101.128	8554	PILOP Account	Advantage NOW	SunTrust	42,621.00	0.02%	0.47	2.74
PARKING FUND						TOTAL		62.56	397.20
102 Building Fund									
SunTrust	101.104	8686	Building Account	Advantage NOW	SunTrust	211,124.93	0.02%	2.80	6.61
BUILDING FUND						TOTAL		2.80	6.61
ALL FUNDS						GRAND TOTAL		319.27	2,271.40

Town of Lauderdale-by-the-Sea
Cash and Investment Report
as of April
2021

Summary by Investment Type		Amount	Percent
Interest Bearing Checking		26,509,152.30	99%
Non-interest Bearing Checking		0.00	0%
SBA Trust Fund/Pools		258,255.23	1%
Repurchase Agreements		0.00	0%
Money Market Funds		0.00	0%
U.S. Securities/Treasuries		0.00	0%
U.S. Federal Agencies		0.00	0%
Federal Instrumentalities		0.00	0%
GRAND TOTAL		26,767,407.53	100%

Summary by Fund		Amount	Percent
101.000/101-400	General Fund	11,828,713.84	44%
	Police Fund	14,369.43	0%
	Sewer Fund	1,502,627.76	6%
	Fire Fund	1,942,541.51	7%
	Building Fund	211,124.93	1%
	Capital Improvement Fund	4,906,274.08	18%
	Parking Fund	6,361,755.98	24%
GRAND TOTAL		26,767,407.53	100%

Summary by Bank/Pool		Amount	Percent
	SunTrust	26,509,152.30	99%
	Florida Prime/State Board of Admin.	258,255.23	1%
GRAND TOTAL		26,767,407.53	100%



Town Commission Agenda Item Report

Meeting Date: May 25, 2021

Submitted By: Linda Connors, Interim Town Manager

Submitting Department: Administration

Item Type: Report

Agenda Section: TOWN MANAGER REPORT

Subject Title: Town Manager Report for May 25, 2021

Explanation: Following is the Interim Town Manager's report for May 25, 2021.

1. CIP Update

The Commission voted to amend the FY21 CIP at their March 9th meeting. Below is a status update of the projects.

Capital Project	Funding	Spent	Funding Approval	Notes
Visitor's Center	\$95,000	\$89,692		Completed
Terra Mar Drainage	\$1,150,000	\$1,052,244		Completed
Dune Master Plan	\$75,000		May 25th	On tonight's agenda to approve consultant. We will wait to begin project to coordinate with grant requirements (\$30,000).
Palm Club Sewer	\$2,550,000		May 25th	On tonight's agenda to select the Construction Manager at Risk. Construction is scheduled for June 29 th .
A1A Pine to Terra Mar	\$100,000		TBD	FDOT led project – the funding is to pay for upgrades – we anticipate a Fall start to the project.
Bel Air Sewall	\$225,000		April 13 th	Work ongoing. Construction should begin Spring 2022
Canal Dredging Permitting	\$50,000		April 13 th	Permitting in process for dredging in 2022.
Town Hall Roof	\$100,000		April 27 th	Building permits were submitted on May 17 th .
Codrington Drainage	\$120,000		Deferred from April 13th	The Commission deferred this to allow staff time to consult with FTL staff. Meeting was held on May 21 st . Staff is scheduling the item on June 29 th Commission agenda.
Bougainvillea Drainage	\$240,000		TBD	Staff will prepare agenda for this after Codrington project.

Capital Project	Funding	Spent	Funding Approval	Notes
Street Sufficiency Study	\$25,000		April 27th	Work started on this project May 17 th .
A1A Hibiscus Crosswalk	\$50,000		TBD	Town has hired a consultant to assist with permitting. The project will need approval from FDOT before moving forward.
Town Hall Exterior Paint	\$25,000		TBD	Work will be scheduled after the roof is replaced.
Pedestrian Amenities	\$75,000		TBD	
Sewer Project	Funding	Spent	Funding Approval	Notes
Lateral Lining	\$100,000		April 13th	Approximately 25 laterals will be lined beginning in July

2. Hurricane Season

Hurricane season starts June 1st and we have scheduled a meeting with our hurricane vendors and staff to go over the procedures and make sure we are ready for any storms that may come our way.

3. Proposed Workshops

Date	Time	Topic
June 8th	5:00 PM	Downtown
June 29 th	5:00 PM	Visitor/Welcome Center
July 13/27	5:30 PM	Florida Friendly Landscaping



Town Commission Agenda Item Report

Meeting Date: May 25, 2021

Submitted By: Steve D'Olivera, BugFest Coordinator

Submitting Department: Administration

Item Type: Discussion Item

Agenda Section: NEW BUSINESS

Subject Title: BugFest-By-The-Sea 2021

Explanation: Florida's lobster mini-season, is always held on the last consecutive Wednesday and Thursday in July, (July 28 and 29). BugFest is a diving event that the Town established to celebrate the mini-season. It markets the Town's great beach diving and oceanfront entertainment district and attracts out-of-town scuba divers to our hotels during the slower summer months.

This year's 9th Annual BugFest-By-The-Sea event is scheduled for July 27-31, 2021 and includes the following events:

Tuesday, July 27: **BugFest Lobster Mini-Season Kickoff Party (7-10PM) at Plunge Beach Resort.** Hosted by Greg Holt from Scuba Radio and sponsored by Gold Coast Scuba, divers can enjoy the camaraderie of fellow divers and register for the Great Florida Bug Hunt. Since this is also a Town Commission meeting night, please drop by afterward the meeting to enjoy the event.

Wednesday, July 28: **Great Florida Bug Hunt contest.** This year's bug hunting contest is a one-day event where divers compete to catch the biggest lobster. There are separate categories for beach diving and diving off a boat. There is also a Midnight Beach Dive off El Prado Park from midnight to 2AM. Unlike the Florida Keys, divers can bag 12 bugs per day during mini-season, double the six allowed in Monroe County. Even if a diver does not bag the big one, divers get a raffle ticket for each lobster they catch. During the diver awards ceremony, we raffle off dive gear, Town hotel stays and other fun prizes.

Wednesday, July 28: **Lobster Chef Contest & Diver Awards Ceremony (6-9PM) at the Pavilion/Ocean Plaza.** The Lobster Chef Competition and Divers Awards Ceremony will be held on Wednesday night in the Ocean Plaza. The weigh-in tents will be in El Prado Park and at the Sands Marina in Pompano Beach.

Friday, July 30: **Free Diveheart Benefit Concert at Plunge Beach Resort (6-9PM).** With the Town's support since BugFest first added the benefit concert in 2017, Diveheart, who coordinates the concert, has raised more than \$95,000. The funds raised benefits Diveheart, a non-profit that teaches people with disabilities how to dive. The event will include a two-piece band and a crowd of 100 to 150 people. The concert is open to the public and we will inform

residents in the adjacent condos. To ensure Plunge has enough parking for its registered hotel guests, we are asking the Town Commission to allow free parking on both the inside northbound and southbound lanes of El Mar between Plunge and Washingtonia Avenue (**Exhibit 1**).

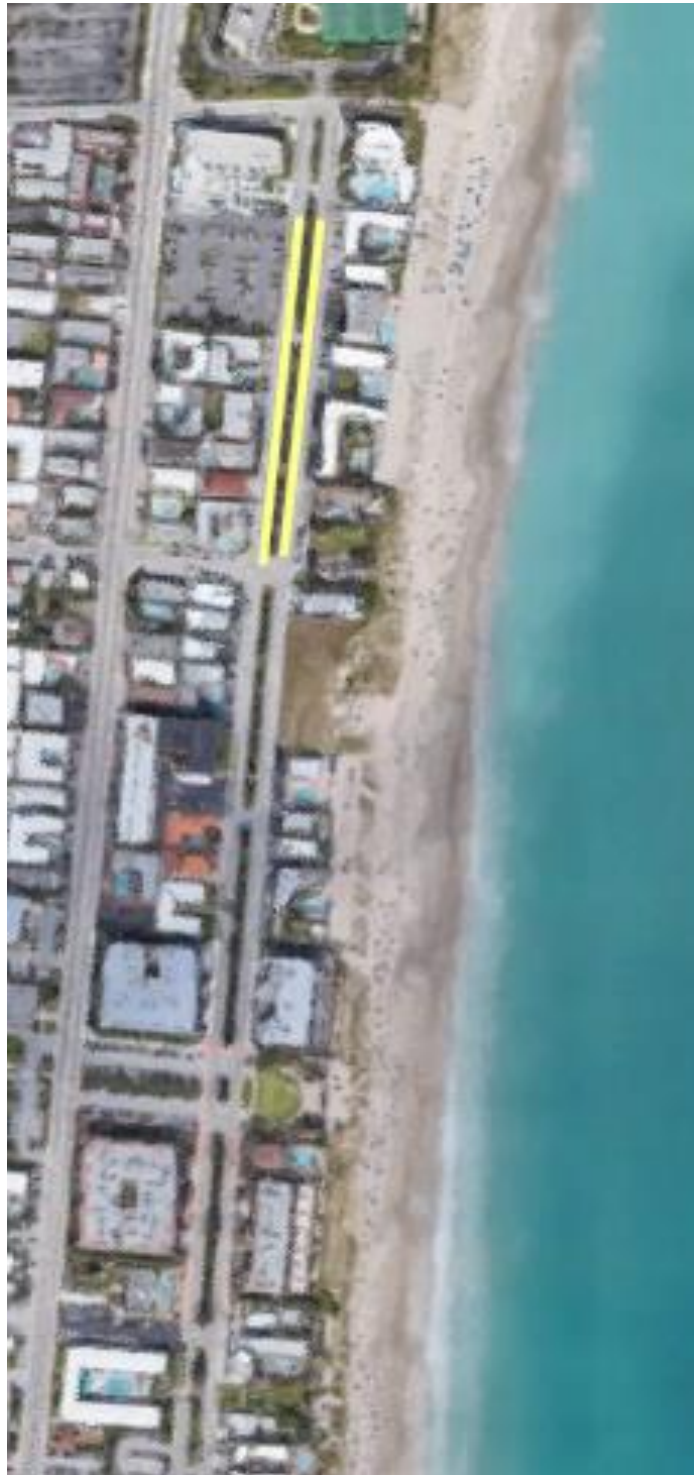
Saturday, July 31: **Anglin's Pier Underwater Clean-Up with Gold Coast Scuba** (8-10AM). There is normally a distance requirement from the pier for divers. However, Spiro Marchelos, the pier operator, has agreed to let divers participate in an underwater clean-up surrounding the pier. Much of the underwater debris that accumulates under the pier poses a hazard to marine life.

Recommendation: Approve the event.

Attachments:

Exhibit 1 – Map of the Event Parking

Exhibit 1



Proposed El Mar Drive Parking for Diveheart Benefit Concert on July 30. Special event parking signs will be placed along the street for the concert.



Town Commission Agenda Item Report

Meeting Date: May 25, 2021

Submitted By: Ken Rubach, Public Works Director

Submitting Department: Administration

Item Type: Discussion Item

Agenda Section: NEW BUSINESS

Subject Title: Palm Club Sewer Request for Qualifications ("RFQ") Construction Management at Risk ("CMAR") Selection

Explanation: The Palm Club Sewer to Septic project contemplates construction of a gravity sewer system and lift station to transport wastewater to the City of Pompano Beach force main and ultimately for treatment at the Broward County Wastewater Treatment Plant. Installation of this system will allow the abandonment of the existing septic tanks that are located on the properties in Palm Club. This project has been budgeted in the FY21 CIP and has been identified in the FY22 CIP as the construction will span over two fiscal years. Once the design plans for Palm Club were finalized, Request for Qualifications #21-01-02 for Construction Manager at Risk Services for the Palm Club Sewer Project ("RFQ") was issued (**Exhibit 1**). Three responses were received by the April 7, 2021 deadline. (**Exhibits 2 – 4**)

On May 3rd, 2021, the RFQ Evaluation Committee was convened to review the proposals and to the score each submittal. The committee consisted of Ken Rubach, Director of Public Works, Jay Flynn, Town Engineer, and Sira "Jockey" Prinyavivatkul, Baxter & Woodman, the Towns' consulting engineer for the project. The proposals were scored on the 7 different categories/criteria listed in the RFQ, for a possible total of 100 points (**Exhibit 5**).

The committee held a public meeting via Zoom on May 3rd to review, score, and rank the proposals. The results of that process are listed below with the maximum score the consultants could secure being 300.

Firm Name	Score
Man-Con, Inc.	272
Whiting Turner Contracting Company	267
R.P. Utility & Excavation Corporation	230

Based on the criteria in the RFQ, the Evaluation Committee recommends award of the RFQ to Man-Con, Inc. as the most qualified, responsive, and responsible proposer.

Recommendation: Approve Resolution 2021-32 establishing the RFQ rankings and authorizing the Interim Town Manager to negotiate a contract with Man-Con, Inc. for Construction Manager at Risk Services for the Palm Cub Sewer Project. Upon successful negotiation of a contract, the Interim Town Manager will present to the Commission the negotiated contract for approval.

Attachments:

- Exhibit 1 – RFQ 21-03-01 Palm Club Sewer Project
- Exhibit 2 – Man-Con submittal
- Exhibit 3 – Whiting Turning submittal
- Exhibit 4 – R.P. Utility submittal
- Exhibit 5 – Review Criteria
- Exhibit 6 – Resolution 2021-32

REQUEST FOR QUALIFICATIONS RFQ 21-03-01



CONSTRUCTION MANAGEMENT AT RISK SERVICES FOR PALM CLUB SEWER PROJECT

ISSUED MARCH 10, 2021
BY THE TOWN OF LAUDERDALE-BY-THE-SEA

RESPONSES DUE: April 7, 2021, 2:00 P.M.
AT TOWN HALL
4501 N OCEAN BLVD.
LAUDERDALE-BY-THE-SEA, FLORIDA 33308

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Sealed written responses shall be received by the Town of Lauderdale-By-The-Sea (“TOWN”) no later than the date, time and at the location indicated below. Submittals by facsimile or in any way without an original signature are **not acceptable**. Submittals must include **ONE (1) original, THREE (3) copies, and ONE (1) electronic version capable of being duplicated and must include all information required.**

SECTION I - RFQ SCHEDULE

Release RFQ	3/10/2021
Last Day for Questions	3/31/2021
PROPOSAL DUE (Prior to 2:00 PM)	4/7/2021
Evaluation Committee Review to Shortlist Proposers (Estimated)	Week of 4/12/2021
Presentations/Ranking of Qualified Construction Managers (Estimated)	Week of 4/19/2021
Town Commission Ranking and Approval to Negotiate with Highest Ranked Qualified Construction Manager(s) (Estimated)	4/27/2021

The TOWN reserves the right to make multiple awards pursuant to this solicitation. After selection of Proposer deemed qualified by the Selection Committee and presentation of the ranking to the TOWN Commission, it is anticipated the Commission will authorize negotiations of agreements with one or more Proposer(s). After successful negotiation of an agreement(s), the proposed agreement(s) shall be presented to the TOWN Commission with a recommendation for award and execution. Any award shall be subject to execution of an agreement(s) in form and substance approved by the TOWN Attorney. The agreement(s) shall be in the form of a contract and shall include construction manager at risk ("CMR" or "CM at Risk") services and termination provisions. Nothing shall preclude the TOWN from entering into more than one such agreement. If contract negotiations fail with any Proposer, the TOWN may undertake negotiations with an

alternative Proposer. By submitting a response for the requested services, all Proposers acknowledge and agree that no enforceable contract arises until the Town signs the agreement, that no action shall lie to require the Town to sign such agreement at any time, and that each Proposer waives all claims to damages, lost profits, costs, expenses, reasonable attorneys' fees, etc. as a result of the Town not signing an agreement.

SECTION II - INTRODUCTION

1. GENERAL

The TOWN is a seaside community with a permanent population of about 6,000 that increases to about 11,000 during the winter season. The TOWN has agreed to install a new sanitary sewer system for the Palm Club residential development located in the 1400 block of South Ocean Drive (the "Project"). The Palm Club consists of approximately 100 residential units that will be connected to the City of Pompano Beach 18-inch force main located on the west side of South Ocean Drive.

To implement this Project, the TOWN intends to contract with one (1) or more firms to provide CM at RISK services to the TOWN. The intent of this Request for Qualifications (RFQ) is, through a competitive process pursuant to Florida Statutes, Chapter 287.055 (Consultants Competitive Negotiations Act), to select one (1) or more firms with whom to negotiate an agreement.

2. MINIMUM QUALIFICATIONS

Due to the requirement that the CM at RISK Proposers be readily available for meetings, discussions and work in the TOWN, it will be necessary for any Proposer to have a full service office located within the tri-county area of Miami-Dade, Broward or Palm Beach County. This office must be an active facility from which construction management services are routinely provided and not merely a post office box, mail drop, or office solely of a representative agent. The TOWN reserves the right to inspect any office designated by the Proposer to ensure compliance with this section.

Proposers must currently have a general contractor's license in the State of Florida and have held the license for a minimum of ten (10) continuous years and must be authorized to conduct business in Florida.

Proposers must have successful, similar prior experience providing CM at RISK services of a similar nature and similar magnitude, satisfactorily performed within the past five (5) years that have been completed under a CMR agreement, which would generally include projects with a guaranteed maximum price (GMP) of \$1,000,000.000 or more.

Proposers must have previous municipal experience and must be licensed to practice general contracting in the State of Florida pursuant to Florida statutory requirements.

Proposers must be certified by the Florida Department of Transportation (FDOT) to work in the FDOT right-of-way and have past experience doing so.

3. CONTRACT TERM

The time of substantial completion shall be 195 days from issuance of the notice to proceed and 45 days from substantial completion to final completion.

4. SCOPE OF WORK

Work expected to be accomplished under an awarded agreement is related to the Project. The scope of services shall include:

1. Installation of gravity sewer system including manholes, sewer mains, sewer laterals, pavement and site restoration.
2. Installation of a submersible lift station including electrical service, force main, connection to the City of Pompano Beach's 18-inch force main on South Ocean Boulevard, and pavement and site restoration.

Nothing precludes the TOWN from expanding or reducing the description of this project. The TOWN does not guarantee any work to any Proposer and will only be bound by a fully executed written agreement(s), approved by the Commission as required.

5. INSURANCE

The insurance described herein reflects the insurance requirements necessary to enter into an agreement with the TOWN. It is not necessary to have this level of insurance in effect at the time of submittal, however, the Proposer may be asked for evidence of insurability. The inclusion of certificates indicating that the insurance is currently carried or a letter from the insurance carrier indicating sufficient insurability will speed the review process.

The successful Proposer shall not commence any work on behalf of the TOWN until satisfactory proof of insurance, as required by TOWN, has been received and approved by the TOWN Finance Director.

The following insurance coverage shall be required.

1. Worker's Compensation and Employer's Liability Insurance: Coverage to apply for all employees for Statutory Limits as required by applicable State and Federal laws. The CM at RISK further agrees to be responsible for employment, control and conduct of its employees and for any injury sustained by such employees in the course of their employment.

2. Comprehensive Automobile and Vehicle Liability Insurance: This insurance shall be written in comprehensive form and shall protect the TOWN and the CONTRACTOR against claims for injuries to members of the public and/or damages to property of others arising from the CONTRACTOR'S use of motor vehicles or any other equipment and shall cover onsite and offsite operations shall extend to any motor vehicles or other equipment whether the same is owned, non-owned, or hired. The limit of liability shall not be less than \$1,000,000 per occurrence for Bodily Injury and Property Damage, Hired & Non Owned Auto Liability.

3. Comprehensive General Liability: This insurance shall be written in comprehensive form and shall protect the TOWN and the CONTRACTOR against claims arising from injuries to members of the public or damage to property of others arising out of any act or omission of the CONTRACTOR or any of its agents, employees, or subcontractors. The limit of liability shall not be less than the amounts and coverages as follows:

Bodily injury: \$1,000,000 each occurrence \$2,000,000 aggregate

Property damage: \$1,000,000 each occurrence \$2,000,000 aggregate

Coverage shall include Bodily Injury, Property Damage, Contractual Liability, Completed Operations, Products Liability and Independent Contractors coverage.

4. Professional Liability: This insurance shall be written in comprehensive form and be in an amount no less than \$1,000,000 for each occurrence and \$1,000,000 in the aggregate.

5. Excess Liability: The selected Proposer shall provide excess liability insurance in the amount no less than \$2,000,000 for each occurrence and \$2,000,000 in the aggregate.

The TOWN reserves the right to increase or reduce the insurance requirements.

The successful Proposer shall furnish to the TOWN Certificates of Insurance evidencing the required insurance coverage within ten (10) days after notification of award of contract. The Certificates of Insurance shall name the types of policy(ies) provided herein and specifically name the TOWN as additionally insured. Each policy of insurance carried by the successful Proposer for this project shall be issued by an insurance company licensed to do business in the State of Florida with a rating of "A" or better and a financial size category of "V" or better according to the latest edition of "Bests".

The TOWN reserves the right to require the CONTRACTOR to provide a certified copy of such policies or original endorsements upon written request by the TOWN. If a policy is due to expire prior to the completion of the services, renewal Certificates of Insurance or policies shall be furnished thirty (30) calendar days prior to the date of their policy expiration. Each policy certificate shall be endorsed with a provision that not less than thirty (30) calendar days' written notice shall be provided to the TOWN before any policy or coverage is cancelled or restricted. Acceptance of the certificate(s) is subject to approval of the TOWN Finance Director.

6. GOVERNING LAW

The agreements shall be governed by the laws of the State of Florida, and the venue for any legal action will be Broward County, Florida.

7. ETHICS

By submitting qualifications, the Proposer warrants and represents that its employees shall abide by the Code of Ethics for Public Officers and Employees, Chapter 112, Florida Statutes.

No officer or employee of the Town of Lauderdale-By-The-Sea, Florida, during his or her term of employment or for one (1) year thereafter, shall have any interest, direct or indirect, in a contract or agreement executed as a result of this RFQ or in the proceeds thereof.

No Proposer shall give, solicit for, deliver or provide a campaign contribution directly or indirectly to a candidate, or to the campaign committee of a candidate, for the offices of Mayor or Commissioner. All subcontractors hired by the Proposer for a particular project must be approved in advance by TOWN. These approvals will not be unreasonably withheld.

Proposer covenants to promptly comply with all applicable federal, state, county, and municipal laws, ordinances, regulations, and rules relating to the Services to be performed hereunder and in effect at the time of performance. Proposer covenants that it will conduct no activity or provide any service that is unlawful or offensive.

Any subcontractors hired by the Proposer must also adhere to this policy and it must be included in their contracts as well.

8. DRUG FREE WORKPLACE

The selected Proposer with whom an agreement will be negotiated will be required to verify they will operate a “Drug Free Workplace” as outlined in Florida Statute, Section 287.087.

9. PUBLIC ENTITY CRIMES

A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to public entity, may not be awarded or perform work as a CM at RISK, construction contractor, supplier, or subcontractor under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Florida Statute, Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

10. TAXES

The CM AT RISK shall pay all applicable sales, consumer, use and other similar taxes required by law. The CM AT RISK is responsible for reviewing the pertinent state statutes involving the sales tax and complying with all requirements.

11. TOWN CONTACT INFORMATION

For additional information regarding this solicitation, please contact Municipal Services Director Ken Rubach at 954-640-4233 or email KenR@lbts-fl.gov.

SECTION III – SCOPE OF WORK

1. INTENTION

The intent of this RFQ is for the TOWN to select a CMR firm capable of providing construction management services necessary to construct the improvements within the TOWN as outlined below.

The TOWN intends to use two (2) separate agreements to accomplish the CMR services for the Project. The first agreement would be for the pre-construction services, identified as Phase I. The second agreement would be for construction services, identified as Phase II.

Based on the Guaranteed Maximum Price ("GMP") provided by the CMR under Phase I, the TOWN may or may not proceed with Phase II. If the GMP is not acceptable to the TOWN, the TOWN reserves the right to discontinue Phase II with that firm and may solicit a GMP from another firm or cancel Phase II entirely, without recourse or liability. The types of services required may include, but shall not be limited to, the following:

2. PHASE I

- A. Review the work that the architect, engineer and/or the TOWN prepare for the project within the existing site conditions.
- B. Submit to the architect, engineer and TOWN for consideration, appropriate cost and savings programs (value engineering).
- C. Coordinate competitive bidding and contracting for trade subcontractors.
- D. Calculate and provide a GMP for the project or each phase of the project.
- E. Develop a detailed schedule for the project (subject to negotiation with and approval by TOWN).

The TOWN reserves the right (but not the obligation) to negotiate with the CM at RISK an incentive payment that could increase the GMP if the Project is completed earlier than scheduled and satisfies the quality requirements. The TOWN also reserves the right to require inclusion of a financial penalty provision that would decrease the GMP if the CM at RISK completes the Project after the scheduled date of completion (including any allowances for delays caused by the TOWN or by issues outside the control of the CM AT RISK).

3. PHASE II

- A. Provide performance and payment bonds for the full value of the GMP.
- B. Ensure the successful, timely, and economical completion of the project.
- C. Coordinate and insure compliance with all insurance requirements.
- D. Abide by the provisions of grants if grant funds are being used to finance any part of the Project.

- E. Report progress against the agreed-upon construction schedule and Schedule of Values for the Project on a monthly basis to the TOWN.
- F. Coordinate construction management services, including but not limited to:
 - 1) Regular job site meetings.
 - 2) Maintaining and updating schedules.
 - 3) Overseeing quality assurance.
 - 4) Maintaining and providing copies of all contract documents.
 - 5) Insuring compliance with all safety programs.
 - 6) Coordination of all construction including:
 - a. Maintenance of Traffic.
 - b. Gravity sewer systems.
 - c. Submersible lift station including electrical service, diesel driven by-pass pumping unit and associated appurtenances.
 - d. Force main.
 - e. Pavement construction and restoration.
 - f. Site restoration.
 - g. All other related tasks not identified above to provide a complete project.
 - 7) Communicating and responding to architects, engineers, field inspectors, project managers or other professionals assigned by the TOWN to the Project.
 - 8) Communicate regularly with property owners and/or business operators affected by the construction, keeping them informed of project schedules and impacts on their operations.
 - 9) Minimize disruption to local businesses, residences and parking affected by the construction.
 - 10) Appear before the TOWN Commission to provide status reports as required.
 - 11) Provide and coordinate signage to assure the public knows affected businesses are open and to direct to the available access for those businesses.

4. COMPOSITION OF PROJECT TEAM

Proposer must commit that the personnel and/or principals named in the proposal shall remain assigned to the Project throughout the period of the contract unless provided for otherwise in writing. No substitution of personnel or principals will be allowed without submission of a written request including the qualifications and experience of the proposed replacement. The written approval of the TOWN will be required for any substitution.

SECTION IV – EVALUATION/SELECTION PROCESS

1. Proposers shall submit their qualifications and any other information required herein to the TOWN on or before the date and the time specified.
2. Each partner of any joint venture Proposer must separately meet the conditions and requirements of this RFQ. Proposer's license may not have been suspended, put on probation or revoked at any time in the preceding five (5) years. Each proposer must have been in business a minimum of 10 years.
3. Limited liability corporations will be required to comply with a Guaranty of Obligations.
4. Proposer must provide a full set of audited financial statements for your most recent three (3) complete fiscal years, accompanied by either an audit or a review report by an independent Certified Public Accountant (CPA).

The financial records provided are exempt from public disclosure under Florida Statute 119.071(1)(c). Therefore, if any Proposer is concerned with the disclosure of their records, such records should be placed in a separate envelope returned with their RFQ response and marked as follows: "Exempt financial records under FL Statute 119.071(1)(c)".

5. A Selection Committee will review and rank the responsive submittals based on the criteria set forth below. The Selection Committee may shortlist a minimum of three (3) Proposers based on the selection criteria. The short-listed Proposers will be notified and a date will be set for oral presentations to the Selection Committee. The Selection Committee may then re-rank the finalists based on all information provided. The final ranking will then be recommended to the TOWN Commission for approval. The TOWN Commission has the authority to (including, but not limited to) approve the recommendation and authorize negotiations; reject the recommendation and direct staff to re-advertise the solicitation; or, review the responses themselves and/or request additional oral presentations and determine a ranking order, similar or differing from the prior rankings.
6. After the TOWN Commission has approved the ranking of the Proposers and authorized negotiations to proceed, TOWN staff will negotiate an agreement with the top ranked Proposer. The final agreement negotiated between a Proposer and the TOWN will incorporate the contents of this RFQ, the entire proposal submitted by the Proposer and any other terms or conditions that the parties may agree to include by way of negotiation. Should TOWN staff is unable to negotiate a satisfactory agreement with the Proposer at a price the Town determines to be fair, competitive, and reasonable, TOWN staff will terminate negotiations such Proposer. The Town shall then undertake negotiations with the second most qualified firm. Should

TOWN staff is unable to negotiate a satisfactory agreement with the second most qualified firm, the TOWN must terminate negotiations. The TOWN shall then undertake negotiations with the third most qualified firm. Nothing shall preclude the TOWN from entering into agreement(s) with more than one top-ranked Proposer.

7. The Committee will review and rank submittals based upon the following criteria:

- | | |
|--|-------------|
| A. Overall approach and methodology, which includes the Proposer's approach to the Project from initial involvement in contract document preparation through the final construction phases. This review includes methods used during construction to monitor a project and resolve issues as well as methods of sequencing and coordination among trades to minimize conflict and errors. | 0-10 points |
|
 | |
| B. Prior experience during the previous five (5) years with projects for a local government of similar size and complexity in a residential area that is active day and night, seven days a week, with emphasis on sewer improvements, such as gravity sewer, force mains, submersible lift stations, and roadway construction and restoration, considering:
a. Number of similar projects;
b. Complexity of similar projects;
c. References from past projects; and
d. Safety record. | 0-25 points |
|
 | |
| C. Knowledge of site and local conditions: Demonstrate knowledge of the site, State, County, and TOWN requirements, codes, and ordinances. Proposers' knowledge of local contractors and suppliers who are capable of supplying quality workmanship and materials will be considered. | 0-25 points |
|
 | |
| D. Qualifications of Proposer's personnel (including subcontractors) considering the general and specific project related capability of the in house office and field support, including previous experience with similar projects and considering:
a. Number of technical staff;
b. Qualifications of technical staff;
(1) Number of licensed staff;
(2) Education of staff; and
(3) Experience of staff | 0-10 points |

- E. Scheduling/Cost Control. Proposer shall include for evaluation a description of the Proposer's general project management system, scheduling methods, and cost controls, indicating functions and capabilities, with emphasis of the Proposer's ability to prevent cost overruns or change orders. 0-10 points
- F. Accessibility of Proposer's office and personnel to the project location, considering: 0-5 points
- a. Proximity of office to project location; and
 - b. Number of staff at the nearest office.
- G. Financial Capability includes an evaluation of the resources and the working capital available and an evaluation of the Proposer's anticipated financial stability through completion of a project. The Proposer's ability to secure bonding shall also be used as an indicator. 0-15 points

Total maximum
points: 100 points

Each firm should submit all documents available that provide evidence of capability to provide the CMR services required for the Selection Committee's review. The shortlisted firms may then be contacted to provide oral presentations regarding their qualifications and ability to furnish the required CMR services.

SECTION V – SUBMITTAL FORMAT

Information to be submitted shall include at a minimum the following required items and be tabbed as indicated:

Title Page: Show the "Request for Qualifications" project title, project number, the name of the Proposer, address, telephone number, name of contact person and date.

- A. Table of Contents: Clearly identify the section, topic, and page number.
- B. The Essential Requirements Questionnaire and the Declaration pages.
- C. Letter of Transmittal: Limit to one (1) or two (2) printed pages.
 - 1. Briefly state the Proposer's understanding of the work to be done and provide a positive commitment to perform the work.
 - 2. Give the names of the persons who will be authorized to make representations for the Proposer including their titles, addresses and telephone numbers.
- D. Profile of Construction Management Services:
 - 1. Describe the Proposer organization, including the size, range of activities, and other pertinent information.
 - 2. Provide an organizational chart.
 - 3. State whether the Proposer organization is national, regional or local.
 - 4. State the location of the office from which the CMR services are to be performed.
 - 5. Describe the organization of the proposed Project team, detailing the level of involvement, field of expertise and estimated hours for each member of the team.
- E. Provide a list and description of similar municipal or other projects satisfactorily performed within the past five (5) years that have been completed under a CMR agreement. For each project listed, include the name and telephone number of a representative for whom the project was undertaken who can verify satisfactory performance. Describe experiences in conducting similar projects for each of the staff assigned to the project, as well as their relevant educational background. Provide history of projects completed in time and on/under budget, and projects for which liquidated damages were imposed.
- F. Provide information on any litigation (decided, settled or pending) the Proposer firm has been involved in within the last five (5) years.
- G. Describe what municipal staff support is anticipated for this type of project.

- H. Describe the Proposer's approach to performing the CMR services. This should include, at a minimum, the following points: overall plan for a CMR project, outlining major tasks and responsibilities, project time schedule and staff assigned.
- I. Provide a full set of financial statements for your most recent three (3) complete fiscal years, accompanied by either an audit or a review report by an independent CPA. Internally prepared financial statements will not be accepted.
- J. Provide statement of ability to obtain required insurance. Include a completed insurance certificate listing the insurance company's name(s) for both Professional and General Liability Insurance and the dollar amounts of the coverage, or other evidence of insurance availability.

Interested firms should submit one (1) original, three (3) copies, and one electronic version on a compact disk or thumb drive capable of being copied, of all materials. **Please mark the original as "ORIGINAL."**

Submittal packages should be marked on the exterior RFQ 21-03-01 CM at Risk Contract Services for Palm Club Sewer Project and addressed to Town Clerk, Town of Lauderdale-By-The-Sea, 4501 North Ocean Drive, Lauderdale-By-The-Sea, FL 33308.

SUBMITTALS MUST BE RECEIVED NO LATER THAN THE DATE SPECIFIED IN THE RFQ SCHEDULE IN SECTION I ABOVE.

No fax or e-mail copies will be accepted. Submittals received after the specified time and date will not be considered and will be returned unopened to the sender.

The TOWN reserves the right to accept or reject any or all submittals, to waive any minor irregularities, to extend the deadline for submission, or to cancel the solicitation, when it is in the best interest of the TOWN.

SECTION VI – CONTRACT SECURITY

The successful Proposer(s) who execute an agreement must also provide a performance bond equivalent to 100% of the GMP. A warranty bond, equal to 25% of the actual cost of construction shall remain in effect after the project is completed and for a period of two (2) years from the date of final approval by TOWN.

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ESSENTIAL REQUIREMENTS QUESTIONNAIRE

You may use additional sheets as necessary to sufficiently respond to the below questions.

A Proposer may be disqualified if the answer to any of questions 1 through 5 below is "no."

A Proposer may be disqualified if the answer to any of questions 6, 7, 8 or 9 is "yes." Please provide an explanation if the answer to questions 6, 7, 8 or 9 is "yes".

1. Proposer possesses a valid and current Florida contractor's license for the Project for which it intends to submit a bid.

____ Yes ____ No

2. Proposer has or will obtain a general liability insurance policy with a policy limit of at least \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate.

____ Yes ____ No

3. Proposer has current Florida workers' compensation insurance policy/or is exempt because of no employees. (Specify one).

____ Yes ____ No

4. Have you attached your latest copy of a reviewed financial statement with accompanying notes and supplemental information?

NOTE: A financial statement that is not reviewed by a Certified Public Accountant is not acceptable. A letter verifying availability of a line of credit may also be attached; however, it will be considered as supplemental information only, and this is not a substitute for the required financial statement.

(The financial records provided are exempt from public disclosure under Florida Statute 119.071(1)(c). Therefore, if any Proposer is concerned with the disclosure of their records, such records should be placed in a separate envelope returned with their RFQ response and marked as follows: "Exempt financial records under FL Statute 119.071(1)(c)".)

____ Yes ____ No

5. Have you attached a notarized statement from a surety insurer approved by the Florida Department of Insurance and authorized to issue bonds in the State of Florida, which states that your current bonding capacity is sufficient for the magnitude of project for which you seek pre-qualification?

NOTE: The notarized statement must be from the surety company, not an agent or broker.

____ Yes ____ No

6. Has your contractor's license been revoked at any time in the last five (5) years?

____ Yes ____ No

7. Has a surety firm completed a contract on your behalf, or paid for completion because your firm was default terminated by the project owner within the last five (5) years?

____ Yes ____ No

8. At the time of submitting this pre-qualification form, is your firm ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract?

____ Yes ____ No

If the answer is "yes," state the beginning and ending dates of the period of debarment:

9. At the time during the last five (5) years, has your firm, or any of its owners or officers, been convicted of a crime involving the awarding of a contract for a government construction project, or the bidding or performance of a government contract?

____ Yes ____ No

**ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE, COMPLIANCE
WITH CIVIL AND CRIMINAL LAWS**

A. Current Organization and Structure of the Business

For Firms that are Corporations:

1a. Date Incorporated: _____

1b. Under the laws of what State: _____

1c. Provide all the following information for each person who is either (a) an officer of the corporation (president, vice president, secretary, and treasurer), or (b) the owner of at least ten percent of the corporation's stock:

Name: _____

Position: _____

Years with Company: _____

% Ownership: _____

Social Security #: _____

1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five (5) years.

NOTE: For this question, "owner" and "partner" refer to ownership of ten percent or more of the business, or 10 percent or more of its stock, if the business is a corporation.

Person's Name: _____

Construction Firm: _____

Date of Person's Participation with Firm: _____

For Firms that are Partnerships:

1a. Date of formation: _____

1b. Under the laws of what State: _____

1c. Provide all the following information for each partner who owns 10 percent or more of the firm:

Name: _____

Position: _____

Years with Company: _____

% Ownership: _____

1d. Identify every construction company that any partner has been associate with (as owner, general partner, limited partner or officer) at any time during the last five (5) years.

NOTE: For this question, “owner” and “partner” refer to ownership of ten percent or more of the business, or 10 percent or more of its stock, if the business is a corporation.

Person’s Name: _____

Construction Firm: _____

Date of Person’s Participation with Firm: _____

For Firms that are Sole Proprietorships:

1a. Date of commencement of business: _____

1b. Name of company owner: _____

1c. Identify every construction company that any partner has been associate with (as owner, general partner, limited partner or officer) at any time during the last five (5) years.

NOTE: For this question, “owner” and “partner” refer to ownership of 10 percent or more of the business, or 10 percent or more of its stock, if the business is a corporation.

Person's Name: _____

Construction Firm: _____

Date of Person's Participation with Firm: _____

For Firms that Intend to make a Bid as part of a Joint Venture:

1a. Date of commencement of joint venture: _____

1b. % Ownership of Joint Venture: _____

B. History of the Business and Organizational Performance

1. Has there been any change in ownership of the firm at any time during the last three (3) years?

NOTE: A corporation whose shares are publicly traded is not required to answer this question.

____ Yes ____ No

If "yes", explain on a separate signed page.

2. Is the firm a subsidiary, parent, holding company or affiliate of another construction firm?

NOTE: Include information about other firms if one firm owns 50 percent or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.

____ Yes ____ No

If "yes", explain on a separate signed page.

3. Are any corporate officers, partners or owners connected to any other construction firms?

NOTE: Include information about other firms if an owner, partner, or officer of your firm holds a similar position in another firm.

____ Yes ____ No

If "yes", explain on a separate signed page.

4. State your firm's gross revenues for each of the last three (3) calendar years:

2020_____ 2019_____ 2018_____

5. How many years has your organization been in business in Florida as a CM at RISK under your present business name and license number? _____ Years. During those years, how many projects were structured as CMF projects? _____. Provide owner names and size of each project.

6. Is your firm currently the debtor in a bankruptcy case?

____ Yes ____ No

If "yes", please attach a copy of the bankruptcy petition, showing the case number, and the date on which the petition was filed.

7. Was your firm in bankruptcy at any time during the last five (5) years? (This question refers only to a bankruptcy action that was not described in answer to question 6, above).

____ Yes ____ No

If "yes", please attach a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued.

C. LICENSES

1. List all Florida construction license numbers, classifications and expiration dates of the Florida contractor licensees held by your firm:

2. If any of your firm's license(s) are held in the name of a corporation or partnership, list below the names of the qualifying individual(s) listed on the contractor's State Licensing Commission (CSLB) records who meet(s) the experience and examination requirements for each license.

3. Has your firm changed names or license number in the past five (5) years?

____ Yes ____ No

If "yes", explain on a separate signed page, including the reason for the change.

4. Has any owner, partner or (for corporations) officer of your firm operated a construction firm under any other name in the last five (5) years?

____ Yes ____ No

If "yes" explain on a separate signed sheet.

5. Has the State of Florida license(s) held by your firm been suspended within the last five (5) years?

____ Yes ____ No

If "yes", explain on a separate signed sheet.

D. Disputes

1. At any time in the last five (5) years has your firm been assessed and paid liquidated or other damages or costs after completion or related to a project under a construction contract with either a public or private owner?

____ Yes ____ No

If “yes”, explain on a separate signed page, identifying all such projects by owner, owner’s address, and the date of completion of the project, amount of liquidated damages assessed and all other information necessary to explain the assessment of liquidated damages.

2. In the last five (5) years has your firm, or any firm with which any of your company’s owners, officers or partners was associate been debarred, disqualified, removed or otherwise prevented from bidding on, or completion, any government agency or public works project for any reason?

NOTE: “Associated wit” refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and which is listed in response to question 1c or 1d on this form

____ Yes ____ No

If “yes”, explain on a separate signed page. State whether the firm involved was the firm applying for pre-qualification here or another firm. Identify by name of the company, the name of the person within your firm who was associated with that company, the year of the event, the owner of the project, the project and the basis for the action.

3. In the last five (5) years, has your firm been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible bidder?

____ Yes ____ No

If “yes”, explain on a separate signed page. Identify the year of the event, the owner, the project and the basis for the finding by the public agency.

NOTE: The following two (2) questions refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another contractor, or subcontractor.

4. In the past five (5) years, has any claim against your firm concerning your firm’s work on a construction project been filed in court or arbitration?

____ Yes ____ No

If “yes” on separate signed sheets of paper identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim,

the court in which the case was filed and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

5. In the past five (5) year, has your firm made any claim against a project owner concerning work on a project or payment for a contract and filed that claim in court or arbitration?

____ Yes ____ No

If “yes” on separate signed sheets of paper identify the claim(s) by providing the project name, date of the claim, name of entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending, or if resolved a brief description of the resolution).

6. At any time during the past five (5) years, has any surety company made any payments on your firm’s behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on your firm’s behalf, in connection with a construction project, either public or private?

____ Yes ____ No

If “yes”, on separate signed page the amount of each such claim, the name and telephone number of the claimant, the date of the claim, the grounds for the claim, the present status of the claim, the date of resolution of such claim if resolved, the method by which such was resolved if resolved, the nature of the resolution and the amount, if any, at which the claim was resolved.

7. In the last five (5) years, has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?

____ Yes ____ No

If “yes” on separate signed page. Name the insurance carrier, the form of insurance and the year of the refusal.

E. Criminal Matters and Related Civil Suits

1. Has your firm or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?

____ Yes ____ No

If “yes” on separate signed page, including identifying who was involved, the name of the public agency, the date of the investigation and the grounds for the finding.

2. Has your firm or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?

____ Yes ____ No

If “yes”, explain on separate signed page, including identifying who was involved, the name of the public agency, the date of the conviction and the grounds for the conviction.

3. Has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?

____ Yes ____ No

If “yes” identify on a separate signed page the person or persons convicted, the court (the TOWN if a state court, the district or location of the federal court), the year and the criminal conduct.

F. Bonding

1. Bonding capacity: Provide documentation from your surety identifying the following:

Name of bonding company/surety: _____

Name of surety agent, address and telephone number: _____

2. If your firm was required to pay a premium of more than one (1) percent for a performance and/or payment bond on any project(s) on which your firm worked at any time during the last three (3) years, state the percentage that your firm was required to pay. You may provide an explanation for a percentage rate higher than one percent, if you wish to do so.

3. List all other sureties (name and full address) that have written bonds for your firm during the last five (5) years, including the dates during which each wrote the bonds.

4. During the last five (5) years, has your firm ever been denied bond coverage by a surety company, or has there ever been a period of time when your firm had no surety bond in place during a public construction project when one was required?

____ Yes ____ No

If “yes”, provide details on a separate signed page indicating the date when your firm was denied coverage and the name of the company or companies, which denied coverage; and the period during which you had no surety bond in place.

G. Compliance with Occupational Safety and Health Laws and with Other Labor Legislation Safety

1. Has the Occupational Safety and Health Administration (OSHA) cited and assessed penalties against your firm for any “serious” “willful” or “repeat” violations of its safety or health regulations in the past five (5) years?

NOTE: If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Commission has not yet ruled on your appeal, you need not include information about it.

____ Yes ____ No

If “yes”, attach a separate signed page describing the citations, including information about the dates of the citations, the nature of the violation, the project on which the citation(s) was or were issued, the amount of penalty paid, if any. If the citation was appealed to the Occupational Safety and Health Appeals Commission and a decision has been issued, state the case number and the date of the decision.

2. Has the federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five (5) years?

NOTE: If you have filed an appeal of a citation and the Appeals Commission has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

____ Yes ____ No

If "yes", attach a separate signed page describing each citation.

3. Has the state or federal Environmental Protection Agency (EPA) or any Air Quality Management District or any Regional Water Quality Control Commission cited and assessed penalties against either your firm or the owner of a project on which your firm was the CM at RISK or general contractor in the past five (5) years?

NOTE: If you have filed an appeal of a citation and the Appeals Commission has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

____ Yes ____ No

If "yes", attach a separate signed page describing each citation.

4. Within the last five (5) years, has there ever been a period when your firm had employees but was without workers' compensation insurance or state-approved self-insurance?

____ Yes ____ No

If "yes," please explain the reason for the absence of workers' compensation insurance on a separate signed page. If "No," please provide a statement by your current workers' compensation insurance carrier that verifies periods of workers' compensation insurance coverage for the last five (5) years. (If your firm has been in the construction business for less than five (5) years, provide a statement by your workers' compensation insurance carrier verifying continuous workers' compensation insurance coverage for the period that your firm has been in the construction business

H. Prevailing Wage and Apprenticeship Compliance Record

1. Has there been more than one (1) occasion during the last five (5) years in which your firm was required to pay either back wages or penalties for the firm's failure to comply with the state's prevailing wage laws?

NOTE: This question refers only to your own firm's violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.

____ Yes ____ No

If "yes," attach a separate signed page or pages, describing the nature of each violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid and the amount of back wages and penalties that you were required to pay.

I. Insurance Requirements

Each policy of insurance carried by the successful Proposer for this project shall be issued by an insurance company licensed to do business in the State of Florida with a rating of "A" or better and a financial size category of "V" or better according to the latest edition of "Bests".

Attach a notarized statement from the Worker's Compensation carrier specifying organization's current Experience Modification rating for Worker's Compensation in the State of Florida.

Required Attachments

Failure to provide the following attachments may be cause for disqualification for this solicitation.
Attachment 1 – Proposer's Certification of Various Matters

DECLARATION

1. Acknowledgement and Release. By signing this page, Proposer authorizes any financial institution, credit reporting agency and/or service, legal firm or any other type of business, agency or individual named within this document to release to the TOWN (or TOWN' s designated representative) any and all information as that information relates, or could relate, to the ability to evaluate the background, stability and general worthiness of the Proposer to perform current or future construction activities if awarded a contract by the TOWN.
 - a. A photocopy of this page shall be deemed as valid as an original document.
 - b. This Acknowledgement and Release shall remain in effect until such time as the Proposer, in writing, requests that the TOWN cease any attempt to evaluate himself/herself/themselves as potential CMR for construction work on TOWN properties.
 - c. Reserved Right. The TOWN reserves the right, for the sole purpose of evaluating a Proposer, to make other inquiries as permitted by law. Furthermore, the TOWN reserves the right to reject any or all applications.

AFFIDAVIT

I, the undersigned, certify and declare that I have read all the foregoing answers to this prequalification questionnaire and understand their contents. The answers provided in the questionnaire are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters, I believe them to be true. I declare under penalty of perjury under the laws of the State of Florida, that the foregoing is correct.

DATED: _____

(Signature)

(Printed name and title)

PROJECT TEAM FORM

Federal I.D. No. _____

CMR

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

RFQ ATTACHMENT 1 – PROPOSER’S CERTIFICATION OF VARIOUS MATTERS

Note: This form is available in WORD format from the TOWN upon request.

PROPOSER: _____

RFQ 21-03-01 for Palm Club Sewer Project

THIS FORM MUST BE SIGNED AND SUBMITTED WITH PROPOSAL TO BE DEEMED RESPONSIVE. The undersigned guarantees the truth and accuracy of all statements and the answers contained herein.

I have carefully examined the Request for Proposal referenced above ("RFQ") and any other documents accompanying or made a part of this RFQ.

I hereby propose to furnish the goods or services specified in the RFQ. I agree that my proposal will remain firm for a period of 120 days in order to allow the TOWN adequate time to evaluate the proposals.

I certify that all information contained in this proposal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this proposal on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

The firm and/or PROPOSER hereby authorizes the TOWN of Lauderdale-by-the-Sea, its staff or consultants, to contact any of the references provided in the proposal and specifically authorizes such references to release, either orally or in writing, any appropriate data with respect to the firm offering this proposal.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service; no officer, employee or agent of the TOWN or any other proposer is interested in said proposal; and that the undersigned executed this PROPOSER's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

If this proposal is selected, I understand that I will be expected to execute the TOWN's standard professional services contract, in the form approved by the TOWN Attorney.

A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crimes may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, sub-contractor, or consultant under a contract with a public entity, and may not transact business with any public entity in excess of the threshold amount provided in Sec. 287.017 Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list. I further certify, under oath, that neither the entity submitting this sworn statement, nor to my knowledge, any of its officers, directors, executives, partners, shareholder, employees, members or agents active in the management of the entity has been convicted of a public entity crime subsequent to July 1, 1989.

I further certify that the firm and/or PROPOSER has not had a surety company finish work on any project within the last five (5) years.

I further certify that the firm and/or PROPOSER has not been found by a judge, arbitrator, jury, or a nolo contendere plea to have submitted a false or fraudulent claim to a public agency within the last ten (10) years.

I further certify that the firm and/or PROPOSER has not been disqualified, removed, or otherwise been prevented from bidding on, or completing a federal, state or local government project because of violations of law or a safety regulation, pursuant to Public CONTRACT Code Section 10162.

Name of Business

By: _____
Signature

Print Name and Title

Mailing Address

State of _____

County of _____

Sworn to and subscribed before me this _____ day of _____, 2021.

Notary Public

MY Commission Expires:



REQUEST FOR QUALIFICATIONS

CONSTRUCTION MANAGEMENT AT RISK SERVICES FOR PALM CLUB SEWER PROJECT

RFQ NUMBER 21-03-01

MAN-CON INCORPORATED
3460 S.W. 11TH STREET
DEERFIELD BEACH, FL 33442

JEFFREY MANCINI, PRESIDENT
954-427-0230

April 7, 2021

Main Office:
3460 S.W. 11th Street
Deerfield Beach, Florida 33442
O: 954-457-0230
F: 954-427-8133

Palm Beach County Office:
3020 Fairlane Farms Road
Suite 1, Wellington, Florida
33414

Section A

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Section B

The Essential Requirements Questionnaire and Declaration Pages

1. Essential Requirements
2. Organization, History, Organizational Performance, Compliance with Civil and Criminal Laws
 - A. Current Organization and Structure of the Business
 - B. History of the Business and Organizational Performance
 - C. Licenses
 - D. Disputes
 - E. Criminal Matters and Related Civil Suites
 - F. Bonding
 - G. Compliance with Occupational Safety and Health Laws and with Other Labor Legislation Safety
 - H. Prevailing Wages and Apprenticeship Compliance Records
 - I. Insurance Requirements
3. Declaration Page
4. Project Team Form
 - A. Resumes
5. RFQ Attachment 1 – Proposer's Certification of Various Matters.

ESSENTIAL REQUIREMENTS QUESTIONNAIRE

You may use additional sheets as necessary to sufficiently respond to the below questions.

A Proposer may be disqualified if the answer to any of questions 1 through 5 below is "no."

A Proposer may be disqualified if the answer to any of questions 6, 7, 8 or 9 is "yes." Please provide an explanation if the answer to questions 6, 7, 8 or 9 is "yes".

1. Proposer possesses a valid and current Florida contractor's license for the Project for which it intends to submit a bid. [Licenses attached.](#)

☒ Yes ☐ No

2. Proposer has or will obtain a general liability insurance policy with a policy limit of at least \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate.

☒ Yes ☐ No

3. Proposer has current Florida workers' compensation insurance policy/or is exempt because of no employees. (Specify one).

☒ Yes ☐ No [WC Insurance](#)

4. Have you attached your latest copy of a reviewed financial statement with accompanying notes and supplemental information?

NOTE: A financial statement that is not reviewed by a Certified Public Accountant is not acceptable. A letter verifying availability of a line of credit may also be attached; however, it will be considered as supplemental information only, and this is not a substitute for the required financial statement. [Financial records are attached in a separate envelope.](#)

(The financial records provided are exempt from public disclosure under Florida Statute 119.071(1)(c). Therefore, if any Proposer is concerned with the disclosure of their records, such records should be placed in a separate envelope returned with their RFQ response and marked as follows: "Exempt financial records under FL Statute 119.071(1)(c)".)

☒ Yes ☐ No

5. Have you attached a notarized statement from a surety insurer approved by the Florida Department of Insurance and authorized to issue bonds in the State of Florida, which states that your current bonding capacity is sufficient for the magnitude of project for which you seek pre-qualification?

NOTE: The notarized statement must be from the surety company, not an agent or broker.

☒ Yes ☐ No

6. Has your contractor's license been revoked at any time in the last five (5) years?

☐ Yes ☒ No

7. Has a surety firm completed a contract on your behalf, or paid for completion because your firm was default terminated by the project owner within the last five (5) years?

☐ Yes ☒ No

8. At the time of submitting this pre-qualification form, is your firm ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract?

☐ Yes ☒ No

If the answer is "yes," state the beginning and ending dates of the period of debarment:

9. At the time during the last five (5) years, has your firm, or any of its owners or officers, been convicted of a crime involving the awarding of a contract for a government construction project, or the bidding or performance of a government contract?

☐ Yes ☒ No

**ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE, COMPLIANCE
WITH CIVIL AND CRIMINAL LAWS**

A. Current Organization and Structure of the Business

For Firms that are Corporations:

1a. Date Incorporated: 1/31/1985

1b. Under the laws of what State: Florida

1c. Provide all the following information for each person who is either (a) an officer of the corporation (president, vice president, secretary, and treasurer), or (b) the owner of at least ten percent of the corporation's stock:

Name: Jeffrey J. Mancini Anthony Mancini Luke Mancini

Position: President, VP/ Secretary, VP/ Secretary

Years with Company: 36 15 13

% Ownership: 70% 15% 15%

Social Security #: Available Upon Request

1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five (5) years.

NOTE: For this question, "owner" and "partner" refer to ownership of ten percent or more of the business, or 10 percent or more of its stock, if the business is a corporation.

Person's Name: Jeffrey J. Mancini Anthony Mancini Luke Mancini

Construction Firm: Man Con Incorporated for all of the above.

Date of Person's Participation with Firm: 1985 to present for Jeffrey, 2006 for Anthony, 2008 for Luke

For Firms that are Partnerships:

1a. Date of formation: _____

1b. Under the laws of what State: _____

1c. Provide all the following information for each partner who owns 10 percent or more of the firm:

Name: _____

Position: _____

Years with Company: _____

% Ownership: _____

1d. Identify every construction company that any partner has been associate with (as owner, general partner, limited partner or officer) at any time during the last five (5) years.

NOTE: For this question, "owner" and "partner" refer to ownership of ten percent or more of the business, or 10 percent or more of its stock, if the business is a corporation.

Person's Name: _____

Construction Firm: _____

Date of Person's Participation with Firm: _____

For Firms that are Sole Proprietorships:

1a. Date of commencement of business: _____

1b. Name of company owner: _____

1c. Identify every construction company that any partner has been associate with (as owner, general partner, limited partner or officer) at any time during the last five (5) years.

NOTE: For this question, "owner" and "partner" refer to ownership of 10 percent or more of the business, or 10 percent or more of its stock, if the business is a corporation.

Person's Name: _____

Construction Firm: _____

Date of Person's Participation with Firm: _____

For Firms that Intend to make a Bid as part of a Joint Venture:

1a. Date of commencement of joint venture: _____

1b. % Ownership of Joint Venture: _____

B. History of the Business and Organizational Performance

1. Has there been any change in ownership of the firm at any time during the last three (3) years?

NOTE: A corporation whose shares are publicly traded is not required to answer this question.

☒ Yes ☐ No

If "yes", explain on a separate signed page.

[See attached Letter at the end of this section.](#)

2. Is the firm a subsidiary, parent, holding company or affiliate of another construction firm?

NOTE: Include information about other firms if one firm owns 50 percent or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.

☐ Yes ☒ No

If "yes", explain on a separate signed page.

3. Are any corporate officers, partners or owners connected to any other construction firms?

NOTE: Include information about other firms if an owner, partner, or officer of your firm holds a similar position in another firm.

☐ Yes ☒ No

If "yes", explain on a separate signed page.

4. State your firm's gross revenues for each of the last three (3) calendar years:

2020 \$24,387,386 2019 \$23,655,459 2018 \$10,408,495

5. How many years has your organization been in business in Florida as a CM at RISK under your present business name and license number? 36 Years. During those years, how many projects were structured as CMF projects? Many. Provide owner names and size of each project.

Please see attached project history list found in Section E.

6. Is your firm currently the debtor in a bankruptcy case? .

____ Yes ☒ No

If "yes", please attach a copy of the bankruptcy petition, showing the case number, and the date on which the petition was filed.

7. Was your firm in bankruptcy at any time during the last five (5) years? (This question refers only to a bankruptcy action that was not described in answer to question 6, above).

____ Yes ☒ No

If "yes", please attach a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued.

C. LICENSES

1. List all Florida construction license numbers, classifications and expiration dates of the Florida contractor licensees held by your firm:

Certified General Contractor CGC1506924 - Expires 2022

Certified Underground Utility Contractor CUCO 056856 - Expires 2022

Certified General Contractor CGC152881 - Expires 2022

2. If any of your firm's license(s) are held in the name of a corporation or partnership, list below the names of the qualifying individual(s) listed on the contractor's State Licensing Commission (CSLB) records who meet(s) the experience and examination requirements for each license.

Guy A. Mancini

Anthony Mancini

3. Has your firm changed names or license number in the past five (5) years?

____ Yes ☒ No

If "yes", explain on a separate signed page, including the reason for the change.

4. Has any owner, partner or (for corporations) officer of your firm operated a construction firm under any other name in the last five (5) years?

____ Yes ☒ No

If "yes" explain on a separate signed sheet.

5. Has the State of Florida license(s) held by your firm been suspended within the last five (5) years?

____ Yes ☒ No

If "yes", explain on a separate signed sheet.

D. Disputes

1. At any time in the last five (5) years has your firm been assessed and paid liquidated or other damages or costs after completion or related to a project under a construction contract with either a public or private owner?

____ Yes ☒ No

If “yes”, explain on a separate signed page, identifying all such projects by owner, owner’s address, and the date of completion of the project, amount of liquidated damages assessed and all other information necessary to explain the assessment of liquidated damages.

2. In the last five (5) years has your firm, or any firm with which any of your company’s owners, officers or partners was associate been debarred, disqualified, removed or otherwise prevented from bidding on, or completion, any government agency or public works project for any reason?

NOTE: “Associated wit” refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and which is listed in response to question 1c or 1d on this form

____ Yes ☒ No

If “yes”, explain on a separate signed page. State whether the firm involved was the firm applying for pre-qualification here or another firm. Identify by name of the company, the name of the person within your firm who was associated with that company, the year of the event, the owner of the project, the project and the basis for the action.

3. In the last five (5) years, has your firm been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible bidder?

____ Yes ☒ No

If “yes”, explain on a separate signed page. Identify the year of the event, the owner, the project and the basis for the finding by the public agency.

NOTE: The following two (2) questions refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another contractor, or subcontractor.

4. In the past five (5) years, has any claim against your firm concerning your firm’s work on a construction project been filed in court or arbitration?

____ Yes ☒ No

If “yes” on separate signed sheets of paper identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim,

the court in which the case was filed and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

5. In the past five (5) year, has your firm made any claim against a project owner concerning work on a project or payment for a contract and filed that claim in court or arbitration?

____ Yes ☒ No

If “yes” on separate signed sheets of paper identify the claim(s) by providing the project name, date of the claim, name of entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending, or if resolved a brief description of the resolution).

6. At any time during the past five (5) years, has any surety company made any payments on your firm’s behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on your firm’s behalf, in connection with a construction project, either public or private?

____ Yes ☒ No

If “yes”, on separate signed page the amount of each such claim, the name and telephone number of the claimant, the date of the claim, the grounds for the claim, the present status of the claim, the date of resolution of such claim if resolved, the method by which such was resolved if resolved, the nature of the resolution and the amount, if any, at which the claim was resolved.

7. In the last five (5) years, has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?

____ Yes ☒ No

If “yes” on separate signed page. Name the insurance carrier, the form of insurance and the year of the refusal.

E. Criminal Matters and Related Civil Suits

1. Has your firm or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?

____ Yes ☒ No

If “yes” on separate signed page, including identifying who was involved, the name of the public agency, the date of the investigation and the grounds for the finding.

2. Has your firm or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?

____ Yes ☒ No

If “yes”, explain on separate signed page, including identifying who was involved, the name of the public agency, the date of the conviction and the grounds for the conviction.

3. Has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?

____ Yes ☒ No

If “yes” identify on a separate signed page the person or persons convicted, the court (the TOWN if a state court, the district or location of the federal court), the year and the criminal conduct.

F. Bonding

1. Bonding capacity: Provide documentation from your surety identifying the following:

Name of bonding company/surety: Travelers Casualty & Surety Company of America

Name of surety agent, address and telephone number: Ashley, Christopher J
CASHLEY@travelers.com
1301 W. Long Lake Rd., Suite 300, Troy, MI 48098 1-309-825-1849

2. If your firm was required to pay a premium of more than one (1) percent for a performance and/or payment bond on any project(s) on which your firm worked at any time during the last three (3) years, state the percentage that your firm was required to pay. You may provide an explanation for a percentage rate higher than one percent, if you wish to do so.

No, we have not been required to pay more than one percent.

3. List all other sureties (name and full address) that have written bonds for your firm during the last five (5) years, including the dates during which each wrote the bonds.

Travelers Casualty & Surety Company of America

1301 W. Long Lake Rd., Suite 300, Troy, MI 48098

All bonds since 2005

4. During the last five (5) years, has your firm ever been denied bond coverage by a surety company, or has there ever been a period of time when your firm had no surety bond in place during a public construction project when one was required?

____ Yes ☒ No

If “yes”, provide details on a separate signed page indicating the date when your firm was denied coverage and the name of the company or companies, which denied coverage; and the period during which you had no surety bond in place.

G. Compliance with Occupational Safety and Health Laws and with Other Labor Legislation Safety

1. Has the Occupational Safety and Health Administration (OSHA) cited and assessed penalties against your firm for any “serious” “willful” or “repeat” violations of its safety or health regulations in the past five (5) years?

NOTE: If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Commission has not yet ruled on your appeal, you need not include information about it.

____ Yes ☒ No

If “yes”, attach a separate signed page describing the citations, including information about the dates of the citations, the nature of the violation, the project on which the citation(s) was or were issued, the amount of penalty paid, if any. If the citation was appealed to the Occupational Safety and Health Appeals Commission and a decision has been issued, state the case number and the date of the decision.

2. Has the federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five (5) years?

NOTE: If you have filed an appeal of a citation and the Appeals Commission has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

____ Yes ☒ No

If "yes", attach a separate signed page describing each citation.

3. Has the state or federal Environmental Protection Agency (EPA) or any Air Quality Management District or any Regional Water Quality Control Commission cited and assessed penalties against either your firm or the owner of a project on which your firm was the CM at RISK or general contractor in the past five (5) years?

NOTE: If you have filed an appeal of a citation and the Appeals Commission has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

____ Yes ☒ No

If "yes", attach a separate signed page describing each citation.

4. Within the last five (5) years, has there ever been a period when your firm had employees but was without workers' compensation insurance or state-approved self-insurance?

____ Yes ☒ No

If "yes," please explain the reason for the absence of workers' compensation insurance on a separate signed page. If "No," please provide a statement by your current workers' compensation insurance carrier that verifies periods of workers' compensation insurance coverage for the last five (5) years. (If your firm has been in the construction business for less than five (5) years, provide a statement by your workers' compensation insurance carrier verifying continuous workers' compensation insurance coverage for the period that your firm has been in the construction business

H. Prevailing Wage and Apprenticeship Compliance Record

1. Has there been more than one (1) occasion during the last five (5) years in which your firm was required to pay either back wages or penalties for the firm's failure to comply with the state's prevailing wage laws?

NOTE: This question refers only to your own firm's violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.

____ Yes ☒ No

If "yes," attach a separate signed page or pages, describing the nature of each violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid and the amount of back wages and penalties that you were required to pay.

I. Insurance Requirements

Each policy of insurance carried by the successful Proposer for this project shall be issued by an insurance company licensed to do business in the State of Florida with a rating of "A" or better and a financial size category of "V" or better according to the latest edition of "Bests".

Attach a notarized statement from the Worker's Compensation carrier specifying organization's current Experience Modification rating for Worker's Compensation in the State of Florida.

Required Attachments

Failure to provide the following attachments may be cause for disqualification for this solicitation.
Attachment 1 – Proposer's Certification of Various Matters

DECLARATION

1. Acknowledgement and Release. By signing this page, Proposer authorizes any financial institution, credit reporting agency and/or service, legal firm or any other type of business, agency or individual named within this document to release to the TOWN (or TOWN' s designated representative) any and all information as that information relates, or could relate, to the ability to evaluate the background, stability and general worthiness of the Proposer to perform current or future construction activities if awarded a contract by the TOWN.
 - a. A photocopy of this page shall be deemed as valid as an original document.
 - b. This Acknowledgement and Release shall remain in effect until such time as the Proposer, in writing, requests that the TOWN cease any attempt to evaluate himself/herself/themselves as potential CMR for construction work on TOWN properties.
 - c. Reserved Right. The TOWN reserves the right, for the sole purpose of evaluating a Proposer, to make other inquiries as permitted by law. Furthermore, the TOWN reserves the right to reject any or all applications.

AFFIDAVIT

I, the undersigned, certify and declare that I have read all the foregoing answers to this prequalification questionnaire and understand their contents. The answers provided in the questionnaire are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters, I believe them to be true. I declare under penalty of perjury under the laws of the State of Florida, that the foregoing is correct.

DATED: April 7, 2021



(Signature)

Anthony Mancini, Vice President

(Printed name and title)

PROJECT TEAM FORM

Federal I.D. No. 59-2547432

CMR

	Name of Individual Assigned to Project	Number of Years Experience	Education, Degrees
Principal-in-Charge	<u>Jeffrey J. Mancini</u>	<u>46</u>	<u>Please see attached</u>
Project Manager	<u>Anthony Mancini</u>	<u>15</u>	<u>resume's for all key</u>
Asst. Project Manager	<u>Carl Morsch</u>	<u>20</u>	<u>personnel.</u>
Other Key Member	<u>Luke Mancini</u>	<u>18</u>	<u></u>
Other Key Member	<u></u>	<u></u>	<u></u>

RFQ ATTACHMENT 1 – PROPOSER’S CERTIFICATION OF VARIOUS MATTERS

Note: This form is available in WORD format from the TOWN upon request.

PROPOSER: Man-Con, Incorporated

RFQ 21-03-01 for Palm Club Sewer Project

THIS FORM MUST BE SIGNED AND SUBMITTED WITH PROPOSAL TO BE DEEMED RESPONSIVE. The undersigned guarantees the truth and accuracy of all statements and the answers contained herein.

I have carefully examined the Request for Proposal referenced above ("RFQ") and any other documents accompanying or made a part of this RFQ.

I hereby propose to furnish the goods or services specified in the RFQ. I agree that my proposal will remain firm for a period of 120 days in order to allow the TOWN adequate time to evaluate the proposals.

I certify that all information contained in this proposal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this proposal on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

The firm and/or PROPOSER hereby authorizes the TOWN of Lauderdale-by-the-Sea, its staff or consultants, to contact any of the references provided in the proposal and specifically authorizes such references to release, either orally or in writing, any appropriate data with respect to the firm offering this proposal.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service; no officer, employee or agent of the TOWN or any other proposer is interested in said proposal; and that the undersigned executed this PROPOSER's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

If this proposal is selected, I understand that I will be expected to execute the TOWN's standard professional services contract, in the form approved by the TOWN Attorney.

A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crimes may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, sub-contractor, or consultant under a contract with a public entity, and may not transact business with any public entity in excess of the threshold amount provided in Sec. 287.017 Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list. I further certify, under oath, that neither the entity submitting this sworn statement, nor to my knowledge, any of its officers, directors, executives, partners, shareholder, employees, members or agents active in the management of the entity has been convicted of a public entity crime subsequent to July 1, 1989.

I further certify that the firm and/or PROPOSER has not had a surety company finish work on any project within the last five (5) years.

I further certify that the firm and/or PROPOSER has not been found by a judge, arbitrator, jury, or a nolo contendere plea to have submitted a false or fraudulent claim to a public agency within the last ten (10) years.

I further certify that the firm and/or PROPOSER has not been disqualified, removed, or otherwise been prevented from bidding on, or completing a federal, state or local government project because of violations of law or a safety regulation, pursuant to Public CONTRACT Code Section 10162.

Man-Con, Incorporated

Name of Business

By: 

Signature

Anthony J. Mancini, Vice President

Print Name and Title

3460 SW 11 Street

Deerfield Beach, FL 33442

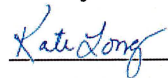
Mailing Address

State of Florida

County of Broward

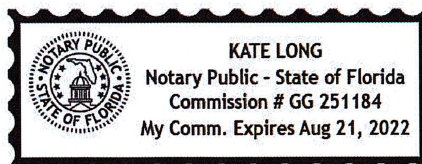
Sworn to and subscribed before me this 7th day of April, 2021.

Notary Public



Kate Long

MY Commission Expires: 8/21/22



Section B

History of Business and Organizational Performance

Question 1 – Change in Ownership of the Firm



ENGINEERING CONTRACTORS

3460 S.W. 11th Street
Deerfield Beach, Florida 33442

Phone: (954) 427-0230
Fax: (954) 427-8133

April 7, 2021

RE: Section B-1 Change of Ownership within the Firm

To Whom It May Concern:

On 7/31/2018 Jeffrey Mancini bought out his previous partner, Guy Mancini due to Guy Mancini retiring. Anthony and Luke Mancini were added as equity owners at that time. Guy Mancini remains an advisor.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Anthony Mancini', with a large, stylized flourish extending to the right.

Anthony Mancini
Vice President

Section B

Project Team Form

Key Personnel Resumes

JEFFREY MANCINI



PRESIDENT
Jeffm@mancon.ws

Incorporated in the State of Florida in 1985, Man-Con Inc. has completed more than 400 sizeable construction projects throughout Broward, Palm Beach, and Miami-Dade counties. Founded by Guy and Jeff Mancini, Man-Con Inc. is a second-generation underground utility company. Mr. Mancini works closely with the team of highly experienced project managers and superintendents daily. Under his leadership, Man-Con Inc. has developed a reputation for its high standards of workmanship and outstanding level of performance.

EXPERIENCE:

PRESIDENT

MAN-CON INCORPORATED | 2018 TO CURRENT

VICE PRESIDENT/GENERAL CONSTRUCTION SUPERINTENDENT

MAN-CON INCORPORATED | 1983 - 2018

Responsible for management and oversight of all field operations including, but not limited to, water main, sewage force main, gravity sewer, storm drain, earthwork, and highway and heavy construction.

VICE PRESIDENT/ASSISTANT SECRETARY

RIC-MAIN INTERNATIONAL | 1983 - 1985

In charge of all field operations for highway construction, heavy construction, and underground utility construction.

FOREMAN/SUPERINTENDENT

RIC-MAIN INTERNATIONAL | 1980 - 1983

Responsible for all field operations for highway construction, heavy construction, and underground utilities.

FOREMAN

RIC-MAIN INTERNATIONAL | 1977

In charge of various underground utility pipeline projects in southeast Michigan.

OPERATOR/LABORER

RIC-MAIN INTERNATIONAL | 1975 - 1977

Part-time heavy equipment operator and laborer on numerous underground utility pipeline projects in southeast Michigan.

CLIENT REFERENCE'S

- Pat MacGregor
Broward County WWS
Phone: (954) 831-0904
Email: pmacgregor@broward.org
- Aaron Cutler
Mathews Consulting
Phone: (561) 655-6175
Email: Acutler@baxterwoodman.com

Notable Projects:

Watermain replacement Project | Town of Highland Beach | Project Manager

- Construct 7,000 LF of Water Main
- Install Aerial Crossing over Intracoastal
- 200 new Water Services

Avenue H East & West Roadway Improvements | City of Riviera Beach | Project Manager

- Reconstruction of 8,000 LF of Roadway
- Install Drainage Structures and over 5,000 LF of RCP Drainage Pipe
- 5,500 LF of DIP Watermain
- Grout and Abandon existing Pipe
- Reline 5,055 LF of 8" VCP sewer pipe and bypass

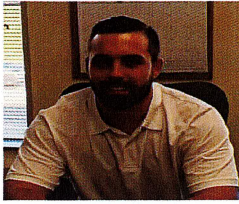
Pines Village Water Main Improvements – Phase I | City of Pembroke Pines | Project Manager

- Installation of Approximately 20,000 LF of 6", 8" & 12" Water Mains, Including Asphalt Trench Repairs
- 9,929 LF Abandonment of Existing Water Main
- 191 EA Water Services
- 365 EA Rear to Front Meter Relocations

Utility Analysis Zone 122 | Broward County Water and Wastewater Services | Project Manager

- Construct 27,630 LF of 4", 6", 8", 10", 12", and 16" Water Main and Appurtenances including Abandonment of existing Mains and 2" Water Services
- Construct 16,666 LF of 8", 10", 12" and 14" Sanitary Sewer Main and Appurtenances including Abandonment or Removal of Existing Mains, New Lift Station, Demo and Removal of two existing lift stations, 1,600 LF of Force Main, CIPP lining of existing Sanitary Sewer, Rehabilitation of existing Sanitary Sewer Manholes.
- Horizontal Directional Drill Installation of 8" and 12" Water Mains and Force Mains crossing existing Canals and under Oakland Park Blvd.
- Complete Roadway Re-Construction and Realignment throughout existing Multifamily Development
- Tree Removal and Replacement of all disturbed Sod and Landscape

ANTHONY MANCINI



VICE PRESIDENT
Anthony.m@mancon.ws

Anthony has been a crucial member of the Man Con Inc team since 2005 when he worked as a foreman at the start of his career until 2011 when he took a break on work to focus on his education while attending Florida Atlantic University. At which point he returned to the Man Con team as a project manager and has proved himself as one of the go people in the organization and currently serves as the Vice President of Man Con Inc. Anthony brings with him a wealth of knowledge in multiple areas of utility and heavy civil in both the public and private sectors where he has been actively involved with construction operations for the past 15 years. Which have included multi design-build projects, Directional Drilling Operations, Lining of Existing Utilities, Open and Deep Cut utility installation, roadway and hardscape paving operations.

EXPERIENCE:

VICE PRESIDENT

MAN-CON INCORPORATED | DEC 2017 TO CURRENT

PROJECT MANAGER

MAN-CON INCORPORATED | DEC 2013 - DEC 2017

Responsible for the Projects and overall performance including all aspects from project award to project close out.

HALVORSEN HOLDINGS | DEC 2011 - DEC 2013

Acquisitions, Dispositions, Construction Management of Commercial Real Estate.

FOREMAN

MAN-CON INCORPORATED | DEC 2005 - DEC 2011

Worked on multiple sanitary sewers, water, drainage, and road building projects in South Florida and gained experience in all aspects of construction from project start-up through final restoration.

EDUCATION:

BACHELOR of BUSINESS ADMINISTRATION:

FINANCE - FLORIDA ATLANTIC UNIVERSITY | 2013

CLIENT REFERENCE'S

- Mike Hagerty, P.E., LEED AP
 Broward County WWS
 Phone: (954) 831-3217
 Email: mhagerty@broward.org
- Aaron Cutler, Vice President of Construction
 Baxter & Woodman
 Phone: (561)655-6175
 Email: Acutler@baxterwoodman.com

Notable Projects:

Central Seacrest Corridor Utility Improvements | City of Boynton Beach | Project Manager

- Storm Water System Upgrade including 5,210 LF of Exfiltration Trench
- 8" DI Water Main Replacement 26,933 LF
- 66,823 SY of Pavement Overlay
- 14,355 SY of Driveway Apron Restoration
- 264 Rear to Front Transfers and Connection

Avenue "O" Neighborhood Infrastructure Improvements | City of Riviera Beach | Project Manager

- 6,791 LF RCP Drainage Installation Sizes 15" – 16" DI
- 1,144 LF Remove and Replace Existing Sanitary Sewer Pipe
- 12,708 LF Furnish and Install DIP Main Pipe, Including Remove Asbestos and Grout Abandonment
- 6,761 LF Re-line Existing Sanitary Sewer
- Water Service Relocation from Rear to Front of Properties
- Complete Right of Way to Right of Way Replacement of Paved Surface, Demo and Re-Construct all Concrete Sidewalk and Driveway Aprons

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- Installation of Approximately 20,000 LF of 6", 8" & 12" Water Mains, Including Asphalt Trench Repairs
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- Complete Roadway Re-Construction and Realignment throughout existing Multifamily Development
- Tree Removal and Replacement of all disturbed Sod and Landscape

MICHAEL IACOBELLI



SENIOR PROJECT MANAGER
Mikei@mancon.ws

Mr. Iacobelli has been employed by Man Con, Inc. as our Senior Project Manager for the past 20 years and possesses extensive knowledge of utility and road construction in South Florida. The extent of his utility and roadway construction experience spans forty-three years and includes all construction techniques including open-cut, horizontal directional drill, micro-tunneling, TBM tunneling, poured-in-place underground concrete structures and asphalt paving in South Florida, New York, Michigan, Indiana, Florida Keys and the Bahamas.

EXPERIENCE

SENIOR PROJECT MANAGER/SENIOR ESTIMATOR MAN-CON INCORPORATED | 2000 TO CURRENT

Responsible for work procurement including negotiated and municipal bid projects. Lead management team on all Florida projects. Actively manage project administration, contract negotiation and management of subcontractors, oversee scheduling and materials procurement. Led management of \$4MM of disaster recovery related work and \$176 MM in aggregate workload since 2000.

PROJECT MANAGER

FELIX EQUITIES, INC. | 1998 - 2000

Led management team for construction of \$19.9 MM Concourse "A" Apron and Utility Corridor project at Miami International Airport. Project included installation of jet fuel pipelines, water mains, sewage force mains, concrete encased electrical communication duct banks, and paving of airport grounds. Managed minority participation mandated by contract at 22% of total work value.

SECRETARY/TREASURER

COASTAL UTILITIES | 1994 - 1998

Partner in corporation. Work included installing water, sewer, drainage, and road projects, serving municipalities and private developers. Merged Michigan with Florida operations to expand operations in the south Florida market.

PRESIDENT

ICAOBELLI UNDERGROUND CONTR. CORP. | 1986 - 1994

VICE PRESIDENT

ICAOBELLI CONSTRUCTION | 1980 - 1986

FOREMAN/SUPERINTENDENT

ICAOBELLI CONSTRUCTION | 1973 - 1980

EDUCATION:

BACHELOR OF SCIENCE:

CONSTRUCTION ENGINEERING - LAWRENCE TECHNOLOGICAL UNIVERSITY | 1981

CLIENT REFERENCE'S

- Mike Hagerty, P.E., LEED AP
Broward County WWS
Phone: (954) 831-3217
Email: mhagerty@broward.org
- Aaron Cutler, Vice President of Construction
Baxter & Woodman
Phone: (561) 655-6175
Email: Acutler@baxterwoodman.com

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Hillsboro Pines Neighborhood Project | Broward County | Project Manager

- Install 12,641 LF of Sanitary Sewer Pipe
- Install 4,000 LF of Reclaimed Water Line
- Install 10,500 LF of RCP Storm Drainage
- Landscape and Roadway Reconstruction

Utility Analysis Zone 122 | Broward County Water and Wastewater Services | Project Manager

- Construct 27,630 LF of 4", 6", 8", 10", 12", and 16" Water Main and Appurtenances including Abandonment of existing Mains and 2" Water Services
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- Tree Removal and Replacement of all disturbed Sod and Landscape

CARL MORSCH



SENIOR ESTIMATOR/PROJECT MANAGER
CarlM@mancon.ws

Mr. Morsch is a recent addition to the Man Con Team. Prior to joining us he was heavily involved in heavy civil construction in the Dallas Texas market. During his time in Texas he was involved with various high-profile projects which were located along heavy freight corridors, within airports including projects within the airfield fence, DOT ROW, treatment plants, Army Corp property, and within various municipalities. He brings with him to the Man Con team a wealth of knowledge in the areas of wet utilities, storm drainage, earthwork, structural concrete, flatwork concrete, asphalt paving, directional drilling and jack and bore.

EXPERIENCE

SENIOR ESTIMATOR/PROJECT MANAGER

MAN-CON INCORPORATED | AUGUST 2020 - CURRENT

ESTIMATOR

REYES GROUP LTD. | 2014 – 2020

- Project cost estimation and procurement for design build, negotiated, and municipal projects.
- Responsible for creation of Project Budget
- Quantity Take-Off Analysis
- Project Specific Value Engineering optics
- Creation of internal project cost codes
- Design Build Manager
- Developed Project specific Critical Path Schedules
- Negotiated pricing for project materials and subcontractors

QUANTITY SURVEY ANALYST

OMEGA CONTRACTING INCORPORATED | 2012 - 2014

- Material Handling
- Project Billing
- Preliminary Field Investigations
- Post Construction Quality Controls
- Daily Field Report Reconciliation

EDUCATION

BACHELOR OF SCIENCE:

CONSTRUCTION MANAGEMENT:

- INDIANA STATE UNIVERSITY | (ANTICIPATED) 2021

Notable Projects:

Fort Worth Transportation Authority TexRail | Fort Worth Transportation Authority | Estimator

- Widening of existing track bed to accommodate a light rail passenger line along 20 miles of heavy freight rail corridor
- Construction of 39 at-grade road crossings including new traffic signalization
- Relocation of existing water, sewer and storm drain utilities within railroad right-of-way including cathodic protection where applicable
- Construction of Cast-in-Place concrete walls and drainage structures
- Flatwork concrete across 9 park and ride train stations
- Installation of park and ride station drainage including cast in place structures
- Construction of Cast-in-place retaining walls

DART Silverline | Dallas Area Rapid Transit | Estimator

- Construction of 318,000 SF of pre-cast T-wall retaining Wall System
- Concrete Flatwork paving of 9 Rail Park and Rides
- Concrete Flatwork for 13 Railroad Pedestrian Platforms

Lewisville Lake Dam Safety Modifications | Army Corp of Engineers | Estimator

- Installation of 4,800 LF of 36" prestressed concrete cylinder pipe
- Installation of 1,250 LF of 12" watermain
- Construction of 2 Cast in place concrete Weir Box structures
- Installation of Project site dewatering wet well
- Construction of 2 pig launching stations
- Installation of Cathodic Protection Systems

DFW Airport Esters Blvd Rehabilitation | DFW International Airport | Estimator

- Demolition of 10,000 SY of existing concrete pavement
- Installation of electronic subgrade monitoring system
- Installation of 10,000 SY of proposed concrete paving designs including the corresponding subgrade profiles
- 365 EA Rear to Front Meter Relocations

TxDOT US77 from FM 66 to McMillan St | Texas DOT | Estimator

- Installation of 3200 LF of 8" Watermain in Downtown Waxahachie
- Installation of 2500 LF of 8" Sanitary Sewer in Downtown Waxahachie
- Relocation of 500 LF of 26" Sanitary Sewer under existing bridge

Main Office:

3460 S.W. 11th Street
Deerfield Beach, Florida 33442
O: 954-457-0230
F: 954-427-8133

Palm Beach County Office:

3020 Fairlane Farms Road
Suite 1, Wellington, Florida
33414

LUKE MANCINI



GENERAL SUPERINTENDENT
Lukem@mancon.ws

EXPERIENCE:

GENERAL SUPERINTENDENT
MAN-CON INCORPORATED | 2018 - PRESENT

SUPERINTENDENT
MAN-CON INCORPORATED | 2016 - 2018
Superintendent

FOREMAN
MAN-CON INCORPORATED | 2014 - 2016
Worked on multiple sewer, water, drainage, and road building projects in south Florida and gained experience in all aspects of construction from project start-up through final restorations.

SITE SUPERVISOR
LOXWELL, INC. | 2011 - 2012

ASSISTANT PROPERTY MANAGER
WELLINGTON LAND DEVELOPMENT | 2010 - 2012

EDUCATION:
BACHELOR of BUSINESS ADMINISTRATION:
FINANCE - FLORIDA ATLANTIC UNIVERSITY | 2015

LICENSES / CERTIFICATIONS:
OSHA Basic Rigging Training Certification

OSHA CPR & First Aid Certification

OSHA Confined Space Entry Training Certification

OSHA Competent Person Training Certification

CLIENT REFERENCE'S

- Pat MacGregor
Broward County WWS
Phone: (954) 831-0904
Email: pmacgregor@broward.org
- Aaron Cutler
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Notable Projects:

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- Landscape and Roadway Reconstruction

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- Installation of Approximately 20,000 LF of 6", 8" & 12" Water Mains, Including Asphalt Trench Repairs
- 9,929 LF Abandonment of Existing Water Main
- 191 EA Water Services
- 365 EA Rear to Front Meter Relocations

Watermain Replacement Project | Town of Highland Beach | Project Manager

- Construct 7,000 LF of Water Main
- Install Aerial Crossing over Intracoastal
- 200 new Water Services

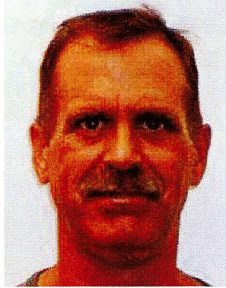
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Avenue H East & West Roadway Improvements | City of Riviera Beach | Project Manager

- Reconstruction of 8,000 LF of Roadway
- Install Drainage Structures and over 5,000 LF of RCP Drainage Pipe
- 5,500 LF of DIP Watermain
- Grout and Abandon existing Pipe
- Reline 5,055 LF of 8" VCP sewer pipe and bypass

C. ERIC MOULTON



RESTORATION SUPERINTENDENT

EXPERIENCE:

RESTORATION SUPERINTENDENT

MAN-CON INCORPORATED | 2013 – PRESENT

Responsible for daily operations of all pipe crews. Including water main, gravity sewer, sewage force main, storm drainage, earthwork, heavy, and road and highway construction. Track activities of each crew and create construction reports daily. Experienced in all aspects of debris removal and disaster recovery related services.

LICENSES / CERTIFICATIONS:

State of Florida Certified General Contractor License No. CGC 1511224

(since 5/11/2006)

State of Florida Certified Excavation Contractor License No. CUC 1224218

(since 5/10/2006)

State of Florida Certified Plumbing Contractor License No. CFC 1427291

(since 2/16/2007)

OSHA Basic Rigging Training Certification

OSHA CPR & First Aid Certification

OSHA Confined Space Entry Training Certification

OSHA Competent Person Training Certification

CLIENT REFERENCE'S

- Pat MacGregor
Broward County WWS
Phone: (954) 831-0904
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Notable Projects:

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- Install 4,000 LF of Reclaimed Water Line
- Install 10,500 LF of RCP Storm Drainage
- Landscape and Roadway Reconstruction

Westside Infrastructure Improvements | Town of Davie | Project Manager

- Install Drainage Structures and over 4,000 LF of HDPE Drainage Pipe
- 2,000 LF of Water Main Installation
- ROW Improvements including Asphalt Paving, Concrete Flatwork, Pavement Markings, and Signage

Pines Village Water Main Improvements – Phase I | City of Pembroke Pines | Project Manager

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O: 954-457-0230
F: 954-427-8133

Palm Beach County Office:

3020 Fairlane Farms Road
Suite 1, Wellington, Florida
33414

Section B

Essential Requirements

Question 1 - Licenses



Ron DeSantis, Governor

Halsey Beshears, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

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

MANCINI, GUY ANTHONY

MAN-CON INCORPORATED
3460 SW 11TH STREET
DEERFIELD BCH FL 33442

LICENSE NUMBER: CGC1506924

EXPIRATION DATE: AUGUST 31, 2022

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

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

320170



Ron DeSantis, Governor

Halsey Beshears, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE UNDERGROUND UTILITY & EXCAVATION CO HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

MANCINI, GUY ANTHONY

MAN-CON INCORPORATED
3460 SW 11TH STREET
DEERFIELD BCH FL 33442

LICENSE NUMBER: CUC056856

EXPIRATION DATE: AUGUST 31, 2022

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350170



Ron DeSantis, Governor

Halsey Beshears, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

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

MANCINI, ANTHONY JEFFREY

MAN-CON INCORPORATED
3460 SW 11TH STREET
DEERFIELD BEACH FL 33442

LICENSE NUMBER: CGC1526881

EXPIRATION DATE: AUGUST 31, 2022

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

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34-0170

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000
VALID OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021

DBA:
Business Name: MAN CON INCORPORATED

Receipt #: 180-5159
Business Type: GENERAL CONTRACTOR (BUILDING CONTRACTOR)

Owner Name: ANTHONY JEFFREY MANCINI/QUAL
Business Location: 3460 SW 11 ST
DEERFIELD BEACH
Business Phone: 954-427-0230

Business Opened: 03/26/2003
State/County/Cert/Reg: CGC1526881
Exemption Code:

Rooms **Seats** **Employees** **Machines** **Professionals**
20

For Vending Business Only						
Number of Machines:				Vending Type:		
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
54.00	0.00	0.00	0.00	0.00	0.00	54.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

THIS BECOMES A TAX RECEIPT

WHEN VALIDATED

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

Mailing Address:

MAN CON INCORPORATED
3460 SW 11 ST
DEERFIELD BEACH, FL 33442

Receipt # WWW-19-00195715
Paid 07/13/2020 54.00

2020 - 2021

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000
VALID OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021

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State/County/Cert/Reg: CGC1526881
Exemption Code:

Rooms **Seats** **Employees** **Machines** **Professionals**
20

Signature	For Vending Business Only					
	Number of Machines:			Vending Type:		
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
54.00	0.00	0.00	0.00	0.00	0.00	54.00

Receipt # WWW-19-00195715
Paid 07/13/2020 54.00

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000

VALID OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021**DBA:**
Business Name: MAN CON INCORPORATED**Receipt #:** 189-1779
Business Type: ALL OTHER TYPES CONTRACTOR
(UNDERGROUND UTILITY & EXCT
CTR)**Owner Name:** GUY ANTHONY MANCINI/QUAL
Business Location: 3460 SW 11 ST
DEERFIELD BEACH
Business Phone: 954-783-9806**Business Opened:** 08/01/1985
State/County/Cert/Reg: CUC056856
Exemption Code:**Rooms** **Seats** **Employees** **Machines** **Professionals**
4

For Vending Business Only						
Number of Machines:			Vending Type:			
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
27.00	0.00	0.00	0.00	0.00	0.00	27.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**THIS BECOMES A TAX RECEIPT****WHEN VALIDATED**

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

Mailing Address:MAN CON INCORPORATED
3460 SW 11 ST
DEERFIELD BEACH, FL 33442**Receipt #** WWW-19-00195715
Paid 07/13/2020 27.00**2020 - 2021****BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT**

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000

VALID OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021**DBA:**
Business Name: MAN CON INCORPORATED**Receipt #:** 189-1779
Business Type: ALL OTHER TYPES CONTRACTOR
(UNDERGROUND UTILITY & EXCT
CTR)**Owner Name:** GUY ANTHONY MANCINI/QUAL
Business Location: 3460 SW 11 ST
DEERFIELD BEACH
Business Phone: 954-783-9806**Business Opened:** 08/01/1985
State/County/Cert/Reg: CUC056856
Exemption Code:**Rooms** **Seats** **Employees** **Machines** **Professionals**
4

For Vending Business Only						
Number of Machines:			Vending Type:			
Signature	Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost
	27.00	0.00	0.00	0.00	0.00	0.00
						27.00

Receipt # WWW-19-00195715
Paid 07/13/2020 27.00

Business Tax Office
150 NE 2nd Ave.
Deerfield Beach, FL 33441
Phone: (954)480-4333
E-mail: web.btr@deerfield-beach.com



Deerfield Beach
Florida

Business Tax Receipt License
2020-2021

License Number: 21-00009581

Date Issued: 8/27/2020

Expires: 9/30/2021

MAN-CON INC
3460 SW 11 ST

DEERFIELD BEACH FL 33442

Classification: GENERAL CONTRACTOR'S OFFICE
Business Location: 3460 SW 11 ST
Service(s): OFFICE: 1 GNL CNTR; 1 EXCAV
Control Number: 0112040

Tax Amount: \$ 58.80	Add. Fees: \$ 208.40	Penalty: \$ 0.00	Total Amount Paid: \$267.20
----------------------	----------------------	------------------	-----------------------------

Notice: This Tax Receipt becomes **NULL** and **VOID** if ownership, business name, or address changed. Business owner must apply to Business Tax Office for Transfer.

Detach and retain for your records

*** Business Tax Receipt ***

2020-2021

- This Business Tax Receipt represents proof of payment of your Business Tax Fee for the period of October 1st to September 30th. Please exercise diligence in maintaining this receipt.
- Once you have obtained a Deerfield Beach Business Tax Receipt, you will be sent a renewal notice each year beginning July 1st, (90 days prior to expiration) to the address listed on the Receipt. Please check all Receipt information and report any errors to us immediately. The City may impose fines and penalties for failure to renew this Receipt.
- Your current Receipt shall be posted so that it is able to be viewed by anyone upon entering your place of business.
- If you change your business name, ownership or location, you must apply for a new Tax Receipt.
- If you have more than one location, you must obtain a Receipt for each location.
- For information on signage regulations, visit the City's website at www.deerfield-beach.com/signage.

Increase traffic to your business by participating in the City's Recycling Rewards Program!

Residents who recycle on a regular basis are accumulating points to be redeemed for rewards at participating businesses to claim discounts and gift certificates. Participating businesses see increased traffic from this program and those that have a commercial recycling account serviced by the City receive additional rewards.

To learn how to have your business become a Rewards Partner, please contact Recycling Perks at infor@recyclingperks.com. For Information on how to set up a commercial recycling account, contact the City's Recycling Division at 954-480-4454.

This Receipt does not represent an endorsement or certification of the business listed herein by the City of Deerfield Beach.

State of Florida

Department of State

I certify from the records of this office that MAN-CON, INCORPORATED is a corporation organized under the laws of the State of Florida, filed on January 31, 1985.

The document number of this corporation is H40555.

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 January 10, 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 Seventeenth day of September,
2020*



Randy Be
Secretary of State

Tracking Number: 9756924574CU

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

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

Section B

Essential Requirements

Question 5 – Bond Capacity Letter



Christopher J. Ashley
cashley@travelers.com

March 31, 2021

Re: Surety Capacity Letter for Man-Con Incorporated

To Whom It May Concern:

It has been the privilege of Travelers Casualty and Surety Company of America ("Travelers") to provide surety bonds for Man-Con Incorporated since 2005. We consider Man-Con Incorporated one of our outstanding and most valued clients in whom we have the highest confidence. Through the years this company has, in our opinion, remained properly financed, well equipped and capably managed.

Travelers provides Man-Con Incorporated with a single project capacity of \$60,000,000 and an aggregate surety program of \$100,000,000. If requested, with the given resources and expertise, Travelers would consider single projects in excess of \$120,000,000.

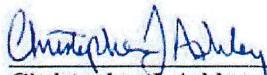
Travelers carries an AM Best Rating of A++ and Financial Category Size of XV. Travelers is authorized to issue individual bonds in an amount greater than \$2 billion by the Federal Government.

Please note that the decision to issue performance and payment bonds is a matter between Man-Con Incorporated and Travelers, and will be subject to our standard underwriting at the time of the final bond request, which will include but not be limited to the acceptability of the contract documents, bond forms and financing. We assume no liability to third parties or to you if for any reason we do not execute said bonds.

If you have any questions or need any additional information, please do not hesitate to contact me.

Sincerely,

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA


Christopher J. Ashley

ALL-PURPOSE ACKNOWLEDGMENT

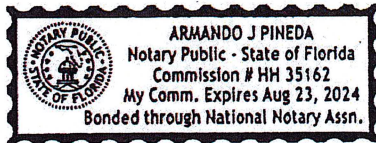
State of Florida

County of Broward

On March 31, 2021 before me, Armando J Pineda
DATE NAME OF NOTARY PUBLIC

personally appeared Christopher J. Ashley
NAME(S) OF SIGNER(S)

☐ personally known to me OR ☒ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



Place Notary Seal or Stamp Here

WITNESS my hand and official seal.

Armando J Pineda
SIGNATURE OF NOTARY

ATTENTION NOTARY: Although the information requested below is OPTIONAL, it may prove valuable to persons relying on this Acknowledgment and could prevent fraudulent reattachment of this certificate to another document.

DESCRIPTION OF ATTACHED DOCUMENT

THIS CERTIFICATE
MUST BE ATTACHED
TO THE DOCUMENT
DESCRIBED AT RIGHT

Surety Capacity Letter
TITLE OR TYPE OF DOCUMENT

One
NUMBER OF PAGES

March 31, 2021
DATE OF DOCUMENT

None
SIGNER(S) OTHER THAN NAMED ABOVE

Section B

Insurance Requirements

Section I – Notarized EMR for Worker's Compensation



ZERVOS GROUP, INC.
INSURANCE & BONDS



March 20, 2021

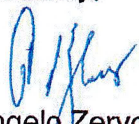
Man-Con, Inc.
3460 SW 11th Street
Deerfield Beach, FL 33442

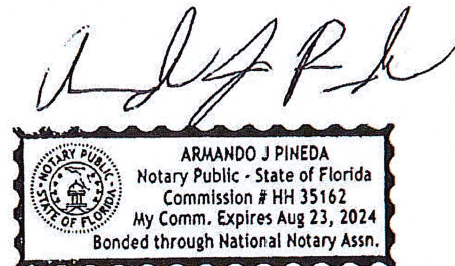
The Experience Modification for your company for the current year is as follows:

07/31/20 to 07/31/21 .94

If you have any questions, please call our office.

Sincerely,


Angelo Zervos
Vice President



Section C

Letter of Transmittal

April 7, 2021

Mr. Ken Rubach
Lauderdale By The Sea
4501 N. Ocean Blvd.
Lauderdale By The Sea, Florida 33308

RE: Section C Letter of Transmittal

Dear Mr Rubach,

Man-Con Incorporated, is pleased to submit our Letter of Transmittal and Qualification Package to the Lauderdale By The Sea for *Construction Management At Risk Services for Palm Club Sewer Project (RFQ 21-03-01)*. Pursuant to your request, one (1) original and three (3) copies of the required information are included for your consideration.

For this proposed Project Lauderdale By The Sea is seeking the services of qualified Construction Manager At Risk Licensed and Certified FDOT General Contracting Firm capable of providing construction management services along with specialized self-performed services as necessary to construct the improvements within the Town. The selected Firm must possess the direct experience and knowledge to furnish and install of the proposed gravity sewer system, forcemain, and restoration improvements in the localized ground and costal conditions while reducing all resident impacts for those residents living within the project limits. Man-Con Incorporated offers a unique approach to serving Lauderdale By The Sea: we will protect your interests and provide high quality, cost-effective engineering and construction solutions and services. Our strategy is to work as a valued partner with the Town in order to accomplish your goals and objectives. Our approach is based on achieving success for Lauderdale By The Sea by providing the following:

Experienced Team: Man-Con Incorporated for the last 36 years has constructed in house, managed as a CMR, and lead may design build teams to complete like-kind projects with the above referenced work scope. We have imminent knowledge of the project area as we the prime/ lead general contractor on Lauderdale By The Sea Disaster Relief for Hurricane Wilma restoring Lauderdale By The Seas' pristine beaches and coastal neighborhoods and businesses struck by the devastating storm. We have also completed the following like kind projects listed below for LBTS demonstrating our direct experience and knowledge preforming gravity sewer installations within the specific like kind site and local conditions as seen in this RFP while maintaining resident confidence through the project. This is only possible by carefully planning our work, informing all stakeholders, and meeting directly with each resident within the project limits that will be affected.

The like-kind Projects listed below were completed by Man-Con Incorporated for Lauderdale By The Sea and included installation of new sanitary sewer installation, drainage installation, and above ground restoration and beautification. During the duration of these projects, we were able to effectively coordinate and communicate with the residents and local businesses while at the same time constructing the projects under budget and ahead of schedule.

- Lauderdale By The Sea Sunset Drive Neighborhood Improvements (Bid No. 04-05-02) \$3,566,729.4. Scope: New Gravity Sewer, Lift Station, and Restoration.
- Lauderdale By The Sea North Beach Improvements Phase II Bel Air (Project No. 01-0052-012) \$5,455,802.11. Scope: New Gravity Sewer, Lift Station, and Restoration. **This project is in the same neighborhood, immediately to the south of this RFQ 21-03-01. Identical scope of work, site and local conditions.**
- Lauderdale By The Sea Construction Manager at Risk Services for Municipal Construction at Risk Services (RFQ No. 17-11-10) \$1,014,387.39. Scope: Drainage Improvements and Restoration.

The above referenced projects which were performed in like kind site and local conditions and were highly successful due to the implementation of construction management practices used in affluent coastal communities. Utilizing the least invasive construction practices available by keeping the excavations as neat and tight as possible with the use of trench shoring/ boxes. Implementing daily street sweeping, dust control watering, resident notice flyers, and MOT safety checks at the end of each working day to ensure all signs correctly directing local traffic safely. We will also tightly park the active equipment that is not stored in the staging area as neat and tight as possible with the proper MOT around the perimeter. During this project we will have a company representative (generally an owner) drive the site each day even when we are not on site such as the weekends to correct MOT which may have fallen over or material that may have shifted. The practices above are a few of the unique features we will provided as part of our service to the Town.

Proven Leadership: Our Key Management Staff consists of Jeff, Anthony and Luke Mancini, who are the owners of Man-Con Inc., along with Michael Iacobelli, senior project manager, and Carl Morsch construction/ project manager. Unlike other firms our company will have one owner on site and always dedicated to this project. This allows on the spot decisions to be made helping streamline the communication and approval process compared to other firms. All members of our firm can be reached at our main office, 954-427-0230 or by email, first name and last initial @mancon.ws.

Innovative Solutions: As demonstrated in the above Lauderdale By The Sea like-kind projects and others listed in Section E, our Firm will provide innovative solutions that will enhance the quality of the project, optimize cost savings to the City, and optimize operational maintenance and longevity of the utility system. Our Project Management & Public Relations Methods and Strategy's will keep all stakeholders informed and knowledgeable about the project and its impacts. All resident issues will be attended to with in 2 hours of receiving notice and generally resolved within 24 hours.

We very much appreciate the opportunity to complete another successful infrastructure improvement project for the Town of Lauderdale By The Sea and its Residents.

Very Truly Yours,

MAN-CON, INCORPORATED



Anthony J. Mancini, VP

Office: 954-427-0230

Email: AnthonyM@mancon.ws

Section D

Profile of Construction Management Services

1. Man-Con Inc. - Our Firm & ServicesD-2 – D-3
2. Organizational Chart D-4
3. Man-Con Inc. is a Local Company operating in the Tri-County Area.
4. Man-Con Inc. Office Address: 3460 S.W. 11th Street, Deerfield Beach, Florida
33442
5. Key Project Team Roles, Qualifications, and Involvement D-5

1. Man-Con Inc. - Our Firm & Services

Incorporated in the State of Florida in 1985, Man Con, Inc. enjoys its longstanding reputation as one of South Florida's leaders in the underground engineering construction industry specializing in underground transmission systems. Over the years, Man Con, Inc. has completed in excess of 400 sizeable construction projects throughout Broward, Palm Beach, and Miami-Dade counties, has installed millions of feet of utility infrastructure pipe for all application types (water, wastewater, storm water, reclaimed water) and Sizes (1" – 96"). Our completed projects total in excess of \$0.5 Billion of South Florida Public Works Construction Projects, benefiting local communities in which we live and work. We invite you to review our accomplishments and upcoming future endeavors.

Man Con, Inc. enjoys its long-standing reputation as one of South Florida's leaders in the underground engineering construction industry. From its modest financial beginnings, Man Con Inc has grown into one of the area's strongest preforming, risk averse, and financially stable underground construction companies in the South Florida Tri-County area. This fact is the direct result of consistent performance, hard work, and responsible management over the last 36 years in business.

Our corporate objective is best exemplified by our unwavering commitment to our **"Quality not Quantity"** mantra, which has piloted our organization through a series of economic uncertainties. Our ability to self-fund and enjoy large bonding capacity has enabled our company to remain active in the midst of the most languishing economies and thrive in the most prosperous.

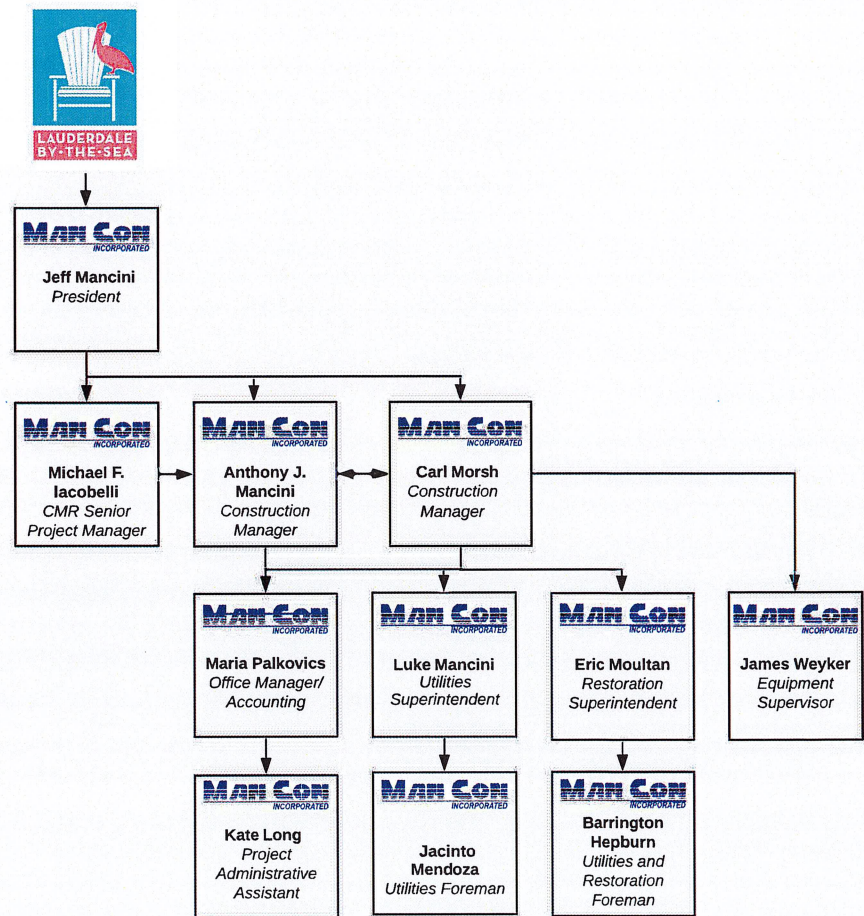
Our corporate atmosphere and approach to business rebuts conventional protocols. By design, we foster and promote a casual yet professional, relationship-oriented conduct where old-fashioned values like trust, fairness, and performance trump formal veneers and paper pedigrees. Our team, though lean and multi-talented, remains philosophically bound to the overriding concept of synergism, where the sum of the whole outweighs the merit of individual achievement.

Founded by Guy and Jeff Mancini, Man Con, Inc. is a second-generation underground utility company. The principals of our company work closely with their team of highly experienced project managers and superintendents on a daily basis. Under their leadership, Man Con, Inc. has developed a reputation for its high standards of workmanship and outstanding level of performance.

Through the experience and leadership of our management team, as well as our skilled field staff, Man Con, Inc. has undertaken projects of varying size and complexity, all of which have been completed **on time and within budget**. These projects have included open-cut and directional- drilled transmission pipelines, water production well fields and sanitary sewers, lift stations, drainage pipe and facilities, telecommunication lines, and neighborhood right-of-way improvement projects. Each of Man Con's upper level management personnel prides themselves with broad industry experience and proficiency throughout the technical, constructability, administrative, and financial aspects of the daily business. Man Con, Inc. employs and maintains an average work force of approximately 30-40 carefully selected employees and enjoys a very low turnover rate, favorably comparing to industry trends.

2. ORGANIZATIONAL CHART – See Following Page

CONSTRUCTION MANAGEMENT AT RISK
SERVICES FOR PALM CLUB SEWER PROJECT
RFQ 21-03-01
TABLE OF ORGANIZATION



5. Key Project Team Roles, Qualifications, and Involvement

NAME	PROJECT ROLE	GRAVITY SEWER & DRAINAGE REPLACEMENT % OF INVOLVEMENT	UNDERGROUNDING OVERHEAD UTILITIES % OF INVOLVEMENT	ROADWAY, CONCRETE FLATWORK, IRRIGATION/ LANDSCAPING % OF INVOLVEMENT	ALL OTHER MISCALANIOUS ITEMS % OF INVOLVEMENT	ESTIMATED HOURS PER DAY
Jeff Mancini	CMR President	75%	75%	75%	50%	6-8 Hours
Michael Iacobelli	CMR Seior Project Manager	75%	75%	75%	50%	6-8 Hours
Anthony Mancini	CMR On Site Project Manager	100%	100%	100%	100%	8-10 Hours
Luke Mancini	Utilities Superintendent (Below Ground)	100%	100%	75%	75%	8- 10 Hours
Eric Moulton	Restoration & Beautification Superintendent (Above Ground)	100%	100%	100%	100%	8-10 Hours
Jacinto Mendoza	Utilities & Restoration Foreman	100%	100%	100%	100%	8-10 Hours

Section E

Project Experience

- Like kind Projects Completed within the past (5) YearsE-2 – E-5
- All Projects Completed in the past (5) YearsE-6 – E-8
- All MCI Personnel listed in Section B-2 will be assigned to this Project. Resumes are attached in Section B.
- MCI has completed every Project in the last 36 years ahead of schedule. We have never been assessed a single day of Liquidated Damages.

No.	Description	Project Information
1	Owner Information	
	Owner	City of Fort Lauderdale
	Contact	Diana C. Carrillo, P.E.
	Address	100 N. Andrews Avenue
	Phone No.	954-828-5877
	Email	Dcarrillo@fortlauderdale.gov
2	Project Name, Location, and Scope of Work	
	Project Name	South Middle River Crossing
	Project Location	NE 19 th St from NE 22 nd Ave East across South Middle River and continuing on NE 21 st St to Bayview Drive
	Scope of Work	Design, permitting, and construction of 1200 LF of 16" HDPE Forcemain via a subacquis directional drill, Installation of 1000 LF of open cut DR 18 Force Main, multiple connections to existing forcemains, abandonment of existing forcemain, roadway restoration, placing in service after obtaining certification clearance.
3	Company Role	General Contractor
4	Project Completion Date	8/31/2020
5	Size of Project (LF of Pipe)	2,200 LF 16", Valves, Connections, ARV's
6	Original Owner Budget vs. Final GMP	Original Owner Budget: \$1,278,661.00 Final GMP: \$1,217,790.62 Owner Savings: \$42,569.00
7	Value Engineering Savings	Our project team assisted the City of Fort Lauderdale with cost saving design changes causing quantity reductions, resulting in reduction of contract value, and eliminating any need for expenditure of the contingency funds. We also eliminated approximately 600' of forcemain that was not needed, eliminating the maintenance cost over the many years this system is in service.
8	Percentage of GMP for General Conditions, Profit, and Overhead	10%
9	Total Amount of Approved Change Orders Added To Original GMP	None -\$18,301.38 (Deductive Change Order)
10	The Dollar Amount of Fees for Pre -Construction Services	5% - \$60,266.00
11	Dollar Value & Percentage of the Final GMP Awarded to and Performed by Local Subcontractors	Total Subcontractors = \$ 703,000.00
12	Present Status of Project	Project Complete

No.	Description	Project Information
1	Owner Information	
	Owner	Lauderdale By The Sea
	Contact	Ken Rubach
	Address	4501 N Ocean Dr Lauderdale By The Sea, FL 33308
	Phone No.	954-640-4200
	Email	kenr@lauderdalebythesea-fl.gov
2	Project Name, Location, and Scope of Work	
	Project Name	RFQ 17-11-10 Construction Manager at Risk Services for Municipal Construction projects
	Project Location	E Terra Mar Drive
	Scope of Work	Installation of a main storm sewer truck line on E Terra Mar Drive to help mitigate flooding. 1,300 LF of Pipe installed ranging in size ranging from 18" to 36". Manhole and catch basin installation, connect to existing, inline check valve installation, roadway and ROW restoration.
3	Company Role	General Contractor
4	Project Completion Date	4/2/2021
5	Size of Project (LF of Pipe)	1300 LF, 10 drainage structures
6	Original Owner Budget vs. Final GMP	Original Owner Budget: \$1,014,387.39 Final GMP: \$1,026,188.07 (Owner added scope to the project)
7	Value Engineering Savings	During Phase I construction, our Project Team conducted numerous Value Engineering measures for a significant cost savings to the City which allowed the project to move forward into construction as the original bids were over the contract budget.
8	Percentage of GMP for General Conditions, Profit, and Overhead	10%
9	Total Amount of Approved Change Orders Added to Original GMP	\$11,800.68 – Owner Added Scope to the Project
10	The Dollar Amount of Fees for Pre -Construction and Management Services	\$93,208.88
11	Dollar Value & Percentage of the Final GMP Awarded to and Performed by Subcontractors	Total Subcontractors = \$173,000.00
12	Present Status of Project	Project Complete

No.	Description	Project Information
1	Owner Information	
	Owner	Broward County Water & Wastewater Services
	Contact	Michael Hagerty, P.E., LEED AP
	Address	2555 W. Copans Road, Pompano Beach, FL 33069
	Phone No.	954-831-3217
	Email	mhagerty@broward.org
2	Project Name, Location, and Scope of Work	
	Project Name	Hillsboro Pines Neighborhood Improvement Project (Y1380003C1)
	Project Location	51st Street - 77th Street & Lions Road - SR7
	Scope of Work	Furnish and Installed: 12,735 LF of 8" Sanitary Sewer up to 14' Cut 44 Sanitary Sewer Structures 163 Sanitary Sewer Laterals 3,592 LF of 4" Force Main 2 Lift Stations 4,670 LF of 6" and 10" Water Main 124 Water Services 9,795 LF of 15" - 48" Drainage Pipe (ADS & RCP) (Solid & Slotted) 84 Drainage Structures 40,000 SY Roadway Reconstruction & Asphalt Overlay 47,000 Sy Swale
3	Company Role	General Contractor
4	Project Completion Date	June 2017
5	Size of Project (LF of Pipe)	See #2 Scope of Work Above
6	Original Owner Budget vs. Final GMP	Original Owner Budget: \$6,476,264.40 + 5% Owners Contingency = \$6,800,077.62 Final GMP: <u>\$6,305,828.94</u> Owner Savings: <u>\$494,248.68</u>
7	Value Engineering Savings	The formalized and approved Value Engineering Savings on this project was \$47,501.42, however Value Engineering occurs in the field on a case-by-case bases and is approved both on site and through the traditional value engineering method mentioned above, leaving a larger owner savings at the end of the project as illustrated above. Drainage pipe size reduction, drainage elimination, drainage pipe material change, sod restoration elimination due to keeping a tight work zone, elimination of unnecessary fittings, finishing well ahead of schedule, and more all contributed to the Project Savings listed above.
8	Percentage of GMP for General Conditions, Profit, and Overhead	10%
9	Total Amount of Approved Change Orders Added To Original GMP	None - \$0.00
10	The Dollar Amount of Fees for Pre -Construction Services	5% - \$340,003.88
11	Dollar Value & Percentage of the Final GMP Awarded to and Performed by Local Subcontractors	\$1,695,281.84 - 29%
12	Present Status of Project	Project Complete

No.	Description	Project Information
1	Owner Information	
	Owner	Broward County Water & Wastewater Services
	Contact	Luz Adriana Sanchez
	Address	2555 W. Copans Road, Pompano Beach, FL 33069
	Phone No.	954-831-0971
	Email	Lusanchez@broward.org
2	Project Name, Location, and Scope of Work	
	Project Name	UAZ 122
	Project Location	Oakland Park & Florida Turnpike
	Scope of Work	Furnish and Installed: 17,414 LF of 8" – 14" Sanitary Sewer up to 16' Cut 94 Sanitary Sewer Structures 112 Sanitary Sewer Laterals 1,900 LF of 12" Force Main 1 Lift Stations 29,000 LF of 4" - 16" Water Main 40,000 SY Roadway Reconstruction & Asphalt Overlay 47,000 Sy Swale
3	Company Role	General Contractor
4	Project Completion Date	September 2020
5	Size of Project (LF of Pipe)	See #2 Scope of Work Above
6	Original Owner Budget vs. Final GMP	Original Owner Budget: \$14,017,023.85 Final GMP: <u>\$14,422,973.85 – Emergency Gravity Sewer Repair at Owners Request</u>
7	Value Engineering Savings	The formalized and approved Value Engineering occurs in the field on a case-by-case bases and is approved both on site and through the traditional value engineering method mentioned above, leaving a larger owner savings at the end of the project as illustrated above. Changing open cut utility installation in the Oakland Park Blvd to HDD eliminated potential exposure of existing unshown utilities, reduced asphalt restoration, sod restoration elimination due to keeping a tight work zone, elimination of unnecessary fittings, finishing well ahead of schedule, and more all contributed to the Project Savings listed above.
8	Percentage of GMP for General Conditions, Profit, and Overhead	10%
9	Total Amount of Approved Change Orders Added To Original GMP	\$422,973.85 – Emergency Gravity Sewer Repair at Owners Request
10	The Dollar Amount of Fees for Pre -Construction Services	5% - \$
11	Dollar Value & Percentage of the Final GMP Awarded to and Performed by Local Subcontractors	\$1,190,245.00
12	Present Status of Project	Project Complete

All Projects Completed in the Last (5) Years

JOB #	NAME OF PROJECT / ENGINEER	OWNER	CONTRACT VALUE	% COMPLETED
325	BROWARD COUNTY WWS HILLSBORO PINES NEIGHBORHOOD PROJECT Y1380003C1	BROWARD COUNTY WWS 2555 W. COPANS RD. POMPANO BEACH, FL 33069 PAT MACGREGOR 954-831-0904	ORIGINAL \$6,476,264.40 FINAL \$6,224,207.12	100%
326	CITY OF DELRAY BEACH RECLAIMED WATER EXPANSION AREA 12 B PROJECT NUMBER: 12-009 MATTHEWS CONSULTING INC. 477 SOUTH ROSEMARY AVE, SUITE 330 WEST PALM BEACH, FL 33401 561-398-1585	CITY OF DELRAY BEACH 100 NW 1ST AVE. DELRAY BEACH, FL 33444 RAPHAEL BALLESTRO, PROJECT MANAGER 561-243-7297	ORIGINAL 2,694,841.80 FINAL \$2,605,189.09	100%
330	TOWN OF PALM BEACH ATLANTIC AVE, DUNBAR RD AND EVERGLADE AVE ISOLATED PAVING & DRAINAGE IMPROVEMENTS	TOWN OF PALM BEACH PUBLIC WORKS DEPT, 951 OLD OKEECHOBEE RD. WEST PALM BEACH, FL 33401 JEFF SANON, PROJECT ENGINEER 561-227-7024, FAX: 561-835-4691 jsanon@townofpalmbeach.com	ORIGINAL \$311,794.00	100%
331	PALM BEACH COUNTY WUD PUMP STATION 5229 FORCE MAIN IMPROVEMENTS PROJECT NO: WUD11- 035	PALM BEACH COUNTY WUD 8100 FOREST HILL BLVD. WEST PALM BEACH, FL 33413	ORIGINAL \$3,194,662.80	100%
333	SEMINOLE TRIBE CH2M HILL 3150 SW 38TH AVE. SUITE 700 MIAMI, FL 33146 954- 513-1532	SEMINOLE TRIBE OF FL 6300 STIRLING ROAD HOLLYWOOD, FL 33024 954-966-6300	ORIGINAL \$147,250.00	100%
334	HIGHLAND BEACH AARON CUTLER, PROJECT MANAGER MATTHEWS CONSULTING INC. 477 SOUTH ROSEMARY AVE, SUITE 330 WEST PALM BEACH, FL 33401 561-398-1585	TOWN OF HIGHLAND BEACH ED SOPER, PUBLIC WORKS DIRECTOR 3616 S. OCEAN BLVD, 2ND FL HIGHLAND BEACH, FL 33487 561-243-2084	ORIGINAL \$2,818,432.00 FINAL \$2,647,372.39	100%
338	DAVIE WESTSIDE INFRASTRUCTURE IMPROVEM CRAVEN THOMPSON & ASSOCIATES 3563 NW 53RD ST. FORT LAUDERDALE, FL 33309 MARC WOODWORTH 954-739-6400 FAX: 954-739-6409	TOWN OF DAVIE (PROCUREMENT DIV) BRIAN O'CONNOR, C.P.M. 6591 ORANGE DRIVE DAVIE, FL 33314 954-797-1016	ORIGINAL \$3,603,559.00	100%
340	HIGHLAND BEACH A1A FIRE HYDRANT REPLACEMENT.	TOWN OF HIGHLAND BEACH 3614 S. OCEAN BLVD. HIGHLAND BEACH, FL 33487 ED SOPER, PUBLIC WORKS DIRECTOR. 561-278-4548	\$15,924.00	100%
341	TOWN OF DAVIE SW 58TH AVE WATERMAIN	TOWN OF DAVIE 6591 ORANGE DRIVE DAVIE, FL 33314 JONATHAN VOGT, TOWN ENGINEER 954-797-1137	ORIGINAL \$345,250.00	100%
342	AVENUE "H" EAST & WEST ROADWAY IMPROVEMENTS FROM BLUE HERON TO SILVER BEACH	CITY OF RIVIERA BEACH 600 W. BLUE HERON BLVD., SUITE 140 RIVIERA BEACH, FL 33404	ORIGINAL \$8,925,606.20	100%

343	DELRAY BEACH SEACREST BEAUTIFICATION PHASE 2	CITY OF DELRAY BEACH 100 NW 1ST AVENUE DELRAY BEACH, FL 33444	ORIGINAL \$1,611,777.00	100%
344	AVENUE "O" NEIGHBORHOOD INFRASTRUCTURE IMPROVEMENTS	CITY OF RIVIERA BEACH 600 W. BLUE HERON BLVD., SUITE 140 RIVIERA BEACH, FL 33404	ORIGINAL \$7,482,407.40	100%
346	PINES VILLAGE WATER MAIN IMPROVEMENTS PHASE I	CITY OF PEMBROKE PINES 8300 SOUTH PALM DRIVE PEMBROKE PINES, FL 33025	ORIGINAL \$3,671,194.98	100%
347	BROWARD COUNTY WWS UTILITY ANALYSIS ZONE 122	BROWARD COUNTY WWS 2555 W. COPANS RD. POMPANO BEACH, FL 33069	ORIGINAL \$12,854,328.55	100%
348	DELRAY 7 ON 7	Marc Julien Homes 755 NW 17th Ave., Ste 107. Delray Beach, FL 33445	ORIGINAL \$49,296.00	100%
349	SEMINOLE PARK SITE DEVELOPMENT	Seminole Tribe Of Florida 6300 Stirling Road Hollywood, FL 33024	ORIGINAL \$10,574,677.60	
350	LBTS-4432 BOUGAINVILLE SEWER REPAIR	LAUDERDALE BY THE SEA 4501 OCEAN DRIVE LAUDERDALE BY THE SEA, FL 33308	ORIGINAL \$25,000.00	100%
351	SOUTH MIDDLE RIVER FORCEMAIN CROSSING	CITY OF FORT LAUDERDALE 100 N. Andrews Avenue, #619, Fort Lauderdale, FL 33301	ORIGINAL \$1,278,661.00	100%
352	DISTRICT 2 SAMPLE ROAD 12 INCHES WATER MAIN AERIAL CROSSING	BROWARD COUNTY 2555 W. Copans Rd. Pompano Beach, FL 33069	ORIGINAL \$328,155.30	100%
353	CHATHAM HILLS INFRASTRUCTURE UPGRADES	CITY OF BOCA RATON 201 W. PALMETTO PARK ROAD BOCA RATON, FL 33432	ORIGINAL \$5,048,318.00	100%
354	HURRICANE DORIAN	Ashbrite Environmental 565 East Hillsboro Blvd. Deerfield Beach, FL 33441	ORIGINAL \$31,968.48	100%
355	POMPANO BEACH SEWER REPAIR 1031 NE 27 TERRACE	City of Pompano Beach	ORIGINAL \$59,000.00	100%
356	STOF SUPERBOWL	SEMINOLE TRIBE OF FLORIDA 6300 STIRLING ROAD HOLLYWOOD, FL 33024-2198	ORIGINAL \$47,645.00	100%
357	LAUDERDALE BY THE SEA - EL MAR DRIVE	CITY OF LAUDERDALE BY THE SEA 4501 OCEAN DRIVE LAUDERDALE BY THE SEA, FL 33328	ORIGINAL \$49,844.00	100%

358	POMPANO-EMERGENCY & ON CALL UTILITY REPAIR SERVICES	City of Pompano Beach	ORIGINAL	100%
359	GO-TILT	GO-TILT CONSTRUCTION 1160 SW 34th Ave Deerfield Beach, FL 33442	ORIGINAL \$426,452.42	100%
361	STOF - CLASSIC CASINO FM & WM IMPROVEMENTS	SEMINOLE TRIBE OF FLORIDA 6300 STIRLING ROAD HOLLYWOOD, FL 33024-2198	ORIGINAL \$158,562.07	100%
362	SEWER LATERAL REPAIR - 4424 EL MAR DRIVE	CITY OF LAUDERDALE BY THE SEA 4501 OCEAN DRIVE LAUDERDALE BY THE SEA, FL 33328	ORIGINAL \$24,944.00	100%
365	TERRA MAR DRAINAGE IMPROVEMENTS	CITY OF LAUDERDALE BY THE SEA 4501 OCEAN DRIVE LAUDERDALE BY THE SEA, FL 33328	ORIGINAL \$1,026,188.07	100%
366	PARKSIDE WATER MAIN REPLACEMENT PROJECT	CITY OF HOLLYWOOD DEPARTMENT OF PUBLIC UTILITIES 1621 N. 14TH AVE. HOLLYWOOD, FL 33022	ORIGINAL \$9,740,234.00	60%
367	UTILITY ANALYSIS ZONE 362 AND 363 WATER SERVICE TRANSFER	BROWARD COUNTY 2555 W. Copans Rd. Pompano Beach, FL 33069	ORIGINAL \$1,999,000.00	20%

Section F

Litigation History

April 7, 2021

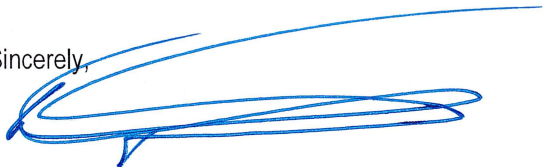
Mr. Ken Rubach
Lauderdale By The Sea
4501 N. Ocean Blvd.
Lauderdale By The Sea, Florida 33308

RE: Section F - Litigation History

To Whom It May Concern,

Man-Con Incorporated has not been involved in any Litigation in the past five years nor Litigated against a Client/ Owner in our companies 36-year history.

Sincerely,



Anthony Mancini
Vice President
Man-Con Inc.

Man Con
INCORPORATED

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Section G

Municipal Staff Support

April 7, 2021

Mr. Ken Rubach
Lauderdale By The Sea
4501 N. Ocean Blvd.
Lauderdale By The Sea, Florida 33308

RE: Section G Municipal Staff Support

To Whom It May Concern,

Man-Con Incorporated is a Full-Service General Contractor. We require nothing more than (1) direct point of contact to the Owner for communication/ decision making. We will handle the rest.

Sincerely,



Anthony Mancini
Vice President
Man-Con Inc.

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G - 1

Section H

Project Approach

April 7, 2021

Mr. Ken Rubach
Lauderdale By The Sea
4501 N. Ocean Blvd.
Lauderdale By The Sea, Florida 33308

RE: Section H Project Approach

To Whom It May Concern,

This section provides our Team's understanding of the project, our approach for completing the requested services, and a discussion of our innovative ideas that will be used to address the scope of work and to ensure a successful project for Lauderdale By The Sea. Information is organized as follows:

- Project Understanding
- Project Management - Cost Effectiveness, Budgetary Goals, and Project Schedule

Project Understanding:

This Projects focus is the Installation of a gravity sewer system including manholes, sewer mains, sewer laterals, pavement and site restoration, a submersible lift station including electrical service, force main, connection to the City of Pompano Beach's 18-inch force main on South Ocean Boulevard, and pavement and site restoration.

MCI has experienced much success with utility infrastructure projects, streetscape/beautification projects, urban infrastructure improvements, telecommunication, specialty utility installations, CMR, and design build projects. Due to our careful preparation and planning of projects. Prior to starting any fieldwork, we implement several preliminary steps to ensure accurate information is obtaining to confirm existing site conditions. Before any disturbance to existing surface features, a video and photographic record is made of the entire right-of-way and adjacent properties noting items such as driveway condition, sidewalks, sod, landscape and any other special items that may be disturbed by the new facilities.

Additionally, it is our standard practice to request locates through the Sunshine State One-Call system and to meet with existing utility owners whose facilities are adjacent to or in conflict with the new water system. As an added step to provide a higher level of certainty, utility locations are confirmed using independent ground-penetrating radar. Vacuum excavations (soft-digs) and potholing are performed at critical junctures where the new Underground Utility systems are designed to cross or otherwise interface with existing utilities. Resident and business notices are delivered in advance of construction to keep them informed of important milestone dates for construction tasks that will have direct impact or disturbance on their daily activities.

Project Management - Cost Effectiveness, Budgetary Goals, and Project Schedule:

Prior to the projects commencement we will work with all stakeholders to value engineer the proposed design to reduce project costs, resident impacts, and ultimately improve the functionalities, ease of maintenance, and long-term usability of the utility system. Our ability to successfully complete this task comes from our over 30 years of experience in performing this service for our municipal clients. This is not an easy task as it requires multiple field meeting and exploratory soft digs to determine if our proposed modifications will be successful. Once this is confirmed we then will meet with the EOR to confirm and ensure greater than or equal to system functionality as the EOR has intended. Commonly, during construction of a project such as this, the Owner may desire changes or additions to the work. Unforeseen issues can also arise requiring cost-effective work-around solutions which we can provide.

Acting as the CMR, MCI will solicit at minimum (3) Quotes for each work task from our pool of subcontractors. We will submit the (3) Quotes with the quantities of work elements will be taken off and assembled in tabular form where cost components for materials, labor, equipment, general conditions, overhead and profit will be applied to each element leading to a summary that will produce our cost estimate. The Owner will then advise who they would like to move forward with.

Reviewing and evaluating the construction schedule - including the baseline schedule, monthly schedule updates and revisions, and 2-week look ahead schedules – is integral to construction project(s) successful completion. Our Project Manager will update and examine the project schedules to identify variances between scheduled and probable completion dates of activities so that we can analyze the effect on the overall project completion.

In conjunction with schedule review and updates, our Project Managers will review the adequacy of the Construction Team performing construction tasks. We make observations regarding the availability of equipment and materials necessary to execute work efficiently and effectively. These elements ultimately determine a construction schedule's success or failure. The following steps will be implemented on this construction project for the City:

- Our Construction Manager will provide a Baseline Critical Path Method (CPM) Construction Schedule as a formal Shop Drawing Submittal prior to Construction.
- The CPM Schedule will include at a minimum all work activities showing the baseline start column and baseline finish date column in calendar days. The CPM Schedule shall include a column displaying the amount of float time available and a column displaying percentage to completion.
- The CPM Schedule will be reviewed and approved by the City based on conformance to contract milestone dates, logical phasing and succession of the work, material procurement & delivery, achievable crew production rates, permitting certifications, and project closeout and completion.
- Our Project Manager will provide a Monthly Updated Schedule with each Pay Request. Two columns will be added to the monthly updated schedule for "Actual Start" and "Actual Finish" to track schedule progress. The Baseline Column will remain fixed.
- Our Project Managers will monitor the Schedule and notify the City in writing when the project appears to be behind schedule. Our Team will also provide a Revised Schedule or a Schedule Recovery Plan if deemed necessary.

Project Managers will review schedule compliance on a bi-monthly basis at project schedule control meetings and take appropriate action to prevent slippage with it first becomes apparent. With the vast changes in the construction business and the need to combine both design and construction together, our Project Team has become an avid user of many scheduling tools that assist the design and construction professional to maintain thorough understanding of the cost related to projects. While there are a variety of tools on the market today that give project management personnel the capability to manage construction projects, we have chosen the Primavera suite of software tools to assist these professionals with the difficult tasks they face on a daily basis. These tools include the following:

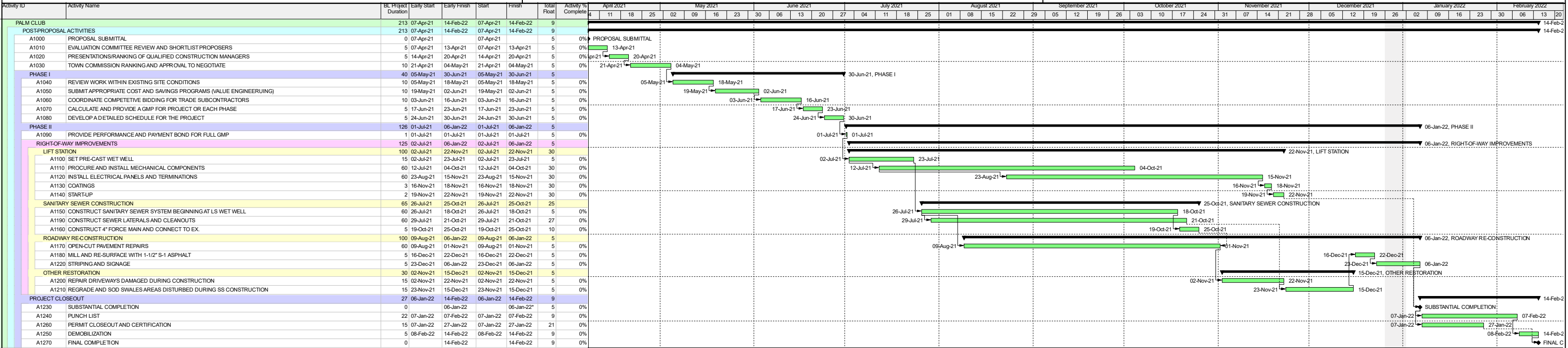
Primavera P6 provides an easy-to-use approach to project planning with an intuitive interface that makes project planning and control easy without sacrificing the powerful sophistication of high-end project-management software. **Primavera P6** is a multi-user product that operates on networks allowing users to share data with other networks users and anyone who manages projects using Primavera software. The unique features of **Primavera P6** are:

- ▣ Project Modeling
- ▣ Scheduling
- ▣ Resource and Cost Management
- ▣ Reports and Graphics
- ▣ Data Exchange
- ▣ Add-on products

These features will ensure proper documentation is maintained to report progress of work for all the construction projects. We have attached our preliminary CPM schedule for your review on the following pages.

Thank You,





Section I

Financial Statements

April 7, 2021

Mr. Ken Rubach
Lauderdale By The Sea
4501 N. Ocean Blvd.
Lauderdale By The Sea, Florida 33308

RE: Section I Financial Statements

To Whom It May Concern,

CPA Audited Financial Statements for the last three (3) fiscal years are attached in a separate envelope marked "Confidential Financial Records Under FL Statute 119.071 (1) (C).

Sincerely,



Anthony Mancini
Vice President
Man-Con Inc.

MAN CON
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Section J

Statement of Ability to Obtain Required Insurance

April 7, 2021

Mr. Ken Rubach
Lauderdale By The Sea
4501 N. Ocean Blvd.
Lauderdale By The Sea, Florida 33308

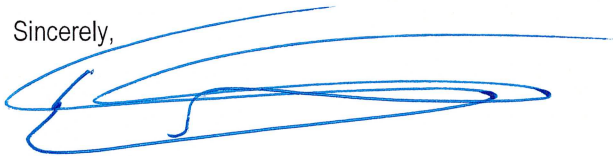
RE: Section J - Insurance

To Whom It May Concern,

We have attached the following insurance related documents for your review.

- Statement of Ability to Obtain Required Insurance
- Certificate of Insurance – Professional and General Liability Insurance

Sincerely,



Anthony Mancini
Vice President
Man-Con Inc.

MAN CON
INCORPORATED

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April 1, 2021

The Town of Lauderdale-By-The-Sea
4501 N. Ocean Boulevard
Lauderdale-By-The-Sea, FL 33308

RE: Man-Con, Inc.
RFQ 21-03-01 – Palm Club Sewer Project

The project insurance requirements were reviewed for the above bid. Limits of liability required for General Liability, Automobile Liability, Umbrella Liability and Workers' Compensation have been met by Man-Con, Inc. Upon award of the job, Man-Con, Inc. can obtain coverage for Professional Liability with limits of \$1,000,000 each occurrence and \$1,000,000 aggregate. The certificate of insurance reflecting the current coverages is included.

Sincerely,

Angelo G. Zervos
Zervos Group, Inc.

24724 Farmbrook Road • P.O. Box 2067 • Southfield, Michigan 48037-2067
4443 Lyons Road • Suite D-212 • Coconut Creek, Florida 33073
(248) 355-4411 • Fax (248) 355-2175

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/26/2021

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

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

PRODUCER ZERVOS GROUP, INC. 24724 Farmbrook P O Box 2067 Southfield, MI 48037-2067	CONTACT NAME: Victoria M. LeBarre	
	PHONE (A/C, No, Ext): 248 355-4411	FAX (A/C, No): 248 355-2175
E-MAIL ADDRESS: vicki@zervosgroup.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Continental Insurance Company		35289
INSURER B : Valley Forge Insurance Company		20508
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED
MAN-CON INCORPORATED
3460 SW 11th Street
Deerfield Beach, FL 33442

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual ☒ X, C & U GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC OTHER:	X	X	2077256991	07/31/2020	07/31/2021	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY	X	X	2095076554	07/31/2020	07/31/2021	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☐ EXCESS LIAB ☒ RETENTION \$10,000	X	X	2095076568	07/31/2020	07/31/2021	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	X	N/A	2077257008	07/31/2020	07/31/2021	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A	Earth Movers Limited Pollution Work-Site			2077256991	07/31/2020	07/31/2021	\$1,000,000 Ea. Incident \$2,000,000 Aggregate

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

Job description: RFQ 21-03-01 Construction Management at Risk Services For Palm Club Sewer Project

Town of Lauderdale By the Sea is additional insureds per written contract with respects to general liability and automobile liability, for work performed at the above job. A thirty day prior written notice of cancellation, ten day for non-payment of premium, will be provided to the Town of Lauderdale By the Sea.

CERTIFICATE HOLDER

CANCELLATION

Town of Lauderdale By the Sea
4201 Ocean Drive
Lauderdale-By-The-Sea, FL 33308

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

On 6/2/2021

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Request for Qualifications

RFQ 21-03-01

CONSTRUCTION MANAGEMENT AT RISK SERVICES
FOR PALM CLUB SEWER PROJECT

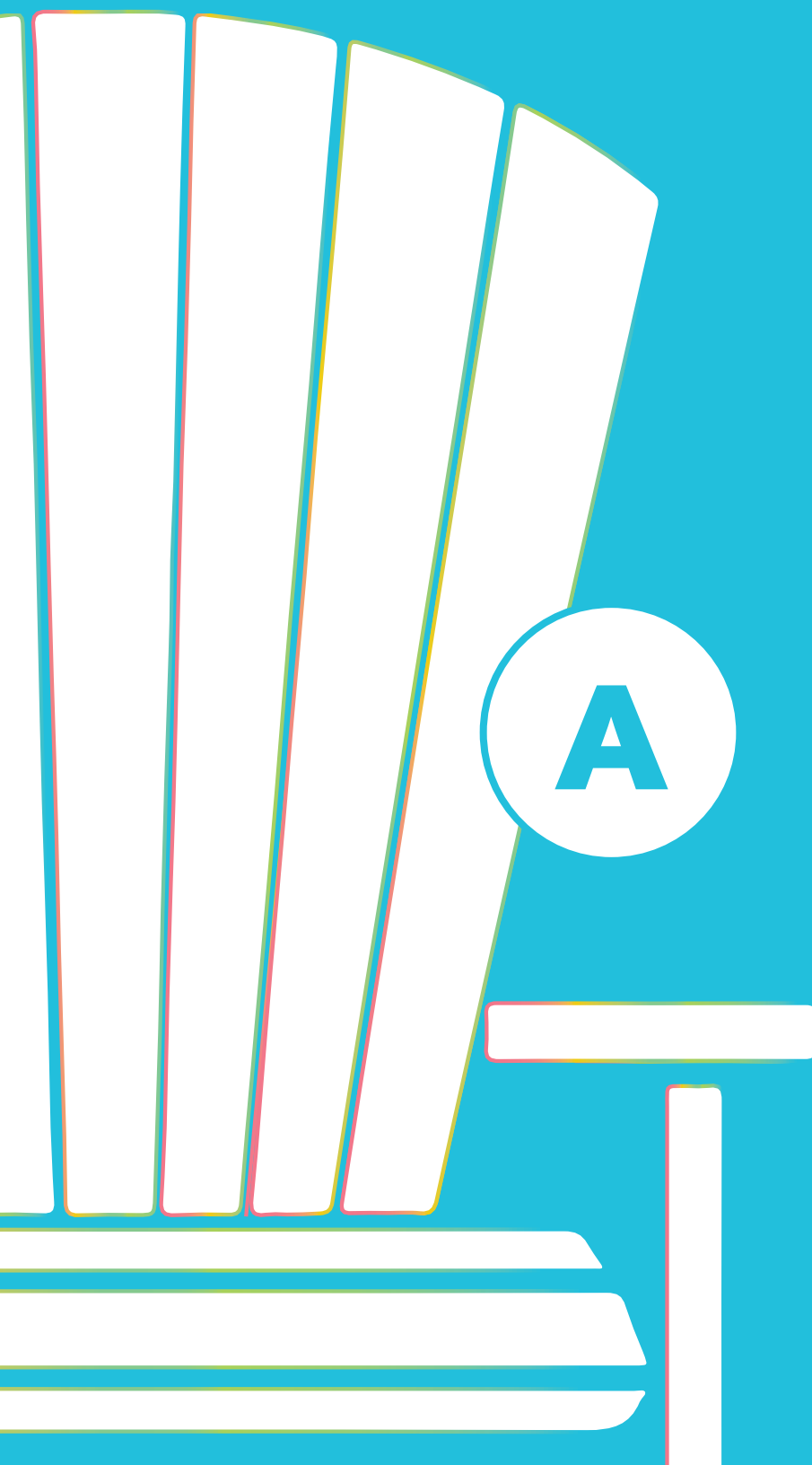
Submitted By:

The Whiting-Turner Contracting Company
1901 W. Cypress Creek Rd., Suite 101
Ft. Lauderdale, FL 33309 • 954.776.0800 • 04.07.21

Contact Info:

Frank Zaremba • 561.719.4044
frank.zaremba@whiting-turner.com





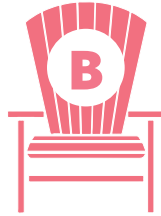
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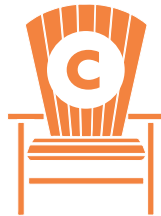
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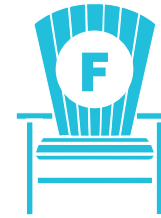
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ERQ & Declaration Pages



ERQ

ESSENTIAL REQUIREMENTS QUESTIONNAIRE

You may use additional sheets as necessary to sufficiently respond to the below questions.

A Proposer may be disqualified if the answer to any of questions 1 through 5 below is "no."

A Proposer may be disqualified if the answer to any of questions 6, 7, 8 or 9 is "yes." Please provide an explanation if the answer to questions 6, 7, 8 or 9 is "yes".

1. Proposer possesses a valid and current Florida contractor's license for the Project for which it intends to submit a bid.

 ____Yes ____No

2. Proposer has or will obtain a general liability insurance policy with a policy limit of at least \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate.

 ____Yes ____No

3. Proposer has current Florida workers' compensation insurance policy/or is exempt because of no employees. (Specify one).

 ____Yes ____No (Florida Worker's Compensation Insurance)

4. Have you attached your latest copy of a reviewed financial statement with accompanying notes and supplemental information?

Please see ERQ Attachments & Answers tab for our financial information.

 ____Yes ____No

NOTE: A financial statement that is not reviewed by a Certified Public Accountant is not acceptable. A letter verifying availability of a line of credit may also be attached; however, it will be considered as supplemental information only, and this is not a substitute for the required financial statement.

(The financial records provided are exempt from public disclosure under Florida Statute 119.071(1)(c). Therefore, if any Proposer is concerned with the disclosure of their records, such records should be placed in a separate envelope returned with their RFQ response and marked as follows: "Exempt financial records under FL Statute 119.071(1)(c)".)

ERQ *(cont'd)***ESSENTIAL REQUIREMENTS QUESTIONNAIRE**

5. Have you attached a notarized statement from a surety insurer approved by the Florida Department of Insurance and authorized to issue bonds in the State of Florida, which states that your current bonding capacity is sufficient for the magnitude of project for which you seek pre-qualification?

(NOTE: The notarized statement must be from the surety company, not an agent or broker.)

 ____Yes ____No

Please see ERQ Attachments & Answers tab following this section for information.

6. Has your contractor's license been revoked at any time in the last five (5) years?

 ____Yes ____No

7. Has a surety firm completed a contract on your behalf, or paid for completion because your firm was default terminated by the project owner within the last five (5) years?

 ____Yes ____No

8. At the time of submitting this pre-qualification form, is your firm ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract?

____Yes  ____No

If the answer is "yes," state the beginning and ending dates of the period of debarment:

9. At the time during the last five (5) years, has your firm, or any of its owners or officers, been convicted of a crime involving the awarding of a contract for a government construction project, or the bidding or performance of a government contract?

____Yes  ____No

ERQ *(cont'd)*

ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE, COMPLIANCE WITH CIVIL AND CRIMINAL LAWS

A. Current Organization and Structure of the Business

For Firms that are Corporations:

1a. Date Incorporated:

April 12, 1934

1b. Under the laws of what State:

Maryland

1c. Provide all the following information for each person who is either (a) an officer of the corporation (president, vice president, secretary, and treasurer), or (b) the owner of at least ten percent of the corporation's stock:

Please see ERQ Attachments & Answers tab following this section for information.

Name:

Position:

Years with Company:

% Ownership:

Social Security #:

1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five (5) years.

N/A - None

(NOTE: For this question, "owner" and "partner" refer to ownership of ten percent or more of the business, or 10 percent or more of its stock, if the business is a corporation.)

Person's Name: **N/A**

Construction Firm: **N/A**

Date of Person's Participation with Firm: **N/A**

ERQ *(cont'd)*

ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE, COMPLIANCE WITH CIVIL AND CRIMINAL LAWS

A. Current Organization and Structure of the Business (cont'd)

For Firms that are Partnerships: N/A

1a. Date of formation:

1b. Under the laws of what State:

1c. Provide all the following information for each partner who owns 10 percent or more of the firm:

Name:

Position:

Years with Company:

% Ownership:

1d. Identify every construction company that any partner has been associate with (as owner, general partner, limited partner or officer) at any time during the last five (5) years.

(NOTE: For this question, "owner" and "partner" refer to ownership of ten percent or more of the business, or 10 percent or more of its stock, if the business is a corporation.)

Person's Name:

Construction Firm:

Date of Person's Participation with Firm:

For Firms that are Sole Proprietorships: N/A

1a. Date of commencement of business:

1b. Name of company owner:

1c. Identify every construction company that any partner has been associate with (as owner, general partner, limited partner or officer) at any time during the last five (5) years.

(NOTE: For this question, "owner" and "partner" refer to ownership of 10 percent or more of the business, or 10 percent or more of its stock, if the business is a corporation.)

Person's Name:

Construction Firm:

Date of Person's Participation with Firm:

For Firms that Intend to make a Bid as part of a Joint Venture: N/A

1a. Date of commencement of joint venture:

1b. % Ownership of Joint Venture:

ERQ *(cont'd)*

ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE, COMPLIANCE WITH CIVIL AND CRIMINAL LAWS

B. History of the Business and Organizational Performance

- 1.** Has there been any change in ownership of the firm at any time during the last three (3) years?

(NOTE: A corporation whose shares are publicly traded is not required to answer this question.)

____ Yes ☒ ____ No

If "yes", explain on a separate signed page.

- 2.** Is the firm a subsidiary, parent, holding company or affiliate of another construction firm?

(NOTE: Include information about other firms if one firm owns 50 percent or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.)

____ Yes ☒ ____ No

If "yes", explain on a separate signed page.

- 3.** Are any corporate officers, partners or owners connected to any other construction firms?

(NOTE: Include information about other firms if an owner, partner, or officer of your firm holds a similar position in another firm.)

____ Yes ☒ ____ No

If "yes", explain on a separate signed page.

ERQ *(cont'd)***ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE,
COMPLIANCE WITH CIVIL AND CRIMINAL LAWS****B. History of the Business and Organizational Performance (cont'd)**

4. State your firm's gross revenues for each of the last three (3) calendar years:

2020 - Pending 2019 - \$10.3B 2018 - \$9.5B 2017 - \$6.1B

5. How many years has your organization been in business in Florida as a CM at RISK under your present business name and license number? During those years, how many projects were structured as CMF projects? . Provide owner names and size of each project.

Whiting-Turner has been working in Florida since 1974 and conducting CMAR services since the same year under the same business name and with the same license number. Since that time we have executed over 350 CMaR projects. Please see CMR project owner listing in the ERQ Attachments & Answers tab following this section.

6. Is your firm currently the debtor in a bankruptcy case?

____Yes  ____No

If "yes", please attach a copy of the bankruptcy petition, showing the case number, and the date on which the petition was filed.

7. Was your firm in bankruptcy at any time during the last five (5) years? (This question refers only to a bankruptcy action that was not described in answer to question 6, above).

____Yes  ____No

If "yes", please attach a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued.

ERQ *(cont'd)***ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE,
COMPLIANCE WITH CIVIL AND CRIMINAL LAWS****C. LICENSES**

1. List all Florida construction license numbers, classifications and expiration dates of the Florida contractor licensees held by your firm:

Please see ERQ Attachments & Answers tab following this section for information.

2. If any of your firm's license(s) are held in the name of a corporation or partnership, list below the names of the qualifying individual(s) listed on the contractor's State Licensing Commission (CSLB) records who meet(s) the experience and examination requirements for each license.

N/A

3. Has your firm changed names or license number in the past five (5) years?

____Yes  ____No

If "yes", explain on a separate signed page, including the reason for the change.

4. Has any owner, partner or (for corporations) officer of your firm operated a construction firm under any other name in the last five (5) years?

____Yes  ____No

If "yes" explain on a separate signed sheet.

5. Has the State of Florida license(s) held by your firm been suspended within the last five (5) years?

____Yes  ____No

If "yes", explain on a separate signed sheet.

ERQ *(cont'd)*

ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE, COMPLIANCE WITH CIVIL AND CRIMINAL LAWS

D. Disputes

- 1.** At any time in the last five (5) years has your firm been assessed and paid liquidated or other damages or costs after completion or related to a project under a construction contract with either a public or private owner?

___Yes  ___No

If "yes", explain on a separate signed page, identifying all such projects by owner, owner's address, and the date of completion of the project, amount of liquidated damages assessed and all other information necessary to explain the assessment of liquidated damages.

- 2.** In the last five (5) years has your firm, or any firm with which any of your company's owners, officers or partners was associated been debarred, disqualified, removed or otherwise prevented from bidding on, or completion, any government agency or public works project for any reason?

(NOTE: "Associated with" refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and which is listed in response to question 1c or 1d on this form)

___Yes  ___No

If "yes", explain on a separate signed page. State whether the firm involved was the firm applying for pre-qualification here or another firm. Identify by name of the company, the name of the person within your firm who was associated with that company, the year of the event, the owner of the project, the project and the basis for the action.

- 3.** In the last five (5) years, has your firm been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible bidder?

___Yes  ___No

If "yes", explain on a separate signed page. Identify the year of the event, the owner, the project and the basis for the finding by the public agency.

(NOTE: The following two (2) questions refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another contractor, or subcontractor.)

- 4.** In the past five (5) years, has any claim against your firm concerning your firm's work on a construction project been filed in court or arbitration?

 ___Yes ___No **Please refer to Litigation Section under Tab F**

If "yes" on separate signed sheets of paper identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

ERQ *(cont'd)***ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE,
COMPLIANCE WITH CIVIL AND CRIMINAL LAWS**

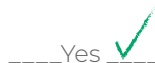
5. In the past five (5) year, has your firm made any claim against a project owner concerning work on a project or payment for a contract and filed that claim in court or arbitration?



____Yes ____No **Please refer to Litigation Section under Tab F**

If "yes" on separate signed sheets of paper identify the claim(s) by providing the project name, date of the claim, name of entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending, or if resolved a brief description of the resolution).

6. At any time during the past five (5) years, has any surety company made any payments on your firm's behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on your firm's behalf, in connection with a construction project, either public or private?



____Yes ____No

If "yes", on separate signed page the amount of each such claim, the name and telephone number of the claimant, the date of the claim, the grounds for the claim, the present status of the claim, the date of resolution of such claim if resolved, the method by which such was resolved if resolved, the nature of the resolution and the amount, if any, at which the claim was resolved.

7. In the last five (5) years, has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?

____Yes ____No

If "yes" on separate signed page. Name the insurance carrier, the form of insurance and the year of the refusal.

E. Criminal Matters and Related Civil Suits

1. Has your firm or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?

____Yes ____No

If "yes" on separate signed page, including identifying who was involved, the name of the public agency, the date of the investigation and the grounds for the finding.

2. Has your firm or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?

____Yes ____No

If "yes", explain on separate signed page, including identifying who was involved, the name of the public agency, the date of the conviction and the grounds for the conviction.

ERQ *(cont'd)***ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE,
COMPLIANCE WITH CIVIL AND CRIMINAL LAWS****E. Criminal Matters and Related Civil Suits (cont'd)**

3. Has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?

____ Yes  ____ No

If "yes" identify on a separate signed page the person or persons convicted, the court (the TOWN if a state court, the district or location of the federal court), the year and the criminal conduct.

F. Bonding

1. Bonding capacity: Provide documentation from your surety identifying the following:

Please see ERQ Attachments & Answers tab following this section for information.

Name of bonding company/surety:

Name of surety agent, address and telephone number:

2. If your firm was required to pay a premium of more than one (1) percent for a performance and/or payment bond on any project(s) on which your firm worked at any time during the last three (3) years, state the percentage that your firm was required to pay. You may provide an explanation for a percentage rate higher than one percent, if you wish to do so.

N/A

3. List all other sureties (name and full address) that have written bonds for your firm during the last five (5) years, including the dates during which each wrote the bonds.

N/A

4. During the last five (5) years, has your firm ever been denied bond coverage by a surety company, or has there ever been a period of time when your firm had no surety bond in place during a public construction project when one was required?

____ Yes  ____ No

If "yes", provide details on a separate signed page indicating the date when your firm was denied coverage and the name of the company or companies, which denied coverage; and the period during which you had no surety bond in place.

ERQ (cont'd)

**ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE,
COMPLIANCE WITH CIVIL AND CRIMINAL LAWS****G. Compliance with Occupational Safety and Health Laws and with
Other Labor Legislation Safety**

1. Has the Occupational Safety and Health Administration (OSHA) cited and assessed penalties against your firm for any "serious" "willful" or "repeat" violations of its safety or health regulations in the past five (5) years?

(NOTE: If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Commission has not yet ruled on your appeal, you need not include information about it.)



____Yes ____No **Please see ERQ Attachments & Answers tab following this section for information.**

If "yes", attach a separate signed page describing the citations, including information about the dates of the citations, the nature of the violation, the project on which the citation(s) was or were issued, the amount of penalty paid, if any. If the citation was appealed to the Occupational Safety and Health Appeals Commission and a decision has been issued, state the case number and the date of the decision.

2. Has the federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five (5) years?

(NOTE: If you have filed an appeal of a citation and the Appeals Commission has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.)



____Yes ____No **Please see ERQ Attachments & Answers tab following this section for information.**

If "yes", attach a separate signed page describing each citation.

3. Has the state or federal Environmental Protection Agency (EPA) or any Air Quality Management District or any Regional Water Quality Control Commission cited and assessed penalties against either your firm or the owner of a project on which your firm was the CM at RISK or general contractor in the past five (5) years?

(NOTE: If you have filed an appeal of a citation and the Appeals Commission has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.)

____Yes ____No

If "yes", attach a separate signed page describing each citation.

4. Within the last five (5) years, has there ever been a period when your firm had employees but was without workers' compensation insurance or state-approved self-insurance?

____Yes ____No

If "yes," please explain the reason for the absence of workers' compensation insurance on a separate signed page. If "No," please provide a statement by your current workers' compensation insurance carrier that verifies periods of workers' compensation insurance coverage for the last five (5) years. (If your firm has been in the construction business for less than five (5) years, provide a statement by your workers' compensation insurance carrier verifying continuous workers' compensation insurance coverage for the period that your firm has been in the construction business)

ERQ *(cont'd)***ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE,
COMPLIANCE WITH CIVIL AND CRIMINAL LAWS****H. Prevailing Wage and Apprenticeship Compliance Record**

1. Has there been more than one (1) occasion during the last five (5) years in which your firm was required to pay either back wages or penalties for the firm's failure to comply with the state's prevailing wage laws?

(NOTE: This question refers only to your own firm's violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.)

_____Yes  _____No

If "yes," attach a separate signed page or pages, describing the nature of each violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid and the amount of back wages and penalties that you were required to pay.

I. Insurance Requirements

Each policy of insurance carried by the successful Proposer for this project shall be issued by an insurance company licensed to do business in the State of Florida with a rating of "A" or better and a financial size category of "V" or better according to the latest edition of "Bests".

Attach a notarized statement from the Worker's Compensation carrier specifying organization's current Experience Modification rating for Worker's Compensation in the State of Florida.

Please see ERQ Attachments & Answers tab following this section for information.

REQUIRED ATTACHMENTS

Failure to provide the following attachments may be cause for disqualification for this solicitation.

Attachment 1 – Proposer's Certification of Various Matters.

(Please see Attachment 1 following the Declaration pages and Project Team Form.)

DECLARATION

1. Acknowledgment and Release. By signing this page, Proposer authorizes any financial institution, credit reporting agency and/or service, legal firm or any other type of business, agency or individual named within this document to release to the TOWN (or TOWN's designated representative) any and all information as that information relates, or could relate, to the ability to evaluate the background, stability and general worthiness of the Proposer to perform current or future construction activities if awarded a contract by the TOWN.

- a. A photocopy of this page shall be deemed as valid as an original document.
- b. This Acknowledgment and Release shall remain in effect until such time as the Proposer, in writing, requests that the TOWN cease any attempt to evaluate himself/herself/themselves as potential CMR for construction work on TOWN properties.
- c. Reserved Right. The TOWN reserves the right, for the sole purpose of evaluating a Proposer, to make other inquiries as permitted by law. Furthermore, the TOWN reserves the right to reject any or all applications.

AFFIDAVIT

I, the undersigned, certify and declare that I have read all the foregoing answers to this prequalification questionnaire and understand their contents. The answers provided in the questionnaire are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters, I believe them to be true. I declare under penalty of perjury under the laws of the State of Florida, that the foregoing is correct.

DATED: **04.07.21**



(Signature)

Henry Shawah, Vice President

(Printed name and title)

PROJECT TEAM FORM

Federal ID No.: **52-0529450**CMR

	Name of Individual Assigned to Project	Number of Year of Experience	Education / Degrees
Principal-in-Charge	Henry Shawah	35	Bachelor of Science, Building Construction Central Connecticut State University, 1989
Project Manager	Frank Zaremba	35	Master of Administrative Science The Johns Hopkins University, 1991 Bachelor of Science, Civil Engineering, University of Delaware, 1986
Asst. Project Manager	Philip Benedek	3	Bachelor of Science Building Construction University of North Florida, 2018
Other Key Member	Wayne Dixon	5	Bachelor of Science Building Construction Florida A&M University, 2016

RFQ ATTACHMENT 1 PROPOSER'S CERTIFICATION OF VARIOUS MATTERS

Note: This form is available in WORD format from the TOWN upon request.

PROPOSER: **THE WHITING-TURNER CONTRACTING COMPANY**
RFQ 21-03-01 for Palm Club Sewer Project

THIS FORM MUST BE SIGNED AND SUBMITTED WITH PROPOSAL TO BE DEEMED RESPONSIVE.

The undersigned guarantees the truth and accuracy of all statements and the answers contained herein. I have carefully examined the Request for Proposal referenced above ("RFQ") and any other documents accompanying or made a part of this RFQ.

I hereby propose to furnish the goods or services specified in the RFQ. I agree that my proposal will remain firm for a period of 120 days in order to allow the TOWN adequate time to evaluate the proposals.

I certify that all information contained in this proposal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this proposal on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

The firm and/or PROPOSER hereby authorizes the TOWN of Lauderdale-by-the-Sea, its staff or consultants, to contact any of the references provided in the proposal and specifically authorizes such references to release, either orally or in writing, any appropriate data with respect to the firm offering this proposal.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service; no officer, employee or agent of the TOWN or any other proposer is interested in said proposal; and that the undersigned executed this PROPOSER'S Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

If this proposal is selected, I understand that I will be expected to execute the TOWN'S standard professional services contract, in the form approved by the TOWN Attorney.

A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crimes may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, sub-contractor, or consultant under a contract with a public entity, and may not transact business with any public entity in excess of the threshold amount provided in Sec. 287.017 Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list. I further certify, under oath, that neither the entity submitting this sworn statement, not to my knowledge, any of its officers, directors, executives, partners, shareholder, employees, members or agents active in the management of the entity has been convicted of a public entity crime subsequent to July 1, 1989.

RFQ ATTACHMENT 1
PROPOSER'S CERTIFICATION OF VARIOUS MATTERS (cont'd)

I further certify that the firm and/or PROPOSER has not had a surety company finish work on any project within the last five (5) years.

I further certify that the firm and/or PROPOSER has not been found by a judge, arbitrator, jury, or a nolo contendere plea to have submitted a false or fraudulent claim to a public agency within the last ten (10) years.

I further certify that the firm and/or PROPOSER has not been disqualified, removed, or otherwise been prevented from bidding on, or completing a federal, state or local government project because of violations of law or a safety regulation, pursuant to Public CONTRACT Code Section 10162.

THE WHITING-TURNER CONTRACTING COMPANY

Name of Business

By:

Signature

**Henry Shawah, Vice President**

Print Name and Title

1901 W. Cypress Creek Rd., Suite 101 Ft. Lauderdale, FL 33309

Mailing Address

State of: **Florida**

County of: **Broward**

Sworn to and subscribed before me this **7th** day of **April**, 2021.

Notary Public

Patricia Ann Miller

MY Commission Expires: **03.02.2022.**

ERQ Attachments & Answers

ERQ 4:

Have you attached your latest copy of a reviewed financial statement with accompanying notes and supplemental information?

Our balance sheets for 2019, 2018, and 2017 are included in this section for your review.

Our 2020 balance sheet and financial information should be available later this month.

Whiting-Turner's confidential financial statements have been provided in a separate envelope and marked, "Exempt financial records under FL Statute 119.017(1)(c)".

The envelope is located in the book marked "original".

2019



THE WHITING-TURNER CONTRACTING COMPANY
BALANCE SHEET | DECEMBER 31, 2019

BALANCE SHEET**2019****ASSETS****Current Assets**

Cash and cash equivalents	\$ 421,248,034
Marketable securities	1,332,794,593
Accounts receivable	1,382,168,202
Contract asset	407,953,173
Other current assets	4,792,095
Total current assets.....	3,548,956,097

Restricted Marketable Securities	512,917
Property and Equipment, Net of Depreciation	22,563,636
Other assets	219,969,556
Total assets	\$ 3,792,002,206

LIABILITIES AND STOCKHOLDERS' EQUITY**Current Liabilities**

Accounts payable	\$ 2,036,490,136
Contract liability	373,663,755
Accrued expenses and other liabilities	390,743,675
Total current liabilities	2,800,897,566

Long-term debt	—
Total liabilities	2,800,897,566

Stockholders' Equity

Voting preferred stock — 12% non-cumulative, \$8.00 par value, 537,550 shares authorized and outstanding	5,913,050
Executive preferred stock — \$.01 par value, \$10.00 redemption value, 5,000,000 shares authorized; 800,566 shares outstanding	8,005,661
Class A common stock — \$.01 par value, 1,000 shares authorized and outstanding	10
Paid-in capital	10,690,680
Retained earnings	1,097,661,297
Accumulated other comprehensive loss	(131,166,058)
Total stockholders' equity	991,104,640
Total liabilities and stockholders' equity	\$ 3,792,002,206

ERQ 4:

Have you attached your latest copy of a reviewed financial statement with accompanying notes and supplemental information?

Our balance sheets for 2019, 2018, and 2017 are included in this section for your review.

Our 2020 balance sheet and financial information should be available later this month.

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The envelope is located in the book marked "original".

2018



**THE WHITING-TURNER CONTRACTING COMPANY
BALANCE SHEET | DECEMBER 31, 2018**

BALANCE SHEET

2018

ASSETS

Current Assets

Cash and cash equivalents	\$ 423,868,658
Marketable Securities	1,179,044,803
Accounts receivable	1,841,614,454
Costs and estimated earnings in excess of billings	104,185,044
Other current assets	3,669,338
Total current assets.....	3,552,382,297

Restricted Marketable Securities.....	1,194,526
Property and Equipment, Net of Depreciation	20,082,961
Other assets	153,128,194
Total assets	\$ <u>3,726,787,978</u>

LIABILITIES AND STOCKHOLDERS' EQUITY

Current Liabilities

Accounts payable	\$ 1,965,522,916
Billings in excess of costs and estimated earnings.....	617,557,268
Accrued expenses and other liabilities	222,261,176
Total current liabilities	2,805,341,360

Long-term debt	—
Total liabilities	<u>2,805,341,360</u>

Stockholders' Equity

Voting preferred stock — 12% non-cumulative, \$8.00 par value, 537,550 shares authorized and outstanding	5,913,050
Executive preferred stock — \$.01 par value, \$10.00 redemption value, 5,000,000 shares authorized, 996,356 shares outstanding	9,963,561
Class A common stock — \$.01 par value, 1,000 shares authorized and outstanding	10
Paid-in capital.....	10,690,680
Retained earnings	1,005,532,961
Accumulated other comprehensive loss.....	(110,653,644)
Total stockholders' equity.....	<u>921,446,618</u>

Total liabilities and stockholders' equity	\$ <u>3,726,787,978</u>
--	-------------------------

ERQ 4:

Have you attached your latest copy of a reviewed financial statement with accompanying notes and supplemental information?

Our balance sheets for 2019, 2018, and 2017 are included in this section for your review.

Our 2020 balance sheet and financial information should be available later this month.

Whiting-Turner's confidential financial statements have been provided in a separate envelope and marked, "Exempt financial records under FL Statute 119.017(1)(c)".

The envelope is located in the book marked "original".

2017



THE WHITING-TURNER CONTRACTING COMPANY
BALANCE SHEET | DECEMBER 31, 2017

BALANCE SHEET**2017****ASSETS****Current Assets**

Cash and cash equivalents	\$ 243,397,777
Marketable Securities	1,161,188,890
Accounts receivable	1,292,315,794
Costs and estimated earnings in excess of billings	114,329,554
Other current assets	72,175,453
Total current assets	2,883,407,468

Restricted Marketable Securities	2,189,018
Property and Equipment, Net of Depreciation	17,440,383
Other assets	42,258,741
Total assets	\$ 2,945,295,610

LIABILITIES AND STOCKHOLDERS' EQUITY**Current Liabilities**

Accounts payable	\$ 1,382,995,836
Billings in excess of costs and estimated earnings	559,894,369
Accrued expenses and other liabilities	159,968,874
Total current liabilities	2,102,859,079

Long-term debt	—
Total liabilities	2,102,859,079

Stockholders' Equity

Voting preferred stock — 12% non-cumulative, \$8.00 par value, 537,550 shares authorized and outstanding	5,913,050
Executive preferred stock — \$.01 par value, \$10.00 redemption value, 5,000,000 shares authorized, 1,184,874 shares outstanding	11,848,741
Class A common stock — \$.01 par value, 1,000 shares authorized and outstanding	10
Paid-in capital	10,690,680
Retained earnings	905,461,554
Accumulated other comprehensive loss	(91,477,504)
Total stockholders' equity	842,436,531

Total liabilities and stockholders' equity	\$ 2,945,295,610
--	------------------

ERQ 5:

Have you attached a notarized statement from a surety insurer approved by the Florida Department of Insurance and authorized to issue bonds in the State of Florida, which states that your current bonding capacity is sufficient for the magnitude of project for which you seek pre-qualification?

(NOTE: The notarized statement must be from the surety company, not an agent or broker.)

Pg. 1



January 19, 2021

RE: The Whiting-Turner Contracting Company

To Whom It May Concern:

This letter is to confirm that Fidelity and Deposit Company of Maryland (F&D) NAIC# 39306, a subsidiary of Zurich, N.A., who has an A.M. Best Rating of 'A+' with a financial size of 'XV', and a US Treasury Limitation of \$14,785,000, Zurich American Insurance Company (Zurich) NAIC# 16535, who has an A.M. Best Rating of 'A+' with a financial size of 'XV' and a US Treasury Limitation of \$694,296,000, and Liberty Mutual Insurance Company (Liberty) NAIC# 23043, who has an A.M. Best Rating of 'A' with a financial size of 'XV', and a US Treasury Limitation of \$1,122,392,000, serve as Co-Sureties on behalf of The Whiting-Turner Contracting Company.

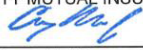
The Whiting-Turner Contracting Company has a capacity of at least \$500,000,000 per project and an aggregate bonding capacity of \$4,000,000,000.

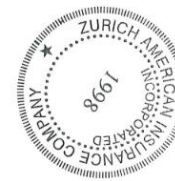
Should The Whiting-Turner Contracting Company be awarded the project and enter into a contract the Obligor, F&D, Zurich and Liberty stand ready to provide the Bid Bonds and Performance & Payment Bonds for the project.

As is customary, our commitment would be subject to our standard underwriting at the time a particular bond is requested, which will include but not be limited to the acceptability of the contract terms and bond forms.

The Whiting-Turner Contracting Company enjoys an outstanding reputation and we can recommend them to you without reservation.

FIDELITY AND DEPOSIT COMPANY OF MARYLAND,
ZURICH AMERICAN INSURANCE COMPANY AND
LIBERTY MUTUAL INSURANCE COMPANY, AS CO-SURETIES

By: 
Craig Bancroft, Attorney-in-Fact



ERQ 5:

Have you attached a notarized statement from a surety insurer approved by the Florida Department of Insurance and authorized to issue bonds in the State of Florida, which states that your current bonding capacity is sufficient for the magnitude of project for which you seek pre-qualification?

(NOTE: The notarized statement must be from the surety company, not an agent or broker.)

Pg. 2

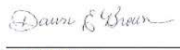
**ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by **Robert D. Murray**, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint, **Mary GOSKA**, **Jamie LAWRENCE**, **Sarah SCHROEDER**, **Stephen M. MUTSCHELLER**, **Emily BRENNAN**, **Robert F. WHITE**, **Gary L. BERGER**, **R. Nelson OSTER**, **Craig BANCROFT**, **Joshua B. HAUSERMAN**, **William FRANCIK**, **Jonathan KIBLER**, **Matthew RANKIN**, of Hunt Valley, Maryland, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: any and all bonds and undertakings, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York, the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland, and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland, in their own proper persons. The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND**, this 27th day of August, A.D. 2020.


By: **Robert D. Murray**
Vice President

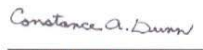

By: **Dawn E. Brown**
Secretary

State of Maryland
County of Baltimore

On this 27th day of August, A.D. 2020, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Robert D. Murray, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, depose and say, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.




Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2023

ERQ 5:

Have you attached a notarized statement from a surety insurer approved by the Florida Department of Insurance and authorized to issue bonds in the State of Florida, which states that your current bonding capacity is sufficient for the magnitude of project for which you seek pre-qualification?

(NOTE: The notarized statement must be from the surety company, not an agent or broker.)

Pg. 3

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify or revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this 19th day of January, 2021.






 Brian M. Hodges, Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
 1299 Zurich Way
 Schaumburg, IL 60196-1056
www.reports@claims@zurichna.com
 800-626-4577




ERQ 5:

Have you attached a notarized statement from a surety insurer approved by the Florida Department of Insurance and authorized to issue bonds in the State of Florida, which states that your current bonding capacity is sufficient for the magnitude of project for which you seek pre-qualification?

(NOTE: The notarized statement must be from the surety company, not an agent or broker.)

Pg. 4

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8200695-017005

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Emily Brennan; Joshua B. Hauserman; Craig Bancroft; Gary L. Berger; William Francis; Jonathan Kibler; Stephen M. Mutscheller; R. Nelson Oster; Rebecca Poremski; Matthew Rankin; Mary Standish; Samuel Wancowicz; Robert F. White

all of the city of Hunt Valley state of MD each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 7th day of March, 2019.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: David M. Carey
David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY

On this 7th day of March, 2019 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes herein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.

TERESA PASTELLA
OF
COMMONWEALTH OF PENNSYLVANIA
NOTARY PUBLIC

Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 28, 2021
Member, Pennsylvania Association of Notaries

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS: Section 12. Power of Attorney.
Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.
Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, with full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 19th day of January, 2021

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

LMS-12873 LMC OCIC WAIC Multi Co_062018

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-810-832-9240 between 9:00 am and 4:30 pm EST on any business day.

ERQ A 1C

1c. Provide all the following information for each person who is either (a) an officer of the corporation (president, vice president, secretary, and treasurer), or (b) the owner of at least ten percent of the corporation's stock:

Name:

Position:

Years with Company:

% Ownership:

Social Security #:

Whiting-Turner is an employee-owned company through a stock appreciation rights plan. In excess of 1,000 employees participate in the plan currently and none of those hold more than 5% ownership. Management of the corporation is controlled by Tim Regan, president and CEO.

Name: Timothy Regan

Position: President / CEO

Years with Company: 45

% Ownership: <5%

Social Security #: N/A

Name: Anthony Moag

Position: Sr. Executive Vice President / COO

Years with Company: 40

% Ownership: <5%

Social Security #: N/A

Name: Frank Palmer, IV

Position: Executive Vice President / Secretary

Years with Company: 42

% Ownership: <5%

Social Security #: N/A

Name: Anthony Moag

Position: Treasurer

Years with Company: 40

% Ownership: <5%

Social Security #: N/A

ERQ B 5

5. How many years has your organization been in business in Florida as a CM at RISK under your present business name and license number? During those years, how many projects were structured as CMF projects? . Provide owner names and size of each project.

FLORIDA CMAR PROJECTS WITHIN THE LAST 5 YEARS - OVER \$1 MILLION

Customer	Opportunity Name	Final Amount	Completed
University Of Florida	UF-461 Herbert Wertheim Laboratory for Engineering Excellence	\$43,787,442.31	11/01/2020
Bausch & Lomb	Bausch & Lomb Tampa 3D Scan and P&ID Study	\$43,992.00	11/30/2019
University Of Florida	UF-461C NSB Central Fume Exhaust System	\$840,716.00	11/11/2020
University Of Florida	UF - 641, UF East Campus Data Center Utility Upgrades	\$7,823,509.49	05/31/2021
Park Hotels and Resorts	Bonnet Creek Hilton & Waldorf Ballrooms	\$20,489,415.38	03/30/2022
Walt Disney Imagineering	Project T	\$14,126,922.49	07/10/2020
Dr. Phillips Center for Performing Arts	Dr. Phillips Center for the Performing Arts - Stage II	\$204,387,011.32	07/31/2020
United Therapeutics	Cell Therapy Production Facility at Mayo Clinic	\$13,961,269.80	12/02/2020
Simon Property Group, Lp	Dadeland Mall - West Mall Expansion	\$15,510,332.46	04/30/2021
TEVA North America	H3 Hazard Upgrades	\$2,105,345.43	01/29/2021
Sawgrass Hotel Propco LLC	AC Marriott at Sawgrass Mall	\$23,784,724.32	03/28/2021
Sawgrass Hotel Propco LLC	AC Marriott at Sawgrass Mall	\$23,784,724.32	03/28/2021
City of Pompano Beach	Dr. Martin Luther King Jr. Blvd. Streetscape Improvement Projects	\$5,783,025.00	08/30/2021
Morselife	North Property - Auditorium/Generator / PACE Projects	\$10,024,850.73	08/16/2021
Walt Disney Imagineering	DHS Central Energy Plant	\$9,028,971.27	04/30/2018
Newton	Apple (Newton) Altamonte Mall Renovation	\$2,956,800.94	09/06/2019
United Therapeutics	Discovery and Innovation Building (LB2 - Lung Biotechnology)	\$51,485,576.64	07/31/2019
University Of Florida	UF-461B RP-7 Electrical Upgrades	\$568,875.08	01/26/2018
University Of Florida	UF-461A, Wertheim Chilled Water Upgrades	\$2,725,695.96	07/18/2018
Feldman Equities	Park Tower Renovations	\$6,447,002.00	02/01/2019
The Taubman Co., Inc	International Plaza Miscellaneous Renovations	\$183,122.10	11/13/2017
University Of Florida	Cellulosic Ethanol Plant Dismantle	\$376,297.37	01/31/2018
ViaSat, Inc.	ViaSat - Tampa Tenant Improvement	\$1,409,661.26	10/01/2018
ViaSat, Inc.	ViaSat - Tampa Tenant Improvement	\$1,409,661.26	10/01/2018
Tata Consultancy Services Limited	TCS Transamerica Office Renovation	\$594,638.76	09/02/2019
United Services Automobile Association	USAA Tampa Commerce Roof and AHU Replacement Project	\$4,529,345.46	07/31/2019
United States Automobile Assoc	USAA Tampa Commerce Kitchen Renovation	\$68,878.24	05/30/2019
Commercial Florida Realty Partners	501 E Kennedy Office Building Tenant Improvements	\$1,941,920.00	12/02/2019

ERQ B 5

5. How many years has your organization been in business in Florida as a CM at RISK under your present business name and license number? During those years, how many projects were structured as CMF projects? . Provide owner names and size of each project.

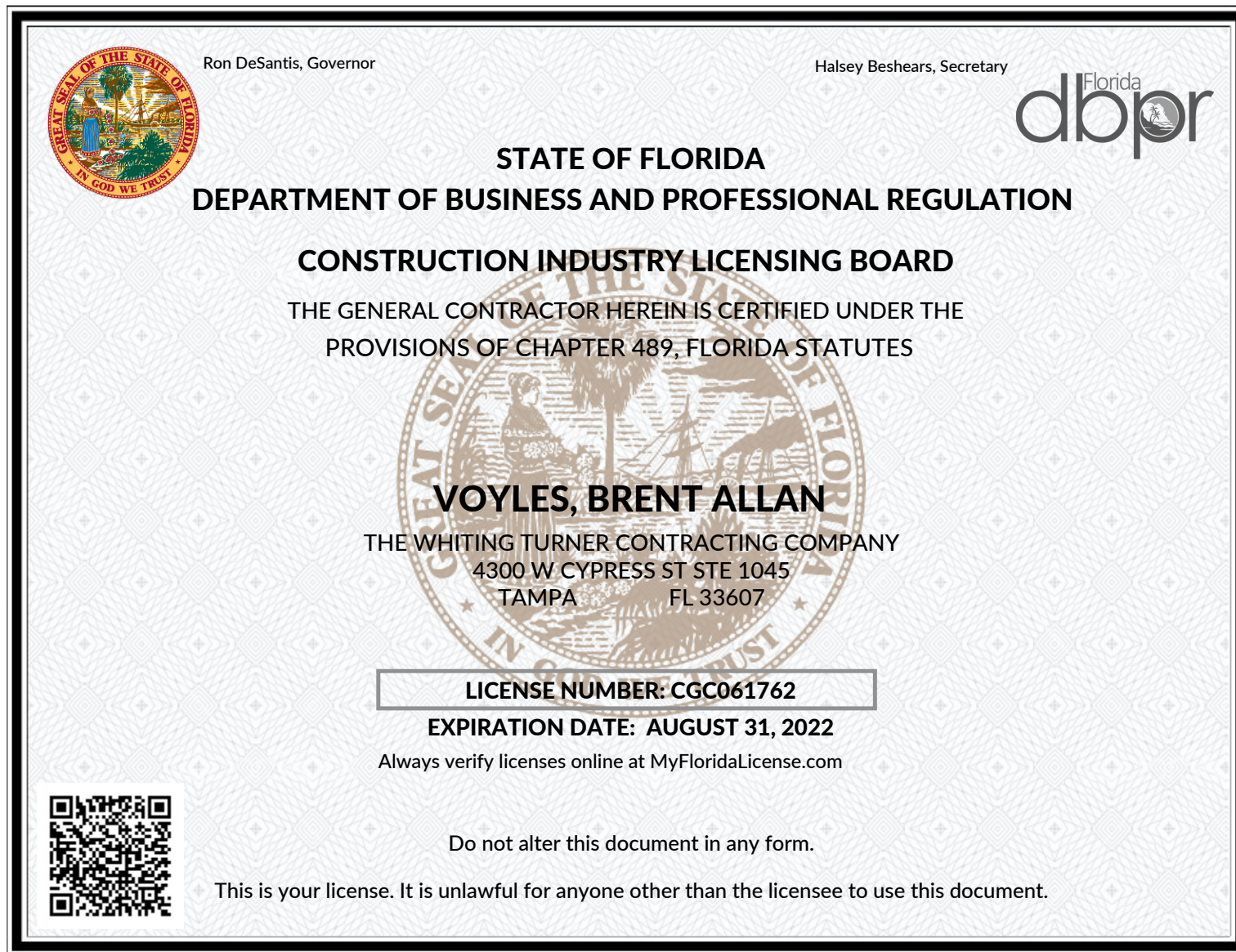
FLORIDA CMAR PROJECTS WITHIN THE LAST 5 YEARS - OVER \$1 MILLION

The Taubman Co., Inc	Urban Outfitters Addition - UTC Sarasota	\$1,167,016.66	11/12/2019
Ology Bioservices	Ology Bioservices ADM Facility Process AHU 530-C2 Addition	\$2,225,652.00	01/15/2020
Evergreen Partners	Clear Pond Estates	\$6,987,305.79	10/12/2018
Eye Site Of Tampa Bay	Eye Site MOB Vehicle Damage Repair	\$47,716.00	06/07/2019
H. Lee Moffitt Cancer Center And Research Institut	Moffitt M2Gen Cell Therapies Renovation	\$851,168.35	04/24/2020
Lupin, Inc.	Compressed Air System Upgrades	\$140,109.00	02/02/2018
City Of West Palm Beach	Northwood Rail Connection Utility Relocation - Phase 2	\$4,276,329.81	02/15/2019
Turner Impact Capital, LLC	Franklin Academy Sports Field Resurfacing	\$836,931.00	11/30/2019
City Of Pompano Beach	Fisher Family Pier	\$9,964,551.28	02/20/2019
Town Of Palm Beach	Town-Wide Overhead Utility Undergrounding Phase 1 - South	\$6,845,072.87	11/15/2019
Miami Jewish Health	Chernin Building Interior Renovation	\$3,156,463.33	12/16/2018
Miami Jewish Health	MJH Empathicare Parking Garage	\$11,083,874.03	09/16/2019
City Of West Palm Beach	CMAR for 32nd and 33rd Street Water Main Improvements	\$31,050.00	12/31/2019
Simon Property Group, Lp	Primark Redemising & Exterior Renovation	\$9,414,819.82	09/16/2020
Life.Church Operations LLC	Life Church West Palm Beach	\$263,685.67	12/31/2019
Stronach Properties	Gulfstream Park Clubhouse Renovations	\$13,586,838.92	04/30/2020
H. Lee Moffitt Cancer Center And Research Institut	Moffitt MIOMS Room 128 Nitrogen Supply	\$80,693.00	04/16/2021
Newton	Apple (Newton) St. Johns Town Center	\$15,825.00	11/02/2020
RTI Surgical, Inc.	Tutoplast Relocation Project	\$11,500.00	11/23/2020

ERQ C1 :1. List all Florida construction license numbers, classifications and expiration dates of the Florida contractor licensees held by your firm:



ERQ C1 :1. List all Florida construction license numbers, classifications and expiration dates of the Florida contractor licensees held by your firm:



ERQ F1

Bonding capacity: Provide documentation from your surety identifying the following:

Name of bonding company/surety:

Name of surety agent, address and telephone number:

Fidelity and Deposit Company of Maryland

1299 Zurich Way,
Schaumburg, IL 60196
(847) 605-6000
An Illinois Corporation

Zurich American Insurance Company

1299 Zurich Way,
Schaumburg, IL 60196
(847) 605-6000
A New York Corporation

Liberty Mutual Insurance Company

175 Berkeley St.,
Boston, MA 02116
(617) 357-9500
A Massachusetts Corporation



January 19, 2021

RE: The Whiting-Turner Contracting Company

To Whom It May Concern:

This letter is to confirm that Fidelity and Deposit Company of Maryland (F&D) NAIC# 39306, a subsidiary of Zurich, N.A., who has an A.M. Best Rating of 'A+' with a financial size of 'XV', and a US Treasury Limitation of \$14,785,000, Zurich American Insurance Company (Zurich) NAIC# 16535, who has an A.M. Best Rating of 'A+' with a financial size of 'XV' and a US Treasury Limitation of \$694,296,000, and Liberty Mutual Insurance Company (Liberty) NAIC# 23043, who has an A.M. Best Rating of 'A' with a financial size of 'XV', and a US Treasury Limitation of \$1,122,392,000, serve as Co-Sureties on behalf of The Whiting-Turner Contracting Company.

The Whiting-Turner Contracting Company has a capacity of at least \$500,000,000 per project and an aggregate bonding capacity of \$4,000,000,000.

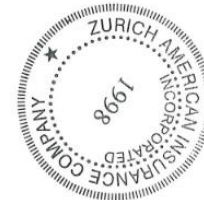
Should The Whiting-Turner Contracting Company be awarded the project and enter into a contract the Obligor, F&D, Zurich and Liberty stand ready to provide the Bid Bonds and Performance & Payment Bonds for the project.

As is customary, our commitment would be subject to our standard underwriting at the time a particular bond is requested, which will include but not be limited to the acceptability of the contract terms and bond forms.

The Whiting-Turner Contracting Company enjoys an outstanding reputation and we can recommend them to you without reservation.

FIDELITY AND DEPOSIT COMPANY OF MARYLAND,
ZURICH AMERICAN INSURANCE COMPANY AND
LIBERTY MUTUAL INSURANCE COMPANY, AS CO-SURETIES

By: 
Craig Bancroft, Attorney-in-Fact



ERQ G 1&2

1. Has the Occupational Safety and Health Administration (OSHA) cited and assessed penalties against your firm for any “serious” “willful” or “repeat” violations of its safety or health regulations in the past five (5) years?

(NOTE: If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Commission has not yet ruled on your appeal, you need not include information about it.)

_____Yes _____No

If “yes”, attach a separate signed page describing the citations, including information about the dates of the citations, the nature of the violation, the project on which the citation(s) was or were issued, the amount of penalty paid, if any. If the citation was appealed to the Occupational Safety and Health Appeals Commission and a decision has been issued, state the case number and the date of the decision.

2. Has the federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five (5) years?

(NOTE: If you have filed an appeal of a citation and the Appeals Commission has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.)

_____Yes _____No

If “yes”, attach a separate signed page describing each citation.

The Whiting-Turner Contracting Company OSHA, Federal, State, Local/Citation History					
Inspection No. - Date	Project	Citation/Violation	Proposed Penalty	Results -Settlement/Date	Abatement/Correction
January 10, 2019 Inspection # 1370710 Issuance Date: 01/29/2019	N40085-10-D-5330, DO 0011 Building M-32 Renovations, NNSY #015660 1540 Pennock Street Portsmouth, VA 23701	Citation 1 Item 1 29 CFR 1910.1200(h)(1): Employees were not provided effective information and training on hazardous chemicals in their work area at the time of their initial assignment and whenever a new hazard that the employees had not been previously trained about was introduced into their work area: (Construction Reference: 1926.59) Citation 1 Item 2 29 CFR 1926.34(b): Exits and access to exits were not marked by a readily visible sign.	OTS Proposed Penalty \$0.00 OTS Proposed Penalty \$0.00	OTS Penalty \$0.00 OTS Penalty \$0.00	Hazard Communication training provided on Feb. 19, 2019 Abated onsite in front of the inspector.
June 29, 2018 Inspection # 1327611 Issuance Date: 08/31/18	Kaiser Permanente Pueblo MOB #016863 7625 W. Pueblo Blvd Pueblo, CO 81001	Citation 1 Item 1 29 CFR 1926.501(b)(4)(ii): Each employee on a walking/working surface must be protected from falling.	Serious Proposed Penalty \$9,239.00	OTS Penalty \$4,620.00	Block-outs were abated with plywood covers then filled with concrete.
November 3, 2017 - 4/23/18 Inspection #: 1275275 Issuance Date: 04/27/18	Prettyboy Reservoir Dam 18100 Prettyboy Dam Road Parkton, MD 21120	Citation 1 Item 1 29 CFR 1926.451(g)(4)(i): Guardrail systems were not installed along all open sides and ends of platforms. Citation 1 Item 2 29 CFR 1926.502(d)(23): Personal fall arrest systems were attached to guardrail systems or to hoists.	Serious Proposed Penalty \$3,150.00 Serious Proposed Penalty \$3,150.00	OTS Penalty \$0.00 OTS Penalty \$0.00	Scaffold system was dismantled Alternate anchorage points were identified by the subcontractor competent person and utilized for any remaining work requiring use of personal fall protection equipment.
September 22, 2017 - 12/22/17 Inspection #: 1265818 Issuance Date: 02/08/18	Bosco's Renovation & Expansion # 016670 5800 Peach Street Erie, PA 16565	Citation 1 Item 1 29 CFR 1926.403(i)(1)(ii): Working space about electric equipment operating at 600 volts, nominal, or less was used for storage:	OTS Proposed Penalty 0.00	OTS Penalty \$0.00	Moved stored items away from electrical panel.

CASE INFORMATION ON FOLLOWING PAGES

**The Whiting-Turner Contracting Company
OSHA, Federal, State, Local/Citation History**

<i>Inspection No. - Date</i>	<i>Project</i>	<i>Citation/Violation</i>	<i>Proposed Penalty</i>	<i>Results –Settlement/Date</i>	<i>Abatement/Correction</i>
January 10, 2019 Inspection # 1370710 Issuance Date: 01/29/2019	N40085-10-D-5330, DO 0011 Building M-32 Renovations, NNSY #015660 1540 Pennock Street Portsmouth, VA 23701	Citation 1 Item 1 29 CFR 1910.1200(h)(1): Employees were not provided effective information and training on hazardous chemicals in their work area at the time of their initial assignment and whenever a new hazard that the employees had not been previously trained about was introduced into their work area: (Construction Reference: 1926.59) Citation 1 Item 2 29 CFR 1926.34(b): Exits and access to exits were not marked by a readily visible sign:	OTS Proposed Penalty \$0.00 OTS Proposed Penalty \$0.00	OTS Penalty \$0.00 OTS Penalty \$0.00	Hazard Communication training provided on Feb. 19, 2019 Abated onsite in front of the inspector.
June 29, 2018 Inspection # 1327611 Issuance Date: 08/31/18	Kaiser Permanente Pueblo MOB #016863 2625 W. Pueblo Blvd. Pueblo, CO 81004	Citation 1 Item 1 29 CFR 1926.501(b)(4)(ii): Each employee on a walking/working surface was not protected from tripping in or stepping into or through holes, by covers:	Serious Proposed Penalty \$9,239.00	OTS Penalty \$4,620.00	Block-outs were abated with plywood covers then filled with concrete.
November 3, 2017 – 4/23/18 Inspection #: 1275273 Issuance Date: 04/27/18	Prettyboy Reservoir Dam Gatehouse Facility #015898 18100 Prettyboy Dam Road Parkton, MD 21120	Citation 1 Item 1 29 CFR 1926.451(g)(4)(i): Guardrail systems were not installed along all open sides and ends of platforms: Citation 1 Item 2 29 CFR 1926.502(d)(23): Personal fall arrest systems were attached to guardrail systems or to hoists.	Serious Proposed Penalty \$3,150.00 Serious Proposed Penalty \$3,150.00	OTS Penalty \$0.00 OTS Penalty \$0.00	Scaffold system was dismantled Alternate anchorage points were identified by the subcontractor competent person and utilized for any remaining work requiring use of personal fall protection equipment.
September 22, 2017 – 12/22/17 Inspection #: 1265818 Issuance Date: 02/08/18	Boscov's Renovation & Expansion # 016670 5800 Peach Street Erie, PA 16565	Citation 1 Item 1 29 CFR 1926.403(i)(1)(ii): Working space about electric equipment operating at 600 volts, nominal, or less was used for storage:	OTS Proposed Penalty 0.00	OTS Penalty \$0.00	Moved stored items away from electrical panel.



**The Whiting-Turner Contracting Company
OSHA, Federal, State, Local/Citation History**

<i>Inspection No. - Date</i>	<i>Project</i>	<i>Citation/Violation</i>	<i>Proposed Penalty</i>	<i>Results –Settlement/Date</i>	<i>Abatement/Correction</i>
October 11, 2017 Inspection #: 1270425 Issuance Date: 01/30/2018	Univ. of VT Medical Center – Inpatient Bed Bldg. #014550 111 Colchester Avenue Burlington, VT 05401	Citation 1 Item 1 VT Statue Title 21: Chapter 3; Sub-chapter 223: Vermont Statute, Title 21 Labor: Chapter 3. Safety: Occupational Health:223. Duties: The employer did not furnish employment and a place of employment which were free from recognized hazards that were causing or likely to cause death or serious physical harm to employees Re-issue: Citation 1 Item 1 29 CFR 1926.552(b)(1)(i): Operating rules shall be established and posted at the operator's station of the hoist. Such rules shall include signal system and allowable line speed for various loads. Rules and notices shall be posted on the car frame or crosshead in a conspicuous location, including the statement "no Riders Allowed."	Serious Proposed Penalty \$4,250.00 Re-issued as OTS Proposed Penalty \$500.00	Compliance officer to re-issue 1926.552(b)(1)(i) Citation OTS Penalty \$500.00	Posted signage
July 11, 2017 Inspection #: 1246114 Issuance Date: 08/11/2017	Baseball Facilities Improvements #016425 260 Duckpond Drive Blacksburg, VA 24061	Citation 1 Item 1 1926.50(c): In the absence of an infirmary, clinic, hospital, or physician, that is reasonably accessible in terms of time and distance to the worksite, which is available for the treatment of injured employees, a person who has a valid certificate in first-aid training from the U.S. Bureau of Mines, the American Red Cross, or equivalent training that can be verified by documentary evidence, shall be available at the worksite to render first aid.	Serious Proposed Penalty \$4,490.00	OTS Penalty \$0.00	Employees received training.
January 25, 2017 Inspection #: 1211551 Issuance Date: 03/08/2017	Biocomplexity Institute of VT – BHHPS Data Center - #016325 1015 Life Science Circle Blacksburg, VA 24061	Citation 1 Item 1 1926.50©: In the absence of an infirmary, clinic.... The employer, Whiting-Turner Contracting Company, did not have an employee trained to render first aid.	OTS Proposed Penalty \$0.00	OTS Penalty \$0.00	W-T personnel to receive First Aid certification.



The Whiting-Turner Contracting Company
OSHA, Federal, State, Local/Citation History

Inspection No. - Date	Project	Citation/Violation	Proposed Penalty	Results –Settlement/Date	Abatement/Correction
May 25 – June 15, 2016 Inspection #: 1152291 Issuance Date: 07/21/2016	Vinton Building #015841 600 Woodward Avenue Detroit, MI 48226	Citation 1 Item 1 408.40831(5): CS Part 8, Handling and Storage of Materials; All scrap lumber, waste materials, or rubbish shall be removed from the immediate work area as the work progresses.	Serious Proposed Penalty \$2,800.00	OTS Penalty \$2,800.00	W-T installed a Chain Hoist in the elevator shaft to lower dumpsters of material out of the building until a Buck Hoist could be built on the outside of the building. W-T posted exit signs and a map of egress w/meeting location, along with training on Emergency Horn sounds and meaning. W-T added a handrail at the proper height at the stairs. W-T installed blocking at sides of the guard rail to prevent it from slipping out of the holder that was installed. In addition to the 23” deep x 30” high existing window sills and opening protected with reinforced screening WT added 2” x 4” wooden guardrail across all window openings. Covers were re-secured to prevent movement.
		Citation 1 Item 2 408.41841(2)(b): CS Part 18, Fire Protection and Prevention; Posting fire rules or, by other means, informing the employees of the evacuation signal, escape routes, and emergency phone numbers.	Serious Proposed Penalty \$1,200.00	OTS Penalty \$0.00	
		Citation 1 Item 3 408.42149(l)(d): CS Part 21 Guarding of Walking and Working Areas: A stairway shall be equipped with a stair railing or handrail.	Serious Proposed Penalty \$2,000.00	OTS Penalty \$0.00	
		Citation 1 Item 5(a) 1926.501(b)(13): CS Part 45 Fall Protection REF 408.44502; Each employee engaged in residential construction activities 6 feet (1.8m) or more above lower levels shall be protected by guardrail systems, safety net system, or personal fall arrest system unless another provision in paragraph (b) of this section provides for an alternative fall protection measure.	Serious Proposed Penalty \$4,500.00	Serious Penalty \$4,500.00	
May 12, 2016 Inspection #: 1146965 Issuance Date: 07/12/2016	William & Mary Integrated Science Ctr Phase III - #013765 540 Landrum Drive Williamsburg, VA 23185	Citation 1 Item 1a 1926.403(b)(1)(iii) An energized heavy duty extension cord was missing its ground pin.	Serious Proposed Penalty \$4,095.00	Deleted	Removed cords.
		Citation 1 Item 1 b 1926.404(b)(1)(i): An energized heavy duty extension cord was plugged in to a non-GFCI equipped electrical outlet.	Serious Proposed Penalty \$0.00	Deleted	
		Citation 1 Item 1 c 1926.404(f)(6) an energized heavy duty extension cord was missing its ground pin.	Serious Proposed Penalty \$0.00	OTS Penalty \$0.00	


Pg. 34

ERQ I

I. Insurance Requirements

Each policy of insurance carried by the successful Proposer for this project shall be issued by an insurance company licensed to do business in the State of Florida with a rating of "A" or better and a financial size category of "V" or better according to the latest edition of "Bests".

Attach a notarized statement from the Worker's Compensation carrier specifying organization's current Experience Modification rating for Worker's Compensation in the State of Florida.

RCM&D Contact Info for Verification:
Emily Carroll, Client Manager
410.339.7263 • ecarroll@rcmd.com



LOOKING FURTHER. LOOKING DEEPER.

555 Fairmount Avenue
 Baltimore, MD 21286

Phone 410 339 7263
 Fax 410 339 7234
 Toll-Free 800 346 4075

www.rcmd.com

August 31, 2020

Mr. Mark White
 The Whiting – Turner Contracting Company
 300 East Joppa Road
 Baltimore, Maryland 21286-3048

RE: Experience Modification Rates

Dear Mark:

The following are the experience modification rates generated by the National Council on Compensation Insurance for The Whiting – Turner Contracting Company.

Experience Year	Modification Factor
2020	0.49
2019	0.44
2018	0.44
2017	0.43
2016	0.49
2015	0.55
2014	0.58
2013	0.58
2012	0.59
2011	0.61

If you need further information please feel free to contact me.

Regards,

Emily T. Carroll
 Client Manager

Cc: Richard Shaw, RCM&D, Inc.





Letter of Transmittal

Town Clerk
 Town of Lauderdale-By-The-Sea,
 4501 North Ocean Drive.
 Lauderdale-By-The-Sea, FL 33308

April 7, 2021

RE: RFQ 21-03-01 CM at Risk Contract Services for Palm Club Sewer Project

Dear Town Clerk,

We are delighted to offer you Whiting-Turner's depth of resources and experience as an instrument toward the success of this exciting project, and we appreciate your consideration towards entrusting us with the Construction Management responsibilities. We have a firm understanding of the scope of this project and guarantee our commitment in performing all work within their allotted time frames. We feel that we are the best qualified to be selected as your CMAR based upon our:

Qualifications: Whiting-Turner is founded on the core values of integrity, excellence, experience, and leadership. Performing most of our work for repeat clientele under a Construction Management at Risk (CMAR) approach, Whiting-Turner is recognized as a national leader in CMAR (ranked 2nd in volume of work by Engineering News Record) and as such, we are familiar with the latest scheduling, cost control and project management software and techniques. Celebrating 112 years of construction excellence and employing over 4,000 construction professionals nationwide, and 80 construction professionals from our Ft. Lauderdale / South Florida office, Whiting-Turner has the capability to manage the Palm Club Sewer Project.

Knowledge of the Town and local Conditions: Whiting-Turner offers a strong resume of construction experience for individuals who have continuously worked in the South Florida marketplace. Whiting-Turner has the requisite knowledge and experience, working with the local trade community, and we will leverage this strength to provide value to the Town of Lauderdale-By-The-Sea.

Financial Capability: Whiting-Turner proudly enjoys a 5A-I Dun & Bradstreet Rating - the only top 25 Engineering News Record domestic builder with this highest rating- as well as a \$4 billion bonding capacity.

Safety: The elimination of accidents related to Whiting-Turner operations is among our greatest responsibilities. Our project specific Environmental Health and Safety program will address the hazards and risks of working in the Palm Club Community.

Commitment: The proven track record of Whiting-Turner for more than a century, as well as that of our local accomplishments across the past four decades, can provide you with a genuine level of comfort in our commitment to your project. Our track record for completing work under a CMAR project approach is impeccable and we look forward to adding the Town of Lauderdale-By-The-Sea as a client for whom we can provide our successful services.

Our RFQ extends an irrevocable offer to Lauderdale-By-The-Sea until said time that the commission awards a contract.

Sincerely,

THE WHITING-TURNER CONTRACTING COMPANY



Henry Shawah, Vice President

Individuals authorized to make representation on behalf of the proposer:

The Whiting-Turner Contracting Company

Henry Shawah, Vice President - Henry.shawah@whiting@-turner.com

Frank Zaremba, Senior Project Manager - Frank.Zaremba@whiting-turner.com

1901 W. Cypress Creek Road, Suite 101, Fort Lauderdale, FL 33309

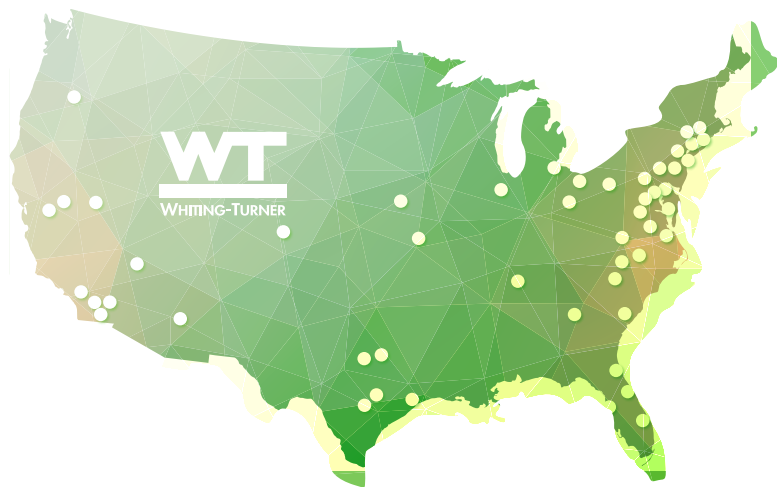
954. 776.0800



CM Services Profile



CM Services
Profile



112
years
constructing

50+
locations
nationwide

4K+
full-time
employees

Ft. Lauderdale Quick Stats

1974

*ft. lauderdale office
founded*

80+

*cross-trained, full-time,
LOCAL personnel*

20+

*years working with
local municipalities*

SERVING **NATIONALLY**; BUILDING **LOCALLY**

Whiting-Turner is an employee owned corporation with over 4,500 employees Nationwide.

We have over 50 office locations with our **Ft. Lauderdale office being responsible for this project.**

Although we are a large corporation with over a Century of experience we are proudly decentralized with each office governing over their employees and projects .

In the interest of brevity, we've included a higher level organizational chart for our offices role in this project.

Please find on the following pages our range of services.

OUR **COMMITMENT** TO YOU

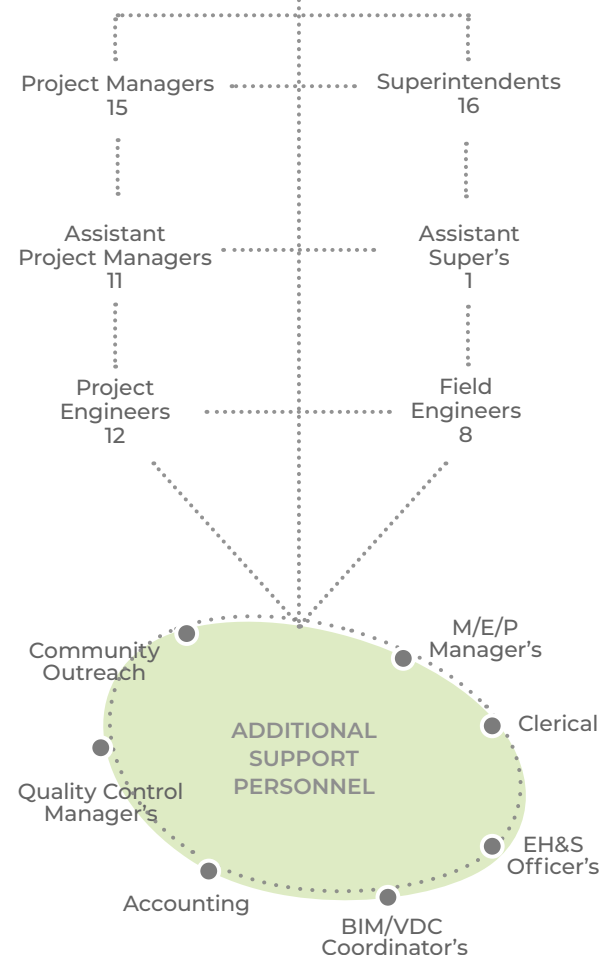
Whiting-Turner is committed to staffing the proposed projects to your satisfaction with our ample resources. Once a team is finalized there will be no hand-offs. Your team will be with you from the beginning until close-out.

HENRY SHAWAH

Vice President /
Project Executive

FRANK ZAREMBA

Sr. Project Manager



RANGE OF SERVICES

The Whiting-Turner Contracting Company provides construction management, general contracting, design-build and integrated project delivery services on projects small and large for a diverse group of customers.

Within these delivery options is a broad range of services including: Design Assistance, Budgeting, Estimating, Value Engineering, Constructability Review, Scheduling, Procurement, Environmental, Health & Safety, Site Logistics Planning, Cost Control, Quality, Schedule Control and Information Control.

To the right is a sampling of the Markets we work in and we welcome you to explore, at your leisure, the links provided for a more in-depth look at our capabilities.



Whiting-Turner is currently ranked as Second of the Top 100 CMaR Firms by Engineering News-Record.



CULTURAL



EDUCATION



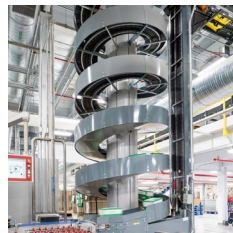
ENERGY



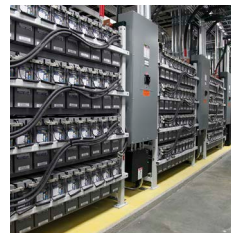
ENTERTAINMENT



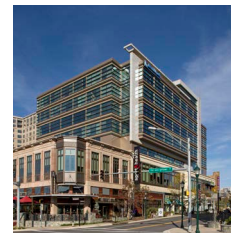
PHARMA



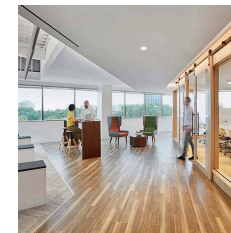
INDUSTRIAL PROCESSING AND MANUFACTURING



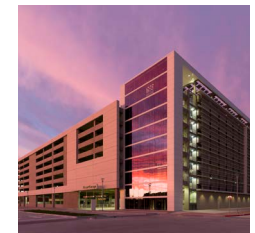
MISSION CRITICAL



MIXED-USE



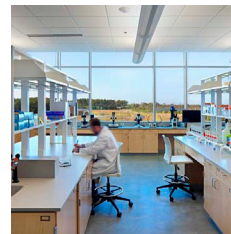
OFFICE



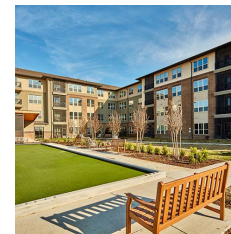
PARKING



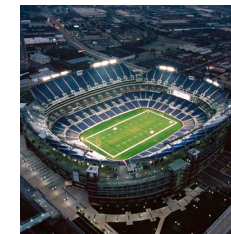
RETAIL



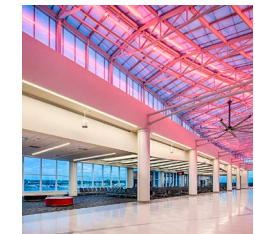
SCIENCE + TECHNOLOGY



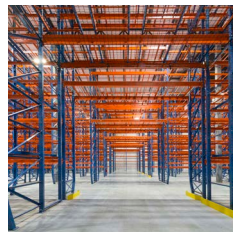
SENIOR LIVING



SPORTS AND FITNESS



TRANSPORTATION



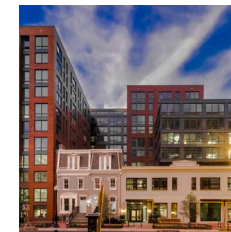
WAREHOUSE AND DISTRIBUTION



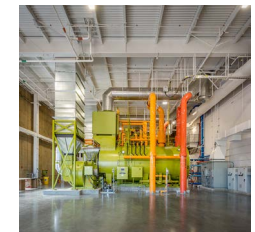
HEALTHCARE



HOSPITALITY

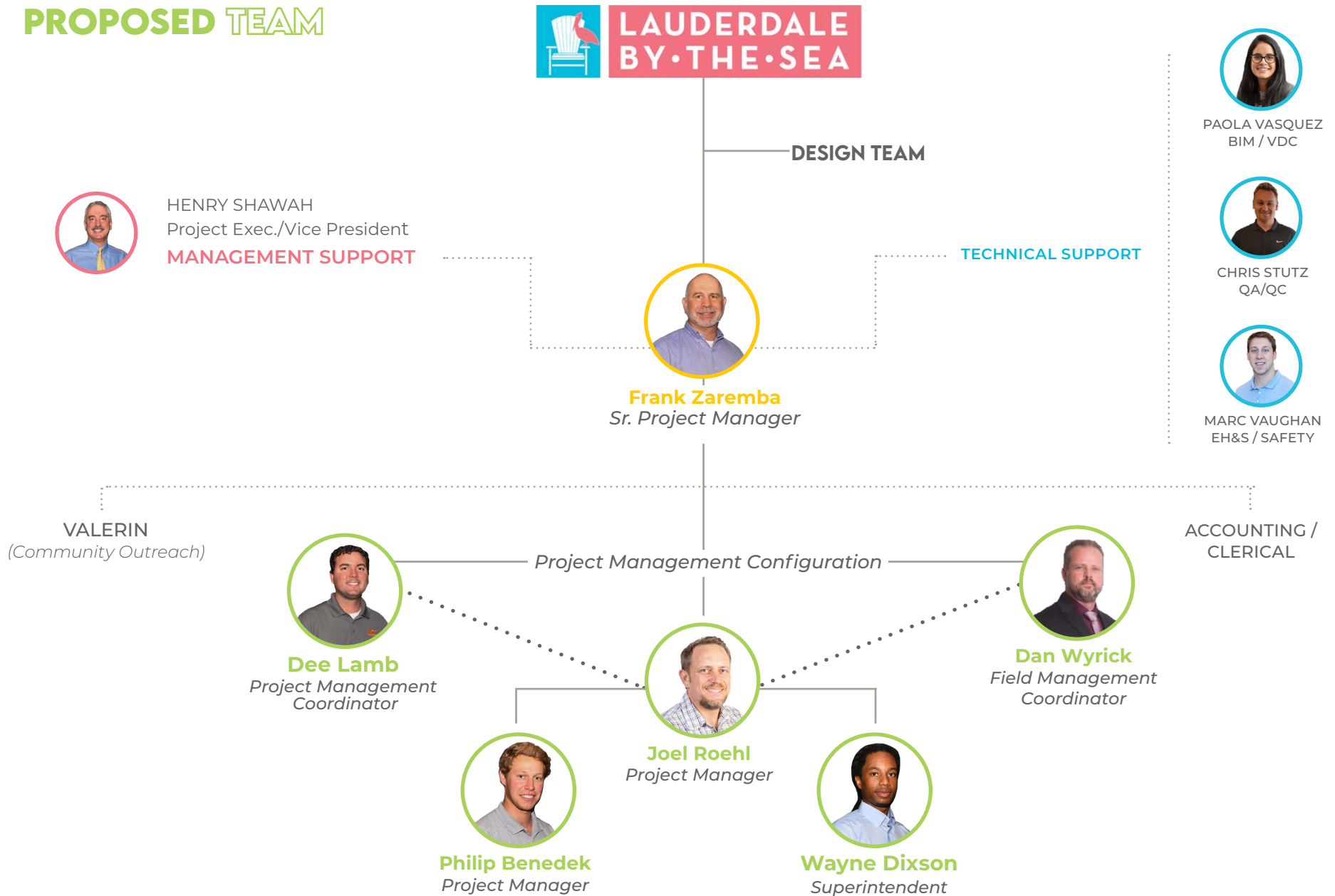


RESIDENTIAL



UTILITY

PROPOSED TEAM



PROPOSED TEAM

INVOLVEMENT, EXPERTISE AND ESTIMATED TIME

The greatest benefit with the Whiting-Turner team is that we offer a **truly seamless approach**. Many of our competitors are departmentalized, with a remote party managing preconstruction, then handing it off to field managers. The problem with this approach is that “estimators” do not hold the field-experienced knowledge to apply real value in preconstruction, nor are they accountable for the accuracy of their efforts in following the project through.

Frank Zaremba, Senior Project Manager

35 years in Industry; all with Whiting-Turner

Master of Administrative Science, The Johns Hopkins University, 1991

Bachelor of Science, Civil Engineering, University of Delaware, 1986



Frank will be your primary point of contact. Although he will be fervently supported by the entirety of our team, he is your “go to”. If there is a question or challenge, there is never a doubt of who to call for an immediate response. Frank was the senior project manager on well over a dozen high profile municipal similar projects.

- Dr. Martin Luther King Jr. Boulevard Streetscape
- Dr. Martin Luther King Jr. Boulevard Water Main
- Coral Springs Art Walk

Supported by dedicated full time Project Managers and Superintendents, Frank can be expected to dedicate approximately 30% of his time to this project.

Henry Shawah, Vice President

32 years in Industry; all with Whiting-Turner

Bachelor of Science, Building Construction,

Central Connecticut State University, 1989



Henry is the project executive. Henry will be involved initially assisting to finalize the contract agreement, and throughout the balance of the contract Henry will ensure that the project is staffed correctly. Henry will ensure that the proper resources, staff and experienced personnel are dedicated to your project. Henry's direct involvement throughout the project will be limited.

Henry is responsible for the South Florida offices, All work referenced in the South Florida region has ultimately fallen under his leadership.

Dee Lamb, Project Management Coordinator (20% on job)

15 years in Industry; all with Whiting-Turner

Bachelor of Science, Building Construction,

Michigan State University, 2006



Dee has been the Senior Project Manager on a number of our South Florida marque projects. Recently, he has lead Whiting-Turner's efforts on a number of projects for the City of Pompano Beach including:

- COPB - Fisher Family Pier
- COPB - Old Pompano Streetscape Improvements
- COPB - Dr. Martin Luther King Jr. Blvd. Streetscape
- COPB - Dixie Highway Streetscape Improvements
- COPB - Palm Air Bridges
- COPB - Terra Mar Drive Bridge

Joel Roehl, Project Manager

22 years in the industry; all with Whiting-Turner

Bachelor of Science, Building Construction,

University of Florida, 1999



Joel has been a project manager on a number of similar, South Florida projects including the Pompano Beach MLK Phase 1 project, which included many similarities to this project, as well as two projects in West Palm Beach with Mathews Consulting (Currently Baxter Woodman).

- Dr. Martin Luther King Jr. Boulevard Streetscape Phase 1
- Dr. Martin Luther King Jr. Boulevard Water Main Phase 1
- City of West Palm Beach Storm Sewer Improvements
- City of West Palm Beach Flagler Drive Sewer Improvements

Philip Benedek, Project Manager (full time on-site)

3 years in the Industry; all with Whiting-Turner

Bachelor of Science, Building Construction

University of North Florida, 2018



Philip has been involved in municipal projects since day one. He has worked alongside Frank, Dan and Dee, gaining the requisite valuable and beneficial experience. Projects similar to this one include:

- COPB - Old Pompano Streetscape Improvements
- COPB - Fisher Family Pier
- COPB - MLK Phase 2 Streetscape Improvements

Dan Wyrick, Field Operations Coordinator

25 years in the Industry; 3 years with Whiting-Turner

United States Air Force Veteran : CPAF (Air Force)

University of Maryland: Coursework



Dan has been our lead superintendent on a number of similar, local projects, including Dr. Martin Luther King, Jr. Boulevard Streetscape Improvement project for the City of Pompano Beach and the Old Pompano Streetscape Improvement Project.

Wayne Dixon, Superintendent (full time on-site)

5 years in the Industry; all years with Whiting-Turner

Bachelor of Science, Building Construction

Florida A&M University, 2016



Wayne has most recently been our full time, on-site superintendent on the City of Pompano Beach project:

- Dr. Martin Luther King Jr. Blvd. Phase 2 Streetscape Improvements Project

ADDITIONAL SUPPORT

Whiting-Turner is proposing the following two (2) specialty partners to assist with managing the project elements that will benefit from their talents:

Community Outreach: Our Community outreach efforts will be supported by the Valerin Group, and Nanea Marcial will be our Main point of contact at Valerin.

FPL, QA/QC: As a former FPL employee, Mariana Russel and her associates at Utilities Pros have insight and experience that may prove helpful in providing power to the pump station.





E

Previous Experience of Firm and Staff

RELEVANT CMAR PROJECTS

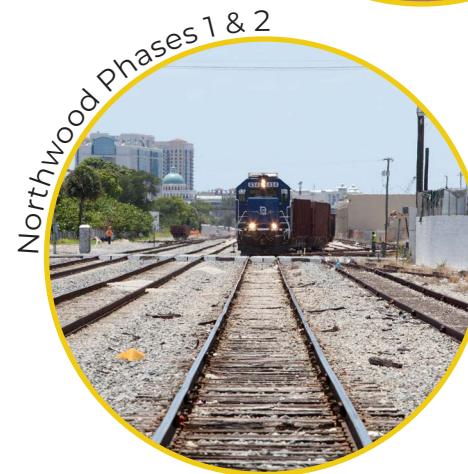
Attached please find 5 CMAR projects, 4 municipal and 1 private, completed within the last 5 years with reference information to verify our performance.

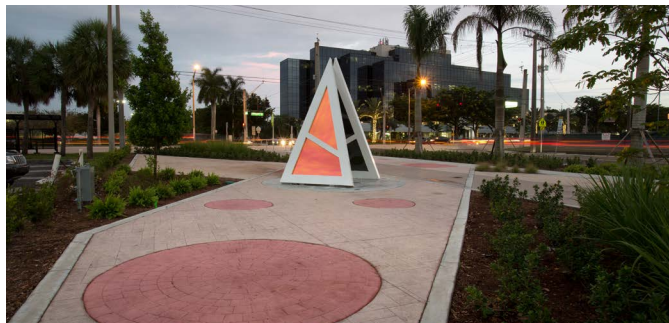
We've also included additional projects to further showcase our abilities. They follow the 5 highlighted projects.

All projects listed were completed on time and on/under budget except in the case of owner initiated change orders. None of our projects had liquidated damages.

STAFF EXPERIENCE

Following the projects please find brief resumes for each of the staff assigned to the project that includes their relevant educational background.





RELEVANT CMAR PROJECTS

Description: This project's scope included budgeting the conversion of overhead to underground electrical services, but this component was not pursued by the city. The final scope included streetscape improvements on NW 31st Court between Coral Hills Drive and University Drive. Scope included demolition of existing roadway and medians, and replacing with new drainage/ watermain installation, facilities, curbs, sidewalks, lighting, landscaping, irrigation and decorative concrete hardscape and site furnishings.

Name: Ms. Elizabeth Taschereau
(formerly Coral Springs CRA PM)
(currently City of Margate CRA
Director of Development Services)
Address: 9551 West Sample Rd
Coral Springs, FL 33065
Phone: 954-592-5075
Email: etaschereau@margatefl.
com

Project Name: Coral Springs
Downtown Infrastructure
Improvements

Location: Coral Springs, FL.
Whiting-Turner's Role: CMAR
Completion Date: July 2018
Project Size: 1,500 LF | 1/2 mile of
roadway

Original Budget: \$4,065,083

Final Budget: \$4,211,725

*Owner requested change orders.

Value Engineering Savings: All
savings applied to Owner change
requests.

% of GMP for GC: 11%

% of GMP for Profit: 8%

% of GMP for Overhead: Included
in GC's

Change Orders Added to GMP:
\$146,642

Preconstruction Services Fees:
\$128,500

Present Status: Complete



RELEVANT CMAR PROJECTS

Description: Construction of an overhead to underground utility conversion project for approximately 4.6 pole-miles of overhead electric, 2 pole-miles of overhead telephone, and 1 pole-mile of cable TV utilities within the Town of Palm Beach on A1A. The work includes site restoration and municipal infrastructure improvements including paving, grading, and street lighting conduit.

Whiting-Turner, as the Construction Manager at Risk, provided construction supervision to construct conduit, pull boxes, service wire, paving improvements, grading improvements, drainage, utilities, furnishing and installing of street lights, water-mains, restoration, and any other items as depicted on the plans and in the technical specifications to provide a complete and functional system. As such we were responsible for coordinating with all franchise utility owners and/or stake holders including: Town of Palm Beach, Florida Power and Light, AT&T, Comcast, Florida Public Utilities, and the City of West Palm Beach (Water).

Existing local traffic is maintained in accordance with the Transportation Management Plan developed for the project.

Client: Town of Palm Beach

Name: Mr. Steven Stern

Former Underground

Utilities Program Manager

Address: 360 South County Road Palm Beach, FL 33480

Phone: 615.668.2278

Email: ssstern@townofpalmbeach.com

Project Name: Town-Wide Overhead Utility Undergrounding Phase 1-South

Location: Palm Beach, FL.

Whiting-Turner's Role: CMAR

Completion Date: Fall 2019

Project Size: 2 miles along SR A1A

Original Budget: \$7,320,352

Final Budget: \$6,822,872

Value Engineering Savings: resulted largely due to scope of work modifications and final subcontractor buyout.

% of GMP for GC: 17%

% of GMP for Profit: 6%

% of GMP for Overhead: Included in GC's

Change Orders Added to GMP: \$97,480

Preconstruction Services Fees: \$22,200

Present Status: Complete



RELEVANT CMAR PROJECTS

Description: Pedestrian and public improvements along 5 different Pompano Beach streets and ROW and City/CRA owned property. Hardscape and landscape beautification that includes; special pavement materials and patterns, trees (including relocation of any existing trees), shrubs and ground covers, pedestrian lighting and site furnishings, on-street parking, cost estimating and value engineering, paving/resurfacing - roadway alignment, curbs and paving borders, irrigation installation, storm drainage structures & piping, water main & services, and sewer lateral lining.

Client: City of Pompano Beach

Name: Ms. Tammy Good

Address: Pompano Beach
Engineering 1201 NE 5th Ave,
Pompano Beach, FL 33060

Phone: 954-650-7783

Email: Tammy.Good1@copbfl.
com

Project Name: Old Pompano
Streetscape Improvements

Location: Pompano Beach, FL.

Whiting-Turner's Role: General
Contract

Completion Date: December
2019

Project Size: 5 Streets

Original Budget: \$5,700,000

Final Budget: \$5,781,828

*Additional Scope added into the
contract during the course of
construction.

Value Engineering Savings: N/A

% of GMP for GC: 30%

% of GMP for Profit: Included
Above

% of GMP for Overhead:
Included Above

**Change Orders Added to
GMP:** \$822,619 Owner added an
additional street with new funds
from County Grant

Preconstruction Services Fees:
N/A

Present Status: Complete



RELEVANT CMAR PROJECTS

Description: The purpose of the project was to lower existing City of West Palm Beach water, sanitary sewer, and storm sewer utilities, so that a railroad spur (by others) could be constructed to join two existing railroad tracks. In addition to lowering the utilities, the city took this opportunity to replace utilities throughout the affected roads, and then rebuilt the roads because the existing roads and utilities were about 50 years old.

Client: City of West Palm Beach

Name: Laura Le

Address: 401 Clematis Street. 4th Floor Engineering, West Palm Beach, FL 33401

Phone: 561-494-1093

Email: LLe@wpb.org

Project Name: Northwood Rail

Utility Relocation Phase 2

Location: West Palm Beach, FL.

Whiting-Turner's Role: CMAR

Completion Date: February 2019

Project Size: About 4,000 LF

Original Budget: \$3,951,365

Final Budget: \$4,213,175

Value Engineering Savings: Not Tracked

% of GMP for GC: 20%

% of GMP for Profit: Included in GC's

% of GMP for Overhead: Included in GC's

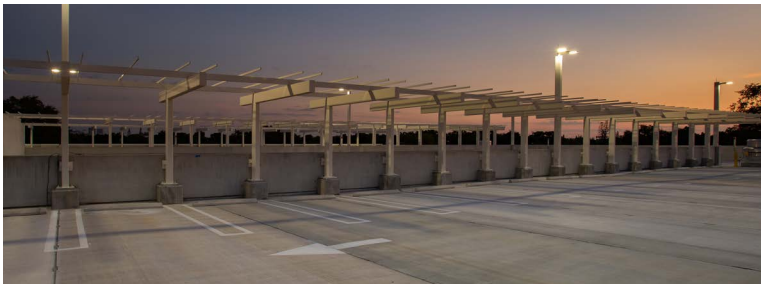
Change Orders Added to GMP:

\$261,910 *owner added sewer lift station by CO

Preconstruction Services Fees:

\$63,000

Present Status: Complete



RELEVANT CMAR PROJECTS

Description: A 45,000SF, \$12M, precast parking garage for Miami Jewish Health Systems in Miami, FL. The project included significant utility infrastructure to service not only the garage, but also the future “Empathicare Village”. The underground work consisted of roughly 1000LF of water main, 400LF of sewer, 4000 LF of storm with two 150’ drainage wells. The utility water and sewer required intimate coordination with MDWASD, daily MOT planning & development, and ROW neighborhood improvements. WT is experienced in managing the necessary WASD documentation, inspections, and conveyance to facilitate construction workflow. A conditional CO requirement for this permit were improvements to the streetscapes of the surrounding neighborhood. This included a strategically phased approach to resurfacing asphalt and concrete flat work on high trafficked roads. WT was able to perform all tasks while balancing pedestrian and vehicle traffic as well as owner required access for business operations.

Client: Miami Jewish Health Systems

Name: George Talledo

Address: 5200 N.E. 2nd Ave.
Miami, FL 33137

Phone: (305) 762-1461

Email: GTalledo@miamijewishhealth.org

Project Name: **Empathicare Village**
Parking Garage

Location: Miami, FL.

Whiting-Turner’s Role: CMAR

Completion Date: September 2019

Project Size: 129,000 SF

Original Budget: \$12,050,511

Final Budget: \$11,083,874

Present Status: Complete



ADDITIONAL CMAR PROJECTS

Description: Replacement of existing utilities, asphalt, curb, walkways and landscape throughout the City of West of Palm Beach on approximately eight streets.

Project Location

West Palm Beach, Florida

Owner

City of West Palm Beach

Ms. Dorritt Miller

Deputy City Administrator

(561) 659-8024

dmiller@wpb.org

Name

Storm Sewer Improvements

Engineer

Mathews Consulting, Inc.

Mr. David Mathews, PE

(formerly with Mathews

Consulting, currently with Baxter

& Woodman)

(561) 655-6175

dmathews@baxterwoodman.com

Keshavarz & Associates

Maziar Keshavarz, P.E.

(561) 689-8600

Arcadis

Karen Brandon

(formerly with LBFH)

561-684-3375

Value

\$8,400,000

Current Phase of Development

Complete

Completion Date

June 2003

Delivery Method

CMAR

Schedule/Budget

In Time / Under Budget

Savings utilized by Owner to improve additional roadways



ADDITIONAL CMAR PROJECTS

Description: Increase the size of a dated watermain from 8" to 12" along 1,600 LF of roadway, and then convert a five lane road to a four lane road with a median. The scope of work also included community coordination, maintenance of traffic, sanitary sewer lateral replacement, storm water improvements, new street lighting with underground feeds and although the cost for undergrounding the FPL feeds exceeded the available funding, Whiting-Turner coordinated the removal of the existing wood FPL poles and their replacement with new concrete poles in locations that were better suited to the community.

Client: Pompano Beach CRA

Name: Mr. Horacio Danovich

Address: 100 W. Atlantic Blvd. 2nd Floor, Suite 276 Pompano Beach, FL 33060

Phone: (954) 786-7834

Email: Horacio.danovich@copbfl.com

Project Name: Dr. Martin Luther King Boulevard Water Main & Streetscape Improvements

Location: Pompano Beach, FL.

Whiting-Turner's Role: CMAR

Completion Date: Fall 2015

Project Size: 1,700 LF

Original Budget: \$3,859,191

Final Budget: \$3,797,917

Value Engineering Savings: Although numerous VE ideas were discussed and subsequently agreed upon with the Owner/EOR, this was not tracked on this project. All savings were applied to Owner change requests.

% of GMP for GC: 11%

% of GMP for Profit: 7%

% of GMP for Overhead: Included in GC's

Change Orders Added to GMP:

Preconstruction Services Fees: Water Main: \$10,000 Street: \$69,916

Present Status: Complete

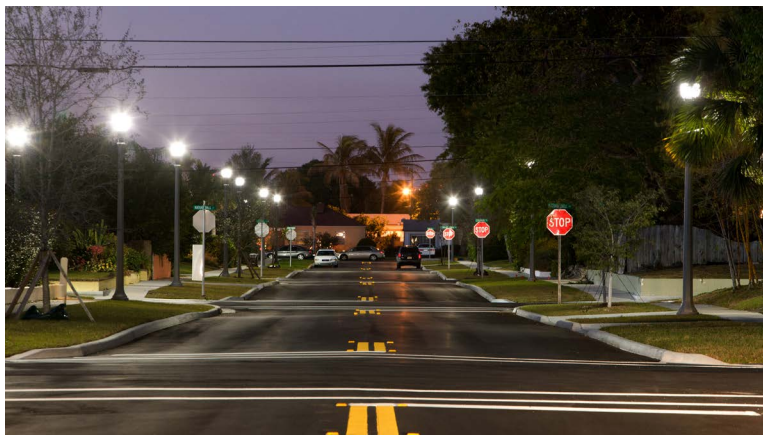


ADDITIONAL CMAR PROJECTS

Description: We have been selected by the City of West Palm Beach as one of two CMAR contractors to perform a variety of streetscape and infrastructure projects within the City CRA (Community Redevelopment Area). The 1st project that we have been awarded under this selection is Banyan Blvd.

Client: The City of West Palm Beach
Name: Vladimir Jeannot
Address: 401 Clematis Street, 4th Floor
 Engineering, West Palm Beach, FL
 33401
Phone: 561-356-32307
Email: vjeannot@wpb.org
Project Name: **Banyan Blvd**
Streetscape Improvements
Location: West Palm Beach, FL.
Whiting-Turner's Role: CMAR
Completion Date: Est. September
 2023
Project Size: 3/4 mi, 5 lanes
Original Budget: \$15.9M

Final Budget: N/A
Value Engineering Savings: Not
 Tracked
Preconstruction Services Fees:
 \$99,060
Present Status: Active



ADDITIONAL CMAR PROJECTS

Description: Complete neighborhood infrastructure and roadway replacement project. Scope of work included thirteen roadways with associated utilities for approximately 300 residential properties. Work included community coordination, maintenance of traffic, and maintenance of residential access to the residences, curbs, sidewalks, driveways, storm sewer systems, water main systems, sanitary sewer systems, landscaping, and street lighting.

The Broadmoor Neighborhood Improvement Project completed by Whiting-Turner is the largest neighborhood Improvement project undertaken by the City of West Palm Beach. The project included abandoning rear alleyway water services to about 50 homes, and refeeding those residents from a new water main in the newly constructed roadway.

Project Name: **Broadmoor**
Neighborhood Improvement Project

Project Location

West Palm Beach, Florida

Owner

Mr. Jonathan Bramley, PE
Director, Engineering Services
City of West Palm Beach
561-494-1040
jbramley@wpb.org

Architect

Mr. Jeff Renault
Formerly with LBFH, Inc.

561-626-8806
jeffrenault@yahoo.com

Value

\$9.8M

Current Phase of Development

Complete

Completion Date

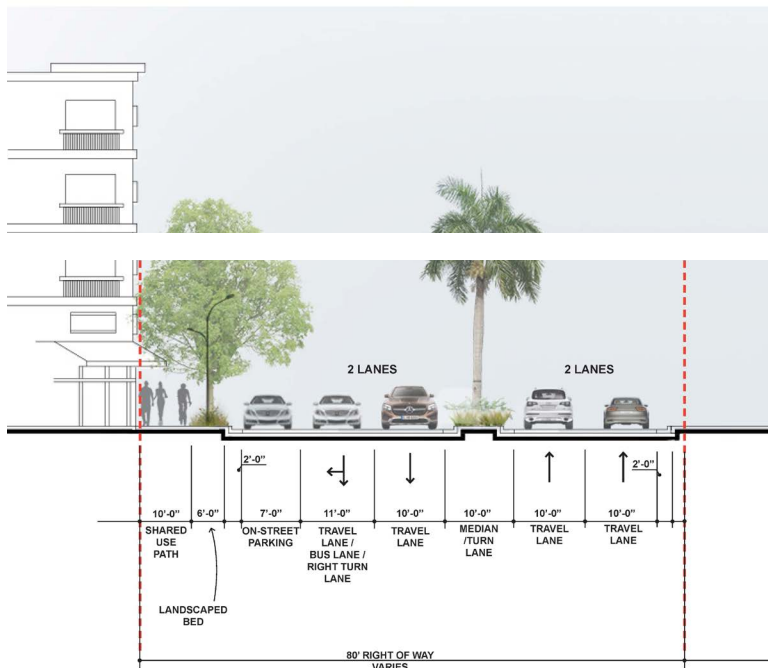
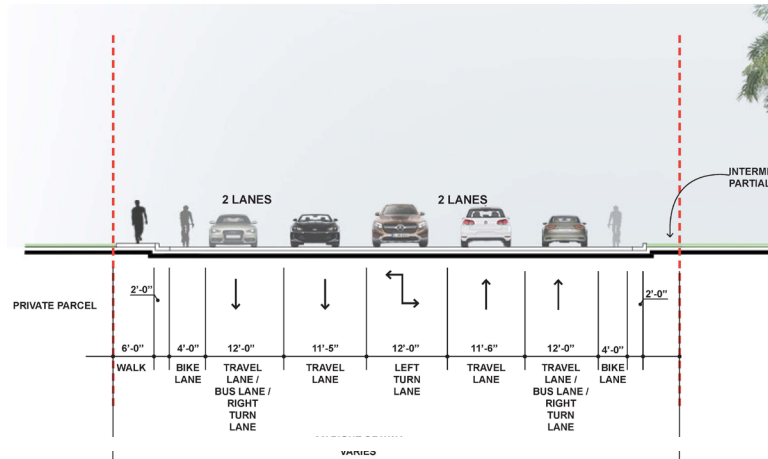
December 2010

Delivery Method

General Contract

Schedule/Budget

In Time / Under Budget Savings



ADDITIONAL CMAR PROJECTS

Description: Dixie Highway Streetscape Improvements (estimated construction \$24,860,000 plus \$396,360 for preconstruction services). Note: this project may be combined with proposed improvements on Atlantic Boulevard from NW 6th Avenue to Cypress Road with estimated construction costs of approximately \$9 million. This project is divided in 2 phases. Phase I construction may start from McNab Road to NE 6th Street including improvements to the intersection of Atlantic Boulevard. Phase I includes improvements to the section of Atlantic Boulevard from NW 6 Ave to Cypress Road (subject to funding availability). Phase II to include construction of remaining segment on Dixie Highway from NE 6th Street to Sample Road.

Project Name: Dixie Highway

Location: Pompano Beach, FL.

Whiting-Turner's Role: CMAR

Completion Date: Est. July 2021

Project Size: 5 miles

Original Budget: \$24,860,000

Final Budget: N/A

Value Engineering Savings: Ongoing

% of GMP for GC: TBD

% of GMP for Profit: TBD

% of GMP for Overhead: TBD

Change Orders Added to GMP: TBD

Preconstruction Services Fees:

\$396,360

Present Status: Active



Frank Zaremba
Sr. Project Manager

35

Years in the Industry
All with Whiting-Turner



Master of Administrative Science
The Johns Hopkins University, 1991
Bachelor of Science, Civil Engineering
University of Delaware, 1986

\$200+

Million
in Municipal Project Experience

STAFF EXPERIENCE

Relevant Municipal Project Experience Summary

CITY OF POMPANO BEACH

Old Pompano Streetscape Improvements • \$5.7M
Dr. Martin Luther King Jr. Blvd. Streetscape Improvement Projects • \$5.7M
Dixie Highway Streetscape Improvements • \$9.7M
Palm Aire Bridges • \$44K
Terra Mar Drive Bridge • \$1M

CITY OF CORAL SPRINGS CRA

Downtown Infrastructure Improvements • \$4.2M

THE TOWN OF PALM BEACH

Town-Wide Undergrounding of Overhead Utilities South • \$7.3M
North Flagler Drive and 23rd Street Force Main Improvements • \$5M
North Lake Way & Laurian Lane Infrastructure Improvements • \$772,000

CITY OF WEST PALM BEACH

Northwood Railroad Utility Relocation Phase 2 • \$3.9M
Banyan Boulevard Streetscape Improvements • Est. \$10M
Northwood Railroad Utility Relocation Phase 1 • \$2.56M
Storm Sewer Improvement Project • \$10M
Rosemary Avenue Underground Utilities Improvements • \$4M
City Commons Waterfront Docks • \$4M
Broadmoor Neighborhood Utility • \$10M



Dee Lamb
Project Management
Coordinator

15

Years in the Industry
All with Whiting-Turner



Bachelor of Science
Building Construction
Michigan State University, 2006

STAFF EXPERIENCE

Relevant Municipal Project Experience

CITY OF POMPANO BEACH

Old Pompano Streetscape Improvements • \$5.7M
Dr. Martin Luther King Jr. Blvd. Streetscape Improvement Projects • \$5.7M
Dixie Highway Streetscape Improvements • \$9.7M
Palm Aire Bridges • \$44K
Terra Mar Drive Bridge • \$1M

Fisher Family Fishing Pier

(CMAR) services include preconstruction and construction for structural replacement of an existing +/-1000 LF fishing pier using the "Top Down Approach", addition of pedestrian lighting, educational placards and signage, shade structures, conversion of existing overhead utilities (e.g. electric, telephone and cable TV) to underground distribution, installation of new drainage, replacement of water and sewer distribution lines, and streetscape improvements, including lighting, sidewalks, pavement and landscaping, and other improvements outlined in the final construction plans. Pompano Beach, FL. **\$7.8 M**

City of West Palm Beach

West Palm Beach Water Treatment Plant 36 Valves and Piping Improvements • \$650K
Finished Water Mixing and Metering • \$1.4M

Waterfront and City Commons Docks CM at Risk Services

(CM at Risk) High profile project working with the EPA. Contact with the public, Mayor of West Palm Beach, Public Water/Utilities Department, and City officials. Construction of a municipal floating dock system in the intercoastal waterways of downtown West Palm Beach. Included three floating docks (Dock # 1 – 520' long x 10' wide, Dock # 2 – 444' long x 30' wide, Dock # 3 – 484' long x 10' wide). Also included marina utilities, steel pilings, land connection structures and aluminum gangways, and was comprised of three dock structures totaling 26,000 SF. West Palm Beach, FL. **\$6 M**



Joel Roehl
Project Manager

22

Years in the Industry
All with Whiting-Turner



Bachelor of Science
Building Construction
University of Florida, 1999

STAFF EXPERIENCE

Relevant Municipal Project Experience

CITY OF WEST PALM BEACH

Storm Sewer Improvement Project

CM at-Risk renovation of eight streets including existing utilities, asphalt, curb, walkways and landscape. West Palm Beach, FL. **\$10 M**

Dreher Park

Design/build improvements to an existing 113-acre regional park. The work included the excavation of two lakes along with stormwater piping and a pumping station. Also included a new irrigation system including two remote powered pump stations, the addition of over 5,000 new native plants, interactive education centers, pavilion repairs and refurbishment, a wood vehicular bridge, two pedestrian bridges, two refurbished observation docks, an artist-designed observation dock, two dog parks and a 15' sculpture installed in the middle of the north lake. West Palm Beach, FL. **\$6 M**

Additional Experience Summary

The Related Group • The Plaza on Brickell • \$181M

Actavis USPD • Andrx Pharmaceuticals Manufacturing Expansion • \$33M

The Mills Corporation • Opry Mills • \$79M

The Palladium Company • CityPlace • \$47M

The Taubman Company • Dolphin Mall Expansion • \$36M

Lincoln Property Co. • The Grand @ Papago Building O • \$67M



Dan Wyrick

Field Management Coordinator

25

Years in the Industry
3 with Whiting-Turner



United States Air Force Veteran
CPAF (Air Force)
University of Maryland
Coursework



OSHA 500
Safety Certification

TTC Certified



STAFF EXPERIENCE

Relevant Project Listing

CITY OF POMPANO BEACH

Old Pompano Streetscape Improvements

Pedestrian and public improvements along 6 different Pompano Beach streets and ROW and City/CRA owned property. Hardscape and landscape beautification that includes; special pavement materials and patterns, trees (including relocation of any existing trees), shrubs and ground covers, pedestrian lighting and site furnishings, on-street parking, cost estimating and value engineering, paving/resurfacing - roadway alignment, curbs and paving borders, and irrigation installation. **\$5.7 M**

Pompano Beach Fishing Pier

(CMAR) Pre-construction analysis for the Pompano Beach Fishing Pier including structural replacement of an existing +/-1000 LF fishing pier, addition of pedestrian lighting, educational placards and signage, shade structures, conversion of existing overhead utilities to underground distribution, installation of new drainage, replacement of water and sewer distribution lines, and streetscape improvements, including lighting, sidewalks, pavement and landscaping, and other improvements outlined in the final construction plans. **\$11.5M**

Dr. Martin Luther King Jr. Blvd. Streetscape Improvement Projects

Pedestrian and public improvements on MLK Boulevard in the City of Pompano Beach. Construction will be in the street and ROW and City/CRA owned property. Hardscape and landscape beautification that includes; special pavement materials and patterns, trees (including relocation of existing trees), shrubs and ground covers, pedestrian lighting and site furnishings, cost estimating and value engineering, paving/resurfacing - roadway alignment, curbs and paving borders, irrigation installation, storm drainage structures & piping, and water main & services. Cost estimating and value engineering services were also provided to the City of Pompano Beach. **\$5.7M**



Philip Benedek
Project Manager

03

Years in Industry
All with Whiting-turner



Bachelor of Science
Building Construction
University of North Florida, 2018

STAFF EXPERIENCE

Relevant Municipal Project Experience

CITY OF POMPANO BEACH

Fisher Family Fishing Pier

(CMAR) services include preconstruction and construction for structural replacement of an existing +/-1000 LF fishing pier using the "Top Down Approach", addition of pedestrian lighting, educational placards and signage, shade structures, conversion of existing overhead utilities (e.g. electric, telephone and cable TV) to underground distribution, installation of new drainage, replacement of water and sewer distribution lines, and streetscape improvements, including lighting, sidewalks, pavement and landscaping, and other improvements outlined in the final construction plans. Pompano Beach, FL. **\$7.8 M**

Old Pompano Streetscape Improvements

Pedestrian and public improvements along 6 different Pompano Beach streets and ROW and City/CRA owned property. Hardscape and landscape beautification that includes; special pavement materials and patterns, trees (including relocation of any existing trees), shrubs and ground covers, pedestrian lighting and site furnishings, on-street parking, cost estimating and value engineering, paving/resurfacing - roadway alignment, curbs and paving borders, and irrigation installation. **\$5.7 M**

Dr. Martin Luther King Jr. Blvd. Streetscape Improvement Projects

Pedestrian and public improvements on MLK Boulevard in the City of Pompano Beach. Construction will be in the street and ROW and City/CRA owned property. Hardscape and landscape beautification that includes; special pavement materials and patterns, trees (including relocation of existing trees), shrubs and ground covers, pedestrian lighting and site furnishings, cost estimating and value engineering, paving/resurfacing - roadway alignment, curbs and paving borders, irrigation installation, storm drainage structures & piping, and water main & services. Cost estimating and value engineering services were also provided to the City of Pompano Beach. **\$5.7M**



Wayne Dixson
Superintendent

05

Years in Industry
All with Whiting-turner



Bachelor of Science
Building Construction
Florida A&M University, 2016

STAFF EXPERIENCE

Project History

CITY OF POMPAÑO BEACH

Dr. Martin Luther King Jr. Blvd. Streetscape Improvement Projects

Pedestrian and public improvements on MLK Boulevard in the City of Pompano Beach. Construction will be in the street and ROW and City/CRA owned property. Hardscape and landscape beautification that includes; special pavement materials and patterns, trees (including relocation of existing trees), shrubs and ground covers, pedestrian lighting and site furnishings, cost estimating and value engineering, paving/resurfacing - roadway alignment, curbs and paving borders, irrigation installation, storm drainage structures & piping, and water main & services. Cost estimating and value engineering services were also provided to the City of Pompano Beach. **\$5.7M**

SIMON PROPERTY GROUP, LP

Dadeland Mall - West Mall Expansion

Redevelopment of Dadeland Mall. This is the 1st Phase of a larger mixed use expansion. Dadeland Mall Expansion of about 30,000 SF for an Retail and two Restaurants. It will involve extensive site utilities/paving to create the pad area. The expansion shell is partially 2 story and is free of interior columns per the typical store. **\$15M**

MORSELIFE

Tower at the The Tradition II

New construction of a 10-story, 182-unit, independent living, luxury apartment building for seniors. The Tower at the Tradition is also on the campus of MorseLife, a leading center of excellence in senior care. **\$81M**

JETBLUE AIRWAYS CORP

FLL Terminal 3 BHS & Terminal Modernization

New checked baggage inspection system/baggage handling system (CBIS/BHS) in terminal three at FLL which includes the demolition of existing gate to house a new two-story structure, new 45,000 SF two-story structure that houses TSA (CBIS/CBRA) first level and future retail on the second level, and phased demolition/construction in an active terminal tug area of seven new make-up devices and new conveyor feeds/catwalks while maintaining existing airline and terminal operations. **\$57M**



Litigation



Whiting-Turner is rarely involved in litigation. However, since the Company is typically engaged in approximately 800 to 900 projects at any given time, and is party to well over 15,000 subcontracts in any given year, there are obviously bound to be some disagreements which reach the litigation stage. Also, there are occasional accidents and claims of injuries, principally by employees of subcontractors, which result in litigation. These matters are typically defended by the various insurance carriers involved.

In the past five years, the South Florida office has been involved in three suit's involving an Owner; these all occurred on condominium projects. Like others in our industry, we have found condominium projects to be particularly litigious , and as a result, we no longer pursue condominium work. Details of the three projects are listed to the right.

Maysville, Inc. Etc. (P)

Vs.

Whiting-Turner (D)

Miami-Dade County Circuit Court, FL

Case #09-85340 CA 06

Served 12/7/09

Closed 4/1/16

Owner claims against Architect and WT for lost revenue incurred on Project. WT sought dismissal of suit.

Judgment in favor of Whiting-Turner. Upheld on appeal.

Loft Downtown II Condominium Association, Inc. Etc. (P)

Vs.

Whiting-Turner, etc. And Weathertrol Maintenance Corp., (D)

Miami-Dade County Circuit Court, FL

Case #1236112CA32

Served 9/17/12

Claim for breach of warranty regarding alleged defect in pipe installed by Subcontractor.

Settled

Loft Downtown II Condominium Association, Inc. Etc. (P)

Vs.

Whiting-Turner and Century Fire Protection, Inc. (D) Circuit Court of the Eleventh Circuit in and for Miami-Dade County, Florida

Case #2018-005428-CA 01

Served 3/15/18

Closed 1/9/2020

Claim for alleged faulty sprinkler heads installed by Subcontractor.

Settled



Anticipated Municipal Staff Support



Municipal
Staff Support



The roles of Lauderdale-By-The-Sea staff that are most important to the project include:



The timely execution of the contract



Attendance at progress meetings



Approval of the GMP



Design and necessary permitting information from the design team



Easements as necessary



Monthly review and approval of payment applications



Support in community coordination, and inspections

Generally, good communication between LBTS staff, the Design Team and the Construction Manager will be the most important attribute contributing to the success of these projects.

The regularly scheduled progress meetings are the most tangible mechanism for the Team's communication, and it is therefore critical that all three team members identify consistent project leads who attend these meetings and are capable of making decisions.



CMR Services Approach



CMR Services
Approach



The Whiting-Turner approach to managing this project will be the same CMAR approach that we have utilized for managing other similar streetscape projects locally, regionally, and nationally.



The project will be staffed with experienced, dedicated Project Managers and Superintendents from our nearby regional office of over 80 such construction professionals.



We will utilize the experience and expertise of the most qualified, local specialty subcontractors.



The most current management tools such as CMiC and Primavera will be utilized to maintain time schedules and cost controls as well as other facets of construction such as submittals, procurement, meeting minutes and directories.



The plans will be reviewed during development by our experienced staff, our carefully selected pool of prequalified subcontractors, Town staff and the Design Team.



We will be available at all times, day or night, and we will promptly address any concerns that the Town may have throughout the Construction Management process.



PRECONSTRUCTION PHASE

The preconstruction process will begin immediately upon selection of the Whiting-Turner team.

We will work in concert with the design engineer to enable the delivery of a quality design that can be delivered within budget and schedule, through a process that enables complete and coordinated documents, avoids redesign, and ultimately minimizes change orders.

Preconstruction will include the following components:

Creating a Plan of Attack

Key to the success of the project are regularly scheduled progress meetings. To be effective, the decision makers representing the Town, the Design Team, and the Whiting-Turner team will be in attendance. The meetings are critical in identifying key issues and alternatives, as well as performing constant value engineering. The minutes that we issue after each meeting are formatted so that all team members are clear as to their immediate and long-term responsibilities. These minutes are an important tool for maintaining the project's direction and focus.

Approvals to design alternatives are often provided immediately, in this arena, thereby keeping the Construction Management process running efficiently to meet the strict time constraints of a project. Whiting-Turner's consistent use of this process has allowed this process to develop to a high level, so that our team and LBTS' staff will enjoy the benefits of efficient coordination.

Constructability & Value Engineering (VE) Reviews

Whiting-Turner and our network of local subcontractors will review plans provided to us by the Design Team and offer useful cost and time saving feedback based upon our combined years of relevant experience and our evaluation of the existing site conditions.

Bringing a Construction Manager on board as early in the project as possible offers the best opportunity to reduce cost without jeopardizing design integrity and/or necessitating costly redesign.

As part of our value engineering effort, we will also assist the Design Team with analysis of alternatives to maximize efficiency within your project scope. In conjunction with your design team, we will concentrate on the "cost drivers" - the components and major systems that account for the majority of project cost. The depth of experience held by our team with similar projects will enhance our capability to provide true value in these efforts.

As a fully integrated project team member, we will intertwine value engineering with constructability. Our team will review the design with an eye on alternative solutions that will facilitate field operations, save time and money, and ultimately result in a higher quality project.

With the cross-disciplinary, seamless management approach of our Project managers being involved in all preconstruction and procurement efforts, they maintain stronger relationships within the local trade community.

Regularly budgeting work and maintaining contact through field work, they stay in tune with local conditions, work force challenges, materials availability, etc. When budgeting your project, they are better enabled to leverage their first-hand knowledge and existing subcontractor/supplier relationships for a more accurate understanding of current conditions.

Additionally, Whiting-Turner employs managers who are dedicated to maintaining a pulse on the national marketplace who regularly share information within the Whiting-Turner network on industry trends and anticipated changes in the construction climate.

Procurement

Delivery of long lead time items such as the whole FPL process for delivering power to the lift station, and multiple lift station components, will be incorporated into our schedule. These activities will be identified early in the project and their delivery will be tracked by our procurement log, which will be reviewed regularly with the Town's project manager and Design Team, and in the case of third party dependent activities such as FPL, those parties will be consulted regularly.

Long lead time deliveries will be identified during preconstruction and necessary steps will be taken to ensure timely delivery of long lead materials. Typically we will speak directly to the supplier of any critical long lead items to ensure everyone's understanding of the procurement delivery timeline, and when there is a challenge we will work with that supplier to find a solution.

Preconstruction Video Recordings

So as to avoid any misunderstandings regarding damage to private property that may occur during the construction project, all nearby structures, landscaping, and walkways will be video recorded prior to beginning construction, and a copy of the video recording will be provided to the Town's Project Manager, and the Design Team.



Protection of Private Property

Whiting-Turner will keep existing site elements that remain in place safe from damages due to construction activities. Erecting protective measures such as fence, plywood walls, or other barriers will assist with this effort.

Utilizing compact equipment specifically designed for use in tight quarters such as

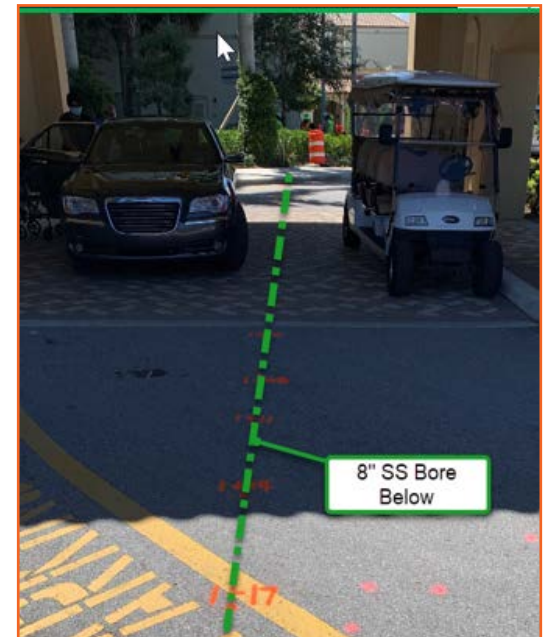
the **CAT backhoe pictured above** will minimize the impact to private property as well as the neighborhood's and narrow roadways where possible.

Potential Use of Horizontal Directional Drilling (HDD) for the Residential Gravity Sewer

Horizontal Directional Drilling (HDD) is also an important tool for consideration to minimize disruption to private property.

Recently we installed a sanitary lateral below a complex hardscape utilizing HDD.

During "Preconstruction" we will evaluate the conditions to be encountered on private property when installing the new sanitary services and where existing landscaping or hardscaping create costly challenges, we will evaluate the possibility of utilizing HDD on private property for the sanitary service installation.



Construction Parking

Prior to completing bid packages, we will evaluate the availability of construction parking together with Town staff and the Design Team. There will be no construction related parking except by a Town approved staging plan.

Arborist

Our team may include an arborist to assist with evaluating any impact that proposed sewer laterals may have on existing tree roots and landscaping.

As an example, on the North Lake and Laurian project in Palm Beach, an arborist was beneficial in identifying the reason that one property's recently planted hedges near the jobsite appeared unhealthy (roots planted too deep), as well as assisting with other concerns that nearby residents had related to their landscape that was located near the general area of construction.

The tree to the right is a family heirloom tree that had been manicured by a resident to grow around a stop sign. This tree was relocated and then replanted after completing the Storm Sewer Improvements (CM-at-Risk) for the City of West Palm Beach.



Trenching and Roadway Repairs

Among the key considerations for protecting the public and minimizing resident inconvenience is to generally only excavate what can be backfilled and compacted that day. This requires close cooperation with inspectors who understand the importance of inspecting the pipe, and subgrade early enough in the day so that these areas can be backfilled, compacted, and made safe at the conclusion of each work day.

Phasing / Sequencing Plans

Whiting-Turner will prepare detailed phasing plans and sequencing plans for review and comments by Town staff and all stakeholders.

The phasing plans will depict the flow of traffic, pedestrian access, staging areas, work areas, and available/unavailable parking.

Permitting

Permitting challenges will be recognized and planned for during preconstruction. Applicable permits will be identified and tracked by both the project schedule and the meeting minutes from progress meetings. The permitting process begins in preconstruction and extends into the construction phase.

Developing a clear list of permits and any related issues is among the most important challenges involved with planning a project. Expediting the permitting process of relevant agencies can be unpredictable, and for that reason, every effort should be afforded toward that pursuit early in preconstruction.

Guaranteed Maximum Price (GMP)

Although a GMP may be developed at any point, it is generally best for all parties to base the GMP on a design that is approximately 90 percent complete. The GMP is generally based upon subcontractor pricing commitments and includes a reasonable contingency for unforeseen events. The design plans provided appear to be developed to this stage.

CONSTRUCTION PHASE

The “Construction Phase” typically begins with your written Notice to Proceed, based upon our mutually agreed upon GMP and completion date.

Fundamental Responsibilities

The fundamental services and responsibilities of a Construction Manager Include:

- Issuance of a monthly status report, often incorporated into the monthly draw, that includes schedule and budget updates. This monthly report will also summarize the status of other important project elements that will be prioritized with the Town's Project Manager.
- Issuance of a monthly invoice, accompanied by back-up, release of liens, and detailed vendor/ subcontractor costs.
- Maintain and distribute meeting minutes from regularly scheduled (often weekly) progress meetings.
- Maintain Field Records, the superintendent(s) will maintain a daily log of weather conditions, subcontractor activity, incidents, material deliveries, etc.
- Issue and track Requests for Information (RFI's). With a team of experienced staff & subcontractors, questions to the Design Team documenting challenges or unforeseen events are usually accompanied by potential resolutions.
- Maintain various logs such as: SDS sheets, RFI's, submittals, incident reports, testing and inspection non-compliances, quality control reports, etc.
- Maintain as-built record documents. We will require that drafts of as-built documents are submitted monthly with pay requests, to avoid any surprises with what is expected on these documents and as a way of verifying the quality and quantity of the work in place.

Some of the procedures that we implement on neighborhood improvement projects that specifically highlight our ability to minimize negative impacts to residents and exemplify our ability to be sensitive to community needs are as follows:

Vibration Monitoring

With the potential close proximity of residences to the proposed utility relocations, vibration monitoring will be considered in the project scope of work development. We will utilize an independent testing agency to anticipate those locations that could be of concern and monitor our operations so that they remain in compliance with applicable guidelines, to avoid potentially costly issues that may be associated with the potential of building damage from vibrations.

Dewatering Pump Sound Attenuation

Because of the high water table, it will be necessary to operate dewatering pumps continuously to lower the water table for installation of the pipe, and the wet well in the case of the lift station.

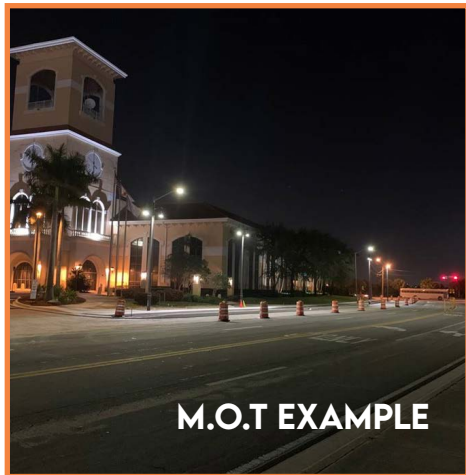
Without running dewatering pumps continuously, much of a normal work day would be consumed waiting for the dewatering system to get the water table to the elevation necessary to safely construct the project. Controlling the noise at night from dewatering pumps will be one of the project challenges, given the number of homes in the immediate vicinity. The first step toward addressing the pump noise concern will be requiring the use of sound attenuated pumps such as the “Silent Pump” shown to the left. Most manufacturers of dewatering pumps provide a similar product, sometimes called Quiet Pumps; as an example, Thompson Pump manufactures a product called the “Silent Knight”.



The next simplest method of addressing the concern of night time pump noise is surrounding the pumps with a sound attenuation barricade; there are a number of commercially made products, and you will sometimes see crews assemble their own barricades using plywood and either sound blankets or sound insulation.

Maintenance of Traffic (M.O.T.)

We will utilize construction methods and sequencing which minimizes inconveniences. We will work closely with LBTS staff and neighborhood representatives, adjusting the plan if necessary, to ensure that the best and safest traffic control solutions are realized.



Prior to commencing construction, notification of the roadway modification is distributed to the community by Whiting-Turner. Access to each resident will be planned and coordinated with the neighborhood, and any special needs of individual home owners will be addressed directly with our field staff.

Traffic will be detoured only as per an M.O.T plan that has been approved by the Engineering Department and any other applicable agencies. Variable Message Boards will be

strategically positioned in advance of the M.O.T. installation, to inform vehicular traffic of the forthcoming closures. Residents, business owners, and customers affected by the road closure in these areas will be assisted by Whiting-Turner so that there is reasonable access to their residences/businesses at all times.

We are proactive in addressing any concerns of the public related to our projects. Our goal is to have zero calls from the public to City Hall. If, for some reason, a member of the community should have a concern related to our operations, you can rest assured that the Whiting-Turner team will promptly address the concern in a fair and professional manner.

Trash Pick-Up and Mail Delivery

Trash pick-up is easily coordinated with the service provider during preconstruction and the necessary provisions will be clearly written into subcontractor bid pages.

Regarding U.S. Mail / UPS/ FedEx / Etc., we will meet with the primary providers of these services and discuss the best methodologies for maintaining their services during construction.

Testing and Inspection

During the initial preconstruction meeting, all testing and inspection procedures will be reviewed and summarized. We will also coordinate with the testing agency while they are performing any vibration monitoring to ensure that this important quality control measure is effective.

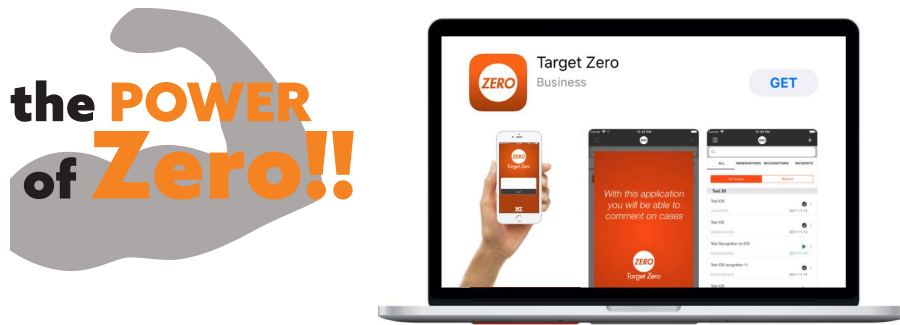
Quality Control

The quality of the project will result in great part from Whiting-Turner's proven leadership. Our team will instill a positive attitude in the work force and establish an atmosphere where almost is not acceptable, and where individuals make quality performance a personal goal.

Whiting-Turner's quality program will begin long before the commencement of any construction. In preconstruction, our staff will work closely with the design team to further develop and complete the documents. Immediately upon our selection, Whiting-Turner will provide a review of the plans with constructability comments and prepare an initial budget and schedule so that the Town will realize the benefits of our combined experience and teamwork.

Our superintendents and network of subcontractors have the experience necessary to avoid quality deficiencies by looking ahead. The focus will be to avoid deficiencies caused by scheduling conflicts, unanticipated field conditions, tolerance or materials incompatibilities, improper installation methods, etc. As materials arrive at the jobsite, they will be inspected for compliance and logged. Work-in-place will be inspected daily.

Our awards program for quality will provide additional incentive to achieve excellence in construction for the Town. Trade contractors will be made a part of our field incentive program. We will hold periodic meetings calling attention to quality issues and rewarding deserving field personnel and trade contractors. We will encourage the Town to join us in recognizing individual trade workers to thank them for outstanding craftsmanship.



TARGET ZERO

Whiting-Turner has developed a “Target Zero” Safety Culture, as we strive towards an incident and injury-free workplace.

One tool we developed is a proprietary mobile app named “Target Zero” that is used on-site to immediately record safety observations, both good and bad.

Our Target Zero app has the ability to distribute safety notices, observations, recognition and violation reports to subcontractors, assign safety issues to PM/Foreman level of subcontractor, and automatically send notifications to internal Whiting-Turner management and the project team.

The following principles will guide the collective project team in all project activities:



- Safety is everyone’s responsibility.
- People are our most important asset.
- Train employees to work safely and to develop a “Target Zero” Safety Culture.
- Tasks must be planned and performed with a concern for safety.
- Working safely is a condition of employment.
- Expectations will be communicated to all personnel.

Our project superintendent has primary responsibility for safety on this project. All team members contribute to our goals of an accident free workspace. We have traveling safety experts who serve as a resource to our project teams for hazard analysis and resolution of safety issues. They also visit our projects both routinely and at critical times to conduct safety audits and ensure that our teams are succeeding in maintaining safe work sites.

Safety Program Goals

Whiting-Turner strives for continuous improvement in the safety of all of our operations. Our safety statistics are well ahead of our contemporaries in the region. Our Experience Modification Rate is excellent and has continued to improve over the past several years.

With that said, although our stats are quite good, they are never good enough. All accidents are preventable and avoidable, and we will never stop trying to eliminate them.



...to protect your project and all personnel! This is our top priority as we work to mitigate the impact of the Coronavirus (COVID-19) threat. While the risks posed by the virus are potentially significant, our teams are training to navigate the formidable situation.

We have established a COVID-19 Planning and Response Team, providing consistent and expeditious guidance to all our project teams based on evolving requirements and recommendations issued by the Center of Disease Control and Prevention, World Health Organization, OSHA, and local, state and federal authorities.

Community Coordinated Communication

The community will recognize the value that this project offers. If the residents remain informed and they see continuous, well planned progress, enthusiasm from the community can be maintained throughout the project. The community will naturally get upset if they are not informed, or misinformed, and they are inconvenienced for what appears to be an unnecessary reason.

The Whiting-Turner team will provide regular schedule, M.O.T. and project highlights so that the community is regularly informed about this important project-related information. We will draft memorandums regarding certain project-related information of public interest and distribute these updates to residents and businesses.

All residents and businesses affected by construction will be notified regularly regarding the project status. The adjacent image is a sample Notice to Residents and Business Owners. This sample notice illustrates a general approach to notifying the local community, both prior to the onset of construction, and as may be prudent, throughout the construction duration.

On the occasion when it is time for the project team to meet with business groups or community associations to discuss the project in any way, we will be there to act in the capacity that you most prefer, to take a leadership role or to support in answering any questions.

Our field staff is often the first line of communication with the public. By being fair and honest, we have routinely and promptly assisted the public with minor inconveniences that they may have suffered as a result of the construction operations.

This assistance has included actions such as carrying laundry to the dry cleaner or repairing a flat tire. By promptly addressing a concern in the field instead of allowing them to fester, we have generally averted community concerns from reaching Town Hall.

The full time Whiting-Turner Superintendent will assume the role as our representative to primarily coordinate resident and local business concerns, access, and safety. The superintendent's daily routine will include confirming continuously that walkways are open, work hours begin and complete as agreed upon with the community, the parking plan is being followed, all fences, barricades and proper protection is in place, and that any community concern is either: (1) immediately addressed or that (2) the concern is immediately logged in and forwarded to the Whiting-Turner and LBTS Project Managers for their prompt review.



Whiting-Turner has selected The Valerin Group, Inc. (Valerin) to assist with the community outreach plan.

The Role of Our Expert

Specialty Community Outreach Partners

The Valerin Group, Inc. (Valerin) is an independent, strategic communications firm headquartered in Tampa with offices in Fort Lauderdale, West Palm Beach and Orlando and specializes in public involvement, community outreach, graphic and website design, social media management, marketing, multimedia, drone and translation services. Valerin has a talented staff of communications and creative professionals with over 400 years, 600 projects of combined experience and has worked on more than 500 transportation and public utility projects for public sector clients including municipalities, counties, and state agencies such as the Florida Department of Transportation (FDOT).

Valerin has extensive experience working on a variety of transportation related projects and initiatives including serving as the prime consultant for FDOT District Four's District-wide Public Communications for Construction Projects throughout Broward and Palm Beach counties. In addition, Valerin's communications professionals have contributed to a number of transportation projects being awarded the Florida Transportation Builders' Association (FTBA) award for Outstanding Community Awareness.

Valerin develops customized community outreach plans and programs that identify all relevant stakeholders and are sensitive to the demographics of an affected community. Through public meeting forums, mail-outs, websites, surveys, social media, project collateral materials, and engineering visualizations, Valerin proactively initiates ways to educate and inform stakeholders. The goal is to create sustainable positive relationships that promote trust and focus participation on decisions and solutions.

Project Approach

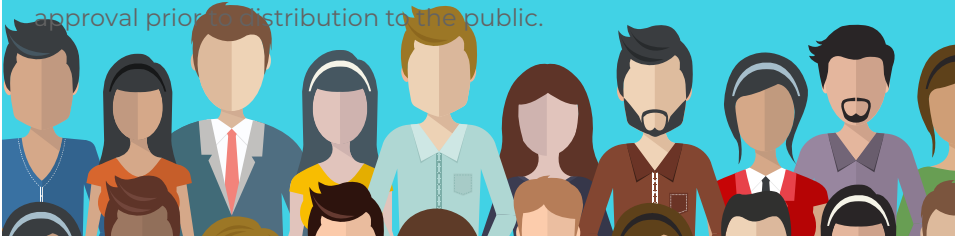
Valerin has community outreach experience with many transportation and public utility projects including complete streets, streetscape improvements and mobility projects in Broward County and many other urban and coastal communities.

Valerin makes it their practice to anticipate your public communication needs and develop solutions that will allow the Town and the Whiting-Turner team to be timely and responsive. Effective and professional communication with those who live in Palm Club is essential to deliver a high level of customer service. This proactive approach to keeping officials, and property owners, the neighborhood association, civic groups, local law enforcement, fire and rescue, EMS, and the media updated on project activities will foster understanding and support despite the inconvenience of construction. Valerin knows that preparation, professionalism and transparency in their communications on behalf of the Whiting-Turner Team will be key to maintaining public trust throughout the duration of the construction of the project.

Our team's community outreach staff know construction and how to communicate technical information to people in simple terms. They have worked extensively with motorists, bicyclists, property and business owners, special interest organizations, residents and tenants on numerous projects to address the range of concerns regarding access, noise, dust, vibration, congestion, visibility, landscaping, property damages, utility interruptions, safety and other issues associated with construction.

Community Outreach | Communication with Town Staff

Prior to the start of construction, our assigned community outreach specialists (COS) will meet with the Town's Project Manager and Strategic Communications department to discuss project history, project goals, key project elements that affect the project, including stakeholders, potential obstacles, risk factors, project milestones and schedule, and any previously conducted public engagement regarding the project. It will also be important for our team to understand the Town's communication processes and protocols relating to development and implementation of the Community Outreach Plan. Throughout the duration of the project the COS will regularly communicate with the LBTS' Project Manager and Strategic Communications staff as well as provide all developed collateral to the Town for review and approval prior to distribution to the public.



Pre-construction Open House

A pre-construction open house should be conducted several weeks prior to the start of construction to provide the community and stakeholders with project information including a project fact sheet, construction schedule, updated Frequently Asked Questions (FAQs), display boards depicting project elements, and contact information. Project and LBTS staff will also be available to answer questions and to discuss project details. In preparation of the open house, our team will organize and coordinate activities with the project team and Town Project Manager. Activities will include: Identification of an ADA compliant meeting venue; preparing meeting collaterals, advance notifications and advertising of open house via press release and distribution of meeting notices (via US Postal Service and door-to-door hand-delivery); and attendance, participation and break down of the open house. **All deliverables will be provided to the Town for review and approval prior to distribution.**

The Whiting-Turner team will also provide a Town staff debriefing and prepare a summary report (if requested) following the open house to become part of the project file.

Construction Phase

Outreach Tools | Techniques | Activities

During the construction of the project, Our team will perform public information and outreach activities to include the following:

- Attendance at regular progress meetings to be kept up to date on project activities.
- Meeting/interacting face-to-face with property owners, local organizations (HOAs, special interest groups, etc.) and other interested parties regarding project details, activities and potential impacts to properties, pedestrians, bicyclists and motorists.
- Maintaining a project specific 24/7 Hotline and respond to inquiries in a timely manner.
- Develop/create project collateral such as an updated project fact sheet, notifications, door hangers, fliers, updated Frequently Asked Questions (FAQs), and other relevant information (see Project Collateral below).
- Distribute project collateral via door-to-door, email and/or U.S. Mail to property owners, businesses and tenants located along and around the project corridor, and to other interested parties.
- Maintain stakeholder database (using a Stakeholder Management Database System).

Project Communications

Based on our team's prior experience, project knowledge and relationship building we can anticipate many of the questions and concerns that may arise and address them through pre-approved communications materials such as Fact Sheets and FAQs. All written responses will be presented to the Town's Project Manager and Strategic Communications department through Whiting-Turner for review and approval prior to being released to the public.

The project COS will typically respond to routine public inquiries within two (2) hours of receiving the call and or message, or the morning of the next business day, if received after hours or on the weekend. We understand that even when there is no immediate answer to the inquiry, it is important to be responsive and to reassure the caller their concern has been heard and will be addressed. This can often be the difference between a minor problem being resolved or escalating into a crisis.

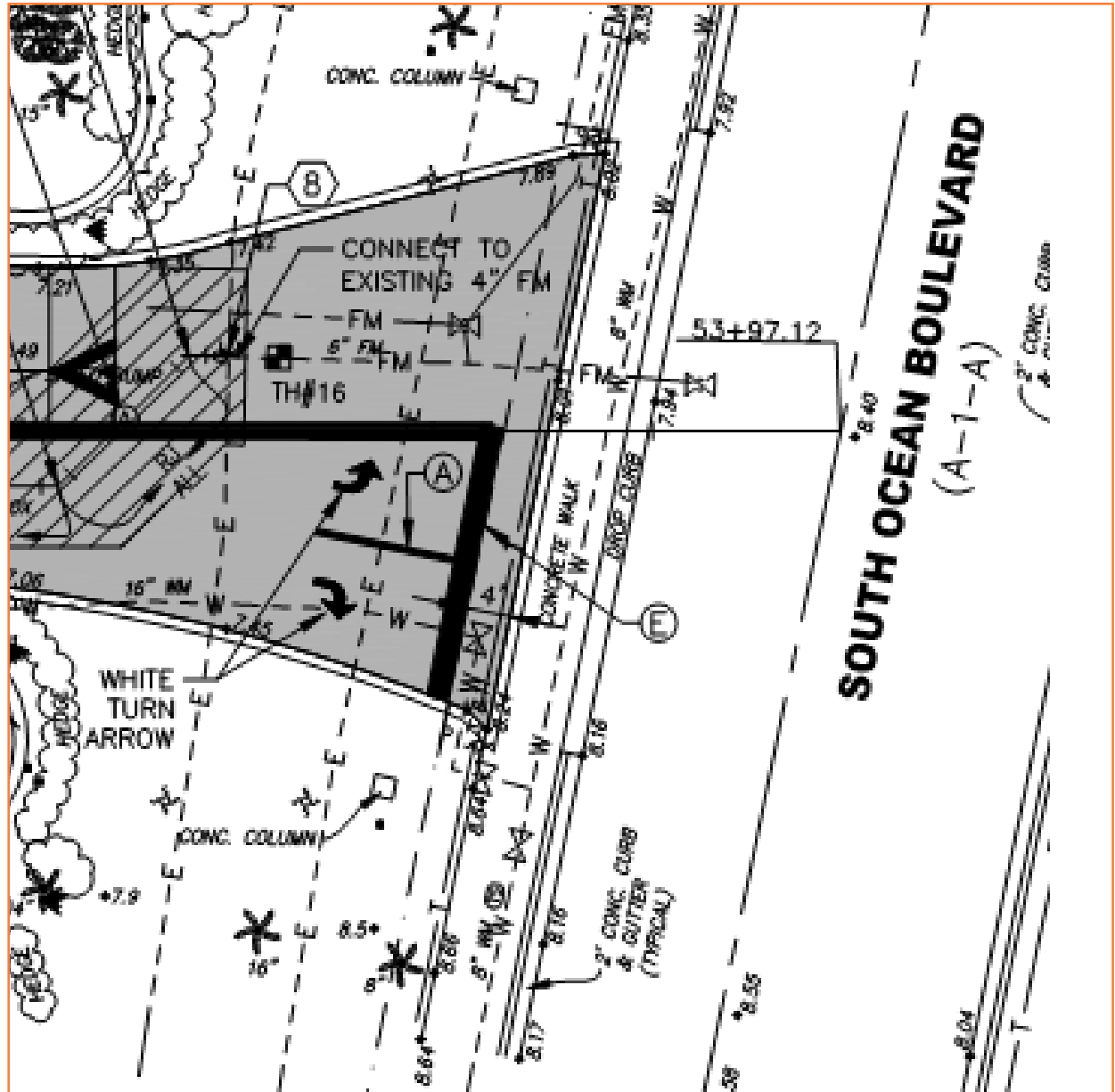
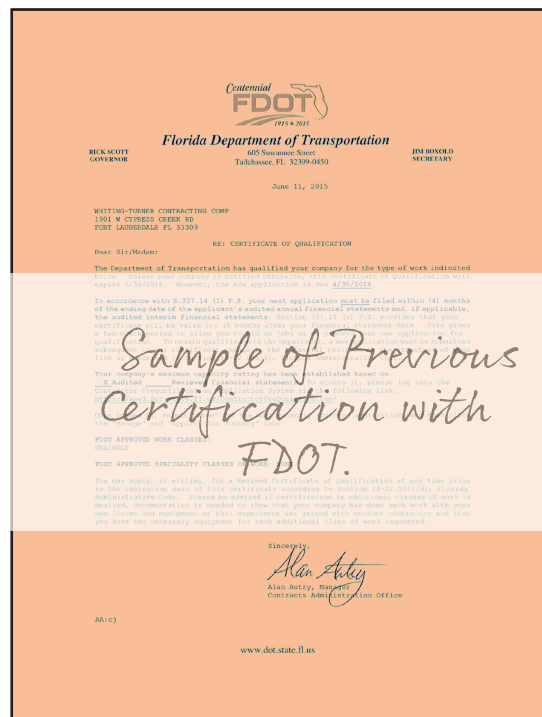
Project Updates

The project COS will prepare a monthly "Projects Update Report," for this project. This information will detail project activities as well as future activities as documented in the contractor's 2-week look ahead and project schedule. The report will also include any inquiries and responses received from the public and media.



FDOT Certification / Experience

Whiting-Turner projects regularly include components within FDOT right of ways, as may be the case on this project. Note that the only scope of work in the FDOT right of way on this project appears to only be about a 5 foot wide asphalt apron where Palm Club Drive ties in to S. Ocean Boulevard (A1A).





Examples of Whiting-Turner roadway projects that include work in an FDOT right of way:

CITY OF WEST PALM BEACH

1. Banyan Boulevard Complete Street Project

Quadrille Boulevard is an FDOT roadway that intersects with Banyan Boulevard, necessitating that we perform improvements in this FDOT right of way.



TOWN OF PALM BEACH

2. Flagler Drive and 23rd Street Force Main Improvement Project

This project consisted of installing about a mile of 24" to 30" force main for the Town of Palm Beach throughout the City of West Palm Beach; Dixie Highway is an FDOT roadway in that area. Photographs of work being performed in that FDOT right of way are shown on the left.

3. Northwood Rail Utility Relocation Phase 1

This was an FDOT project administered through the City of West Palm Beach and included some work in an FDOT right of way including a sanitary sewer jack and bore. (FDOT Permit 2015H-496-0064-93929).



4. Phase 1 South Undergrounding of Overhead Utilities Project

This project included undergrounding overhead Utilities (FPL, Comcast, & ATT) for about 5 miles along S. Ocean Blvd. (A1A), an FDOT roadway. This project required an FDOT permit.



5

CITY OF WEST PALM BEACH

5. Broadmoor Neighborhood Improvement Project:

This was the largest neighborhood improvement project undertaken by the City of West Palm Beach, and one of the roadways improved, Forrest Hill Boulevard, was an FDOT roadway, that was completed under an FDOT permit.



3

POMPANO BEACH CRA

6. Dr. Martin Luther King Blvd. Phase 1:

This utility and roadway improvement project included work at the intersection of Dr. Martin Luther King Blvd. and Dixie Hwy., which was an FDOT roadway at that time.



4



4



Financial Statements



Our balance sheets for 2019, 2018, and 2017 are included in Tab B - ERQ Attachments & Answers section.

Our 2020 balance sheet and financial information should be available later this month.

Whiting-Turner's confidential financial statements have been provided in a separate envelope and marked, "Exempt financial records under FL Statute 119.017(1)(c)".

The envelope is located in the book marked "original".

WT THE WHITING-TURNER CONTRACTING COMPANY		BALANCE SHEET		2019
ASSETS		Current Assets		
Cash and cash equivalents			\$	421,248,034
Marketable securities				1,332,794,593
Accounts receivable				1,382,168,202
Contract asset				407,953,173
Other current assets				4,792,095
Total current assets				3,548,956,097
Restricted Marketable Securities				512,917
Property and Equipment, Net of Depreciation				22,563,636
Other assets				219,969,556
Total assets				3,792,002,206
LIABILITIES AND STOCKHOLDERS' EQUITY		Current Liabilities		
Accounts payable			\$	2,036,490,136
Contract liability				373,663,755
Accrued expenses and other liabilities				390,743,675
Total current liabilities				2,800,897,566
Long-term debt				—
Total liabilities				2,800,897,566
Stockholders' Equity		Voting preferred stock — 12% non-cumulative, \$8.00 par value, 537,550 shares authorized and outstanding		5,913,050
		Executive preferred stock — \$.01 par value, \$10.00 redemption value, 5,000,000 shares authorized; 800,566 shares outstanding		8,005,661
		Class A common stock — \$.01 par value, 1,000 shares authorized and outstanding		10
		Paid-in capital		10,690,680
		Retained earnings		1,097,661,297
		Accumulated other comprehensive loss		(131,166,058)
Total stockholders' equity				991,104,640
Total liabilities and stockholders' equity				3,792,002,206

WT THE WHITING-TURNER CONTRACTING COMPANY		BALANCE SHEET		2018
ASSETS		Current Assets		
			\$	423,868,658
				1,179,044,803
				1,841,614,454
				104,185,044
				3,669,338
				3,552,382,297
				1,194,526
				20,082,961
				153,128,194
			\$	3,726,787,978
				1,965,522,916
				617,557,268
				222,261,176
				2,805,341,360
				—
				5,913,050
				9,963,561
				10
				10,690,680
				1,005,532,961
				(110,653,644)
				921,446,618
			\$	3,726,787,978

THE WHITING-TURNER CONTRACTING COMPANY
BALANCE SHEET | DECEMBER 31, 2018

2018

THE WHITING-TURNER CONTRACTING COMPANY
BALANCE SHEET | DECEMBER 31, 2017

2017

			\$	243,397,777
				1,161,188,890
				1,292,315,794
				114,329,554
				72,175,453
				2,883,407,468
				2,189,018
				17,440,383
				42,258,741
			\$	2,945,295,610
				1,382,995,836
				559,894,369
				159,968,874
				2,102,859,079
				—
				2,102,859,079
				5,913,050
				11,848,741
				10
				10,690,680
				905,461,554
				(91,477,504)
				842,436,531
			\$	2,945,295,610



Insurance Statement

STATEMENT OF ABILITY:

Whiting-Turner has the ability to obtain the required insurance as stated in this RFQ.

We've provided our General Proof of Coverage for your reference.

We've also included two examples of recent COI's for projects on the following page.

PROVIDER INFORMATION:

Riggs, Counselman, Michaels & Downes, Inc.
(RCMD)
555 Fairmount Ave. • Towson, MD • 21286

PROVIDER CONTACT:

Courtney Mitchell
Phone • 410-339-7263
Fax • 410-339-7234
Email • cmitchell@rcmd.com

**CERTIFICATE OF LIABILITY INSURANCE**
 DATE (MM/DD/YYYY)
7/28/2020

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

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

PRODUCER Riggs, Counselman, Michaels & Downes, Inc. 555 Fairmount Avenue Towson MD 21286		CONTACT NAME: Courtney Mitchell PHONE (A/C No. Ext): 410-339-7263 E-MAIL ADDRESS: cmitchell@rcmd.com		FAX (A/C No): 410-339-7234
INSURED The Whiting - Turner Contracting Company 300 E Joppa Rd Baltimore MD 21286		INSURER(S) AFFORDING COVERAGE INSURER A: Travelers Property Casualty Company of America INSURER B: Travelers Indemnity Company INSURER C: INSURER D: INSURER E: INSURER F:		NAIC # 25674 25658

COVERAGES **CERTIFICATE NUMBER:** 1191674716 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☒ LOC OTHER:		VTC2KCO5788B20AIND20	8/1/2020	8/1/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COM/OP AGG \$ 4,000,000 Total Aggregate \$ 25,000,000
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$		VTC2JCAP5788B22320	8/1/2020	8/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	VTC2KUB6P95227720 VTRKUB6P95003820	8/1/2020 8/1/2020	8/1/2021 8/1/2021	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

CERTIFICATE HOLDER

.Specimen	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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ADDITIONAL INSURANCE SAMPLES



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/31/2020

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

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

PRODUCER Riggs, Counselman, Michaels & Downes, Inc. 555 Fairmount Avenue Towson MD 21286	CONTACT NAME: Courtney Mitchell PHONE (A/C No. Ext): 410-339-7263 FAX (A/C No.): 410-583-5459 E-MAIL ADDRESS: cmitchell@rcmd.com
INSURED The Whiting - Turner Contracting Company 300 E Joppa Rd Baltimore MD 21286	INSURER(S) AFFORDING COVERAGE INSURER A: Travelers Indemnity Company 25658 INSURER B: Travelers Property Casualty Company of America 25674 INSURER C: Starr Indemnity & Liability Company 38318 INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: 2078523998 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC OTHER:	Y	VTC2KCO5788B20AIND20	8/1/2020	8/1/2021	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMPIOP AGG \$4,000,000 OTHER AGGREGATE \$25,000,000
B	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	Y	VTC2JCAP5788B22320	8/1/2020	8/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$3,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER:
C	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☒ RETENTION \$	Y	1000585941201	8/1/2020	8/1/2021	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 OTHER:
A	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	Y N/A	8/1/2020 8/1/2020	8/1/2021 8/1/2021	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Job: Terra Mar Bridge project, near 1920 E Terra Mar Dr, Pompano Beach, FL 33062. City of Pompano Beach is listed as Add'l Insured under GL on a primary & non-contributory basis and Auto as required by written contract. Waiver of Subrogation is granted under GL, Auto & WC as required by written contract. Excess Liability follows form of underlying coverage for GL, Auto & Employers' Liability. 30 days notice of cancellation, 10 days notice of cancellation for non-payment of premium

CERTIFICATE HOLDER

CANCELLATION

City of Pompano Beach
100 W. Atlantic Blvd.
Pompano Beach FL 33060

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/19/2019

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

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

PRODUCER HMS Insurance Associates, Inc. 20 Wight Ave Suite 300 Hunt Valley MD 21030	CONTACT NAME: PHONE (A/C No. Ext): 410-337-9755 FAX (A/C No.): E-MAIL ADDRESS: squidley@hmsia.com
INSURED The Whiting-Turner Contracting Company 300 East Joppa Road Towson MD 21286	INSURER(S) AFFORDING COVERAGE INSURER A: Indian Harbor Insurance Company 36940 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: 609194829 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Pollution Lib	Y	CEO744604301	8/1/2018	8/1/2020	EACH OCCURRENCE \$3,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMPIOP AGG \$ OTHER:
	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER:
	☐ UMBRELLA LIAB ☐ EXCESS LIAB ☐ DED ☐ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ OTHER:
	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				☐ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 RE: Job #17942 Tamarind Ave Roadway & Utility Improvements N Tamarind Avenue, WPB, FL 33401

The City of West Palm Beach additional insured when required by written contract or agreement per the attached pollution endorsement #KLD4001214

CERTIFICATE HOLDER

CANCELLATION

The City of West Palm Beach
400 Clematis St.
West Palm Beach FL 33401

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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integrity • excellence • experience • leadership • www.whiting-turner.com

WT
WHITING-TURNER

Contact Info:
Frank Zaremba • 561.719.4044
frank.zaremba@whiting-turner.com

TOWN OF LAUDERDALE BY THE SEA CM AT RISK CONTRACT SERVICES FOR PALM CLUB SEWER PROJECT - RFQ 21-03-01

APRIL 7, 2021



UTILITY & EXCAVATION CORP.
UNDERGROUND ENGINEERING

Submitted by:

R.P. Utility & Excavation Corp.

10376 W. State Road 84

Suite 6

Davie, FL 33324

Tel. 786-577-6666

TITLE PAGE

PROJECT TITLE

CM at Risk Contract Services for Palm Club Sewer Project

PROJECT NUMBER

RFQ 21-03-01

PROPOSER'S NAME

RP Utility and Excavation Corp.

ADDRESS & TELEPHONE NUMBER

10376 W. State Road 84, Suite 6
Davie, FL 33324
Tel. 786-577-6666

CONTACT PERSON

Javier Garzon
Chief Executive Officer
Tel. 305-992-3703
Email: javier@rpucorp.com

DATE

April 7, 2021



UTILITY & EXCAVATION CORP.
UNDERGROUND ENGINEERING

Submitted by:
R.P. Utility & Excavation Corp.
10376 W. State Road 84
Suite 6
Davie, FL 33324
Tel. 786-577-6666

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UTILITY & EXCAVATION CORP.
UNDERGROUND ENGINEERING

Submitted by:
R.P. Utility & Excavation Corp.
10376 W. State Road 84
Suite 6
Davie, FL 33324
Tel. 786-577-6666

ESSENTIAL REQUIREMENTS QUESTIONNAIRE

You may use additional sheets as necessary to sufficiently respond to the below questions.

A Proposer may be disqualified if the answer to any of questions 1 through 5 below is "no."

A Proposer may be disqualified if the answer to any of questions 6, 7, 8 or 9 is "yes." Please provide an explanation if the answer to questions 6, 7, 8 or 9 is "yes".

1. Proposer possesses a valid and current Florida contractor's license for the Project for which it intends to submit a bid.

☒ Yes ☐ No

2. Proposer has or will obtain a general liability insurance policy with a policy limit of at least \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate.

☒ Yes ☐ No

3. Proposer has current Florida workers' compensation insurance policy/or is exempt because of no employees. (Specify one).

☒ Yes ☐ No

4. Have you attached your latest copy of a reviewed financial statement with accompanying notes and supplemental information?

NOTE: A financial statement that is not reviewed by a Certified Public Accountant is not acceptable. A letter verifying availability of a line of credit may also be attached; however, it will be considered as supplemental information only, and this is not a substitute for the required financial statement.

(The financial records provided are exempt from public disclosure under Florida Statute 119.071(1)(c). Therefore, if any Proposer is concerned with the disclosure of their records, such records should be placed in a separate envelope returned with their RFQ response and marked as follows: "Exempt financial records under FL Statute 119.071(1)(c)".)

Financial Statement will be provided in a separate

☒ Yes ☐ No envelope.

5. Have you attached a notarized statement from a surety insurer approved by the Florida Department of Insurance and authorized to issue bonds in the State of Florida, which states that your current bonding capacity is sufficient for the magnitude of project for which you seek pre-qualification?

NOTE: The notarized statement must be from the surety company, not an agent or broker.

☒ Yes ☐ No

6. Has your contractor's license been revoked at any time in the last five (5) years?

☐ Yes ☒ No

7. Has a surety firm completed a contract on your behalf, or paid for completion because your firm was default terminated by the project owner within the last five (5) years?

☐ Yes ☒ No

8. At the time of submitting this pre-qualification form, is your firm ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract?

☐ Yes ☒ No

If the answer is "yes," state the beginning and ending dates of the period of debarment:

9. At the time during the last five (5) years, has your firm, or any of its owners or officers, been convicted of a crime involving the awarding of a contract for a government construction project, or the bidding or performance of a government contract?

☐ Yes ☒ No

**ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE, COMPLIANCE
WITH CIVIL AND CRIMINAL LAWS**

A. Current Organization and Structure of the Business

For Firms that are Corporations:

1a. Date Incorporated: July 11, 2011

1b. Under the laws of what State: Florida

1c. Provide all the following information for each person who is either (a) an officer of the corporation (president, vice president, secretary, and treasurer), or (b) the owner of at least ten percent of the corporation's stock:

Name: Raidel Perez & Javier Garzon

Position: Owners

Years with Company: 10 years

% Ownership: 100%

Social Security #: 47-2742507

1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five (5) years.

NOTE: For this question, "owner" and "partner" refer to ownership of ten percent or more of the business, or 10 percent or more of its stock, if the business is a corporation.

Person's Name: N/A

Construction Firm: _____

Date of Person's Participation with Firm: _____

For Firms that are Partnerships:

1a. Date of formation: _____

1b. Under the laws of what State: _____

1c. Provide all the following information for each partner who owns 10 percent or more of the firm:

Name: _____

Position: _____

Years with Company: _____

% Ownership: _____

1d. Identify every construction company that any partner has been associate with (as owner, general partner, limited partner or officer) at any time during the last five (5) years.

NOTE: For this question, “owner” and “partner” refer to ownership of ten percent or more of the business, or 10 percent or more of its stock, if the business is a corporation.

Person’s Name: _____

Construction Firm: _____

Date of Person’s Participation with Firm: _____

For Firms that are Sole Proprietorships:

1a. Date of commencement of business: _____

1b. Name of company owner: _____

1c. Identify every construction company that any partner has been associate with (as owner, general partner, limited partner or officer) at any time during the last five (5) years.

NOTE: For this question, “owner” and “partner” refer to ownership of 10 percent or more of the business, or 10 percent or more of its stock, if the business is a corporation.

Person's Name: _____

Construction Firm: _____

Date of Person's Participation with Firm: _____

For Firms that Intend to make a Bid as part of a Joint Venture:

1a. Date of commencement of joint venture: _____

1b. % Ownership of Joint Venture: _____

B. History of the Business and Organizational Performance

1. Has there been any change in ownership of the firm at any time during the last three (3) years?

NOTE: A corporation whose shares are publicly traded is not required to answer this question.

____ Yes ☒ No

If "yes", explain on a separate signed page.

2. Is the firm a subsidiary, parent, holding company or affiliate of another construction firm?

NOTE: Include information about other firms if one firm owns 50 percent or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.

____ Yes ☒ No

If "yes", explain on a separate signed page.

3. Are any corporate officers, partners or owners connected to any other construction firms?

NOTE: Include information about other firms if an owner, partner, or officer of your firm holds a similar position in another firm.

____ Yes ☒ No

If "yes", explain on a separate signed page.

4. State your firm's gross revenues for each of the last three (3) calendar years:

2020_____ 2019_____ 2018_____

5. How many years has your organization been in business in Florida as a CM at RISK under your present business name and license number? 27 Years. During those years, how many projects were structured as CMF projects? 10. Provide owner names and size of each project. RPU has teamed up with A² Group, Inc. who specializes in CM at Risk projects; while RP Utility specializes in underground construction. See attached project references with indicate the projects completed as CMAR.

6. Is your firm currently the debtor in a bankruptcy case?

____ Yes x No

If "yes", please attach a copy of the bankruptcy petition, showing the case number, and the date on which the petition was filed.

7. Was your firm in bankruptcy at any time during the last five (5) years? (This question refers only to a bankruptcy action that was not described in answer to question 6, above).

____ Yes x No

If "yes", please attach a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued.

C. LICENSES

1. List all Florida construction license numbers, classifications and expiration dates of the Florida contractor licensees held by your firm:

Underground Utility and Excavation - CUC-1224965

General Contractors License - Currently being added.

Our partner, A² Group, Inc. has the following licenses which will add to the team:

- Landscape Architect - LC-26000250

- Professional Engineer - EB-0007338

- General Contractor - GC-C045136

- Underground Utility and Excavation Contractor - CU-C056689

- Commercial Pool/Spa - CP-C1456966

2. If any of your firm's license(s) are held in the name of a corporation or partnership, list below the names of the qualifying individual(s) listed on the contractor's State Licensing Commission (CSLB) records who meet(s) the experience and examination requirements for each license.

Raidel Perez - Refer to resume within qualifications package.

3. Has your firm changed names or license number in the past five (5) years?

____ Yes x No

If "yes", explain on a separate signed page, including the reason for the change.

4. Has any owner, partner or (for corporations) officer of your firm operated a construction firm under any other name in the last five (5) years?

____ Yes x No

If "yes" explain on a separate signed sheet.

5. Has the State of Florida license(s) held by your firm been suspended within the last five (5) years?

____ Yes x No

If "yes", explain on a separate signed sheet.

D. Disputes

1. At any time in the last five (5) years has your firm been assessed and paid liquidated or other damages or costs after completion or related to a project under a construction contract with either a public or private owner?

____ Yes x No

If “yes”, explain on a separate signed page, identifying all such projects by owner, owner’s address, and the date of completion of the project, amount of liquidated damages assessed and all other information necessary to explain the assessment of liquidated damages.

2. In the last five (5) years has your firm, or any firm with which any of your company’s owners, officers or partners was associate been debarred, disqualified, removed or otherwise prevented from bidding on, or completion, any government agency or public works project for any reason?

NOTE: “Associated wit” refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and which is listed in response to question 1c or 1d on this form

____ Yes ☒ No

If “yes”, explain on a separate signed page. State whether the firm involved was the firm applying for pre-qualification here or another firm. Identify by name of the company, the name of the person within your firm who was associated with that company, the year of the event, the owner of the project, the project and the basis for the action.

3. In the last five (5) years, has your firm been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible bidder?

____ Yes ☒ No

If “yes”, explain on a separate signed page. Identify the year of the event, the owner, the project and the basis for the finding by the public agency.

NOTE: The following two (2) questions refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another contractor, or subcontractor.

4. In the past five (5) years, has any claim against your firm concerning your firm’s work on a construction project been filed in court or arbitration?

____ Yes ☒ No

If “yes” on separate signed sheets of paper identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim,

the court in which the case was filed and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

5. In the past five (5) year, has your firm made any claim against a project owner concerning work on a project or payment for a contract and filed that claim in court or arbitration?

____ Yes ☒ No

If “yes” on separate signed sheets of paper identify the claim(s) by providing the project name, date of the claim, name of entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending, or if resolved a brief description of the resolution).

6. At any time during the past five (5) years, has any surety company made any payments on your firm’s behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on your firm’s behalf, in connection with a construction project, either public or private?

____ Yes ☒ No

If “yes”, on separate signed page the amount of each such claim, the name and telephone number of the claimant, the date of the claim, the grounds for the claim, the present status of the claim, the date of resolution of such claim if resolved, the method by which such was resolved if resolved, the nature of the resolution and the amount, if any, at which the claim was resolved.

7. In the last five (5) years, has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?

____ Yes ☒ No

If “yes” on separate signed page. Name the insurance carrier, the form of insurance and the year of the refusal.

E. Criminal Matters and Related Civil Suits

1. Has your firm or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?

____ Yes ☒ No

If “yes” on separate signed page, including identifying who was involved, the name of the public agency, the date of the investigation and the grounds for the finding.

2. Has your firm or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?

____ Yes ☒ No

If “yes”, explain on separate signed page, including identifying who was involved, the name of the public agency, the date of the conviction and the grounds for the conviction.

3. Has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?

____ Yes ☒ No

If “yes” identify on a separate signed page the person or persons convicted, the court (the TOWN if a state court, the district or location of the federal court), the year and the criminal conduct.

F. Bonding

1. Bonding capacity: Provide documentation from your surety identifying the following:

Name of bonding company/surety: The Ohio Casualty Insurance Company

Name of surety agent, address and telephone number: Nielson Hoover Group
Jarrett Merlucci - 305-722-2222663

2. If your firm was required to pay a premium of more than one (1) percent for a performance and/or payment bond on any project(s) on which your firm worked at any time during the last three (3) years, state the percentage that your firm was required to pay. You may provide an explanation for a percentage rate higher than one percent, if you wish to do so.

N/A

3. List all other sureties (name and full address) that have written bonds for your firm during the last five (5) years, including the dates during which each wrote the bonds.

We have had the same surety company since the companies' inception in 2011.

4. During the last five (5) years, has your firm ever been denied bond coverage by a surety company, or has there ever been a period of time when your firm had no surety bond in place during a public construction project when one was required?

____ Yes x No

If “yes”, provide details on a separate signed page indicating the date when your firm was denied coverage and the name of the company or companies, which denied coverage; and the period during which you had no surety bond in place.

G. Compliance with Occupational Safety and Health Laws and with Other Labor Legislation Safety

1. Has the Occupational Safety and Health Administration (OSHA) cited and assessed penalties against your firm for any “serious” “willful” or “repeat” violations of its safety or health regulations in the past five (5) years?

NOTE: If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Commission has not yet ruled on your appeal, you need not include information about it.

____ Yes x No

If “yes”, attach a separate signed page describing the citations, including information about the dates of the citations, the nature of the violation, the project on which the citation(s) was or were issued, the amount of penalty paid, if any. If the citation was appealed to the Occupational Safety and Health Appeals Commission and a decision has been issued, state the case number and the date of the decision.

2. Has the federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five (5) years?

NOTE: If you have filed an appeal of a citation and the Appeals Commission has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

____ Yes ☒ No

If "yes", attach a separate signed page describing each citation.

3. Has the state or federal Environmental Protection Agency (EPA) or any Air Quality Management District or any Regional Water Quality Control Commission cited and assessed penalties against either your firm or the owner of a project on which your firm was the CM at RISK or general contractor in the past five (5) years?

NOTE: If you have filed an appeal of a citation and the Appeals Commission has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

____ Yes ☒ No

If "yes", attach a separate signed page describing each citation.

4. Within the last five (5) years, has there ever been a period when your firm had employees but was without workers' compensation insurance or state-approved self-insurance?

____ Yes ☒ No

If "yes," please explain the reason for the absence of workers' compensation insurance on a separate signed page. If "No," please provide a statement by your current workers' compensation insurance carrier that verifies periods of workers' compensation insurance coverage for the last five (5) years. (If your firm has been in the construction business for less than five (5) years, provide a statement by your workers' compensation insurance carrier verifying continuous workers' compensation insurance coverage for the period that your firm has been in the construction business

H. Prevailing Wage and Apprenticeship Compliance Record

1. Has there been more than one (1) occasion during the last five (5) years in which your firm was required to pay either back wages or penalties for the firm's failure to comply with the state's prevailing wage laws?

NOTE: This question refers only to your own firm's violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.

____ Yes x No

If "yes," attach a separate signed page or pages, describing the nature of each violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid and the amount of back wages and penalties that you were required to pay.

I. Insurance Requirements

Each policy of insurance carried by the successful Proposer for this project shall be issued by an insurance company licensed to do business in the State of Florida with a rating of "A" or better and a financial size category of "V" or better according to the latest edition of "Bests".

Attach a notarized statement from the Worker's Compensation carrier specifying organization's current Experience Modification rating for Worker's Compensation in the State of Florida.

Required Attachments

Failure to provide the following attachments may be cause for disqualification for this solicitation.
Attachment 1 – Proposer's Certification of Various Matters

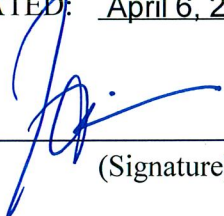
DECLARATION

1. Acknowledgement and Release. By signing this page, Proposer authorizes any financial institution, credit reporting agency and/or service, legal firm or any other type of business, agency or individual named within this document to release to the TOWN (or TOWN's designated representative) any and all information as that information relates, or could relate, to the ability to evaluate the background, stability and general worthiness of the Proposer to perform current or future construction activities if awarded a contract by the TOWN.
 - a. A photocopy of this page shall be deemed as valid as an original document.
 - b. This Acknowledgement and Release shall remain in effect until such time as the Proposer, in writing, requests that the TOWN cease any attempt to evaluate himself/herself/themselves as potential CMR for construction work on TOWN properties.
 - c. Reserved Right. The TOWN reserves the right, for the sole purpose of evaluating a Proposer, to make other inquiries as permitted by law. Furthermore, the TOWN reserves the right to reject any or all applications.

AFFIDAVIT

I, the undersigned, certify and declare that I have read all the foregoing answers to this prequalification questionnaire and understand their contents. The answers provided in the questionnaire are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters, I believe them to be true. I declare under penalty of perjury under the laws of the State of Florida, that the foregoing is correct.

DATED: April 6, 2021



(Signature)

Javier Garzon - President

(Printed name and title)

PROJECT TEAM FORM

Federal I.D. No. 45-2742507

CMR

	Name of Individual Assigned to Project	Number of Years Experience	Education, Degrees
Principal-in-Charge	<u>Javier Garzon</u>	<u>18</u>	<u>Bachelor of Science</u>
Project Manager	<u>Victor Menocal</u>	<u>23</u>	<u>Bachelor of Science</u>
Asst. Project Manager	<u>Moises Sumoza</u>	<u>23</u>	<u>Bachelor of Science</u>
Other Key Member- Estimating	<u>Alphonso Brown</u>	<u>6</u>	<u>Bachelor of Science</u>
Other Key Member	<u>Alberto G. Ribas, PE</u>	<u>37 Years</u>	<u>Bachelor of Science</u>

RFQ ATTACHMENT 1 – PROPOSER’S CERTIFICATION OF VARIOUS MATTERS

Note: This form is available in WORD format from the TOWN upon request.

PROPOSER: RP Utility & Excavation Corp.

RFQ 21-03-01 for Palm Club Sewer Project

THIS FORM MUST BE SIGNED AND SUBMITTED WITH PROPOSAL TO BE DEEMED RESPONSIVE. The undersigned guarantees the truth and accuracy of all statements and the answers contained herein.

I have carefully examined the Request for Proposal referenced above ("RFQ") and any other documents accompanying or made a part of this RFQ.

I hereby propose to furnish the goods or services specified in the RFQ. I agree that my proposal will remain firm for a period of 120 days in order to allow the TOWN adequate time to evaluate the proposals.

I certify that all information contained in this proposal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this proposal on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

The firm and/or PROPOSER hereby authorizes the TOWN of Lauderdale-by-the-Sea, its staff or consultants, to contact any of the references provided in the proposal and specifically authorizes such references to release, either orally or in writing, any appropriate data with respect to the firm offering this proposal.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service; no officer, employee or agent of the TOWN or any other proposer is interested in said proposal; and that the undersigned executed this PROPOSER's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

If this proposal is selected, I understand that I will be expected to execute the TOWN's standard professional services contract, in the form approved by the TOWN Attorney.

A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crimes may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, sub-contractor, or consultant under a contract with a public entity, and may not transact business with any public entity in excess of the threshold amount provided in Sec. 287.017 Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list. I further certify, under oath, that neither the entity submitting this sworn statement, nor to my knowledge, any of its officers, directors, executives, partners, shareholder, employees, members or agents active in the management of the entity has been convicted of a public entity crime subsequent to July 1, 1989.

I further certify that the firm and/or PROPOSER has not had a surety company finish work on any project within the last five (5) years.

I further certify that the firm and/or PROPOSER has not been found by a judge, arbitrator, jury, or a nolo contendere plea to have submitted a false or fraudulent claim to a public agency within the last ten (10) years.

I further certify that the firm and/or PROPOSER has not been disqualified, removed, or otherwise been prevented from bidding on, or completing a federal, state or local government project because of violations of law or a safety regulation, pursuant to Public CONTRACT Code Section 10162.

RP Utility & Excavation Corp.
Name of Business

By: [Signature]
Signature

Javier Garzon, President
Print Name and Title

10376 W. State Road 84, Suite 6

Davie, FL 33324
Mailing Address

State of Florida

County of Broward

Sworn to and subscribed before me this 6th day of April, 2021.

Notary Public

[Notary Seal]
Notary Public State of Florida
Victor G Garcia-Menocal
My Commission GG 343881
Expires 06/11/2023
MY Commission Expires:



UTILITY & EXCAVATION CORP.
UNDERGROUND ENGINEERING

Submitted by:
R.P. Utility & Excavation Corp.
10376 W. State Road 84
Suite 6
Davie, FL 33324
Tel. 786-577-6666

April 6, 2021

Town of Lauderdale-By-The Sea
Town Clerk
4501 North Ocean Drive,
Lauderdale-By-The-Sea, FL 33308

RE: RFQ21-03-01 CM at Risk Contract Services for Palm Club Sewer Project

RP Utility and Excavation Corp. (RPU) in conjunction with A² Group, Inc. is please to submit our response to RFQ#21-03-01 for the Construction Management at Risk Contract Services for Palm Club Sewer Project and we would like to express our commitment to the Town of Lauderdale-By-The-Sea to execute this project. We believe that the Town should select a team that is easy to work with and that will deliver at every step of the way; with this in mind, our Team's goal is to surpass the Town's high expectations at every stage of the project.

RPU was established in 2011 and specializes in underground utility, construction management and environmental construction company specializing in commercial, municipal and federal projects. RPU is one of the fastest growing municipal construction contracting organizations in Florida, specializing in all aspects of infrastructure improvements. The RPU Team brings together an outstanding local team of contractors, engineers, landscape architects, permitting specialists and community outreach professionals that are committed to helping the Town achieve its goals.

The RPU Team provides the Town with the opportunity to team up with an established heavy civil/utility contractor with the requisite experience in the general services listed in the RFQ. Moreover, we have teamed up with A² Group, Inc. which is a firm that specializes in Construction Management and Construction Management at Risk projects for the last 25 years. A² is licensed as an engineering, landscape architect, commercial pool/spa contractor (fountains), general contractor and utility contractor firm. These qualifications are tailor made for projects like this one since all of these qualifications will be necessary during the pre-construction services particularly value engineering.



RPU is capable of self-performing the majority of the general services listed in the RFQ. Most CMAR firms are not Heavy Civil / Utility Contractors and are unable of self-performing any of the major work. The RPU team will one of the few teams that can truly own their own schedule since we are capable of self-perform a majority of the work. RPU is capable of self-perform the following scopes of work:

- Maintenance of Traffic
- Installation of Gravity Sewer Systems
- Installation of sanitary sewer manholes
- Installation of sanitary sewer laterals
- Installation of force main

- Installation of submersible lift stations – structures and mechanical components
- Dewatering Experts - Well Points, Dewatering Wells, Open Pumping
- Temporary Restoration

Additionally, this should provide the Town with the lowest price since most CMARs are unable to self-perform this work and will subcontract it out. They will charge the Town the cost of the subcontractor which includes their markup plus the CMAR fee. While in our case, we would not be double dipping on the overhead and profit providing the Town with a lower price, with a higher quality contractor while pushing the schedule to accomplish this project as quickly as possible. As an added benefit, RPU can respond to any emergency immediately to resolve any potential utility break. Our competitors will most probably have to subcontract them out and may not be able to deliver in a timely manner.

The RPU Team has the experience and exceptional understanding of the challenges related to safely and effectively deliver on this project. Our team will collectively develop a plan, in conjunction with the Town and local stakeholders, that is consistent with the overall Town objectives. Selecting the RPU Team will provide the Town with a team that has unparalleled experience and the proven local experience to successfully deliver this project for the Town and its residents.

We would like to thank you for the opportunity to submit our Qualifications.

Please contact me at the numbers below if you have any questions or concerns.

Regards,



Javier A. Garzon | President

17680 NW 78th Avenue, Suite 101, Hialeah, FL 33015

786.577.6666 office | 786.391.0217 fax | 305.992.3703 mobile



UTILITY & EXCAVATION CORP.
UNDERGROUND ENGINEERING

Submitted by:
R.P. Utility & Excavation Corp.
10376 W. State Road 84
Suite 6
Davie, FL 33324
Tel. 786-577-6666

PROFILE OF CONSTRUCTION MANAGEMENT SERVICES

R.P. Utility & Excavation Corp.



Total Headcount: 25
National, Regional, Local: Local
Project Office: 10376 W. State Road 84, Suite 6, Davie, FL 33324
Federal Tax ID: 45-2742507
Contact Person: Javier Garzon, CEO
Email: javier@rpucorp.com

Established in 2011, R.P. Utility & Excavation Corp. (RPU) is a prominent underground utility, site development, and environmental construction company specializing in commercial, municipal, and federal projects. RPU is one of the fastest growing municipal construction contracting and management organizations in South Florida, specializing in all aspects of infrastructure improvements. RPU primarily operates in South Florida but has successfully completed multiple projects all over the State of Florida. RPU's proven track record and exceptional reputation with its customers has allowed it to thrive and expand. RPU has a substantial bond line of surety credit through Nielson & Company, Inc. The Nielson & Company, Inc. holds RPU in very regard and is considered to be among their finest clients.

Offices

RPU has two local offices in South Florida. Both of our local offices are listed below:

Miami Dade County

17680 NW 78th Avenue, Suite 101, Hialeah, FL 33015

Broward County

10376 W. State Road 84, Suite 6, Davie, FL 33324

Our employees are split between both offices and would be able to properly services this project. Our Broward County office is approximately 19 miles from the actual project location. This would allow us to be at the project location in under 30 minutes.

Officers

Raidel Perez, President
Javier Garzon, Vice President
Yamilde Perez, Secretary

Equipment

RPU's fleet allows us to be self-sufficient on the majority of our projects. However, should the need arise that a piece of equipment is not available, we have accounts with all large equipment rental companies such as United Rentals, Herc Rentals, Dobbs Equipment, etc. They can provide us with any piece of equipment within a day. Most traditional CMAR companies do not own any of their own equipment.

Bonding

RPU has the bonding capacity that meets and exceeds the requirements of this project.

SURETY BONDS
RISK MANAGEMENT
CONSTRUCTION INSURANCE

NHG NIELSON HOOVER GROUP

NIELSON, HOOVER & COMPANY
COLLINSWORTH, ALTER, FOWLER & FRENCH
NHG SPECIALTY

March 30, 2021

RE: R.P. UTILITY & EXCAVATION CORP.

To Whom It May Concern:

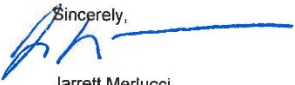
This is to advise you that our office provides Bid, Performance and Payment Bonds for R.P. Utility & Excavation Corp. Their Surety is The Ohio Casualty Insurance Company, which carries an A.M. Best Rating of A XV and is listed in the department of the Treasury's Federal Register.

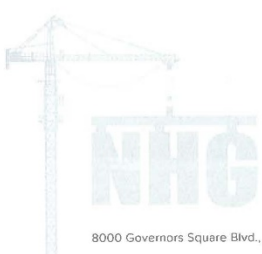
Based upon normal and standard underwriting criteria at the time of the request, we should be in a position to provide Performance and Payment Bonds in the amount of \$20,000,000 for single size projects and \$40,000,000 total bonding capacity. It must be understood; however, that we reserve the right to review all contractual documents prior to final commitment to issue any bonds.

R.P. Utility & Excavation Corp. is an excellent contractor and we hold them in high regard. We feel extremely confident in them and encourage you to offer them an opportunity to execute any upcoming projects.

This letter is not an assumption of liability, nor is it a bid or performance and payment bond. It is issued only as a bonding reference requested by our respected client.

Sincerely,


Jarrett Merlucci
Resident Agent



8000 Governors Square Blvd., Suite 101, Miami Lakes, FL 33016 | P: 305.722.2663 | F: 305.558.9650 | W: nielsonbonds.com

 ACRSURE Agency Partner

Project Office

Our project office will be our Davie office. This office is approximately 19 miles away from the project location. Below is our proposed project address with Local Business Tax.

10376 W. State Road 84, Suite 6, Davie, FL 33324

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT
115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000
VALID OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021

DBA: RP UTILITY & EXCAVATION CORP **Receipt #:** 189-298270
Business Name: RP UTILITY & EXCAVATION CORP **Business Type:** ALL OTHER TYPES CONTRACTOR
(UNDERGROUND UTILITY & EXCAVATION CONTRACTOR)
Owner Name: PEREZ, RAIDEL **Business Opened:** 04/15/2019
Business Location: 10376 W STATE RD 84 SUITE 6 **State/County/Cert/Reg:** CUC1224965
DAVIE **Exemption Code:**
Business Phone: 786 5776666

Rooms	Seats	Employees	Machines	Professionals
		10		

For Vending Business Only				Vending Type:		
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
27.00	3.00	0.00	0.00	3.00	3.00	27.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

THIS BECOMES A TAX RECEIPT This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

WHEN VALIDATED

Mailing Address:
PEREZ, RAIDEL
17680 NW 78TH AVE SUITE 101
MIAMI, FL 33015

Receipt # 189-298270
Paid 07/02/2020 27.00

Contractor's License

Ron DeSantis, Governor Halsey Beshears, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
CONSTRUCTION INDUSTRY LICENSING BOARD

THE UNDERGROUND UTILITY & EXCAVATION CO HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

PEREZ, RAIDEL
R.P. UTILITY & EXCAVATION CORP
17680 NW 78TH AVENUE
SUITE 101
MIAMI FL 33015

LICENSE NUMBER: CUC1224965
EXPIRATION DATE: AUGUST 31, 2022
Always verify licenses online at MyFloridaLicense.com

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

FDOT Certification



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

KEVIN J. THIBAUT, P.E.
SECRETARY

March 3, 2020

R.P. UTILITY & EXCAVATION CORP.
17680 NW 78TH AVENUE
HIALEAH, FLORIDA 33015

RE: CERTIFICATE OF QUALIFICATION

Dear Sir/Madam:

The Department of Transportation has qualified your company for the type of work indicated below. Unless your company is notified otherwise, this Certificate of Qualification will expire 6/30/2021. However, the new application is due 4/30/2021.

In accordance with S.337.14 (1) F.S. your next application must be filed within (4) months of the ending date of the applicant's audited annual financial statements.

If your company's maximum capacity has been revised, you can access it by logging into the Contractor Prequalification Application System via the following link:
<HTTPS://fdotwpl.dot.state.fl.us/ContractorPreQualification/>

Once logged in, select "View" for the most recently approved application, and then click the "Manage" and "Application Summary" tabs.

FDOT APPROVED WORK CLASSES:

DRAINAGE, GRASSING, SEEDING AND SODDING, SIDEWALK, Curb & Gutter, Lift Station, Underground Utilities (Water & Sewer).

You may apply for a Revised Certificate of Qualification at any time prior to the expiration date of this certificate according to Section 14-22.0041(3), Florida Administrative Code (F.A.C.), by accessing your most recently approved application as shown above and choosing "Update" instead of "View." If certification in additional classes of work is desired, documentation is needed to show that your company has done such work with your own forces and equipment or that experience was gained with another contractor and that you have the necessary equipment for each additional class of work requested.

All prequalified contractors are required by Section 14-22.006(3), F.A.C., to certify their work underway monthly in order to adjust maximum bidding capacity to available bidding capacity. You can find the link to this report at the website shown above.

Sincerely,

Alan Autry, Manager
Contracts Administration Office

AA:cj

www.fdot.gov

State of Florida Certificate of Status

State of Florida Department of State

I certify from the records of this office that R.P. UTILITY & EXCAVATION CORP is a corporation organized under the laws of the State of Florida, filed on July 11, 2011, effective July 11, 2011.

The document number of this corporation is P11000062856.

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 January 13, 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 Fifth day of May, 2020*



Randy R. Lee
Secretary of State

Tracking Number: 0146002649CU

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

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

EMR Modification



Eastern Insurance Group

April 5, 2021

Town of Lauderdale by the Sea
4501 North Ocean Drive
Lauderdale by the Sea, FL 33308

RE: Experience Modification Rate

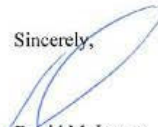
To Whom it May Concern:

The experience modification rates for RP Utility & Excavation Corp. over past three years listed below.
Copies of the modification worksheets included for reference.

Rating Effective Date	Experience Mod Rate
06/16/2020	0.79
06/16/2019	0.80
06/19/2018	0.87

Should you have any questions, do not hesitate in contacting our office at (305) 595-3323.

Sincerely,


David M. Lopez
Principal

STATE OF FLORIDA
COUNTY OF Miami-Dade

The foregoing instrument was acknowledged before me this 5 day of April, 2021, by
David M. Lopez


Signature of Notary Public
ELIZABETH KOBROSSI



Elizabeth Kobrossi
Comm. #HH108993
Expires: March 24, 2025
Bonded Thru Aaron Notary

Personally known: ☒
OR Produced Identification: _____
Type of Identification Produced: _____

7400 SW 50th Terrace, Suite 100 Miami, Florida 33155 • 305 595-3323 fax 305 595-7135 • david@easterninsurance.net

CONSTRUCTION MANAGEMENT AT RISK SERVICES FOR PALM CLUB SEWER PROJECT – RFQ 21-03-01

Insurance

RPU is capable of meeting any insurance requirement set by the Town.

ACORD®		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 07/06/2020															
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER. IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).																			
PRODUCER Eastern Insurance Group, Inc. 9570 SW 107 Avenue Suite 104 Miami FL 33176			CONTACT NAME: Amanda Nogues PHONE (A/C, No, Ext): (305) 595-3323 FAX (A/C, No): (305) 595-7135 E-MAIL ADDRESS: amanda@easterninsurance.net																
INSURED RP Utility & Excavation Corp 17680 NW 78 Avenue, Ste 101 Hialeah FL 33015			INSURER(S) AFFORDING COVERAGE <table border="1"> <tr> <th>INSURER</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Travelers Indemnity Company of America</td> <td>25666</td> </tr> <tr> <td>INSURER B: Travelers Property Casualty Company of America</td> <td>25674</td> </tr> <tr> <td>INSURER C: Bridgefield Employers Insurance Company</td> <td>10701</td> </tr> <tr> <td>INSURER D: Federal Insurance Company</td> <td>20281</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>			INSURER	NAIC #	INSURER A: Travelers Indemnity Company of America	25666	INSURER B: Travelers Property Casualty Company of America	25674	INSURER C: Bridgefield Employers Insurance Company	10701	INSURER D: Federal Insurance Company	20281	INSURER E:		INSURER F:	
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INSURER E:																			
INSURER F:																			
COVERAGES CERTIFICATE NUMBER: Master 20-21 REVISION NUMBER:																			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.																			
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS												
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:			CO-0P990363-TIA-19	07/06/2020	07/06/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 2,000,000 Damage to Premises \$ 300,000												
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			BA-2N531700-19-26-G	07/06/2020	07/06/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$ 10,000												
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$			CUP-OL875337-19-26	07/06/2020	07/06/2021	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000												
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	830-54603	06/16/2020	06/16/2021	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000												
D	Rented/Leased Equipment			45468934	10/29/2020	10/29/2021	\$250,000												
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)																			
CERTIFICATE HOLDER For Information Purposes Only				CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE															

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SUBCONSULTANTS

To further enhance the depth and abilities of our team, we will be adding technical support from ² Group, Inc and Infinite Source Communication Group. We are providing firms with a working history with RPU and the Project Manager. Below is a brief company profile of each of our proposed key subcontractors that will perform work on this project.

A² Group, Inc



Total Headcount: 34

National, Regional, Local: Regional

Mailing Address: 12915 SW 132nd Street, Suite 5, Miami, FL 33186

Federal Tax ID: 65-0469324

Contact Person: Alberto G. Ribas, P.E., RLA, President

E-Mail: ribasa@a2group.com

A² is a licensed as engineering, landscape architecture, general contractor and underground utility contractor firm. These licenses set our firm apart and are especially important during pre-construction services. A² has been able to identify several issues for other clients that prevented financial and time consequences. As such, they maintain a perspective that extends beyond construction management to develop an appreciation for the entire design and construction as well as system maintenance.

Organization

A² Group, Inc. (A²) is an engineering, landscape architecture and construction management organization. With offices in Miami, Orlando and Port Charlotte, they have assembled a highly qualified staff following a structured process that has proven very successful on private and public construction engineering and management programs in Florida, the United States and the Caribbean.

Experience

A² provides licensed general contracting services, program management, engineering, and landscape architectural design, preconstruction services, bid and award, construction management, construction management at risk, construction engineering inspections for roadway projects, post-construction service, and technical consultation.

Quality

The success of A² is directly related to the quality of its services and products. As part of our Total Quality Management philosophy, they have established Quality Controls/Assurance Plans on our projects. The results have provided their clients and the public with quality service and projects. The quality of their work provides essential customer value, which attracts and retains customers. In fact, over 90 percent of their work is repeat business from clients.

Employees

A² strongly believes that to be at the leading edge, all employees must participate in continuing education. Their strong fundamentals allow them to provide practical and cost-effective solutions for clients. As a result, A² has been able to deliver quality services and projects on time and within budget.

Social Responsibility

A² understands the importance of supporting the local community. Our contributions include hiring local staff, volunteering for worthy causes, and providing financial support through charitable donations.

Licenses

- Landscape Architect **LC-26000250**
- Professional Engineering **EB-0007338**
- General Contractor **CG-C045136**
- Underground Utility and Excavation Contractor **CU-C056689**
- Commercial Pool/Spa Contractor **CP-C1456966**

Infinite Source Communications Group



Total Headcount: 13

Mailing Address: 7270 NW 12th Street, Suite 300, Miami, FL 33126

Federal Tax ID: 27-0403430

Contact Person: Monica Diaz, President

E-Mail: monica@iscgroup.com

Infinite Source Communications Group is a full-service marketing and communications agency with effective strategies in the general and Hispanic markets. ISC specializes in public information and community outreach. Our team brings a unique mix of adaptability, creativity, and expertise to every client.

They bring more than 20 years of knowledge and connection to the community. With a resilient commitment to strive for success, we deliver the suitable results to help your brand grow. Their team ensures that your core message resonates. Their diverse clients range from municipalities, agencies, organizations, private sector companies and more. We are prepared to support your business in achieving results and we have fun every step of the way!

ISC aims to instill the right strategic plan with key performance indicators that create a solid return on investment and growth. Their leadership, management and operations initiatives guide your project every step of the way.

INNOVATIVE – ISC fuses traditional grassroots methods with creative graphic design, online technologies and audiovisual production to both measure and enhance public relations initiatives targeting multifaceted audiences.

PROFESSIONAL – ISC is comprised of skilled practitioners who have implemented integrated branding and marketing communications projects across the United States.

PARTNERSHIP – ISC are experts in establishing and fostering relationships with industry leaders. Bringing local knowledge to marketing strategies coupled with strong local and national media relationships, in both English, Spanish and Haitian Creole.

ISC provides a wide range of services, making us the right choice to achieve results for your business. Our services include, but are not limited to:

- Public relations and marketing
- Public involvement
- Social media management
- Audiovisual production
- Graphic and web design
- Branding
- Brand management
- Event planning
- Government affairs
- Lobbying
- Media coaching
- Media buying and advertising
- Promotions
- Copywriting



Subcontractors

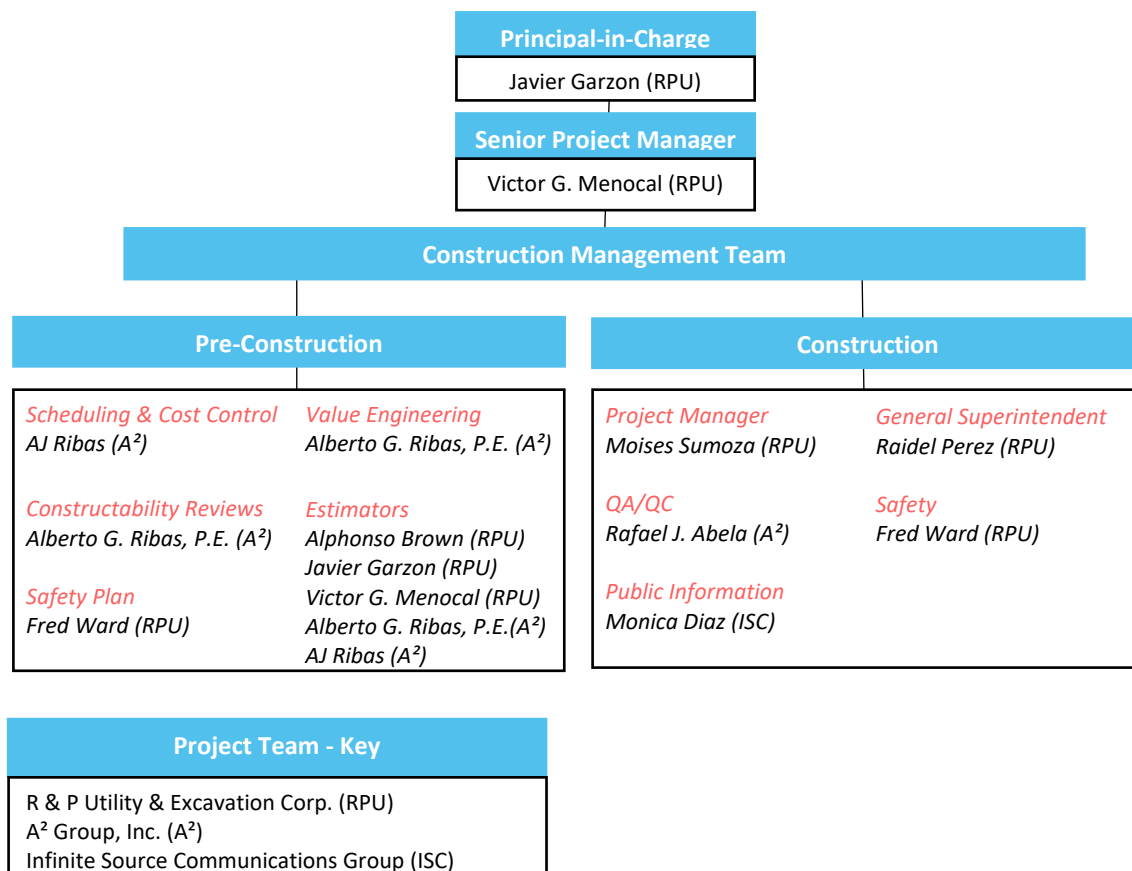
We have the working experience with some of the best local subcontractors available to perform this work. Some of the subcontractors that we have worked with that would be available to perform this work are: Homestead Concrete & Drainage, Homestead Paving, Trio Development, Maestre Construction, General Asphalt, Ranger Construction, South Florida Electrical, CC Control and many others. During the pre-construction stage, we will provide the Town a prequalification of a full listing of subcontractors for review and approval. However, it is our intent to subcontract work with the very best for this project. We will choose firms that have working experience in similar environments.

STAFFING

ORGANIZATIONAL CHART

R.P. Utility & Excavation Corp. (RPU) team recognizes that the goal of every successful project is total client satisfaction and that we not only meet the budget and schedule expectations, but that we work together at defining and addressing project expectations. We achieve this goal through our people - key team members committed to each project.

Our policy is to provide clients with excellent technical services and strong, responsive project management. The Project Organizational Chart below displays our team members, all who are available and committed for the duration of the project for a timely project delivery. This chart illustrates the duties, responsibilities and lines of communication for project team staff members proposed for this project. The RPU team proposed for this project provides the diversity and technical expertise from our Team as well as specialized staff from our subconsultant that the Town needs to successfully complete this project. Additionally, we have enclosed all project team resumes for the Town's review.



Project Roles and Responsibilities

Principal: Javier Garzon

- Build team with project owner, design team and stakeholders. Provides leadership during construction.
- Review progress during construction.
- Ensure processes are implemented.
- Provide support for 100% stakeholder satisfaction.

Senior Project Manager: Victor G. Menocal

- Lead and manage the preconstruction and construction efforts from start to finish.
- Analyze the overall project program
- Establish project goals from all stakeholder's viewpoint
- Coordinate with Superintendent and Assistant Project Manager to manage the construction process
- Review QA/QC Program and Safety Program Implementation

Project Manager: Moises Sumoza

- Assist during preconstruction process
- Maintain tight control over documentation of activities and correspondence.
- Participate in the subcontractor selection and procurement process
- Support all members of the project team for safety, quality control, good communication, and project success

Estimator: Alphonso Brown

- Budgeting and cost modeling
- Preconstruction co-lead
- Constructability Reviews
- Value engineering, value analysis and life cycle cost analysis
- Manage the buyout and closeout processes
- Manage bidding, buyout and subcontracting process

General Superintendent: Raidel Perez

- Build a detailed schedule
- Participate in subcontractor selection
- Develop a strategy for strong project startup
- Lead and manage the construction efforts in the field
- Develop Site logistics plan
- Schedule and manage subcontractors at all levels
- QA/QC program implementation
- Conduct weekly subcontractor meetings, leading subs to focus on quality, safety and schedule

Safety Manager: Fred Ward

- Review Subcontractors project specific safety manuals
- Conduct project orientations and required safety meetings
- Job Hazard Analysis Assessments
- Conduct field safety observations and drive all safety solutions in the field by RPU forces or subcontractors

Pre-Construction Manager: Alberto G. Ribas, P.E.

- Constructability Reviews
- Value Engineering
- Assist with the bidding, buyout, subcontracting, and public information process

Scheduling and Cost Control Manager: AJ Ribas

- Project Scheduling
- Cost Control Procedures & Value Engineering
- Assist with the bidding, buyout, subcontracting, and public information process

QA/QC Process: Rafael J Abela

- Create project specific QA/QC Program
- Make regular site visits for quality control to confirm implementation of QA/QC Program

Javier Garzon

Chief Executive Officer

Firm:

R.P. Utility & Excavation Corp.

Years of Experience:

17

Area of Responsibility:

Principal in Charge

Firm Name and Location:

10376 W. State Road 84
Suite 6
Davie, FL 33324

Education:

- US Army, 82nd Airborne Division Fort Bragg, NC, 1997 – 2001
- Broward College Davie, Florida, Associates of Arts 2002 – 2004
- FIU, Miami, Florida BBA in Management, 2004 – 2006

Certifications:

- OSHA 10-hour Construction Safety and Health, Certificate #20-006016993
- FDOT Temporary Traffic Control (TTC) Advanced Course, Certificate #32907
- Trenching and Shoring Safety Training per OSHA Standard 29 CFR 1926.650-652
- Confined Space Entry Course per OSHA Standard 29 CFR 1926.1200-1213

Mr. Garzon has over 15 years of experience in the fields of water, wastewater, reuse, and water resources construction project management/estimating. Over the last 10 years, he has completed numerous projects for various municipalities in the State of Florida. His underground utilities experience includes estimating, managing, permitting, procurement of materials/equipment, scheduling, submittals, pay requisitions, coordination of subcontractors, coordination of mobilizations, assisting superintendents with planning and personnel needs, assisting engineers & municipalities with analyzing constructability of a project, and providing value engineering.

Relevant Experience:

Project: 69th Avenue Water Main Loop

Client: Manatee County

Contact: Michael Sturm, P.E., 941-708-7450, michael.sturm@mymanatee.org

Description: Installation of +/- 3,157 LF of 12" DIP and +/-3,107 LF of 12" PVC WM including valves, fittings and 635 LF of 20" HDPE Casing with 12" HDPE carrier via HDD.

Contract Amount: \$2,526,409.48; **Role:** Project Manager / Principal in Charge

Project: Emergency Procurement Design Build Service, NW 13th Street Phase 1 Force Main Replacement

Client: CES Construction, LLC.

Contact: Luciano Perera, 954-952-0329, lperera@cesconsult.com

Description: Installation of +/-2,500 LF of 36-inch HDPE Force Main via HDD Method, +/-1,500 LF of 14, 18, 20, 24 & 30-inch DIP Force Main via Open-cut Method along NW 13th Street between Powerline Road & Andrews Avenue. Installation of line stops for final connections, asphalt milling, resurfacing, and concrete restoration. **Contract Amount:** \$2,295,987.00; **Role:** Sr. Project Manager / Principal in Charge

Project: Force Main Upsize from PS D-36 to PS D-35

Client: City of Fort Lauderdale

Contact: Alex Torres, 954-603-5517, atorres@fortlauderdale.gov

Description: Installation of +/- 2,100 LF of 10 & 14-inch HDPE Force Main via HDD method, and +/-1,000 LF of 10 & 14-inch PVC Force Main via Open-cut method along A1A (SE 17th Street) Harbour Drive, Barbara Drive, and Marietta Drive. Asphalt milling, resurfacing and concrete restoration. **Contract Amount:** \$985,000.00; **Role:** Sr. Project Manager / Principal in Charge

Project: TWA Celebration 16-inch Force Main Rehabilitation Project

Client: Tohopekaliga Water Authority

Contact: Janine Alexander 321-388-5178, Janine.Alexander@tetrattech.com

Description: Installation of +/- 5,500 LF of 20-inch HDPE Force Main via HDD method, +/-700 LF of 16-inch PVC Force Main via Open-cut method, and +/-250 LF of 30-inch steel casing via jack & bore method along US 192. Double line stops with bypass for final tie-ins, abandoning of existing Force Main by grouting, and asphalt/concrete restoration. **Contract Amount:** \$2,299,999.99; **Role:** Sr. Project Manager / Principal in Charge.

Javier Garzon (Page 2)

Project: NE 22nd Avenue Force Main Replacement

Client: Broward County Water and Wastewater Services

Contact: Carlton Harris, 954-831-0907, charris@broward.org

Description: Installation of +/-3,200 LF of 6-inch C-909 PVC Force Main, +/-1,385 of 16-inch C-909 PVC Force Main, +/-400 LF of 4-inch C-909 PVC Force Main, and +/- 200 of 20-inch C-909 PVC Force Main. **Contract Amount:** \$1,115,781.45; **Role:** Sr. Project Manager / Principal in Charge

Project: Lift Station No. 49 Force Main Replacement

Client: City of Orlando

Contact: Vinnie Fernandez, 407-448-1333, milton.fernandez@cityoforlando.net

Description: Installation of +/-2,000 LF 10-inch C-900 PVC Force Main, +/-120 LF of CIPP lining into existing 10-inch PVC Force Main, +/-200 LF of CIPP lining into existing 10-inch Vitriified Clay Gravity Sewer Line, and rehabilitation of 2 Gravity Sewer Manholes. **Contract Amount:** \$1,189,976.13; **Role:** Sr. Project Manager / Principal in Charge

Project: Copans Road Wastewater Transmission System Project

Client: City of Coconut Creek

Contact: Dany Kabrit, P.E., 954-973-6786, dkabrit@coconutcreek.net

Description: Installation of +/-7,200 LF 20-inch HDPE Force Main via Horizontal Directional Method and +/-4,400 LF of 18-inch FPVC into existing 20-inch Cast Iron Pipe via Slip Lining Method. **Contract Amount:** \$2,677,601.17; **Role:** Sr. Project Manager / Principal in Charge

Project: Rio Pinar Lakes Blvd. Force Main Replacement

Client: Orange County

Contact: Carlos Torres, 407-947-9905, carlos.torres3@ocfl.net

Description: Installation of +/-4,475 LF 12-inch C-900 PVC Force Main and 130 LF of 24-inch steel casing via Jack & Bore method beneath Curry Ford Road (SR 552). **Contract Amount:** \$1,069,462.73; **Role:** Sr. Project Manager / Principal in Charge

Project: Reclaimed Water System Expansion Phase 1B

Client: City of Miramar

Contact: Eric Francois, 954-422-5826, efrancois@miramarfl.gov

Description: Installation of +/-2,835 LF 30-inch HDPE Reclaimed Water Main underneath I-75 via HDD and +/-160 LF of 24-inch Reclaimed Water Main along Pembroke Road. Scope included asphalt mill and overlay, concrete curb/sidewalk repair replacement. **Contract Amount:** \$1,422,066.24; **Role:** Sr. Project Manager / Principal in Charge

Project: Hillsboro Boulevard Water Main Replacement Directional Drill

Client: City of Deerfield Beach

Contact: Patrick Autley, 954-422-5826, pautley@deerfield-beach.com

Description: Installation of +/-900 LF of 14-inch HDPE Water Main via Horizontal Directional Drill method. **Contract Amount:** \$503,000.00; **Role:** Sr. Project Manager / Principal in Charge

Project: Replacement of 8-inch ACP Force Main, T-2501

Client: Miami Dade Water & Sewer Department

Contact: Marcelino Torres, Construction Manager, 305-746-1068, marcelino.torres@miamidade.gov

Description: Installation of +/-2,332 LF of 10-inch DIP Force Main and +/-1,465 LF of 8-inch DIP Force Main along SW 280 Street in Homestead, FL. **Contract Amount:** \$835,722.04; **Role:** Sr. Project Manager / Principal in Charge

Javier Garzon (Page 3)

Project: Southgate Boulevard & Rock Island Force Main

Client: City of Margate

Contact: Paula Fonseca, Project Engineer, pfonseca@chenmoore.com

Description: Installation of +/-3,100 LF of 12-inch DIP Force Main and +/-3,100 LF of 12-inch HDPE Force Main via Horizontal Directional Drill method. **Contract Amount:** \$795,533.40; **Role:** Sr. Project Manager / Principal in Charge

Project: Furnish & Install 12-inch Force Main from SW 128th Street North along SW 112th Avenue, T-2421

Client: Miami Dade Water & Sewer Department

Contact: David Brown, Project Manager, dbrown@miamidade-psip.com

Description: Installation of +/-4,460 LF of 12-inch DIP Force Main. **Contract Amount:** \$883,333.55; **Role:** Sr. Project Manager / Principal in Charge

Project: Furnish & Install +/- 7,000 LF of Gravity Sewer Mains & +/-1,400 LF of Water Main, T-2384

Client: Miami Dade Water & Sewer Department

Contact: Marcelino Torres, Construction Manager, 305-746-1068, marcelino.torres@miamidade.gov

Description: Installation of +/-7,000 LF of 12, 10, 8, & 6-inch PVC Gravity Sewer Main, 29 Structures, and +/- 1,400 LF of 12-inch DIP Water Main. **Contract Amount:** \$3,720,934.78; **Role:** Sr. Project Manager / Principal in Charge

Project: Miami Springs Water System Fire Flow and Water Service Improvement Phase 2, Furnish & Install 8-inch DIP Water Main, T-2339

Client: Miami Dade Water & Sewer Department

Contact: Pearle Khadar, Construction Manager, 305-323-3900, pearle.khadar@miamidade.gov

Contract Amount: \$1,157,212.31

Final Contract Amount: \$991,807.00

Description: Installation of +/-4,220 LF of 8-inch DIP Water Main and +/- 50 Water Services. **Contract Amount:** \$3,720,934.78; **Role:** Sr. Project Manager / Principal in Charge

Project: Pump Station #1 Force Main

Client: Town of Davie

Contact: Bryan Williams, Project Manager, 954-448-5828, BWilliams@cgasolutions.com

Description: Installation of +/-2,500 LF of 16-inch DIP Force Main, +/- 2,100 LF of 18-inch HDPE via HDD, and +/- 200 LF of 20-inch HDPE via Horizontal Directional Drill method. **Contract Amount:** \$1,104,279.38; **Role:** Sr. Project Manager / Principal in Charge

Project: NE 6th Avenue Water Main Improvements Project

Client: City of North Miami

Contact: Chuks Okereke, City Engineer, 305-893-6511 Ext. 15002, cokereke@northmiamifl.gov

Description: Installation of +/-4,010 LF of 12-inch DIP Water Main along NE 6th Avenue (SR 915). **Contract Amount:** \$1,094,858.42; **Role:** Sr. Project Manager / Principal in Charge

Project: Water Main & Force Main Replacement on Sample Road Phase I

Client: City of Coral Springs

Contact: Najla Zerrouki, Project Engineer, 954-510-4700, nzerrouki@coralsprings.org

Description: Installation of +/-1,550 LF of 16-inch DIP Water Main, +/-950 LF of 12-inch DIP WM, & +/-1,500 LF of 20-inch DIP Force Main along Sample Road between University Drive & Coral Hills Drive (Broward County ROW). **Contract Amount:** \$3,017,070.27; **Role:** Sr. Project Manager / Principal in Charge

Victor G. Menocal

Senior Project Manager

Firm:

R.P. Utility & Excavation Corp.

Years of Experience:

23

Area of Responsibility:

CMAR Sr. Project Manager

Firm Name and Location:

10376 W. State Road 84
Suite 6
Davie, FL 33324

Education:

- Bachelor of Science, Florida International University - 2002

Certifications:

- Confined Space Training
- Work Zone Traffic Control – MOT Advanced Level Certification
- CPR/Medical First Aid
- OSHA 10-hour
- OSHA 30-hour
- OSHA 3015 Excavation, Trenching & Soil Mechanics Certification
- Competent Person Excavation Certification
- Army Corps of Engineers – CQM for Contractors

Mr. Menocal has over 20 years' experience in the construction industry starting on Feb. 1998. He has the experience of overseeing projects up to \$177 million. Mr. Menocal has over 13 years of Design/Build experience starting in 2003. The project scopes range from water main, irrigation main, gravity sewer, force mains, drainage, drainage pump stations, sanitary sewer pump station/lift stations, directional drilling, streetscape improvements, lighting, traffic signal improvements, ITS, neighborhood improvements and bridges. His experience includes approximately 13 major neighborhood improvement projects of over 700 homes each. Mr. Menocal has experience in the installation of the pipe ranging from 4" to 120" Diameter.

Relevant Experience

Project: Miami World Center Plat 1 & 2 Drainage and Streetscapes (2015-2019)

Client: Coastal Tishman JV, 5959 Blue Lagoon Drive, Suite 200, Miami, FL 33126

Contact: David Echezarreta – 305-302-8780

Description: Miami World Center is one of the largest private master-planned projects in the United States, featuring a diversity of urban land use, including retail, hospitality, and residential space. Located in the core of downtown Miami, the ten-block, mixed-use development is situated immediately north of the Central Business District and is surrounded by world-class amenities and boasts convenient access to transportation. Our scope of work consisted of the drainage installation along North Miami Avenue, NE 1st Avenue and NE 2nd Avenue from 6th Street to 10th Street. Our scope of work includes the streetscape improvements such as curb and gutters, electrical conduits, sidewalks, irrigation, sanitary sewer replacement, roadway reconstruction, milling & resurfacing, striping and signage. This project was performed as a subcontractor to Coastal Tishman JV. **Contract Amount:** \$6.7 Million. **Role:** Senior Project Manager.

Project: Flamingo Lummus Streetscape Imp. BP 10E (2010-2011)

Client: City of Miami Beach

Contact: Thais Vieira, R.A. - 305-673-7071

Description: Design/Build Project which consisted of water, drainage, and roadway infrastructure improvements to a neighborhood composed of 1,600 residences and 65 businesses. Water construction included installing 4,600 feet of new 6- to 8-inch DIP and abandoning 5,100 feet of existing water main. Drainage construction included installing 3,500 feet of 15- to 48-inch HDPE and RCP connecting over 70 structures and gravity wells, as well as 900 feet of 3- by 5- foot box culvert. Roadway construction included over 36,000 SY of roadwork, 4,500 SY of sidewalk, driveway & paver work, 9,500 feet of curb & gutter, 65,000 SY of swale reconstruction, planting or relocating over 200 trees; as well as signalization, decorative lighting, and installing 1,000 feet of FPL conduit. This project required major coordination with residents, a school, public transportation, restaurants, nightclubs, and other businesses to minimize our impact on residents and commerce. **Contract Amount:** \$4.4 Mil. **Role:** Design/Build Project Manager

Victor G. Menocal (Page 2)

Project: Town of Surfside Utility Upgrade Project (2011-2013)

Client: Town of Surfside, 9293 Harding Avenue, Surfside, FL 33154

Contact: Randy Stokes – 305-861-4863

Description: The project consisted of water, drainage, and roadway infrastructure improvements to a neighborhood composed of 770 residences and 35 businesses. Water construction included installing 34,000 feet of new 8-inch DIP including rear service conversions from the rear to the front of homes. Drainage construction included installing 17,000 feet of 18- to 54-inch RCP; connecting over 250 structures and 6 pump stations. Roadway construction included 134,000 SY of roadwork, 6,000 SY of sidewalks and driveways, 2,500 LF of curb & gutter, 24,000 SY of swale reconstruction. **Contract Amount:** \$18.3 Million. **Role:** Prime Contractor Project Manager.

Project: SW 6 & 7 Utilities Extension Project Area 3 (2014-2016)

Client: City of Cape Coral Utilities, 1015 Cultural Park Boulevards, Cape Coral

Contact: George Phillips - 239-574-0464

Description: The project consisted of potable water, irrigation, sanitary sewer, stormwater drainage, and hardscape infrastructure improvements to a neighborhood composed of 844 homes and 2 bridges in Cape Coral, Florida. Potable water improvements included installing 39,800 feet of 6- to 8-inch PVC water main with 438 services for 734 meters, 34 fire hydrants, and an aerial crossing. Irrigation improvements included installing 43,790 feet of reclaimed 4- to 16-inch irrigation mains with 498 irrigation services for 844 meters, as well as a 4-inch and a 16-inch aerial crossing. Stormwater drainage improvements included installing, 5,200 feet of 15- to 36-inch HDPE & PVC main, 400 feet of 12x18- to 24x38-inch elliptical HDPE main, and 127 inlet structures. Sanitary sewer improvements included installing 41,100 feet of 8-inch PVC gravity sewer mains up to 16-feet deep including 98 manhole structures and 540 single and double services, 2 wastewater lift station, and 5,620 feet of 6-inch PVC force main. Hardscape and landscape improvements included 100,000 square yards of roadway reconstruction and hardscape restoration, 95,000 square yards of swale reconstruction, and 11,700 square yards of driveways. **Contract Amount:** \$9.7 Million. **Role:** Prime Contractor Project Manager.

Project: Riviera Beach Yacht Harbor Manor (2018-2019)

Client: City of Riviera Beach, 2391 Avenue “L”, Riviera Beach, FL 33404

Contact: Rick Labinsky, P.E. – 561-845-4080

Description: The project involves the reconstruction of Morse Blvd, Manor Drive, Powell Drive, Singer Drive and Ardmore Way in the City of Riviera Beach. The work includes, the reconstruction of deteriorated public streets, installation of limerock base, asphaltic pavement, concrete sidewalks, concrete curb and gutter, reinforced concrete drainage pipe, and inlet structures, exfiltration trench, replacement of existing sanitary sewer system manholes and lines including lateral services and cleanouts, traffic calming devices, striping and signage and water main abandonment. **Contract Amount:** \$8.6 Million. **Role:** Prime Contractor Project Manager.

Project: Sunset Islands 3 & 4 Infrastructure Imp (2014-2016)

Client: City of Miami Beach, 1701 Meridian Avenue, Miami Beach, FL 33139

Contact: Mina Samadi– 305-670-7071

Description: The project consisted of pavement reconstruction, overhead utility undergrounding, sidewalk construction, water main improvements, water meter replacement, water service conversation from rear easements to right-of-way, storm drainage infrastructure including 2 pump stations, sanitary sewer lining, new conduits, conductors and services points for retrofitting existing lighting system and streetscape/planting improvements. **Contract Amount:** \$7.7 Million. **Role:** Design/Build Project Manager.

Project: City of Miami Beach Venetian Causeway Water Main Crossings

Client: City of Miami Beach, 1701 Meridian Avenue, Miami Beach, FL 33139

Victor G. Menocal (Page 3)

Contact: Roberto Rodriguez – 305-673-7071

Description: The project consisted of the water main crossings to San Marino, Dilido and Rivo Alto Islands along the Venetian Causeway. The City of Miami Beach issued this contract as a JOC Design/Build project to complete the water main crossings prior to the FDOT Venetian Causeway project. This was necessary so the upcoming City of Miami Beach neighborhood project could tie-in to a newly installed water main. This project was slated to begin during the FDOT moratorium of Venetian Causeway. Installed approximately 2,800 LF of 4 to 16-inch DIP water main, 33 water services and 6 new fire hydrants. This project required extensive MOT and public coordination due to the heavy pedestrian and vehicular traffic. This also required coordination with the residents of those islands since water main shutdowns were necessary for tie-ins. **Contract Amount:** \$1.2 Million. **Role:** Design/Build Project Manager.

Project: FDOT District 6 Section 2 Project (2008 – 2009)

Client: FDOT District 6

Description: This was a design/build/finance project for the Florida Department of Transportation District IV. The work consisted of the addition of one general use lane in each direction, auxiliary lanes between all interchanges; interchange improvements and, operation safety improvements long the SR826 mainline and ramps. The Interchanges that will be improved with this project are the SR826 Interchanges at SW 56 Street/Miller Drive, Sr874/Don Shula Expressway and SW 40 Street/Bird Road. Four of the bridges are over the CSX railroad and are comprised of steel girders. The other interchange bridges are design with concrete beams (AASHTO Type IV, Mod. Bulb Tee, Florida I Beams). This project also includes a new pedestrian bridge, new drainage, lighting, landscaping, ITS and signalization Improvements. **Contract Amount:** \$177 Mil. **Role:** Design/Build Project Manager

Project: Broadview Park BP 4 20-Inch WM, Broward County WWSS (2009-2010)

Client: Broward County WWSS, 2555 West Copans Road, Pompano Beach, FL 33069

Contact: Patrick McGregor – 954-831-0705

Description: This Neighborhood improvement project consisted of potable water main infrastructure improvements to the City of Plantation's Broadview Park neighborhood along State Road 441, a six-lane commercial road with over 60 businesses. Water infrastructure improvements consisted of installing 8,300 feet of 20-inch ductile iron water main (most of the work at night due to heavy traffic) and 16 air-release and butterfly valves, including 765 linear feet of directional drilling required to run the water main below Broward Boulevard. Additional streetscape improvements included 14,500 square yards of roadwork and installing 12 traffic detection loops, as well as curb & gutters, landscaping, and irrigation. **Contract Amount:** \$1.7 Million. **Role:** Prime Contractor Project Manager.

Project: Section 5 Project Installation of 48-Inch PCCP, MDWASD (2014-2015)

Client: Condotte America, Inc., 10790 NW 127th Street, Medley, FL 33178

Contact: Andres Mendoza – 305-670-7585

Description: This project was performed as a subcontractor for Condotte/CAC/DeMoya, J.V. and it was located on NW 72nd Avenue from NW 8th Street thru NW 12th Street. The project consisted of 48" PCCP including restrained pipe, fittings, closures and connections to existing 48" PCCP. The worked involved critical demolition of existing PCCP, removing sewage from existing pipe, sheeting and shoring, extensive de-watering, deep excavations, installation of access manholes and air releases, dealing with heavy traffic, working on weekends, nights and multiple crews. **Contract Amount:** \$450,000. **Role:** Sr. Project Manager.

Project: Town of Davie Eastside Phase II Infrastructure (2016-2019)

Client: Town of Davie, 6591 Orange Drive, Davie, FL 33314

Contact: Jamiko Sands – 972-815-8056

Victor G. Menocal (Page 4)

Description: The project consists of the complete reconstruction of several residential streets, total approximately 13 acres of Public ROW. Reconstruction includes the complete demolition and disposal of the existing roadway, driveways and drainage facilities and portions of the existing water distribution and sanitary sewer lines within the limits of the available right-of-way and the installation of new drainage facilities, water and sanitary sewer lines, grass swales, concrete sidewalks, and roadways including driveway replacement. The water distribution and sanitary sewer collection system improvements will also include service laterals to the Right of Way, installation of new meter boxes, relocation of existing meter and service piping on Private Property to existing house connection, including complete restoration on Private Property. **Contract Amount:** \$13.2 Million. **Role:** Prime Superintendent.

Project: Las Olas Walk Large Drainage Installation (2018-2019)

Client: Kast Construction, 116 South Federal Highway, Fort Lauderdale, FL 33301

Contact: Sam Wayland – 561-329-9079

Description: The Las Olas Walk project consists of a two-building, 456-unit development will feature a 20,000-square-foot rooftop deck, a co-working space, spa treatment rooms, a fitness center, a dog run and a boathouse with kayaks and paddle boards. Our scope of work consists of tie-in a 54-Inch and 66-Inch drainage on Federal Highway and crossing Federal Highway to the east. Additionally, our scope includes the installation a 10'x4' Box Culvert to a new outfall. This project was performed as a subcontractor to Kast Construction. **Contract Amount:** \$1.2 Million. **Role:** Senior Project Manager.

Project: Prairie Avenue Drainage Improvements Phase II (2012)

Client: City of Miami Beach, 1700 Convention Center Drive, Miami Beach, FL 33139

Contact: Hermes Diaz – 305-670-7080

Description: The project consisted of drainage improvements, roadway reconstruction, hardscape improvements and landscape improvements along Prairie Avenue from 23rd Street to 28th Street. **Contract Amount:** \$550K. **Role:** Prime Contractor Project Manager.

Project: Southwest 89th Avenue Drainage Improvements (2012)

Client: Village of Palmetto Bay, 9705 Hibiscus Street, Palmetto Bay, FL 33157

Contact: Corrice Patterson - 305-969-5011

Description: The project consisted of paving and drainage infrastructure improvements for the Village of Palmetto Bay. Drainage construction included installing 3,700 feet of 15- to 18-inch French drain and 1,400 feet of 15- to 18-inch polyethylene pipe culvert connecting 33 new drainage manholes and 29 new drainage inlets. Paving improvements consisted of 19,000 SY of asphalt overlay and over \$50,000 worth of swale restoration. **Contract Amount:** \$650K. **Role:** Prime Contractor Project Manager.

Project: Englewood Phase II Storm Sewer Project, City of Miami (2013)

Client: City of Miami, 444 SW 2nd Avenue, 8th Floor, Miami, FL 33130

Contact: Maurice Hardie – 305-724-8840

Description: The project consisted of drainage and streetscape infrastructure improvements, as well as constructing traffic calming improvements, specifically 5 traffic circles and 2 raised intersections, at 7 separate intersections affecting 170 residences between Miami's Southwest 18th and 20th street and Southwest 29th and 31st avenue. Drainage infrastructure improvements included installing 1,400 feet of 24-inch pipe culvert and French drain, as well as 47 manholes and inlets. Hardscape infrastructure improvements included 7,600 SY of roadway milling & resurfacing, 860 SY of sidewalk & driveway reconstruction, 2,700 feet of new curb & gutter, planted 10 trees, and 3,600 SY of swale reconstruction & landscaping. **Contract Amount:** \$600K. **Role:** Prime Contractor Project Manager.

Victor G. Menocal (Page 5)

Project: Broadview Park BP 2 NIP, Broward County WWSS (2009-2011)

Client: Broward County WWSS, 2555 West Copans Road, Pompano Beach, FL 33069

Contact: Patrick McGregor – 954-831-0705

Description: The project consisted of sewer and drainage infrastructure improvements to a neighborhood of 760 homes. Sewer installation included 36,500 feet of 6- to 20-inch PVC and DIP gravity sewer with 150 manholes, 3 sewer lift stations, and 14,500 feet of 6- to 12-inch force main. Drainage installation included 16,700 feet of 15- to 24-inch RCP and HDPE pipe and 170 structures. The project required the full reconstruction of 100,000 SY of asphalt including two 1-1/2 inch lifts. This design also included the reclaiming of 65,000 SY of swales for drainage storage.

Contract Amount: \$17.2 Million. **Role:** Prime Contractor Project Manager.

Alphonso Brown

Estimator

Firm:

R.P. Utility & Excavation Corp.

Years of Experience:

10

Area of Responsibility:

Estimator/Project Coordinator

Firm Name and Location:

17680 NW 78th Avenue,
Suite 101, Hialeah, FL
33015

Education:

- University of Florida, Bachelor of Science, 1991-1996

Certifications:

- FDOT Temporary Traffic Control (TTC) Advanced Course, Certificate #22104

Strategic Problem-Solving Sr. Estimator with more than 10 years of experience in the fields of water, wastewater, reuse, and water resources construction estimating. Review drawings, specifications and proposed project site conditions to record findings and strategically create extensive pre-bid RFI's to level bidding playing field. Analyze alternative solutions, construction methods and bidding risks to increase competitiveness of the bid. Also, expert in the development and design of Temporary Traffic Control (TTC) Plan also known as Maintenance of Traffic (MOT) Plan to promote a more efficient and effective construction phasing and staging, minimize contract duration and control cost. Address the broader safety and mobility impacts of work zones and minimize complaints from the traveling public, local businesses and the community.

Relevant Experience

Project: Hillsboro Boulevard Water Main Replacement Directional Drill

Client: City of Deerfield Beach

Contact: C Patrick Autley, 954-422-5826, pautley@deerfield-beach.com

Description: Installation of +/-900 LF of 14-inch HDPE Water Main via Horizontal Directional Drill method. **Contract Amount:** \$553,000.00; **Role:** Estimator/Project Coordinator.

Project: Replacement of 8-inch ACP Force Main, T-2501

Client: Miami Dade Water & Sewer Department

Contact: Marcelino Torres, Construction Manager, 305-746-1068, marcelino.torres@miamidade.gov

Installation of +/-2,332 LF of 10-inch DIP Force Main and +/-1,465 LF of 8-inch DIP Force Main along SW 280 Street in Homestead, FL. **Contract Amount:** \$835,722.04; **Role:** Estimator/Project Coordinator.

Project: Southgate Boulevard & Rock Island Force Main

Client: City of Margate

Contact: Paula Fonseca, Project Engineer, pfonseca@chenmoore.com

Installation of +/-3,100 LF of 12-inch DIP Force Main and +/-3,100 LF of 12-inch HDPE Force Main via Horizontal Directional Drill method. **Contract Amount:** \$949,999.98; **Role:** Estimator/Project Coordinator.

Project: Furnish & Install 12-inch Force Main from SW 128th Street North along SW 112th Avenue, T-2421

Client: Miami Dade Water & Sewer Department

Contact: David Brown, Project Manager, dbrown@miamidade-psip.com

Installation of +/-4,460 LF of 12-inch DIP Force Main. **Contract Amount:** \$1,012,858.39; **Role:** Estimator/Project Coordinator.

Project: Furnish & Install +/- 7,000 LF of Gravity Sewer Mains & +/-1,400 LF of Water Main, T-2384

Client: Miami Dade Water & Sewer Department

Contact: Marcelino Torres, Construction Manager, 305-746-1068, marcelino.torres@miamidade.gov

Alphonso Brown (Page 2)

Description: Installation of +/-7,000 LF of 12, 10, 8, & 6-inch PVC Gravity Sewer Main, 29 Structures, and +/- 1,400 LF of 12-inch DIP Water Main. **Contract Amount:** \$3,720,934.78; **Role:** Estimator/Project Coordinator.

Project: Miami Springs Water System Fire Flow and Water Service Improvement Phase 2, Furnish & Install 8-inch DIP Water Main, T-2339

Client: Miami Dade Water & Sewer Department

Contact: Pearle Khadar, Construction Manager, 305-323-3900, pearle.khadar@miamidade.gov

Description: Installation of +/-4,220 LF of 8-inch DIP Water Main and +/- 50 Water Services. **Contract Amount:** \$991,807.00; **Role:** Estimator/Project Coordinator.

Project: Pump Station #1 Force Main

Client: Town of Davie

Contact: Bryan Williams, Project Manager, 954-448-5828, BWilliams@cgasolutions.com

Description: Installation of +/-2,500 LF of 16-inch DIP Force Main, +/- 2,100 LF of 18-inch HDPE via HDD, and +/- 200 LF of 20-inch HDPE via Horizontal Directional Drill method. **Contract Amount:** \$1,104,279.38; **Role:** Estimator/Project Coordinator.

Project: NE 6th Avenue Water Main Improvements Project

Client: City of North Miami

Contact: Chuks Okereke, City Engineer, 305-893-6511 Ext. 15002, cokereke@northmiamifl.gov

Description: Installation of +/-4,010 LF of 12-inch DIP Water Main along NE 6th Avenue (FDOT ROW). **Contract Amount:** \$1,094,858.42; **Role:** Estimator/Project Coordinator.

Project: Water Main & Force Main Replacement on Sample Road Phase I

Client: City of Coral Springs

Contact: Omar Khan, Project Engineer, 954-510-4700, okhan@ecklerengineering.com

Description: Installation of +/-1,550 LF of 16-inch DIP Water Main, +/-950 LF of 12-inch DIP WM, & +/-1,500 LF of 20-inch DIP Force Main along Sample Road between University Drive & Coral Hills Drive (Broward County ROW). **Contract Amount:** \$3,017,070.27; **Role:** Estimator/Project Coordinator.

Project: West River Drive & NW 58th Terrace Water Main Improvements

Client: City of Margate

Contact: Abraham Stubbins, Inspector, 954-605-0787, astubbins@margatefl.com

Description: Installation of +/-3,000 LF of 6-inch, +/-370 LF of 8-inch, & +/-400 LF of 10-inch DIP Water Main. **Contract Amount:** \$684,305.83; **Role:** Estimator/Project Coordinator.

Project: Cathedral Drive, NW 63rd Terrace, & NW 14th Court Water Main Improvements

Client: City of Margate

Contact: Abraham Stubbins, Inspector, 954-605-0787, astubbins@margatefl.com

Description: Installation of +/-2,100 LF of 6-inch DIP Water Main. **Contract Amount:** \$343,958.58; **Role:** Estimator/Project Coordinator.

Project: Furnish & Install 12-inch DIP Force Main on Miami Lakeway N. from Miami Lakes Drive to Turnberry Drive then to P.S. 0333, RPQ T-2187

Client: Miami Dade Water & Sewer

Contact: Ernest Cano, Construction Manager, 305-718-4843, ernec@miamidade.gov

Description: Installation of +/-2,500 LF of DIP Force Main including a 20x12 Tapping Sleeve and Valve in Miami Lakes Drive. **Contract Amount:** \$604,795.15; **Role:** Estimator/Project Coordinator.

Alphonso Brown (Page 3)

Project: Furnish & Install 12-inch DIP and 16-inch HDPE Force Main on NE 14th Ave. from Miami Gardens Drive to NE 191 Street, RPQ T-2114

Client: Miami Dade Water & Sewer

Contact: Ernest Cano, Construction Manager, 305-718-4843, ernec@miamidade.gov

Description: Installation of +/- 1,835 LF of 12-inch DIP and +/-400 LF of 16-inch HDPE Force Main via HDD. **Contract Amount:** \$546,689.85; **Role:** Estimator/Project Coordinator.

Project: Furnish & Install 10-inch DIP Force Main on NW 112 Ave. from Flagler St. to P.S. 0149, RPQ T-2106

Client: Miami Dade Water & Sewer

Contact: Raul Caballero, Construction Manager, 786-268-5166, raul.caballero@miamidade.gov

Description: Installation of +/-980 LF of 10-inch DIP Force Main including a 36x10 Tapping Sleeve and Valve in S.R. 968 (West Flagler Street). **Contract Amount:** \$285,161.97; **Role:** Estimator/Project Coordinator.

Project: Furnish & Install 16-inch DIP and 20-inch HDPE Water Main in 30-inch HDPE Casing, RPQ T-2056

Client: Miami Dade Water & Sewer

Contact: Carlos Baro, Construction Manager, 786-268-5179, carlos.baro@miamidade.gov

Description: Installation of +/- 3,750 LF of DIP and +/-1,000 LF of 20-inch HDPE Water Main (carrier pipe) and 30-inch HDPE casing underneath I-95. **Contract Amount:** \$1,236,650.20; **Role:** Estimator/Project Coordinator.

Project: Emergency Water Service Interconnect with Coconut Creek, Project # 15-B-144

Client: City of Coral Springs, FL

Contact: Omar Khan, Project Engineer, 954-510-4700, okhan@ecklerengineering.com

Description: Installation of +/- 550 LF of 12-inch Ductile Iron Water Main and +/- 250 LF of 12-inch Ductile Iron Pipe Water Main via Horizontal Directional Drill method. **Contract Amount:** \$292,931.64; **Role:** Estimator/Project Coordinator.

Project: C-14 Water Main Canal Crossing Construction, Project #2015-2011

Client: City of Margate, FL

Design Contact: Abraham Stubbins, Inspector, 954-605-0787, astubbins@margatefl.com

Description: Installation of 1,255 LF of 12-inch Ductile Iron Water Main and +/- 970 LF of 14-inch HDPE Water Main via Horizontal Directional Drill method. **Contract Amount:** \$355,505.80; **Role:** Estimator/Project Coordinator.

Project: Pump Station D Force Main Replacement, Project # IFB 2015.03.05

Client: City of Coral Gables

Contact: Jose Saucedo, P.E., Project Manager, 305-460-5054, jsaucedo@coralgables.com

Description: Open-cut installation of 3,870 LF of 12-inch C-900 PVC Force Main & 500 LF of 12-inch HDPE Force Main via HDD. Asphalt milling and resurfacing of 7,200 SY. **Contract Amount:** \$613,267.32; **Role:** Estimator/Project Coordinator.

Moises Sumoza

Project Manager

Firm:

R.P. Utility & Excavation Corp.

Years of Experience:

23

Area of Responsibility:

Project Manager

Firm Name and Location:

10376 W. State Road 84
Suite 6
Davie, FL 33324

Education:

- Master in Business Administration, Florida International University

- Bachelor of Science in Civil Engineering, Carabobo University

Certifications:

- ATTSA Advanced MOT
- CTQP QC Manager
- CTQP Level I & II Asphalt
- CTQP Plant Manager
- NPDES Stormwater Certification

M.r Sumoza has more than 22 years of diverse construction project management experience which has given him a unique knowledge to manage any project. He has experience in Roadway Construction, Soil stabilization and Roadway Asset Maintenance, underground, dewatering, retention, Airport, bridges, industrial, commercial and vertical construction, paving markings, signage, steel and concrete work, foundations, power poles, power distribution and maintenance, sewage and water projects, telecommunications infrastructure, Optic Fiber cable installation and mechanical installation.

Relevant Experience

Project: Emergency Procurement Design Build Service, NW 13th Street Phase 1 Force Main Replacement

Client: CES Construction, LLC.

Contact: Luciano Perera, 954-952-0329, lperera@cesconsult.com

Description: Installation of +/-2,500 LF of 36-inch HDPE Force Main via HDD Method, +/-1,500 LF of 14, 18, 20, 24 & 30-inch DIP Force Main via Open-cut Method along NW 13th Street between Powerline Road & Andrews Avenue. Installation of line stops for final connections, asphalt milling, resurfacing, and concrete restoration. **Contract Amount:** \$2,295,987.00; **Role:** Project Manager

Project: Force Main Upsize from PS D-36 to PS D-35

Client: City of Fort Lauderdale

Contact: Alex Torres, 954-603-5517, atorres@fortlauderdale.gov

Description: Installation of +/- 2,100 LF of 10 & 14-inch HDPE Force Main via HDD method, and +/-1,000 LF of 10 & 14-inch PVC Force Main via Open-cut method along A1A (SE 17th Street) Harbour Drive, Barbara Drive, and Marietta Drive. Asphalt milling, resurfacing and concrete restoration. **Contract Amount:** \$985,000.00; **Role:** Project Manager

Project: TWA Celebration 16-inch Force Main Rehabilitation Project

Client: Tohopekaliga Water Authority

Contact: Janine Alexander 321-388-5178, Janine.Alexander@tetrattech.com

Description: Installation of +/- 5,500 LF of 20-inch HDPE Force Main via HDD method, +/-700 LF of 16-inch PVC Force Main via Open-cut method, and +/-250 LF of 30-inch steel casing via jack & bore method along US 192. Double line stops with bypass for final tie-ins, abandoning of existing Force Main by grouting, and asphalt/concrete restoration. **Contract Amount:** \$2,299,999.99; **Role:** Project Manager

Project: NE 22nd Avenue Force Main Replacement

Client: Broward County Water and Wastewater Services

Contact: Carlton Harris, 954-831-0907, charris@broward.org

Description: Installation of +/-3,200 LF of 6-inch C-909 PVC Force Main, +/-1,385 of 16-inch C-909 PVC Force Main, +/-400 LF of 4-inch C-909 PVC Force Main, and +/- 200 of 20-inch C-909 PVC Force Main. **Contract Amount:** \$1,115,781.45; **Role:** Sr. Project Manager / Principal in Charge

Fred Ward

Safety Manager

Firm:

R.P. Utility & Excavation
Corp.

Years of Experience:

25

Area of Responsibility:

Safety Manager

Firm Name and Location:

10376 W. State Road 84
Suite 6
Davie, FL 33324

Education:

- BS Business
Administration, Sacred
Heart University,
Santurce, PR

Certifications:

- Confined Space Training
- CPR/Medical First Aid
- OSHA 10-hour
- OSHA 30-hour
- OSHA 3015 Excavation,
Trenching & Soil
Mechanics Certification
-

Mr. Ward has been a Risk and Safety Director involved in multimillion dollar projects along his 25-year career in the “Occupational Risk, Health and Safety Industry”. He has been part of teams that oversee Workers Compensation, Automobile, General Liability and various other lines of insurance coverage. Frederick’s achievements have always been measured through his ability of reducing losses for a clients on all lines of risk. He has been instrumental in the recognition process of hazards, and implementation of programs and policies that work towards a complete overhauling of the safety effort for companies, saving lives, minimizing accidents, creating efficiency in a safe environment and protecting corporate assets.

His experience includes the implementation of more than sixty “Comprehensive Safety and Health Programs” in companies that are still being managed after years of implementation with positive strong results that have enabled these companies to compete in the present insured-driven markets in the Construction Industry, General Industry and Maritime Industry. He has implemented “Safety Training Programs” in areas like: Safety Orientation, Fall Protection, Log Out / Tag Out, Electrical, Scaffold, Confined Space Entry, Trenching and Shoring, Defensive Driving, Ladder, Heavy Equipment Operation, Rigging and Signaling for Cranes, among many other standards covered under the Occupational Safety and Health Administration or the Occupational Safety and Health Act of 1970.

He has been in charge of Accident Investigations, Litigations up to Closure of Claims dealing with all aspects of Claims Management on the Worker’s Compensation side as well as the Auto Liability and General Liability aspect of any claim; dealing with multiple Defense Counsels and Opposing Counsels, Adjusters, Subrogation Departments; coping with all the demands of legal litigations, due dates, requests to produce and interrogatories. Frederick has multiple success stories with companies reducing their Accident to Work Hours Loss Ratio and their Experience Modification Rate. In addition, he has managed visits from Insurance Carrier Loss Control Departments, City, State and Federal Environmental Departments, Fire Departments, Department of Transportation Audits and responses and litigation for various OSHA Inspections.

Since the early 2000’s Frederick has been an Authorized OSHA Outreach Trainer under the Construction Industry, General Industry and Maritime Industry and have been training new employees on OSHA Standards. He also has been an instructor under the National Safety Council for Forklift Training, First Aid and C.P.R., Defensive Driving, Professional Truck Driver Defensive Driving Course among many other courses. He has trained operators in the safe handling of Loaders, Excavators, Bulldozers, Back Hoes and Aerial Lifts among other equipment.

Raidel Perez

General Superintendent

Firm:

R.P. Utility & Excavation Corp.

Years of Experience:

17

Area of Responsibility:

Principal in Charge

Firm Name and Location:

10376 W. State Road 84
Suite 6
Davie, FL 33324

Education:

- US Army, 82nd Airborne Division Fort Bragg, NC, 1997 – 2001
- Broward College Davie, Florida, Associates of Arts 2002 – 2004
- FIU, Miami, Florida BBA in Management, 2004 – 2006

Certifications:

Mr. Perez has over 10 years of experience in the fields of water, wastewater, reuse, and water resources construction management. Over the last 10 years, he has completed numerous projects for various municipalities in the State of Florida. His underground utilities experience includes managing construction crews, procurement of materials/equipment, scheduling, pay requisitions, coordination of subcontractors, coordination of mobilizations, assisting Project Managers with planning and personnel needs, assisting engineers & municipalities with analyzing constructability of a project, and providing value engineering.

Relevant Experience

Project: 69th Avenue Water Main Loop

Client: Manatee County

Contact: Michael Sturm, P.E., 941-708-7450, michael.sturm@mymanatee.org

Description: Installation of +/- 3,157 LF of 12" DIP and +/-3,107 LF of 12" PVC WM including valves, fittings and 635 LF of 20" HDPE Casing with 12" HDPE carrier via HDD.

Contract Amount: \$2,526,409.48; **Role:** General Superintendent.

Project: Emergency Procurement Design Build Service, NW 13th Street Phase 1 Force Main Replacement

Client: CES Construction, LLC.

Contact: Luciano Perera, 954-952-0329, lperera@cesconsult.com

Description: Installation of +/-2,500 LF of 36-inch HDPE Force Main via HDD Method, +/-1,500 LF of 14, 18, 20, 24 & 30-inch DIP Force Main via Open-cut Method along NW 13th Street between Powerline Road & Andrews Avenue. Installation of line stops for final connections, asphalt milling, resurfacing, and concrete restoration. **Contract Amount:** \$2,295,987.00; **Role:** General Superintendent.

Project: Force Main Upsize from PS D-36 to PS D-35

Client: City of Fort Lauderdale

Contact: Alex Torres, 954-603-5517, atorres@fortlauderdale.gov

Description: Installation of +/- 2,100 LF of 10 & 14-inch HDPE Force Main via HDD method, and +/-1,000 LF of 10 & 14-inch PVC Force Main via Open-cut method along A1A (SE 17th Street) Harbour Drive, Barbara Drive, and Marietta Drive. Asphalt milling, resurfacing and concrete restoration. **Contract Amount:** \$985,000.00; **Role:** General Superintendent.

Project: TWA Celebration 16-inch Force Main Rehabilitation Project

Client: Tohopekaliga Water Authority

Contact: Janine Alexander, 321-388-5178, Janine.Alexander@tetrattech.com

Description: Installation of +/- 5,500 LF of 20-inch HDPE Force Main via HDD method, +/-700 LF of 16-inch PVC Force Main via Open-cut method, and +/-250 LF of 30-inch steel casing via jack & bore method along US 192. Double line stops with bypass for final tie-ins, abandoning of existing Force Main by grouting, and asphalt/concrete restoration. **Contract Amount:** \$2,299,999.99; **Role:** General Superintendent.

Raidel Perez (Page 2)

Project: NE 22nd Avenue Force Main Replacement

Client: Broward County Water and Wastewater Services

Contact: Carlton Harris, 954-831-0907, charris@broward.org

Description: Installation of +/-3,200 LF of 6-inch C-909 PVC Force Main, +/-1,385 of 16-inch C-909 PVC Force Main, +/-400 LF of 4-inch C-909 PVC Force Main, and +/- 200 of 20-inch C-909 PVC Force Main. **Contract Amount:** \$2,299,999.99; **Role:** General Superintendent.

Project: Lift Station No. 49 Force Main Replacement

Client: City of Orlando

Contact: Vinnie Fernandez, 407-448-1333, milton.fernandez@cityoforlando.net

Description: Installation of +/-2,000 LF 10-inch C-900 PVC Force Main, +/-120 LF of CIPP lining into existing 10-inch PVC Force Main, +/-200 LF of CIPP lining into existing 10-inch Vitrified Clay Gravity Sewer Line, and rehabilitation of 2 Gravity Sewer Manholes. **Contract Amount:** \$1,189,976.13; **Role:** General Superintendent.

Project: Copans Road Wastewater Transmission System Project

Client: City of Coconut Creek

Contact: Steve Seegobin, 954-973-6786, gseegobin@coconutcreek.net

Description: Installation of +/-7,200 LF 20-inch HDPE Force Main via Horizontal Directional Method and +/-4,400 LF of 18-inch FPVC into existing 20-inch Cast Iron Pipe via Slip Lining Method. **Contract Amount:** \$2,499,998.00; **Role:** General Superintendent.

Project: Rio Pinar Lakes Blvd. Force Main Replacement

Client: Orange County

Contact: Carlos Torres, 407-947-9905, carlos.torres3@ocfl.net

Contract Amount: \$1,069,462.73

Final Contract Amount: TBD

Description: Installation of +/-4,475 LF 12-inch C-900 PVC Force Main and 130 LF of 24-inch steel casing via Jack & Bore method beneath Curry Ford Road (SR 552). **Contract Amount:** \$1,069,462.73; **Role:** General Superintendent.

Project: Reclaimed Water System Expansion Phase 1B

City of Miramar

Project Completed: 2/2020

Superintendent

Contact: Eric Francois, 954-422-5826, efrancois@miramarfl.gov

Contract Amount: \$1,689,799.99

Final Contract Amount: \$1,422,066.24

Description: Installation of +/-2,835 LF 30-inch HDPE Reclaimed Water Main underneath I-75 via HDD and +/-160 LF of 24-inch Reclaimed Water Main along Pembroke Road. Scope included asphalt mill and overlay, concrete curb/sidewalk repair replacement. **Contract Amount:** \$2,526,409.48; **Role:** General Superintendent.

Project: Hillsboro Boulevard Water Main Replacement Directional Drill

Client: City of Deerfield Beach

Contact: Patrick Autley, 954-422-5826, pautley@deerfield-beach.com

Description: Installation of +/-900 LF of 14-inch HDPE Water Main via Horizontal Directional Drill method. **Contract Amount:** \$503,000.00; **Role:** General Superintendent.

Raidel Perez (Page 3)

Project: Replacement of 8-inch ACP Force Main, T-2501

Client: Miami Dade Water & Sewer Department

Contact: Marcelino Torres, Construction Manager, 305-746-1068, marcelino.torres@miamidade.gov

Description: Installation of +/-2,332 LF of 10-inch DIP Force Main and +/-1,465 LF of 8-inch DIP Force Main along SW 280 Street in Homestead, FL. **Contract Amount:** \$835,722.04; **Role:** General Superintendent.

Project: Southgate Boulevard & Rock Island Force Main

Client: City of Margate

Contact: Paula Fonseca, Project Engineer, pfonseca@chenmoore.com

Description: Installation of +/-3,100 LF of 12-inch DIP Force Main and +/-3,100 LF of 12-inch HDPE Force Main via Horizontal Directional Drill method. **Contract Amount:** \$795,533.40; **Role:** General Superintendent.

Project: Furnish & Install 12-inch Force Main from SW 128th Street North along SW 112th Avenue, T-2421

Client: Miami Dade Water & Sewer Department

Contact: David Brown, Project Manager, dbrown@miamidade-psip.com

Description: Installation of +/-4,460 LF of 12-inch DIP Force Main. **Contract Amount:** \$883,333.55; **Role:** General Superintendent.

Project: Furnish & Install +/- 7,000 LF of Gravity Sewer Mains & +/-1,400 LF of Water Main, T-2384

Client: Miami Dade Water & Sewer Department

Contact: Marcelino Torres, Construction Manager, 305-746-1068, marcelino.torres@miamidade.gov

Description: Installation of +/-7,000 LF of 12, 10, 8, & 6-inch PVC Gravity Sewer Main, 29 Structures, and +/- 1,400 LF of 12-inch DIP Water Main. **Contract Amount:** \$3,720,934.78; **Role:** General Superintendent.

Project: Miami Springs Water System Fire Flow and Water Service Improvement Phase 2, Furnish & Install 8-inch DIP Water Main, T-2339

Client: Miami Dade Water & Sewer Department

Contact: Pearle Khadar, Construction Manager, 305-323-3900, pearle.khadar@miamidade.gov

Description: Installation of +/-4,220 LF of 8-inch DIP Water Main and +/- 50 Water Services. **Contract Amount:** \$991,807.00; **Role:** General Superintendent.

Project: Pump Station #1 Force Main

Client: Town of Davie

Contact: Bryan Williams, Project Manager, 954-448-5828, BWilliams@cgsolutions.com

Description: Installation of +/-2,500 LF of 16-inch DIP Force Main, +/- 2,100 LF of 18-inch HDPE via HDD, and +/- 200 LF of 20-inch HDPE via Horizontal Directional Drill method. **Contract Amount:** \$1,104,279.38; **Role:** General Superintendent.

Project: NE 6th Avenue Water Main Improvements Project

Client: City of North Miami

Contact: Chuks Okereke, City Engineer, 305-893-6511 Ext. 15002, cokereke@northmiamifl.gov

Contract Amount: \$1,271,000.00

Final Contract Amount: \$1,094,858.42

Description: Installation of +/-4,010 LF of 12-inch DIP Water Main along NE 6th Avenue (SR 915). **Contract Amount:** \$1,094,858.42; **Role:** General Superintendent.

Raidel Perez (Page 4)

Project: Water Main & Force Main Replacement on Sample Road Phase I

Client: City of Coral Springs

Contact: Najla Zerrouki, Project Engineer, 954-510-4700, nzerrouki@coralsprings.org

Description: Installation of +/-1,550 LF of 16-inch DIP Water Main, +/-950 LF of 12-inch DIP WM, & +/-1,500 LF of 20-inch DIP Force Main along Sample Road between University Drive & Coral Hills Drive (Broward County ROW).

Contract Amount: \$3,017,070.27; **Role:** General Superintendent.

Project: West River Drive & NW 58th Terrace Water Main Improvements

Client: City of Margate

Contact: Abraham Stubbins, Inspector, 954-605-0787, astubbins@margatefl.com

Description: Installation of +/-3,000 LF of 6-inch, +/-370 LF of 8-inch, & +/-400 LF of 10-inch DIP Water Main.

Contract Amount: \$684,305.83; **Role:** General Superintendent.

Project: Cathedral Drive, NW 63rd Terrace, & NW 14th Court Water Main Improvements

Client: City of Margate

Contact: Abraham Stubbins, Inspector, 954-605-0787, astubbins@margatefl.com

Description: Installation of +/-2,100 LF of 6-inch DIP Water Main. **Contract Amount:** \$343,958.58; **Role:** General Superintendent.

Project: Furnish & Install 12-inch DIP Force Main on Miami Lakeway N. from Miami Lakes Drive to Turnberry Drive then to P.S. 0333, RPQ T-2187

Client: Miami Dade Water & Sewer

Contact: Ernest Cano, Construction Manager, 305-310-5389, ecano@cesconstruct.com

Description: Installation of +/-2,500 LF of DIP Force Main including a 20x12 Tapping Sleeve and Valve in Miami Lakes Drive. **Contract Amount:** \$604,795.15; **Role:** General Superintendent.

Project: Furnish & Install 12-inch DIP and 16-inch HDPE Force Main on NE 14th Ave. from Miami Gardens Drive to NE 191 Street, RPQ T-2114

Client: Miami Dade Water & Sewer

Contact: Ernest Cano, Construction Manager, 305-310-5389, ecano@cesconstruct.com

Description: Installation of +/- 1,835 LF of 12-inch DIP and +/-400 LF of 16-inch HDPE Force Main via HDD. **Contract Amount:** \$546,689.85; **Role:** General Superintendent.

Project: Furnish & Install 10-inch DIP Force Main on NW 112 Ave. from Flagler St. to P.S. 0149, RPQ T-2106
Miami Dade Water & Sewer

Contact: Raul Caballero, Construction Manager, 786-268-5166, raul.caballero@miamidade.gov

Description: Installation of +/-980 LF of 10-inch DIP Force Main including a 36x10 Tapping Sleeve and Valve in S.R. 968 (West Flagler Street). **Contract Amount:** \$285,161.97; **Role:** General Superintendent.

Project: Furnish & Install 16-inch DIP and 20-inch HDPE Water Main in 30-inch HDPE Casing, RPQ T-2056

Client: Miami Dade Water & Sewer

Contact: Carlos Baro, Construction Manager, 786-268-5179, carlos.baro@miamidade.gov

Description: Installation of +/- 3,750 LF of DIP and +/-1,000 LF of 20-inch HDPE Water Main (carrier pipe) and 30-inch HDPE casing underneath I-95. **Contract Amount:** \$1,236,650.20; **Role:** General Superintendent.

Project: Emergency Water Service Interconnect with Coconut Creek, Project # 15-B-144

Client: City of Coral Springs, FL

Contact: Najla Zerrouki, Project Engineer, 954-510-4700, nzerrouki@coralsprings.org

Description: Installation of +/- 550 LF of 12-inch Ductile Iron Water Main and +/- 250 LF of 12-inch Ductile Iron Pipe Water Main via Horizontal Directional Drill method. **Contract Amount:** \$1,236,650.20; **Role:** General Superintendent.

Raidel Perez (Page 5)

Project: C-14 Water Main Canal Crossing Construction, Project #2015-2011

Client: City of Margate, FL

Contact: Abraham Stubbins, Inspector, 954-605-0787, astubbins@margatefl.com

Description: Installation of 1,255 LF of 12-inch Ductile Iron Water Main and +/- 970 LF of 14-inch HDPE Water Main via Horizontal Directional Drill method. **Contract Amount:** \$355,505.80; **Role:** General Superintendent.

Project: Pump Station D Force Main Replacement, Project # IFB 2015.03.05

Client: City of Coral Gables

Contact: Jose Saucedo, P.E., Project Manager, 305-460-5054, jsaucedo@coralgables.com

Description: Open-cut installation of 3,870 LF of 12-inch C-900 PVC Force Main & 500 LF of 12-inch HDPE Force Main via HDD. Asphalt milling and resurfacing of 7,200 SY. **Contract Amount:** \$2,526,409.48; **Role:** General Superintendent.

Alberto G. Ribas, P.E., RLA

President

Firm:

A² Group, Inc.

Years of Experience:

37

Area of Responsibility:

Engineering Support,
Constructability Reviews,
QA/QC,

Firm Name and Location:

12915 SW 132nd Street
Suite 5
Miami, FL 33186

Education:

- Mechanical Engineering from FIU in Miami, Florida

Certifications:

- Licensed Professional Civil Engineer, Florida, #PE-0051488
- Registered Landscape Architect, Florida, #La6666759
- Certified General Contractor, Florida, #CGC 045136
- Certified Underground Utility & Excavation Contractor, Florida, #CUC 056689
- Certified Commercial Pool & Spa, Florida, #CPC 1456966
- Army Corps of Engineers – CQM for Contractors
- OSHA Training Course

Since 1982, Mr. Alberto G. Ribas has devoted his working career to the engineering and construction industry. As a Project Executive, he directs his team to successfully plan, manage, and complete construction projects. He controls engineering and construction management for A² including estimating, document and cost control, manpower production analysis, claims analysis and avoidance, and project management. By utilizing various methods, he determines the most cost-effective plan and schedule. He regularly meets with owners, subcontractors, the architect, and other design professionals to monitor and coordinate all phases of the construction project.

Relevant Experience

- MM63 Rest Area and Public Safety Facility off of I-75 for FDOT District 1. This was a design/build project with an emphasis on environmental sustainability, which ultimately achieved a LEED Gold Certification. Construction included spread an continuous footings, reinforced steel, cast-in-place concrete and masonry, waste water treatment and water treatment plant, and associated site work. Construction: \$6.7 million.
- Site Development and Construction of Legacy Park. The scope included construction of a 9.75 acre site with site grading, restroom facilities, three 24'x24' square picnic pavilions, five 2-pole shelters, a kayak/canoe launch with washing station, parking areas, multi-use trail, walkways/sidewalks, storm water facilities, wetland enhancement/restoration, landscaping, lighting and park recreational features. Construction: \$2 million.
- Palmetto Bay Library, Community Center, and Ludovici Park for the Village of Palmetto Bay. This was a Construction Management at Risk project that included construction of an 11,000 sq ft building and park. The two-story building consists of a library, a built-in amphitheater, and a community center. Construction: \$3.2 million.
- Construction Management Services for the USDA Subtropical Horticultural Research Station. This Research Station is a three story reinforced concrete, laboratory/office building with an area of approximately 32,500 square feet, comprising 32 administrative offices, one large conference room, one library archive/reading room, 18 laboratory spaces, 1 cold room, 1 hydraulic elevator, electrical and mechanical rooms, building access control, communications, fire alarm and fire sprinkler systems. Construction: \$8.5 million.
- Miami-Dade College CM at Risk Contracts. Work orders were issued including LEAP: The LEAP project consisted of renovations to the 40,000 SF existing library building to include the replacement of the HVAC System, new library adjunct labs for reading, writing, and math with related spaces on the second floor, and new faculty office on the first and second floor. The library was open during construction, so special measures had to be taken not to interrupt students, faculty, and staff.

Alberto G. Ribas (Page 2)

- Restroom Renovations: The objective of this project was to renovate a number of existing restrooms in buildings 5000 & 7000 on the North Campus. We also worked on bringing them up to the current ADA code.
- Burn Building Training Facility: The facility is composed of a two (2) story Fire Science Burn Lab with a second floor and a usable attic deck and a restroom annex structure.
- Florida Marlin Founder's Suite/Marketing Center for the Marlins. The center was a marketing office where clients could view the construction and mock-up of the ballpark. There were also able to see how the stadium suites would look along with the state-of-the-art facility. It was a full sales and marketing center. The project was completed 10 days early. Construction: \$455,000.
- Development of the Fast Track Area at the South Florida National Cemetery in West Palm Beach, FL for the Department of Veteran Affairs. The project includes a committal shelter, entrance drive, administration and maintenance complex and trailers, burial areas with 5,535 traditional grave sites and 5,204 sites for the in-ground interment of cremated remains, flag-assembly area, site signage and furnishings, grading, drainage, well installation, irrigation system, exotic plant treatment, tree relocations, general utilities, as well as work on SR-7/US441 to modify roadway features and install traffic signalization. Construction: \$11 million.
- SR 417/Boggy Creek Interchange in for the Central Florida Expressway Authority (CFX). This project encompasses 2.98 miles of construction along SR 417 mainline. The SR 417 Interchange at Boggy Creek provides connection to the South Access Road of the Orlando International Airport (OIA). The project includes the widening and construction of seven bridges including four post-tensioned concrete box girders flyovers and the MSE wall panels. Construction: \$85 million.
- Miami-Dade Expressway's (MDX) Design/Build of an eastbound auxiliary lane along SR-836, from West of NW 57th Ave to NW 42nd Ave. The Project included an outside auxiliary lane construction with bridge widenings at NW 57th Avenue, Tamiami (C-4) Canal and Northwest 45th Avenue, ITS relocation, milling and resurfacing, ramp modifications, guardrail installation, drainage improvements, retaining wall systems, lighting and signage modifications. Role: Senior Project Engineer. Construction: \$15 million.

A.J. Ribas

Vice-President

Firm:

A² Group, Inc.

Years of Experience:

18

Area of Responsibility:

Project Controls –
Scheduling, Estimating &
Permitting,

Firm Name and Location:

12915 SW 132nd Street
Suite 5
Miami, FL 33186

Education:

- Masters of Science in Construction Management from Florida International University
- Bachelors of Science in Building Construction from the University of Florida in Gainesville, FL
- Associates of Arts from Santa Fe Community College in Gainesville, FL

Certifications:

- Certified General Contractor - Florida (CGC1518873)
- CTQP TIN #R12001084065
- CTQP QC Manager
- FDOT Advanced MOT
- OSHA 30 Hour-Certified

Mr. A.J. Ribas has been working in this industry since 2002. He has a Bachelor of Science in Building Construction from UF and a Master of Science in Construction Management from FIU. He is fluent in both English and Spanish. He has experience with project management, planning, estimating, document and cost control, as well as aiding engineering consultants in a similar capacity on the procurement phase. He has extensive skills creating and maintaining detailed project schedules. He has also performed field inspections and reviewed construction inspection reports on various projects.

Mr. Ribas performs multiple task throughout the construction phase such as: reviews RFIs, change orders, shop drawing, schedules, construction contract packages, permits, materials, progress payments, punch lists, and assists in drafting responses to contractors and consultants. He has broad civil experience in geotechnical/material testing, heavy earthwork, drainage systems, roadway, and street beautification projects. His vast computer skills include Microsoft Office, AutoCAD, Primavera Expedition, Primavera P6, Primavera Suretrak, Prolog, and Timberline-Basic.

Relevant Experience

- Harborwalk West Project at the Gilchrist Park for the City of Punta Gorda. The scope of services included seawall construction, underground utilities, restroom, pavilions, Maintenance of Traffic (MOT), paving and concrete, along with various other specialty items. Mr. Ribas was the Project Manager. Construction: \$2.2 million.
- Legacy Park for the City of Venice. This project included site development and construction of 9.75 acres in order to create Legacy Park. The scope of work has site grading, restroom facilities, picnic pavilions, shelters, a kayak/canoe launch, parking areas, a multi-use trail, walkways and sidewalks, storm water facilities, wetland enhancement/restoration, landscaping, lighting and park recreational features. Mr. Ribas was the Project Manager. Construction: \$2 million.
- FDOT Design/Build I-75 (Alley) MM 63 Rest Area South and Public Safety Facility CEI Services for FDOT District 1. The scope of this project included placing a larger Rest Area facility at MM63 on I- 75 as well as a Public Safety Center, Two Recreational Access areas into the Big Cypress National Preserve and the upgrading of existing Water and Wastewater Treatment Plants. This project also brought with it coordination between the FDOT, Collier County and the National Park Service who are all stakeholders. Mr. Ribas was the Project Administrator. Construction: \$6.7 million.
- Turnpike NW 41st Street/Heft for the FDOT Turnpike District, FIN 190778-65-02, Task Order #7. This contract included CEI Services for landscaping the HEFT and NW 41st Street in Miami-Dade County. Plants were tagged at the nursery and reflected the Florida Fancy Plants. Once the plants arrived on the jobsite, they were checked to ensure they had been tagged. Mr. Ribas served as a Project Administrator. Construction: \$2 million.

A.J. Ribas (Page 2)

- Central Florida Expressway Authority's CEI Services for the conversion of Boggy Creek Road and John Young Parkway Mainline Plazas on S.R. 417 to open tolling. Work also includes modification of the S.R. 417 approaches to both plazas to add express E-Pass lanes through existing grass median. Construction Budget: \$21 million.
- CEI Services for SR-826/Palmetto Expressway from SW 32nd Street to SW 2nd Street and JPA Relocation of 30" DIP WM along Tamiami Trail. The project includes adding lanes and reconstructing the interchange at SR-826/Palmetto Expressway and Coral Way, adding lanes and reconstructing the interchange at SR-826/Palmetto Expressway and SW 8th Street, as well as the JPA relocation of 30" DIP WM along Tamiami Trail from Sta 1893 + 60 to 1901 + 01. Construction: \$80 million.
- Development of the South Florida National Cemetery in West Palm Beach, FL for the Department of Veteran Affairs. The project included a committal shelter, entrance drive, administration and maintenance complex and trailers, burial areas with 5,535 traditional grave sites and 5,204 sites for the in-ground interment of cremated remains, flag-assembly area, site signage and furnishings, grading, drainage, well installation, irrigation system, exotic plant treatment, tree relocations, general utilities, as well as work on SR-7/US441 to modify roadway features and install traffic signalization. Construction: \$11.4 million.
- CM Services for the USDA Subtropical Horticultural Research Station. This Research Station is a three story reinforced concrete, laboratory/office building with an area of approximately 32,500 square feet, comprising 32 administrative offices, one large conference room, one library archive/reading room, 18 laboratory spaces, 1 cold room, 1 hydraulic elevator, electrical and mechanical rooms, building access control, communications, fire alarm and fire sprinkler systems. Construction: \$7 million.
- Miami-Dade College, Project Number 242410, CM at Risk Contract for LEAP Library Renovation. The project consisted of renovations to the 40,000 SF existing library building to include new library adjunct labs for reading, writing, and math with related spaces on the second floor, and new faculty office on the first and second floor. The scope of work also included renovations for ADA compliance and the replacement of the Library building's H.V.A.C. System. The library was open during construction, so special measures had to be taken not to interrupt students, faculty, and staff. This project was completed two weeks early. Construction: \$1.4 million.

Rafael Abela

Project Manager

Firm:

A² Group, Inc.

Years of Experience:

22

Area of Responsibility:

QA/QC

Firm Name and Location:

12915 SW 132nd Street
Suite 5
Miami, FL 33186

Education:

- Associates of Arts
Degree from Miami Dade
College

Certifications:

- CTQP TIN
A140730753870
- CTQP Asphalt Paving
Technician Levels 1&2
- CTQP Concrete Field
Technician Levels 1 & 2
- CTQP Earthwork
Construction Inspection
Levels 1 & 2
- CTQP Drilled Shaft
Inspection
- CTQP Pile Driving
Inspection
- CTQP Final Estimates
Level 1
- NACHI
- OSHA
- CPR-C

Mr. Rafael J. Abela has been in the construction industry since 1997. He has an Associates degree and over twelve years of experience with CBS (masonry), steel, and wood framing construction in accordance with the local and Florida Building Codes. He has served as a Superintendent, Project Manager, Operations Manager, Threshold Inspector, and a Building Inspector. He is fluent in English and Spanish and is proficient in several types of computer software programs such as AutoCAD R-14, Micro-Station, and Microsoft Office.

Relevant Experience

- Legacy Park for the City of Venice. The project included site development and construction of a 9.75-acre site that will be named Legacy Park. The scope of work included site grading, restroom facilities, three (3) 24' x 24' square picnic pavilions, five (5) 2-Pole shelters, a kayak/canoe launch with washing station, parking areas with driveway and access isles including portions with pervious pavement, multi-use trail, walkways/sidewalks, storm water facilities, wetland enhancement/restoration, landscaping, lighting and park recreational features. Mr. Abela was a Building Inspector. Construction: \$2 million.
- FDOT Design/Build I-75 (Alley) MM 63 Rest Area South CEI Services for FDOT District 1. The scope of this project included placing a larger Rest Area facility at MM63 on I- 75 as well as a Public Safety Center, Two Recreational Access areas into the Big Cypress National Preserve and the upgrading of existing Water and Wastewater Treatment Plants. This project also brought with it coordination between the FDOT, Collier County and the National Park Service who are all stakeholders. This project included environmentally sustainable buildings as well as LEED certified buildings. Mr. Abela served as a Senior Building Inspector. His responsibilities included spread footings and continuous footings inspections, reinforcing steel inspections, cast-in place concrete inspections, form work inspections, and masonry and stucco inspections. Construction: \$8,800,000.
- New Construction of the Arsht Center for the Performing Arts in Miami, Florida. This is a high-quality, state-of-the-art signature facility. The work consisted of the construction of two buildings. The Ballet/Opera House is approximately 298,000 gross square feet and has 2,480 seats. This state-of-the-art theater was designed for operas, ballets, Broadway productions, and other types of presentations. The second building is the Concert Hall, which is about 198,000 gross square feet. This has a 2,200-seat concert hall as well as backstage support, classrooms, lounges, and lobbies. The design of this project included historic landmark preservation, anti-terrorism blast resistant aspects, structures in severe wind and seismic environments and it was an environmentally sustainable design.
- Mr. Abela served as a Threshold Inspector and was responsible for pedestrian bridge inspections, roof decking and framing inspections, auger-cast pile inspections, grand scale foundations and pile cap inspections, spread footings and continuous footings inspections, steel and reinforced concrete column inspections, high impact shear wall inspections, steel joist inspections, steel framing supporting concrete on metal deck inspections, reinforced steel inspections, cast-in place concrete

Rafael Abela (Page 2)

- inspections, form work inspections, shoring and re-shoring of elevated floor slabs inspections, steel structures inspections, and masonry and stucco inspections. Construction: \$309,563,000.
- New Construction of Ten Museum Park in Miami, Florida. This project was a high-rise condominium building in downtown Miami. It has 50 floors and 200 units. The project included high-end commercial and residential finishes. This was a waterfront structure with severe wind considerations. It is also blast resistant for anti-terrorism. Mr. Abela served as a Threshold Inspector and his responsibilities included pre-stress and post tension inspections, auger-cast pile inspections, grand scale foundations and pile cap inspections, spread footings and continuous footings inspections, steel and reinforced concrete column inspections, reinforcing steel inspections, cast-in-place concrete inspections, post tension cables inspections, form work inspections, shoring and re-shoring of elevated floor slabs inspections, and masonry and stucco inspections.
- New Construction of the Loft 1 in Miami, Florida. The Loft 1 is a 23-story tower in downtown Miami that has 196 units. This was an environmentally sustainable design that also focused on blast resistance (anti-terrorism), the severe wind environment, and the proximity of transportation. Mr. Abela served as a Threshold Inspector. His responsibilities included pre-stress and post tension inspections, auger-cast pile inspections, beam inspections (tie, strap, link, and grade), high impact shear wall inspections, reinforcing steel inspections, cast-in-place concrete inspections, post tension cables inspections, form work inspections, shoring and re-shoring of elevated floor slabs inspections, and masonry and stucco inspections.
- New Construction of the Loft 2 in Miami, Florida. The Loft 2 was a residential skyscraper In the Central Business District of downtown Miami. It is 433 ft tall and contains 35 floors. This was an environmentally sustainable design that also focused on blast resistance (anti-terrorism), the severe wind environment, and the proximity of transportation. Mr. Abela served as a Threshold Inspector.

Monica Diaz

Principal

Firm:

Infinite Source
Communications (ISC)

Years of Experience:

11

Area of Responsibility:

Public Information

Firm Name and Location:

7270 NW 12th Street
Suite 300
Miami, FL 33126

Education:

- Arizona State University
– Bachelors of Arts in
Journalism and Mass
Communication, Public
Relations 2005.

Training & Certifications:

- Florida Department of
Transportation (FDOT)
Public Involvement
Certification Training
Course, Jan. 2008
- National Transit Institute
Public Involvement
Certification, 2009
- Disadvantaged Business
Enterprise (DBE) Certified
- Women/Minority
Business Enterprise
(MBE/CBE) Certified
- Small Business
Enterprise (SBE)

Ms. Diaz, Principal of Infinite Source Communications, is a bilingual communications professional, experienced in public involvement, public relations, print journalism and integrated marketing communications. She manages the day-to-day operations of the company, develops new business opportunities and directs a staff of trained PR professionals and graphic designers. Ms. Diaz has managed more than 50 transportation and has 11 years of professional experience and actively serves as Public Information Officer (PIO) for infrastructure projects in Miami-Dade and Broward counties. Ms. Diaz works with agencies such as the Florida Department of Transportation (FDOT), the City of Miami Beach, and Broward County Public School District. She is capable of managing high profile public involvement/public information projects, building public consensus, communicating with key stakeholders and media, and executing marketing and design efforts for multiple clients. She also has the ability to handle numerous tasks quickly and successfully, ensuring goals are being attained and most importantly, that the quality assurance/quality control of the overall directed work is managed successfully. Through her years of experience in various transportation and community outreach projects, Ms. Diaz has built and fostered a variety of key stakeholder relationships and actively works with communities to develop a clear understanding of transportation related matters and municipal developments.

Relevant Experience

- 2013 - Present – Public Information Manager – Target Engineering Group, 75 Express Managed Lanes, Miami-Dade County, FL Infinite Source Communications Group Contact Person: Raj Rangaswamy P.E., 305.446.2323
- 2013-Present – PIO Project Manager - FDOT District Six Miami Beach Construction Public Information Consulting Contract - Miami-Dade County, FL – Infinite Source Communications Group FDOT Project Manager: Kathy McLendon, 305-640-7437
- 2011-Present – PIO Project Manager - FDOT District Six Design Public Information Consulting Contract - Miami-Dade County, FL – Infinite Source Communications Group FDOT Project Manager: Maribel Lena, 305-470-5349
- 2011-2013 – Public Information Officer - City of Miami Beach Office of Capital Improvement Projects (CIP), Central Bayshore Neighborhood Enhancement Project Miami Beach, FL – Infinite Source Communications Group Lanzo Construction Project Manager: Bob Beaty, 305-931-9581 performed as a subcontractor to Kast Construction. Contract Amount: \$1.2 Million. Role: Assistant Project Manager.
- 2011-2012 – PIO Project Manager - City of Miami Beach Public Works Department, West Avenue Bridge Project PD&E Study, Miami Beach, Florida – Infinite Source Communications Group Gannett Fleming Project Manager: Jose Clavell, 786-845-9540

Monica Diaz (Page 2)

- 2011-2012 – PIO Project Manager - City of Miami Beach CIP, City Center 9C Lincoln Road Improvement Project, Miami Beach, Florida – Infinite Source Communications Group Miami Beach CIP Project Manager Carla Dixon, 305-673-7071
- 2010-2012 – Project Public Information Specialist Consultant - FDOT District Six Construction/The Cunningham Group, Biscayne Boulevard/SR 112 Widening Project, Miami-Dade County, Florida –Infinite Source Communications Group
- 2009-2012 – Public Information Officer - City of Miami Beach CIP Office, City Center 9A Right-of-Way Improvement Project, Miami Beach, Florida – Infinite Source Communications Group Miami Beach CIP Project Manager Maria Hernandez, 305-673-7071
- 2009 – Public Information Officer - FDOT/Miami-Dade County SW 88 Street/ Kendall Drive/ State Road (SR) 94 Widening Project, Miami-Dade County, Florida – Infinite Source Communications Group Downrite Project Manager Eddy Hernandez, 305-232-2340
- 2007-2009 – Public Information Specialist – FDOT District Six Miscellaneous Construction Contract, Miami-Dade County, Florida – Quest Corporation of America FDOT Construction Public Information/Project Manager: Kathy McLendon, 305-640-7437 FDOT North Miami-Dade Resident Engineer: Ivan Hay, 305-640-7116.
- 2009-Present – Modani Furniture Los Angeles, New York, Miami – Public Relations Consultant, Project Manager – Company Spokesperson
- 2011-2012 – Phoenix and Associates Consulting Services, Miami, FL – Marketing and Public Relations, Web Development, Project Manager
- 2007-2008 – SonyBMG Music Entertainment Latin America, Miami, FL – Marketing and Label Management Coordinator
- 2006-2007 – El Paso Media Group/El Paso Magazine, El Paso, TX – Account Manager/Journalist
- 2004-2005 – Tempe Convention and Visitors Bureau, Tempe, AZ – Communications Coordinator
- 2003-2005 – The Walker Agency, Scottsdale, AZ – Public Relations Coordinator



UTILITY & EXCAVATION CORP.
UNDERGROUND ENGINEERING

Submitted by:
R.P. Utility & Excavation Corp.
10376 W. State Road 84
Suite 6
Davie, FL 33324
Tel. 786-577-6666

PROJECT EXPERIENCE

PROJECTS	Maintenance of Traffic	Gravity Sewer System	Sanitary Sewer Manholes	Sanitary Sewer Laterals	Force Main	Lift Stations	Dewatering – Well Points	Dewatering – Wells	Wetland / Coastal Construction	Milling & Resurfacing	Residential – ~100 Residents	Permitting	Public Information	CMAR Project	Greater Than \$1 Million Budget
City of Fort Lauderdale Design/Build Services for NW 13th Street Phase I Force Main Replacement - P12388	•				•		•		•	•	•	•	•		•
City of Fort Lauderdale Force Main Upsize from Pump Station DS-36 to Pump Station D-35 – P12413	•				•	•			•	•	•	•	•		
Miami-Dade WASD Furnish and Install 12-Inch DIP and 16-Inch HDPE Force Main in NE 14 th Avenue from North Miami Gardens Drive to PS 455 - RPQ T-2114	•				•		•			•	•	•			
Miami-Dade WASD Consent Decree Project CD 6.00 Furnish and Install Approximately 7,700 LF of Gravity Sewer on NW 32 nd Avenue and NE 368 th Street – RPQ T-2384	•	•	•	•	•	•	•		•	•	•	•			•
Town of Davie Pump Station #1 Force Main Replacement	•				•	•	•					•			•
City of Coral Springs Water Main & Force Main Replacement on Sample Road Phase I	•				•		•					•			•
City of Coconut Creek Copan Road Wastewater Transmission System Project No. 09-12-19-11	•				•			•		•	•	•			•
City of Coral Gables Pump Station D Force Main Replacement	•				•	•	•								
City of Coral Gables Valencia Avenue Gravity Sewer – Emergency Project	•	•	•	•			•			•	•	•	•		
Duck Key Utilities Improvements Project Phases 4-6 (Javier Garzon's Experience)	•	•	•	•	•	•	•	•	•	•	•	•			•
City of St. Petersburg 36-Inch Force Main Replacement Phase 2	•				•					•		•			•
Orange County International Drive Force Main and Reclaimed Water Main Improvements - #Y13-7001-PH (Javier Garzon's Experience)	•				•	•	•			•	•	•			•
Broward County WWSS Broadview Park BP 2 Neighborhood Improvement (Victor Menocal's Experience)	•	•	•	•	•	•	•	•	•	•	•	•	•		•
Town of Surfside Utility Upgrade Project (Victor Menocal's Experience)	•	•	•	•	•	•	•	•	•	•	•	•	•		•
City of Coral Gables CMAR for Miracle Mile Streetscape Project (Victor Menocal's Experience)	•									•	•	•	•	•	•

CONSTRUCTION MANAGEMENT AT RISK SERVICES
FOR PALM CLUB SEWER PROJECT – RFQ 21-03-01

PROJECTS	Maintenance of Traffic	Gravity Sewer System	Sanitary Sewer Manholes	Sanitary Sewer Laterals	Force Main	Lift Stations	Dewatering – Well Points	Dewatering – Wells	Wetland / Coastal Construction	Milling & Resurfacing	Residential– ~100 Residents	Permitting	Public Information	CMAR Project	Greater Than \$1 Million Budget
Miami World Center Drainage and Streetscape Improvements (Victor Menocal's Experience)	•						•	•	•		•	•	•	•	•
VA South Florida National Cemetery (A ² Group)								•	•			•		•	•
VA Puerto Rico National Cemetery (A ² Group)								•	•			•		•	•
Legacy Park (A ² Group)									•			•		•	•
Palmetto Bay Library (A ² Group)												•		•	•
USDA Subtropical Horticultural Center US Department of Agriculture (A ² Group)												•		•	•
City of Miami Beach Right of Way Improvements Program Manager (A ² Group & Victor Menocal's Personal Experience)	•	•	•	•	•	•	•	•	•	•	•	•	•		•
MD College North Campus LEAP Library Renovations CM at Risk (A ² Group & Victor Menocal's Personal Experience)												•		•	•
MD College North Campus Building 5000 & 7000 Restroom Renovations CM at Risk (A ² Group & Victor Menocal's Personal Experience)												•		•	
MD College North Campus Burn Building CM at Risk (A ² Group & Victor Menocal's Personal Experience)												•		•	•

PRIOR EXPERIENCE



CITY OF FORT LAUDERDALE DESIGN/BUILD SERVICES FOR NW 13TH STREET PHASE I FORCE MAIN P12388

Team Member: R.P. Utility & Excavation

Client: City of Fort Lauderdale

Contact Name: Luciano Perera

Phone: (954) 952-0329

Contract Duration: June 2020-Ongoing

Initial Cost: \$2,295,986.50

Final Cost: \$2,295,986.50

This project was a Design/Build project which consisted of the installation of approximately 2,414 LF of new 36-inch HDPE DR11 force main under Northwest 13th Street by horizontal directional drilling (HDD). The project connected to the existing 24-Inch Force main along Powerline Road to an interconnection to an existing 20-Inch Force Main along North Andrews Avenue. There were interconnections to two existing 14-Inch force mains along NE 13th Street at NW 1st Avenue and NW 2nd Avenue.

Additionally, the project included the installation of a new plug valve and piping near NE 14th Avenue and 11th Street to replace the existing inoperable valve and providing isolation (line stop) to perform the tie-in. This work was necessary to divert flows away from the work area on NW 13th Street between Powerline Road and North Andrews Avenue.

PRIOR EXPERIENCE

CITY OF FORT LAUDERDALE FORCE MAIN SIZE UP FROM PUMP STATION D 86 TO PUMP STATION D 85 – P12413	
Team Member: R.P. Utility & Excavation Client: City of Fort Lauderdale Contact Name: Alex Torres Phone: (954) 828 6231 Contract Duration: Nov. 2020 to April 2021 Initial Cost: \$985,000.00 Final Cost: \$890,841.39	The project consists of a force main size up from Pump Station D 86 to Pump Station D 85 which is located along Harbour Inlet Drive and SE 25 th Avenue from Barbara Drive to SE 17 th Street in the City of Fort Lauderdale. The work includes approximately 2,095 LF of 10 inch and 14 inch HDP by directional drill and 830 LF of 10 inch and 14 inch PVC Force Main via open cut. This work included the hardscape restoration, landscape restoration, milling, resurfacing pavement markings and signs.

PRIOR EXPERIENCE



CITY OF COCONUT CREEK

COPANS ROAD WASTEWATER TRANSMISSION SYSTEM PROJECT BID NO. 09-12-19-11

Team Member: R.P. Utility & Excavation

Client: City of Coconut Creek

Contact Name: Dany Kabrit

Phone: (305) 460-5054

Contract Duration: Oct. 2019 - Feb. 2021

Initial Cost: \$2,499,998.00

Final Cost: \$2,677,601.17 (additional work added, existing valves not working)

This project entails the installation of wastewater force mains along Copans and Lyons Roads. The project was necessary to provide redundancy in the wastewater transmission system in case of maintenance and/or repair of the existing system. The new force mains transmits wastewater generated in the southern portion of the City's service area (south of Sample Road) to Broward County's wastewater treatment facilities.

PRIOR EXPERIENCE



CITY OF CORAL GABLES PUMP STATION D FORCE MAIN REPLACEMENT

Team Member: R.P. Utility & Excavation

Client: City of Coral Gables

Contact Name: Jose Saucedo, P.E.

Phone: (305) 460-5054

Contract Duration: June 2015-Jan 2016

Initial Cost: \$682,150.00

Final Cost: \$613,267.32

Pump Station D Force Main replacement consists of construction and replacement of the existing 12-inch force main with approximately 4,200 LF of 12-Inch C900 PVC. The pipe runs from pump station D and ending at the intersection of SW 76th Avenue and Ponce Road.



PRIOR EXPERIENCE



CITY OF CORAL GABLES VALENCIA AVENUE GRAVITY SEWER EMERGENCY REPAIR

Team Member: R.P. Utility & Excavation

Client: City of Coral Gables

Contact Name: Jose Saucedo, P.E.

Phone: (305) 460-5054

Contract Duration: Jan. - Feb. 2017

Initial Cost: \$55,260.00

Final Cost: \$55,260.00

The Emergency repair and replacement of 264 LF of 8-Inch PVC Gravity sewer including the replacement of 4 laterals to the ROW. This included the replacement of two sanitary sewer manholes, trench restoration and milling and resurfacing. The work took place on Valencia Avenue and LeJeune Road Alleyway.

PRIOR EXPERIENCE



RIGHT OF WAY INFRASTRUCTURE IMPROVEMENT PROGRAM CITY OF MIAMI BEACH

Team Member: A² Group, Inc.

Client: City of Miami Beach

Contact Name: Charlie Carreño, P.E.

Phone: (305) 796-4288

Contract Duration: 2002-2011

Initial Cost: \$170 Million

Final Cost: \$410 Million *increase scope

The City of Miami Beach retained Hazen and Sawyer with A² Group as a Subconsultant to function as Construction Manager and act as the City's agent with regards to all aspects of a \$410 million, CMAA award-winning Right of Way and Streetscape Improvement Program. Program elements included citywide water and stormwater improvements, as well a variety of streetscape enhancement projects including landscape, pavement, sidewalk, decorative lighting and target hardscape enhancements.

A² was responsible for the following:

- Responsible for the overall program schedule, and for the design and construction of 29 planning, design and construction contracts for infrastructure and streetscape improvements of 13 neighborhoods.
- Planned and coordinated to minimize the impacts of localized construction on existing traffic patterns and adjacent communities.
- Completed water, sanitary sewer and stormwater infrastructure improvements with minimal disruption to the local community.
- Improved the aesthetics of the community

PRIOR EXPERIENCE



SOUTH FLORIDA NATIONAL CEMENTARY US DEPARTMENT OF VETERAN AFFAIRS

Team Member: A² Group, Inc.

Client: Department of Veteran Affairs

Contact Name: Richard “Dick” Kollar

Phone: (240) 476-2939

Contract Duration: Aug. 2006 – April 2008

Initial Cost: \$10,682,310.00

Final Cost: \$11,391,722 *increased scope

A² Group, Inc. had two contracts with the Department of Veteran Affairs for the development of the South Florida National Cemetery in West Palm Beach, Florida. The first contract was for the Fast Track Area. The work included the development of 57 acres on a 313-acre unimproved site, a committal shelter, entrance drive, administration and maintenance complex and trailers, burial areas containing 5,535 traditional grave sites and 5,204 sites for the in-ground interment of cremated remains, flag-assembly area, site signage and furnishings, grading, drainage, well installation, irrigation system, exotic plant treatment, tree relocations, general utilities, landscape and hardscape features, enhancement and preservation of existing wetland and uplands habitat. As part of the USACE and SFWMD permit requirements, we restored an existing wetland to its preexisting conditions. This entailed removing of exotic plant and providing proper mitigation procedures to restore the wetland area. Permit conditions required the protection of certain fish and wildlife resources such as gopher tortoise, eastern indigo snake (*Drymarchon corais couperi*), and a nesting bald eagle. The first contract was completed three months early (April 2007). The second was completed two months early (April 2008).

PRIOR EXPERIENCE



PUERTO RICO NATIONAL CEMENTARY US DEPARTMENT OF VETERAN AFFAIRS

Team Member: A² Group, Inc.

Client: Department of Veteran Affairs

Address: 810 Vermont Avenue, NW
Washington DC 204020

Contact Name: Fredrick Neun

Phone: (202) 565-4825

Contract Duration: Jan. 2007 – Oct. 2007

Initial Cost: \$13,713,360.00

Final Cost: \$12,535,699.72

A² Group, Inc. had two contracts with the Department of Veteran Affairs for the development of the South Florida National Cemetery in West Palm Beach, Florida. The first contract was for the Fast Track Area. The work included the development of 57 acres on a 313-acre unimproved site, a committal shelter, entrance drive, administration and maintenance complex and trailers, burial areas containing 5,535 traditional grave sites and 5,204 sites for the in-ground interment of cremated remains, flag-assembly area, site signage and furnishings, grading, drainage, well installation, irrigation system, exotic plant treatment, tree relocations, general utilities, landscape and hardscape features, enhancement and preservation of existing wetland and uplands habitat. As part of the USACE and SFWMD permit requirements, we restored an existing wetland to its preexisting conditions. This entailed removing of exotic plant and providing proper mitigation procedures to restore the wetland area. Permit conditions required the protection of certain fish and wildlife resources such as gopher tortoise, eastern indigo snake (*Drymarchon corais couperi*), and a nesting bald eagle. The first contract was completed three months early (April 2007). The second was completed two months early (April 2008).

PRIOR EXPERIENCE



SITE DEVELOPMENT AND CONSTRUCTION OF LEGACY PARK CITY OF VENICE

Team Member: A² Group, Inc.

Client: City of Venice, FL

Address: 401 West Venice Avenue
Venice, FL 34285

Contact Name: Kathleen Weeden

Phone: (941) 486-2626 X25001

Contract Duration: June – December 2015

Final Cost: \$1.7 Million

A² Group, Inc. is providing site development and construction of a 9.75 acre site that will be named Legacy Park. The scope of work includes site grading, restroom facilities, three (3) 24' x 24' square picnic pavilions, five (5) 2-Pole shelters, a kayak/canoe launch with washing station, parking areas with driveway and access isles including portions with pervious pavement, multi-use trail, walkways/sidewalks, storm water facilities, wetland enhancement/restoration, landscaping, lighting and park recreational features.

PRIOR EXPERIENCE



PALMETTO BAY LIBRARY, COMMUNITY CENTER AND LUDOVICI PARK VILLAGE OF PALMETTO BAY

Team Member: A² Group, Inc.

Client: Village of Palmetto Bay

Address: 9705 Hibiscus Street
Palmetto Bay, FL 33157

Contact Name: Rafael Labrada

Phone: (305) 666-5474

Contract Duration: June 2006 – Feb. 2009

Initial Cost: \$3,179,035.00

Final Cost: \$3,179,035.00

A² Group, Inc. provided Construction Management at Risk Services to the Village of Palmetto Bay for a new 11,000 sq ft building, which consisted of a library, community center, and Ludovici Park. The construction consisted of a new two-story building with the library, a built-in amphitheater on the first level and a community center on the second level. The scope of work included new underground water, fire, sewer and drainage utilities, cast in place concrete, pre-cast concrete joists, masonry, wood trusses, standing seam metal roofing, storefront windows, elevator, HVAC system, fire alarm system, new asphalt parking lot, striping, signage, landscaping and irrigation system.

PRIOR EXPERIENCE



USDA SUBTROPICAL HORTICULTURAL CENTER US DEPARTMENT OF AGRICULTURE

Team Member: A² Group, Inc.

Client: US Department of Agriculture (USDA)

Contact Name: Robert R. Heath

Phone: (305) 238-9321

Contract Duration: Dec. 2005 – July 2007

Initial Cost: \$6,836,181.00

Final Cost: \$7,033,585.00 *increase scope

A² Group, Inc. provided Construction Management Services to the United States Department of Agriculture (USDA) for the construction of the Subtropical Horticultural Research Station in Miami, Florida. This Research Station is a three story reinforced concrete, laboratory/office building with an area of approximately 32,500 square feet, comprising 32 administrative offices, one large conference room, one library archive/reading room, 18 laboratory spaces, 1 cold room, 1 hydraulic elevator, electrical and mechanical rooms, building access control, communications, fire alarm and fire sprinkler systems.

PRIOR EXPERIENCE



NORTH CAMPUS BUILDING 5000 & 7000 RESTROOM RENOVATIONS MIAMI-DADE COLLEGE

Team Member: A² Group, Inc.

Client: Miami-Dade College

Contact Name: Chris Moran, P.E. formerly
the Vice Provost of MDC

Phone: (305) 523-3656

Contract Duration: May – Dec. 2009

Initial Cost: \$375,000.00

Final Cost: \$370,646.00

A² provided CM at Risk services for Miami-Dade College's Restroom Renovation for Buildings 5000 on the North Campus. The objective of this project was to renovate ten restrooms through five stories in Buildings 5000. Our responsibilities as Construction Managers At Risk included preparing a construction cost estimate, locating and contacting subcontractors, preparing pre-qualification packages, preparing Bid packages, as well as overall management of the project and document control.

PRIOR EXPERIENCE



NORTH CAMPUS LEAP LIBRARY RENOVATIONS MIAMI-DADE COLLEGE

Team Member: A² Group, Inc.

Client: Miami-Dade College

Contact Name: Chris Moran, P.E. formerly
the Vice Provost of MDC

Phone: (305) 523-3656

Contract Duration: May – Dec. 2009

Initial Cost: \$1,900,000.00

Final Cost: \$1,900,000.00

A² was the construction manager at risk for Miami Dade College's North Campus LEAP Project. The project consisted of renovations to the 40,000 SF existing library building to include new library adjunct labs for reading, writing, and math with related spaces on the second floor, and new faculty office on the first and second floor. The scope of work also included renovations for ADA compliance and the replacement of the Library building's HVAC System. The library was open during construction, so special measures had to be taken not to interrupt students, faculty, and staff. This project was completed two weeks early.

PRIOR EXPERIENCE



NORTH CAMPUS BURN BUILDING TRAINING FACILITY MIAMI-DADE COLLEGE

Team Member: A² Group, Inc.

Client: Miami-Dade College

Contact Name: Chris Moran, P.E. formerly
the Vice Provost of MDC

Phone: (305) 523-3656

Contract Duration: May – Dec. 2009

Initial Cost: \$1,478,354.00

Final Cost: \$1,495.000 *added water main
work

A² provided construction management at risk services for the construction of the Burn Building Training Facility, which is located at the North Campus of Miami-Dade College. The facility is composed of a two (2) story Fire Science Burn Lab that offers live fire training opportunities to new and veteran fire fighters. The 2,000 sq ft structure provides Class A and high-tech LPG simulators with smoke capability. This project was completed three weeks ahead of schedule.



UTILITY & EXCAVATION CORP.
UNDERGROUND ENGINEERING

Submitted by:
R.P. Utility & Excavation Corp.
10376 W. State Road 84
Suite 6
Davie, FL 33324
Tel. 786-577-6666

LITIGATION

R.P. Utility and Excavation Corp. does not have any litigation decided, settled or pending within the last 5 years.



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MUNICIPAL SUPPORT STAFF

Due to the nature of a CMAR project, we do not anticipate much assistance from the Town. We typically have a key person in which we coordinate all activities thru in order to accomplish our task. Additionally, we traditionally request to meet with the key maintenance peprsonnel so we can discuss with them any knowledge they may have regarding the neighborhood. While we will not require much staffing from the Town, we will welcome as many people as possible to make sure that this is a successful project.



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PROJECT APPROACH

PROJECT UNDERSTANDING

The Town of Lauderdale-By-The-Sea has issued an RFQ for the Construction Management at Risk services for the following scope of work:

- Installation of gravity sewer system including manholes, sewer mains, sewer laterals, pavement and site restoration.
- Installation of a submersible lift station including electrical service, force main, connection to the City of Pompano Beach's 18-inch force main on South Ocean Blvd and pavement and site restoration.



We believe that the Town needs to select a CMAR Team that has the relevant experience working in similar urban neighborhoods. Our team collectively has an extensive amount of experience working on similar types of infrastructure neighborhood improvement projects similar to this project.

EXISTING CONDITIONS

Based on our past experience on these types of projects, we know what it takes to make these types of projects successful. Early in Phase I, our team will be on-site, exploring every inch of the corridor. We would like to make sure that everything is correctly represented and accounted for in the design documents. This gives us the confidence that everyone is working from accurate information rather than assumptions. Early site investigations is time consuming work that requires a tremendous amount of effort, but if done correctly, it will provide a significant value added impact by minimizing delays and any cost implications.

COST ESTIMATING APPROACH

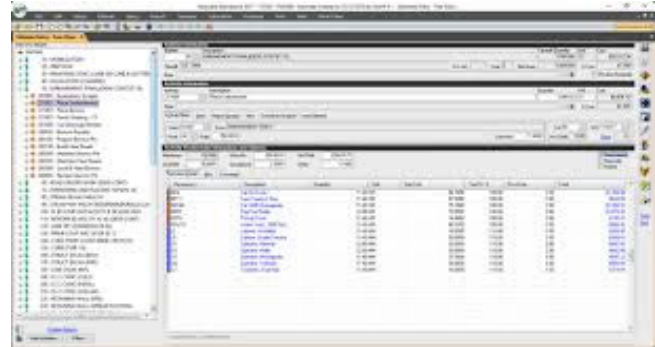
The RPU team has combined over 100 years of experience. Our team has established great relationships with subcontractors, and there is no substitute for local experience. We have worked with numerous subcontractors who have worked on similar projects to this one. This will enable us to not only get the best price but the right price since they have the relevant experience to perform a complicated project such as this one.

RPU's COST PRINCIPLES

Our internal approach for cost estimating follows the following key principles:

Integrity - Any cost estimate should be produced with a high standard of ethical integrity and by following an open and transparent process. Any uncertainties and vagueness associated with the estimate should be explained in an easy-to-understand manner and in laymen's terms. This principle allows avoiding false perceptions and rash decisions by integrating all people involved in the process into a team which works as a single mechanism and uses the same sources of information.

Information Accuracy and Relevance - The development of cost estimates should be based only on the best information available by reaching out to our General Superintendent for the self-performance of work, key subcontractors and suppliers. All assumption made at that estimate will be discussed with the project team, so everyone is on board. By following this principle, all information used for developing estimates can be thoroughly considered, filtered and refined to get the most accurate and relevant pieces of that information.



Uncertainty and Risk - Any type of project cost should be identified and included in an estimate considering uncertainty and risk. These risks are brought up to the team and discussed. The team should also be able to identify, evaluate and resolve any critical issues and risks. This team should validate cost predictions.

PROJECT COST TYPES

All the costs of a project will be broken down into these four types:

Variable and Fixed - Fixed Cost refers to cost which is not to be changed throughout the project lifecycle. It doesn't change an increase or reduction of the work amount. For example, mobilization, equipment cost, labor cost, etc. Variable Cost refers to any chargeable amount that can be changed with the amount of project work and risk. An increase or reduction of project scope causes the respective change in variable cost. For example, unforeseen conditions, allowances, contingencies, etc.

Direct and Indirect - Direct Cost are associated with particular tasks or/and activities. For example, supplier expenses, subcontractor's expenses, etc. Indirect Cost are overhead expenses. For example, corporate tax, labor burden, etc.

THE PROCESS

The process of cost estimation determines an amount of resources required to accomplish project activities. It involves the approximation and development of costing alternatives to plan, perform and deliver the project. It focuses on finding and allocating optimal expenses for the job. The process is vital to determining whether the project will be successful, whether the goals and objectives will be achieved and whether the deliverables will be produced. Considering this statement, the following



definition of a successful project can be made: the project becomes successful if it meets the following success criteria:

- The scope is developed and on-budget and on-schedule
- The quality expectations are met
- The expected benefits are received by stakeholders

The process involves applying several specific techniques and tools, in combination or separately. Here is a list of the key techniques and tools:

- **Historical Data Analysis** - It assumes using the actual cost of previous projects as an important tool for estimating the cost of the current project. This technique is usually applied to separate segments of the project and in combination with other methods and tools. We will use this to cross reference the cost from our suppliers, subcontractors and compare the cost of the work we anticipate self-performing.
- **Bottom-Up Analysis** - This analysis supports the idea that the individual cost of each activity or entire work package is of prime importance. By using the method, individual scheduled activities, or a work package, can be estimated to the smallest detail. All estimates are grouped and sorted by categories, and then gathered into a summary table that is used for tracking, control and reporting purposes.
- **Top-Down Analysis** - This technique is opposite to Bottom-up Analysis. It assumes that the overall budget is determined at the project's beginning and the expert team needs to identify the costs of each work item (task or job). The technique allows determining the number of required activities and tasks referring to the WBS (Work Breakdown Structure) which reflects the necessary work items and work packages. By using the WBS, the expert team can determine the quantity of the work items that can be delivered within the fixed budget. They may decide to add or remove certain items in the WBS in order to fit the fixed budget.
- **Team / Peer Reviews** - Since Quality Assurance and Quality Control are integral parts of the cost estimation process, this technique is used to deal with uncertainties by making reviews. It assumes that costs may include contingencies and / or allowances which can be used for mitigating uncertainties.

SAFETY APPROACH

The most important aspect of any project is the safe completion of the project of not only of our employees but just as important of the public. Our team is committed to the highest standards of safety performance consistent with sound construction practices. Our Team is committed to providing a safe working environment for our personnel, subcontractors, owner personnel, residents, and visitors. Our team has not experienced any fatalities in the history of both RPU and A² Group. While many CMAR firms can probably claim the same, we will be one of the few teams that actually has field personnel that performs the actual work without any fatalities.

Below are some of our best practices that we implement in all of our projects in order to take a proactive approach to safety:

1. Pre-Planning during Design Phase – We will create our construction execution plan which will include how we plan to keep our workers safe as construction progresses through each task and phase.
2. Pre-Qualification of Subcontractors & Suppliers – We will inspect all subcontractors and suppliers on their safety records and ask to review their written safety program. Also, we will work with our subcontractors to help develop the project specific safety plan as they provide valuable insight specific to their trade. Our subcontractor agreement covers adhering to our project specific safety plan so they can be held accountable.
3. Education of Employees - Training is an ongoing activity for all employees. We train our workers on the safe and proper way to operate equipment and on the selection and use of personal protective equipment (PPE). We train our workers on proper techniques on how to perform tasks that create the least amount of stress on their bodies. Furthermore, our employees and subcontractors are required to have the following certifications prior to entering the project:
 - OSHA 10 Hour and / or OSHA 30Hour
 - Competent Person for Foreman and Superintendents
 - CPR
 - Maintenance of Traffic Intermediate or Advanced for Supervisory Personnel
4. We empower everyone on the jobsite with the authority to issue a stop work for any and all safety concerns. Work will not resume until the issue has been adequately addressed.
5. Hold safety meetings every morning to cover specific tasks being performed, safety measures and protocols in place and any areas of concern. Furthermore, we will discuss existing hazards and any new hazards that may arise throughout the course of the day and how to avoid them.
6. As work progresses, conditions can change drastically from one day to the next. Understanding how changing conditions can create new safety hazards is important. Continuous improvements to safety measures will need to be made based on the most up-to-date information on jobsite conditions.
7. We investigate all accidents and near misses to identify the root causes. We will focus on the how and why the accidents or near misses occurred. By understanding the root cause, we can better develop solutions to implement to prevent accidents from occurring again and better protect our workers.
8. We will create a project specific incentive program to encourage our workers to adopt a proactive approach to construction safety. We encourage our workers to speak up and report unsafe conditions or work behavior. We promote safe working practices rather than encouraging workers to not report incidents.



9. We will conduct weekly safety audits. These will be done by the Project Safety Manager which will provide our project with a fresh pair of eyes.

VALUE ENGINEERING (VE) APPROACH

A team approach is fundamental to the value engineering process. We believe that value engineering should be a continual process throughout the planning, design and construction phases. However, one way to kick start the continuous process is through formal VE workshops. Our value engineering workshops include RPU, subconsultants, administrators, operations and maintenance personnel, and an administrator who can authorize the implementation of value engineering suggestions. We encourage discussion among participants in order to stimulate new or different ways of approaching a design solution while still maintaining overall project function and intent.



Furthermore, our efforts are continuous, and don't end after a formal value engineering workshop. We will continue to solicit and suggest value engineering ideas throughout the entire design phase and all throughout construction duration, to be sensitive to any areas in which value can be optimized. Continuous value engineering helps our teams keep projects within budget and offer a steady flow of ideas and alternatives back to the design team and owners for consideration.

During the value engineering process, we will consider the following:

- Identify and select the best design and planning alternatives
- Maximize and solidify the cost of the project through value engineering and accurate cost estimating
- Control cost by identifying and eliminating unknown and potential problems
- Cultivate a tone of cooperation and trust that extends through the construction phase
- Address method substitutions
- Perform schedule and life-cycle analysis
- Research material substitutions
- Account for aesthetic considerations

CONSTRUCTABILITY REVIEWS APPROACH

Our Proposed CMAR Senior Project Manager has an extensive amount of experience with performing constructability reviews in either Design-Build, CMAR or as a Consultant. He has found that the best way for a project of this magnitude to maximize the expertise of the entire project team is to have all team members from the Contractor, Consultant, and the Town to perform concurrent reviews during a sit-down meeting where the project team can freely have a discussion about potential issues and / or problems. From this meeting, review comments will be generated with the consensus that was reached during the meeting. This will provide documentation for the future in case the Town wants to use it for reference. These concurrent meetings will be scheduled at every design stage of the project.

PERMITTING APPROACH

The RPU Team is extremely knowledgeable with the permitting requirements and procedures for civil engineering projects. We have built long-lasting relationships with many of the review agencies at the local, state and federal level. As part of your projects, we work diligently to coordinate, obtain existing data, and conduct preapplication meetings with Agencies having jurisdiction over the project. The intent of these meetings is to initiate dialogue between these agencies that will ultimately permit the project. We often submit engineering permit applications, plans and support data to the Agencies early in the design process, obtain comments and secure approvals for the project as expeditiously as possible.

One of the most critical aspects of any project is to establish permitting jurisdiction as early as possible and hold preapplication meetings with those agencies. Considering all projects have their intricacies, these meetings are critical in order to determine what the agency permitting requirements and applicable criteria will be for that specific project; this assures that the project is on the right path and eliminates costly delays associated with rejected applications. Our Team is well versed in the permitting process associated with all these agencies having worked on a number of projects with a range of constraints.

In summary, having worked through numerous projects involving different environmental conditions has allowed our team, to develop broad knowledge on the requirements and expectations of the different agencies. This in turn minimizes our learning curve when permitting projects, allowing us to be more efficient in the submittal of permit application packages and reducing time and efforts on fulfilling additional requirements by the agencies. We are confident based on past experience that we can prepare applications to the agencies that will require minimum if any additional information and the project will experience savings in both time and efforts.

PUBLIC OUTREACH APPROACH

Public involvement is an important part of the project in the planning, design and construction phases. Our team understands the significance of a well-design public outreach program. Through the team's local relationships and outreach expertise, we are able to successfully implement the required public involvement tasks on any given contract such as collateral development, public meeting, mass mailers, stakeholder briefings, media outreach and meeting coordination.

Our team would be available to meet with neighborhood associations, community groups, businesses, elected officials and administrators during design as directed by the Town. If requested, we would prepare informative displays and power point presentations for meetings illustrating key ideas and concepts developed by our team in close coordination with Town staff. Furthermore, our team will use innovative methods such as social media messages (Facebook, Instagram, Twitter, and YouTube Videos), electronic notifications and targeted outreach. Our staff is fully bilingual and can translate all collateral materials in English and Spanish, in house

We consider that public involvement is a two-way communication aimed at providing information to the public and incorporating input from the public in the decision-making process. Residents play an important role in shaping decisions that will affect their communities. We recognize the importance of involving the public as early as possible. We will use the Public Involvement best practices to obtain information from the stakeholders necessary for communication between the community and RPU. Our Public Involvement Plan objectives will be the following:

- **Communication with the Stakeholders** – The main objective of the Public Involvement Plan is to communicate directly with the stakeholders. We will request for contact information from all stakeholders so that we can create a stakeholder list. We plan to use this information to issue the weekly and monthly notifications of the upcoming work. In addition, this will open a direct line of communication between the stakeholders and RPU to answer any inquiries and resolve any issue that they may have.
- **Life Safety Issues/Special Needs at Resident Meeting** – We will request contact information for those residents who have life safety issues and special needs. This will allow us to coordinate with them directly to make sure we can accommodate their needs during construction.

Our Public Involvement Plan entails the following best practices:

PUBLIC INVOLVEMENT ACTIVITIES

Initial Concept Meetings (Open House) – This meeting will enable us to establish the lines of communications with the stakeholders. All interested stakeholders and the public will be encouraged to attend and provide us with their input. This will enable us to come up with a plan of action as it relates to scheduling (hours of operations), impact to residences/businesses, and special needs/requirements.

Below is a listing of the meeting goals:

- This will be our initial attempt to start identifying stakeholders and getting their contact information so that we can keep in contact with them throughout the construction process. This will allow us to start creating our spreadsheet for our distribution list in which we will send weekly notices.
- Deliver a presentation to explain project process, goals and desired outcomes.
- Gain a better understanding of the project corridor from the resident's perspective regarding their individual issues.
- Meet one-on-one or small group format with stakeholders to gather input on their priorities for the project and their community.
- Determine the extent of the public outreach effort that will be necessary.
- Discuss individual property issues known to homeowners/businesses only.

This initial meeting is essential in development of the schedule and budget since this will determine sequencing, hours of operations, critical dates, and level of effort for public information.

Individual Private Meetings (Door-to-Door) – We anticipate scheduling individual meetings with every property to discuss specifically their needs. Our goal is to have at least one in person meeting with each property affected. These meetings help increase coordination between the stakeholders and project personnel resulting in higher satisfaction of both parties during the project. Furthermore, this will also provide us with an opportunity to enhance our stakeholder contact list. We can continue holding these individual meetings throughout the project including construction as issues arise.

Pre-Construction Meeting – Once the design is complete and a construction start date has been established, we will hold a Pre- Construction Meeting about 2 weeks before starting construction with the community to advise them of the progress of the project and showing the design plans.

Furthermore, this will allow us to provide all stakeholders with our anticipated construction schedule. This will also allow us one final time prior to construction to receive all stakeholder contact information.

Community Progress Meetings – We would like to propose Community Progress Meetings throughout the construction project so that we can keep the stakeholders informed throughout the entire project. This will allow the stakeholder with several opportunities throughout the project to address their individual concerns.

COMMUNITY NOTIFICATION EFFORTS

Project Fact Sheet – We will produce a project fact sheet in coordination with the Town to provide all stakeholders with the anticipated scope of work. We anticipated updating this at the design stage and prior to construction.

Weekly Traffic Impact Plan – We will send a weekly traffic impact plan on Wednesday of every week to notify the stakeholders of the impacts for the following week's work.

- Schools, Sanitary, US Postal Office, Police and Fire Departments – We will send a separate notification so that they can be aware of the weekly construction progress.



24-Hour Hotline – Our proposed Public Information Coordinator will have their cell phone which will be available 24 hours a day. Additionally, we will have a 24-hour hotline where several the PIO, Assistant PM and PM are notified of resident concerns. This will enable us to respond to the immediately in case of an emergency.

Online Components

- Website - We will create a project website that will provide answers to questions about the project's status, progress, and technologies involved. The website will be updated regularly showing the project's progress through construction. All project handouts will include the website address so that residents can view this regularly.
- E-newsletters are essential public information materials that will provide -straight forward information to the public and key stakeholders. The newsletter will be written in a clear and concise format and will be widely distributed to the project's electronic mailing list. The newsletter will be sent out monthly and it will advise residents of the progress, pending work and any potential issues
- Social Media – Social media increases direct interaction with the general public and helps develop relationships with stakeholders. Social media helps provide up-to-date information to stakeholders.



QUALITY ASSURANCE / QUALITY CONTROL

We recognize that unless a strict adherence to quality standards are maintained, the project will not have met all of its goals and therefore will not be a success. We ensure quality craftsmanship on our projects by setting the tone from day one. Making the goals known to all individuals who work on our projects is the first step and is a step that is most often overlooked. Once everyone understands that quality is just as important to us as schedule, budget and safety then we know that we are on the right track. Use of system pre-construction meetings, periodic quality inspections, daily walks by our superintendent, project manager and assistant project manager and the use of quality control mockups lead to proper implementation of quality control standards.

RPU employs an extensive QA/QC program, administered and overseen by our General Superintendent, Damien Pung. One of Mr. Pung's primary functions is to ensure that our high QA/QC standards are met or exceeded each step of the way through consistency and ongoing review.

Among his responsibilities are:

- Plan and detail review throughout design progression
- Dedicated QA/QC walks with the design team prior to construction meetings with the architect, owner and contractor
- Extensive pre-punch reviews

THE PROCESS OF QUALITY CONTROL

RPU is dedicated to providing quality construction. Our quality control begins in preconstruction with early site investigations, design review and assembling the right team of subcontractors. As construction begins, we complete thorough submittal reviews, provide mock-ups and pre-installation meetings, weather conscious construction as well as perform continuous inspections. Quality Control follows through to final closeout of the project. The continuity of our Project Team will maintain the best possible level of quality control for your project. They will use a proactive approach to building, by laying the framework for all trades to perform at their best while maintaining strict adherence to Project Specifications.



PROJECT MANAGEMENT REPORTING

Our project status report establishes a consistent and timely vehicle for fact-based reporting about the project that can be consumed in a meaningful manner by the project team and all stakeholders. It helps to highlight where the team needs to focus to correct problems or maintain the progress to meet or exceed the Town's expectations. Additionally, it ensures that on a regular basis we analyze what has been accomplished, how the team is performing, and what corrective actioned are needed to be implemented.



From our experience, the best practices associated with effective project status reporting are in the following areas:

- **Format:** How is the information presented to communicate the desired message to the project team and stakeholders.
- **Project Metrics:** What are the metrics regularly generated and reported to accurately communicate the current and forecasted status of the project.
- **Timing:** What is the appropriate frequency of reporting status information (timely enough to be proactive, without becoming burdensome)
- **Re-enforce the message:** What additional vehicles must be in place to make certain that the important messages are understood, and the required corrective actions are initiated.

FORMAT:

Some of the important elements of the status report include:

- **Project header information** – Re-enforcement of the overall project scope/goals.
- **Narrative** – Provides a written explanation of the project status from Notice to Proceeds to the current work being performed.
- **Overall Status** – Often expressed as a color (Green/ Yellow/Red) with some comments regarding the overall status.
- **Accomplishments** – Highlights progress in the current reporting period.
- **Risks & Issues** – Escalates the “top 3” risks & issues, including the corrective or mitigation actions.
- **Upcoming milestones** – Focuses on the important milestones, including planned vs. forecasted completion.

Our intent would be to make the project status report no more than one to two pages to make sure it is concise enough to be completely read and understood by project team and all stakeholders.

METRICS:



The project metrics are the primary components of the status report that creates fact-based information on a regular basis. These metrics must be generated directly from other project management data that are utilized to manage the project on a day-to-day basis such as project schedule, project budget, risk register, and budget analysis. Based on our experience, the key project metrics presented on the status report fall into one of the following categories:

- Time – Comparison of the planned vs. actual and/or forecasted completion dates.
- Effort & Cost – Comparison of the planned vs. actual and/or forecasted effort / cost to progress to this point in the project.
- Scope – Comparison of planned vs. actual scope of deliverables completed to date
- Risk – Assessment of the level of risks identified or realized (compared to the initial risk assessment).

TIMING:

While we are anticipating tracking the budget on a bi-monthly (twice a monthly) basis, these status reports should be submitted on a monthly basis which will most effectively meet the needs of the project team and key stakeholders, without creating too much project overhead. Otherwise, it might become too burdensome and the project team will avoid reviewing them which will defeat the purpose of these reports. This is something that can be discussed with the Town for appropriateness on whether additional submittals would be beneficial.

RE-ENFORCEMENT OF THE MESSAGE:

To make sure that the entire project team understands the project status report, time should be set aside issues / risks, and most importantly initiate corrective actions. We believe that the project status report should not be created with the view that it satisfies a requirement mandated by the Town, but rather as a tool and / or best practice that creates significant value for the project team and all and other stakeholders to effectively provide oversight on the project so that corrective measure can be taken in an expeditious manner to the benefit of the project. Effective use of the project status report is one of the clear indicators that the project is “under control” during the execution phase of the project.

COST CONTROL APPROACH

The Cost Control Approach begins from the very beginning of the project. The objective of cost control is to manage the delivery of the project within the approved time and budget. Regular cost reporting will facilitate, at all times, the best possible estimate of: Current project costs; Anticipated final project cost; Risks; and Potential savings.



Effective cost control is achieved when the whole of the project team adopts the correct attitude to cost. Effective cost control on this project will require the following actions to be taken:

- Establishing that all decisions during the design and construction phase take into account cost implications of the alternatives being considered, and that no decisions are taken where cost implications would cause the total budget to be exceeded without Town approval.
- Encouraging the project team to design within the cost plan at all stages and follow the variation/change and design development control procedures for the project. It is generally acknowledged that the majority of costs are determined by design. It is important that the project team is aware that no member of the team has the authority to increase costs on its section or element of the work. Increased costs on one item must always be balanced by savings on another

unless the Town approves additional funding for a specific item that they may want to include within the project.

- Regularly updating the cost and change variation at all design stages of the project – 30%, 60%, 90% and Permit Set. At all times RPU will comprise the best possible estimate of the final cost of the project while updating the Town continually as to the status of the budget. Any changes to the design should be caught as early as possible so that design alternatives can be discussed with the Town.
- Submitting regular, up-to-date and accurate cost reports to keep the Town current on the budgetary and cost situation.
- Ensuring that the project costs are always compared back against the original approved budget. Any subsequent variations to the budget must be clearly indicated in the cost reports.
- Plotting actual expenditure against predicted to give an indication of the project's progress.
- The same procedures will be applied for any revisions or additions requested by the Town to augment our design and construction. There are a multitude of options available and we will expedite and streamline such options in the same manner.

Below are a few best practices that will ensure that the project stays on budget from project start to project completion:

PLANNING



The first step in establishing a realistic estimate is a well-conceived definition of the scope of work. The RPU Team must be capable of translating the client's requirements into specific goals and tasks.

In cost control, the single most valuable tool is the standard cost code. The cost code not only categorizes each CSI division of a project, it also serves as the common means of communication for all involved in the project. Each work task is thoroughly analyzed to determine a cost code, amount of work, work method to be employed, crew size, duration and other resource requirements for each specific task. A good cost code can thus facilitate the cost engineering process and hence aid project management team.

It is based on an account hierarchy that is flexible enough to catalog and consolidate at different levels of detail the many assumptions made concerning quantities, productivity and costs. A poorly defined cost code, on the other hand, can cause nothing but trouble. It will hinder the smooth flow of information at the appropriate level of detail to the right person for decision in time for corrective action. Ultimately it may render the cost control system ineffective by failing to provide a mechanism to trigger corrective action and thereby keeping costs within planned budget. RPU currently has cost codes set up that we have been using successfully for the last 30 years. We can share them with the Town to reduce time. These cost codes can be easily adjusted to fit the Town's needs.

MONITORING

By using the proper cost codes, the cost, commitments, and the physical progress of the project will be closely monitored. These form the basis for the project cost to be analyzed as the work is being performed. For example, we can track the water main or drainage installation costs versus the budget.

The Monthly Status report measures the earned value which represents the value, in base budget units, of the actual work performed. Actual physical progress is determined by measuring those quantifiable tasks and comparing them versus the total project quantity. Subsequently, translating them into percent complete for each individual task. It is reported as earned value in man-hours, labor dollars or other cost element.

ANALYZING

In addition to the Monthly Status report, the following reports will be prepared and analyzed: Cost Loaded P6 Schedule; Commitment analysis; Forecasting Labor and Equipment; Job cost reports; Potential Cost and Time Implications with proposed solutions; Contract Deviations and Additional Work; and, at Project Closeout, Final Financial and Schedule Analysis Summary

These actual costs are also entered for tracking and control against the budget estimate. Thus, all basic cost data are brought together in one report for monitoring and updating. Any good planning and control must go into such detail in order to target in on problem areas. This approach, to a large degree, forces our project staff to provide a more realistic status on a project.

MANAGING

Once the monthly analysis is complete, the Project Manager will initiate the necessary actions to correct any significant budget overruns. Progress of the project will be checked to see if it is still within schedule. Manpower requirements will be studied to ensure smooth utilization of resources. Finally, expenditures must be carefully controlled so that there is no unnecessary waste and make sure that there is no theft.

The following procedure is recommended in cost control:

- Establish the cost of the entire project (Baseline Control)
- Establish the cost of work completed (Actual Cost and Commitment)
- Establish the cost to complete the project (Forecasts)
- Compare the actual to the projected costs (Analysis and Trending)
- Establish corrective action (Remedial measures)
- Establish effectiveness of corrective action (Results of Action)
- Establish adjustment to corrective actions (Follow-up)

The cost accounting system will be structured according to the Work Breakdown Structure (WBS) of the project with the lowest level activities acting as the most detail cost accounts for the system, summarized at higher level activities of the WBS.

The Fair-cost estimates for each contract adjusted for the bid value will form the budget against which actual performance is measured and from which earned values are derived. This concept also facilitates the forecasting of the cost and time for completion of each activity. This approach of analysis together with the hierarchical accounting system will allow the project team to take corrective measures to make sure that the project is completed on time and within budget.

SCHEDULE APPROACH

RPU will provide a detailed milestone schedule with the agreed upon milestones discussed during our initial project meeting. These activities shall have sufficient detail to ensure an appropriate basis for monitoring and evaluating the sequence of the work and shall include major constraints including long

lead items such as design stage documents, design stage document reviews by the Town, Shop Drawings, Fabrication, Delivery, and the individual installation of work.

The initial baseline schedule preparation of the project schedule will be done by understanding the objectives, requirements, sequencing, and constraints that will impact the schedule. Project schedules are to be monitored and updated on a weekly basis versus monthly so that we can better determine that the critical milestones are being met and those activities are being completed as anticipated. The Critical Path will be determined by those activities with the least amount of total float. Critical path activities control the overall duration of the project. An activity with less than 10 days' total float is critical and will require thorough monitoring on a regular basis to ensure timely completion of the project.



RPU will hold weekly progress meeting with the Town, Design Team and Subcontractors to make sure that the project remains on schedule. RPU will compare the “one-week look ahead schedule” to the Baseline CPM Schedule to ensure that the project is on track and to allow the immediate implementation of changes to operations or sequence. These meetings will allow the project team to closely monitor the project. In addition, during the progress meetings, we will make any necessary adjustments in order to stay on schedule and within the budget.



Our schedule approach in preparing the preliminary project baseline schedule is to minimize disruptions to all stakeholders; ensure the safety of the public and construction personnel; and construct the project in the most effective/ efficient manner possible. The construction activities and durations will be developed from estimated quantities and applying reasonable production rates based on our experience.

UPDATING A SCHEDULE



An accurate updated CPM schedule is a powerful tool in documenting the history of the construction project and forecasting the remaining activities to reaching certain interim and/or completion milestones.

We will use the following best practices when updating a schedule to ensure that it can be used as an accurate tool to predict an accurate complete date for all milestones or allow to make the proper adjustments allowing RPU to complete the project on time.

1. The Bar Chart Mark-up - To update a schedule, a good practice is to take a bar chart of all remaining activities, from the previous updated schedule, and mark up the bar chart with the current status by documenting actual starts and/or finish dates, remaining durations along with adjusting the schedule to show known expected start or finish dates.

2. Walk the Site - After gathering the updated information, the Project Manager will walk the site and verify the accuracy of the update information and that the schedule update reflects the true field conditions of the project. After verifying the schedule update information, we will enter the update information into the previously updated schedule and rename the new update to a new file name to retain a monthly history and for comparison purposes. A new data date is entered, and the schedule is calculated relative to the new current data date.

3. Note the Variances - Once the new schedule update is calculated, the Project Manager will review the new schedule update against the baseline schedule and/or the previous updated schedule and note major variances. The critical path will be checked to make sure it accurately reflects the true status of the field conditions which will identify whether the project is ahead or behind schedule.

4. Put It in A Conversation - The Progress Report will have a written summary of what happened from the previous update period and the anticipated progress for the upcoming period. A well written narrative will be a helpful tool to communicate to all the parties the current status, any known problem areas and possibly a solution to mitigate impacts. The progress report shall include the following items within the narrative:

- Executive summary of the status of the project relative to key milestone dates.
- Discussion of major activities started and/or completed.
- Discussion of anticipated major activities that will see progress in the next update period.
- Listing of known impacts or issues affecting the project and possible solutions to mitigate their impacts.
- Describe the critical path from data date to key milestones.
- Mention any major slippages or gains from the previous update.
- Describe major logic changes from the previous update including added/or deleted activities and revised logic.

CONSTRUCTION APPROACH

The construction approach will be dictated during the Pre-Construction Services. During the pre-construction services, the team will be discussing sequencing and the phasing of the project. For instances, how many sanitary sewer mainline crews will be allowed to impact the neighborhood at one given time. In order to meet the timeline provided in the RFQ, multiple crews will need to be provided simultaneously greatly impacting the neighborhood. These are part of the conversations that will need to be occur during the pre-construction services. For this project specifically, there will need to be discussions on the following items which will impact the project financially and timeframe:

- How many crews can work simultaneously?
- Will there be restrictions on how many blocks can be impacted at a given time. For instance, no more than two blocks can be impacted by construction?
- Will restoration need to occur on a daily basis?
- During the installation of the deep sewer, will street shutdowns be allowed?
- Will dewatering wells be necessary for the deep sewer installation?
- Will full time Public Information be necessary?
- Is there inorganic material? Muck?
- Has staging area been identified? Otherwise, full time trucking will be necessary.

- How much material can be left on site every night.

These are just few of the concerns that will need to be worked thru during the pre-construction phase.

Ideally, you will have two crews working on the mainline sanitary sewer main and the sanitary sewer lateral. While separate crews work on the lift stations.



UTILITY & EXCAVATION CORP.
UNDERGROUND ENGINEERING

Submitted by:
R.P. Utility & Excavation Corp.
10376 W. State Road 84
Suite 6
Davie, FL 33324
Tel. 786-577-6666

FINANCIAL STATEMENTS

R.P. Utility & Excavation Corporation has the financial resources including but not limited to:

- Working capital
- Lines of credit with Bank of America
- Revolving credit lines with Bank of America and American Express

We can provide additional information regarding our banking information at your request. Additionally, we have enclosed our audited financial statement for the three (3) most recent complete fiscal years.



UTILITY & EXCAVATION CORP.
UNDERGROUND ENGINEERING

Submitted by:
R.P. Utility & Excavation Corp.
10376 W. State Road 84
Suite 6
Davie, FL 33324
Tel. 786-577-6666

CONSTRUCTION MANAGEMENT AT RISK SERVICES FOR PALM CLUB SEWER PROJECT – RFQ 21-03-01

INSURANCE

R.P. Utility & Excavation Corp. currently has the insurance coverage that meets the project requirements. We are enclosing below a sample copy of our certification of insurance.

ACORD®		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 07/06/2020															
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER. IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).																			
PRODUCER Eastern Insurance Group, Inc. 9570 SW 107 Avenue Suite 104 Miami FL 33176			CONTACT NAME: Amanda Nogues PHONE (A/C, No, Ext): (305) 595-3323 FAX (A/C, No): (305) 595-7135 E-MAIL ADDRESS: amanda@easterninsurance.net																
INSURED RP Utility & Excavation Corp 17680 NW 78 Avenue, Ste 101 Hialeah FL 33015			INSURER(S) AFFORDING COVERAGE <table border="1"> <thead> <tr> <th>INSURER</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Travelers Indemnity Company of America</td> <td>25666</td> </tr> <tr> <td>INSURER B: Travelers Property Casualty Company of America</td> <td>25674</td> </tr> <tr> <td>INSURER C: Bridgefield Employers Insurance Company</td> <td>10701</td> </tr> <tr> <td>INSURER D: Federal Insurance Company</td> <td>20281</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>			INSURER	NAIC #	INSURER A: Travelers Indemnity Company of America	25666	INSURER B: Travelers Property Casualty Company of America	25674	INSURER C: Bridgefield Employers Insurance Company	10701	INSURER D: Federal Insurance Company	20281	INSURER E:		INSURER F:	
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INSURER E:																			
INSURER F:																			
COVERAGES CERTIFICATE NUMBER: Master 20-21 REVISION NUMBER:																			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.																			
INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS													
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:		CO-0P990363-TIA-19	07/06/2020	07/06/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Damage to Premises \$ 300,000													
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☒ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY		BA-2N531700-19-26-G	07/06/2020	07/06/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$ 10,000													
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$		CUP-OL875337-19-26	07/06/2020	07/06/2021	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000													
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in N/A) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y N/A	830-54603	06/16/2020	06/16/2021	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000													
D	Rented/Leased Equipment		45468934	10/29/2020	10/29/2021	\$250,000													
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)																			
CERTIFICATE HOLDER For Information Purposes Only				CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE															

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ACORD 25 (2016/03)

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UTILITY & EXCAVATION CORP.
UNDERGROUND ENGINEERING

Submitted by:

R.P. Utility & Excavation Corp.

10376 W. State Road 84

Suite 6

Davie, FL 33324

Tel. 786-577-6666

Exhibit 5 – Palm Club Scoring Criteria

A. Overall approach and methodology, which includes the Proposer's approach to the Project from initial involvement in contract document preparation through the final construction phases. This review includes methods used during construction to monitor a project and resolve issues as well as methods of sequencing and coordination among trades to minimize conflict and errors.

10 points Maximum

B. Prior experience during the previous five (5) years with projects for a local government of similar size and complexity in a residential area that is active day and night, seven days a week, with emphasis on sewer improvements, such as gravity sewer, force mains, submersible lift stations, and roadway construction and restoration, considering:

- a. Number of similar projects;
- b. Complexity of similar projects;
- c. References from past projects; and
- d. Safety record.

25 Points Maximum

C. Knowledge of site and local conditions: Demonstrate knowledge of the site, State, County, and TOWN requirements, codes, and ordinances. Proposers' knowledge of local contractors and suppliers who are capable of supplying quality workmanship and materials will be considered.

25 Points Maximum

D. Qualifications of Proposer's personnel (including subcontractors) considering the general and specific project related capability of the in-house office and field support, including previous experience with similar projects and considering:

- a. Number of technical staff;
- b. Qualifications of technical staff;
 - (1) Number of licensed staff;
 - (2) Education of staff; and
 - (3) Experience of staff

10 points Maximum

E. Scheduling/Cost Control. Proposer shall include for evaluation a description of the Proposer's general project management system, scheduling methods, and cost controls, indicating functions and capabilities, with emphasis of the Proposer's ability to prevent cost overruns or change orders.

10 points Maximum

F. Accessibility of Proposer's office and personnel to the project location, considering:

- a. Proximity of office to project location; and
- b. Number of staff at the nearest office.

5 points Maximum

G. Financial Capability includes an evaluation of the resources and the working capital available and an evaluation of the Proposer's anticipated financial stability through completion of a project. The Proposer's ability to secure bonding shall also be used as an indicator.

15 points Maximum

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**A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-
THE-SEA, FLORIDA, APPROVING THE RANKINGS FOR
REQUEST FOR QUALIFICATIONS NO. 21-01-02 FOR
CONSTRUCTION MANAGEMENT AT RISK SERVICES
FOR THE PALM CLUB SEWER PROJECT; AUTHORIZING
THE INTERIM TOWN MANAGER TO NEGOTIATE AN
AGREEMENT WITH THE MOST QUALIFIED,
RESPONSIVE AND RESPONSIBLE FIRM, MAN-CON, INC.;
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Town issued Request for Qualifications No. 21-01-02 (the “RFQ”) for Construction Management At Risk Services for the Palm Club Sewer Project (the “Services”); and

WHEREAS, the Town received proposals from three firms; and

WHEREAS, on May 3, 2021, the Evaluation Committee evaluated and ranked the proposals, ranking Man-Con, Inc. (“Man-Con”) as the number one ranked, most qualified responsive and responsible firm; and

WHEREAS, the Evaluation Committee recommends the Town Commission approve the rankings and authorize the Interim Town Manager to negotiate an agreement with Man-Con; and

WHEREAS, the Town Commission deems it to be in the best interests of the Town to approve the rankings and authorize the Interim Town Manager to negotiate an agreement with Man-Con.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF
THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA:**

Section 1. Recitals. Each “WHEREAS” clause set forth is true and correct and incorporated herein by this reference.

Section 2. Rankings of RFQ Approved. The rankings of the RFQ are hereby approved.

Section 3. Negotiation and Execution Authorized. The Interim Town Manager is hereby authorized to negotiate and execute an agreement with Man-Con for the Services, consistent with the terms of the RFQ, together with such terms as may be acceptable to the Interim Town Manager and approved as to form and legal sufficiency by the Town Attorney.

Section 4. Effective Date. This resolution shall become effective immediately upon its passage.

PASSED AND ADOPTED this 25th day of May, 2021.

Mayor Chris Vincent

Attest:

APPROVED AS TO FORM:

Town Clerk Tedra Allen, CMC

Susan L. Trevarthen, Town Attorney

(CORPORATE SEAL)



Town Commission Agenda Item Report

Meeting Date: May 25, 2021

Submitted By: Lucila Lang, Director of Finance & Budget

Submitting Department: Administration

Item Type: Discussion Item

Agenda Section: NEW BUSINESS

Subject Title: Fiscal Year 2021-2022 BSO Proposed Budget

Explanation: BSO has proposed a FY22 budget of \$5.3 million. This represents an increase of \$306,795 (or 6.0%) over the current budget. Table 1 below provides a high-level summary of the changes from the current budget.

Table 1-Summary of Budget Changes

	Adopted 2020-2021	Proposed 2021-2022	Difference (\$)	Difference (%)
Personnel Services	\$ 4,380,633	\$ 4,665,596	\$ 284,963	6.5%
Operating Expenditures	\$ 286,585	\$ 298,322	\$ 11,737	4.1%
Capital Outlay	\$ 222,993	\$ 232,007	\$ 9,014	4.0%
Transfers/Reserves	\$ 181,901	\$ 182,982	\$ 1,081	0.6%
	\$ 5,072,112	\$ 5,378,907	\$ 306,795	6.0%

As shown in the above table, the largest increase is in personnel services. More specifically, the proposed budget calls for a \$153,461 (or 5.8%) increase in regular salaries and a \$20,508 (or 19.1%) increase in worker's compensation. A large part of this increase is due to some slight changes in staffing as shown below that was approved by the Commission at their April 13, 2021 meeting:

<u>Staffing Personnel</u>	<u>FY2021 Staffing</u>	<u>Proposed FY2022 Staffing</u>
Captain	1	1
Executive Lieutenant	1	1
Deputy Sheriff Sergeant	3	4 (Proposed Change +1)
Deputy Sheriff	19	19
Community Service Aide	1	1
Receptionist (Part-time)	2	1 (Proposed Change -1)
Administrative Specialist	1	1
Total:	28 (26 Full time; 2 Part Time)	28 (27 Full Time; 1 Part Time)

A line-item comparison between FY21 budget and the proposed FY22 budget is attached as **Exhibit 2**. Last year, the Town added additional BSO shifts in the downtown area which was well received by the community. If the Town would like to consider adding an additional 4-hour shift Thursday – Sunday during season (November-May), we would need to budget an additional \$80,000.

Recommendation: Commission approval of the preliminary BSO FY22 budget in the amount of \$5,378,907 and provide direction to staff on continuing the enhanced visibility for FY22.

Attachments:

Exhibit 1 – BSO letter and proposed budget

Exhibit 2 – Line-item comparison FY21 and proposed FY22 budget

Broward Sheriff's Office
2601 West Broward Boulevard
Fort Lauderdale, FL 33312
954-831-8900
www.sheriff.org



May 1, 2021

Ms. Linda Connors, Interim Town Manager
Town of Lauderdale By-The-Sea
4501 Ocean Drive
Lauderdale-By-The Sea, Florida 33308

Dear Ms. Connors:

Please be advised that the preliminary consideration for Fiscal Year 2022 is as follows:

Police Services

Total Personnel Expense	4,665,596	
Operating Expenditures	298,322	
Capital Outlay	232,007	
Transfers and Reserves	182,982	
Total Expenditure	5,378,907	(448,242.25 Monthly)

The third of three radio purchase payments have been added to your consideration in the amount of \$36,276. In addition, a Sergeant position was added to the FY2022 budget and a part time clerk was eliminated from the FY2022 budget.

These amounts are subject to the final adopted budget as approved by the Board of County Commissioners, and to any additional contract amendments or negotiations that take place after this date.

Please contact me at (954) 831-8939 with any questions regarding this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dafne E. Perez", is written over a light blue circular stamp.

Dafne E. Perez, Director
Office of Management and Budget

DEP:dw

cc: Colonel David Holmes, Department of Law Enforcement
Colonel James Reyes, Department of Administration
Lucia Lang, Finance Director, City of Lauderdale By-The-Sea

BROWARD SHERIFF'S OFFICE
1-Year Appropriation Detail for DLE Contract Cities
General Fund 001 Budget
Proposed Budget
23475 - Lauderdale-By-The-Sea

ACCOUNTS	2021/2022 Budget
512401 - Regular Salary	2,802,487
512407 - Cell Phone Supplement	1,200
512409 - Recruitment Initiative	0
514401 - Overtime	115,139
515401 - Special Pay	13,920
Personal Services	2,932,746
521401 - FICA Taxes	220,694
522401 - Retire/Regular	14,934
522402 - Retire/Special Risk	686,909
522405 - Retire/Drop Special Risk	19,998
523401 - Life/Health Insurance	589,454
523403 - OPEB	56,334
523406 - RHSP	16,685
524401 - Worker's Comp	127,842
Fringe Benefits	1,732,850
Total Personnel Expense	4,665,596
534401 - Contract Services/General	4,318
540402 - Travel-In/Out State	0
541403 - Communication Svc/Aircards	13,418
544401 - R/L Office Machines	2,796
544402 - R/L Vehicle	4,380
545402 - Ins/Admin-Bond/Ins	31,650
546401 - R/M Equipment	2,305
546402 - R/M Vehicles	81,738
546405 - R/M Service Contract	175
547401 - Contract Print & Binding	400
551401 - Office Supply-Misc	4,458
551402 - Office Supply-Office	3,549
551404 - Off Supp/Cln/Janit	400
551710 - Debt Interest Expense	826
552401 - Oper Supply-Gas/Oil/Lub	96,011
552402 - Oper Supply-Tools	700
552406 - Oper Supply-Instit	3,461
552409 - Oper Supply/Misc	30,090
552410 - Oper Supply-Uniforms	14,204
552412 - Computers less than \$1,000.	1,998
554401 - Books/Pub/Sub	100
554402 - Dues/Membership	945
554404 - Training/Misc	400
Operating Expenditures	298,322
564401 - Mach-Equip/Vehicle	162,964
564402 - Mach-Equip/Equipment	0
564404 - Communications	7,377
564408 - M/E-Computers	26,216
564421 - Lease/Purchase Equipment	35,450
Capital Outlay	232,007
591001 - Transfer To General Fund	182,982
591401 - OPEB Reserve	0
Transfers and Reserves	182,982
Total Expenditure	5,378,907

<u>Broward Sheriff's Office</u> <u>Office of Management and Budget</u>	Adopted	Proposed		
	2020-2021	2021-2022	Difference (\$)	Difference (%)
Regular Salary	2,649,026	2,802,487	153,461	5.8%
Cell Phone Supplement	1,200	1,200	-	0.0%
Overtime	148,927	115,139	(33,788)	-22.7%
Special Pay	11,640	13,920	2,280	19.6%
PERSONNEL SERVICES	2,810,793	2,932,746	121,953	4.3%
FICA Taxes	211,556	220,694	9,138	4.3%
Retire/Regular	15,515	14,934	(581)	-3.7%
Retire/Special Risk	619,630	686,909	67,279	10.9%
Retire/Drop Special Risk	18,502	19,998	1,496	8.1%
Life/Health Insurance	529,656	589,454	59,798	11.3%
OPEB	51,512	56,334	4,822	9.4%
RHSP (Retirement Health Savings Plan)	16,135	16,685	550	3.4%
Worker's Comp.	107,334	127,842	20,508	19.1%
FRINGE BENEFITS	1,569,840	1,732,850	163,010	10.4%
TOTAL PERSONNEL EXPENSES	4,380,633	4,665,596	284,963	6.5%
Contract Services/General	4,318	4,318	-	0.0%
Communication Svc/Aircards	12,985	13,418	433	3.3%
R/L Office Machines	2,796	2,796	-	0.0%
R/L Vehicle	4,380	4,380	-	0.0%
Ins/Admin-Bond/Ins	31,012	31,650	638	2.1%
R/M Equipment	2,305	2,305	-	0.0%
R/M Vehicles	76,145	81,738	5,593	7.3%
R/M Service Contract	175	175	-	0.0%
Contract Print & Binding	400	400	-	0.0%
Office Supply-Misc	4,458	4,458	-	0.0%
Office Supply-Office	3,549	3,549	-	0.0%
Office Supply/Cleaning/Janitorial	400	400	-	
Debt Principle Payment			-	
Debt Interest Expense	1,634	826	(808)	-49.4%
Oper Supply-Gas/Oil/Lub	91,910	96,011	4,101	4.5%
Oper Supply-Tools	700	700	-	0.0%
Oper Supply-Instit	3,461	3,461	-	0.0%
Oper Supply-Fingerprinting/Photo	-	-	-	
Oper Supply/Misc	28,710	30,090	1,380	4.8%
Oper Supply-Uniforms	14,204	14,204	-	0.0%
Computers Less Than \$1,000	1,998	1,998	-	0.0%
Books/Pub/Sub	100	100	-	0.0%
Dues/Membership	945	945	-	0.0%
Training/Misc		400	400	
OPERATING EXPENDITURES	286,585	298,322	11,737	4.1%
Mach-Equip/Vehicle	150,000	162,964	12,964	8.6%
Mach-Equip/Equipment	15,000	-	(15,000)	-100.0%
Communications	-	7,377	7,377	
M/E- Computers	23,350	26,216	2,866	12.3%
Lease/Purchase Equipment	34,643	35,450	807	2.3%
CAPITAL OUTLAY	222,993	232,007	9,014	4.0%
Transfer To General Fund	161,201	182,982	21,781	13.5%
OPEB Reserve	20,700	-	(20,700)	-100.0%
TRANSFERS AND RESERVES	181,901	182,982	1,081	0.6%
TOTAL EXPEDITURES	\$ 5,072,112	5,378,907	306,795	6.0%



Town Commission Agenda Item Report

Meeting Date: May 25, 2021

Submitted By: Jhanelle Campbell, Acting Development Services Director

Submitting Department: Development Services

Item Type: Discussion Item

Agenda Section: ORDINANCES 1st Reading

Subject Title: Ordinance 2021-03

Explanation: The Peril of Flood Act was signed into law (Laws of Florida 2015-69) by Governor Rick Scott on May 21, 2015, with an effective date of July 1, 2015 (the "Act"). The Act requires local governments to adopt Comprehensive Plan Goals, Objectives and Policies related to coastal flooding risks and the related impacts of sea level rise (SLR) within the Coastal Management Element (the "CME"). The state mandated peril of flood requirements primarily focusses on re-examining the principles, strategies, and engineering solutions associated with coastal flooding and SLR. To comply with the peril of flood requirements, local governments must address development and redevelopment strategies necessary to help mitigate and reduce flood risks in coastal areas as provided in Section 163.3178, Florida Statutes, attached as **(Exhibit 1)**.

The South Florida Regional Planning Council (SFRPC) secured a grant from the State Department of Economic Opportunity (DEO) to assist several coastal municipalities in South Florida, including the Town, with amending the CME of their Comprehensive Plans to ensure that they address the state mandated peril of flood requirements. The SFRPC, in coordination with the Town's Development Services staff, has reviewed the proposed amendments to the CME of the Town Comprehensive Plan to ensure compliance with the state mandated peril of flood requirements. During this process, staff identified the need for an update to the entire Town Comprehensive Plan and planned to defer proceeding with consideration and adoption of the proposed CME Comprehensive Plan amendments until the review and updates to the entire Comprehensive Plan were completed.

However, the DEO has requested that the Town proceed with consideration and adoption of the proposed CME Comprehensive Plan amendments in advance of any other Comprehensive Plan amendments to satisfy the statutory requirements necessary for compliance.

The proposed CME Comprehensive Plan amendments are incorporated into and referenced as **Exhibit A** of the attached Ordinance (**Exhibit 2**) and have been reviewed by the Town's Planning and Zoning Board (PZB), SFRPC, and DEO. The proposed CME Comprehensive Plan amendments ensure that the state peril of flood requirements are satisfied and includes policies such as:

1. Continued participation in the National Flood Insurance Program and Community Rating System.
2. Incorporation of sea level rise assumption of 6-10 inches by 2030 into planning, design and permitting standards for infrastructure and public facilities.
3. Inspection and maintenance of drainage facilities to reduce flood risks and the resulting impacts.

The Planning and Zoning Board reviewed the proposed CME Comprehensive Plan amendments at its September 11, 2019 meeting and recommended approval **(Exhibit 3)**.

Recommendation: Staff recommends that the Town Commission approve the proposed ordinance amending the CME of the Town Comprehensive Plan. Subsequent to the initial public hearing held on the proposed ordinance and the Town Commission's consideration and vote, staff will transmit the proposed CME Comprehensive Plan amendments to all applicable reviewing agencies, including DOE, pursuant to the requirements set forth in Section 163.3184(11), Florida Statutes.

Attachments:

Exhibit 1 – Section 163.3178, Florida Statutes (Coastal Management-peril of flood requirements)

Exhibit 2 – September 11, 2019 Planning and Zoning Board Minutes

Exhibit3 – Ordinance 2021-03 – Ordinance amending the CME of the Town Comprehensive Plan.

Title XI
COUNTY ORGANIZATION AND
INTERGOVERNMENTAL RELATIONS

Chapter 163
INTERGOVERNMENTAL PROGRAMS

163.3178 Coastal management.—

(1) The Legislature recognizes there is significant interest in the resources of the coastal zone of the state. Further, the Legislature recognizes that, in the event of a natural disaster, the state may provide financial assistance to local governments for the reconstruction of roads, sewer systems, and other public facilities. Therefore, it is the intent of the Legislature that local government comprehensive plans restrict development activities where such activities would damage or destroy coastal resources, and that such plans protect human life and limit public expenditures in areas that are subject to destruction by natural disaster.

(2) Each coastal management element required by s. 163.3177(6)(g) shall be based on studies, surveys, and data; be consistent with coastal resource plans prepared and adopted pursuant to general or special law; and contain:

(a) A land use and inventory map of existing coastal uses, wildlife habitat, wetland and other vegetative communities, undeveloped areas, areas subject to coastal flooding, public access routes to beach and shore resources, historic preservation areas, and other areas of special concern to local government.

(b) An analysis of the environmental, socioeconomic, and fiscal impact of development and redevelopment proposed in the future land use plan, with required infrastructure to support this development or redevelopment, on the natural and historical resources of the coast and the plans and principles to be used to control development and redevelopment to eliminate or mitigate the adverse impacts on coastal wetlands; living marine resources; barrier islands, including beach and dune systems; unique wildlife habitat; historical and archaeological sites; and other fragile coastal resources.

(c) An analysis of the effects of existing drainage systems and the impact of point source and nonpoint source pollution on estuarine water quality and the plans and principles, including existing state and regional regulatory programs, which shall be used to maintain or upgrade water quality while maintaining sufficient quantities of water flow.

(d) A component which outlines principles for hazard mitigation and protection of human life against the effects of natural disaster, including population evacuation, which take into consideration the capability to safely evacuate the density of coastal population proposed in the future land use plan element in the event of an impending natural disaster. The Division of Emergency Management shall manage the update of the regional hurricane evacuation studies, ensure such studies are done in a

consistent manner, and ensure that the methodology used for modeling storm surge is that used by the National Hurricane Center.

(e) A component which outlines principles for protecting existing beach and dune systems from human-induced erosion and for restoring altered beach and dune systems.

(f) A redevelopment component that outlines the principles that must be used to eliminate inappropriate and unsafe development in the coastal areas when opportunities arise. The component must:

1. Include development and redevelopment principles, strategies, and engineering solutions that reduce the flood risk in coastal areas which results from high-tide events, storm surge, flash floods, stormwater runoff, and the related impacts of sea-level rise.

2. Encourage the use of best practices development and redevelopment principles, strategies, and engineering solutions that will result in the removal of coastal real property from flood zone designations established by the Federal Emergency Management Agency.

3. Identify site development techniques and best practices that may reduce losses due to flooding and claims made under flood insurance policies issued in this state.

4. Be consistent with, or more stringent than, the flood-resistant construction requirements in the Florida Building Code and applicable flood plain management regulations set forth in 44 C.F.R. part 60.

5. Require that any construction activities seaward of the coastal construction control lines established pursuant to s. 161.053 be consistent with chapter 161.

6. Encourage local governments to participate in the National Flood Insurance Program Community Rating System administered by the Federal Emergency Management Agency to achieve flood insurance premium discounts for their residents.

(g) A shoreline use component that identifies public access to beach and shoreline areas and addresses the need for water-dependent and water-related facilities, including marinas, along shoreline areas. Such component must include the strategies that will be used to preserve recreational and commercial working waterfronts as defined in s. 342.07.

(h) Designation of coastal high-hazard areas and the criteria for mitigation for a comprehensive plan amendment in a coastal high-hazard area as defined in subsection (8). The coastal high-hazard area is the area below the elevation of the category 1 storm surge line as established by a Sea, Lake, and Overland Surges from Hurricanes (SLOSH) computerized storm surge model. Application of mitigation and the application of development and redevelopment policies, pursuant to s. 380.27(2), and any rules adopted thereunder, shall be at the discretion of local government.

(i) A component which outlines principles for providing that financial assurances are made that required public facilities will be in place to meet the demand imposed by the completed development or redevelopment. Such public facilities will be scheduled for phased completion to coincide with demands generated by the development or redevelopment.

(j) An identification of regulatory and management techniques that the local government plans to adopt or has adopted in order to mitigate the threat to human life and to control proposed development and redevelopment in order to protect the coastal environment and give consideration to cumulative impacts.

(k) A component which includes the comprehensive master plan prepared by each deepwater port listed in s. 311.09(1), which addresses existing port facilities and any proposed expansions, and which adequately addresses the applicable requirements of paragraphs (a)-(k) for areas within the port and proposed expansion areas. Such component shall be submitted to the appropriate local government at least 6 months prior to the due date of the local plan and shall be integrated with, and shall meet all criteria specified in, the coastal management element. "The appropriate local government" means the municipality having the responsibility for the area in which the deepwater port lies, except that where no municipality has responsibility, where a municipality and a county each have responsibility, or where two or more municipalities each have responsibility for the area in which the deepwater port lies, "the appropriate local government" means the county which has responsibility for the area in which the deepwater port lies. Failure by a deepwater port which is not part of a local government to submit its component to the appropriate local government shall not result in a local government being subject to sanctions pursuant to ss. 163.3167 and 163.3184. However, a deepwater port which is not part of a local government shall be subject to sanctions pursuant to s. 163.3184.

(3) Expansions to port harbors, spoil disposal sites, navigation channels, turning basins, harbor berths, and other related inwater harbor facilities of ports listed in s. 403.021(9); port transportation facilities and projects listed in s. 311.07(3)(b); intermodal transportation facilities identified pursuant to s. 311.09(3); and facilities determined by the state land planning agency and applicable general-purpose local government to be port-related industrial or commercial projects located within 3 miles of or in a port master plan area which rely upon the use of port and intermodal transportation facilities may not be designated as developments of regional impact if such expansions, projects, or facilities are consistent with comprehensive master plans that are in compliance with this section.

(4) Improvements and maintenance of federal and state highways that have been approved as part of a plan approved pursuant to s. 380.045 or s. 380.05 shall be exempt from the provisions of s. 380.27(2).

(5) The appropriate dispute resolution process provided under s. 186.509 must be used to reconcile inconsistencies between port master plans and local comprehensive plans. In recognition of the state's commitment to deepwater ports, the state comprehensive plan must include goals, objectives, and policies that establish a statewide strategy for enhancement of existing deepwater ports, ensuring that priority is given to water-dependent land uses. As an incentive for promoting plan consistency, port facilities as defined in s. 315.02(6) on lands owned or controlled by a deepwater port as defined in s. 311.09(1), as of the effective date of this act shall not be subject to development-of-regional-

impact review provided the port either successfully completes an alternative comprehensive development agreement with a local government pursuant to ss. 163.3220-163.3243 or successfully enters into a development agreement with the state land planning agency and applicable local government pursuant to s. 380.032 or, where the port is a department of a local government, successfully enters into a development agreement with the state land planning agency pursuant to s. 380.032. Port facilities as defined in s. 315.02(6) on lands not owned or controlled by a deepwater port as defined in s. 311.09(1) as of the effective date of this act shall not be subject to development-of-regional-impact review provided the port successfully enters into a development agreement with the state land planning agency and applicable local government pursuant to s. 380.032 or, where the port is a department of a local government, successfully enters into a development agreement with the state land planning agency pursuant to s. 380.032.

(6) Each port listed in s. 311.09(1) and each local government in the coastal area which has spoil disposal responsibilities shall provide for or identify disposal sites for dredged materials in the future land use and port elements of the local comprehensive plan as needed to assure proper long-term management of material dredged from navigation channels, sufficient long-range disposal capacity, environmental sensitivity and compatibility, and reasonable cost and transportation. The disposal site selection criteria shall be developed in consultation with navigation and inlet districts and other appropriate state and federal agencies and the public. For areas owned or controlled by ports listed in s. 311.09(1) and proposed port expansion areas, compliance with the provisions of this subsection shall be achieved through comprehensive master plans prepared by each port and integrated with the appropriate local plan pursuant to paragraph (2)(k).

(7) Each county shall establish a county-based process for identifying and prioritizing coastal properties so they may be acquired as part of the state's land acquisition programs. This process must include the establishment of criteria for prioritizing coastal acquisitions which, in addition to recognizing pristine coastal properties and coastal properties of significant or important environmental sensitivity, recognize hazard mitigation, beach access, beach management, urban recreation, and other policies necessary for effective coastal management.

(8)(a) A proposed comprehensive plan amendment shall be found in compliance with state coastal high-hazard provisions if:

1. The adopted level of service for out-of-county hurricane evacuation is maintained for a category 5 storm event as measured on the Saffir-Simpson scale; or
 2. A 12-hour evacuation time to shelter is maintained for a category 5 storm event as measured on the Saffir-Simpson scale and shelter space reasonably expected to accommodate the residents of the development contemplated by a proposed comprehensive plan amendment is available; or
 3. Appropriate mitigation is provided that will satisfy subparagraph 1. or subparagraph 2.
- Appropriate mitigation shall include, without limitation, payment of money, contribution of land, and

construction of hurricane shelters and transportation facilities. Required mitigation may not exceed the amount required for a developer to accommodate impacts reasonably attributable to development. A local government and a developer shall enter into a binding agreement to memorialize the mitigation plan.

(b) For those local governments that have not established a level of service for out-of-county hurricane evacuation by July 1, 2008, by following the process in paragraph (a), the level of service shall be no greater than 16 hours for a category 5 storm event as measured on the Saffir-Simpson scale.

(c) This subsection shall become effective immediately and shall apply to all local governments. No later than July 1, 2008, local governments shall amend their future land use map and coastal management element to include the new definition of coastal high-hazard area and to depict the coastal high-hazard area on the future land use map.

History.—s. 7, ch. 85-55; s. 8, ch. 86-191; s. 24, ch. 87-224; s. 7, ch. 93-206; s. 899, ch. 95-147; s. 11, ch. 96-320; s. 65, ch. 99-251; s. 2, ch. 2005-157; s. 2, ch. 2006-68; s. 4, ch. 2009-85; s. 44, ch. 2010-102; s. 14, ch. 2011-139; ss. 7, 80, ch. 2012-96; s. 6, ch. 2012-99; s. 1, ch. 2015-69.

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WHEREAS, Section 163.3178, Florida Statutes require local governments to address coastal flooding and the related impacts of sea level rise in the coastal management element of the local government’s comprehensive plan; and

WHEREAS, the SFRPC has reviewed the proposed amendments to the CME of the Town’s Comprehensive Plan, attached as Exhibit “A” (the “Comprehensive Plan Amendment”); and

1

32 **WHEREAS**, the Town Commission has conducted duly noticed public hearings, in
33 accordance with Section 163.3184(11), Florida Statutes, on the Comprehensive Plan Amendment;
34 and

35 **WHEREAS**, staff recommended approval of the Comprehensive Plan Amendment in its
36 report dated May 25, 2021; and

37 **WHEREAS**, at a duly noticed public hearing, the Town Planning and Zoning Board
38 (PZB), sitting as the Local Planning Agency, reviewed the Comprehensive Plan Amendment and
39 found it to be consistent with the Town’s Comprehensive Plan and Florida law, and recommended
40 approval and adoption of this Ordinance to the Town Commission; and

41 **WHEREAS**, after reviewing the PZB’s recommendation, the recommendation of Town
42 staff, and the comments from the public, the Town Commission finds the proposed Comprehensive
43 Plan Amendment is in compliance with and consistent with Florida law and its adopted
44 Comprehensive Plan.

45 **NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE**
46 **TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, AS FOLLOWS:**

47
48 **Section 1. Recitals.** The foregoing “Whereas” clauses are ratified and confirmed
49 as being true, correct and reflective of the legislative intent underlying this Ordinance and are
50 hereby made a specific part of this Ordinance.

51 **Section 2. Amendment and Adoption of Comprehensive Plan Amendment.**
52 Pursuant to Section 163.3184, Florida Statutes, the Amendment to the Comprehensive Plan, as
53 shown in the attached Exhibit “A,” is hereby amended and adopted.

54 **Section 3. Transmittal.** That the Town staff is authorized to transmit copies of this
55 Ordinance, and the related Amendment to the Town’s Comprehensive Plan as shown in the

attached Exhibit “A” to the Florida Department of Economic Opportunity (DEO), all other units of local government and governmental agencies as required by Florida law for review and comment, after a vote on first reading of this Ordinance.

Section 4. Severability. If any section, sentence, clause, or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

Section 5. Conflicts. All prior ordinances or resolutions, or parts thereof, in conflict herewith are hereby repealed to the extent of said conflict.

Section 6. Inclusion in the Town’s Comprehensive Plan. That it is the intention of the Town Commission, and it is therefore ordained, that the provisions of the Ordinance shall become and be made a part of the Town’s Comprehensive Plan, that sections of this Ordinance may be re numbered or re-lettered to accomplish such intentions, and that the word “Ordinance” shall be changed to “Section” or other appropriate word.

Section 7. Effective Date. That this Ordinance shall be effective immediately upon passage by the Town Commission on second reading, except that the effective date of the Comprehensive Plan Text Amendment approved by this Ordinance shall be the date a final order is issued by the Florida Department of Economic Opportunity or Administrative Council finding the Comprehensive Plan Amendment in-compliance in accordance with Section 163.3184, Florida Statutes, whichever occurs earlier. The Florida Department of Economic Opportunity notice of intent to find the Comprehensive Plan Amendment in compliance shall be deemed to be the final order if no timely petition challenging the Comprehensive Plan Amendment is filed.

Passed on first reading, this ____ day of _____, 2021.

Passed and adopted on the second reading, this ____ day of _____, 2021.

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MAYOR CHRIS VINCENT

	First Reading	Second Reading
Mayor Vincent	_____	_____
Vice-Mayor Oldaker	_____	_____
Commissioner Sokolow	_____	_____
Commissioner Strauss	_____	_____
Commissioner Malkoon	_____	_____

ATTEST:

Tedra Allen, CMC Town Clerk

(CORPORATE SEAL)

APPROVED AS TO FORM:

Susan L. Trevarthen, Town Attorney

Exhibit “A”

Town of Lauderdale-by-the-Sea, Florida Comprehensive Plan Amendments

Coastal Management Element (CME)

Objective 5.1

Continue to ~~enforce~~ remain consistent or more stringent than all applicable local, state, and federal coastal environmental and building regulations while providing for the appropriate development or operation of remaining vacant waterfront residential properties.

Policy 5.1.4 Continue to require that building construction techniques and additional flood resistant construction requirements remain either consistent with, or more stringent than, the requirements within the Florida Building Code (FBC) and applicable flood plain management regulations set forth in 44 C.F.R. part 60 ~~in accord with the Florida Building Code.~~

Policy 5.1.5 Continue to enforce all regulations pertaining to the State’s Coastal Construction Control Line, as established pursuant to Section 161.053, Florida Statutes, as may be amended, and require that any construction activities seaward of said line be consistent with Chapter 161, Florida Statutes, as may be amended.

Policy 5.1.12 The Town will continue to participate in the Community Rating System administered by the National Flood Insurance Program (NFIP). The Town shall continue to strengthen its sea-level rise adaptation strategies and work to reduce flood risk and losses, to improve its Community Rating Score.

Policy 5.3.3 The Town shall protect coastal areas for public benefit, and, using best practices, restore degraded coastal protection measures, including dunes, dune vegetation, and overall dune system while enforcing established access points to reduce foot traffic on the dune system.

Policy 5.4.4 Ensure that public and private developments in flood risk zones are built to an elevation that is the minimum, and where possible greater than, the required elevation for the current Community Rating Score of the National Flood Insurance Program (NFIP) working with the assumption of 6-10 inches of sea level rise by 2030, as stated by the Southeast Florida Regional Compact on Climate Change.

Policy 5.6.3 Continue to adequately fund local maintenance and operation needs with respect to storm and floodwater drainage.

Policy 5.6.4 The Town shall recognize the risk of high tide flooding events, flash flooding, storm surge, and the impacts of a rising sea, and shall ensure all drainage facilities are properly maintained to reduce flood risk.

Policy 5.7.2 ~~In coordination with Broward County, identify in the post-disaster redevelopment plan criteria for limiting redevelopment due to the extent of damage suffered, the potential repeated damage and areas suitable for public acquisition that have been destroyed as a result of a hurricane.~~ County, State, and Federal agencies and grant programs, including the Flood Mitigation Assistance Program (FMAP), Repetitive Flood Claims (RFC), and Severe Repetitive Loss (SRL), the Town will continue to work with the State of Florida Division of Emergency Management (FDEM), the Federal Emergency Management Agency (FEMA), and the National Flood Insurance Program (NFIP) to mitigate flooding hazards through the acquisition, elevation, or relocation mitigation alternatives.

Policy 5.7.4 Investigate–Enforce the post-disaster redevelopment plan, reduction of and where possible work to reduce the densities in the coastal high hazard area.

Policy 5.7.7 The Town will develop and support public and private projects and programs to retrofit, relocate, or acquire properties susceptible to repetitive flooding.

Policy 5.7.8 The Town shall require all future development and redevelopment within flood hazard areas to require additional vulnerability reduction measures, including but not limited to additional hardening, higher finished flood elevations, or the incorporation of natural infrastructure for increased resilience.

Policy 5.7.9 Structures that are storm damaged over 50% of their most recent appraised value may be reconstructed only when the entire structure will then conform to all applicable regulations, including all land development regulations, Florida Building Codes, and coastal construction codes.

Objective 5.9

The Town shall update data of critical facilities and create new strategies related to climate change impacts to infrastructure and shoreline protection.

Policy 5.9.1 The Town will maintain a list of critical facilities within areas vulnerable to repeat flooding and analyze the facilities' capacity to accommodate sea-level rise over the life expectancy of the infrastructure.

Policy 5.9.2 The Town shall develop strategies that identify how the Town will respond to impacts on critical facilities located in flood areas, considering the potential need and cost to maintain or relocate critical facilities from the areas expected to be affected.

Policy 5.9.3 The Town will enforce a shoreline stabilization strategy to protect and enhance the built and natural environments from erosion and sea-level rise impacts, prioritizing natural green infrastructure approaches. The Town shall assure shoreline stabilization strategies are found to be in the public interest, while taking into consideration the Town's vulnerability to climate change impacts. The Town shall consider public access to beaches, impacts to neighboring properties and the values and functions of beaches and coastal/marine systems, relative to shoreline stabilization strategies.

Objective 5.10

In compliance with Florida Statutes 163.3178(2)(f)3, as may be amended, during this short-term planning period the Town will implement site development techniques and best practices that reduce losses due to flooding.

Policy 5.10.1 The Town will incorporate a planning, design and permitting standard for infrastructure and public facilities that includes a sea-level rise assumption of 6-10 inches by 2030 as developed by the Southeast Florida Regional Climate Change Compact. The Town shall review and update sea-level rise projections when new and pertinent data is available.

Objective 5.11

The Town understands that its location between the Atlantic Ocean and Intracoastal Waterway places it in a challenging area. The Town will monitor and approach new coastal challenges as data is provided.

Policy 5.11.1 The Town will participate in regional climate and coastal initiatives to remain informed, and as a leader in understanding and anticipating coastal challenges.

Policy 5.11.2 The Town recognizes the risk of high tide flooding events, flash flooding, storm surge, and the impacts of a rising sea, and shall enforce all drainage facilities are properly maintained to reduce flood risk. Facilities will be checked annually, allowing time to effect needed repairs prior to the Atlantic Hurricane Season (June 1), this includes pumping stations as well as drainage infrastructure. Routine maintenance and cleaning will occur on a monthly schedule and prior to major storm occurrences.

Policy 5.11.3 The Town will make public announcements regarding high tide events and provide proper traffic assistance.

APPROVED

**TOWN OF LAUDERDALE-BY-THE SEA
PLANNING AND ZONING BOARD
MEETING MINUTES**

*Jarvis Hall - 4505 Ocean Drive
Wednesday, September 11, 2019*

1. CALL TO ORDER

Chair Lanata called the Planning and Zoning (P&Z) Board meeting for the Town of Lauderdale-By-The-Sea (L-B-T-S) to order at 6:00 PM.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance was recited.

ROLL CALL

Members present were John Lanata, William Ferrante, Jeffrey Whyte, 1st Alternate Howard Goldberg, Alan Bluestein, and 2nd Alternate Emeline Savidge. Bernard Petreccia, was the only absent member. Also present were Town Attorney James White, Development Services Director Linda Connors, Planner Susan Leven, Planner Jhanelle Campbell, and Clerk Kaliah Lewis.

3. APPROVAL OF MINUTES

a. Previous Meeting Minutes – June 5, 2019

Mr. Goldberg made a motion to approve the minutes of June 5, 2019 as presented. The motion was seconded by Mr. Whyte. The motion carried 5-0.

4. PUBLIC COMMENTS

Chair Lanata called for general public comments now which were not specific to the items on the agenda but no one wished to speak. The Chair closed public comments at this time.

5. TOWN PLANNER REPORT

6. NEW BUSINESS

a. Sky 230 Vacation of Easement

Planner Jhanelle Campbell stated that the applicant, 230 Tropical Shores Development, LLC. requested to vacate a storm drainage easement located at Garden Court in the Silver Shores section of L-B-T-S. The applicant was currently constructing townhomes where the easement was located. The easement was established in 1968 and only recently was discovered. It is no longer required because the applicant recently vacated and relocated a 12' drainage easement in the same vicinity. Staff recommended approval of the easement vacation request based upon review of the application plans submitted and its compliance with the Town's Code. As there were no Board questions, the Chair opened up public comments but there were none and the public hearing was closed. .

Mr. Ferrante made a motion to recommend approval of this agenda item to the Town Commission. The motion was seconded by 1st Alternate Howard Goldberg. The motion carried 5-0.

Ms. Campbell explained that this would move forward to the Town Commission Meeting on September 26, 2019.

b. Peril of Flood

Planner Susan Leven gave a PowerPoint presentation stating that since not everyone was here when this agenda item was previously presented, she would start with a brief overview. Peril of Flood is an amendment to the State's Statutes recognizing that future flood risks are increasing due to sea level rise and storm surge. She spoke about Lauderdale-By-The-Sea (L-B-T-S) being on a barrier island. Her presentation outlined the amendments to the Coastal Management Element of L-B-T-S's Comprehensive Plan to meet the requirements put in place through the Peril of Flood Act. She also explained that the Town had to do this because Florida Statutes say that we need to. She explained that the Planning Counsel contacted the Town awhile back to see if the Town was interested in working with them to update our Comprehensive Plan to meet the new Peril of Flood requirements. She spoke about working with Corey Aitken from the South Florida Regional Planning Council. He presented in front of this Board and previously worked with Staff. She introduced Mark Smith who is here today. The Board has copies of the amendments and said that the Town was tasked to either remain consistent or more stringent with existing regulations. She spoke about the new objectives which were proposed for the Town's Coastal Management Element of the Comprehensive Plan. Ms. Leven explained that she would be taking this to the Town Commission at their September 26, 2019 Meeting. The plan is to refresh the Town's Coastal Management Element and then add the amendments to it which would put us in a good position to meet our requirements.

Mr. Goldberg asked about the Town's costs for this and Ms. Leven explained that a lot of this is already in the budget. She said that this would also affect builders of new construction or re-building. She explained what has already been done to harden Town Hall. Development Services Director Linda Connors answered Mr. Bluestein's question regarding federal money for this program and she spoke about the possibility of grants or whatever else would ensure that the Town's dollars were supplemented as much as possible. Mr. Ferrante asked about the height of seawalls and Ms. Connors explained what the County was looking into regarding minimum seawall height requirements. She said that the Town was also looking into what neighboring communities were doing. She explained that currently the Town's regulations did not have a minimum or maximum seawall height requirement. We would have to look into how we can assist our homeowners once the Country height regulations were incorporated. As there were no further Board questions, the Chair opened up for public comments but there were none and the public hearing was closed. .

Mr. Goldberg made a motion to recommend approval to the Town Commission of this agenda item for the proposed amendments to the Coastal Management Plan that would be added to that document in the future. The motion was seconded by Mr. Ferrante. The motion carried 4-1 (Mr. Whyte opposed).

7. OLD BUSINESS

8. UPDATES/BOARD MEMBER COMMENTS

Chair Lanata said that he would be resigning as of tonight as he is moving out of town. Mr. Goldberg thanked him for his years of service and Chair Lanata thanked the Board Members and

the Town's highly-professional Staff. Ms. Connors answered Mr. Whyte that the Town Commission would be nominating and approving a new Board Member to fill the Board vacancy and everyone would move up. Therefore, 1st Alternate Howard Goldberg would become a regular Board Member and 2nd Alternate Emeline Savidge would become 1st Alternate. The new person would be the 2nd Alternate. At the next Planning and Zoning Meeting, we would elect a new Chair. Ms. Connors asked if the Board Members were available for a meeting on October 9th (instead of October 2nd). Discussion ensued and a date would be looked into.

9. ADJOURNMENT

Mr. Ferrante made a motion to adjourn at 6:25. The motion was seconded by Mr. Goldberg. The motion carried 5-0.

Chair John Lanata

ATTEST:

Date Accepted: _____

Development Services Director Linda Connors



Town Commission Agenda Item Report

Meeting Date: May 25, 2021

Submitted By: Neysa Herrera, Assistant to the Town Manager

Submitting Department: Administration

Item Type: Resolutions

Agenda Section: RESOLUTIONS - PUBLIC COMMENTS

Subject Title: Resolution 2021-30 - A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, APPROVING THE RANKINGS FOR REQUEST FOR QUALIFICATIONS NO. 21-03-02 FOR CONSULTING SERVICES RELATED TO THE CREATION OF A DUNE MASTER PLAN; AUTHORIZING THE INTERIM TOWN MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH THE NUMBER ONE RANKED FIRM, MOFFAT & NICHOL, INC. IN AN AMOUNT NOT TO EXCEED \$75,000; PROVIDING FOR AN EFFECTIVE DATE. **(Exhibit 1)**

Explanation: On March 5, 2021, the Town issued Request for Qualifications No. 21-03-02 (the "RFQ") to solicit the services of a qualified consultant to create a Dune Master Plan (the "Plan") **(Exhibit 2)**. The RFQ closed on April 2, 2021, and two responses were received from the following firms: Aptim Environmental & Infrastructure, LLC ("Aptim"), and Moffat & Nichol, Inc. ("Moffat & Nichol") **(Exhibit 3)**.

On April 15, 2021, the Evaluation Committee evaluated and ranked the two proposals in the following order: (1) Moffat & Nichol and (2) Aptim; with Moffat & Nichol receiving an average score of 98.3 out of a 100 and Aptim receiving an average score of 95.3. Though both firms were deemed qualified by the Evaluation Committee, Moffat & Nichol was determined to be the most qualified.

As part of the FY21 Budget Process, the Commission approved \$75,000 to fund this project. In addition, the Florida Department of Environmental Protection ("DEP"), Coastal Management Program ("FCMP"), announced that the Town's Coastal Partnership Initiative ("CPI") application to help cover the costs of the creation of the Plan, was recommended for funding in the amount of \$30,000. The final decision whether to fund these projects is expected to be made by the National Oceanic and Atmospheric Administration (NOAA) by summer of 2021.

It is important to note that the agreement between the Town and the consultant will not be executed until the Town has a fully executed agreement with the DEP for the \$30,000 in grant funds. This is a reimbursement grant, and the work must fall within the DEP agreement period which is expected to be July 1, 2021 – Dec 31, 2022, to be eligible for funding.

Recommendation: Staff recommends that the Town Commission approve the Evaluation Committee's rankings and authorize the Town Manager to negotiate and execute an agreement with the number one ranked firm, Moffat & Nichol, in an amount not to exceed \$75,000.

Attachments:

Exhibit 1 – Resolution 2021-30

Exhibit 2 – RFQ 21-03-02 Dune Master Plan

Exhibit 3 – RFQ 21-03-02 Responses

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A RESOLUTION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, APPROVING THE RANKINGS FOR REQUEST FOR QUALIFICATIONS NO. 21-03-02 FOR CONSULTING SERVICES RELATED TO THE CREATION OF A DUNE MASTER PLAN; AUTHORIZING THE INTERIM TOWN MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH THE NUMBER ONE RANKED FIRM, MOFFAT & NICHOL, INC. IN AN AMOUNT NOT TO EXCEED \$75,000; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town issued Request for Qualifications No. 21-03-02 (the “RFQ”) seeking a firm to create a dune master plan (the “Services”); and

WHEREAS, the Town received proposals from two firms; and

WHEREAS, on April 15, 2021, the Evaluation Committee evaluated and ranked the proposals, ranking Moffat & Nichol, Inc. (“Moffat”) as the number one ranked, most qualified firm; and

WHEREAS, the Evaluation Committee recommends the Town Commission approve the rankings and authorize the Interim Town Manager to negotiate and execute an agreement with Moffat; and

WHEREAS, the Town Commission deems it to be in the best interests of the Town to approve the rankings and authorize the Interim Town Manager to negotiate and execute an agreement with Moffat.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF
THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA:**

Section 1. Recitals. Each “WHEREAS” clause set forth is true and correct and incorporated herein by this reference.

Section 2. Rankings of RFQ Approved. The rankings of the RFQ are hereby approved.

Section 3. Negotiation and Execution Authorized. The Interim Town Manager is hereby authorized to negotiate and execute an agreement with Moffat for the Services, consistent with the terms of the RFQ, together with such terms as may be acceptable to the Interim Town Manager and approved as to form and legal sufficiency by the Town Attorney.

Section 4. Effective Date. This resolution shall become effective immediately upon its passage.

PASSED AND ADOPTED this 25th day of May 2021.

Mayor Chris Vincent

Attest:

APPROVED AS TO FORM:

Town Clerk Tedra Allen, CMC

Susan L. Trevarthen, Town Attorney

(CORPORATE SEAL)

LAUDERDALE BY • THE • SEA



REQUEST FOR QUALIFICATIONS FOR ***Dune Master Plan***

REQUEST FOR QUALIFICATIONS No. 21-03-02
Submittal Deadline: April 2, 2021

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA

This is a Request for Qualifications (“RFQ”) solicitation being conducted pursuant to Section 287.055, Florida Statutes, known as the Consultant’s Competitive Negotiation Act (CCNA).

The Town of Lauderdale-By-The-Sea, Florida (hereafter “TOWN”) invites qualified firms to submit their qualifications and experience for consideration to provide:

Dune Master Plan

Sealed responses to this RFQ will be received until 2:00 PM on April 2, 2021 in Town Hall, 4501 N. Ocean Drive, Lauderdale-By-The-Sea, FL 33308.

Responses should be clearly marked "RFQ 21-03-02 Dune Master Plan".

All information required by this RFQ shall be submitted to the TOWN by the submittal deadline to constitute a valid response.

The TOWN normally opens responses to RFQs as soon as practical after the submittal deadline; however, the TOWN reserves the right to delay that opening if necessary. The openings of all RFQs are open to the public.

ALL QUESTIONS AND CONTACT WITH THE TOWN REGARDING THIS RFQ ARE TO BE DIRECTED TO:

Tedra Allen, CMC, Town Clerk
4501 N. Ocean Drive
Lauderdale-By-The-Sea, Florida 33308
Telephone: 954-640-4201
Fax: 954-640-4236
Email: TownClerk@lbts-fl.gov

RFQ documents may be obtained via the Internet at <https://www.lauderdalebythesea-fl.gov/356/Procurement-Solicitations> or on www.Demandstar.com.

The documents may also be obtained by contacting the Town Clerk.

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Section 1 General Information

1. DEFINITIONS. For the purposes of this Request for Qualifications ("RFQ"):

CCNA means the Consultants' Competitive Negotiation Act found in Section 287.055, Florida Statutes.

Qualified Firm means a Respondent who is deemed by the Town Manager to be highly qualified to perform the professional services described in this RFQ and is included on the list of Firms submitted to the Town Commission.

Respondent means the individual, organization, corporation, or firm, submitting a response to this RFQ.

Selected Firm means a Qualified Firm that has been approved by the Town Commission and has executed a Professional Services Contract.

Submittal Deadline means the date and time after which at the TOWN will not accept responses to this RFQ.

TOWN means the Town of Lauderdale-By-The-Sea, Broward County, Florida.

Work Authorization means the document issued by TOWN to a Selected Firm authorizing a specific scope of services, the compensation to be paid, the time frame to complete the work and other project specific details.

2. NATURE OF THE WORK

A. The TOWN intends to enter into a contract with the most qualified firm to provide professional engineering services as defined in Section 287.055(2)(a), Florida Statutes.

B. The professional engineering services to be provided are for the creation of a Dune Master Plan and may include:

- site planning and evaluation;
- preparation of plans, reports, and analyses;
- permitting;
- specifications and/or bid preparation; and
- construction management, supervision, inspection and administration.

C. After the selection of the top ranked Firm to perform the work, the TOWN will request a proposal from the firm. If the TOWN and the Selected Firm agree, then a Work Authorization will be issued by the TOWN authorizing a specific scope of services, the compensation to be paid, the time frame to complete the work and other project specific details.

Section 1 General Information

3. DESCRIPTION OF WORK

A. GENERAL INFORMATION ABOUT THE TOWN'S PROJECT

The Town of Lauderdale-By-The-Sea is a seaside community with a permanent population of about 6,500 that increases to about 12,000 during the winter season.

The TOWN is seeking a firm to create a Dune Master Plan that encompasses all Dunes within the Town limits, roughly from Flamingo Ave to Terra Mar Drive in Lauderdale By the Sea (approximately 2.5 miles). This work will include data collection and the creation of a base map, assessment of the dunes (including but not limited to health of the dune vegetation, FEMA flood zone assessments, and opportunities to reshape the dunes.) Public Outreach, as well as consultation with planning and regulatory agencies will also be a component of this work.

B. SCOPE OF SERVICES

The scope of services to be provided by the Selected Firm may include, but is not limited to, the following, all of which shall be performed in accordance with applicable law:

- a. Prepare preliminary or feasibility design reports and/or design alternative recommendations. This may include preparation of conceptual designs, various types of utility modeling, surveying, field data analysis, estimates of probable construction cost and life-cycle cost analysis.
- b. Organize and attend up to four meetings with and/or make presentations to the Town Commission, homeowner's associations, business entities, and other interested stakeholder groups as requested by the TOWN. Prepare recommendations for appropriate community outreach components and processes for project development.
- c. Organize and attend up to four meetings with and/or make presentations to TOWN Staff.
- d. Prepare required bidding/construction documents for the project(s). This may include the preparation of surveys, design plans, technical specifications, cost estimates, permit applications to government agencies, and other related contract documents.
- e. Assist in evaluating bids and making bid award recommendations for construction contract(s).
- f. Provide engineering, management, administration, inspection and value engineering services for the project during construction. This may include responding to contractor's Requests for Information, shop drawing/contractor submittal review and approval, inspection and approval of project improvements or progress, certification of projects from various permitting entities, possible field revisions, and review and approval of contractor pay applications. Evaluate and make recommendations on change orders.

Section 1 General Information

- g. Provide project close-out services. This may include inspection, preliminary and final acceptance of projects, preparation and approval of punch list items, providing as-built record drawings, operation and maintenance manuals, and project certification as required to all permitting agencies.
- h. Identify possible grant funding opportunities and write grant applications or portions thereof for submittal to appropriate agencies.

C. **DELIVERABLES:**

Deliverables will be defined in each Work Authorization.

4. ANTICIPATED TERM

The Professional Engineering Services Contract and work authorizations will be awarded only for the Dune Master Plan.

5. CCNA REQUIREMENT

The estimated cost of this study/planning activity may exceed \$35,000.

6. MINIMUM REQUIRED EXPERIENCE & QUALIFICATIONS

In order to be deemed responsive and considered for contract award, firm(s) or individuals must satisfy the following mandatory minimum requirements for their respective disciplines:

General Requirements:

- A. Maintain an office in the tri-County area (Broward, Dade, and Palm Beach Counties), which is the home office for the principal professional of record and most of the professional's support team.
- B. Possess and maintain all necessary and appropriate Florida licenses and certifications required for the services proposed to be provided.
- C. Have at least fifteen (15) years of experience in providing engineering services to local governments.
- D. The person proposed to be assigned to manage the TOWN contract shall be a registered professional engineer with the State of Florida and shall provide his or her license number in the response. In addition, the firm must have a CFM assigned to oversee the study necessary to create the Dune Master Plan.

If a firm has not been in existence for the required number of years, but the principals who are proposed to be assigned to the TOWN's contract have the requisite experience with another firm, that experience may satisfy the required experience.

Section 1 General Information

7. SELECTION PROCESS

The TOWN will follow the selection process set forth below and in accordance with the TOWN Purchasing Manual, which is on the TOWN's website: <https://www.lauderdalebythesea-fl.gov/356/Procurement-SolicitationsDF>

A. Reserved Rights:

The TOWN reserves the right to: Change the Submittal Deadline or cancel this RFQ; Reject incomplete, irregular, or non-responsive responses; Reject responses with or without cause and for any reason including, but without limitation, if the Respondent fails to submit any required documentation, if the Respondent is in arrears or in default upon any debt or contract to the TOWN or has failed to perform faithfully any previous contract with the TOWN or with other governmental jurisdictions; Solicit and re-advertise for other responses; or, Waive any irregularities or informalities when in the best interest of the TOWN.

B. Interviews:

The TOWN wishes to avoid the expense to the TOWN and to Respondents of unnecessary presentations. Therefore, the TOWN will make every reasonable effort to achieve the initial ranking using written submittals. The TOWN, however, reserves the right to conduct personal interviews or require presentations prior to selection if the TOWN deems this is necessary in order to select its top-ranked firms. The TOWN will not be liable for any expenses which Respondents may incur in connection with a presentation to the TOWN or related in any way to this RFQ.

C. Request for Additional Information:

The Respondent shall furnish such additional information as the TOWN may reasonably require. The TOWN reserves the right to make investigations of the qualifications of the Respondent as it deems appropriate, and to investigate the financial capability, reputation, integrity, skill, business experience and quality of performance under similar operations of each Respondent, including shareholders, principals and senior management. Failure to provide additional information requested may result in disqualification of the response.

D. Evaluation Committee

- a. An Evaluation Committee (the “**Committee**”) will be established by the Town Manager to review and evaluate all submittals.
- b. The Committee will first review each submittal for compliance with the minimum qualifications and mandatory requirements of the RFQ. Failure to comply with the RFQ requirements may disqualify a response.
- c. The Committee will then evaluate the submittals based on the evaluation criteria herein and establish a list of Qualified Firms deemed to be the most qualified and most advantageous to the TOWN to provide the services requested.

Section 1 General Information

The Committee or the Town Commission may request oral presentations from the Respondents. The selection recommendation will be brought to the Town Commission for approval and authorization to begin contract negotiation with the most qualified firms.

E. Shortlisting of Firms.

Depending on the number of responses received, the Town may short-list respondents in order to facilitate more in-depth analysis of a manageable number of responses. These short-listed respondents may or may not be interviewed by the appointed Committee.

8. EVALUATION CRITERIA

The following criteria will be used to evaluate the submittals. Not all of these criteria will apply to each discipline for which professional services are sought.

- A. Respondent's number of years in business.
- B. Respondent's in-house expertise and applicability for the required services, including the demonstrated experience of the key officers and individuals proposed to be assigned to the TOWN contract.
- C. The scope, breadth, depth and quality of experience and past performance record on projects of similar type, size, quality and scope in Florida and elsewhere. Experience in completing projects and providing services similar to those required by the TOWN as demonstrated in project/service history descriptions.
- D. The degree to which the Respondent can provide services for the Dune Master Plan with in-house resources and the availability of those resources.
- E. Respondent's dependence on outside contractors and the qualifications, licenses and references for any proposed sub-consultants or subcontractors may be considered.
- F. Respondent's ability to provide all services required in a timely manner, including Respondent's ability to respond quickly, efficiently and cost- effectively.
- G. Respondent's familiarity and success with permitting agencies and permitting procedures in South Florida.
- H. The sufficiency of Respondent's staff to provide the required services.
- I. Past performance with other governmental jurisdictions and, if applicable, on TOWN projects (previous employment or contractual experience with the TOWN is not required).
- J. The location of the firm and the place from which the work is to be performed.
- K. Past history of meeting required time frames.
- L. Financial resources and capabilities.
- M. Other factors considered relevant to analyze Respondent's expertise including as authorized or required by Florida Statutes.

Section 1 General Information

9. CONTRACT AWARD

Any contract award resulting from this RFQ requires Town Commission approval and execution of a contract approved by the Town Attorney.

The award will be to the firm whose submittal complies with all material requirements set forth in this RFQ and whose qualifications and response, in the opinion of the TOWN, are the most advantageous to the TOWN, taking into consideration all aspects of the Respondent's response.

The TOWN shall be the sole judge of its own best interests, the responses, and the resulting negotiated Professional services contract, if any.

10. PROFESSIONAL SERVICES CONTRACT

The TOWN anticipates entering into professional services contracts with the selected Respondent judged by the TOWN to be the most highly qualified to perform the requested services.

The selected Respondent is expected to execute the Town's standard Services Agreement, in a form similar to the attached sample agreement and approved by the Town Attorney.

The TOWN's standard services contract is included as **Exhibit 6**.

11. ETHICS

With respect to submittals to this RFQ or any future transaction with the TOWN, if any Respondent or Selected Firm violates or is a party to a violation of the ethics ordinances or rules of the TOWN, or the provisions of Chapter 112, part III, Fla. Stat., the Code of Ethics for Public Officers and Employees, such Respondent or Selected Firm may be disqualified from furnishing the services for which the submittal or response is submitted and may be further disqualified from submitting any future submittals or responses for goods or services to TOWN.

End of Part 1

Section 2 – RFQ Requirements

12. RFQ GENERAL INFORMATION

A. INCURRED EXPENSES

The TOWN is not responsible for any expenses that Respondents may incur preparing and submitting their response to this RFQ or for any expenses related to any presentation by Respondents, whether requested by the TOWN or otherwise.

B. INQUIRIES

The TOWN will not respond to oral inquiries. Respondents may mail, email or fax written inquiries regarding this RFQ to the attention of the Town Clerk. Please mark the correspondence "RFQ No. 21-03-02 QUESTION".

The TOWN will respond to written inquiries received at least 7 working days prior to the Submittal Deadline. The TOWN will record its responses to inquiries and any supplemental instructions in the form of a written addendum. If addenda are issued, the TOWN will email, mail or fax written addenda to any potential Respondent who has provided their contact information to the Town Clerk. Although the TOWN will make an attempt to notify each prospective Respondent of any addendum or change in requirements or dates, it is the sole responsibility of a Respondent to remain informed as to any changes to the RFQ.

C. ADDENDUM, AMENDMENT, CHANGE IN DATES

At its sole discretion, the TOWN may postpone or reschedule any dates in the selection process or any term of the RFQ. If changes are made, the TOWN will issue an addendum (addenda) prior to the Submittal Deadline. It is the sole responsibility of a Respondent to remain informed as to any changes.

D. PRE-RESPONSE MEETING

A pre-response meeting is not scheduled or anticipated.

F. RESPONSE SUBMISSION

Respondents shall submit in a sealed, opaque package:

- one (1) original printed response; and
- one (1) electronic copy of the response.

The electronic copy of the response shall be in PDF or Microsoft Word file formats. Complex graphics, appendixes, and additional materials do not have to be submitted electronically.

Submissions shall be clearly marked on the outside as follows:

To: Town of Lauderdale-By-The-Sea

Section 2 – RFQ Requirements

RFQ No. 21-03-02

Project: Dune Master Plan
Submitted by: _____
Address: _____
Telephone: _____
Email: _____

Responses shall be submitted in person or by mail prior to the Submittal Deadline. Email submittals are not accepted.

The TOWN cautions Respondents to assure actual delivery of responses to the TOWN prior to the Submittal Deadline. Telephone confirmation of timely receipt of a response may be made by calling the Office of the Town Clerk (954-640-4200).

Submittals, additions, or changes after the Submittal Deadline will not be accepted and will be returned to the Respondent.

Respondents may withdraw their responses by notifying the TOWN in writing at any time prior to the opening. Responses, once opened, become property of the TOWN and will not be returned.

G. PUBLIC RECORDS

Responses to this RFQ are public records and subject to public disclosure in accordance with Chapter 119, Florida Statutes (the Public Records Law). Certain exemptions to the Public Records Law are statutorily provided for and it is the Respondent's responsibility to become familiar with these concepts and to specifically note any information in the response that they believe is confidential and/or exempt from public disclosure.

13. RESPONSE FORMAT & CONTENT

In order to ensure a uniform review process and to obtain the maximum degree of comparability, it is required that the responses be organized in the manner specified herein.

RESPONDENTS SHALL COMPLETE AND SUBMIT THE REQUIRED RFQ FORMS OR YOUR RESPONSE WILL BE DEEMED NON-RESPONSIVE.

The forms may be duplicated and most are available in WORD. Any erasures or corrections on the form must be made in ink and initialed by Respondent in ink. All

Section 2 – RFQ Requirements

information submitted by the Respondent shall be printed, typewritten or completed in ink. Responses shall be signed in ink.

All responses shall be submitted as specified in this RFQ. Any attachments shall be clearly identified. In order to be deemed responsive and considered for contract award, the response must fully respond to all parts of the RFQ.

Any other information thought to be relevant, but not applicable to the enumerated categories, should be provided as an appendix to the response. If publications are supplied by a responder to respond to a requirement, the response should include reference to the document number and page number. Responses lacking this reference may be considered to have no reference material included.

Respondents shall prepare their responses using the following format:

1. Title Page

The title page shall show the name of Respondent's agency/firm, address, telephone number, name of contact person, date, and the RFQ number.

2. Letter of Transmittal

This letter will summarize in one or two pages, the following information:

- a. List the professional services identified in this RFQ you are qualified and willing to perform.
- b. A statement that the business is licensed, permitted and/or certified to do business and practice a specific discipline, or is a design- build firm (as applicable) in the State of Florida and attach copies of all such licenses issued to the business entity.
- c. Identify any supplemental materials that have been included that might enhance the TOWN's understanding of the firm and its capabilities and experience in light of the qualification evaluation criteria.
- d. Identify the Response Contract.
The name of the person who is authorized to make representations for the Respondent during the evaluation phase, their title, email address, and telephone number.
- e. Identify the Contract Administrator.
The name of the person who will be the firm's contact during the term of the contract, their title, email address, and telephone number.
- f. Identify the Project Manager.
The name of the person who will be assigned as the primary contact with the TOWN, their title, email address, and telephone number. Provide the person's background, training, experience, qualifications and authority.
- g. The official legally authorized to negotiate and execute a contract on behalf of the Respondent must sign the letter of transmittal.

Section 2 – RFQ Requirements

3. Table of Contents

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

4. Organization Profile, Qualifications and Experience (RFQ Form 1, Exhibit 1)

A. Complete Form 1 (**Exhibit 1**) and include it as the first page of this section.

B. Following Form 1, provide the following information in the order requested in the format of your choosing:

- Considerable relevant experience that demonstrates both the experience and capability of particular personnel who will actually perform the work.

Include the work that the firm has done within the past ten (10) years for other governmental entities. Describe the work performed, and the year and amount of time the firm was engaged. Provide contact information for each.

Note: If a firm has not been in existence for ten (10) years, or the personnel who are proposed to be assigned to the TOWN's contract have the requisite experience with another firm, list the work by both the firm and the personnel.

- Include documentation indicating that the firm or individual is authorized to do business in the State of Florida and, if a corporation, is incorporated under the laws of one of the States of the United States.
- A description of the individual responsible
- The resumes and professional qualifications of the primary individual(s) who will work on this project.

5. References (RFQ Form 2)

Complete RFQ Form 2 (**Exhibit 2**) by providing at least four (4) clients or business references, with whom we may speak during the evaluation phase, which have utilized the services being proposed to the TOWN.

6. Insurance:

Include a statement that the Respondent commits to, and is able to, obtain and provide proof of insurance that meets the requirements specified in the Professional services contract (**Exhibit 6**).

NOTE: The following is NOT required when you submit your response.

If deemed to be a Qualified Firm, the Qualified Firms shall provide a list of claims for the past five (5) years, including those presently outstanding against the firm.

Section 2 – RFQ Requirements

This information shall be provided by and signed by the agent of the insurance carrier. If no outstanding claims exist, a statement of this fact must be provided by and signed by the agent of the insurance carrier.

7. Professional Services Contract

Include a statement that the Respondent takes no exceptions to the TOWN's standard professional service contract (**Exhibit 6**) or in the alternative, clearly and prominently indicate what exceptions are taken and any proposed modifications to the TOWN's professional services contract (**Exhibit 6**).

RESPONDENTS TAKING EXCEPTION ARE SOLELY RESPONSIBLE FOR THIS RISK. The TOWN is under no obligation to accept or consider any exceptions, or accept any Response with an exception. Respondents are reminded that they may submit one Response without exceptions and an alternate Proposal with exceptions.

8. Additional Forms.

THE FOLLOWING ADDITIONAL FORMS SHALL BE EXECUTED AND SUBMITTED WITH YOUR RESPONSE TO BE DEEMED RESPONSIVE.

EXHIBIT 3, RFQ FORM 3: RESPONDENT'S CERTIFICATION

EXHIBIT 4, RFQ FORM 4: SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A). FLORIDA STATUTES ON PUBLIC ENTITY CRIME

EXHIBIT 5, RFQ FORM 5: NO FINANCIAL INTEREST STATEMENT

9. Compensation

The response **shall not** include rates or fees for any services. The Town Manager will negotiate fees that the TOWN determines to be fair, competitive and reasonable with the Selected Firm.

10. Representations and Warranties.

In submitting a response, Respondent warrants and represents that:

- A. Respondent has given TOWN written notice of all conflicts, errors, ambiguities, or discrepancies that Respondent has discovered in this RFQ and any addenda thereto, and the written resolution thereof by the TOWN is acceptable to Respondent.
- B. The RFQ is generally sufficient in detail and clarity to indicate and convey understanding of all terms and conditions for the performance of the response that is submitted.

Section 2 – RFQ Requirements

- C. No person has been employed or retained to solicit or secure award of the contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, and no employee or officer of the TOWN has any interest, financially or otherwise, in this RFQ or related contract.

End of Part 2

THE REST OF THIS PAGE IS INTENTIONALLY BLANK

RFQ FORMS

***THIS FORM SHALL BE COMPLETED AND SUBMITTED WITH YOUR RESPONSE
TO BE DEEMED RESPONSIVE.***

RFQ FORM 1: QUALIFICATIONS STATEMENT

Proposer: _____

1. State the full and correct name of the partnership, corporation or trade name under which you do business and the address of the place of business. (If a corporation, state the name of the president and secretary. If a partnership, state the names of all partners. If a trade name, state the names of the individuals who do business under the trade name.)
 - a. The correct and full legal name of the Respondent is:
 - b. The business is a (Sole Proprietorship) (Partnership) (Corporation).
 - c. The names of the corporate officers, or partners, or individuals doing business under a trade name, are as follows:
2. Please describe your company in detail:
 - a. Number of employees;
 - b. Number of years your organization been in business; and,
 - c. The organization's specialty.
3. The contact information (address, telephone and fax) of the principal place of business:
4. The contact information (address, telephone and fax) of the closest business location to TOWN if different than number 3:
5. Name and title of employees to be assigned to the Town contract, if awarded:
6. Company identification numbers for the Internal Revenue Service:
7. Broward County business tax receipt number, if applicable, and expiration date:
8. List the last three project of this nature that the firm has completed? Please provide project description, reference and cost of work completed.
9. Have you ever failed to complete any work awarded to you? If so, where and why?

RFQ FORMS

10. Provide the following information concerning all contracts that are similar in nature or use the same project team proposed for this contract that are **in progress** as of the date of submission of this Response.

Name of Project	Contract with:	Contract Amount	Estimated Completion Date	% of Completion to Date

(Continue list as necessary)

Provide the following information for any sub-contractors you propose to engage if awarded a contract.

Subcontractor Name	Contact Information	Work to be Performed

The foregoing list of subcontractors may not be amended after award of the contract without the prior written approval of the Town Manager, whose approval shall not be unreasonably withheld.

RFQ FORMS

RFQ FORM 3: RESPONDENT'S CERTIFICATION

Respondent: _____

***THIS FORM SHALL BE COMPLETED AND SUBMITTED WITH THE RESPONSE
TO BE DEEMED RESPONSIVE.***

The undersigned guarantees the truth and accuracy of all statements and the answers contained herein.

I have carefully examined the Request for Qualifications referenced above ("RFQ") and any other documents accompanying or made a part of this RFQ.

I hereby propose to furnish the goods or services specified in the RFQ. I agree that my response will remain firm for a period of 150 days in order to allow the TOWN adequate time to evaluate the responses.

I certify that all information contained in this response, which includes the TOWN required RFQ forms 1, 2, 3, 4 and 5 is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this response on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

Respondent hereby authorizes the TOWN, its staff or consultants, to contact any of the references provided in the response and specifically authorizes such references to release, either orally or in writing, any appropriate data with respect to the firm offering this response.

I further certify, under oath, that this response is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a response for the same product or service; no officer, employee or agent of the TOWN or any other proposer has a financial interest in said response; and that the undersigned executed this Proposer's Certification with full knowledge and understanding of the matters herein contained and was duly authorized to do so.

If this response is selected, I understand that I will be expected to execute the TOWN's standard Professional Services contract, in the form approved by the Town Attorney.

A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crimes may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, sub-contractor, or consultant under a contract with a public entity, and may not transact business with any public entity in excess of the threshold amount provided in Sec. 287.017 Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the

RFQ FORMS

convicted vendor list. I further certify, under oath, that neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholder, employees, members or agents active in the management of the entity has been convicted of a public entity crime subsequent to July 1, 1989.

Name of Business

By: _____
Signature

Print Name and Title

Mailing Address

RFQ FORMS

***THIS FORM SHALL BE COMPLETED AND SUBMITTED WITH THE RESPONSE
TO BE DEEMED RESPONSIVE.***

RFQ FORM 4: SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A). FLORIDA STATUTES ON PUBLIC ENTITY CRIME

**TO BE VALID, THIS FORM SHALL BE SIGNED AND SWORN TO IN THE PRESENCE OF A
NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS**

1. This sworn statement is submitted to The Town Commission of the Town of Lauderdale-By-The-Sea, Florida by: _____

(print this individual's name and title)

for _____

(print name of entity submitting sworn statements)

Whose business address is: _____

And, if applicable, whose Federal Employer Identification Number (FEIN) is _____. If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: ____-____-_____.

2. I understand that a "public entity crime" as defined in paragraph 287.133(1)(a), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transactions of business with any public entity or with an agency or political subdivision of any other state or with the United States including, but not limited to any bid or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" 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 adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a Jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of public entity crime; or
 2. 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 person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement,

RFQ FORMS

shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. 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 any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the 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, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement which I have marked below is true in a relation to the entity submitting this sworn statement. (Please indicate which statement applies).

_____ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or any affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months. AND (Please indicate which additional statement applies).

_____ There has been a proceeding concerning the conviction before a hearing officer in the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (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 the 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 Florida 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 THE PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED AND FOR THE PERIOD OF THE CONTRACT ENTERED INTO, WHICHEVER PERIOD IS LONGER. 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.

RFQ FORMS

Date: _____

(Signature)

STATE OF FLORIDA
COUNTY OF: _____

Sworn and subscribed before me this _____ day of _____, 20____

by _____ who is Personally known to me Or

who produced identification _____
(Type of Identification)

(Signature) Notary Public-State of Florida

(Printed, typed or stamped commissioned name of notary public)

My commission expires _____ (SEAL)

RFQ FORMS

***THIS FORM SHALL BE COMPLETED AND SUBMITTED WITH THE RESPONSE
TO BE DEEMED RESPONSIVE.***

RFQ FORM 5: NO FINANCIAL INTEREST STATEMENT

The undersigned guarantees the truth and accuracy of this statement.

The Respondent recognizes and certifies that no elected official, board member, or employee of the Town of Lauderdale-By-The-Sea (the "Town") shall have a financial interest directly or indirectly in this RFQ, related contract, if any, or any compensation to be paid under or through these matters, and further, that no Town employee, nor any elected or appointed officer (including Town board members) of the TOWN, nor any spouse, parent or child of such employee or elected or appointed officer of the TOWN, may be a partner, officer, director or proprietor of Respondent, and further, that no such TOWN employee or elected or appointed officer shall be employed by the firm or receive any compensation from the firm for a period of at least twelve (12) months after leaving the employ or agency of the TOWN.

Name of Business

By:

Signature

Print Name and Title

Mailing Address

Exhibit 6

to the RFQ

PROFESSIONAL SERVICES AGREEMENT



LAUDERDALE
BY • THE • SEA

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Exhibit 6: Standard Services Agreement

PROFESSIONAL SERVICES AGREEMENT

Between

TOWN OF LAUDERDALE-BY-THE-SEA

And

(CCNA)

THIS AGREEMENT (the “**Professional Services Agreement**” or **Agreement**”) is made between the Town of Lauderdale-By-The-Sea, Florida, a Florida municipal corporation (the “**TOWN**”) and _____, a _____ corporation authorized to do business in the State of Florida, (the “**CONTRACTOR**”), whose principal place of business is _____.

WHEREAS, pursuant to Section 287.055, Florida Statutes, the TOWN issued RFQ No. 20-01-01 for the Dune Master Plan (the “RFQ”) and selected the CONTRACTOR to provide professional engineering services; and

WHEREAS, the CONTRACTOR is willing and able to perform such professional services for the TOWN within the basic terms and conditions set forth in this Agreement.

NOW THEREFORE, in consideration of the mutual terms, conditions, promises and covenants set forth below, the TOWN and CONTRACTOR agree as follows:

SECTION 1. RECITALS.

The above recitals are true and correct and are incorporated herein.

SECTION 2. DEFINITIONS

The following definitions and references are given for the purpose of interpreting the terms as used in this Agreement and apply unless the context indicates a different meaning. Additional definitions provided for in the RFQ are also incorporated herein.

- 2.1 **Contract Documents** refers to this Agreement, the Request for Qualifications No. 20-01-01 (“RFQ”), attached hereto and incorporated herein as **Exhibit 1**, CONTRACTOR’s response to the RFQ, opened March 5, 2021 attached hereto and incorporated herein as **Exhibit 2**, all specifications, Certificate(s) of Insurance, Work Authorizations and all written amendments issued on or after the effective date of this Agreement.

Exhibit 6: Standard Services Agreement

In the event of conflict among the various components of the Contract Documents, the following shall govern in the following order: this Agreement, any written amendments thereto, the RFQ (**Exhibit 1**), CONTRACTOR's Proposal (**Exhibit 2**), and Work Authorizations.

- 2.2 **Compensation** means the total amount paid by the TOWN for the CONTRACTOR's professional services pursuant to an executed Work Authorization, exclusive of Reimbursable Expenses.
- 2.3 **Reimbursable Expenses** means the expenses directly attributable to the Work Authorization that are not Compensation in the Work Authorization, but that the TOWN agrees in writing will be costs the TOWN will reimburse to the CONTRACTOR. Reimbursable Expenses may include, application and permit fees paid for securing approval of authorities having jurisdiction over the Work Authorization; actual cost of reproduction, printing, binding and photocopying of drawings, specifications, renderings and other documents specified the Work Authorization; travel expenses as provided in Paragraph 3.4 of this Agreement. Travel Expenses are not a reimbursed expense unless CONTRACTOR has secured advance written authorization for such travel from the Town Manager.
- 2.4 **Subcontractor Fee** means the direct and actual cost of the subcontractor with no markup, as reflected by actual invoices of the subcontractor.
- 2.5 **Work Authorization** means the document issued by TOWN to a CONTRACTOR authorizing a specific scope of services, the Compensation to be paid, the time frame to complete the work and other project specific details.

SECTION 3. SCOPE OF SERVICES/COMPENSATION

- 3.1 CONTRACTOR shall meet the requirements and perform the services described in the RFP for the Dune Master Plan ("Project"), attached hereto and incorporated herein as Exhibit 1, and CONTRACTOR's proposal, attached hereto and incorporated herein as Exhibit 2. The Services required by this Agreement, Exhibit 1, and Exhibit 2, shall collectively be referred to as "Services."
- 3.2 Travel Expenses, whether within or outside of Broward County, and whether to the specific project or otherwise, are not a reimbursed expense unless CONTRACTOR has secured advance written authorization for such travel from the Town Manager. All approved travel expenses will be reimbursed in accordance with the TOWN's adopted travel policy.
- 3.3 The Compensation for the Services provided pursuant to this Agreement shall be in accordance with Exhibit 2, in an amount not to exceed \$_____.
- 3.4 CONTRACTOR will invoice the TOWN on a monthly basis for services rendered the previous month. The invoice shall identify work completed, by whom and the

Exhibit 6: Standard Services Agreement

percentage of the Services completed. Additionally, the invoice shall include a line item reflecting retainage as applicable.

After receipt of the invoice, the Town shall notify CONTRACTOR of any discrepancies or disputed items on the invoice. The TOWN may request additional information, including but not limited to, all invoices, time records, expense records, accounting records and payment records of CONTRACTOR. The TOWN shall pay the CONTRACTOR the undisputed portion of the invoice within thirty (30) days of receipt of the invoice.

The Town Manager shall make a final determination regarding any disputed portion of the invoice within forty-five (45) days of receipt of the invoice during which time the Town Manager or designee shall meet with the CONTRACTOR to seek resolution of the disputed billing.

- 3.5 Retainage: The TOWN reserves the right to withhold retainage in the amount of ten percent (10%) of any payment due to the CONTRACTOR until the Project is completed. For projects that are divided into several phases, any retainage shall be withheld and may be released individually for each phase of the Project at TOWN's discretion. Said retainage may be withheld at the sole discretion of the Town Manager and as security for the successful completion of the CONTRACTOR'S duties and responsibilities under the Work Authorization.

SECTION 4. TERM/TERMINATION

- 4.1 **Term of Agreement.** This Agreement shall commence on the date this instrument is fully executed by all parties and shall continue in full force and effect until the completion of the Project, unless terminated earlier pursuant to this Agreement.
- 4.2 **Termination For Convenience.** The TOWN shall have the right at any time to terminate this Agreement for any reason whatsoever or without reason, upon thirty (30) calendar days' written notice to CONTRACTOR. If any such termination notice is provided by the TOWN, the CONTRACTOR shall immediately cease work on any Work Authorizations issued under this Agreement upon receipt of the notice from the TOWN. In the event the TOWN terminates the Agreement as provided for herein through no fault of the CONTRACTOR, the TOWN shall pay to the CONTRACTOR for work completed pursuant to this Agreement to the satisfaction of the TOWN, its reasonable documented costs actually incurred as of the date of the termination notice. Under no circumstances shall the TOWN make payment of profit for services that have not been performed.

Exhibit 6: Standard Services Agreement

- 4.3 **Termination For Cause.** This Agreement may be terminated by either party upon five (5) calendar days written notice to the other party should the other party fail substantially to perform in accordance with its material terms through no fault of the party initiating the termination. In the event that CONTRACTOR abandons this Agreement or causes it to be terminated by the TOWN, the CONTRACTOR shall indemnify and hold the TOWN harmless against any loss pertaining to such termination. In the event that the CONTRACTOR is terminated by the TOWN for cause and it is subsequently determined by a court of competent jurisdiction that such termination was without cause, such termination shall thereupon be deemed a termination for convenience under Section 4.2 and the provisions of Section 4.2 shall apply.

SECTION 5. ADDITIONAL SERVICES AND CHANGES IN SCOPE OF SERVICES

- 5.1 **Change Order Defined.** A Change Order shall mean a written order to the CONTRACTOR executed by the TOWN and CONTRACTOR, issued after execution this Agreement, authorizing and directing a change in the Scope of Services or an adjustment in the Compensation or the completion time, or any combination thereof.
- 5.2 **Effect of Executed Change Order.** The execution of a Change Order by the TOWN and the CONTRACTOR shall constitute conclusive evidence of the CONTRACTOR and the TOWN's agreement to the ordered changes in the Scope of Services or an adjustment in the Contract Price or the Contract Time, or any combination thereof. The CONTRACTOR, by executing the Change Order, waives and forever releases any claim against the TOWN for additional time or Compensation for matters relating to or arising out of or resulting from the Services included within or affected by the executed Change Order. The CONTRACTOR agrees that no claim for delay damages shall be asserted against the TOWN and hereby waives the right to assert any such claim.

SECTION 6. SURVIVAL OF PROVISIONS

Any terms or conditions of either this Agreement or any subsequent Work Authorization that require acts beyond the date of the term of either agreement, shall survive termination of the agreements, shall remain in full force and effect unless and until the terms or conditions are completed and shall be fully enforceable by either party.

SECTION 7. TOWN'S RESPONSIBILITIES

Exhibit 6: Standard Services Agreement

- 7.1 TOWN shall assist CONTRACTOR by providing CONTRACTOR with available information that is pertinent to the Work Authorization as may be requested in writing by the CONTRACTOR and allow reasonable access to pertinent information relating to the services to be performed by CONTRACTOR.
- 7.2 TOWN shall provide CONTRACTOR access to TOWN property as required for CONTRACTOR to perform services under this Agreement or any Work Authorization.

SECTION 8. ETHICS

- 8.1 The applicable code of ethics from the state professional organization of the CONTRACTOR's professional discipline shall be incorporated in this Agreement by this reference. For example, for engineers, the code of ethics of the Florida Engineering Society shall be incorporated in this Agreement by this reference. If there is not a code of ethics from the state professional organization, then the code of ethics from the national professional organization shall be incorporated.
- 8.2 CONTRACTOR warrants and represents that its employees shall abide by the applicable provisions of the Code of Ethics for Public Officers and Employees, Chapter 112, Florida Statutes, and Broward County Code of Ethics (County Code Section 1-19), as they may be amended from time to time.
- 8.3 No officer or employee of the Town of Lauderdale-By-The-Sea, Florida, during his or her term of employment or for one year thereafter, shall have any interest, direct or indirect, in this Agreement or the proceeds thereof. No vendor shall give, solicit for, deliver or provide a campaign contribution directly or indirectly to a candidate, or to the campaign committee of a candidate, for the offices of Mayor or Commissioner. Any subcontractors hired by the firm must also adhere to this policy and it must be included in their contracts as well.

SECTION 9. POLICY OF NON-DISCRIMINATION/WAGES

- 9.1 The CONTRACTOR shall comply with all federal, state, and local laws and ordinances applicable to the work or services provided under this Agreement or any Work Authorization and shall not engage in or commit any discriminatory practice against any person based on race, color, religion, sex, sexual orientation, age, marital status, national origin, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery in the performance of work under this Agreement or a Work Authorization.

Exhibit 6: Standard Services Agreement

- 9.2 If a specific project is subject to federal and grant funding that requires specific wage and non-discrimination provisions, CONTRACTOR shall be required to comply with such provisions.

SECTION 10. OWNERSHIP OF DOCUMENTS/DELIVERABLES

- 10.1 All finished or unfinished documents, including but not limited to, detailed reports, studies, plans, drawings, surveys, maps, models, photographs, specifications, digital files, and all other data prepared for the TOWN or furnished by the CONTRACTOR pursuant to this Agreement shall become the property of the TOWN, and shall be delivered by CONTRACTOR to the TOWN within 10 calendar days after written notice requesting delivery of such documents. In no event shall the CONTRACTOR use, or permit to be used, any of the documents, without the TOWN'S prior written authorization.
- 10.2 All subcontracts for the preparation of reports, studies, plans, drawings, specifications, digital files or other data, entered into by the CONTRACTOR for a Work Authorization shall provide that all such documents and rights obtained by virtue of such contracts shall become the property of the TOWN.
- 10.3 All final plans and documents prepared by the CONTRACTOR shall bear the endorsement and seal of a person duly registered as a Professional Engineer, Architect, Landscape Architect, Professional Geologist, or Land Surveyor, as appropriate, in the State of Florida and date approved and/or sealed.
- 10.4 All deliverables should be provided in hard copy format as well as electronic format to the TOWN. Drawings should be provided in CADD and PDF, spread sheets in Microsoft Excel, and written documentation in Microsoft Word. The date of submittal to the TOWN shall be deemed to be the later of delivery of hard copies or delivery of electronic copies as applicable.

Exhibit 6: Standard Services Agreement

SECTION 11. RECORDS/AUDITS

- 11.1 CONTRACTOR shall maintain and require subcontractors to maintain, complete and correct records, books, documents, papers and accounts pertaining to each Work Authorization and any work performed in connection with this Agreement. Such records, books, documents, papers and accounts shall be available at all reasonable times for examination and audit by the Town Manager or any authorized TOWN representative with reasonable notice and shall be kept for a period of five (5) years after the completion of each Work Authorization or such longer time as may be required by applicable law. Incomplete or incorrect entries in such records, books, documents, papers or accounts will be grounds for disallowance by, or reimbursement to, the TOWN of any fees or expenses based upon such entries. Disallowed fees will be paid when incomplete or incorrect entries are remedied to the satisfaction of the TOWN.
- 11.2 The CONTRACTOR shall comply with Chapter 119, Florida Statutes, as applicable, and shall comply with the following:
- (a) CONTRACTOR agrees to keep and maintain public records in CONTRACTOR's possession or control in connection with CONTRACTOR's performance under this Agreement. CONTRACTOR additionally agrees to comply specifically with the provisions of Section 119.0701, Florida Statutes. CONTRACTOR shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law, for the duration of the Agreement, and following completion of the Agreement until the records are transferred to the TOWN.
 - (b) Upon request from the TOWN's custodian of public records, CONTRACTOR shall provide the TOWN 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 by Chapter 119, Florida Statutes, or as otherwise provided by law.
 - (c) Unless otherwise provided by law, any and all records, including but not limited to reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of the TOWN.
 - (d) Upon completion of this Agreement or in the event of termination by either party, any and all public records relating to the Agreement in the possession of the CONTRACTOR shall be delivered by the CONTRACTOR to the Town Manager, at no cost to the TOWN, within seven (7) days. All such records stored electronically by CONTRACTOR shall be delivered to the Town in a format that is compatible with the TOWN's information technology systems.

Exhibit 6: Standard Services Agreement

Once the public records have been delivered upon completion or termination of this Agreement, the CONTRACTOR shall destroy any and all duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.

- (e) Any Compensation due to CONTRACTOR shall be withheld until all records are received as provided herein.

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 954-640-4200, TownClerk@lauderdalebythesea-fl.gov, or by mail: Town Clerk, 4501 N. Ocean Drive, Lauderdale-By-The-Sea, FL 33308.

- 11.3 Refusal of the CONTRACTOR to comply with the provisions of Sections 11.1 or 11.2 shall be grounds for immediate termination for cause by the TOWN of this Agreement or any Work Authorization.

SECTION 12. NO CONTINGENT FEE

CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CONTRACTOR, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONTRACTOR, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. In the event the CONTRACTOR violates this provision, the TOWN shall have the right to terminate this Agreement or any Work Authorization, without liability, and at its sole discretion, to deduct from the Contract Price, or otherwise recover, the full amount of such fee, commission, percentage, gift or consideration.

SECTION 13. INDEPENDENT CONTRACTOR

The CONTRACTOR is an independent contractor under this Agreement and any Work Authorizations. Services provided by the CONTRACTOR shall be by employees of the CONTRACTOR and subject to supervision by the CONTRACTOR, and not as officers, employees, or agents of the TOWN. Personnel policies, tax responsibilities, social security, health insurance, employee benefits, purchasing policies and other similar

Exhibit 6: Standard Services Agreement

administrative procedures applicable to services rendered under this Agreement or any Work Authorizations shall be those of the CONTRACTOR.

SECTION 14. ASSIGNMENT; AMENDMENTS

- 14.1 This Agreement shall not be assigned, transferred or otherwise encumbered, under any circumstances, by CONTRACTOR, without the prior written consent of the TOWN, which may be withheld in the TOWN's sole discretion.
- 14.2 No modification, amendment or alteration in the terms or conditions of this Agreement shall be effective unless contained in a written document executed with the same formality as this Agreement.

SECTION 15. INDEMNIFICATION/HOLD HARMLESS

- 15.1 The CONTRACTOR shall indemnify and hold harmless the TOWN and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent such liabilities, damages, losses, or costs are caused by the negligence, recklessness, or intentionally wrongful conduct of the CONTRACTOR or any persons employed or utilized by the CONTRACTOR in the performance of this Agreement or any Work Authorization. . Nothing in this Agreement shall be deemed or treated as a waiver by the Town of any immunity to which it is entitled by law, including but not limited to the Town's sovereign immunity as set forth in Section 768.28, Florida Statutes.
- 15.2 CONTRACTOR acknowledges that specific consideration has been paid or will be paid under this Agreement and each Work Authorization for the above hold harmless and indemnification provision, and further agrees with the foregoing provisions of indemnity and also agrees with the collateral obligation of insuring said indemnity as set forth in Section 16.

SECTION 16. INSURANCE

The CONTRACTOR shall secure and maintain throughout the duration of this Agreement and any Work Authorization, insurance of such type and in such amounts necessary to protect its interest and the interest of the TOWN against hazards or risks of loss as specified below. The insurance coverage shall be primary insurance with respect to the CONTRACTOR, its officials, employees, agents and volunteers. Any insurance maintained by the TOWN shall be in excess of the CONTRACTOR'S insurance and shall

Exhibit 6: Standard Services Agreement

not contribute to the CONTRACTOR'S insurance. The following minimum insurance coverage requirements shall apply on a per project basis:

- 16.1 **Worker's Compensation and Employer's Liability Insurance:** Coverage to apply for all employees for Statutory Limits as required by applicable State and Federal laws. Employers Liability Limits shall be no lower than \$500,000 each accident, \$500,000 each employee (disease), \$500,000 disease (policy limit).
- 16.2 **Comprehensive Automobile and Vehicle Liability Insurance:** This insurance shall be written in comprehensive form and shall protect the TOWN and the CONTRACTOR against claims for injuries to members of the public and/or damages to property of others arising from the CONTRACTOR'S use of motor vehicles or any other equipment and shall cover operation with respect to onsite and offsite operations and insurance coverage shall extend to any motor vehicles or other equipment irrespective of whether the same is owned, non-owned, or hired. The limit of liability shall not be less than \$1,000,000 per occurrence for Bodily Injury and Property Damage, Hired & Non Owned Auto Liability. Defense Costs must be 'outside the limits' of liability.
- 16.3 **Comprehensive General Liability.** This insurance shall be written on a "per occurrence" basis only in comprehensive form and shall protect the TOWN and the CONTRACTOR against claims arising from injuries to members of the public or damage to property of others arising out of any act or omission to act of the CONTRACTOR or any of its agents, employees, or subcontractors. The limit of liability shall not be less than \$1,000,000 per occurrence combined single limit, or \$1,000,000 per occurrence/\$2,000,000 general aggregate for Bodily Injury and Property Damage and general aggregate for Products/Completed Operations. Comprehensive General Liability insurance shall include endorsements for property damage; personal injury, contractual liability; completed operations; products liability and independent contractors coverage. Defense Costs must be 'outside the limits' of liability.
- 16.4 **Professional Liability:** \$1,000,000 per incident. If coverage is written on a claims-made form, the retroactive date of coverage shall be no later than the inception date of the claims made coverage, unless the prior act policy was extended indefinitely to cover prior period acts. Provisions shall be made to provide coverage beyond the policy year, when necessary. Defense Costs must be 'outside the limits' of liability.

At the Town's sole discretion, the requirement for professional liability insurance may be waived in certain limited circumstances based on the nature of a specific project.

Exhibit 6: Standard Services Agreement

- 16.5 **Certificate of Insurance:** Concurrent with the execution of this Agreement and prior to the execution of a Work Authorization, the CONTRACTOR shall provide the TOWN an original Certificate of Insurance documenting compliance with each required insurance policy. The TOWN is to be specifically included as an Additional Insured for General Liability and Auto Liability of the CONTRACTOR resulting from operations performed by or on behalf of TOWN in performance of this or any Work Authorization. The General Liability Additional Insured Endorsement MUST include 'Completed Operations' using the latest version of CG 20 37 04 13- Additional Insured-owners, lessees, or contractors- **Completed Operations** & CG 20 10 04 13 Additional Insured-owners, lessees or contractors-scheduled person or organization. Each Certificates of Insurance shall be endorsed with a provision that not less than thirty (30) calendar days' written notice shall be provided to the TOWN before any policy or coverage is cancelled or restricted. CONTRACTOR's proposed insurance coverage is subject to approval of the Town Manager, in the Town Manager's sole discretion.

CONTRACTOR'S insurance, including that applicable to the TOWN as an Additional Insured, shall apply on a primary basis and any other insurance maintained by the TOWN shall be in excess of and shall not contribute to CONTRACTOR'S insurance. CONTRACTOR'S insurance shall contain a severability of interest provision providing that, except with respect to the total limits of liability, the insurance shall apply to each Insured or Additional Insured in the same manner as if separate policies had been issued to each.

- 16.6 All deductibles or self-insured retentions must be declared to and be approved by the Town Manager. The CONTRACTOR shall be responsible for the payment of any deductible or self-insured retentions in the event of any claim. The Town Manager may require the CONTRACTOR, as a condition of execution of a particular Work Authorization, to provide a bond or other monetary consideration to cover the CONTRACTORS' deductible for Professional Liability Insurance.
- 16.7 Insurance carriers providing the insurance required by this Agreement or any Work Authorization must be licensed in the State of Florida as evidenced by certificates of authority from the Department of Financial Services of the State of Florida, or have an eligible surplus lines insurer under Florida Statutes. In addition, the insurer must have and must maintain a rating of "A" or better according to the A.M. Best Company. If during the period when an insurer is providing insurance required by this Agreement an insurer shall fail to comply with the foregoing minimum requirements, the Town shall be notified in writing as soon as possible. The Contractor shall have 20 days to replace such insurance with an insurer who meets the acceptable insurance provider requirements as stated herein.

Exhibit 6: Standard Services Agreement

- 16.8 The TOWN reserves the right to change the insurance requirements depending upon the scope of work in a Work Authorization.

SECTION 17. REPRESENTATIVE OF TOWN AND CONTRACTOR

- 17.1 **TOWN Representative.** It is recognized that questions in the day-to-day conduct of this Agreement will arise. The TOWN designates the Town Manager, or his/her designee, as the person to whom all communications pertaining to the day-to-day conduct of this Agreement shall be addressed.
- 17.2 **CONTRACTOR Representative.** CONTRACTOR shall inform the TOWN Representative, in writing, of the representative of the CONTRACTOR to whom all communications pertaining to the day-to-day conduct of this Agreement shall be addressed.

SECTION 18. COST AND ATTORNEY'S FEES/WAIVER OF JURY TRIAL

- 18.1 If either the TOWN or CONTRACTOR is required to enforce the terms of this Agreement or any Work Authorization by court proceedings or otherwise, whether or not formal legal action is required, the prevailing party shall be entitled to recover from the other party all costs, expenses, and attorney's fees in any state or federal administrative, circuit court and appellate court proceedings.
- 18.2 In the event of any litigation arising out of this Agreement or any Work Authorization, EACH PARTY HEREBY KNOWINGLY, IRREVOCABLY, VOLUNTARILY AND INTENTIONALLY WAIVES ITS RIGHT TO TRIAL BY JURY.

SECTION 19. ALL PRIOR AGREEMENTS SUPERSEDED

This document incorporates and includes all prior negotiations, correspondence, conversations, agreements or understandings applicable to the matters contained in this Agreement and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms of the Agreement shall be predicated upon any prior representations or agreements whether oral or written.

SECTION 20. CONTRACTOR'S RESPONSIBILITIES

- 20.1 Any and all drawings, plans, specifications, or other construction or contract documents prepared by the CONTRACTOR shall be accurate, coordinated and

Exhibit 6: Standard Services Agreement

adequate for construction, as applicable, and shall comply with all applicable TOWN Codes, county, state and federal laws, rules and regulations.

- 20.2 The CONTRACTOR shall exercise the same degree of care, skill and diligence in the performance of the services for each Work Authorization as is ordinarily provided by a professional engineer, architect, landscape architect, surveyor or mapper, as applicable, under similar circumstances. If at any time during the term of any Work Authorization or the construction of a specific project for which the CONTRACTOR has provided engineering, architectural landscape, architectural, surveying or mapping services under a prior Work Authorization, it is determined that the CONTRACTOR's documents are incorrect, defective or fail to conform to the Scope of Services of the particular Work Authorization, upon written notification from the TOWN, the CONTRACTOR shall immediately proceed to correct the work, re-perform services that failed to satisfy the foregoing standard of care, and shall pay all costs and expenses associated with correcting said incorrect or defective work, including any additional testing, inspections, and construction and reimbursements to the TOWN for any other services and expenses made necessary thereby, save and except any costs and expenses which the TOWN would have otherwise paid absent the CONTRACTOR's error or omission. The TOWN's rights and remedies under this section are in addition to, and are cumulative of, any and all other rights and remedies provided by this Agreement or the Work Authorization, in equity or otherwise.
- 20.3 The CONTRACTOR'S obligations under Paragraph 20.2 of this Agreement shall survive termination of this Agreement or Work Authorization.
- 20.4 CONTRACTOR shall comply with all laws, ordinances, and governmental rules, regulations and order, now or at any time during the term of the Agreement, which are applicable to or which affect the work performed under this Agreement or any Work Authorization or any procedures of the CONTRACTOR for such work.
- 20.5 CONTRACTOR shall be responsible for technically deficient designs, reports, or studies due to CONTRACTOR's errors and omissions, and shall promptly correct or replace all such deficient design work due to CONTRACTOR's errors and omissions without cost to TOWN upon the request of the TOWN. CONTRACTOR shall also be responsible for the cost of correcting deficient construction, which was built from technically deficient designs. Payment in full by the TOWN for work performed does not constitute a waiver of this provision.

SECTION 21. SUBCONTRACTORS

Exhibit 6: Standard Services Agreement

- 21.1 In the event the CONTRACTOR requires the services of any subcontractors or other professional associates in connection with services covered by any Work Authorization, the CONTRACTOR must secure the prior written approval of the Town Manager.
- 21.2 Any subcontract with a subcontractor shall afford to the TOWN rights against the subcontractor which correspond to those rights afforded to the TOWN against the CONTRACTOR herein, including but not limited to those rights of termination as set forth herein.
- 21.3 No reimbursement or payment shall be made to the CONTRACTOR for any subcontractors that have not been previously approved by the TOWN for use by the CONTRACTOR and CONTRACTOR's solely responsible for use of unimproved subcontractors.
- 21.4 CONTRACTOR shall provide the Town Manager with evidence of insurability consistent with the minimum insurance coverage requirements in Section 16 of this Agreement for all subcontractors proposed by CONTRACTOR to perform services under this Agreement or any Work Authorization. The subcontractors insurance shall list the TOWN as an Additional Insured for General Liability and Auto Liability of the subcontractor resulting from operations performed by or on behalf of TOWN in performance of this Agreement or any Work Authorization.

SECTION 22. NOTICES

Whenever either party desires to give notice to the other, it must be given by hand delivery or written notice, sent by certified United States mail, with return receipt requested or a nationally recognized private mail delivery service, addressed to the party for whom it is intended, at the place last specified, and the place for giving of notice in compliance with the provisions of this paragraph. For the present, the parties designate the following as the respective places for giving of notice, to-wit:

FOR CONTRACTOR:

Telephone: ()

Facsimile: ()

Exhibit 6: Standard Services Agreement

FOR TOWN:

Town of Lauderdale-By-The-Sea
Attention: Town Manager
4501 N. Ocean Drive
Lauderdale-By-The-Sea, Florida 33308
Telephone: (954) 640-4200

With a copy to:

Town of Lauderdale-By-The-Sea
Attention: Town Attorney
4501 N. Ocean Drive
Lauderdale-By-The-Sea, Florida 33308
Telephone: (954)763-4242

SECTION 23. TRUTH-IN-NEGOTIATION CERTIFICATE

Execution of this Agreement and any Work Authorization by CONTRACTOR shall act as the execution of a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the Compensation of this Agreement or any Work Authorization are accurate, complete, and current at the time of contracting. Each Work Authorization's Contract Prices and any additions shall be adjusted to exclude any significant sums by which the TOWN determines the Work Authorization Contract Price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such adjustments shall be made within one year following the end of each Work Authorization.

SECTION 24. DISPUTE RESOLUTION

24.1 Any dispute concerning performance of this Agreement shall be decided by the TOWN, who shall reduce the decision to writing and serve a copy on the CONTRACTOR. The decision shall be final and conclusive unless within 21 calendar days from the date of receipt, the CONTRACTOR files with the TOWN a petition for administrative hearing. The TOWN's decision on the petition shall be final, subject to the CONTRACTOR's right to review pursuant to Chapter 120, Florida Statutes. Exhaustion of administrative remedies is an absolute condition precedent to the CONTRACTOR's ability to pursue any other form of dispute resolution, including, but not limited to, litigation; provided, however, that the parties may employ the alternative dispute resolution procedures outlined in Chapter 120.

Exhibit 6: Standard Services Agreement

24.2 Without limiting the foregoing, the exclusive venue of any legal or equitable action that arises out of or relates to this Agreement shall be the appropriate state court in Broward County, Florida.

SECTION 25. CONSENT TO JURISDICTION

The parties submit to the jurisdiction of any Florida state or federal court in any action or proceeding arising out of relating to this Agreement or any Work Authorization. Venue of any action to enforce this Agreement or any Work Authorization shall be in Broward County, Florida.

SECTION 26. GOVERNING LAW

This Agreement shall be construed in accordance with and governed by the laws of the State of Florida.

SECTION 27. HEADINGS

Headings are for convenience of reference only and shall not be considered in any interpretation of this Agreement.

SECTION 28. EXHIBITS

Each Exhibit referred to in this Agreement forms an essential part of this Agreement. The Exhibits are to be treated as part of this Agreement, and are incorporated by reference.

SECTION 29. SEVERABILITY

If any provision of this Agreement or any Work Authorization or the application thereof to any person or situation shall to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

SECTION 30. COUNTERPARTS

This Agreement may be executed in several counterparts, each of which shall be deemed an original, and such counterparts shall constitute one and the same instrument.

Exhibit 6: Standard Services Agreement

SECTION 31. SCRUTINIZED COMPANIES

- 31.1** Contractor certifies that it and its subcontractors are not on the Scrutinized Companies that Boycott Israel List. Pursuant to Section 287.135, F.S., the City may immediately terminate this Agreement at its sole option if the Contractor or its subcontractors are found to have submitted a false certification; or if the Contractor, or its subcontractors are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.
- 31.2** If this Agreement is for more than one million dollars, the Contractor certifies that it and its subcontractors are also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, F.S. Pursuant to Section 287.135, F.S., the City may immediately terminate this Agreement at its sole option if the Contractor, its affiliates, or its subcontractors are found to have submitted a false certification; or if the Contractor, its affiliates, or its subcontractors are placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.
- 31.3** The Contractor agrees to observe the above requirements for applicable subcontracts entered into for the performance of work under this Agreement.
- 31.4** As provided in Subsection 287.135(8), F.S., if federal law ceases to authorize the above-stated contracting prohibitions then they shall become inoperative.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

Exhibit 6: Standard Services Agreement

IN WITNESS WHEREOF, the parties execute this Agreement on the respective dates under each signature: The TOWN, signing by and through its Town Manager, attested to by its Town Clerk, duly authorized to execute same and by CONTRACTOR by and through its _____, whose representative has been duly authorized to execute same through a resolution of the corporation or partnership.

ATTEST:

TOWN OF LAUDERDALE BY-THE-SEA

Tedra Allen, Town Clerk

By: _____
Chris Vincent, Mayor

_____ day of _____, 2021.

APPROVED AS TO FORM
AND SUFFICIENCY:

Linda Connors, Interim Town Manager

By: _____
Susan L. Trevarthen, Town Attorney

Lucila Lang, Finance Director

WITNESS:

CONTRACTOR

Print Name: _____

By: _____

Print Name/Title: _____

Date: _____

STATEMENT OF QUALIFICATIONS

Produced for the Town of Lauderdale-By-The-Sea
April 2021 • TITLE PAGE



DUNE MASTER PLAN

RFQ No. 21-03-02



Moffatt & Nichol, Inc.

100 W. Cypress Creek Road, Suite 960
Fort Lauderdale, FL 33309

Contact:

Timothy Blankenship, PE
305.206.0849 (m)

tblankenship@moffattnichol.com

LETTER OF TRANSMITTAL





100 West Cypress Road, Suite 960
Fort Lauderdale, FL 33309

Tel: (954) 622-8100
moffattnichol.com

April 2, 2021

Town of Lauderdale-By-The-Sea
Town Hall
4501 North Ocean Drive
Lauderdale-By-The-Sea, FL 33308

Subject: Response to RFQ 21-03-02, Dune Master Plan

Dear Members of the Selection Committee:

The challenges facing Florida's east coast cities are significant, and the Town of Lauderdale-By-The-Sea (Town) is no exception. Natural erosion, sea level rise, and severe storms continue to alter the Town's coastline, and it is imperative that the Town develop a coastal defense strategy that protects your fragile beaches while respecting the area's natural beauty, recreational opportunities, and the preferences of the residents. Dune management requires the assistance and expertise of a team of qualified coastal engineers and scientists that is experienced with this type of project in similar environments. The Moffatt & Nichol team is ready to continue working with the Town on this new contract and develop a Dune Master Plan that will work for the Town, a plan built from the lessons learned and best practices developed over dozens of similar projects up and down the east coast of the United States. This experience has included the development of a Dune Master Plan for the City of Hollywood.

The Moffatt & Nichol Team is particularly well suited for this contract for several reasons, including:

A Project Management Team Dedicated to Client Satisfaction and Project Success

– The right team is one with leadership that understands your concerns and has the experience to deliver; one supported by professionals with the expertise to design project solutions on schedule and within budget. Project Manager Christy Brush, who works out of our Miami office and her Broward County home office, has extensive dune and coastal/resiliency project experience. She will work closely with me, Contract Manager Timothy Blankenship, PE, from our Miami office. Christy and I have been working together in South Florida with a focus on coastal projects for more than 20 years. We offer the Town a coordinated team that makes certain your project has the resources needed for success, on schedule and budget.

WE EXCEED YOUR ELIGIBILITY REQUIREMENTS!

Maintain an office in the Tri-County area, which is the home office for the principal professional of record and most of the professional's support team.

- › Moffatt & Nichol has been working in Florida since 1985, and our state offices include Broward and Dade Counties. All told, we have more than 80 personnel in 7 Florida offices. Contract and project management will be provided from our Miami location.

Possess and maintain all necessary and appropriate Florida licenses and certifications required for the services proposed to be provided.

- › Moffatt & Nichol is properly registered with the state as needed (our licenses follow this letter).

Have at least fifteen (15) years of experience in providing engineering services to local governments.

- › Moffatt & Nichol has been working in Florida since 1985, and our local clients include the Town of Lauderdale-By-The-Sea, Broward County, City of Hollywood, Town of Hillsboro Beach, City of Miami, City of Miami Beach, and the Village of Key Biscayne, just to name a few.

The person proposed to be assigned to manage the Town contract shall be a registered professional engineer with the State of Florida and shall provide his or her license number in the response. In addition, the firm must have a CFM assigned to oversee the study necessary to create the Dune Master Plan.

- › Broward County-based Project Manager Christy Brush, CFM, has 22 years of experience, including extensive work in South Florida. Contract Manager Tim Blankenship, PE, also from our Miami office, will work closely with Christy to deliver a Master Plan that exceeds your needs.

Extensive Beach-Dune and Flood Hazard Mitigation Experience – The local Moffatt & Nichol professionals who will work on your project have completed dune management planning, dune creation/restoration design and permitting, and combined beach-dune system restoration projects for many miles of shoreline, primarily in South Florida but also in other geographical areas. These same professionals also have extensive experience in completing independent flood hazard/zone mapping studies and can model how changes to the beach-dune system may influence landward property vulnerability to coastal storm and other flooding events, along with associated flood zone area delineations. We will work closely with the Town and other stakeholders to build on the splendid work already started locally and provide a road map for dune design optimization and physical, environmental, regulatory, and financial sustainability moving into the future.

Coastal Permitting Experience Throughout South Florida – For this project, we are assigning two locally-based resources to this project – Christy Brush, Certified Floodplain Manager (CFM), and Laura Shepherd, CFM – who have extensive experience working with the key planning/regulatory agencies that will be involved in successful implementation of the Dune Management Plan. Both Christy and Laura are intimately familiar with the regulations, policies, people, science/engineering, politics, and other variables that must be carefully balanced and addressed to support a precedent-setting, holistic dune management approach. This is a critical aspect of the project and has the potential to cause future frustrations if not addressed appropriately, so it is important to work with a firm that understands the Town's needs and can set up the regulatory/administrative framework for future project implementation.

SPECIFIC REQUESTS

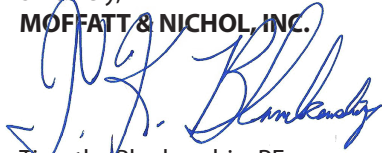
The Town's RFQ requested a number of specific items for our Letter of Transmittal. These are provided as follows:

- **Professional Services Identified in this RFQ we are Qualified and Willing to Perform** – In reviewing the proposed services in the RFQ (page 4), we anticipate being able to perform them all using in-house, Florida-based personnel, except for any required surveying. These are site planning and evaluation; preparation of plans, analysis, and reports; graphic design; permitting; specifications and/or bid preparation; and construction management, supervision, inspection, and administration. KEITH and Associates, a local, well-established, and highly-respected surveying and civil engineering firm based out of Broward County, is on our team to provide surveying support, if and as needed.
- **Required Business Licensing** – Moffatt & Nichol is currently authorized to do business in the State of Florida and licensed to provide engineering services. Copies of all relevant licenses are included following this letter, as requested.
- **Additional materials** – This Statement of Qualifications contains all the information needed to determine the suitability of our team to provide services for this contract. No other information is included.
- **Identify the response Contact and Contract Administrator** – I, Contract Manager Timothy Blankenship, PE, will be our response contact for this project. I lead our South Florida operations and am a firm Vice President. I can be reached at tblankenship@moffattnichol.com or 305.230.1924.
- **Identify the Project Manager** – We will utilize the expertise of Christy Brush, CFM, to lead our team on this project. Christy has 22 years of experience performing similar projects. As a Broward County resident, she is familiar with the conditions of the Town's coastline and what will be needed to develop the Dune Master Plan. More complete information about Christy's qualifications are included on page 17.

We are excited for the opportunity to continue working with the Town on this important and lasting project. As contract administrator and a company vice president, I have signed the letter below and am authorized to negotiate and execute a contract on behalf of Moffatt & Nichol. We look forward to your positive response.

Sincerely,

MOFFATT & NICHOL, INC.



Timothy Blankenship, PE
Vice President, Contract Administrator

305.230.1924 (o)
305.206.0849 (m)
tblankenship@moffattnichol.com



Christy Brush, CFM
Project Manager

305.230.1924 (o)
305.979.4232 (m)
cbrush@moffattnichol.com

LICENSES

FLORIDA BUSINESS AUTHORIZATION

State of Florida Department of State

I certify from the records of this office that MOFFATT & NICHOL, INC. is a California corporation authorized to transact business in the State of Florida, qualified on June 10, 1985.

The document number of this corporation is P06383.

I further certify that said corporation has paid all fees due this office through December 31, 2021, that its most recent annual report/uniform business report was filed on January 4, 2021, 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 Fourth day of January, 2021*



Randy Be
Secretary of State

Tracking Number: 0715590019CC

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

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

P210715

FLORIDA ENGINEERING LICENSE*

Licensee Details

Licensee Information	
Name:	MOFFATT & NICHOL (Primary Name)
Main Address:	4225 E. CONANT STREET, SUITE 101 LONG BEACH California 90808
County:	OUT OF STATE
License Mailing:	4225 E. CONANT STREET, SUITE 101 LONG BEACH CA 90808
County:	OUT OF STATE
LicenseLocation:	
License Information	
License Type:	Registry
Rank:	Registry
License Number:	4877
Status:	Current
Licensure Date:	12/04/1987
Expires:	

* In October 2019, the Florida State Legislature passed House Bill 827 that made changes to statutes and rules governing Professional Engineers and engineering firms in the state. As explained in the following, the state no longer issues licenses to perform engineering: “In Section 471.023, F.S., the new law replaces the existing Certificate of Authorization for engineering firms with a free registry. Engineering firms will no longer be required to apply for a Certificate of Authorization and pay a fee. Instead, firms must register their business with the Board and be qualified by a Professional Engineer licensed in Florida.”

To best meet your needs for the requirements in this section we have included screenshot of our registration from the website <https://www.myfloridalicense.com/>.

More information can be found at: <https://fbpe.org/from-the-executive-director-how-the-new-law-affects-engineers-firms/>

341487

FILED

In the office of the Secretary of State
of the State of California

JUL 22 1957

FRANK M. JORDAN, Secretary of State

[Signature]
Assistant Secretary of State

ARTICLES OF INCORPORATION

OF

MOFFATT & NICHOL, ENGINEERS

KNOW ALL MEN BY THESE PRESENTS: That we, the under-
signed, do hereby voluntarily associate ourselves for the
purpose of forming a corporation under the laws of the State
of California, and we do hereby set forth, declare and
certify that:

ARTICLE FIRST

Name

The name of the corporation is and shall be:

MOFFATT & NICHOL, ENGINEERS

ARTICLE SECOND

Purposes

The primary business in which this corporation intends
initially to engage is:

The development, planning and supervision of
physical improvements either commercial or residen-
tial, and other activity in the engineering field.

Other purposes for which this corporation is formed are
as follows:

(1) To buy, import, develop, lease as lessee and other-
wise acquire, to mortgage, deed in trust, pledge and otherwise
encumber, and to sell, export, lease as lessor and otherwise
dispose of goods, wares, merchandise and personal property of
every sort, nature and description.

(2) To acquire by purchase, lease or otherwise, lands
of any and every description and leasehold estate and other
interests therein; to improve and hold lands for investment
purposes; to plant, cultivate, develop, and otherwise construct
buildings and other improvements upon lands owned by the cor-
poration or held under leasehold or otherwise; to deal in lands,
buying and selling real estate of any description; to deal in
leasehold estates and other estates in land less than the fee
thereof; to let real property of every kind and character and
to relet and sublet any and all such real property; to engage
in the business of subdividing lands; to hire, buy, sell and
deal in any and all classes of real estate and improvements

thereon and interest therein and any and all other property of any and every description, real or personal, wheresoever situated, including water and water rights.

(3) To acquire by purchase or otherwise, the good will, business, property rights, franchises and assets of every kind with or without undertaking, either wholly or in part, the liabilities of any person, firm, association or corporation, and to acquire any business of a going concern or otherwise (1) by purchase of the assets thereof, wholly or in part; (2) by acquisition of the shares, or any part thereof; or (3) in any other manner, and to pay for the same in cash or in the shares of bonds, or other evidences of indebtedness of this corporation, or otherwise; to hold, maintain and operate, or in any manner dispose of the whole or any part of the good will, business, rights and property so acquired, and to conduct in any lawful manner the whole or any part of any business so acquired; and to exercise all the powers necessary or convenient in and about the management of such business.

(4) To enter into, make, perform and carry out contracts of every kind for any lawful purpose without limit as to amount with any person, firm, association or corporation, municipality, county, parish, state, territory, government, or other municipal or governmental subdivision in any part of the world.

(5) From time to time to apply for, purchase, acquire by assignment, transfer or otherwise, exercise, carry out and enjoy and benefit, right, privilege, prerogative or power conferred by, acquired under or granted by any statute, ordinance, order, license, power, authority, franchise, commission, right or privilege which any government or authority or governmental agency or corporation or other public body may be empowered to enact, make or grant; to pay for, aid in, and contribute toward carrying the same into effect, and to appropriate any of this corporation's shares, bonds, and/or assets to defray the costs, charges and expenses thereof.

(6) To promote or to aid in any manner, financially or otherwise, any person, corporation or association; of which any shares, bonds, notes, debentures, or other securities, or evidences of indebtedness are held directly or indirectly by this corporation; and for this purpose to guarantee the contracts, dividends, shares, bonds, debentures, notes and other obligations of such persons, corporations or associations; and to do any other acts or things designed to protect, preserve, improve or enhance the value of such shares, bonds, notes, debentures or other securities or evidences of indebtedness.

(7) To borrow money, to issue bonds, notes, debentures or other obligations of this corporation from time to time for any of the objects or purposes of this corporation, and to secure the same by mortgage, pledge, deed of trust, or otherwise, or to issue the same unsecured.

(8) To lend money; to purchase, acquire, own, hold, guarantee, sell, assign, transfer, mortgage, pledge or otherwise dispose of and deal in, shares, bonds, notes, debentures, or other securities or evidences of indebtedness of any other

person, corporation, or association, whether domestic or foreign, and whether now or hereafter organized or existing; and while the holder thereof to exercise all the rights, powers and privileges of ownership, including the right to vote thereon, to the same extent as a natural person might or could do.

(9) To enter into, make, perform and carry out oil, gas and mining operations, without limit as to amount or as to place, and with any person, firm, association, corporation, municipality, county, parish, state, territory, government or other municipal or governmental subdivision in any part of the world.

(10) To carry on any business whatsoever which this corporation may deem proper or convenient in connection with any of the foregoing purposes or otherwise, or which may be calculated directly or indirectly to promote the interests of this corporation, or to enhance the value of its property or business; to conduct its business in this state, in other states, in the District of Columbia, in the territories and colonies of the United States, and in foreign countries; and to hold, purchase, mortgage and convey real and personal property, either in or out of the State of California, and to have and to exercise all the powers conferred by the laws of California upon corporations formed under the laws pursuant to and under which this corporation is formed, as such laws are now in effect or may at any time hereafter be amended.

The foregoing statement of purposes shall be construed as a statement of both purposes and power, and the purposes and powers stated in each clause shall, except where otherwise expressed, be in no wise limited or restricted by reference to or inference from the terms or provisions of any other clause, but shall be regarded as independent purposes.

ARTICLE THIRD

Place of Business

The county in this state where the principal office for the transaction of business is to be located is the County of Los Angeles.

ARTICLE FOURTH

Capitalization

This corporation is authorized to issue only one class of shares of stock; the total number of such shares shall be fifty thousand (50,000); which said shares shall be without par value.

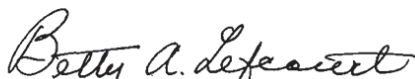
ARTICLE FIFTH

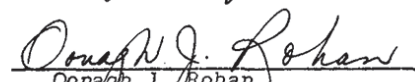
Directors

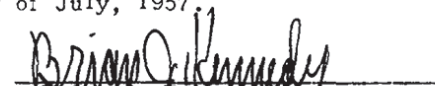
The number of directors of said corporation shall be five (5), unless changed by amendment of these articles. The term of office of the directors shall be fixed by the By-Laws of the corporation, in accordance with the provisions of Section 805 of the Corporations Code of the State of California. The names and residences of the persons who are appointed to act until the first annual meeting and/or until the selection and qualification of their successors in the manner prescribed by the By-laws of this corporation are as follows:

BRIAN J. KENNEDY	8618 State Street South Gate, California
DONALD J. O'LEARY	2848 Camulos Place Los Angeles 23, Calif.
LOIS G. GRIFFEN	742 South Spaulding Los Angeles 36, Calif.
BETTY A. LEFCOURT	4156-1/2 Garthwaite Ave. Los Angeles 8, California
OONAGH J. ROHAN	9124 So. Harvard Blvd. Los Angeles 47, Calif.

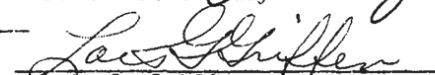
IN WITNESS WHEREOF, for the purpose of forming this corporation under the laws of the State of California, the undersigned, constituting the incorporators of this corporation, including the persons named hereinabove as the first directors of this corporation, have executed these Articles of Incorporation this 19th day of July, 1957.


Betty A. Lefcourt


Oonagh J. Rohan


Brian J. Kennedy


Donald J. O'Leary


Lois G. Griffen

STATE OF CALIFORNIA)
) ss.
COUNTY OF LOS ANGELES)

On this 19th day of July, 1957, before me, the undersigned, a Notary Public in and for said County and State, personally appeared BRIAN J. KENNEDY, DONALD J. O'LEARY, LOIS G. GRIFFEN, BETTY A. LEFCOURT and OONAGH J. ROHAN, known to me to be the persons whose names are subscribed to the foregoing Articles of Incorporation, and acknowledged to me that they executed the same.

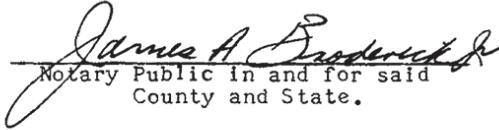

Notary Public in and for said
County and State.

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ORGANIZATIONAL PROFILE, QUALIFICATIONS, AND EXPERIENCE (RFQ FORM 1, EXHIBIT 1)



RFQ FORMS

***THIS FORM SHALL BE COMPLETED AND SUBMITTED WITH YOUR RESPONSE
TO BE DEEMED RESPONSIVE.***

RFQ FORM 1: QUALIFICATIONS STATEMENT

Proposer: Moffatt & Nichol, Inc.

1. State the full and correct name of the partnership, corporation or trade name under which you do business and the address of the place of business. (If a corporation, state the name of the president and secretary. If a partnership, state the names of all partners. If a trade name, state the names of the individuals who do business under the trade name.)
 - a. The correct and full legal name of the Respondent is: **Moffatt & Nichol, Inc.**
 - b. The business is a (Sole Proprietorship) (Partnership) (Corporation). **Corporation**
 - c. The names of the corporate officers, or partners, or individuals doing business under a trade name, are as follows:
 - **President:** Eric Nichol, PE, PhD
 - **Secretary:** David Huchel
2. Please describe your company in detail:
 - a. Number of employees; **859**
 - b. Number of years your organization been in business; and, **76 years**
 - c. The organization's specialty.
 - **Moffatt & Nichol has more than 75 years of specialized planning and engineering experience, including marine structural engineering, coastal planning and engineering, and transportation including extensive experience throughout the Southeast U.S., Florida, and the Caribbean. We employ the largest collection of marine and port planners and engineers in the country, including more than 50 Florida and 850 global coastal, marine, and port transportation professionals. More than 70 percent of the firm's revenues comes from marine and waterfront projects. Typical projects have covered the entire range from pre-planning for new marine and coastal developments through construction services for redevelopment/modernization of aged facilities. We are recognized throughout the world for our expertise in the funding, planning, capital improvement project programs, permitting, design, inspection, and rehabilitation of marine infrastructure. Today, the firm offers clients an elite, influential staff of planners, economists, engineers, and scientists who are recognized for solving global and local problems where land and water meet.**
3. The contact information (address, telephone and fax) of the principal place of business:
Corporate Headquarters: 4225 E. Conant St., Long Beach, CA 90808; P: 562.690.6500;
F: 562.377.5106
4. The contact information (address, telephone and fax) of the closest business location to TOWN if different than number 3: **Fort Lauderdale Office:** 100 W. Cypress Creek Rd., Ste. 960, Fort Lauderdale, FL 33309; P: 954.622.8100; F: 813.258.8525

RFQ FORMS

5. Name and title of employees to be assigned to the Town contract, if awarded:
- a. **Contract & Quality Manager:** Tim Blankenship, PE (Vice President)
 - b. **Project Manager, Dune Master Plan Lead:** Christy Brush, CFM (Environmental Manager)
 - c. **Dune Master Planner:** Laura Shepherd, CFM (Environmental Project Manager)
 - d. **Dune Master Planner:** Lauren Jonaitis (Environmental / Coastal Scientist)
 - e. **Coastal Engineer:** Jackie Brower, PhD, PE (Coastal Engineer and Scientist)
 - f. **Coastal Modeler:** Yong Chen, PhD, PE (Coastal Engineer and Scientist)
6. Company identification numbers for the Internal Revenue Service:
Federal Tax ID: 95-1951343
7. Broward County business tax receipt number, if applicable, and expiration date:
315-296591
8. List the last three project of this nature that the firm has completed? Please provide project description, reference and cost of work completed.

More information about each of these projects is included later in this section.

- a. **Project:** Hollywood Coastal and Marine Engineering Consulting Services and Dune Master Plan
 - **Reference:** Susan Goldberg, Deputy Director, City of Hollywood Beach Community Redevelopment Agency; P: 954.924.2980 x8679; E: sgoldberg@hollywoodfl.org
 - **Cost:** \$54,500
 - **Description:** The City of Hollywood Beach Community Redevelopment Agency retained Moffatt & Nichol to prepare a Dune Master Plan that focuses on dune maintenance and creation goals of the Hollywood Sustainability Action Plan. The master plan outlines a management approach to address improvements to existing dune features and new dunes/vegetation. The entire City beach was evaluated, and the dunes were categorized by physical/geographic characteristics and existing conditions.
- b. **Project:** Village of Key Biscayne Beach and Dune Management Program
 - **Reference:** Jake Ozyman, Director of Public Works, Village of Key Biscayne; P: 305.365.7568; E: jozyman@keybiscayne.fl.gov
 - **Cost:** \$135,000
 - **Description:** Moffatt & Nichol provided coastal engineering and environmental permitting services for the 2017 truck haul beach nourishment in the Village of Key Biscayne as part of a consultant team. The Village was impacted by Hurricane Matthew in October 2016, with extensive beach erosion that extended into the coastal dunes. Beach profiles were conducted to assess storm impacts, and a maintenance beach nourishment project designed. The design required equilibrium toe of fill (ETOF) estimated to optimize the beach fill template design along 6,000 feet of shoreline. A coastal engineering analysis was performed utilizing two independent methods to estimate the ETOF to avoid impacts to adjacent nearshore seagrass beds.

RFQ FORMS

c. Project: Town of Hillsboro Beach Coastal Engineering

- **Reference:** Joe Arenal, Planning/Zoning Review & Inspection Services, Town of Hillsboro Beach; P: 954.695.0754; E: joe@rma.us.com
- **Cost:** \$955,000 (to date)
- **Description:** Moffatt & Nichol has been providing beach management consulting services to the Town of Hillsboro Beach continuously since 2016 through multiple task order contracts. These services have included physical and biological monitoring services for the 2015 beach nourishment project in accordance with regulatory permits. Monitoring services include coordination of tilling prior to the marine turtle nesting season. Hydrographic and topographic surveys are being performed, and a physical monitoring report is being compiled on an annual basis for a 3-year period post-construction. Moffatt & Nichol performed a post-storm assessment of the beaches after Hurricane Matthew impacted the town in October 2016. Beach profiles were performed, and an erosion summary was prepared. The firm consulted with the Federal Emergency Management Agency (FEMA) on the Town's behalf to obtain approval of the Public Assistance grant as an engineered beach to provide federal reimbursement for design, construction, and monitoring of the planned truck haul nourishment (38,000 cubic yards [cy] of material).

9. Have you ever failed to complete any work awarded to you? If so, where and why? **No.**
10. Provide the following information concerning all contracts that are similar in nature or use the same project team proposed for this contract that are **in progress** as of the date of submission of this Response.

Name of Project	Contract with:	Contract Amount	Estimated Completion Date	% of Completion to Date
Town of Lauderdale-by-the-Sea Consulting	Town of Lauderdale-by-the-Sea	\$22,050	May 2021	60
Key Biscayne Beach and Dune Management Program, CSRMS Study	EAC Consulting	\$135,000	May 2021	85
1174-1185 Hillsboro Mile	PRH Hillsboro Mile, LLC	\$10,585	Apr. 2021	90
Hollywood Dune Broadwalk-CCCL-FEMA	City of Hollywood - Beach CRA	\$61,811	TBD	88
Town of Hillsboro Beach - Beach Management/ Renourishment	Town of Hillsboro Beach	\$955,000	Oct. 2022	95
The Seaway	SC Property Acquisition, LLC	\$110,600	Dec. 2023	25
8955 Collins Avenue	ASRR SUZER 8955 LLC	\$99,327	Dec. 2021	90
57 Ocean	Miami Beach Associates, LLC	\$161,461	Feb. 2022	90

RFQ FORMS

Name of Project	Contract with:	Contract Amount	Estimated Completion Date	% of Completion to Date
587 Ocean Blvd. Residence	Bart Reines Construction, Inc.	\$48,496	May 2021	97
The Savoy Hotel	Savoy Hotel Partners LLC	\$103,811	Dec. 2021	80
Ritz-Carlton Naples Hotel Addition	Host Hotels & Resorts	\$42,721	June 2021	95
521 Ocean Blvd (Safr Residence)	Golden Sunrise LLC	\$63,600	Aug. 2023	50
The Raleigh Hotel	BSD Raleigh Propco, LLC	\$34,457	Oct. 2023	10
Delray Breakers on the Ocean	Delray Breakers, LLC	\$50,800	Jan. 2022	10
Westin Cocoa Beach	Gensler	\$66,300	Dec. 2024	50
699 Ocean Blvd. Residence	7A0A1A Ocean LLC	\$31,650	Oct. 2023	8
365 Ocean Blvd. Residence	Todd Glaser, LLC	\$28,900	Oct. 2023	8
125 Ocean Residence	SDH Studio Architecture + Design	\$25,500	Dec. 2023	2
5333 Collins Avenue Development	5333 Collins Acquisitions, LLC	\$55,700	Jan. 2024	1

(Continue list as necessary)

Provide the following information for any sub-contractors you propose to engage if awarded a contract.

Subcontractor Name	Contact Information	Work to be Performed
KEITH and Associates, Inc.	Kristen Lawlor 2312 S. Andrews Ave. Fort Lauderdale, FL 33316 P: 954.788.3400 E: klawlor@keithteam.com	Topographic and Boundary Survey

The foregoing list of subcontractors may not be amended after award of the contract without the prior written approval of the Town Manager, whose approval shall not be unreasonably withheld.

Organizational Profile, Qualifications, and Experience

Moffatt & Nichol has been consulting in Florida since 1985 and has an established presence in Florida with offices located in Fort Lauderdale, Miami, Orlando, Tampa, Pensacola, Chipley, and Tallahassee. Our Ft. Lauderdale office, at the interchange of Cypress Creek Road and I-95, will service this contract.

Moffatt & Nichol has 75 years of specialized coastal planning and engineering experience, including marine structural engineering, and brings extensive experience throughout Florida, the Southeast U.S., and the Caribbean. The firm is currently ranked second in marine and ports facilities by the respected industry publication, *Engineering News-Record*. We emphasize that regardless of timing or complexity, we have the right resources ready to meet our clients' needs. Our clients are provided with thoroughly integrated projects completed under exacting quality control standards by utilizing highly experienced personnel in key disciplines. Client satisfaction is illustrated by the fact that more than 80 percent of our work is completed for repeat clients.

Moffatt & Nichol has the staff and depth of resources to support this project for the Town of Lauderdale-By-The-Sea (Town). We employ the largest collection of coastal and port planners and engineers in the country, including more than 50 Florida and 850 global coastal, marine, and port professionals and other staff. More than 70 percent of the firm's revenues comes from marine and waterfront projects. Typical projects have covered the entire range from pre-planning for new marine and coastal developments through construction services for redevelopment/modernization of aged facilities. We are recognized throughout the world for our expertise in the funding, planning, capital improvement project programs, permitting, design, inspection, and rehabilitation of marine infrastructure. Today, the firm offers clients an elite, influential staff of planners, economists, engineers, and scientists who are recognized for solving global and local problems where land and water meet.

Working with the Town

In 2020, we were selected by the Town to begin working on the Dune Master Plan, the precursor work for this contract. Since starting, we have gained valuable background knowledge of the Town's work to date, future plans, and expectations for this contract. We have also begun developing working relationships with your staff and stakeholders. This will all enable Moffatt & Nichol to begin work immediately upon Notice to Proceed.

PARTNERING WITH CLIENTS AROUND FLORIDA

Moffatt & Nichol has worked with clients throughout Florida completing similar services as requested by the City of Fort Lauderdale. These include:

- › Town of Lauderdale-By-The-Sea
- › Broward County – Port Everglades
- › City of Miami
- › PortMiami
- › City of Miami Beach
- › Village of Key Biscayne
- › North Bay Village
- › City of Hollywood
- › Town of Hillsboro Beach
- › City of Sunny Isles Beach
- › Town of Surfside
- › Port of Fort Pierce
- › City of Tampa
- › Port Tampa Bay
- › City of St. Petersburg
- › City of St. Pete Beach
- › Port Manatee
- › City of Tarpon Springs
- › City of Dunedin
- › City of Belleair
- › City of Fort Myers Beach
- › Lee County
- › City of Pensacola
- › South Florida Water Management District
- › Florida Department of Transportation
- › Florida Inland Navigation District
- › U.S. Army Corps of Engineers

KEITH AND ASSOCIATES, INC. – SURVEYING

As a mid-size, close-knit firm of more than 170 professionals, Pompano Beach-based KEITH has completed and performed similar assignments for consulting service contracts that includes numerous surveys for horizontal and vertical geodetic control surveys, construction layout and as-

builds, topographic, digital terrain models (DTM), boundary determination, ALTA, trees, and other special purposes for the preparation of maps, plats, sketches, and legal descriptions. Data is collected using a wide variety of equipment from traditional levels and total stations, GPS units, static and Terrestrial Mobile LiDAR (TML) scanners, and the Hydrone, a remote-controlled boat used for hydrographic surveys. The final surveying and mapping deliverables are provided in AutoCAD or MicroStation files.

Since 2013, KEITH has had an on-call surveying contract with the City of Fort Lauderdale, completing projects throughout the area. This is in addition to their extensive experience on Florida's east coast.

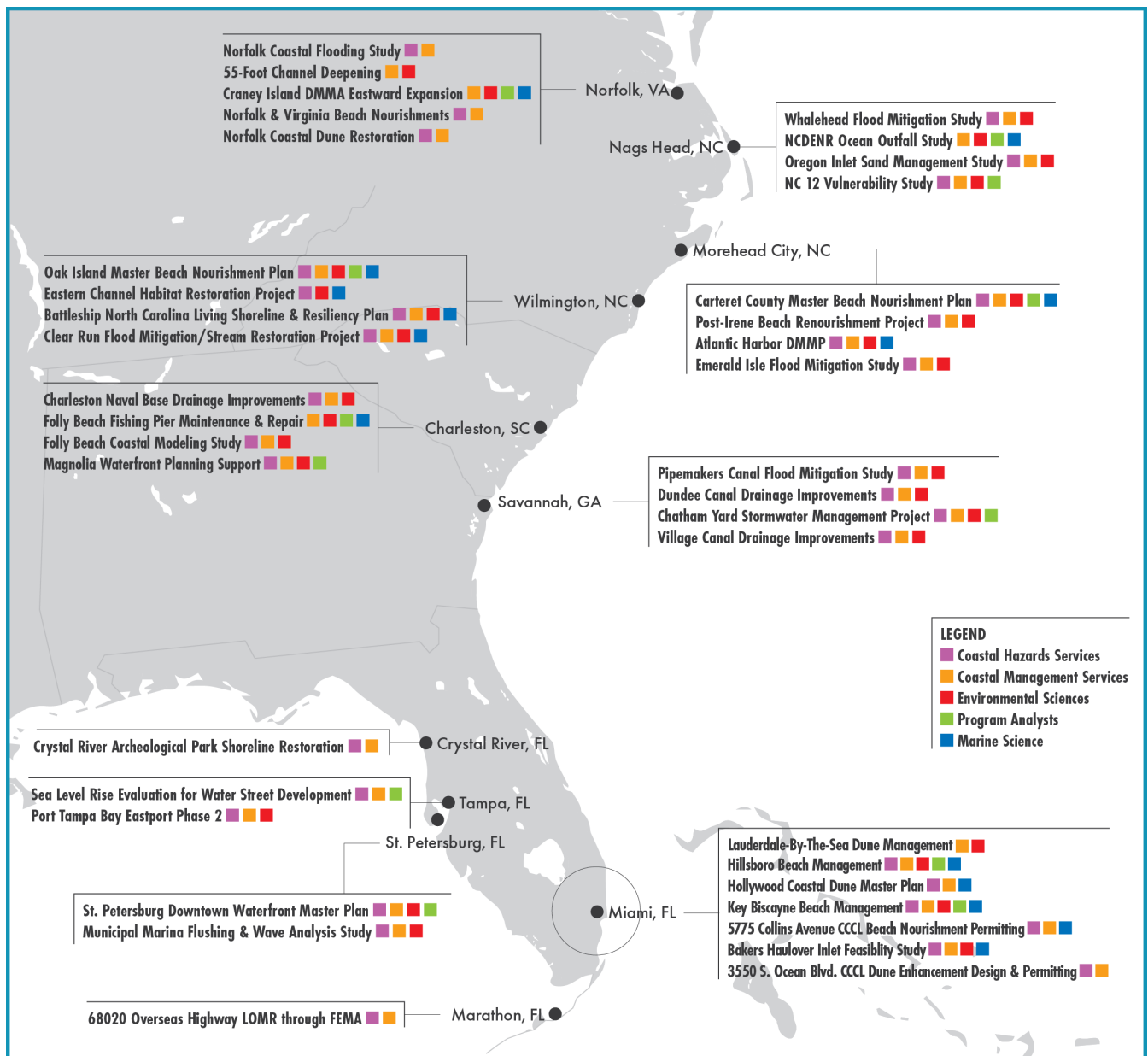
DEMONSTRATED PROJECT EXPERIENCE

Moffatt & Nichol is capable of and experienced in providing all the services necessary to continue working with the Town to develop your Dune Master Plan. We understand that a large portion of the trust you place in the Moffatt & Nichol Team is based on the past projects our firm and personnel have completed. To that end, the next few pages include a selection of our experience to show why our team is the right choice for this contract. This experience stands as a testament to the success you can expect with the Moffatt & Nichol Team.

LICENSES AND INCORPORATION

All requested licensing and incorporation documents are included in the Letter of Transmittal section.

FIGURE 1. Our Southeast U.S. coastal engineering expertise is extensive, a small sample of which is included below.



P210715

PROJECT: COASTAL CONSULTING SERVICES

LOCATION: LAUDERDALE-BY-THE-SEA, FLORIDA

Moffatt & Nichol was retained by the Town of Lauderdale-by-the-Sea to provide coastal consulting services related to beach-dune system improvement and maintenance initiatives. To address resident view obstruction concerns, Moffatt & Nichol aided the Town in securing Florida Department of Environmental Protection (FDEP) Coastal Construction Control Line (CCCL) program approval for coastal/dune vegetation modifications.

Moffatt & Nichol coastal engineers and environmental specialists conferred with the Town regarding dune improvement and maintenance goals in the context of the broader federal Broward County Shore Protection Project Segment II. Consultations were held with FDEP CCCL permitting staff to discuss the concept of establishing a dune design template that provides a minimum level of shore protection and allows for maintenance of ocean-view corridors. Potential regulatory/legal mechanisms were reviewed for initial authorization and a long-term management framework. Consultations were also held with Broward County staff regarding beach-dune system design/maintenance consistency with County policies and the design/funding conditions of the federal Shore Protection Project. Moffatt & Nichol discussed with the Town the type of flood zone mapping analysis that could be completed to determine the relative sensitivity of the flood zone designations and locations to changes in the beach/dune profile to support the Town's dune maintenance goals.

Moffatt & Nichol coordinated with the Town to develop a Dune Master Plan scope of work and subsequently prepared and submitted National Fish and Wildlife Foundation (NFWF) and FDEP Coastal Partnership Initiative (CPI) grant applications in 2020 for a Dune Restoration and Creation Plan. The CPI grant application was selected to submit to the National Oceanic and Atmospheric Administration (NOAA) for funding.

CLIENT & CONTACT INFO

Town of Lauderdale-By-The-Sea
Ken Rubach, Director of Public Works
954.640.4233
kenr@lauderdalebythesea-fl.gov

SCHEDULE

2020 to 2021

KEY PERSONNEL INVOLVEMENT

Christy Brush; Tim Blankenship; Laura Shepherd; Lauren Jonaitis



PROJECT: COASTAL AND MARINE ENGINEERING CONSULTING SERVICES AND DUNE MASTER PLAN

LOCATION: HOLLYWOOD, FLORIDA

The City of Hollywood Beach Community Redevelopment Agency retained Moffatt & Nichol to prepare a Dune Master Plan that focuses on dune maintenance and creation goals of the March 15, 2017, Hollywood Sustainability Action Plan. The master plan outlines a management approach to address improvements to existing dune features and new dunes/vegetation. The entire City beach was evaluated, and the dunes were categorized by physical/geographic characteristics and existing conditions. The management approach was developed using information obtained through on-site reconnaissance, input from City officials and staff, and initial regulatory agency outreach. An important focus of the master plan is to foster projects that can have both immediate and long-term benefits while also developing a feasible program in terms of design, permitting, and maintenance. In general, the master plan focuses on the following initial goals:

- Differentiate management zones based on current beach/dune features and adjacent upland use
- Prioritize new dune locations for storm protection, enhanced ecology/aesthetics, and increased property values

- Provide typical topographic design profile for new dunes
- Establish a native, salt-tolerant vegetation palette for dune planting
- Provide recommendations for further action items, studies, and/or assessments
- Evaluate potential to “bank” mitigation credit with FDEP for completed dune restoration projects and maintain new dunes in their permitted templates
- Discuss FDEP permitting instruments for master plan implementation

CLIENT & CONTACT INFO

City of Hollywood Beach Community Redevelopment Agency
Susan Goldberg, Deputy Director
954.924.2980 x8679
sgoldberg@hollywoodfl.org

SCHEDULE

2017 to 2021

KEY PERSONNEL INVOLVEMENT

Christy Brush; Tim Blankenship; Laura Shepherd; Lauren Jonaitis



PROJECT: COASTAL ENGINEERING SERVICES

LOCATION: HILLSBORO BEACH, FLORIDA

The Town of Hillsboro Beach is located on a barrier island in Broward County. The town covers 3.2 miles of beach and stretches from Deerfield Beach in the north to Hillsboro Inlet in the south. The beach along the oceanfront provides shore protection, but experiences severe erosion caused by winter storms and hurricanes. Moffatt & Nichol has been providing beach management consulting services to the Town of Hillsboro Beach continuously since 2016 through multiple task contracts.

These services included physical and biological monitoring services for the 2015 beach nourishment project in accordance with regulatory permits. Monitoring services included coordination of tilling prior to the marine turtle nesting season. Hydrographic and topographic surveys were performed, and a physical monitoring report was compiled on an annual basis for a 3-year period post-construction.

Moffatt & Nichol performed a post-storm assessment of the beaches after Hurricane Matthew impacted the town in October 2016. Beach profiles were performed, and an erosion summary was prepared. We prepared preliminary beach nourishment plans for restoring the northern portion of the Town's shoreline based on the estimated erosion. The firm consulted with the Federal Emergency Management Agency (FEMA) on the Town's behalf to obtain approval of the Public Assistance grant as an engineered beach to provide federal reimbursement for design, construction, and monitoring of the planned truck haul nourishment (38,000 cubic yards [cy] of material). Moffatt & Nichol completed the environmental permitting through the U.S. Army Corps of Engineers (USACE), FDEP, and Broward County

Environmental Protection and Growth Management Department.

Moffatt & Nichol next assisted the Town in the competitive bidding process for implementation of the beach nourishment that was completed in March 2018. Full-time resident project representative services were provided to validate construction was completed in accordance with the plans, specifications, and permits.

After Hurricane Irma impacted the Town in September 2017, Moffatt & Nichol completed an erosion study and has assisted the Town with FEMA funding for renourishing approximately 70,000 cy of sand. Moffatt & Nichol has processed environmental permits and is assisting the Town with procurement.

Moffatt & Nichol has also provided consulting engineering support to the Town relative to litigation associated with the downdrift erosion caused by the groin field in Deerfield Beach. Support has included a literature search of previous reports, studies, and aerial photography back to the 1940s to document the effects of the updrift groin field that was constructed in the early 1960s. Numerical modeling was performed using MIKE 21 Spectral Waves for wave propagation from offshore to nearshore. The wave data was then used for input into the LITLINE shoreline evolution model to evaluate sediment transport. The LITLINE model accounted for sand bypassing at both the Boca Inlet to the north and Hillsboro Inlet to the south, and the LITLINE model was calibrated with annual beach profile surveys. Simulations over a 5- and 10-year period were performed, and the effects of the groin field were evaluated. The team also prepared a comprehensive coastal engineering report for the Town.

Currently, Moffatt & Nichol is assisting the Town in securing \$4.3 million in FEMA and State funding for a beach re-nourishment project as a result of 2019 damages from Hurricane Dorian. The assistance includes pursuing

CLIENT & CONTACT INFO

Town of Hillsboro Beach
Mac Serda, Town Manager
954.427.4011
mserda@townofhillsborobeach.com

SCHEDULE

2016 to 2022 (est.)

KEY PERSONNEL INVOLVEMENT

Christy Brush; Tim Blankenship; Jackie Brower; Yong Chen; Laura Shepherd; Lauren Jonaitis



additional funding through FEMA's Hazard Mitigation Program to help protect the beach from future storm erosion events.

PROJECT: BEACH AND DUNE MANAGEMENT PROGRAM

LOCATION: KEY BISCAYNE, FLORIDA

Moffatt & Nichol, working as part of a team, provided coastal engineering and environmental permitting services for the 2017 and 2021 truck haul beach renourishment projects in the Village of Key Biscayne. Key staff at Moffatt & Nichol have continuously worked on beach management projects on Key Biscayne since 2000. These efforts have included the design/permitting of the 2002 beach nourishment which incorporated a large component of dune construction with native vegetation. Our key staff continued to work with the Village and the dune contractor to conduct regular maintenance events that included exotic vegetation removal and selected planting. Over time, the dunes have continued to develop with the vegetation and added volume of sand through natural coastal processes. After the hurricanes in 2005, key staff at Moffatt & Nichol designed and permitted a dune fill project that included vegetation in 2008.

The Village was impacted by Hurricanes Matthew in October 2016 and Irma in September 2017, with extensive beach erosion that extended into the coastal dunes. Beach profiles were conducted to assess storm impacts, and a maintenance beach renourishment project designed. Prior to construction for each project, Moffatt & Nichol coordinated and managed updated biological mapping of adjacent seagrass beds as well as monitored transects along the project limits to include control transects outside the project area. This data was used, along with beach profile surveys, to design the beach fill template. The 2021 beach restoration project includes invasive exotic vegetation removal over 3.9 acres of dune and restoring with fill and native, salt-tolerant vegetation across 1.93 acres of dune. Once construction

is completed, Moffatt & Nichol will conduct and manage the physical and biological monitoring that is required in accordance with the environmental permits. This monitoring includes compaction monitoring and tilling prior to turtle nesting season.

In addition to the beach nourishment projects, Moffatt & Nichol is providing coastal engineering and technical support to the Village as the USACE progresses with a three-year study to evaluate the federal shore protection project for Miami-Dade County that ends in 2025. This study will encompass Key Biscayne as part of the evaluation to extend and expand the 50-year federal shore protection project that was originally authorized in the 1970s. Due to federal budget constraints, Moffatt & Nichol is providing coastal engineering consulting on behalf of the Village that has included reviewing the Beach-fx modeling for Key Biscayne. Beach-fx assists users in evaluating and analyzing the benefits and costs of hurricane protection and storm damage reduction. Moffatt & Nichol has assisted the Village in compiling GIS data for infrastructure and private properties for input into the CSHORE model that simulates coastal processes. We will be reviewing documentation and providing background data to the USACE as the Coastal Storm Risk Management (CSRM) report is compiled for the Miami-Dade County CSRM Feasibility Study.

CLIENT & CONTACT INFO

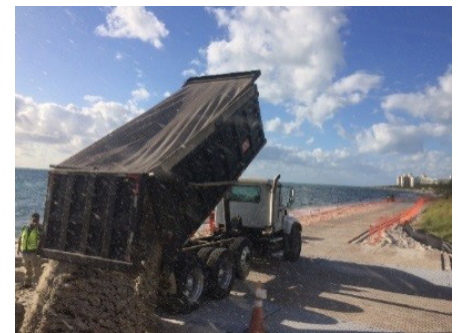
Village of Key Biscayne
Jake Ozyman, Director of Public Works
305.365.7568
jozyman@keybiscayne.fl.gov

SCHEDULE

2017 to 2021

KEY PERSONNEL INVOLVEMENT

Christy Brush; Tim Blankenship; Jackie Brower; Yong Chen; Laura Shepherd; Lauren Jonaitis



PROJECT: THE SAVOY HOTEL

LOCATION: MIAMI BEACH, FLORIDA

Moffatt & Nichol worked collaboratively with The Savoy Hotel owner and project team, the City of Miami Beach and the FDEP CCCL permitting program staff to develop a design solution that would enhance resiliency of The Savoy Hotel site and the public pedestrian Beachwalk path seaward of the hotel property relative to coastal storms, sea level rise, and stormwater runoff. The sand dune in this area is uniquely developed with an on-grade paver block path on the landward side and had a steep backslope that was being eroded by stormwater runoff. Sand was sloughing off the dune onto The Savoy's pool deck, creating a difficult to maneuver scarped beach access path. Movement of sand across the beach, dune and oceanfront properties during Hurricane Irma further exacerbated the issue.

The project design included elevating The Savoy's pool deck area with fill, stabilizing it with retaining walls, re-grading the landward side of the dune, lowering the dune crest, and re-routing the Beachwalk pathway to a more landward location to make the sand dune backslope gentler for greater grade stability and ease of beach access. Special construction sequencing plans were developed for alternative routing of pedestrian traffic during relocation of the Beachwalk path segment.

A large area of mature sea grape impacted by the path relocation was strategically mitigated with plantings such that view corridors could be maintained and other native, salt-tolerant dune species were selected to complete the dune enhancement consistent with the City of Miami Beach's Dune Management Plan.

Moffatt & Nichol secured separate FDEP CCCL permits for the pool deck improvements on private land and the dune and Beachwalk modifications on public land.

CLIENT & CONTACT INFO

Savoy Hotel Partners, LLC
Eric Hadar, Chairman and CEO
212.317.7770
edh@alliedpartnersinc.com

SCHEDULE

2018

KEY PERSONNEL INVOLVEMENT

Christy Brush; Tim Blankenship; Yong Chen; Laura Shepherd; Lauren Jonaitis



PROJECT: 6747 COLLINS AVENUE DEVELOPMENT

LOCATION: MIAMI BEACH, FLORIDA

Moffatt & Nichol was retained by the owner/developer of the oceanfront property located at 6747 Collins Avenue in the City of Miami Beach to complete a site-specific flood zone mapping study to determine if any site or dune grade modifications would be recommended for additional site protection and resiliency and to confirm the limits of the area where flood velocities are ≥ 5 feet/second, as dry-floodproofing is prohibited within this area per ASCE 24. Our team reviewed site/topographic data, procured offshore bathymetric data, and reviewed the current effective FEMA Flood Insurance Rate Maps (FIRM) and supporting data for FEMA's designated flood zones at the project site. In addition, we reviewed the FEMA Miami-Dade County Flood Insurance Study (FIS) and the associated CHAMP model data as they pertain to this site.

Moffatt & Nichol completed a coastal engineering study using FEMA-accepted methodologies, including the procedure outlined in the Coastal Construction Manual (CCM), to map the onsite site-specific flood zones, including the Coastal A Zone and the area where flood velocities are ≥ 5 feet/second based on existing conditions.

The team subsequently reviewed the preliminary updated (not yet effective) Miami-Dade County FIRM for the subject property and advised the owner/developer and their design team regarding potential design implications to the building proposed on the subject property in association with the new proposed flood zone.

Moffatt & Nichol is additionally processing an FDEP CCCL permit for the proposed site development to include a condominium tower, pool deck amenities, landscape and hardscape, and marine turtle-friendly lighting.

CLIENT & CONTACT INFO

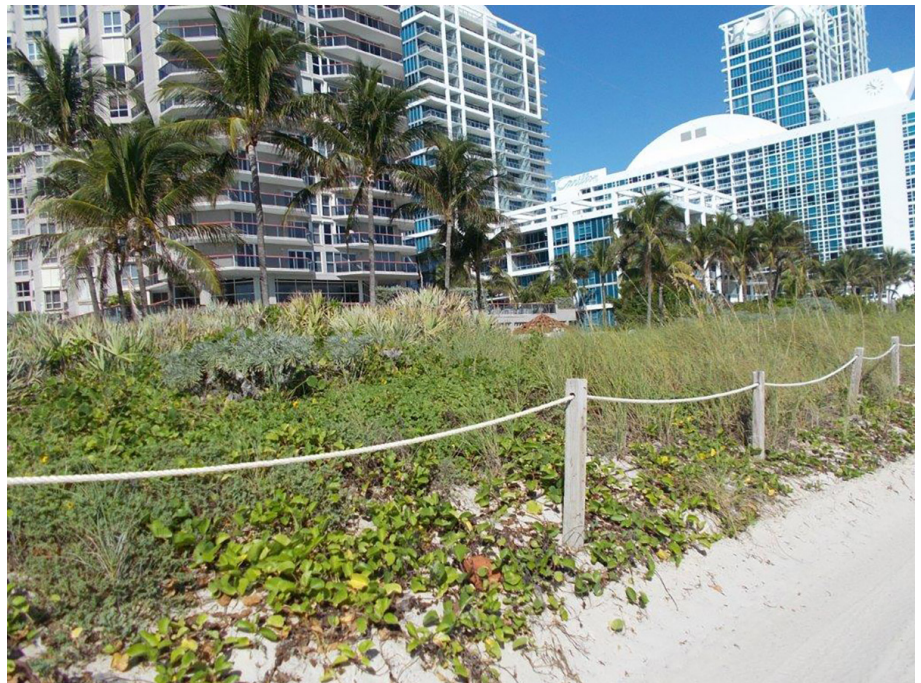
Urbanica Management, LLC
Charles Porchetto
305.763.8934
charlie@urbanica.us

SCHEDULE

2020 to 2022

KEY PERSONNEL INVOLVEMENT

Christy Brush; Tim Blankenship; Jackie Brower; Yong Chen; Laura Shepherd; Lauren Jonaitis



PROJECT: OCEAN VIEW BEACH DUNE AND SHORELINE MANAGEMENT

LOCATION: NORFOLK, VIRGINIA

For the past 15 years, Moffatt & Nichol has assisted the City of Norfolk to stabilize and manage the seven miles of historically eroding shoreline comprising Ocean View Beach. Projects have included beach nourishment, dune restoration, constructing nearshore breakwaters, coastal modeling, periodic surveying, and beach change monitoring.

Ocean View Dune and Sand Management: Moffatt & Nichol helped the City evaluate, permit, and communicate with beachfront residents about strategies for managing the dunes in the Cottage Line reach of Central Ocean View, including a short extension into East Ocean View. Moffatt & Nichol also participated on the City's Sand, Beach, and Dune Management Plan Steering Committee and prepared additional technical materials as needed to facilitate discussions on managing dunes in Cottage Line. Moffatt & Nichol presented the findings of technical studies and provided recommendations to Norfolk City Council, and actively participated in discussions with residents, City staff, and regulatory agencies, including Virginia Marine Resources Commission (VMRC), FEMA, and USACE, in a process intended to address residents' concerns about sand encroachment on their properties while maintaining storm damage protection afforded by the dunes.

Central Ocean View Dune Restoration: Moffatt & Nichol provided planning, permitting, and engineering services for beach nourishment, breakwaters, and dune restoration for a 3.5-mile reach of Ocean View Beach that was severely damaged by Hurricane Isabel in 2003. Services included: evaluating sand source alternatives to

provide interim property protection, recommending an emergency truck haul using an upland borrow source for interim protection of critical areas, attending Civic League meetings to educate residents about the benefits of the project, planting dune grass to stabilize the dune, preparing a dredging alternatives analysis to compare the cost and feasibility of using a hydraulic pipeline and/or mechanical dredge with a hopper dredge within Thimble Shoal Channel, and preparing contract documents.

Borrow material was dredged from Thimble Shoal Channel. Permits for dredging were prepared on an accelerated schedule to complete the project prior to the ensuing hurricane season. Extensive coordination with USACE, VMRC, Department of Environmental Quality (DEQ), and the National Marine Fisheries Service was required to deal with sea turtle time-of-year restrictions.

Ocean View Beach, Dune and Nearshore Monitoring: Since 2005, Moffatt & Nichol has provided survey, data analysis, and reporting services to monitor and document the condition of the entire shoreline. While working with the USACE Norfolk District, the City succeeded in obtaining Congressional approval, funding, and construction of a Federal Coastal Storm Damage Reduction beach nourishment project. Construction of this project provides very significant storm protection and recreational benefits. The beach and nearshore monitoring data was utilized in designing the federal project.

Toler Place Emergency Dune Restoration: A section of residential beachfront between 11th View and 12th View Streets was heavily eroded by a series of storms in 2015. The erosion left the homes along Toler Place at a greater than typical risk of damage from storm surge and waves that occur nearly every winter on this shoreline. Moffatt & Nichol worked quickly, both before

CLIENT & CONTACT INFO

City of Norfolk
Chuck Joyner, Assistant City Engineer
757.664.4624
chuck.joyner@norfolk.gov

SCHEDULE

Multiple projects over multiple contracts

KEY PERSONNEL INVOLVEMENT

Yong Chen; Johnny Martin



and after the storms, to inspect the condition of the beach and to prepare engineering plans and a bid package for an emergency restoration of beach and dune volume.

In collaboration with City staff and Toler Place residents, Moffatt & Nichol designed a beach berm and dune restoration project that could be constructed above the Mean High Water (MHW) contour using sand available from a nearby accretional location on the beach. These design features were intentionally included so that no state or federal permits would be required, allowing the emergency project to proceed more quickly.

Moffatt & Nichol's coastal engineers supported the City through bidding and construction of the project, which was successfully completed in time to mitigate against winter storms that occurred in early 2016.

PROJECT: CROATAN BEACH SHORELINE PROTECTION ASSESSMENT

LOCATION: VIRGINIA BEACH, VIRGINIA

After residents expressed concerns that inlet and beach management practices have caused increased beach and dune erosion along the Croatan Beach shoreline resulting in diminished protective and recreational beach width and elevation, Moffatt & Nichol studied the long-term behavior of the Croatan Beach shoreline and dunes. Croatan Beach is a three-quarter mile section of shoreline located south of Rudee Inlet along the Atlantic Ocean in the City of Virginia Beach. The upland is characterized by a residential community.

Moffatt & Nichol conducted a study of the Croatan Beach shoreline, located immediately north of the Dam Neck Annex shoreline. They determined shoreline, beach, and dune change patterns over time for Croatan Beach; estimated the level of protection currently provided by the beach and dune system; and made recommendations on the necessity for and purpose of a beach nourishment project at Croatan Beach. The study included an evaluation of impacts of sea level rise on the dune and the protection it offers.

Moffatt & Nichol prepared a conceptual beach nourishment profile and outlined alterations to inlet and beach management practices in order to maintain adequate protection to upland buildings and infrastructure over the next 30 years.

CLIENT & CONTACT INFO

City of Virginia Beach
James White, Coastal Project Manager
757.427.4531
jdwhite@vbgov.com

SCHEDULE

2006 to 2018 (multiple projects)

KEY PERSONNEL INVOLVEMENT

Yong Chen



PROJECT: PADRE ISLAND NATIONAL SEASHORE – REPLACE OBSOLETE HOUSING PROJECT

LOCATION: CORPUS CHRISTI, TEXAS

Managed by the National Park Service (NPS), the Padre Island National Seashore (PINS) is located on the Gulf of Mexico 30 miles southeast of Corpus Christi. The seashore is approximately 70 miles long and is recognized as the longest undeveloped barrier island in the world with an ecosystem characterized by pristine beaches, dunes, wildlife habitats, and tidal flats.

Moffatt & Nichol was part of the A/E design team for the Replace Obsolete Housing Project to remove one obsolete trailer and one obsolete modular home in upper PINS, near the Malaquite Visitor Center. The project site is located approximately 500 feet from the open coast of the Gulf of Mexico, which has historically experienced tropical storm activity that presents a hazard to infrastructure located in the coastline. Therefore, the new housing will be designed to mitigate hazard from storm surge and waves, based on federal regulations and coastal analyses. Moffatt & Nichol, as part of a consultant team, quantified the coastal hazards at the project site and made recommendations on finished floor elevations for the new housing for a 100-year return period event.

The purpose of the initial phase was to develop preliminary design and schematic design for design-bid-build project delivery. This project provided design recommendations for coastal hazard protection, to include sea level rise risks, along the National Seashore.

Moffatt & Nichol reviewed the site visit assessment documents, researched publicly available data, developed numerical models for wave propagation, and simulated storm events. This analysis included evaluation

of sea level rise, erosional rates, high water hazards, and coastal threats. The FEMA standards and NPS Coastal Adaptations Standards Handbook (CASH) were used to evaluate extreme conditions and develop design recommendations for base flooding elevations and finished floor elevations for the larger project team.

CLIENT & CONTACT INFO

Croft and Associates (for the National Park Service)

Ed Setzler, Program Manager

770.529.7714 x320

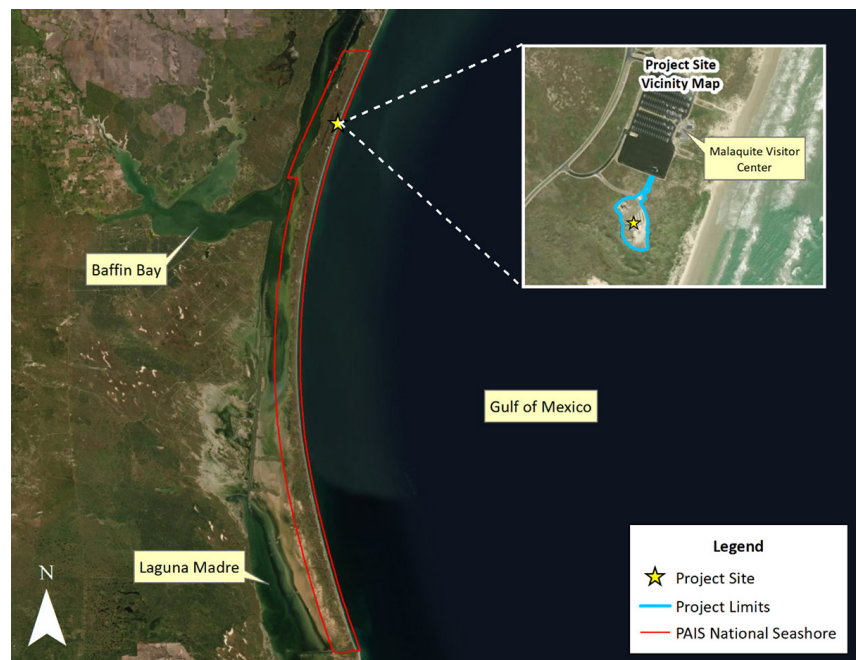
esetzler@croftae.com

SCHEDULE

2020

KEY PERSONNEL INVOLVEMENT

Tim Blankenship; Jackie Brower; Yong Chen

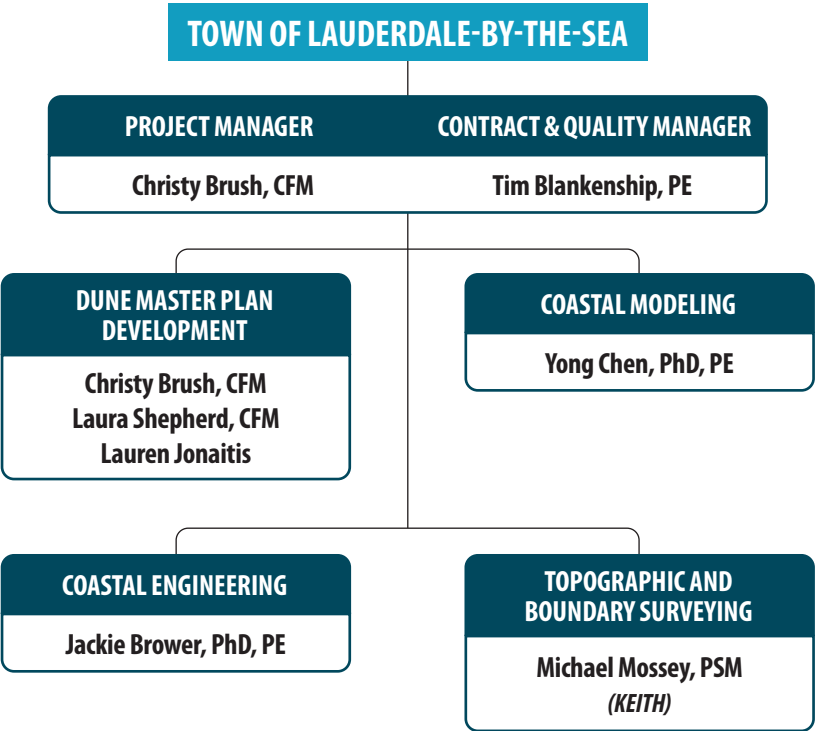


KEY PERSONNEL TEAM AND QUALIFICATIONS

Moffatt & Nichol has assembled a team of professionals to complete this important Dune Master Plan and continue developing positive working relationships with Town staff. Our goal is to continue our previous work to deliver a complete and implementable Master Plan that meets your needs and those of your residents and visitors. Our complete team is illustrated below, and is anchored by the combined expertise and qualifications of Project Manager Christy Brush, CFM, and Contract Manager Tim Blankenship, PE, both of our Miami office. Together, they offer the Town nearly 50 years of experience in coastal and beach management and have completed dune-related projects up and down Florida’s eastern shore.

Resumes for all key personnel are included on the following pages.

The Moffatt & Nichol Team



CHRISTY BRUSH, CFM

Individual Responsible – Project Manager, Dune Master Planner



Christy Brush has 22 years of experience providing environmental assessment/permitting and resiliency consulting services, as well as a range of project management/strategy and client/stakeholder coordination functions as a member of Moffatt & Nichol's Miami office. Her experience includes coordination among project teams and regulatory agencies to acquire local, county, state, and federal permits/authorizations. She has an in-depth understanding of the complex regulations and procedures governing coastal, waterfront, and marine construction and has supported many precedent-setting projects. Christy has extensive regulatory permitting experience with the Florida Department of Environmental Protection FDEP CCCL and Joint Coastal permitting programs, FDEP/Water Management Districts Environmental Resource Permitting, FDEP Division of State Lands, USACE, US Fish & Wildlife Service (USFWS), Florida Fish & Wildlife Conservation Commission (FWCC), US Environmental Protection Agency (EPA), Broward County, and various other local planning, zoning, and environmental agencies.

REPRESENTATIVE PROJECT EXPERIENCE

Coastal Consulting Services, Lauderdale-By-The-Sea, FL. Senior Environmental Manager overseeing planning, scoping, and funding efforts for development of a Dune Master Plan. Services include writing NFWF and FDEP Coastal Partnership Initiative grant applications for developing a Dune Master Plan to restore 10,600 linear feet of existing dune and construct approximately 1,600 linear feet of dune to optimize shore protection and improve ecological habitat value. The Dune Master Plan is anticipated to include a coastal engineering assessment using FEMA-approved models to document the influence of a range of dune topographic elevations/profiles on local flood zone designations and to help optimize the preliminary dune design. Also provided support for a localized dune vegetation relocation initiative.

Coastal and Marine Engineering Consulting Services and Dune Master Plan, Hollywood, FL. Project Manager in consultancy role to the Hollywood Beach Community Redevelopment Agency (CRA), primarily providing input regarding flood and coastal regulatory policies, plans, and risk mitigation within the CRA District. Prepared a Dune Master Plan that addresses dune maintenance/creation goals set forth in the 2017 Hollywood Sustainability Action Plan. The Plan outlines a management approach for dune projects with immediate and long-term shore protection and ecological and aesthetic benefits, while also developing guidelines for design, permitting, funding, and maintenance. Completed initial permitting feasibility assessment relative to extending the City's Boardwalk path to the south for supplemental public beach access. Provided miscellaneous flood and CCCL regulatory compliance consulting services and assessment of permitting feasibility relative to installation of a public "day dock" along the ICW for water-based access to the barrier island.

Beach and Dune Management Program, Key Biscayne, FL. Environmental Manager who secured coastal/environmental permit authorizations and compliance for a 26,000-cy truck haul beach renourishment event completed in 2017 along 6,000 feet of shoreline, including pre- and post-construction biological and physical monitoring. Oversaw seagrass mitigation monitoring and compliance affirmation with regulatory agencies. Completed permit modification processing to refine the FDEP Joint Coastal Permit (JCP) Biological Monitoring Plan and update the JCP to current agency standards. Completed permit modifications to add new mined sand sources to all beach permits and processed available permit time extensions. Currently processing permit agency authorizations to proceed with a 23,000-cy beach renourishment event scheduled for Spring 2021. Oversaw processing of 2012 beach renourishment permits and administration of prior beach renourishment projects with previous firm.

"As a Broward County resident, my career has been focused on the coastline of South Florida – this is where my family lives, works, and plays. Working with the Town of Lauderdale-By-The-Sea for the past year on the preliminary work for the Dune Master Plan enabled me to assemble a team with the knowledge and expertise needed to deliver this project to your expectations. I'm looking forward to the next steps!"

- Christy Brush

OFFICE

Miami/Fort Lauderdale

YEARS OF EXPERIENCE

22

EDUCATION

BS, Marine Science, 1996

CERTIFICATION

Certified Floodplain Manager, Association of State Floodplain Managers

CHRISTY BRUSH, CFM

Continued

The Savoy Hotel, Miami Beach, FL. Senior Environmental Manager overseeing FDEP CCCL permitting for strategic development of a dune restoration plan to include re-grading and landward relocation of a segment of on-grade, shore-parallel public paver Beachwalk path running along the west side of the sand dune to mitigate runoff concerns associated with an existing steep landward dune slope. Includes dune vegetation mitigation design for unavoidable impacts to existing vegetation and FWC approval of turtle-friendly lighting along the path on the sand dune. Schematic design and FDEP CCCL permitting strategy in progress for upcoming major hotel redevelopment project.

6747 Collins Avenue Development, Miami Beach, FL. Senior Environmental Manager overseeing the FDEP CCCL permitting process for an oceanfront development. Services also include FWC exterior lighting review for marine turtle protection, completion of site-specific flood zone mapping using FEMA-approved models to optimize project design, and Florida Building Code/flood regulation compliance review.

City of Hollywood Beach Renourishment, Hollywood, FL. Environmental Manager who supervised marine resource surveys, design for avoidance of nearshore hardbottom impacts, and environmental permitting for a truck haul beach maintenance project for the City. Permits, including 10-year beach maintenance authorization, were secured from the USACE, FDEP, and Broward County for the placement of 71,500 cy of beach compatible sand from an upland sand mine.

Hillsboro/Deerfield Beach Renourishment, FL. Environmental Manager who provided coastal engineering and physical and biological monitoring services for the 2015, 2018, and 2020 beach nourishment events in accordance with the permits. Designed and secured permits for a 33,700-cy truck haul beach nourishment event built in 2018. Oversaw the permitting processes, FEMA funding administration, marine biological investigations, and permit compliance. With a previous firm, served as environmental manager for a 350,000-cy beach nourishment project using offshore hydraulic cutterhead dredge. Supervised marine resource mapping and coordinated beach fill placement design to avoid impacts to adjacent nearshore hardbottom. Secured permits in 2010/2011 from the USACE, FDEP, and Broward County.

The Diplomat Resort & Spa, Hollywood, FL. Environmental Manager who assisted the developer in obtaining FDEP CCCL permit authorizations for proposed improvements in phases to minimize agency processing to the greatest extent possible. Specifically, a letter of exemption for renovations was proposed above the existing pedestal and phased approvals for other improvements and marine turtle lighting were sought. Secured permits for a private beach renourishment project, including FWCC consultation relative to seawall toe scour protection burial for marine turtle protection.

Residences by Armani/Casa, Sunny Isles Beach, FL. Senior environmental manager for 56-story high-rise oceanfront condominium project including FDEP CCCL permitting and County JCP support for placement of approximately 36,000 cy of excavated sand in a local beach maintenance project. FDEP CCCL permit and approval for lights consistent with marine turtle protection regulations were achieved.

Rickenbacker Causeway Recreational Area, Miami-Dade County, FL. Environmental Manager who supervised environmental data collection, analysis, and permitting of public recreation area improvements with shoreline stabilization along 2.5 miles of the Rickenbacker Causeway on Biscayne Bay. Design elements included landscaping, invasive species removal with native species restoration including dunes and mangrove planters, parking improvements, stormwater management, and kiosks for waterfront activities.

Varadero Oceanfront Development, Sunny Isles Beach, FL. Senior Environmental Manager for double tower high-rise oceanfront condominium project including FDEP CCCL permitting and JCP support for placement of excavated sand in a local truck haul beach maintenance project. Coastal armoring structure management and phased permitting strategies were established to support the client's project financial plan and schedule.

3550 South Ocean Boulevard Redevelopment, South Palm Beach, FL. Senior Environmental Manager for proposed oceanfront site redevelopment. Secured FDEP CCCL permit for seawall major renovation (replacement) project and established FDEP CCCL permitting strategy for upland site redevelopment with former firm. Managing permit modifications and compliance with current firm.

TIM BLANKENSHIP, PE

Contract and Quality Manager



Tim Blankenship has extensive experience as a coastal engineer having completed beach and dune nourishment, inlet, and coastal structure studies and design throughout Southeast Florida. He led coastal engineering teams in the numerical modeling of the shoreline with DHI MIKE sediment transport numerical models. Tim has completed design and permitting for several truck haul nourishment projects that have included erosion “hot spot” areas. He has also managed teams with site-specific coastal engineering analyses and private development projects to evaluate coastal erosion, wave forces, and hydraulic flow due to storm surge. Tim has completed more than 50 coastal and marina-related projects in South Florida and the Caribbean. He has also presented on dune management at technical conferences. Tim is also fully trained in Moffatt & Nichol's Quality Management System and regularly serves in this role on Florida projects.

REPRESENTATIVE PROJECT EXPERIENCE

Coastal Consulting Services, Lauderdale-By-The-Sea, FL. Senior Coastal Engineer for the planning, scoping, and funding efforts for development of a Dune Master Plan. Services include writing NFWF and FDEP Coastal Partnership Initiative grant applications for developing a Dune Master Plan to restore 10,600 linear feet of existing dune and construct approximately 1,600 linear feet of dune to optimize shore protection and improve ecological habitat value. It is anticipated that the Dune Master Plan will include a coastal engineering assessment using FEMA-approved models to document the influence of a range of dune topographic elevations/profiles on local flood zone designations and to help optimize the preliminary dune design.

Coastal and Marine Engineering Consulting Services and Dune Master Plan, Hollywood, FL. Engineering Project Manager who prepared a Plan that addresses dune maintenance and creation goals of the 2017 Hollywood Sustainability Action Plan. The Plan outlines a management approach that addresses improvements to existing dune features and new vegetated dunes. An important focus of the Plan is to foster dune projects that can have both immediate and long-term shore protection and ecological and aesthetic benefits, while also developing a feasible program in terms of design, permitting, funding, and maintenance.

Beach and Dune Management Program, Key Biscayne, FL. Engineering Project Manager and Engineer-of-Record overseeing client management, public relations, field surveys, coastal engineering assessments, design, construction, and beach performance evaluations. Completed the design, permitting, and construction administration for a 26,000-cy truck haul beach nourishment in 2017 along 6,000 feet of shoreline. Physical and biological monitoring is ongoing to confirm compliance with environmental permit conditions. Currently designing and permitting the 2021 truck haul beach nourishment, and leading the technical consulting on behalf of the Village's efforts to be added to the USACE Federal Shore Protection Project. Prior to 2015, served as project engineer and project manager for the Village's beach management projects including the 2002 beach nourishment project.

The Savoy Hotel, Miami Beach, FL. Senior Coastal Engineer working on FDEP CCCL permitting for strategic development of a dune restoration plan to include re-grading and landward relocation of a segment of on-grade, shore-parallel public paver Beachwalk path running along the west side of the sand dune to mitigate runoff concerns associated with an existing steep landward dune slope. Includes dune vegetation mitigation design for unavoidable impacts to existing vegetation and FWC approval of turtle-friendly lighting along the path on the sand dune. Schematic design and FDEP CCCL permitting strategy in progress for upcoming major hotel redevelopment project.

6747 Collins Avenue Development, Miami Beach, FL. Senior Coastal Engineer for this project to complete the FDEP CCCL permitting process for an oceanfront development. Services also include FWC exterior lighting review for marine turtle protection, completion of site-specific flood zone mapping using FEMA-approved models to optimize project design, and Florida Building Code/flood regulation compliance review.

OFFICE

Miami

YEARS OF EXPERIENCE

27

EDUCATION

ME, Coastal Engineering, 1994

BS, Civil Engineering, 1992

REGISTRATION

Professional Engineer – Florida (#55910),
Virginia

TIM BLANKSHIP, PE

Continued

Padre Island National Seashore – Replace Obsolete Housing Project, Corpus Christi, TX. Senior Coastal Engineer for this project to remove one obsolete trailer and one obsolete modular home in upper PAIS, near the Malaquite Visitor Center. The coastal team reviewed the site visit assessment documents, researched publicly available data, developed numerical models for wave propagation, and simulated storm events. This analysis included evaluation of sea level rise, erosional rates, high water hazards, and coastal threats. The project site is located approximately 500 feet from the open coast of the Gulf of Mexico, which has historically experienced tropical storm activity that presents a hazard to infrastructure located in the coastline. The new housing will be designed to mitigate hazards from storm surge and waves, based on federal regulations and coastal analyses.

Hillsboro/Deerfield Beach Nourishment, FL. Senior Coastal Engineer who designed and secured permits for a 33,700-cy truck haul beach nourishment event built in 2018. Contract to provide coastal engineering and physical and biological monitoring services for the 2015 beach nourishment project in accordance with the regulatory permits. Also managed the beach construction project by providing construction administration, managing Resident Project Representative services, and managing the post-construction physical and biological monitoring services provided in accordance with the environmental permits.

Residences by Armani/Casa, Sunny Isles Beach, FL. Engineer-of-Record for the truck haul beach renourishment event. Conducted an initial permitting feasibility analysis and agency consultation to confirm the maximum feasible development envelope for the project design, followed by FDEP CCCL permitting and marine turtle lighting approvals for the project, which includes a large parking pedestal and tower with amenity/pool deck. Worked closely with Miami-Dade County to process notices to proceed under their federal, state, and county beach renourishment permits for a 28,500-cy beach fill project.

Sand Search, Florida Keys, FL. Project Manager who conducted a detailed study of available beach-compatible sand for beach construction in the Florida Keys. The study included the review and evaluation of grain size, carbonate content, available quantity, transportation costs, etc. The information was used subsequently to optimize design and minimize construction cost for various beach nourishment projects for the region. This study is referenced in the FDEP Strategic Management Plan issued in 2008 for the Florida Keys.

Bakers Haulover Inlet Feasibility Study, Miami-Dade County, FL. Project Manager for coastal engineering study of inlet coastal processes to evaluate sediment budget and alternatives for improved sediment bypassing. Deployed acoustic Doppler current profiler (ADCP) to obtain wave and tidal current measurements for calibration of numerical models. Evaluated and optimized alternatives that included regular dredging of updrift beaches to avoid deposition in ebb and flood shoals to maximize natural bypassing. Prepared comprehensive coastal engineering report that will serve as the basis for the updated Inlet Management Plan (IMP) as processed by FDEP.

Sunset Key Shoreline Stabilization, Key West, FL. Project Engineer for the assessment and survey of shoreline stabilization after a hurricane and the design of armor stone revetment repairs. The emergency environmental permitting for shoreline improvements and for marine structures repairs on the mainland included floating docks, bulkhead, and a wave barrier.

Miami-Dade County Morphological Change Study, Miami-Dade County, FL. Coastal Engineer who studied volumetric and morphological changes between Bakers Haulover Inlet and Government Cut with a detailed analysis on the performance of the 32nd Street Breakwater Project. Established regional GIS database for beach management and updated regional sediment budget with survey data between 1980 through 2004. Prepared recommendations for further hot-spot stabilization and backpassing beach management County-wide.

Peanut Island Environmental Restoration, Palm Beach County, FL. Coastal Engineer who provided coastal/civil and marine structures design for 1.5-acre artificial reef habitat and 1.3-acre shallow seagrass lagoon. Additional features included a tidal pond and Flushing channel, shallow-draft marina with floating docks, pedestrian boardwalks and site utility upgrades.

LAURA SHEPHERD, CFM

Dune Master Planner

Laura Shepherd manages projects specifically involving coastal and environmental permit processing and environmental regulation compliance analysis, including FEMA compliance. She applies her experience to the evaluation of technical and legal data required to effectively determine the feasibility of proposed projects and facilitate their implementation. Laura coordinates project teams for coastal and waterfront development projects, including design professionals, technical disciplines, and legal counsel.

Laura also conducts vegetation assessments and surveys, as well as design and implementation of restoration plans for vegetated coastal habitats. She has an in-depth understanding of the many regulations and procedures governing coastal construction, and has established relationships with key regulatory agency personnel to expedite processing.

REPRESENTATIVE PROJECT EXPERIENCE

Coastal Consulting Services, Lauderdale-By-The-Sea, FL. Environmental Project Manager overseeing planning, scoping, and funding efforts for development of a Dune Master Plan. Services include writing NFWF and FDEP Coastal Partnership Initiative grant applications for developing a Dune Master Plan to restore 10,600 linear feet of existing dune and construct approximately 1,600 linear feet of dune to optimize shore protection and improve ecological habitat value. The Dune Master Plan is anticipated to include a coastal engineering assessment using FEMA-approved models to document the influence of a range of dune topographic elevations/profiles on local flood zone designations and to help optimize the preliminary dune design.

Coastal and Marine Engineering Consulting Services and Dune Master Plan, Hollywood, FL. Project Manager in consultancy role to the Hollywood Beach CRA, primarily providing input regarding flood and coastal regulatory policies, plans, and risk mitigation within the CRA District. Worked in concert with the City to develop a Dune Master Plan to address dune maintenance/creation goals set forth in the 2017 Hollywood Sustainability Action Plan. The Plan outlines a management approach for dune projects with immediate and long-term shore protection and ecological and aesthetic benefits, while also developing guidelines for design, permitting, funding, and maintenance. Completed initial permitting feasibility assessment relative to extending the City's Boardwalk path to the south for supplemental public beach access. Provided miscellaneous flood and CCCL regulatory compliance consulting services and assessment of permitting feasibility relative to installation of a public "day dock" along the ICW for water-based access to the barrier island.

The Savoy Hotel, Miami Beach, FL. Senior Environmental Project Manager overseeing FDEP CCCL permitting for strategic development of a dune restoration plan to include re-grading and landward relocation of a segment of on-grade shore-parallel public paver Beachwalk path running along the west side of the sand dune in Miami Beach to mitigate runoff concerns associated with an existing steep landward dune slope. Includes dune vegetation mitigation design for unavoidable impacts to existing vegetation and FWC approval of turtle-friendly lighting along the path on the sand dune. Schematic design and FDEP CCCL permitting strategy in progress for upcoming major hotel redevelopment project.

6747 Collins Avenue Development, Miami Beach, FL. Senior Environmental Project Manager overseeing the FDEP CCCL permitting process for an oceanfront development. Services also include FWC exterior lighting review for marine turtle protection, completion of site-specific flood zone mapping using FEMA-approved models to optimize project design, and Florida Building Code / flood regulation compliance review.

Lighting Ordinance, Village of Key Biscayne, FL. Environmental Specialist who assisted the Village of Key Biscayne in developing and implementing the Village's Marine Turtle Lighting Ordinance designed to protect marine turtle nesting beaches from disruptive light sources while also addressing life safety requirements and other special Village concerns.

OFFICE

Miami

YEARS OF EXPERIENCE

26

EDUCATION

BS, Environmental Science, 2004

CERTIFICATION

Certified Floodplain Manager, Association of State Floodplain Management

National Pollutant Discharge Elimination System (NPDES)

FDEP Inspector Certification

LAURA SHEPHERD, CFM

Continued

68020 Overseas Highway, Layton, FL. Environmental Specialist who completed a FEMA Letter of Map Amendment (LOMA) based on existing site conditions to modify a parcel from a partial VE flood zone to an AE zone. The coastal engineering analysis included a review of storm conditions from both a Gulf of Mexico approach, along the bulkhead waterfront, and an Atlantic approach, across the existing mangrove / wetland habitat. The map change allows the site greater flexibility of ground level uses and flood protection design options.

Bay Parc Plaza, Miami, FL. Environmental Specialist who completed a FEMA Letter of Map Amendment (LOMA) based on existing site conditions to modify a parcel from a partial VE flood zone to an AE zone with lower base flood elevation. The map change allows the site greater flexibility of ground level uses and flood protection design options.

5775 Collins Avenue, Miami Beach, FL. Environmental Specialist who completed a FEMA Conditional Letter of Map Revision (CLOMR) based on fill to modify the proposed structure's effective flood zone from a partial AE flood zone to an X zone. Services included coordination with the design team relative to fill activities meeting base flood elevation requirements and coordination with the local municipality. The map change will significantly reduce insurance costs to the affected residential structures and allow greater design flexibility. Services provided also include FDEP CCCL permitting of a new condominium with pool deck/amenity area and associated FWCC exterior lighting approval to reduce impacts to nesting/hatchling marine.

8955 Collins Avenue, Surfside, FL. Environmental Specialist who completed FDEP CCCL permitting of a new condominium with backyard amenity area including large reflecting ponds and cabanas. As part of the mitigation for onsite excavation of sandy material, Moffatt & Nichol designed a beach nourishment project with the Town of Surfside. Services also included coordination with FWCC relative to obtaining exterior lighting modification approval to reduce impacts to nesting/hatchling marine turtles.

The Diplomat Resort & Spa, Hollywood, FL. Environmental Specialist who assisted the developer in obtaining authorizations for proposed improvements to minimize agency processing to the greatest extent possible. Specifically, obtained a letter of exemption for renovations proposed above the existing pedestal, evaluated existing site lighting apparent compliance with FWCC historically approved lighting plans, and processed minor exterior lighting renovations through FWCC.

1350 North Ocean Drive, Pompano Beach, FL.

Environmental Specialist who completed FDEP CCCL permitting of the pool deck and amenity area renovations at the existing Marriott Hotel. Services included coordination with FWCC relative to obtaining exterior lighting modification approval to reduce impacts to nesting/hatchling marine turtles.

St. Regis Condominium/Hotel Renovation, Bal Harbour, FL.

Environmental Specialist who assisted the developer in obtaining authorizations for proposed improvements to minimize agency processing to the greatest extent possible. Specifically, responsible for submitting an application for a letter of exemption for proposed activities above an existing pedestal, obtaining a field permit for all proposed landscape changes, and processing minor exterior lighting renovations through Florida Fish and Wildlife Conservation Commission (FFWCC).

3550 South Ocean Boulevard, South Palm Beach, FL.

Environmental Specialist responsible for FDEP CCCL permitting of a new condominium with pool deck/amenity area. Services include coordination with FFWCC relative to obtaining exterior lighting modification approval to reduce impacts to nesting/hatchling marine turtles and a dune restoration within the Town of Palm Beach as mitigation for onsite sandy material excavation.

Estates at Acqualina Casas, Sunny Isles, FL. Environmental Specialist responsible for FDEP/CCCL permitting for a large-scale mixed-use development with two towers and shared amenity pedestal/below grade parking garage. Other services include FFWCC exterior lighting approval, Florida Building Code/flood regulation compliance review, and coordination with agency and municipal representatives for placement of sandy material on the adjacent beach.

Armani/Casa Development, Sunny Isles Beach, FL.

Environmental Specialist responsible for FDEP CCCL permitting, flood regulation compliance review, mitigation design and coordination assistance, and FFWCC exterior lighting approval compliance for a condominium development. The project includes a garage pedestal requiring balance of excavated material/mitigation.

LAUREN JONAITIS

Dune Master Planner



Lauren Jonaitis provides management assistance on projects specifically involving coastal and environmental permit processing. She has regulatory permitting experience with the FDEP, CCCL permitting, JCP, Environmental Resource Permitting (ERP), Florida Water Management Districts, USACE, NOAA National Marine Fisheries Services, FWS, FWC, and various local planning, zoning, and environmental agencies.

REPRESENTATIVE PROJECT EXPERIENCE

Coastal Consulting Services, Lauderdale-By-The-Sea, FL. Coastal Scientist providing project assistance in writing NFWF and FDEP Coastal Partnership Initiative grant applications for developing a Dune Master Plan to restore 10,600 linear feet of existing dune and construct approximately 1,600 linear dunes to optimize shore protection and improve ecological habitat value. The Dune Master Plan is anticipated to include a coastal engineering assessment using FEMA-approved models to document the influence of a range of dune topographic elevations/profiles on local flood zone designations and to help optimize the preliminary dune design.

Coastal and Marine Engineering Consulting Services and Dune Master Plan, Hollywood, FL. Coastal Scientist providing project assistance in developing a Dune Master Plan that addresses dune maintenance/creation goals set forth in the 2017 Hollywood Sustainability Action Plan. The Plan outlines a management approach for dune projects with immediate and long-term shore protection and ecological and aesthetic benefits, while also developing guidelines for design, permitting, funding, and maintenance. Assisted with CCCL regulatory compliance consulting services and assessment of permitting feasibility relative to installation of a public “day dock” along the ICW for water-based access to the barrier island.

The Savoy Hotel, Miami Beach, FL. Coastal Scientist providing project assistance in FDEP CCCL permit for strategic development of a dune restoration plan to include re-grading and landward relocation of a segment of on-grade shore-parallel public paver Beachwalk path running along the west side of the sand dune in Miami Beach to mitigate runoff concerns associated with an existing steep landward dune slope.

6747 Collins Avenue Development, Miami Beach, FL. Environmental Permitting Specialist for this baywalk and seawall redevelopment along approximately 1,000 linear feet of shoreline. Design encompassed stormwater management, baywalk hardscape/landscape, lighting, and seawall replacement with mitigation. Project funded by a Florida Inland Navigation District (FIND) grant.

Estates at Acqualina Casas, Sunny Isles, FL. Services include coordination with the FDEP CCCL program to obtain a modification to the existing condominium development permit to include FWC exterior lighting review and approval to reduce impacts to nesting/hatchling marine turtles.

Four Seasons, Fort Lauderdale, FL. FDEP CCCL permitting of a multiuse development that includes FWC exterior lighting approval to reduce impacts to nesting/hatchling marine turtles.

Hillsboro Beach Swim Zone Buoys, FL. Project assistance related to FWC, FDEP, USACE, and Broward County permitting/authorization for implementing vessel exclusion buoys within the Town of Hillsboro Beach.

Varadero Development, Sunny Isles Beach, FL. The project includes two towers sharing a common pedestal, multiple pool and amenity uses for the residents. Services include FDEP CCCL permitting of the sales center proposed at the Varadero Sales Center site. Additional services include coordination with FWC, which is required relative to obtaining exterior lighting approval to reduce impacts to nesting/hatchling marine turtles.

OFFICE

Miami

YEARS OF EXPERIENCE

3

EDUCATION

MS, Conservation Biology & Ecology, 2017

BA, Zoology, 2014

LAUREN JONAITIS

Continued

FEC Slip and Shoreline Inlets Fill Feasibility Assessment, Miami, FL. Services include evaluating the possibility of filling the Florida East Coast Railway Slip and Shorelines inlets at the east side of Maurice Ferré Park for public use. Additional services include FDEP, USACE, Miami-Dade County Division of Environmental Resources Management (DERM), and South Florida Water Management District (SFWMD) historical permit review and agency consultations for possible permitting.

Alice Wainwright Park, Miami, FL. Environmental permitting specialist providing assistance for this baywalk and seawall redevelopment along approximately 1,000 linear feet of shoreline. Design encompassed stormwater management, baywalk hardscape/landscape, lighting, and seawall replacement with mitigation. Project funded by a FIND grant.

La Coloma/River's Edge Site Redevelopment, Miami, FL. Project assistance for proposed waterfront site redevelopment with overwater elements on the Miami River, which included analyzing project compliance with water-dependent use criteria and other applicable environmental and proprietary regulations.

Port of Tema, Ghana, Africa. Project assistance in reviewing reports and environmental practices, including environmental health, associated with the development of a port expansion in Ghana, West Africa. This work is being undertaken on behalf of International Finance Corporation (IFC-World Bank) and involves review of performance standards (based on Equator Principles) established by World Bank and third-party lenders for this \$1.6 billion port project, the largest infrastructure project in Africa. Work includes analysis of submitted documentation to ensure compliance with agreed-upon World Bank standards.

1310 Bay Drive Dock, Miami Beach, FL. Services include after-the-fact FDEP, DERM, and USACE environmental permitting for a residential dock in the City of Miami Beach. Additional services include agency consultations to determine if it may be feasible to exceed the standard 500-square-foot dock exemption in the Biscayne Bay Aquatic Preserve since no marine biological resource impacts are associated with the project.

57 Ocean, Miami Beach, FL. Services provided include FDEP CCCL permitting of a new condominium with pool deck/amenity area and associated FWC exterior lighting approval to reduce impacts to nesting/hatchling marine turtles.

3550 South Ocean Boulevard, South Palm Beach, FL. FDEP CCCL permitting of a new Condominium with pool deck/amenity area. Services include coordination with FFWCC relative to obtaining exterior lighting modification approval to reduce impacts to nesting/hatchling marine turtles.

Dinner Key Marina Environmental Permitting, Miami, FL. City-owned and managed marina with approximately 582 wet slips. The marina was damaged during Hurricane Irma. Project includes rehabilitation and replacement. Services include coordination with DERM and permit administration.

Las Marinas, Sunny Isles Beach, Florida. Environmental Permitting Specialist for this project related to the replacement of approximately 1,450 linear feet of bulkhead with mitigation. Services include FDEP, USACE, and Miami-Dade County DERM environmental permitting

JACKIE BROWER, PhD, PE

Coastal Engineer



Jackie Brower, a resident of Broward County and located in our Fort Lauderdale office, has been participating in a wide range of coastal, estuary, ports, marinas, and riverine engineering projects since joining Moffatt & Nichol. The specific types of work include: coastal structure design, shoreline protection, and beach nourishment projects; marina planning and circulation studies; coastal watershed hydrology studies; estuarine/riverine hydrodynamic, sedimentation, and water quality evaluation; wetland-related hydraulics and tidal muting studies; coastal and riverine flood control, protection, and damage analysis; and wave propagation modeling. She also leads the firm's coastal instrumentation and data collection program. Prior to joining Moffatt & Nichol, Jackie had participated in a variety of engineering and research projects focusing on nearshore hydrodynamics, including wave propagation, circulation, and contaminant transport in Caribbean reef lagoon systems.

REPRESENTATIVE PROJECT EXPERIENCE

Coastal Engineering Services, Hillsboro Beach, FL. Coastal Engineer for this on-call contract for which the firm is providing coastal engineering services to the Town. Designs, reviews, and coordinates coastal engineering services for the Town, including beach nourishment, tilling and compaction projects, permitting, and agency and local government communication.

Beach and Dune Management Program, Key Biscayne, FL. Coastal Engineer overseeing beach response, physical monitoring, tilling efforts, and funding compliance for the 2017 beach renourishment at Key Biscayne. Restored and monitored 6,200 linear feet of eroded shoreline due to Hurricane Matthew. Provided post-monitoring management services for the 27,000-cy nourishment.

Beach Nourishment and Shoreline Protection, Berry Islands, Bahamas. Project Engineer overseeing shoreline restoration works for a major cruise line's private destination island. Engineered and designed coastal protective structures that withstood a Category 4 hurricane, and placed 28,000 cy of beach fill. Provided construction management and environmental regulatory support services.

Shoreline Evaluation & Protection, Bel Air Bay Club, Pacific Palisades, CA. Project Engineer evaluating beach preservation options for a private country club's shoreline. Designed groin structural and aesthetic repair. Currently assisting with permitting process and facilitating regulatory agency coordination.

Beach Nourishment and Shoreline Protection, Four Seasons Resort, St. Kitts & Nevis. Project Engineer overseeing shoreline restoration works for the beach nourishment. Evaluated potential coastal protection improvements that led to design of pier extension and upland flood protection. Designed and provided construction management services for the 75,000-cy nourishment.

Shoreline Improvements, Labadee, Haiti. Project Engineer overseeing shoreline improvement works for a major cruise line's private destination. Engineered and designed coastal protective structures, sensitive to client's aesthetic requirements, and placed 25,000 cy of beach fill. Provided quality control of construction management and environmental regulatory support services.

Cruise Terminal Berths I & II Improvements, Ketchikan, AK. Project Engineer for the coastal and Metocean design for berth modifications to include expansion of the existing berths with floating docks, gangways with drive-down ramps, and increased vessel length accommodations. Led hydrodynamic modeling efforts and Metocean design criteria.

P-224, Ammunition Pier, Naval Weapons Station Seal Beach, CA. Project Engineer for coastal design of the U.S. Navy Ammunitions Pier modification to service a wider range of vessels. Led design elements, to include run-up, overtopping, and stability analysis for proposed coastal structures. Led wave data processing and analysis for design criteria.

OFFICE

Fort Lauderdale

YEARS OF EXPERIENCE

5

EDUCATION

PhD, Coastal and Oceanographic Engineering, 2015

ME, Water Resources Engineering, 2012

BS, Civil Engineering, 2010

REGISTRATION

Professional Engineer – Florida (#89887), California (Civil)

YONG CHEN, PhD, PE

Coastal Modeler



Yong Chen has more than 30 years of consulting experience spanning all phases of coastal engineering projects involving planning of field investigations and processing of field data from hydrographic surveys; geotechnical and wave/current gauges; navigation channel planning; port and harbor planning and sediment dredging analysis; FEMA coastal floodplain mapping; wave statistical analysis, wave transformation, storm surge analysis, and sediment transport analysis; and structural design projects involving riprap shore protection, breakwaters, jetties, single point mooring systems, marina basins, dredging, and beach nourishment and management.

Yong has extensive experience in development and utilization of software packages for numerical model simulations of coastal processes. He has applied the DHI MIKE 21 modules and other 2D and 3D coastal numerical models for wave transformation, hydrodynamics, sediment transports, flushing analysis, dredging plume, coastal processes, and morphology.

REPRESENTATIVE PROJECT EXPERIENCE

Hillsboro/Deerfield Beach Renourishment, FL. Coastal Modeler for the physical and biological monitoring services for the 2018 and 2020 beach nourishment events in accordance with the permits. Used MIKE 21 module to determine wave transformation, hydrodynamics, sediment transports, flushing analysis, dredging plume, coastal processes, and morphology.

Beach and Dune Management Program, Key Biscayne, FL. Lead Coastal Engineer for this study that included conceptual engineering designs of beach nourishment and submerged breakwaters for the beach along Key Biscayne. The longer-term project proposed included a 100,000+ cy nourishment.

Croatan Beach Shoreline Protection Assessment, Virginia Beach, VA. Coastal Engineer responsible for evaluation of historical shoreline changes and beach profile changes, estimation of the level of protection provided by the beach and dune system to the upland, and development of conceptual beach nourishment.

Ocean View Beach Dune and Shoreline Management, Norfolk, VA. Coastal Engineer for multiple assignments under Moffatt & Nichol's long-term dune and beach management contract. Conducted GIS-based beach and dune change analysis and documentation of twice-yearly helicopter-based LiDAR elevation data over the dry beach and dune system along seven miles of Chesapeake Bay beach. Conducted volume change and shoreline change calculations on survey profile data and provided technical reports summarizing the beach condition for each monitoring period, including post-construction monitoring of Norfolk's Coastal Storm Damage Reduction federal beach nourishment project.

Bal Harbour Beach Management, Village of Bal Harbour, FL. Lead Coastal Engineer responsible for evaluation of coastal processes and sediment transport downdrift of Bakers Haulover Inlet. Conducted feasibility study to evaluate inlet bypassing options to maintain sediment transport and reduce beach erosion in Bal Harbour and Miami-Dade County beaches.

Town of Palm Beach South Restoration, Palm Beach County, FL. Lead Coastal Engineer who conducted a feasibility study, ETOF assessment, and modeling to support application processing for a beach nourishment project. Evaluated sediment coming from updrift within the beach renourishment project.

Bakers Haulover Inlet Management Plan, Miami-Dade County, FL. Technical Leader for this feasibility study and Lead Coastal Engineer for hydrographic survey, sediment budget update using the "Family of Solution" method, shoreline change evaluation using the DHI shoreline model, additional hydrodynamic modeling, and analysis of economics. Performed an inlet-specific sediment budget using the Bodge's "Family of Solution" method. Conducted hydrodynamic, wave, and shoreline models for the inlet feasibility study.

OFFICE

Norfolk (VA)

YEARS OF EXPERIENCE

30

EDUCATION

PhD, Civil and Structural Engineering,
2001

MS, River and Coastal Engineering, 1990

BS, Harbor and Waterway Engineering,
1984

REGISTRATION

Professional Engineer – Florida (#82318)

YONG CHEN, PE, PHD

Continued

Hillsboro/Deerfield Beach Groin Field Evaluation, Broward County, FL. Lead Coastal Modeler who performed spectral wave model calibration and validation using three months of field survey data. Conducted 63 years of wave transformation runs. Calibrated and validated shoreline change model and evaluated the Deerfield Beach groin field impacts.

Hillsboro/Deerfield Beach Restoration, Broward County, FL. Coastal Engineer responsible for beach nourishment design for a 339,200-cy beach fill project. Performed all beach profiles, hydrographic surveys, and monitoring.

Jensen Beach Managed Mooring Field, Martin County, FL. Coastal Engineer responsible for design of a 51-slip managed mooring field. Prepared a feasibility study to evaluate waterfront opportunities for wet slips, managed mooring field configurations, and conducted hydrographic and marine resource surveys.

Island Gardens Mega Yacht Harbour, Miami, FL. Coastal Engineer responsible for design criteria for a 50-slip mega yacht harbor as part of a \$600M site redevelopment. Also completed design of dredging and mooring and performed marina design criteria.

68020 Overseas Highway Flood Zone Analysis, Long Key, Monroe County, FL. Lead Coastal Engineer for the feasibility of changing the FEMA National Flood Insurance Program (NFIP) FIRM zone designation based on a site-specific analysis incorporating the existing site conditions through a LOMR.

Lynnhaven Boat Ramp & Beach Facility Shoreline Stabilization, Virginia Beach, VA. Coastal Engineer responsible for the design of a project to restore and stabilize the Lynnhaven Boat Ramp and Beach Facility's eastern shoreline, which was eroded by storms during the Fall of 2019. Evaluated design alternatives including rip rap revetment, an articulated concrete rock (ACR) revetment, and sand wall without armoring to include native plantings. Prepared calculations of required rock sizes and articulated concrete rock product sizing. This rip rap revetment alternative was selected for its stability in the anticipated design storm wave conditions.

Ocean Park Beach Nourishment, Virginia Beach, VA. Lead Coastal Engineer for 65% and final beach nourishment design for a 350,000-cy beach nourishment project. Preparing basis of design report, permit preparation, and bid services and specifications.

Munden Point Shoreline Stabilization, Virginia Beach, VA. Coastal Engineer responsible for design and construction documents for shoreline stabilization along select reaches of the Munden Point Park. Alternatives developed include a living shoreline with rock sill and a riprap revetment, with consideration to permitting, constructability, schedule, availability of materials, subsurface conditions, and cost.

Shoreline Improvements, Labadee, Haiti. Lead Coastal Engineer who analyzed extreme wind conditions and wave conditions. Conducted numerical wave modeling and designed the Adrenaline beach, headlands, and breakwater. Prepared the basis of design report and reviewed 30%, 60%, and 100% design drawings.

Town of Sunset Beach 2016 Shoreline Management and Pre-Dredged Analysis, 2D Hydraulic Modeling, Sunset Beach, North Carolina. Lead Coastal Modeler/Coastal Engineer responsible for hydraulic estimation to show that the proposed dredging work in Jinks Creek will not create additional shoaling in the Atlantic Intracoastal Waterway crossing, and will not create additional scour to alter the creek's historical alignment after project construction.

MICHAEL MOSSEY, PSM (KEITH)

Surveying Lead



Michael Mossey has more than 40 years of experience in land surveying and mapping in South Florida. He has extensive senior project management experience for large-scale projects and continuing service, on-call type contracts for both public and private sector clients. He is a highly talented surveyor with a successful track record in budget estimation, valuation of items, and completing projects on time. His experience includes a wide range of projects incorporating GIS deliverables for various agencies including Broward County and many other municipalities.

YEARS OF EXPERIENCE

41

EDUCATION

BA, 1977

REGISTRATION

Professional Surveyor and Mapper –
Florida (#LS5660)

REPRESENTATIVE PROJECT EXPERIENCE

Pompano Beach Boulevard Streetscape, Pompano Beach, FL. The Pompano Beach Boulevard Streetscape project included the redesign of Pompano Beach Boulevard roadways, median and pedestrian pathways adjacent to Pompano Beach, south of the pier to Atlantic Boulevard, including a signature plaza at the end of Atlantic Boulevard and north to NE 5th Street. Because much of the project was located seaward of the CCCL, the design required extensive hydrographic and topographic survey in accordance with the requirements of the FDOT Environmental Protection Division of Beaches and Shores as set forth in Section 62B-33.0081. KEITH was responsible for civil engineering design and surveying for the development of a unique beachfront venue, including enhancement of roadway and on-street parking pedestrian streetscape/landscape, drainage improvements, relocation, utility infrastructure along Pompano Beach Boulevard and underground of overhead utilities from Atlantic Boulevard to NE 5th Street.

City of Deerfield Beach Highlands Park Community Center, Deerfield Beach, FL. The Highlands Park Community Center is an addition to an existing City of Deerfield Beach park located on the northeast corner of NE 44th Street and NE 6th Avenue on a 2-acre site. The new Community Center includes 3,000 square feet (sf). KEITH provided surveying, utility coordination/investigation, civil engineering, permitting, and construction inspection. Professional services included community and municipal outreach participation, complete topographic and boundary surveying, utility investigation of all public and private utilities within and adjacent to the project limits, complete civil design to adequately provide water/ fire/sanitary sewer service, stormwater management design/grading of the overall site to ensure compliance with the most recent/current federal/state and local criteria for permitting through all jurisdictional agencies, and construction inspection and certification service.

Marriott Oceanfront Resort and Spa, Fort Lauderdale, FL. The new Fort Lauderdale Marriott Pompano Beach Oceanfront Resort & Spa opened in 2013 and is an overhaul of the former Ocean Point Hotel, which includes two adjacent towers (one renovated, one new) with 219 rooms included with private balconies, and more than 8,000 sf of meeting and function space, including a 4,000-sf oceanfront ballroom, pools, restaurants, a fitness center and a 2-level parking garage. The resort is the first hotel to break ground in Pompano in a decade following the construction of the Residence Inn Fort Lauderdale Pompano Beach Oceanfront (formerly the Ocean Sands Resort & Spa) in 2002. KEITH coordinated the site plan approval process through the City of Fort Lauderdale for this luxury beach-front hotel site, as well as provided complete civil engineering design, project management, and permitting coordination through all governmental agencies.

Broward County Water and Wastewater Services Booster Pumping Station 3A, Fort Lauderdale, FL. As part of KEITH's continuing service contract with Broward County, the team was retained to provide topographic surveying, easement and right-of-way searches, horizontal designation, and location services of 12 test holes for the Booster Pumping Station 3A property, a portion of which is at Fort Lauderdale-Hollywood International Airport and Unincorporated Broward County.

Broward County Courthouse, Fort Lauderdale, FL. Assisting County staff by providing cost estimating, constructability review, value engineering, scheduling, LEED program management, invoice review, and scheduled monitoring. On behalf of Broward County during the construction phase services: inspect, review, monitor, and report from start of construction through completion and warranty and provide oversight of construction and construction administration through construction completion. Provided direct administrative support to the Broward County project manager and also provided owner's representative services assistance in support of the project's design and construction phases. Also responsible for the project

MICHAEL MOSSEY, PSM (KEITH)

Continued

document control system, supporting public relations activities, and coordination during the performance of the CPM services through construction.

City of Aventura Peace Park, Aventura, FL. KEITH has provided surveying services and civil design/engineering services for this new 1.5-acre waterfront City park on the south side of NE 188th Street. The City has selected a contractor to begin construction shortly, and KEITH will be providing construction observation and certification services. The bid proposals came in within the estimated budget. This City neighborhood park will consist of covered playgrounds, covered exercise facility, walking paths, waterfront paver walkway, decorative lighting/landscaping, and exterior furniture. KEITH is responsible for providing design/construction documents and technical specifications. Engineering permitting included paving, grading, and drainage plans processed through Miami-Dade County DERM, FDEP, and the City of Aventura. The proposed stormwater management system for the park consists of drainage inlets throughout the site collecting and conveying runoff to an on-site stormwater gravity well.

City of Pompano Beach Miscellaneous Engineering and Surveying Services, Pompano Beach, FL. KEITH is currently providing surveying and general engineering services to the municipality on an as needed basis on this ongoing continuing services contracts. KEITH is currently providing general surveying and mapping services to the municipality on an as-needed basis for this ongoing continuing services contracts. Some projects provided under this contract include: South Cypress Road & SE 15th Court Intersection Design Survey; Pompano Beach Library Branch Topographic Survey; SE 13th Street Force Main Design Survey; Municipal Generator Installation Design Survey; Utility Casting Federal Highway Design Survey; SR A1A Survey and Subsurface Utility Engineering (SUE) services from Hillsboro Boulevard to Terra Mar Drive; Permanent Emergency Generators Design Survey for City Hall and Public Safety Building; Santa Barbara Reuse Water Line Expansion Topographic Survey; GIS Mapping Pilot Project; and the North Riverside Drive Directional Drill Survey & Subsurface Utility Engineering (SUE) services project.

FKEC Survey Underground Electric Feeder, Florida

Keys, FL. KEITH is providing surveying services in support of the proposed underground feeder route from the FKEC Jewfish substation to the endpoint in Ocean Reef Club. The proposed route is approximately 11.5 miles and will generally follow the existing overhead utilities on the east side of the pavement of County Road 905. This route survey will focus on the following elements: recover and identify the right-of-way lines and property lines, as appropriate; locate the edge of pavement of the roadway together with above-ground features such as structures, fences, driveways, etc.; horizontally locate all utilities above and below ground; and locate the established tree/vegetation lines, including any known special-use property delineations (wetlands, US Forest, etc.) and existing easements encumbering the route. A Digital Terrain Model (DTM) is being created and contour lines will be shown at one-foot vertical intervals. A spot elevation will also be shown adjacent to each FKEC pole.

INSURANCE



Insurance

Moffatt & Nichol will, and is able to, obtain and provide proof of insurance that meets the requirements specified in the Professional Services Contract. We can meet any insurance need as directed by our clients. As a current provider of coastal engineering services to the Town, we do not anticipate any insurance issues.

PROFESSIONAL SERVICES CONTRACT



Professional Services Contract

At this time, Moffatt & Nichol takes no exceptions to the Town's standard Professional Service Contract. We are currently working under your agreement for our current service contract and find it to be acceptable under which to continue working with the Town.

REFERENCES (RFQ FORM 2)



RFQ FORMS

RFQ Form 2: REFERENCES

Respondent: Moffatt & Nichol, Inc.

***THIS FORM SHALL BE COMPLETED AND SUBMITTED WITH THE RESPONSE
TO BE DEEMED RESPONSIVE.***

Give contact information for at least four individuals, corporations, agencies, or institutions for which you have performed work similar to what is proposed in this RFQ:

1. Name of Contact: **Susan Goldberg, City of Hollywood Beach Community Redevelopment Agency**
Title of Contact: **Deputy Director** Email: **sgoldberg@hollywoodfl.org**
Telephone Number: **954.924.2980 x8679** Fax Number: **954.924.2981**
Project: **City of Hollywood Coastal and Marine Engineering Consulting Services and Dune Master Plan**
2. Name of Contact: **Jake Ozyman, Village of Key Biscayne**
Title of Contact: **Director of Public Works** Email: **jozyman@keybiscayne.fl.gov**
Telephone Number: **305.365.7568** Fax Number: **305.365.7757**
Project: **Village of Key Biscayne Beach and Dune Management Program**
3. Name of Contact: **Joe Arenal, Town of Hillsboro Beach**
Title of Contact: **Planning/Zoning Review & Inspection Services** Email: **joe@rma.us.com**
Telephone Number: **954.695.0754** Fax Number: **954.427.4834**
Project: **Town of Hillsboro Beach Coastal Engineering**
4. Name of Contact: **Eric Hadar, Savoy Hotel Partners, LLC**
Title of Contact: **Chairman and CEO** Email: **edh@alliedpartnersinc.com**
Telephone Number: **212.317.7770** Fax Number: **212.935.4995**
Project: **The Savoy Hotel**

ADDITIONAL FORMS



RFQ FORMS

RFQ FORM 3: RESPONDENT'S CERTIFICATION

Respondent: Moffatt & Nichol, Inc.

***THIS FORM SHALL BE COMPLETED AND SUBMITTED WITH THE RESPONSE
TO BE DEEMED RESPONSIVE.***

The undersigned guarantees the truth and accuracy of all statements and the answers contained herein.

I have carefully examined the Request for Qualifications referenced above ("RFQ") and any other documents accompanying or made a part of this RFQ.

I hereby propose to furnish the goods or services specified in the RFQ. I agree that my response will remain firm for a period of 150 days in order to allow the TOWN adequate time to evaluate the responses.

I certify that all information contained in this response, which includes the TOWN required RFQ forms 1, 2, 3, 4 and 5 is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this response on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

Respondent hereby authorizes the TOWN, its staff or consultants, to contact any of the references provided in the response and specifically authorizes such references to release, either orally or in writing, any appropriate data with respect to the firm offering this response.

I further certify, under oath, that this response is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a response for the same product or service; no officer, employee or agent of the TOWN or any other proposer has a financial interest in said response; and that the undersigned executed this Proposer's Certification with full knowledge and understanding of the matters herein contained and was duly authorized to do so.

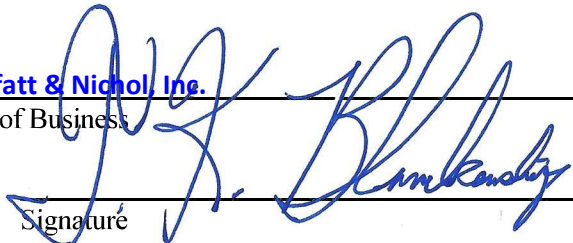
If this response is selected, I understand that I will be expected to execute the TOWN's standard Professional Services contract, in the form approved by the Town Attorney.

A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crimes may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, sub-contractor, or consultant under a contract with a public entity, and may not transact business with any public entity in excess of the threshold amount provided in Sec. 287.017 Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the

RFQ FORMS

convicted vendor list. I further certify, under oath, that neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholder, employees, members or agents active in the management of the entity has been convicted of a public entity crime subsequent to July 1, 1989.

Moffatt & Nichol, Inc.
Name of Business

By: 
Signature

Timothy Blankenship, PE, Vice President
Print Name and Title

100 W. Cypress Creek Rd., Ste. 960

Fort Lauderdale, FL 33309
Mailing Address

RFQ FORMS

***THIS FORM SHALL BE COMPLETED AND SUBMITTED WITH THE RESPONSE
TO BE DEEMED RESPONSIVE.***

RFQ FORM 4: SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A). FLORIDA STATUTES ON PUBLIC ENTITY CRIME

**TO BE VALID, THIS FORM SHALL BE SIGNED AND SWORN TO IN THE PRESENCE OF A
NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS**

1. This sworn statement is submitted to The Town Commission of the Town of Lauderdale-By-The-Sea, Florida by: Timothy Blankenship, PE, Vice President
(print this individual's name and title)

for Moffatt & Nichol, Inc.
(print name of entity submitting sworn statements)

Whose business address is: 100 W. Cypress Creek Rd., Ste. 960
Fort Lauderdale, FL 33309

And, if applicable, whose Federal Employer Identification Number (FEIN) is 95-1951343. If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.

2. I understand that a "public entity crime" as defined in paragraph 287.133(1)(a)}, Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transactions of business with any public entity or with an agency or political subdivision of any other state or with the United States including, but not limited to any bid or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" 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 adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a Jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of public entity crime; or
 2. 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 person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement,

RFQ FORMS

shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. 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 any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the 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, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement which I have marked below is true in a relation to the entity submitting this sworn statement. (Please indicate which statement applies).

 X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or any affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months. AND (Please indicate which additional statement applies).

 There has been a proceeding concerning the conviction before a hearing officer in the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (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 the 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 Florida 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 THE PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED AND FOR THE PERIOD OF THE CONTRACT ENTERED INTO, WHICHEVER PERIOD IS LONGER. 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.

RFQ FORMS

Date: 3/23/21

T.K. Blankenship
(Signature)

STATE OF FLORIDA
COUNTY OF: Miami-Dade

Sworn and subscribed before me this 23rd day of March, 20 21

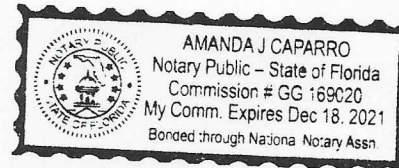
by Timothy K. Blankenship who is Personally known to me Or

who produced identification _____
(Type of Identification)

Amanda J. Caparro
(Signature) Notary Public-State of Florida

Amanda J. Caparro
(Printed, typed or stamped commissioned name of notary public)

My commission expires 12/18/2021 (SEAL)



RFQ FORMS

**THIS FORM SHALL BE COMPLETED AND SUBMITTED WITH THE RESPONSE
TO BE DEEMED RESPONSIVE.**

RFQ FORM 5: NO FINANCIAL INTEREST STATEMENT

The undersigned guarantees the truth and accuracy of this statement.

The Respondent recognizes and certifies that no elected official, board member, or employee of the Town of Lauderdale-By-The-Sea (the "Town") shall have a financial interest directly or indirectly in this RFQ, related contract, if any, or any compensation to be paid under or through these matters, and further, that no Town employee, nor any elected or appointed officer (including Town board members) of the TOWN, nor any spouse, parent or child of such employee or elected or appointed officer of the TOWN, may be a partner, officer, director or proprietor of Respondent, and further, that no such TOWN employee or elected or appointed officer shall be employed by the firm or receive any compensation from the firm for a period of at least twelve (12) months after leaving the employ or agency of the TOWN.

Moffatt & Nichol, Inc.
Name of Business

By: 
Signature

Timothy Blankenship, PE, Vice President
Print Name and Title

100 W. Cypress Creek Rd., Ste. 960

Fort Lauderdale, FL 33309
Mailing Address



75 Years

moffattnichol.com

Contact:

Tim Blankenship, PE

Moffatt & Nichol

100 West Cypress Creek Road, Suite 960

Fort Lauderdale, FL 33309

Tel: 954.622.8100

Email: tblankenship@moffattnichol.com

2937 SW 27th Avenue, Suite 101A

Miami, FL 33133

Tel: 305.230.1924



LAUDERDALE-BY-THE-SEA **REQUEST FOR QUALIFICATIONS FOR DUNE MASTER PLAN**

RFQ 21-03-02

April 2021



TAB 1 –
TITLE PAGE



Town of Lauderdale-By-The-Sea Dune Master Plan

April 2, 2021

Solicitation No.: RFQ 21-03-02

Submitted by:

Aptim Environmental & Infrastructure, LLC
6401 Congress Avenue, Suite 140
Boca Raton, FL 33487

Contact Person:

Name: Nicole S. Sharp, P.E., Program Manager
Phone: 717.578.0242
Email: nicole.sharp@aptim.com

Submitted to:

Town of Lauderdale-By-The-Sea
Contact: Tedra Allen, CMC, Town Clerk
Address: 4501 N. Ocean Drive
Lauderdale-By-The-Sea, FL 33308

The information contained in this proposal contains proprietary and confidential financial and business information and shall not be used or disclosed, except for evaluation purposes, without the written consent of Aptim Environmental & Infrastructure, LLC, provided that if a contract is awarded to Aptim Environmental & Infrastructure, LLC as a result of or in connection with the submission of this proposal, the requester shall have the right to use or disclose the data to the extent provided in the contract. This restriction does not limit the requester's right to use or disclose any technical data obtained from another source without restriction.

TAB 2—
LETTER OF TRANSMITTAL



Aptim Environmental & Infrastructure, LLC
6401 Congress Avenue, Suite 140
Boca Raton, FL 33487

APRIL 2, 2021

Tedra Allen, CMC, Town Clerk
4501 N. Ocean Drive
Lauderdale-By-The-Sea, Florida 33308

**SUBJECT: Town of Lauderdale-By-The-Sea Dune Master Plan
RFQ 21-03-02**

Dear Ms. Allen and Evaluation Committee:

Aptim Environmental & Infrastructure, LLC (APTIM) along with our sub-consultant Cummins and Cederberg, Inc. (Cummins Cederberg), collectively the APTIM Team, welcomes this opportunity to submit our enclosed qualifications for the Town of Lauderdale-By-The-Sea Dune Master Plan (RFQ 21-03-02). This multi-disciplinary team brings a wealth of knowledge to the Town of Lauderdale-By-The-Sea (Town) and exceeds all the requirements to perform services under this RFQ. APTIM brings over 36 years of experience providing Florida communities with a complete spectrum of engineering services as one of the leading coastal engineering firms in the nation. Cummins Cederberg, bringing over 10 years of coastal experience as a firm, includes coastal engineers and marine scientists with beach nourishment design experience in South Florida and throughout the Caribbean. This team, both collectively and individually, has been honored to work extensively in Southeast Florida over the years on multiple engineering projects, providing us with direct experience and in-depth knowledge of the unique coastal needs of the Town. Our team is fully committed to providing the highest quality service to the Town for this important Dune Master Plan.

Because sand dunes populated with native vegetation act as natural buffers that protect the shoreline and adjacent properties from erosion, extreme storm events, and sea level rise, Broward County has committed to increasing the presence of dunes from 60% to 80%, making dune restoration an essential part of coastal resiliency and the beach nourishment process. The Town of Lauderdale-By-The-Sea has been a regional leader within this effort by planting over 200,000 sea oats to preserve and protect oceanfront property. The APTIM Team proposes to supplement the Town's efforts by developing a Dune Master Plan to address dune maintenance and creation goals. The plan will provide both short- and long-term benefits to the community, including recommendations and approaches that involve improvements to existing dunes or the creation of new, vegetated dunes and future management needs.

APTIM was founded in 1984 (as legacy firm Coastal Planning & Engineering, Inc.) as the first coastal consulting firm in Florida to provide all the expertise and multi-disciplinary services needed for beach nourishment projects under one roof. We have provided professional coastal and marine engineering, hydrographic and geophysical surveys, and environmental permitting and monitoring services to clients throughout the State and elsewhere for over 36 years out of our Boca Raton, Florida location. We have earned an excellent reputation with local, State, and federal agencies responsible for permitting and overseeing marine and coastal programs. Our experience and past performance are demonstrated in having designed approximately 100 beach nourishment projects and over 30 coastal structure projects for municipal, State, and federal clients throughout Florida, the Gulf coast, and up the Atlantic seaboard.

APTIM's experience is further augmented by that of our sub-consultant, Cummins Cederberg. Since their inception, Cummins Cederberg has successfully grown and established themselves as a leading engineering firm for complex coastal and marine engineering projects in Florida. Over the years, the firm has built a team of professionals, licensed engineers, and marine scientists with an exclusive focus on the coastal and marine environments, and a reputation for success by providing quality work in a transparent manner, resulting in sustainable working relationships with many repeat clients.

The APTIM Team contains some of the leading coastal professionals in the nation who have a proven history of working successfully together on projects. The combined APTIM Team has 56 dedicated coastal professionals between APTIM's coastal engineering headquarters located at 6401 Congress Avenue, Suite 140, Boca Raton, FL 33487 and Cummins Cederberg's four regional offices located within Southeast and Northern Florida. For decades, our integrated staff have



Aptim Environmental & Infrastructure, LLC
6401 Congress Avenue, Suite 140
Boca Raton, FL 33487

been working together to develop and implement a wide range of coastal projects and maintaining the high level of integrity our clients and regulatory contacts have come to expect. We are able to provide not only quality personnel, but the necessary quantity of personnel within all of the required disciplines to effectively execute multiple, concurrent tasks required for this contract.

The APTIM Team has worked with several other southeast Florida municipalities including the City of Delray Beach, City of Boca Raton, Palm Beach County, Town of Highland Beach, Town of Palm Beach, Broward County, City of Deerfield Beach, City of Pompano Beach, and Miami-Dade County on numerous major coastal engineering projects. This experience, coupled with our long beach nourishment and management history around the state, has provided us with a comprehensive understanding of the processes and environment of Florida's East coast and has demonstrated our expertise in all aspects of coastal management, beach and dune design, permitting, nearshore hardbottom protection, and project construction.

The APTIM Team is detailed in Section 4, including an organizational chart and resumes for our coastal staff. Key personnel for this contract are listed below and are located in our Boca Raton offices unless otherwise specifically noted:

- **Beau Suthard, PG**, is APTIM's Coastal Ports & Marine Program Director, bringing over 15 years of supervisory management experience to this project, and with a Geology background brings 18 years of experience in geotechnical investigations. Mr. Suthard is located in our Tampa office, and will serve as Program Director for this contract. As Corporate Sponsor for this contract, he will have signatory authority for contract purposes.
- Recognizing the need for an experienced, knowledgeable, and dedicated local presence to lead this effort, we propose **Ms. Nicole Sharp, PE** to serve as the Contract Administrator and Project Manager for your project. Ms. Sharp is the Program Manager for the Coastal Restoration & Modeling Team at APTIM and is the coastal engineering lead on all our Florida beach projects. Ms. Sharp has a well-rounded background in coastal management through working in both the public and private sector. Ms. Sharp is the former Broward County Beach Program Manager and has extensive experience and knowledge of coastal processes and natural resources within the County. Nicole is intimately familiar with Broward County and State dune requirements and policies in addition to grant opportunities for dune projects within Broward County from her former position.

Thank you in advance for reviewing our response to RFQ 21-03-02 Town of Lauderdale-By-The-Sea Dune Master Plan. Our response is respectfully submitted subject to mutually acceptable contract terms and conditions, and we look forward to the opportunity to work with the Town. APTIM is licensed, permitted, and certified to do business and practice engineering within the State and Florida and licenses are provided herein. We are confident the APTIM Team's credentials meet or exceed all the requirements listed within the scope. Our long history working with projects within Southeast Florida and our vast Florida coastal experience makes our team the best fit for these services. We are committed to providing a fair and balanced analysis and sincerely appreciate your consideration of the APTIM Team for your coastal engineering needs.

Sincerely,
Aptim Environmental & Infrastructure, LLC

Beau C. Suthard, P.G.
Program Director
O 727-374-2150
C 727-578-1359
E beau.suthard@aptim.com

TAB 3 –
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TAB 4 –
ORGANIZATION PROFILE,
QUALIFICATIONS AND
EXPERIENCE

RFQ FORMS

**THIS FORM SHALL BE COMPLETED AND SUBMITTED WITH YOUR RESPONSE
TO BE DEEMED RESPONSIVE.**

RFQ FORM 1: QUALIFICATIONS STATEMENT

Proposer: Aptim Environmental & Infrastructure, LLC

1. State the full and correct name of the partnership, corporation or trade name under which you do business and the address of the place of business. (If a corporation, state the name of the president and secretary. If a partnership, state the names of all partners. If a trade name, state the names of the individuals who do business under the trade name.)
 - a. The correct and full legal name of the Respondent is: Aptim Environmental & Infrastructure, LLC
 - b. The business is a (Sole Proprietorship) (Partnership) (Corporation).
 - c. The names of the corporate officers, or partners, or individuals doing business under a trade name, are as follows: N/A
2. Please describe your company in detail:
 - a. Number of employees; 5,304
 - b. Number of years your organization been in business; and, 19
 - c. The organization's specialty.
APTIM provides customers with comprehensive environmental and infrastructure related services including coastal engineering
3. The contact information (address, telephone and fax) of the principal place of business:
6401 Congress Avenue, Suite 140
Boca Raton, FL 33487
561.391.8102
4. The contact information (address, telephone and fax) of the closest business location to TOWN if different than number 3:
N/A
5. Name and title of employees to be assigned to the Town contract, if awarded:
Nicole Sharp, PE, Project Manager; Jordon Chelfet, PE, Snr. Coastal Engineer; Douglas Mann, PE, Snr. Coastal Engineer; Jannek Cederberg, PE, Snr. Coastal Engineer; Danielle Irwin, CFM; Doris Otero, PhD, Coastal Engineer; Michael Lowiec, PSM, Surveyor; Jeff Andrews, PSM, Surveyor; Christie Hurley, Snr. Biologist (Also refer to org. chart)
6. Company identification numbers for the Internal Revenue Service: 77-0589932
7. Broward County business tax receipt number, if applicable, and expiration date:
315-280488 Exp. 09/30/2021
8. List the last three project of this nature that the firm has completed? Please provide project description, reference and cost of work completed.

Please refer to pages 13 through 21 of the RFQ response for completed projects similar in nature.
9. Have you ever failed to complete any work awarded to you? If so, where and why?
No.

RFQ FORMS

10. Provide the following information concerning all contracts that are similar in nature or use the same project team proposed for this contract that are **in progress** as of the date of submission of this Response.

Name of Project	Contract with:	Contract Amount	Estimated Completion Date	% of Completion to Date
Deerfield Beach Management Plan	City of Deerfield Beach, FL	\$139,500	June 2021	95%
Segment II SPP	Broward County, FL	\$2.9M	Late 2022	85%
Coastal Storm Risk Management Study	Collier County, FL	\$75,000	June 2021	90%
Sector 3 Beach and Dune Restoration	Indian River County, FL	\$385,000	October 2021	40%

(Continue list as necessary)

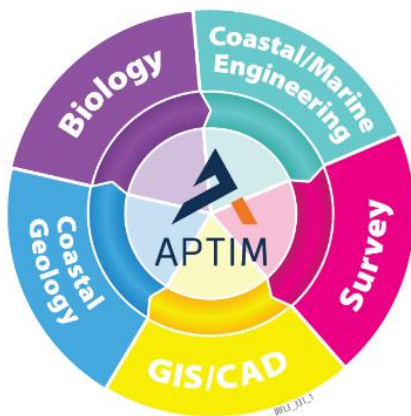
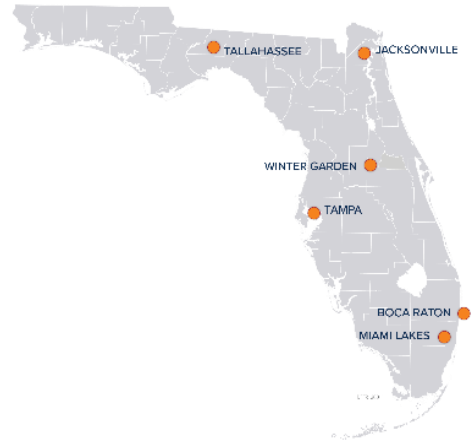
Provide the following information for any sub-contractors you propose to engage if awarded a contract.

Subcontractor Name	Contact Information	Work to be Performed
Cummins Cederberg	Jannek Cederberg, 305-741-6155	environmental assessments, floodplain mapping, engineering

The foregoing list of subcontractors may not be amended after award of the contract without the prior written approval of the Town Manager, whose approval shall not be unreasonably withheld.

APTIM Qualifications and Experience

The APTIM Team of coastal and marine professionals bring a unique expertise unmatched by any other firm or team. APTIM is one of the leading coastal engineering firms in the nation specializing in beach renourishment. Our multi-disciplinary engineering and scientific staff has designed, permitted, administered construction, and conducted monitoring of over 100 major coastal projects on the Atlantic and Gulf coasts of the U.S. over the last 36 years, most of which have been in Florida, including Broward County. Along the southeast coast of Florida, our team has worked with the City of Deerfield Beach, City of Boca Raton, Town of Palm Beach, City of Delray Beach, Palm Beach County, Broward County, and Miami-Dade County on a number of large and small scale shoreline and dune stabilization and restoration projects (ocean and bayside), as well as inlet management projects. The breadth of experience gained from these projects has provided our team with the knowledge and expertise to provide the Town of Lauderdale-By-The-Sea with robust and efficient solutions for your Dune Master Plan.



The APTIM Team is made up of multi-disciplinary coastal professionals who are experts in the scope of services covered by this contract and are familiar with the Town's goals. We are familiar with the Town's Action Plan and its goal to continue sea oat planting projects and to implement a town wide beach management plan. Our coastal services offices based in Boca Raton and Tampa, Florida and Cummins Cederberg coastal offices located in Miami, Fort Lauderdale, Jupiter, and Tallahassee are comprised of a team of coastal engineers, hydrographic surveyors, numerical modelers, marine/coastal geologists, marine biologists, remote sensing and mapping scientists, UAS Drone pilots, and CAD/GIS specialists. The APTIM team members have extensive experience working together to successfully complete projects for our clients.

The engineers, scientists, and all professional staff on the APTIM Team collaborate across disciplines on our projects, allowing our project managers to develop timely, comprehensive solutions that perform with optimum results, sometimes exceeding anticipated performance. The APTIM Team can handle all phases of coastal projects from reconnaissance through feasibility and design level studies to construction management and post-construction monitoring. This foundation of engaging multiple scientific disciplines has delivered exceptional value to our clients through the entire process from inception through project implementation. Our professionals have extensive experience with all aspects of coastal and marine engineering including beach and dune restoration, storm protection and erosion control structures (breakwater fields, groins and inlet jetties), navigation projects, marinas and boat facilities, numerical modeling of coastal processes, marine geophysical and geotechnical investigations, topographic and bathymetric surveys, environmental monitoring, NEPA compliance and permitting, preparing construction cost estimates, bidding assistance, sustainability and resiliency planning, funding requests, and public outreach.

Our decades of experience collaborating with municipal and county governments has instilled a responsibility to address each project with technical excellence, environmental consciousness, and public tax dollar budget-

mindedness. We pride ourselves on developing cost effective and permissible designs that meet the needs of our clients. Our proactive coordination with regulatory and resource agencies facilitates a successful and timely permitting process. Our extensive experience designing and permitting Florida coastal projects enables us to assist the Town in planning and implementing successful projects.

APTIM Experience in Broward County



APTIM is proud of our history working within Broward County for over 20 years. Since the 1990's we have provided the following services to the County: coastal program planning and project administration, coastal engineering design, geotechnical investigations to locate high quality sand sources, National Environmental Policy Act, (NEPA) compliance, State, Federal, and County permitting, construction administration, and physical and biological monitoring. The APTIM Team has direct experience working on both the Segment II and III Shore Protection Projects and is intimately familiar with dune design requirements associated with the Federal project's funding.

Most recently, APTIM finalized a Beach Management Plan for the City of Deerfield Beach. The Beach Management Plan (BMP) detailed objectives, options, and actions over the short and long term that the City can adopt and undertake to sustain the City's beaches. APTIM held public meetings/planning charrettes with stakeholders to explain the goals and objectives of the BMP and to solicit input into potential beach management strategies. Prior to development of the BMP, a Feasibility Study was performed, which included beach management components identified as potentially cost-shareable under the State's Beach Management Funding Assistance Program. Specific technical sections of the Feasibility Study included a literature review, beach survey, coastal processes assessment, environmental setting characterization, a storm vulnerability evaluation, and a storm damage reduction benefit analysis. The BMP included a summary of feasible management strategies and recommended actions from the feasibility study. The plan outlined strategies for adapting the needs of various sections of the shoreline and quantified the recreational and structural benefits to the community using a scientific and engineering-based analysis.

As shown in the organization chart on page 27, our dedicated team includes professional staff across all of the disciplines identified in the Town's RFQ, all of whom are very familiar with projects in southeast Florida. Our unique multi-disciplinary team was created precisely to provide the Town of Lauderdale-By-The-Sea with comprehensive coastal services using our team of highly experienced staff. We believe the Town of Lauderdale-By-The-Sea's Dune Master Plan contract will directly benefit from the specialized coastal expertise of our engineers, biologists, floodplain managers, and surveyors.

Project Approach

We believe the APTIM Team offers the strongest set of qualifications and understanding of the Town's needs to provide professional coastal services for the development of the Town's Dune Master Plan. From working continuously on coastal projects within Broward County for over 20 years, the APTIM Team has developed an in-

depth understanding of the area's dynamic coastal environment including, but not limited to, littoral transport patterns, role of the coastal structures (Anglin's Fishing Pier) within the Town's beach, typical wave and tidal conditions, existing geology, and biological communities. Over these 20 years, the APTIM team has also developed a personal understanding of the challenges the area faces along with future resiliency needs the Town seeks to address.

Dunes, either maintained or constructed in combination with beach renourishment, can be effective at increasing the level of protection afforded to upland infrastructure. Dunes provide habitat for numerous beach plants and animals and improve resiliency against sea level rise. Where dunes cannot be constructed directly, the APTIM Team has deployed techniques to encourage dune growth by wind-blown sand, with the installation of strategic dune vegetation. The APTIM Team has also constructed numerous dune restoration projects as emergency response measures, as these projects can be rapidly permitted and constructed. If maintained through regular replenishments, dune restoration can also begin to improve the recreational beach.

Feasibility Reports and Assessments

The APTIM Team will develop a Feasibility Study to evaluate the technical basis and develop the foundation for the Dune Master Plan. The Feasibility Study will include dune management components identified as potentially cost-sharable by the Florida Department of Environmental Protection (FDEP) or County. Specific technical sections of the Feasibility Study will include a literature review, beach survey, dune characterization and assessment, coastal processes assessment, a storm vulnerability evaluation, and a storm damage reduction benefit analysis as described below.

Literature Review

The APTIM Team will review existing information provided by the Town, which will be used to develop the Feasibility Study and Dune Master Plan. The APTIM Team will work with the Town to identify available background studies, reports, and data which may be used to define the coastal system in the Town and outline the dune management strategies for the Dune Master Plan. The literature review will summarize the history of beach and dune management in the Town including current management activities and identify potential sand and funding sources for future dune management.

Beach Survey

The APTIM Team will perform dry beach profile surveys to document the dune and upper beach condition. The surveys provide a baseline to evaluate changes to the Town's dunes and shoreline. A total of 13 dune and upper beach profiles will be collected. The profiles will be collected between FDEP reference monuments R-41 and R-53. All profiles will extend from approximately 150' landward of the edge of vegetation to mean low water (MLW). All work activities and deliverables will be conducted in accordance with the latest update of the BIPP *Monitoring Standards for Beach Erosion Control Projects, Sections 01000 and 01100* and 5J-17 F.A.C. Data processing and reporting will be conducted following the data collection.

Dune Characterization and Assessment

The APTIM Team will characterize the environmental setting between the dune and the subtidal nearshore habitat along the Town's shoreline. Potentially affected protected and/or listed species (e.g., sea turtles and shorebirds) that utilize the habitat will be identified and dune vegetation (native and exotic) and other existing natural resources will be delineated and described. The health and size of the dune will also be categorized to allow for the development of management strategies. The APTIM Team will compile existing data from resource

agencies, including Broward County's GIS dune database, and recent surveys in the area to provide a comprehensive overview of the Town's natural resources. Along with recent projects in the area, this data will be used to define potential regulatory allowances and limitations for future dune management projects.

Coastal Processes Assessment

A coastal process assessment will be performed to identify variations along the Town's shoreline (e.g. North, Central, and South). The assessment will evaluate shoreline and volume changes by section and include a qualitative analysis of erosion trends by section. The beach profile surveys, described above, will be analyzed to evaluate shoreline and volume changes along the Town's shoreline. The profile data will be compared to publicly available, historical data to identify general erosion/accretion trends.

Storm Vulnerability Evaluation

The APTIM Team will perform a storm damage vulnerability analysis for the Town. The analysis will utilize the Storm Induced Beach Change Model (SBEACH), developed by Larson and Kraus (Larson and Kraus, 1989) for the US Army Corps of Engineers (USACE) or a comparable model. SBEACH simulates changes in the beach profile that could result from coastal storms of varying intensity in terms of storm tide levels, wave heights, wave periods, and storm duration. Information required as input to run the SBEACH model includes the beach cross-section, the median sediment grain size, and the time histories of the wave height, wave period, and water elevation. This information will be gathered from existing data sources.

A suite of storms for 4 different return intervals (e.g. 5-years, 10-years, 25-years, and 50-years) will be developed. The model will be run for all profile lines within the Town. The pre- and post-storm profiles will be compared for each storm event and the most landward reduction in profile height by 0.5 feet and 1.0 feet identified. This will be translated to a plan view location within a GIS map and an area of expected recession and expected damage can be estimated for each return interval. The expected recession and the associated land value along the length of the Town will be evaluated, based on publicly available data, if available.

Storm Damage Reduction Benefit Analysis

The analysis of potential storm damages will be followed by an evaluation of the size of a dune that would be required to reduce the potential damage identified with a particular storm return interval. The results of this analysis can be used to formulate a dune management strategy that would seek to balance the magnitude of the storm damage risk for the entire Town or at least reduce the risk. The determination of what constitutes an acceptable level of risk would depend on priorities established by the Town, such as the cost of implementing a storm damage reduction project. To assist in this determination, the APTIM Team will include a range of possible construction costs for dune restoration projects that would reduce the risk of storm damage in each reach for the return interval storms included in the analysis. The APTIM Team will prioritize projects with a higher probability of obtaining permits in an effort to minimize costs to the Town.

FEMA Flood Zone Assessments

The APTIM Team will utilize information from the evaluations and analysis described above to evaluate the possibility of potential FEMA flood insurance rate map changes for the coastal area. The team's two Certified Floodplain Managers will lead this effort and perform coastal risk mapping. The risk mapping will identify high, medium, and low risk areas relative to flooding as well as hydrodynamic and wave loadings. These results will be coordinated with FEMA for approval and used to identify where flood hazard mitigation projects should

be prioritized. These projects may include the construction of new dunes, supplementing existing dunes, or vegetation stabilization.

Community Outreach

The APTIM Team is experienced in working with local governments who occasionally request that we assist them in providing public outreach services. These services have ranged from participation in public workshops, development of project information sheets, development of web site content, and even hosting of websites in limited cases. We recognize that it is often easier to obtain public acceptance of a project through meeting with stakeholders, and accepting their input prior to completing the design, than to seek stakeholder approval after the design is completed. The team has also participated in many commission, marine advisory boards, and workshop meetings for our clients. The APTIM Team is located in Boca Raton and regional southeast Florida offices and can be available at any time to participate in any meetings or calls that are deemed necessary to this project. When needed, we will attend meetings with the Town's Commissions to effectively communicate recommendations regarding the Dune Master Plan. Effective communication is essential to address engineering, economic, and political public work efforts.

The APTIM Team will meet with Town staff to establish the framework of the Dune Master Plan. The APTIM Team will hold a public meeting/planning charrette with the local stakeholders to explain the goals and objectives of the Dune Master Plan and to solicit input into potential beach management strategies. A summary of public comments will be included in the Dune Master Plan. Soliciting stakeholder input will allow the APTIM Team to identify potential concerns, issues, visions, and expectations for the Dune Master Plan and form a framework and timeframe for implementation of the Dune Master Plan. Additionally, the APTIM Team will meet with relevant staff at the Florida Department of Environmental Protection and Broward County to discuss technical aspects (coastal engineering) of the Dune Master Plan as well as potential State and County funding of the Dune Master Plan through funding assistance programs and grants.

Dune Master Plan Development

The APTIM Team will prepare a draft Dune Master Plan for Town staff's review based on the above tasks and make appropriate revisions as may be identified by the Town. The Dune Master Plan will be developed for the potential integration with the Town's Comprehensive Plan as a Coastal Management element. The Dune Master Plan will be consistent with FDEP Erosion Control Program guidelines and align with the potential for County and State funding for dune projects. The Dune Master Plan will include a summary of feasible management strategies, recommended actions, and a conceptual design with an associated cost estimate. A proposed implementation schedule and budget will be presented including possible program funding opportunities.

The intent of the Dune Master Plan is to assist the Town in managing its dunes, which is one of its most valuable assets. The report will outline strategies that adapt to the needs of various sections of the shoreline and quantify the dune benefits to the community using a scientific and engineering-based approach. It is recognized that this document is being developed for the general public and that the audience will be non-technical in nature. Any items that are technical in nature or background data, including the Feasibility Study described above, will be referenced and included as an appendix. The main body of the report will be prepared with this consideration and will include the following components:

Dune Management Strategies

The Dune Master Plan will outline management strategies to address improvements to existing dunes/dune features and the potential creation of new dunes in addition to future maintenance needs. The plan will provide

recommendations for dunes based upon the characterizations performed during the feasibility study. All management strategies will include the recommendation for dune maintenance on an as-needed basis.

For areas where substantial dunes are in place, management of the existing dune would be recommended. Recognizing that native plants aid in more stable dune features, all non-native dune vegetation will be recommended for removal and patchy areas of dune will be planted with sea oats and a variety dune plant species. As the public has the potential to impact the health of the dune, installation of protective fencing would be best suited to minimize pedestrian impacts.

As previous studies have noted, the shoreline within Broward County has portions of discontinuous dune. The main objective within these areas would be to create a continuous dune with small access areas for pedestrians. The use of fill may be required within the discontinuous areas to create a consistent dune elevation. In any areas where new dune fill is added, native dune vegetation would be planted.

Conceptual Design and Cost Estimate

The APTIM Team will develop a conceptual design based upon input from Town staff for each of the management strategies developed. The team will investigate various new construction dune designs, similar to what was permitted for the most recent Segment II Shore Protection Project, and also a FEMA criteria-based dune design. Based on an analysis of dune erosion during hurricanes, FEMA has identified a specific amount of sand stored within the cross-sectional area of the frontal half of the dune, above the 100-year still water elevation, as the critical parameter for protection against a 100-year event. Each design will include an estimate of probable cost for implementation and maintenance.

A dune that is not properly covered by well-established vegetation is more vulnerable to wind and flood damage than one with well-established vegetation. The APTIM Team will provide recommendations for native and salt tolerant plant species, such as sea oats, bitter panicgrass, railroad vine, and dune sunflower. A planting plan will be developed in coordination with Town staff for approval by the FDEP.

Recognizing that beach access is necessary for residents, tourists, and emergency personnel to utilize the beaches, pedestrian and vehicular access points will be recommended using best management practices to prevent dune breaching and channeling of storm surge to Town infrastructure.

Economic Benefit Analysis

The storm damage reduction benefit analysis and recreational benefit analysis will be compiled to provide an overall economic analysis of the benefit of maintaining the Town's dunes and beaches. This analysis will be projected over a 30-year horizon at a conceptual level. The analysis will evaluate feasible plan components including identifying sand sources for new dunes, annual maintenance costs, and potential contingency/reserve funds.

Funding Opportunity Evaluation

The APTIM Team will assist the Town in evaluating potential funding options. A discussion of potential funding options will be included, including local, County, State and Federal funding options. A 10-year funding strategy will be included in this section as new sources of funding are anticipated to arise in the future.

Additional Considerations

The Dune Management Plan will also include a summary and brief discussion of other relevant topics including, but not limited to, hurricane preparedness, new technologies, population growth, and beach and dune

maintenance. The general assessment will also include an overview of sea level rise and associated coastal flooding, which are becoming a more prominent public concern. A section of the Dune Management Plan will discuss sea level rise as it relates to the overall management strategies and how the Town can include sea level rise in their sustainable planning efforts. This discussion will be restricted to the impacts of sea level rise on the proposed dune management strategies. Impacts of sea level rise to infrastructure close to the beach will be included in the vulnerability analysis. The Dune Management Plan will be an adaptive management document that can be used as a framework for more in-depth analyses into specific topics in the future as the program evolves.

Permitting

Permitting can be one of the most complex and time-consuming processes of any coastal project. The APTIM Team's multi-disciplinary staff regularly coordinates with local, State, and Federal permitting agencies on coastal construction projects, and we understand the intricacies of coastal permitting and proactively address agency concerns to provide a comprehensive application package. We have established strong working relationships with regulatory agency staff through years of coordination and mutual professional respect, which we greatly value and benefit from since it eases coordination and communication. Our experience allows us to anticipate the specific needs of the agencies and to address these needs by providing the environmental data upfront in order to expedite the permitting process.

Due to our coastal project expertise, we routinely obtain Coastal Construction Control Line (CCCL) and Joint Coastal Permits (JCP) from FDEP and ERP permits from Broward County for beach and dune restoration projects. In parallel to the development of the Dune Master Plan, the APTIM Team will coordinate with FDEP and Broward County staff to develop acceptable design templates and maintenance strategies. A Beachfront Management Agreement (BMA) could be a feasible option for the Town to pursue as a part of a regional management strategy. The APTIM Team has experience with the establishment of BMA's for other municipalities and is also comprised of a former Chief of the FDEP's Bureau of Beaches and Coastal Systems.

Development of Plans and Specifications

A comprehensive set of construction plans and specifications is needed in order to define expectations, identify risks, resolve discrepancies, and ensure permit compliance. The APTIM Team has extensive experience in preparation of plans and specifications for beach and dune restoration projects. The APTIM Team will develop plans and specifications, which protect the Town and are amenable to permitting agencies, while still being acceptable to the industry. The APTIM Team is familiar with the capabilities of the possible contractors who perform dune restoration projects and the local sand and plant sources. As part of the design to construction process, the APTIM Team will utilize knowledge gained from the recent projects throughout Florida to enhance and improve the plans and specifications for your project. We are very familiar with the physical conditions of the project area and will prepare documents which allow project construction while minimizing disturbances to the residents of the Town. We will also prepare the plans and specifications to minimize construction cost to the greatest extent practicable while ensuring the project is constructed as designed.

The specifications will incorporate the Town's requirements for the bidding process. The specifications will provide sections addressing general conditions, technical provisions, and environmental protections. Specifications will also incorporate all permit documents, requiring contractor compliance with State permits through reference. If needed, the document will incorporate technical specifications for upland sand sources, which will include sand testing responsibilities by the contractor. Our specifications will clearly state the responsibilities of the contractors which

include the delivery and placement of high-quality sand on the beach, free of debris, while maintaining a safe beach experience for resident beach goers. The contractor will be responsible to take the appropriate actions necessary to provide the Town with a high-quality dune restoration project. Our plans and specifications will provide all of the data and detail required by the contractors to competently bid and construct the project.

APTIM's GIS/CAD professionals will be directed by the APTIM Team's engineers to develop dune restoration plans including plan views and cross-sections of fill templates. The plans will also include information related to sand delivery locations, beach access, beach storage areas, environmental protection areas and other information required for construction of dune restoration projects. The plans will incorporate information concerning beach survey control which may be used by the contractor during construction.

Bidding Assistance

The APTIM Team will assist the Town in the selection of a contractor. The Town's purchasing department will manage the bidding process with assistance from the APTIM Team. In conjunction with Town staff, the APTIM Team will attend a pre-bid conference. The pre-bid conference will provide an opportunity to describe the project and solicit questions from potential contractors. During the bidding process, we will assist the Town in answering technical questions, if needed.

We will assist the Town in reviewing the bids and evaluation of a low bidder, taking into consideration the capability of the contractor in constructing the project. In addition to cost factors, the bids will be reviewed for technical completeness, contractor experience, work plan, schedule, and other parameters deemed of importance. The APTIM Team will contact the contractors' references and make a final recommendation to the Town concerning the selection of the contractor. If needed, we will also assist the Town in negotiating with the lowest bidder.

Once the contractor is selected, the APTIM Team will coordinate and attend a pre-construction conference with the contractor, their associated sub-contractors, the Town, FDEP, and Florida Fish and Wildlife Conservation Commission (FWC) staff, and other involved parties if required. We will review the state permit requirements, construction methodology, technical specifications, schedule, construction access and work areas, and the specific monitoring requirements of the permit. The APTIM Team will coordinate communication and reporting protocols for the duration of contractor mobilization, construction, and demobilization activities.

Construction Administration and Management

The APTIM Team brings complete beach construction administration and observation experience to the Town. The construction administration services we provide include contract and permit administration, agency and contractor coordination, plans and specification administration, construction supervision, quality control/assurance through daily reporting and various engineering services to monitor the reporting, monitoring of project progress, contractor invoice review and recommendation, project completion certification and communication with the public. We observe the project construction process to determine if the contractor is in substantial compliance with both contract documents and project permits. We also ensure compliance with the daily sediment quality control plan required by the State of Florida.

The APTIM Team has obtained FDEP Notices to Proceed (NTP) for many similar projects, and we are familiar with the pre-construction permit conditions required for commencement of dune restoration projects, such as sand samples and plans and specifications, which will allow us to quickly obtain a NTP for the project. The APTIM Team will coordinate with the State once the NTP has been submitted in order to ensure a timely response and prevent delays.

The APTIM Team has the ability to provide technical personnel that are trained and experienced in compliance observation of dune restoration projects. As part of this scope item, the APTIM Team will prepare daily observation reports during active construction days to document the project progress, providing on-site and observational reporting of construction activities and permit compliance. Our staff will attend periodic progress meetings with the contractor and regulatory agencies as appropriate during construction. In the past, we have provided our clients with construction administration and observation on a full-time basis over the course of construction on some projects and have provided periodic observation services on others. In this manner, we are able to meet the project needs and budgetary requirements of the Town for each task under this contract.

Post-Construction Activities

The APTIM Team will provide post-construction services as necessary in order for the Town to complete all project requirements, such as final pay invoices and permit required reporting and monitoring. A final project observation will be performed by the APTIM Team followed by the preparation of the post-construction report/certification.

Grant Funding Assistance

The APTIM Team is well versed in grant research and funding applications and has well-established relationships with the various local, State, Federal agencies involved in coastal restoration funding. We have assisted multiple clients, such as Manatee, Collier, and Indian River Counties, with securing millions of state and federal dollars for their coastal management programs. As a result of such interactions over our 36-year history, the APTIM Team is highly qualified to continue coordination with the agencies on behalf of the Town.

Past Experience and Project Examples

The APTIM Team has successfully been implementing large-scale comprehensive coastal programs with our clients for decades. We pride ourselves on our unique ability to provide all the services needed to design, permit, implement, and monitor coastal projects solely with our team of staff and resources. We can support our clients on the scale they require, whether it means overseeing all aspects of their coastal program or implementing smaller scale tasks to support their specific coastal projects. The APTIM Team has provided seven representative projects which contain work similar in nature to this solicitation. Detailed project descriptions are provided for the following:

- ▶ Broward County, FL – Broward County Shore Protection Projects
- ▶ Town of Lauderdale-By-The-Sea, Aquazul Condominium Association – FEMA Coastal Engineering Analysis and Risk Mapping
- ▶ Collier County, FL – Collier County Coastal Management Program
- ▶ Indian River County, FL – Indian River County Coastal Services
- ▶ Manatee County, FL – Manatee County Coastal Management Program
- ▶ Bal Harbor Village, FL – Beach and Dune Nourishment
- ▶ Hillsboro Beach, FL – Hillsboro Club Dune Nourishment

BROWARD COUNTY SHORE PROTECTION PROJECTS

Broward County, Florida

PROJECT OVERVIEW

Since 1997, APTIM has represented Broward County for the construction and management of its reimbursable Federal Shore Protection Program, including Segments II and III, in conjunction with our Joint Venture partner. These projects total approximately 19 miles of shoreline, and were constructed in 2016 and 2005-06, respectively.

APTIM, in cooperation with our Joint Venture partner, completed a GRR and an Environmental Impact Statement (EIS) in 2004 for Broward County's Segment II and III projects. This included an assessment of erosion conditions, federal beach design formulation, geotechnical investigations, and an economic evaluation. Our professionals prepared and integrated the required design, modeling and geotechnical documentation into the EIS document. The engineering and biology staff of both companies and the County cooperatively designed the beach and mitigation projects.

The Segment III project was constructed in 2005, and the anticipated burial of 7.6 acres of nearshore hardbottom required 8.9 acres of mitigative reef. Services provided by APTIM included construction monitoring of: pipeline corridor mapping and monitoring, bi-weekly pipeline inspections during construction to check for leaks, long-term coral community health assessments, in-water sea turtle enumeration, nearshore hardbottom monitoring and artificial reef monitoring.



For the Segment II portion of the project, APTIM, in cooperation with our Joint Venture partner, generated an Environmental Assessment (EA) and contributed to the Limited Reevaluation Report (LRR) for the Segment II project

allowing the use of upland sand sources and truck haul. APTIM biologists

conducted a baseline biological characterization of the nearshore habitat to provide a comprehensive and updated inventory of the benthic resources adjacent to the project area. Through extensive coordination with FDEP, USACE, NMFS, and USFWS, we developed a mitigation plan, a biological monitoring plan for the nearshore hardbottom and the mitigation reef, and a coral relocation plan. In support of Section 7 Consultation of the Endangered Species Act, APTIM produced a Biological Assessment (BA) as well an updated EFH Assessment. The Segment II project was constructed in 2016 and construction of the mitigation reef for the project is currently underway, with completion estimated in 2021, with APTIM assisting with construction administration and monitoring. Overall, 710,300 cubic yards of sand was placed within the project area from the Ortona upland sand mine. The most recent project accounted for sea level rise within its design, and this volume was included within the total amount of fill placed. Additionally, APTIM is currently conducting the permit required post-construction monitoring surveys.

DATES OF SERVICE

1997-Ongoing

RELEVANCE/HIGHLIGHTS

- ▶ Engineering and Design
- ▶ State and Federal Permitting
- ▶ Environmental Assessment (EA) for NEPA compliance
- ▶ Agency and Stakeholder Coordination
- ▶ Geotechnical and Geophysical Investigations
- ▶ Biological Monitoring and Mitigation Planning
- ▶ Bathymetric and Topographic Survey
- ▶ Artificial Reef Design and Monitoring
- ▶ Plans and Specifications
- ▶ Construction Management
- ▶ Permit Compliance

CLIENT REFERENCE

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FEMA Coastal Engineering Analysis and Risk Mapping Lauderdale-by-the-Sea, Florida

CUMMINS | CEDERBERG
Coastal & Marine Engineering

Scope: Coastal engineering analysis, risk mapping, numerical modeling, erosion analysis



Cummins Cederberg was retained to determine the risk for coastal flooding along a segment of the Broward County shoreline. The project included coastal engineering studies and risk mapping according to FEMA standards. Surveying was conducted to obtain updated shoreline conditions for the engineering analysis and input in the numerical model. Data collection of offshore wind and wave data was conducted, and statistical analysis of extreme events were performed. Design wind and waves were determined from various return periods for input into a numerical wave model.

Based on wave and beach conditions, an erosion analysis was conducted to assess wave and flood conditions during a 100-year storm. The erosion analysis considered complete dune removals, which along with an increased water level, would allow offshore waves to propagate further landward. A wave propagation study was conducted based on the eroded profile to determine the shallow water effects on wave height and specifically the wave crest elevation. At the landward edge of the eroded profile, the potential for impacts on structures from wave runup and overtopping were determined.

Based on the results of the coastal engineering analysis, coastal risk mapping was conducted. The risk mapping identified high, medium, and low risk areas relative to flooding as well as hydrodynamic and wave loadings. The coastal engineering analysis and the coastal risk mapping were reviewed, approved, and adopted by FEMA. Cummins Cederberg facilitated communication between the local and federal stakeholders and maintained frequent communication with FEMA's engineers to keep them involved and facilitate a swift review process.

Reference: Tim Bulger
mgraz@aquazul.net; 954-582-9900

COLLIER COUNTY COASTAL MANAGEMENT PROGRAM

Collier County, Florida

PROJECT OVERVIEW

Collier County Beach Renourishment Project

APTIM has assisted Collier County in the design, permitting, construction, and monitoring of their comprehensive coastal management program by providing: state and federal permitting coordination;



preparation of an Environmental Assessment (EA) for NEPA compliance; development of a project engineering report; preparation of mitigation and biological monitoring plans; design of a 1.09-acre artificial reef; preparation of plans and specifications; numerical modeling; bathymetric, topographic, ECL, seismic, sidescan sonar, magnetometer, vibracore and jet probe surveys; seagrass delineation and characterization; biological monitoring on the nearshore hardbottom and artificial reef; and funding assistance.

Our work for the Collier County Beach Nourishment Projects exemplifies the comprehensive services APTIM offers, from design and permitting, through construction and monitoring.

Project History

APTIM assisted Collier County to design, permit, and implement three major shore protection projects along 8.5 miles of coastline along the Gulf of Mexico, which were constructed in 2006, 2013/2014, and 2019. The 2006 project placed approximately 667,562 cubic yards of beach compatible sand obtained from an offshore sand source located in federal waters. Utilization of this borrow area required extensive coordination with the Bureau of Ocean Energy Management (BOEM), including preparation of an Environmental Assessment under NEPA, to facilitate the permitting and leasing process. During permitting for the initial 2006 nourishment project, regulatory agencies required construction of a 1.09-acre artificial reef as mitigation for potential impacts to nearshore hardbottom resources adjacent to the project area. This area was originally estimated at 11 acres, which was reduced by innovative engineering and extensive negotiations with FDEP. A comprehensive physical and biological monitoring program documented project performance and demonstrated the success of the design. As a result, no additional mitigation has been required for subsequent County beach nourishment projects using the same template.

APTIM aided Collier County in obtaining a flexible permit modification for the 2013/2014 project which allowed the County to construct their project utilizing sand dredged from the offshore borrow area, an adjacent inlet, or via truck haul from an upland sand source. APTIM also assisted the County to generate the bid package with the development of technical specifications that allowed either hydraulic fill placement or mechanical sand placement via truck haul.

DATES OF SERVICE

2002 – present

RELEVANCE/HIGHLIGHTS

- ▶ Engineering and Design
- ▶ State and Federal Permitting
- ▶ Sediment Budget Development
- ▶ Delft3D Numerical Modeling
- ▶ Environmental Assessment (EA) for NEPA Compliance
- ▶ Geotechnical and Geophysical Investigations
- ▶ Biological Monitoring and Mitigation Planning
- ▶ Bathymetric & Topographic Survey
- ▶ Artificial Reef Design and Monitoring
- ▶ Construction Management
- ▶ FEMA and State Funding Assistance
- ▶ Agency and Stakeholder Coordination

CLIENT REFERENCE

Andy Miller, Principal Project Manager

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APTIM helped the County in performing construction observations in order to ensure the project was built to the plans and specifications. Overall, the project placed 240,000 cubic yards of sand within the four project reaches via truck haul. The project was a success in that it was completed both on-time and on-budget.

APTIM assisted the County with the 2019 Renourishments of Clam Pass Park, North Park Shore, and Park Shore, which was constructed via truck haul. APTIM conducted analyses to determine project extents and volumes, produced construction plans and specifications, conducted the permit required MHW survey in Clam Pass Park, obtained FDEP Notice to Proceed, and provided bidding assistance to the County. The project placed approximately 110,000 cubic yards of sand along eroded shorelines of Collier County.

APTIM assisted the County with obtaining new 15-year State and Federal permits for its beach management program. The 15-year, multi-use beach nourishment permits issued in 2015 have improved project flexibility and efficiency based on a plan developed by APTIM. This plan included integrating Doctors Pass into the beach nourishment program along with fill placement adjacent to the Doctors Pass groin. These features reduced the need for an offsite sand source by 10,000 cubic yards per year and an increased opportunity for State funding. Additionally, a major permit modification was completed in 2018 to incorporate Clam Pass Park into the beach renourishment permits, which had against initial agency objections that APTIM was able to overcome.

Hot Spot Repair/Emergency Projects

Additionally, APTIM assisted Collier County to design, permit and implement three emergency truck haul projects from 2010-2012 and in 2016 to supplement the County's renourishment program in hot spot areas and in response to storm events.

For the 2010 project, APTIM developed the engineering documents required for construction and obtained an After-the-fact Emergency Coastal Construction Control Line (CCCL) Permit for the County. This fill project compensated for the historic erosion hot spot south of Doctors Pass. The sand was kept landward of the Mean High Water (MHW) line in order to be in compliance with CCCL permitting.



As a counterpart to the 2010 project, a larger truck haul project was permitted, designed, and constructed in 2011. This project nourished portions of beach in Park Shore and Naples Beaches. The project required coordination with State and Federal agencies in order to allow placement of fill below MHW. APTIM assisted the County with all phases of the 2011 project from engineering to construction.

As a result of significant erosion caused by Tropical Storm Debby, APTIM created plans and specifications and obtained an After-the-fact Emergency CCCL permit for the County in winter 2012. The project placed fill at Vanderbilt and Naples Beaches above MHW. As a result of the emergency fill projects, the County was able to stabilize the beach and protect upland property in these regions.

The 2016 project was sized to nourish Vanderbilt and Park Shore with three years of advanced nourishment and coordinated so that it could be constructed concurrently with the South Marco Island storm repair project by one contractor.

INDIAN RIVER COUNTY COASTAL SERVICES

Indian River County, Florida

PROJECT OVERVIEW

Since 2012, APTIM has been providing quality coastal engineering consulting services to Indian River County. During this time, we have successfully implemented major beach and dune management initiatives for the County. We provide comprehensive services to the County in support of their coastal program, including beach management, feasibility studies, design, engineering, permitting, construction management, biological monitoring, physical monitoring, grant writing, and post-storm assessments.

Sector 3 Beach and Dune Restoration Project

The initial Sector 3 Beach and Dune Restoration Project was completed in three phases between 2010 and 2012 via truck haul operations. The initial project was 6.6 miles long and spanned from R-20 to R-55. Following completion of the initial project, the effects of Hurricane Sandy passing off the coast of Florida in October 2012 resulted in significant dune erosion to the project area. We designed, permitted, managed construction, and conducted physical monitoring of the Sector 3 Dune Repair Project, constructed in the winter of 2014/15. Instead of obtaining



Before and after the dune repair project at Seagrape Beach (2014 and 2015).

a new permit to address the damages, we were able to obtain an FDEP permit modification for a one-time truck haul sand placement project to quickly address this need. This provided a tremendous savings of time and money for the County. In total, the project placed approximately 173,068 cubic yards of sand. Following sand placement, the constructed dune crest was vegetated with approximately 189,300 native plantings.

Most recently, APTIM completed a feasibility study, updated project design, and permitting for the 2020-2021 Sector 3 Beach and Dune Restoration Project. APTIM prepared construction plans and specifications that allowed for flexible bidding for either truck haul or hydraulic dredging and assisted the County with bidding. The project is currently under construction and will place approximately 307,000 cubic yards of sand via truck haul.

Sector 5 Beach and Dune Restoration Project

APTIM completed a feasibility study, project design, permitting and construction phase services for the Sector 5 Beach Restoration Project in the City of Vero Beach (R-70 to R-86). We also developed an Environmental Assessment in compliance with NEPA to facilitate the federal decision-making process. We proactively engaged the regulatory agencies in order to ensure a comprehensive permit application and had the application deemed complete in less than 6 months. The project was completed between November 2019 and February 2020 with the placement of approximately 171,400 cubic yards via truck haul.

DATES OF SERVICE

2012 – present

RELEVANCE/HIGHLIGHTS

- ▶ Beach Management Plan
- ▶ Economic Analysis
- ▶ Numerical Modeling
- ▶ Public Outreach
- ▶ Sea Level Rise Analysis
- ▶ Coastal Engineering
- ▶ Storm Impact Analysis
- ▶ Beach Nourishment Design
- ▶ Geotechnical Investigation
- ▶ Physical Monitoring
- ▶ Agency Coordination
- ▶ State and Federal Permitting
- ▶ Permit Compliance
- ▶ Hardbottom
- ▶ Biological Monitoring
- ▶ State Funding Assistance

CLIENT REFERENCE

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MANATEE COUNTY COASTAL MANAGEMENT PROGRAM

Manatee County, Florida

PROJECT OVERVIEW

Since 1989, APTIM has been the coastal engineering consultant to Manatee County. We have produced and maintained a comprehensive beach management plan for the County and have continually



provided engineering services for the County's coastal program on Anna Maria Island, including project design, geotechnical investigations, environmental studies, hardbottom monitoring, state and federal permitting, surveying services, and construction administration required to build the County's coastal projects. Our history with Manatee County is an example of our dedication to providing a wealth of technical and program management services that benefit our clients.

Beach Nourishment & Artificial Reef Project History

1992/93 Beach Nourishment Project and Artificial Reef Construction. In response to severe erosion on Anna Maria Island, USACE placed approximately 2.32 million cubic yards of sand on 4.6 miles of Anna Maria Island beaches during the initial beach nourishment project. As mitigation for hardbottom impacts, APTIM designed and provided construction oversight for two artificial reefs.

2002 Beach Nourishment Project and Artificial Reef Construction. Nine years later, the County placed approximately 1.9 million cubic yards of sand on 5.2 miles of the Anna Maria Island coastline. As mitigation for the impacts to 0.45 acre of nearshore hardbottom, APTIM engineered and oversaw construction of a 0.44-acre limestone boulder artificial reef in 2005.

2005/06 Beach Nourishment Project. In 2004, Hurricanes Charley and Ivan caused direct impacts to Anna Maria Island. APTIM prepared the project plans and specifications, updated the borrow area, obtained permit modifications, and provided construction observation in 2005/06. We helped the County obtain FEMA funding and assisted the County in securing approval of eligibility for FEMA assistance for the City of Anna Maria Island segment, a non-federally authorized section of the project on the north end of the island, also renourished in 2005.

2011 Beach Nourishment and Artificial Reef Construction. APTIM worked to "piggy-back" the 2011 nourishment of the Coquina Beach project onto the FEMA funded City of Anna Maria Beach Renourishment, saving the County significant costs. APTIM also designed, permitted and oversaw the construction of a 5-acre artificial reef. We worked with agency staff to reduce the mitigation required for hardbottom impacts, again saving County money.

DATES OF SERVICE

1989 – present

RELEVANCE/HIGHLIGHTS

- ▶ Feasibility Studies
- ▶ Numerical Modeling
- ▶ Beach Nourishment and Structures Design
- ▶ State and Federal Permitting
- ▶ Funding Assistance
- ▶ Geotechnical and Geophysical Investigations
- ▶ Surveying & Mapping
- ▶ Borrow Area Design
- ▶ Plans and Specifications
- ▶ Construction Administration
- ▶ Hardbottom Monitoring and Mitigation Planning
- ▶ Artificial Reef Design and Monitoring
- ▶ Permit Compliance
- ▶ In-Kind Services for Federally Authorized Project

CLIENT REFERENCE

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2014 Beach Nourishment. Coquina Beach was renourished in March 2014 to replace losses due to Tropical Storm Debby and fill the design template to full capacity. APTIM again assisted the County to coordinate the timing of the renourishment to coincide with the 2014 Federal project, which resulted in substantial cost savings for the County. APTIM provided geotechnical services to identify the sand source, the engineering design, funding acquisition, permitting services, technical consultation and construction administration to help restore this portion of the island's receding coastline, while reducing the project cost.

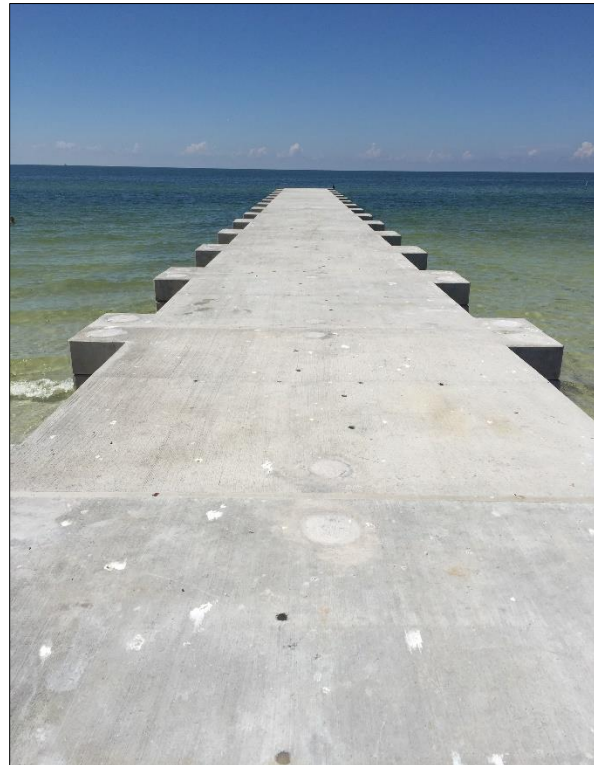
2021 Beach Renourishment. APTIM is currently assisting the County and USACE in the design, permitting, and surveys needed to bid and construct the Federal project and the Coquina Beach Nourishment Project in 2021.

Geotextile Tube Design and Construction

The Longboat Pass north jetty at the south end of Anna Maria Island has deteriorated over time allowing a significant amount of sand to enter the Pass. In response, APTIM designed, permitted and oversaw construction of a shore-perpendicular geotextile tube placed adjacent to the existing porous jetty to stop sand from passing through and reduce beach loss and shoaling. The test installation has functioned extremely well, and the County is pursuing permanent jetty tightening. APTIM is assisting the County with the feasibility study to make permanent improvements to the jetty's function.

Cortez Groins Removal and Replacement

APTIM assisted the County with the removal of three dilapidated pier-type structures and replaced them with new permeable adjustable groins to maintain shoreline stabilization on Cortez Beach. We developed the Feasibility Study and numerical modeling analyses to evaluate the effects on Cortez Beach and the surrounding beaches due to modifications to the groins, considering various levels of removal, replacement and permeability of the structures. APTIM also assisted with state and federal permitting of the project and provided construction administration and oversight. APTIM conducted mapping and assessment services in support of locating and removing buried debris. The field investigation located and mapped buried ferrous debris using a drone-deployed magnetometer, a handheld metal detector, and visual observations on land and underwater. A Feasibility Report was completed detailing the survey methodology and results, and APTIM engineers coordinated with state and federal regulatory agencies, and prepared Bid Documents to assist the County with bidding and contracting debris removal services.



Beach and Dune Nourishment

Bal Harbour Village, Florida

CUMMINS | CEDERBERG
Coastal & Marine Engineering

Scope: FEMA grant coordination and application, beach design, construction administration, drone pre- and post-surveys



Cummins Cederberg designed and permitted an emergency beach nourishment project to partially restore the beach for Bal Harbour Village until a larger project by the USACE could be implemented.

The beach and dunes had experienced significant erosion following Hurricane Irma and had been awarded a grant from FEMA for beach restoration. Cummins Cederberg assisted the Village in administering the FEMA grant. Our assistance included compiling and filing the quarterly reports, submitting documentation of completed work, coordination with the grant manager at FDEM, and facilitating a post-construction grant audit by FEMA. Cummins Cederberg also assisted the Village in requesting a time extension under the assumption that the sand placement work would be completed by December 2020 due to turtle season construction restrictions.

Construction drawings were prepared for the sand placement and construction methodology was coordinated with the contractor. Cummins Cederberg provided construction administration services for the Village to manage construction. Drone aerial photographs were collected during construction to document progress efficiently.

** The sand for the larger nourishment project is being dredged from Baker's Haulvoer Inlet. On a separate project, Cummins Cederberg performed environmental resource work for the dredged material, therefore managing projects for two neighboring clients and finding cost effective ways for both to benefit by providing a marine resource survey for the dredged material to be used on the later project for the Villages' beach nourishment.*

Reference: John Oldenburg
joldenburg@balharbourfl.gov; 305-993-7436

Hillsboro Club Dune Nourishment

Hillsboro Beach, Florida

CUMMINS | CEDERBERG
Coastal & Marine Engineering

Scope: Dune repair, sand samples, erosion assessment, construction administration



Cummins Cederberg served as the project manager, senior engineer, and marine biologist for the Hillsboro Club Dune Repair, providing emergency dune restoration and repair services, as well as sand studies at the Hillsboro Club. Responsibilities included pre-construction sediment testing, preparation, and submittal of FDEP CCCL permit application packages, development of construction documents, and coordination with the Town of Hillsboro Beach for code compliance. The dune design was based on maximizing the volume of sand seaward of the project property.

As required by the FDEP, existing dune vegetation mapping was performed, a proposed vegetation planting plan developed, and planting design parameters were prepared. The planting plans included the identifying the location of existing native dune vegetation to be preserved, buried, or replanted, proposed dune vegetation plantings for stabilization and mitigation, and areas of invasive exotic plants for removal.

Sand samples from the existing dune system were obtained and tested to identify available sand sources for the renourishment project. Cummins Cederberg was able to perform the sand testing prior to the beginning of a nearby dredging project, which was occurring concurrently. Through this expedited, out-of-the-box process, we were able to evaluate if this alternative sand source could be used for the dune repair, making the project more economically feasible for the client.

Cummins Cederberg also provided general construction administration services ranging from participation in pre-construction meetings, coordination with FDEP compliance, and periodic site visits.

Reference: Susan Williams
susanw@hillsboroclub.org; 954-941-2220 ext. 6001

APTIM Business Documentation

The following is provided to demonstrate that APTIM is authorized to do business in the State of Florida.

FL Division of Corporations Record (Sunbiz.org):

Detail by Entity Name

Foreign Limited Liability Company

APTIM ENVIRONMENTAL & INFRASTRUCTURE, LLC

Filing Information

Document Number	M19000000202
FEI/EIN Number	77-0589932
Date Filed	01/07/2019
State	LA
Status	ACTIVE
Last Event	LC AMENDMENT
Event Date Filed	09/04/2020
Event Effective Date	NONE

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000

VALID OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021

DBA:
Business Name: DOUGLAS MANN

Receipt #: 315-280488
Business Type: ENGINEER

Owner Name: APTIM ENVIRONMENTAL & INFRASTRUCTURE
Business Location: 2481 NW BOCA RATON BLVD
 PALM BEACH COUNTY

Business Opened: 11/04/2016
State/County/Cert/Reg: 44046
Exemption Code:

Business Phone:

Rooms	Seats	Employees	Machines	Professionals		
		8				
	For Vending Business Only					
	Number of Machines:		Vending Type:			
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
37.50	0.00	0.00	0.00	0.00	0.00	37.50

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**THIS BECOMES A TAX RECEIPT****WHEN VALIDATED**

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

Mailing Address:

APTIM ENVIRONMENTAL & INFRASTRUCTURE
 2481 NW BOCA RATON BLVD
 BOCA RATON, FL 33431

Receipt # WWW-19-00206490
Paid 08/28/2020 37.50

2020 - 2021**BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT**

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000

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	Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost
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Receipt #WWW-19-00206490						
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Receipt # WWW-19-00206490
Paid 08/28/2020 37.50



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkway Tallahassee, Florida 32399-6500
800HELPFLA(435-7352) or (850) 488-2221

February 10, 2021

APTIM ENVIRONMENTAL & INFRASTRUCTURE, LLC
4171 ESSEN LN ATTN MELISSAHARRELL
BATON ROUGE, LA 70809-2157

SUBJECT: Professional Surveyor and Mapper Business Certificate # LB8051

Your application / renewal as a professional surveyor and mapper business as required by Chapter 472, Florida Statutes, has been received and processed.

The license appears below and is valid through February 28, 2023.

You are required to keep your information with the Board current. Please visit our website at www.800helpfla.com/psm to create your online account. If you have already created your online account, you can use the website to maintain your license. You can also find other valuable information on the website.

If you have any questions, please do not hesitate to call the Division of Consumer Services, Board of Professional Surveyors and Mappers at 800-435-7352 or 850-488-2221.

Detach Here



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: **LB8051**

Expiration Date February 28, 2023

Professional Surveyor and Mapper Business License

Under the provisions of Chapter 472, Florida Statutes

APTIM ENVIRONMENTAL & INFRASTRUCTURE, LLC
4171 ESSEN LN ATTN MELISSAHARRELL
BATON ROUGE, LA 70809-2157

Nicole Fried

NICOLE "NIKKI" FRIED
COMMISSIONER OF AGRICULTURE

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

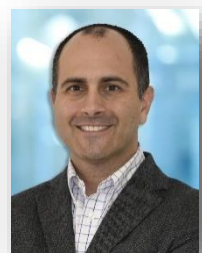
APTIM Credentials

Throughout our years of working with our clients, we have recognized that one of the keys to successful project implementation is maintaining direct contact between our specialized team members and staff at all stages of projects. This approach facilitates efficiency and promotes specialized collaboration between the Town and APTIM staff. We have provided brief biographies to introduce our key personnel, followed by an organization chart and resumes for the entire team proposed to serve Lauderdale-By-The-Sea under this contract. Our experienced team dedicated to supporting the development of your Dune Master Plan include:



NICOLE S. SHARP, PE, PROJECT MANAGER & SENIOR COASTAL ENGINEER

Nicole Sharp, PE, is the Program Manager for the Coastal Restoration & Modeling Team at APTIM and the coastal engineering lead on all of our Florida beach projects. Ms. Sharp has a well-rounded background in coastal management through working in both the public and private sector. Ms. Sharp has broad experience in project management, planning, design, permitting, engineering, plans and specifications, field investigations, construction oversight, and feasibility studies of coastal engineering projects, including Broward County. Ms. Sharp has direct experience working within Lauderdale-By-The-Sea and coordinating with Town staff on the Segment II Shore Protection Project from her tenure at the County. Ms. Sharp understands the intricacies of local funding along with the requirements in place and is intimately familiar with the local permitting policies from her experience working at Broward County. As the former Broward County coastal program leader, Ms. Sharp has many local connections from the municipal to Federal level and will use these relationships to further funding and technical aspects of your program. Currently, Nicole is serving as Project Manager and Engineer of Record for the Indian River Section 3 Beach and Dune Restoration Project actively under construction. The project will restore approximately 4 miles of dune and includes the planting of approximately 400,000 dune plants. For this contract, Ms. Sharp will serve as the Project Manager and Engineer of Record and will ensure the team is appropriately staffed and supported to complete the goals of Town's Dune Master Plan. Ms. Sharp will work with the Town to ensure project objectives and timelines are met and that APTIM work products are of the highest quality.



JORDON CHEIFET, PE, CFM, SENIOR COASTAL ENGINEER

Jordon Cheifet, PE, CFM, will serve as the Certified Floodplain Manager for this contract, working closely with Ms. Sharp. Mr. Cheifet is a Senior Coastal Engineer with over 15 years of technical and project management experience, including beach renourishment design, FEMA coastal floodplain mapping, shoreline restoration/stabilization, and numerical modeling. Jordon was the was the Engineer of Record for the Sector 5 Beach and Dune Restoration truck haul project in Indian River County. The project included placement of approximately 125,000 CY of fill along an historically eroded section of shoreline. The project required an FDEP Joint Coastal Permit and included design of a beach and vegetated dune. Mr. Cheifet prepared construction documents and cost estimates and provided bidding assistance to Indian River County for the project, which was constructed during the winter of 2019/20. Mr. Cheifet also designed a dune restoration project for the City of Deerfield Beach in 2017, which included approximately 13,500 CY of sand brought in by trucks. The project was designed and permitted as an emergency project through the FDEP Coastal Construction Control Line

program so the City could have an existing permit in hand should the beaches experience storm damage.



DOUGLAS MANN, PE, D.CE, SENIOR COASTAL ENGINEER

Mr. Mann has been practicing coastal engineering and providing professional consulting services in south Florida for 34 years, and has served a range of clients as project manager for the last 28 years. Mr. Mann has been licensed to practice engineering by the State of Florida since 1991. In 2010, the Association of Coastal, Port, and Navigation Engineers certified Mr. Mann as a Diplomate (expert in coastal engineering). Mr. Mann has had broad experience within the State of Florida restoring beaches and inlets. Douglas developed the City of Deerfield Beach Management Plan, which provided maintenance and funding strategies for the future. Additionally, Mr. Mann has developed sea level rise risk assessments and vulnerability studies for communities on the West Coast of Florida. These have included assessments, impact definition, adaptation development, and implementation planning.



JANNEK CEDERBERG, PE, SENIOR COASTAL ENGINEER

Mr. Cederberg is formally trained as a civil engineer, specializing in coastal engineering from the Technical University of Denmark. He has more than 20 years of experience in marine field investigations, hydrodynamics, linear and nonlinear wave dynamics, sediment transport, hurricanes, numerical modeling, coastal structure design, sea level rise, environmental permitting, and infrastructure projects. Jannek has extensive experience in complex beach projects ranging from smaller scale dune projects to larger 300,000+ cy beach nourishment projects. His experience includes utilization of both material from offshore sand sources via dredging and truck haul projects with complex logistic and infrastructure challenges. He has significant experience in analyzing coastal dynamics and performance of beach projects through both numerical modeling and empiric methods utilizing field data. Through this he has gained important knowledge of optimizing beach design relative to enhancing performance and overall service life resulting in long term cost savings.



DANIELLE IRWIN, CFM, PWS, LEED AP, WEDG, RESILIENCY & ENVIRONMENTAL PERMITTING

Danielle specializes in water resource management in the State of Florida and has extensive expertise in waterfront development, shoreline erosion prevention, coastal management, stormwater practices, resiliency planning, sovereignty submerged lands regulations, marinas/ports/inlets, and seagrass, coral reef, and wetland habitat assessments. She was instrumental in the establishment of the pilot Palm Beach Island Beach Management Agreement (BMA), a regional master agreement involving the management of the beach/dune/inlet system across multiple municipalities and the County. It took a series of public meetings involving stakeholders to hash out an agreement on sand specifications, ephemeral hardbottom resources, sea turtle management, and dune enhancement. Net environmental benefits were gained by reducing the number of outfalls leading to the beach, as well as through annual long-term hardbottom monitoring.

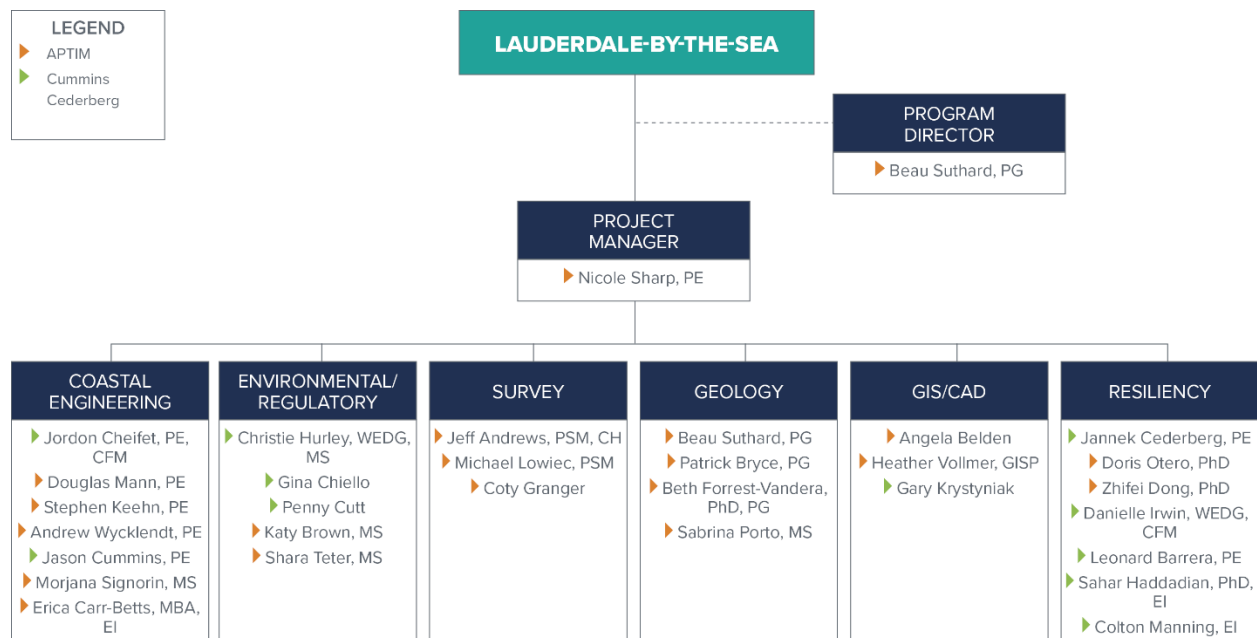
Prior to joining Cummins Cederberg, Danielle served as FDEP Director of the Division of Water Resource Management overseeing nine, state-wide regulatory programs. In

addition, she held the position of Chief of FDEP's Bureau of Beaches & Coastal Systems, leading the State's coastal management program including its regulatory, funding, policy, and rulemaking aspects. Her regulatory experience includes oversight of statewide programs including Beaches, Inlets and Ports Joint Coastal Permitting, Coastal Construction Control Line Permitting, Environmental Resource Permitting, Beach Management Funding Assistance, Mitigation Banking, Mining, and Oil and Gas Regulation. Her background is key to facilitating project development from a policy, permitting, and funding perspective



MICHAEL LOWIEC, PSM, GEOMATICS MANAGER

Michael Lowiec, PSM, is a registered Florida Professional Surveyor and Mapper in technical charge of field and office operations for our Geomatics Department. Michael will be responsible for the design of field phases of all surveys and reviewing all topographic and hydrographic survey data including beach profiles. He will also prepare permit required physical monitoring survey reports. Mr. Lowiec has extensive knowledge of conventional and Global Navigation Satellite System (GNSS)-based survey methods and is trained and approved to use the National Geodetic Survey OPUS-Projects for establishment of GPS networks and control monuments. He and his survey team have conducted detailed and accurate topographic and hydrographic surveys for beaches and inlets throughout Florida, including Broward County, using the latest in surveying technology. Mr. Lowiec's responsibilities for this contract will include professional oversight of all survey operations.



Resumes follow for the full APTIM team.

BEAU SUTHARD PG 725 US HIGHWAY 301 SOUTH, TAMPA, FL 33619

PROGRAM DIRECTOR/APTIM

PROFESSIONAL QUALIFICATIONS

Beau Suthard, PG, serves as Program Director for APTIM's Coastal, Ports, and Marine service line from our Tampa, Florida office. Mr. Suthard has over 18 years of experience in marine geosciences. He has conducted dozens of marine investigations and mapped hundreds of millions of cubic yards of beach compatible sand on the Atlantic and Gulf of Mexico continental shelves. Mr. Suthard recently completed a large-scale sand resource inventory mapping project for the United States Bureau of Ocean Energy Management offshore of the Atlantic Coast of the United States from Massachusetts to Florida. This project has resulted in the identification of over 250 million cubic yards of beach compatible restoration materials for various coastal communities along the Atlantic seaboard.

RELEVANT EXPERIENCE

Mexico Beach Sand Search, Bay County, Florida

2018 - ongoing

Currently serving as the Lead Geologist for an ongoing sand search to locate beach-compatible sand resources for use in the emergency restoration of Mexico Beach, Florida, to mitigate impacts from Hurricane Michael. Assisted with the desktop study analysis of existing geological data near the investigation area, and managed field operations for jet probe surveys to verify unconsolidated sediment resources. Managed the data analysis of the jet probe results and developed the design-level sand search investigation plan to locate adequate sand resources for the emergency project. Implemented the design-level sand search and managed the borrow area design process that resulted in the design of a borrow area located approximately 12,500 ft. offshore, southwest of FDEP monument R-129. The final borrow area has six design cuts and a total of approximately 4,270,000 cubic yards of beach-compatible sand.

United States Bureau of Ocean Energy Management (BOEM) Atlantic Sand Assessment Project (ASAP) for Coastal Restoration Sand Sources on the Atlantic Outer Continental Shelf (OCS)

2014 - 2017

Served as both the Project Manager and Technical Manager for the ASAP project. Managed historical data compilation, stakeholder meetings, and the acquisition of geophysical and geological data along the east coast from Florida to Massachusetts to support identification, characterization, and delineation of OCS mineral resources for use by coastal communities in future coastal restoration efforts. The project consisted of collecting 7,089 kilometers of new geophysical data (chirp sub-bottom, sidescan sonar, magnetometer, and bathymetric), 340 new vibracores, and 100 surface grab samples over the course of three years. APTIM was able to advance the reconnaissance-level understanding of

18 YEARS

EXPERIENCE

EDUCATION

- ▶ MS, Geological Oceanography, University of South Florida College of Marine Science, 2005
- ▶ BS, Marine Science (Geology Track), Eckerd College, 1997

HIGHLIGHTS

- ▶ Assisted in the identification of hundreds of millions of yards of beach compatible sand resources

REGISTRATIONS/ CERTIFICATIONS

- ▶ Professional Geologist, Florida, License No. 2615, Active
- ▶ Professional Geologist, Virginia, License No. 2801001948, Active
- ▶ Professional Geologist, Delaware, License No. S4-0001296, Active
- ▶ Professional Geoscientist, Louisiana, License No. 746, Active
- ▶ Professional Geoscientist, Texas, License No. 12902, Active

AFFILIATIONS

- ▶ Member, Florida Shore and Beach Preservation Association
- ▶ Member, American Shore and Beach Preservation Association
- ▶ Member, Society of Exploration Geophysics
- ▶ Member, Geological Society of America

potential sand resources on the Atlantic OCS, and to collect sufficient data to allow seven investigation areas to have the data needed to design and permit borrow areas for future use.

Florida Department of Environmental Protection (FDEP), BOEM ASAP Data Processing and Interpretation for Florida Data

2018

Mr. Suthard was Project Manager and Project Geologist and processed and interpreted the geophysical and geotechnical data collected offshore Florida during the 2015 BOEM ASAP reconnaissance survey under contract to the FDEP. APTIM was tasked with delineating preliminary borrow areas for future beach nourishment projects in six Florida counties (eight study areas) that met a minimum cut thickness of 3 feet after applying a 2-foot buffer over incompatible material. APTIM processed and interpreted all chirp sub-bottom data to determine potential sand thicknesses and output of interpreted thickness for each area. Sidescan sonar and magnetometer data were processed to identify and avoid any potential hazards or protected resources. Out of the eight study areas offshore six Florida counties, APTIM was able to delineate 16 preliminary borrow areas consisting of 54,477,396 cubic yards of potentially beach-compatible sand resources. Each preliminary borrow area was reviewed and classified as a “Potential” or “Unverified” sand resource in accordance with the Southeast Florida Assessment and Needs Determination (SAND) study conducted by the USACE and FDEP.

Panama City Beach, Bay County, Florida Offshore Geophysical/Geotechnical Investigation

2008 - 2009

Mr. Suthard served as the Lead Geologist for offshore sand searches and borrow area design projects for the Bay County Tourist Development Council for the Panama City Beach Erosion Control and Storm Damage Reduction Project. Mr. Suthard was responsible for geophysical and geotechnical data collection, processing, and interpretation and assisted with borrow area design.

Town of Longboat Key Comprehensive Beach Management Program, Longboat Key, Florida

2010 - Present

Serves as the Program and Project Manager of APTIM’s coastal projects with the Town’s Comprehensive Beach Management Program since 2010. Responsibilities include managing project proposals, budgets and execution management with APTIM’s teams of engineers, geologists and biologists. In his Program Management role, Mr. Suthard has assisted the Town in many ways, including representing the Town at meetings with regulatory agencies and presenting project details to the Town Commission and at public workshops. Mr. Suthard also assisted the Town with review, comment and negotiation of impact solutions from a potential offshore infrastructure project (Port Dolphin) being developed through beach compatible sand resources identified by the Town. This resulted in an agreement allowing the Town time to dredge these resources prior to the project’s implementation with cost sharing funds from the developer.

Anna Maria Island Shore Protection Program, Manatee County, Florida

2007-Present

Serves as Marine Geophysicist for a series of full geologic mapping studies, including both field operations and office-based data processing and interpretation. The goal of these projects was to identify and define offshore borrow areas of beach-compatible sand in support of the Anna Maria Island Central Beach Storm Damage Repair Project, City of Anna Maria and Coquina Beach Nourishment Projects and Central Anna Maria Beach Renourishment Project. Mr. Suthard assisted with investigations to map and identify potential mitigative artificial reef construction sites. He also conducted mapping, planning, and regulatory and client coordination to determine the potential impact of a proposed natural gas submarine pipeline to Manatee County offshore sand resources.

NICOLE S. SHARP PE

6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL 33487

SENIOR PROJECT MANAGER/APTIM

PROFESSIONAL QUALIFICATIONS

Nicole Sharp, PE, is the Program Manager for the Coastal Restoration & Modeling Team at APTIM. Ms. Sharp has a well-rounded background in coastal management through working in both the public and private sector. Prior to rejoining APTIM, Ms. Sharp was the Natural Resources Administrator at Broward County and has extensive experience with planning and implementing beach renourishment projects, the Corps of Engineers project planning process, complex environmental permitting, NEPA, and the review of environmental assessments for projects in sensitive areas. At the County, Ms. Sharp was the project manager for the Broward Shore Protection and Port Everglades Sand Bypassing Projects. Preceding this experience, she designed, permitted, and supervised construction of numerous multifaceted beach and inlet projects in Florida, including several beach renourishment projects on the West Coast of Florida. Additionally, Ms. Sharp has over six years' experience working for Collier County's coastal program. In 2017, Ms. Sharp was awarded the Local Government Award from FSBPA for outstanding leadership for the preservation of Florida's beaches, especially her involvement with numerous beach and inlet projects that make up Florida's comprehensive beach management program.

RELEVANT EXPERIENCE

Collier County Coastal Storm Risk Management Study (CSRM),
Collier County, Florida

2020 - present

Ms. Sharp is the Senior Co-Project Manager responsible for the continued support to Collier County for the U.S. Army Corps of Engineers feasibility study for Collier County. Ms. Sharp has assisted with extensive coordination and negotiations with Corps staff from multiple districts in addition to providing project support. This support has included review of Tentatively Selected Plan (TSP), engineering and modeling, economics and benefit analysis, environmental considerations, and real estate. Services also included review of final model optimization and report prepared for the Agency Decision Milestone meeting in December 2020.

Collier County Beaches and Inlets, Collier County, Florida

2008 – 2014, 2020 – present

Ms. Sharp was the project engineer responsible for the design and permitting of Collier County's 2013-14 renourishment project. Work entailed preliminary engineering calculations and evaluation for the Collier County Conceptual Renourishment Study, which served as the groundwork for the next project within the County. Responsibilities also included the preparation and submittal of Federal and State Joint Coastal Permit. For the 2013-14 project, Ms. Sharp coordinated and conducted the pre-bid and pre-construction meetings and provided construction oversight. She

12 YEARS**EXPERIENCE****EDUCATION**

- ▶ MS, Coastal and Oceanographic Engineering, University of Florida, 2008
- ▶ BCE, Civil Engineering, University of Delaware, 2006

HIGHLIGHTS

- ▶ Direct experience working on Collier County projects
- ▶ Broad experience in project management, planning, design, permitting, engineering, plans and specifications, field investigations, construction oversight, and feasibility studies of coastal engineering projects

**REGISTRATIONS/
CERTIFICATIONS**

- ▶ Professional Engineer, Civil, Florida, License No. 74708, Active
- ▶ Professional Engineer, Civil, New York, License No. 091930, Inactive
- ▶ Professional Engineer, Civil, New Jersey, License No. 24GE05127600, Inactive

AFFILIATIONS

- ▶ Member, Florida Shore and Beach Preservation Association
- ▶ Member, American Shore and Beach Preservation Association
- ▶ Private Business Group, Southeast Florida Coral Reef Initiative

was also the project engineer associated with the Collier County Naples Beach Emergency Berm Restoration Project and Collier County Berm Restoration Project at Naples and Park Shore, both of which were truck haul. Ms. Sharp also supported the design, permitting, and construction administration of the Wiggins Pass Channel Realignment Project and assisted with development of the adopted Inlet Management Study.

Sector 3 Beach and Dune Renourishment Project, Indian River County, Florida

2020 – present

Ms. Sharp is the Senior Project Manager and Engineer of Record responsible for the Sector 3 Beach and Dune Renourishment Project to restore the beach from damage caused by Hurricanes Matthew, Irma and Dorian. Efforts have included final permit coordination, development of construction plans and specifications for both dredge and truck haul, and bidding assistance for the County. Ms. Sharp has also assisted the County with their easement acquisition strategy in conjunction to assisting the County in their coordination with FEMA.

Panama City Beach, Florida, Erosion Control and Storm Damage Reduction, Bay County

2008 – 2014, 2020 – present

Ms. Sharp was the coastal engineer responsible for the annual monitoring requirements (2008-2013) of the Panama City Beach Project. Ms. Sharp also performed engineering calculations and analysis of historic and current data and prepared the Panama City Beaches Engineering and Modeling Report. Currently, Ms. Sharp is assisting the County in the review of the post-storm assessment for Hurricane Sally and the permit modification for the inclusion of St. Andrews State Park into the permitted project area.

Captiva Island Beach Renourishment Project Engineering and Design Report, Lee County, Florida

2008 – 2014, 2020 – present

Ms. Sharp was the coastal engineer responsible for the preliminary engineering calculations and evaluation for the Captiva Island Beach Renourishment Project. Her responsibilities also included the development of construction plans and specifications and served as Project Manager for the 2013 Captiva Renourishment Project. Most recently, Ms. Sharp is assisting in the project management and planning of the upcoming of the 2021 Captiva Renourishment Project.

RELEVANT EXPERIENCE PRIOR TO APTIM

Natural Resources Administrator, Broward County, Florida

2014 - 2020

As Broward County's Natural Resources Administrator, Ms. Sharp served as the project manager for the Segment II and III Shore Protection Projects, Port Everglades Sand Bypass Project, Port Everglades Operations and Maintenance Project, and dune grant program. While at Broward County, Ms. Sharp coordinated with State and Federal resources agencies, assisted in preparation and review of engineering and environmental analyses, and presented and participated in public briefings/meetings. Ms. Sharp oversaw and monitored project construction of the 2016 Segment II Shore Protection Project, which placed approximately 725,000 cubic yards of sand onto the central County beaches via truck haul as well as the 2019 Segment III FCCE Truck Haul Project. Ms. Sharp performed post-storm assessments following Hurricane Irma, which resulted in the County receiving approximately \$80M for Flood Control and Coastal Emergency (FCCE) projects through the Bipartisan and Budget Act of 2018. Ms. Sharp was heavily involved in Section 7 consultation for both the Segment II and Port Everglades Sand Bypass Project. She led negotiations with NMFS to develop sound terms and conditions which ultimately lead to the issuance of a Biological Opinion with favorable terms and conditions for the projects. She provided technical support to the County's lobbying efforts and interacted with elected officials at the local, State, and Federal level to advocate for the advancement of initiatives. Nicole also performed easement acquisitions (including Use Agreements with the State of Florida) required for the Certification of Lands, prepared State grant funding requests annually, and led the negotiation of multiple Project Partnership Agreements (PPA) for maintenance and emergency Army Corps of Engineers projects. She managed between \$10M-\$50M annually in Capital funds appropriated to her programs and advised the Office of Management and Budget on funding needs and prioritization of expenditures. Ms. Sharp also served as Vice Chair of Florida Shore and Beach Preservation Association during her time at the County.

Jordon P. Cheifet, PE, CFM

Project Manager

CUMMINS | CEDERBERG
Coastal & Marine Engineering



SKILLS & EXPERTISE

- ✓ Coastal Engineering and Modeling
- ✓ Waterfront Structural Design
- ✓ Underwater Inspection
- ✓ Construction Plans and Specifications
- ✓ Construction Oversight
- ✓ Feasibility Studies of Marine and Coastal Engineering Projects

YEARS OF EXPERIENCE

- 15

EDUCATION

- M.Sc. Ocean and Resources Engineering, University of Hawaii
- B.Sc. Civil Engineering, Pennsylvania State University

LICENSES

- Florida PE No. 72876

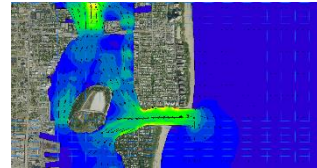
CERTIFICATIONS

- Professional Engineer – Florida No. 72876
- Certified Floodplain Manager
- Certified Video Ray ROV Operator
- Surface Supplied Air Underwater Inspection Certification
- Advanced/Rescue/Nitrox SCUBA

PROFESSIONAL

AFFILIATIONS

- Association of State Floodplain Managers, Member
- Florida Floodplain Managers Association, Member



RELEVANT EXPERIENCE

City of Deerfield Beach Stormwater Master Plan, Deerfield Beach, Florida. Conducted a field investigation to evaluate existing coastal stormwater and flood defense structures in tidal waters relative to service life for the City. The project included a detailed analysis of historical water levels to establish design water levels based on king tides, storm events, and long-term sea level rise projections. Recommendations for maintenance and repairs were summarized in a Coastal Condition and Resiliency Report. *Owner: City of Deerfield Beach, Client: Geosyntec Consultants, Inc. (Jan 2020 – Mar 2020).*

Vessel Exclusion Zone, City of Deerfield Beach, Florida. Provided coastal engineering design and permitting services for a vessel exclusion zone. Services provided include coordination with the Corps, FDEP, FWC, and Broward County to permit a series of buoys along the City shoreline. The project included sediment probes to determine buoy foundation requirements, engineering design, and preparation of plans and specifications. Also provided construction administration services including an underwater post-construction inspection. *Owner/Client: City of Deerfield Beach (Aug 2017 – Aug 2019).**

Hurricane Irma Repairs, City of Deerfield Beach, Florida. Performed a structural engineering assessment of the International Fishing Pier to evaluate the current condition after damage sustained during Hurricane Irma. Engineering data obtained was used to provide recommendations for repair design. Provided structural engineering design and construction administration services for the repair of the structure. *Owner/Client: City of Deerfield Beach (Sep 2017 – Apr 2018).**

Artificial Reef, City of Deerfield Beach, Florida. Provided coastal engineering design and permitting services for construction of a recreational artificial reef in the nearshore along the Deerfield Beach shoreline. A materials assessment of an existing boulder stockpile was

completed along with sediment probes to determine sand depth in the project area. The project included a stability analysis to size the stone size for the design storm and preparation of plans and specifications. Also provided construction administration services including an underwater post-construction inspection. *Owner/Client: City of Deerfield Beach, (Dec 2016 – Oct 2019).**

Storm Berm Nourishment, City of Deerfield Beach, Florida. Provided coastal engineering permitting and design services for a nourishment project along the shoreline damaged by Hurricane Matthew. Services provided include preliminary design and submittal of an FDEP Coastal Construction Control Line (CCCL) permit application. Prepared and submitted a Storm Impact Assessment Report to FEMA for funding assistance. *Owner/Client: City of Deerfield Beach, (Oct 2016 – Sep 2017).**

FEMA Coordination, City of Deerfield Beach, Florida. Provided coastal engineering services to support a FEMA storm damage claim from Hurricane Matthew. Prepared and submitted a Storm Impact Assessment Report to FEMA for funding assistance which included a review of pre-and post-storm surveys, volume calculations, and preparation of cost estimates for the project. *Owner/Client: City of Deerfield Beach, (Oct 2016 – Mar 2018).**

Coco Plum Beach Nourishment, City of Marathon, Florida. Provided coastal engineering services for a beach restoration project along approximately 1,500 feet of shoreline eroded from Hurricane Irma. Project included beach template design, development of technical specifications, and sediment characterization. Obtained FDEP CCCL permit while coordinating with City staff and local sand mines. Project is scheduled to begin construction Summer 2020. *Owner: Monroe County, Client: Bermello Ajamil & Partners, Inc., (Oct 2019 – Present).*

NSU Ocean Campus Groin & Wharf Design, Dania Beach, Florida. Development of conceptual plans related to relocating the groin and fortifying the wharf and seawall to accommodate a USACE dredging project at the NSU Oceanographic Center. Project included evaluation of existing geotechnical data, navigational feasibility, cost estimating, and wave climate analysis. Coordination with U.S. Navy and U.S. Coast Guard to discuss concepts and feasibility. *Owner/Client: Nova Southeastern University, (Feb 2020 – Present).*

Kristi House Shoreline Stabilization, Miami, Florida. Provided structural/coastal engineering design for 525 feet of shoreline stabilization along an eroded portion of Wagner Creek. The project included a steel sheet pile bulkhead and armor stones with transition grading to the existing upland parking lot. Services performed included scour analyses, wave load analyses, and structure design. The project is currently in environmental permitting with construction expected to commence in 2021. *Owner/Client: Miami-Dade County (Oct. 2019 - Present).*

Mid-Town Beach Groin Construction, Town of Palm Beach, Florida. Provided structural/coastal engineering design for a 140-foot rubble mound groin to provide shoreline stabilization along a severely eroded portion of the Atlantic Ocean shoreline. The project included armor stones, a marine mattress foundation, and a beach fill to serve as a dry work area. Services performed included scour analyses, wave load analyses, bidding support, and construction administration, and EOR. *Owner/Client: Town of Palm Beach, (Dec 2017 – Jun 2018).**

Groin Rehabilitation, Town of Palm Beach, Florida. Provided coastal engineering support to respond to public comments associated with the USACE environmental permit review process. Technical responses were prepared based on a review of the basis of design and technical documentation used to prepare the draft and final EIS documents. Prepared and submitted Individual Project Authorization (IPA) application materials to the FDEP to secure environmental permits under the Beach Management Agreement (BMA). *Owner/Client: Town of Palm Beach (Aug 2016 – May 2018).**

* Services provided while with former firms.

DOUGLAS MANN PE, D.CE

6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL 33487

LEAD COASTAL ENGINEER/ APTIM**PROFESSIONAL QUALIFICATIONS**

Douglas Mann, PE, D.CE, has worked as a coastal engineer with APTIM since 1987. He is experienced in all aspects of coastal engineering including dredge and fill projects for material disposal and beach nourishment, beach and inlet engineering, coastal structure design (including breakwaters, groins, seawalls, jetties, and Permeable Adjustable Groin (PAG) design and construction) as well as marine-related upland structures. He has been involved in the design of boat ramps, marina renovations, and other boating related projects. Mr. Mann is experienced in Joint Coastal permitting, Environmental Resource permitting, and Florida Department of Environmental Protection Coastal Construction Control Line permitting. Mr. Mann was awarded the Florida Shore & Beach Preservation Association Per Bruun Distinguished Service Award in 2017.

RELEVANT EXPERIENCE
Broward County Shore Protection Project, Broward County, Florida
1999 - 2004 and 2012 - 2020

Project manager for the development of the General Reevaluation Report for the second renourishment of the Segment II and III shoreline. Performed economic analyses, engineering of fill quantities, borrow area design, cost estimating, and permitting of the project (1999-2004). Project manager for environmental, geotechnical, and surveying services for the implementation of the Segment II Shore Protection Project with upland sand sources. Assisted with the development of the Limited Reevaluation Report for the Segment II Project. Provided construction administration and oversight as needed.

Sanibel Causeway Island B Stabilization Project, Lee County, Florida
2017 - ongoing

Engineer of record for a structural stabilization (T-head groins, terminal structures, revetment enhancement) and beach nourishment project of the park surrounding the road right of way. The linear park provides passive recreational opportunities to resident and guests but has suffered long term erosion of the shoreline and beach gulying from untreated stormwater runoff. Companion stormwater treatment improvements were designed by a subconsultant. Project is scheduled for construction in 2021.

Murderkill River and St. Jones River Resiliency Study, State of Delaware
2020

Lead coastal engineer for an investigation into whether there are suitable sediments that can be dredged from within or adjacent to the Murderkill and St. Jones Rivers. The intent is to use the sediments within adjacent beach and/or marsh systems to improve the resiliency of the communities.

33 YEARS**EXPERIENCE****EDUCATION**

- ▶ MS, Coastal and Oceanographic Engineering, University of Florida, 1987
- ▶ BS, Civil Engineering, University of Delaware, 1985

HIGHLIGHTS

- ▶ More than 30 years of experience in coastal engineering

**REGISTRATIONS/
CERTIFICATIONS**

- ▶ Professional Engineer, Civil, Florida, License No. 44046, Active
- ▶ Professional Engineer, Civil, Delaware, License No. 12949, Active
- ▶ Professional Engineer, Louisiana, License No. 31121, Active
- ▶ Diplomate, Coastal Engineering, 2010, American Society of Civil Engineers, Active, Nationwide

AFFILIATIONS

- ▶ Member, American Society of Civil Engineers
- ▶ Member, Academy of Coastal Ocean, Port, and Navigation Engineers
- ▶ Member, Florida Shore and Beach Preservation Association
- ▶ Member, American Shore and Beach Preservation Association

Project involves a cooperative sand search with State staff and engineering analysis of the sediments. Project co-funded by National Fish and Wildlife Federation.

Magnolia Marsh, Louisiana. Project sponsor was the LA Coastal Protection and Restoration Authority.
2019 - 2020

Staff engineer to evaluate the feasibility of creating a marsh from sustainable Mississippi River sands to restore over 100 acres of currently degraded marsh. Evaluated site conditions and likely dredge construction techniques in cooperation with the team's dredge contractor. Project was designed and optimized for long term (20 year) success to benefit the private funding entity and the State of Louisiana.

Long Key State Park Shoreline Stabilization Project. Monroe County, Florida
2016 - ongoing

Engineer of Record for the design and permitting of shoreline stabilization efforts. Evaluated a series of alternatives (bulkheads, living shorelines, dune reconstruction) for the State Park. During the design phase, Hurricane Irma passed which resulted in a 20-foot permanent loss of shoreline width and overtopping of the park. State reclaimed the overwashed sand after the storm and stockpiled it. Designed a dune reconstruction and dry beach fill and complete campground redesign. Construction is anticipated in 2021.

Beach Comprehensive Beach Management Plan, City of Deerfield Beach, Florida
2019 - ongoing

Lead Coastal Engineer for the evaluation of coastal processes and engineering alternatives in the development of a City-wide beach management plan. Performed a coastal process assessment to identify variations along the City's shoreline. This assessment evaluated shoreline and volume changes by section and included a qualitative analysis of erosion trends by section. A regional sediment budget was developed to quantify sediment transport and develop beach management strategies. Evaluated the existing conditions and needs to develop a "designed beach". Estimated costs and benefits of a dedicated program. Identified multiple funding strategies for the City. Developed a monitoring and management plan for the beach.

Cape Shores Homeowners Association, Lewes, Delaware Beach Nourishment Project
2000 and 2016 - 2017

Designed a beach nourishment project for a bay front development (2000). Project later implemented by the State of Delaware. In 2016, APTIM analyzed the project performance for the State of Delaware and recommended improvements in future nourishments. These improvements were later implemented by the State and positive performance reported.

Town of Hillsboro Beach and City of Deerfield Beach Interim Nourishment Project, Florida
2014 - 2015

Engineer of record for the design and permitting of a small truck haul nourishment project for the two municipalities. The project utilized existing beach nourishment templates to avoid environmental impacts to hardbottom and expedite permitting. Sand was sourced from the Ortona Sand Mine, a proven and reliable source of beach compatible sand in south Florida.

Delaware Bay Beaches, Design Verification Study, Delaware
2013 - 2015

Engineer of record for the design verification of 6 small beach restoration projects along the Delaware Bay shoreline. The beaches are small barrier ridges fronting fresh and saltwater marshes. Due to limited offshore sand supplies, construction has been limited to emergency truck hauls. The study results are supporting a 2020 federal review of possible beneficial use disposal of channel maintenance dredging sediments which may result in a viable cost-effective sand source for these small beaches.

STEPHEN KEEHN PE 6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL 33487

PROJECT MANAGER/APTIM

PROFESSIONAL QUALIFICATIONS

Stephen Keehn, PE, is a Program Advisor and Senior Coastal Engineer and received a Master's in Coastal Engineering from U.C. Berkeley in 1982. He then served with the U.S. Army Corps of Engineers, Jacksonville District in planning, engineering, and construction assignments on beach and navigation projects. He continued this type of work as a Project Manager and Senior Coastal Engineer with APTIM since 1992, where he has served on dozens of beach and inlet projects including four ASBPA Top Restored Beaches. Mr. Keehn has also worked on a dozen inlet management plans in Florida, in addition to planning, designing and permitting of numerous inlet structures and dredging projects. He won the Per Bruun Distinguished Service Award by the Florida Shore and Beach Preservation Association in 1999. He was honored by the Bay County Tourist Development Council of Panama City Beach, which declared August 12, 2014 "Stephen Keehn Day" for his instrumental role in their beach nourishment program.

RELEVANT EXPERIENCE

Collier County Beaches and Inlets, Collier County, Florida 2002 - 2020

Mr. Keehn has served as senior project manager for Collier County's coastal program for over 18 years. He has served as the Engineer of Record for renourishment projects completed between 2006 and 2016, as well as numerous inlet dredging projects at Wiggins and Doctors Passes.

Mr. Keehn served as project manager for the beach renourishment project completed in 2006. Work included preparation of a comprehensive engineering report to identify alternatives, natural resources and scopes for the projects. Tasks included field inspections, survey data analysis, volumetric and shoreline change calculations, sand search, as well as preparation and presentation of annual monitoring reports and trends related to sediment budget and inlet effects. A modeling effort was conducted to assess impacts of structures and inlets, and how beach performance could be improved. The project design incorporated techniques to avoid nearshore hardbottom impacts.

Mr. Keehn also served as senior project manager for the design, modeling, and permitting for the 2013-14 Truck Haul Beach Renourishment Project, which included integrating Doctors Pass dredging as a sand source. During construction, his responsibilities included coordinating weekly meetings between the contractor and County, construction management and oversight, and payment verifications. Additional efforts included project bidding and development of specifications.

In addition to the beach project, Mr. Keehn has served as project manager for several maintenance dredging events at Doctors and Wiggins Passes. Mr. Keehn was responsible for the project management, design, and

33 YEARS

EXPERIENCE

EDUCATION

- ▶ MS, Coastal & Hydraulic Engineering, University of California, Berkeley, 1982
- ▶ BS, Engineering, United States Military Academy, West Point, New York, 1972

HIGHLIGHTS

- ▶ More than 33 years of experience in coastal engineering
- ▶ Experience in planning, engineering, and construction assignments on beach and navigation projects

REGISTRATIONS/ CERTIFICATIONS

- ▶ Professional Engineer, Civil, Florida, License No. 34857, Active
- ▶ Professional Engineer, Civil, California, License No. C-48357
- ▶ Advanced open water Scuba Diver, 1991, Active, Nationwide

AFFILIATIONS

- ▶ Member, American Society of Civil Engineers
- ▶ Member, Florida Shore and Beach Preservation Association
- ▶ Member, American Shore and Beach Preservation Association

construction management for the projects. Tasks included contractor selection, construction observations, verification of fill volume placement, and compliance with project permit conditions.

Collier Creek Inlet Management Plan and Modeling Study, Collier County, Florida

2016 - 2020

Mr. Keehn is the project manager responsible for the oversight of the inlet management plan for Collier Creek. This modeling study addressed concerns at the entrance to Collier Creek, where it meets the Marco River on the north side of Marco Island. The creek entrance is flanked to the east by the Villa de Marco West condominium (VDMW) seawall and to the west by a terminal jetty on Marco Point, the eastern end of Hideaway Beach. The study focused on the area at the mouth of Collier Creek where it meets the Marco River in Collier County. Safe boating through Collier Creek is threatened by severe currents and turbulence during bi-monthly spring tides and rapid channel narrowing. The primary modeling objectives were to improve navigability in the inlet and to manage coastal sediments so that periodic dredging events will have a project life of greater than four (4) years. Through modeling and engineering calculation, it was determined that the long term geomorphologic steep turning radius between the inlet and Marco River and an unusual scour hole were the major causes. Based on these less obvious causes, a solution was developed to improve navigation, and sand management which received preliminary approval of Federal and State permit agencies and local stakeholders.

Wiggins Pass, Florida Inlet Management Plan and Navigation Improvement Project, Collier County, Florida

2002 - 2018

Mr. Keehn was senior coastal engineer for improvements to a sand bypassing plan and navigation channel design to increase the maintenance dredging interval and reduce adjacent shoreline impacts within the County and Parks planning objectives. He managed modeling, design, field investigations (biological and geotechnical), construction, and permit activities. This led to permit approval, state funding, and initial construction of the improved navigation inlet. This final design was fine-tuned with a modeling effort conducted with full public participation.

Project Manager and Engineer, Panama City Beaches Nourishment and Renourishment Projects, Bay County, Florida

1998 - ongoing

Mr. Keehn was project manager and Engineer for the beach nourishment projects since 1998. In this capacity, Mr. Keehn provided project management, storm loss analysis, sand search and borrow area development, engineering design, numerical modeling management, and permitting assistance, for the 17.5-mile beach restoration project. He planned and coordinated a beneficial use of dredged sand project for Panama City Beach using sand from the Panama City Harbor dredging project. He assisted with FEMA and USACE funding approval for the 2005-2006 to 2011 beach renourishment projects. He expertly negotiated with state and federal regulatory representatives, evaluated sand quality for placement within the project area, and provided quality assurance oversight to client sand quality standard during the construction of the USACE project. He also engineered, designed, and secured the 15-year FDEP permit, which was approved in 2013. The project required the combined effort of engineers, modelers, marine biologists, surveyors and oceanographers to accurately assess potential impacts and secure the needed permit and approval.

Captiva and Sanibel Islands Renourishment Project, Lee County, Florida

2005 - ongoing

Mr. Keehn was project manager for the 2005-2006 Captiva and Sanibel Islands Renourishment Project. He designed the project, managed onsite engineering, and assisted USACE in implementing the 2008 emergency project. He managed the design and construction of the terminal groin rehabilitation at Redfish Pass. Additionally, Mr. Keehn researched and reviewed monitoring performance of the Captiva and Sanibel Islands beaches in support of the Joint Coastal Permit from the Florida Department of Environmental Protection. He performed similar tasks for the 2013 project that repaired damages from Tropical Storm Debby, including construction management oversight.

ANDREW WYCKLENDT PE 1050 Queen Street, Suite 100, Honolulu, HI 96814

SENIOR COASTAL ENGINEER/ APTIM

PROFESSIONAL QUALIFICATIONS

Andrew Wycklendt, PE is a Program Manager and Senior Coastal Engineer with over 15 years of experience designing and implementing a variety of coastal restoration, shoreline protection, sediment management, navigation, and flood mitigation projects along Atlantic, Gulf, Pacific, and Arctic coasts. He has worked in barrier island, headland and embayment, estuarine, deltaic, cliff, pocket, perched, and open coastal systems to restore or nourish beaches and other coastal systems that can be classified as either sand, mixed sediment, cobble, boulder, or volcanic. Project experience includes dredge and fill (for disposal, nourishment, or restoration), coastal structure (breakwaters, groins, jetties, revetments, and seawalls), and marine-related upland structures (beach access stairs, boardwalks, boat ramps, docks, piers, and wharves).

Mr. Wycklendt is versed in all aspects of the coastal engineering discipline, inclusive of coastal modeling, project design, permitting, bid and construction document preparation, construction oversight and administration, geophysical and biological surveys, geotechnical investigations, and oceanographic studies. He is responsible for managing broad-based coastal engineering projects, inclusive of marketing and sales, client contact, team coordination (engineering, survey, geotechnical, biological, CAD/GIS), feasibility analyses, engineering designs, numerical modeling, report preparation, permitting, and construction engineering services. Specific responsibilities include the following:

- Lead project teams in the design process for coastal restoration, shoreline protection, sediment management, navigation, and flood mitigation projects from conceptual design to detailed design including plans, specifications, and construction documents;
- Perform project management activities in a lead role being responsible for scope, budget, and schedule while working in close coordination with the project team, sub-consultants, and the client;
- Identify data requirements and assist with logistic planning and the collection and processing of oceanographic, geotechnical, geophysical, and biological data;
- Define numerical modeling needs and provide guidance to the numerical modeling team to support coastal projects;
- Analyze environmental effects and project performance using analytic and numerical models;
- Design coastal projects and estimate construction costs;
- Develop construction plans and specifications; and
- Administer coastal construction projects.

15 YEARS

EXPERIENCE

EDUCATION

- ▶ MS, Ocean and Resources Engineering, University of Hawaii, 2005
- ▶ BS, Ocean Engineering, Florida Atlantic University, 2003

HIGHLIGHTS

- ▶ 15 years of experience designing and constructing coastal projects
- ▶ 17 years of experience modeling coastal processes
- ▶ 22 years of experience conducting oceanographic studies and diving operations

REGISTRATIONS/ CERTIFICATIONS

- ▶ Professional Engineer, Civil, Florida, License No. 71604, Active
- ▶ American Academy of Underwater Sciences (AAUS) Diving Safety Officer and Scientific Diver
- ▶ Professional Association of Diving Instructors (PADI) Open Water SCUBA Instructor

AFFILIATIONS

- ▶ President, Hawaii Shore and Beach Preservation Association (HSBPA)
- ▶ Director, American Shore and Beach Preservation Association (ABPBA)
- ▶ Member, Divers Alert Network (DAN)

RELEVANT EXPERIENCE

Shoreline Protection and Coastal Restoration Project Engineer

2005 - Ongoing

Coastal engineer who helped design more than 20 shoreline protection projects and more than 15 large-scale (greater than 1M cubic yards) coastal restoration projects. Shoreline protection projects are defined as coastal works used to safeguard infrastructure or property from forces experienced at the land and sea interface, while coastal restoration projects are defined as works used to reestablish sediment transport pathways and habitat lost due to the effects of sea level rise, subsidence, and increased tidal prism. Planning included review of available meteorological, geophysical, geotechnical, biological, and societal data to evaluate project needs and data collection requirements. Design included data evaluation, model development, client and permit agency coordination, and identification and analysis of various alternatives. Shoreline protection project alternatives were typically evaluated in terms of protection offered and cost so that the most appropriate solution, whether it be hard (breakwater, artificial reef, groin, revetment, seawall), soft (beach nourishment, dune restoration), or a combination of hard and soft solutions was employed. Coastal restoration project alternatives were typically evaluated in terms of habitat remaining throughout the design life and constructability.

Coastal Modeling Project Engineer

2005 - Ongoing

Coastal engineer who helped develop more than 25 coastal models. Coastal models are defined as numeric models used to simulate coastal processes and evaluate coastal project performance to identify potential impacts and benefits that these projects and their associated components (structures, fill areas, borrow areas, etc.) have on the surrounding environment. Coastal model development included selection of the appropriate model for the required analysis and allocated budget, computational grid development, boundary conditions selection, model calibration and verification, sensitivity analyses, and design alternative simulations. Models employed include 2-dimensional shoreline models (GENESIS), profile models (SBEACH), spectral (SWAN) and Boussinesq (BOUSS-2D, SWASH) wave models, 3-dimensional (depth averaged, layered, z-coordinate) flow and morphology models (DELFT3D, XBEACH), water quality models (WAQ), and hydrologic models (HEC-HMS, HEC-RAS).

Coastal Construction Project Engineer

2005 - Ongoing

Coastal engineer who helped administer the construction of more than 20 coastal engineering projects. Construction administration typically included preparation of plans and specifications, solicitation assistance, bid review, contractor recommendation, pre-construction engineering, construction administration, and post-construction engineering and report generation. Pre-construction engineering typically included survey data QA/QC and the development of revised construction plans. Construction administration typically included construction observations, permit and design compliance analyses, review of contractor quality control reports, observation report preparation and distribution, pay survey data QA/QC, pay recommendations, field adjustment reports, moderating construction meetings, and serving as an intermediary liaison between the client and contractor. Post-construction engineering and report generation typically included the calculation of as-built quantities, final permit compliance analyses, development of as-built drawings, compilation of project documents, and creation of project completion reports.

Emergency Response Project Engineer

2010 – 2013

Coastal engineer responsible for the design of 19 reaches of emergency berm along 100 miles of Louisiana shoreline in response to the Deepwater Horizon oil spill. The design of this emergency response project called for the rapid coordination of reconnaissance and design level topographic and bathymetric surveys and geotechnical investigations. Permit sketches and construction plans were prepared to minimize volumetric requirements while maximizing construction advance rates. Following construction, as-built and monitoring (30, 90, 180, and 360 day) surveys were coordinated to document as-built conditions and evaluate project performance. Performance metrics evaluated and detailed in comprehensive monitoring reports included shoreline and volume change.



YEARS OF EXPERIENCE

- 15

EDUCATION

- MSc Coastal and Oceanographic Engineering, University of Florida
- BSc Civil Engineering, University of Florida

LICENSES

- Florida PE No. 71538

CERTIFICATIONS

- Certified Diver
- FHWA A-NHI 130091 Underwater Bridge Inspection – National Highway Institute and Association of Diving Contractors

PROFESSIONAL AFFILIATIONS

- Urban Land Institute (ULI) SE Florida/Caribbean, Member
- American Society of Civil Engineers, ASCE
- American Institute of Architects
- South Florida Association of Environmental Professionals

SKILLS & EXPERTISE

- ✓ Planning and Feasibility of Marine Infrastructure Projects
- ✓ Underwater Investigations (SCUBA)
- ✓ Coastal Design Criteria - Tides, Waves, Currents and Hurricanes
- ✓ Structural Design of Steel and Concrete Marine Structures
- ✓ Bathymetric Surveying



RELEVANT EXPERIENCE

Lake Worth Inlet Flood Shoal Dredging, Palm Beach County, Florida. Performed the coastal engineering analysis and dredge design for the Lake Worth Lagoon Flood Shoal Dredging Project. The coastal engineering analysis included the numerical model of the tidal hydrodynamics at the project site and the modeling of the sediment transport patterns following the dredging of the project. Conducted an analysis of the potential impacts to the local marine resources during dredging operations and developed construction methodologies to prevent impacts to the marine resources.

Tides Condominium Risk Mapping, Hollywood, Florida. Erosion and scour assessment based on existing beach and seawall conditions. Numerical modeling of wave propagation, storm surge and potential wave run up impacts. Prepared and processed letter of map revision (LOMR) based on detailed survey information and coastal design conditions.

Sunny Isles Coastal Analysis, Sunny Isles, Florida. Assessment of local sediment transport characteristics and the potential for shoreline stabilization along Sunny Isles Beach. An evaluation of nearshore coastal processes and sediment transport characteristics in the project vicinity was completed. Based on the assessment, a beach management plan was prepared for long-term beach planning.

Hillsboro/Deerfield Beach Nourishment, Hillsboro Beach, Florida. Coastal engineering and environmental permit processing for 400k cubic yard beach fill project. Engineering design of beach fill template. Cross-shore sediment transport modeling. Geotechnical investigations and dredge plan for offshore borrow source. Construction drawings and technical specifications.

Miami Beach Emergency Truck Haul, Miami Beach, Florida. Performed surveying, data collection, volumetric and equilibrium toe of fill analysis based on available historical beach profiles and proposed fill volumes for four segments of beach. Designed fill template to maximize emergency

truck haul nourishment based on observed eroded conditions. Survey stake-out of proposed fill template.

Hillsboro Inlet District, Broward County, Florida. Performed an inspection of the south jetty while with his previous firm, as well as the design and construction administration of rock placement for the mitigation reef just south of the inlet.

Great Stirrup Cay Development, Berry Islands, The Bahamas. Site investigations and planning support for coastal and marine improvements to cruise ship private island destination improvements to accommodate 5,000 passenger cruise ships. Numerical modeling of hurricanes and storm surge, evaluation of resiliency and proposed coastal protection measures. Engineering design of beach expansion using coastal structures, and reinforcement of existing iron-shore.

Fort Zachary Taylor State Park, Key West, Florida. Above and below water inspection of breakwaters, terminal groin, as well as topographic survey to accurately identify rock displacement and settlement. Coastal engineering design and environmental permitting for truck haul beach fill project.

Village of Key Biscayne Beach Nourishment, Key Biscayne, Florida. Coastal engineering and environmental permitting for 120,000 cubic yard beach fill and dune restoration project. Beach profile and hydrographic surveys conducted, along with sand source search, jet probes, vibracores, and sediment compatibility analysis. Coordination of dune vegetation planting and exotic removal plan.

Pelican Harbor Marina Dock D Maintenance Dredging Project, Miami-Dade County, Florida. Prepared a dredging design for maintenance dredging of the marina basin at the Pelican Harbor Marina in Miami-Dade County. As part of the dredge design sediment probes were conducted to identify the location of the limestone layer and the thickness of the silt layer. Based on bathymetric surveys conducted at the site, the design dredge template was developed for the proposed area adjacent to Dock "D" at the site. quantities of dredge materials were estimated using a 3-D surface model based on the design dredge template and the bathymetric survey.

MSC Cruises Ocean Cay Marine Reserve, Bimini Islands, The Bahamas. Topographic and bathymetric surveying rectified aerial photography and mapping for proposed out-island cruise destination. Environmental resource surveys and preparation of Environmental Impact Assessment (EIA) for proposed land and marine works. Detailed coastal engineering analysis, including numerical modeling of hurricane impacts. Engineering design of beach improvements and shoreline stabilization of reshaped island perimeter. Processing of EIA through government regulatory agencies.

CocoCay, Berry Islands, The Bahamas. Prepared a coastal engineering analysis for installation of over-water platforms and swimming area along the southern shoreline of CocoCay. An analysis of the coastal processes influencing the stability and potential infilling of the beach profile created for the swimming area was performed. A numerical model was developed to simulate the nearshore wave conditions affecting the swimming area, and a simulation for the created beach profile was conducted to evaluate potential changes within a 5-year period.

Cap Cana Marine Works, Punta Cana, Dominican Republic. Coastal engineering design for the dredging of 1.25-mile canal to create basin for 500+ slip marina. Design of shoreline stabilization, beaches, entrance channel jetties, numerical modeling of coastal processes and hydrographic surveying. Water circulation analysis of marina and canal layout.

Cap Juluca Beach Restoration, Anguilla. Evaluate sediment transport and storm impacts. Perform hydrographic and beach profile surveys. Subsurface investigations of nearshore borrow area. Design of dredge plan and beach fill template. Provided construction administration for emergency beach restoration.

MORJANA SIGNORIN MS 6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL 33487

COASTAL ENGINEER/APTIM

PROFESSIONAL QUALIFICATIONS

Morjana Signorin graduated in Oceanography in 2010, and in 2013 obtained her MBA in Project Management. She obtained her Master's degree in Ocean Engineering at Florida Atlantic University. Ms. Signorin has over 10 years of experience and has worked on over 30 projects focused on riverine and complex coastal systems. Along her career she has led several numerical modeling projects, which included engineering data analysis and in-depth analysis of coastal processes. She has conducted numerical modeling of currents, water levels, waves, storm surge, sediment transport, and morphology in several locations along the Gulf and East Coast of the United States. Ms. Signorin also has extensive experience in the application of GIS tools and meteoceanographic data collection. She has been involved in several coastal engineering projects where she provided engineering analysis support, performed construction observations, and preparation of technical reports. She regularly performs technical presentations at industry and academic conferences.

RELEVANT EXPERIENCE

2020 Mid-Town Shore Protection Project, Town of Palm Beach, Florida

2020

Ms. Signorin was the project manager for the 2020 Mid-Town Shore Protection Project, performing coordination with the client, USACE, and subcontractors, participating in meetings, conducting on-site construction observations, and preparing observation engineering monitoring reports. The project consisted of beach nourishment utilizing compatible sand from offshore borrow source in 2.6 miles of shoreline in the Town of Palm Beach, FL. Approximately 700,000 cubic yards of material was placed.

Sector 5 Beach and Dune Restoration Project, Indian River County, Florida

2019

Ms. Signorin performed on-site construction observations, conducted construction coordination with field observer and contractor, and prepared observation engineering monitoring reports. The project consisted of beach nourishment utilizing compatible sand from the Stewart Materials Fort Pierce mine in 3.1 miles stretch of coastline. The total placement volume was 123,800 cubic yards.

Beach Comprehensive Beach Management Plan, City of Deerfield Beach, Florida

2019 - Ongoing

Ms. Signorin performed engineering calculations, assisted on the development of management alternatives, performed SBEACH vulnerability and resiliency analysis, performed and analyzed the beachgoers surveys to determine the recreational value of the beach. Ms. Signorin was responsible for assisting in the writing of the plan and its accompanying appendices and performed a detailed review of the documents.

10 YEARS

EXPERIENCE

EDUCATION

- ▶ MS, Ocean Engineering, Florida Atlantic University, 2020
- ▶ MBA, Project Management, UNIVALI, 2013
- ▶ BS, Oceanography, UNIVALI, 2010

HIGHLIGHTS

- ▶ Over 10 years of experience in coastal modeling and data analysis of meteo-oceanographic data
- ▶ Worked on over 30 numerical modeling projects in her career in Brazil and the United States
- ▶ Advanced programming and GIS knowledge

AFFILIATIONS

- ▶ Member, Florida Shore and Beach Preservation Association
- ▶ Member, American Shore and Beach Preservation Association

Numerical Modeling of Morphology Changes of the Refined Dredging Design of Wiggins Pass, Collier County, Florida

2012

Ms. Signorin performed numerical modeling of morphological changes with Delft3D to evaluate the dredging of a channel design to assess its stability and the benefits/impacts on the adjacent beaches.

Passage Key Inlet Management Study, Manatee County, Florida

Ongoing

Ms. Signorin is the lead numerical modeler and project manager of this study. She has worked on the development of the sediment budget and is currently leading the setup, calibration, and application of the Delft3D numerical model developed for Tampa Bay region and specifically for the Passage Key Inlet and adjacent Anna Maria Island beach. The wave, flow, sediment transport and morphology models will be applied to evaluate effects of dredging potential sand borrow areas on the Passage Key ebb shoal. Combined with the developed sediment budget and the sediment properties database, model results will be used to evaluate the technical and environmental feasibility of borrow areas alternatives and support the permitting process.

Coquina Beach Groins Feasibility Study, Manatee County, Florida

Ongoing

Ms. Signorin is the lead numerical modeler and project manager of this modeling study currently under development for the Coquina Beach. The scope of work is to complete a feasibility study to rehabilitate, remove and/or replace the Coquina Beach groins and evaluate alternative structural stabilization options to assist in reducing erosion on Coquina Beach. Alternatives will be developed and evaluated in the morphology model for performance in stabilizing the beach, shoreline response, effect on the adjacent beach, potential impact to nearshore hardbottom, likelihood of regulatory approval, cost comparison, and effect on recreation and overall beach use.

Longboat Pass Jetty Reconstruction Feasibility Study, Manatee County, Florida

Ongoing

Ms. Signorin is the lead numerical modeler and project manager of this modeling study currently under development for Longboat Pass. The numerical model will be used to support information for the feasibility study in order to provision state and federal permit applications to reconstruct the jetty. The model production Model production runs for the alternatives will be conducted to evaluate stabilization of Coquina Beach, sediment pathways and sand bypassing, inlet processes, and the comparative performance of the alternatives. The alternatives will include different configurations of the jetty (length and permeability) and will be compared to a baseline (no action) scenario.

Inlet Management Study of Redfish Pass and Adjacent Beaches, Captiva Erosion and Prevention District, Captiva, Florida

2015 - 2019

Ms. Signorin was the numerical modeler lead on the study that focused on the management strategy striving to balance the sediment budget with sediment bypassing and evaluated the utilization of Redfish Pass as a supplemental sand source for Captiva Island. A comprehensive historical analysis of the area was performed, along with shoreline and volumetric changes analysis and the update of the sediment budget. The numerical modeling was conducted utilizing Delft3D and included borrow area alternatives analysis and to evaluate the technical and environmental feasibility of several borrow areas alternatives and to support the permitting process.

Mexico Beach Sand Search 2019 – Borrow Area Modeling Study, Bay County, Florida

2019

Ms. Signorin was the lead numerical modeler of this study. The primary objective of the modeling effort was to assess the effects of the borrow area dredging scenarios on waves and flows. Additionally, an analysis of the net longshore sediment transport was performed to evaluate the recommended borrow area design. The effects were evaluated by comparing the simulation results for the design and a baseline condition (no action).

ERICA CARR-BETTS MS, EI 6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL 33487

COASTAL ENGINEER/APTIM

PROFESSIONAL QUALIFICATIONS

Erica Carr-Betts has been working in the field of coastal engineering since 1999. Her focus is on coastal engineering design, permitting, project management, funding assistance, and construction oversight for APTIM. She completes the annual FDEP Local Government Funding Request (LGFR) in support of shore protection program, which includes project descriptions and future planning elements, budget development and project, design, construction, and monitoring scheduling.

RELEVANT EXPERIENCE

Coastal Engineer, Lido Key Beach Nourishment Project, Sarasota County, Florida

Ms. Carr-Betts assisted with the design and permitting, Local Government Funding Requests, monitoring reports, and assisted with the Permit Application support. She also provided during construction observations for the 2018/19 Lido Beach Repair Project.

Coastal Engineer, Anna Maria Island Central Beach Nourishment Project, Manatee County, Florida

Ms. Carr-Betts conducted on-site construction observation of the 2006 Central Anna Maria Island beach nourishment Federal project. She drafted the Limited Reevaluation Report, reviewed plans and specifications, and assisted with project permitting and construction observation for the 2014 re-nourishment of the Central Project area.

Coastal Engineer, City of Anna Maria and Coquina Beach Shoreline Protection Project, Manatee County, Florida

Ms. Carr-Betts assisted with the 2011 beach restoration effort for the County on the north and south ends of Anna Maria Island. She assisted with the design, engineering, permitting, technical consultation and construction oversight services. Ms. Carr-Betts also assisted with the design and construction phase services for the 5-acre artificial reef located approximately 1,100 feet off the coast of Coquina Beach. She continues to assist with the permit required annual monitoring surveys and associated engineering calculations and reports.

Coastal Engineer, 2014 Anna Maria Island Parking Study, Manatee County, Florida

Ms. Carr-Betts conducted the 2014 parking study for Manatee County including presentations to the local city governments and coordination with state agencies.

Coastal Engineer, 2013-14 Coquina Beach Restoration Project, Manatee County, Florida

Ms. Carr-Betts assisted with design, permitting, plans and specification review, bidding assistance, construction observation, and post-construction monitoring analyses and reports. Coastal Engineer, Longboat Pass Geotextile Groin, Manatee County, Florida

Ms. Carr-Betts assisted with design, permitting and construction phase services for placement of a geotextile groin adjacent to the island's southern jetty. The geotextile groin was placed along the southern shoreline in order to minimize sediment transport into the inlet from the existing porous jetty.

19 YEARS

EXPERIENCE

EDUCATION

- ▶ MBA, Warrington College of Business Administration, University of Florida, 2005
- ▶ Engineering, Coastal and Oceanographic Engineering, University of Florida, 2002
- ▶ MS, Coastal and Oceanographic Engineering, University of Florida, 1999
- ▶ BS, Civil Engineering, The George Washington University, 1997

HIGHLIGHTS

- ▶ Over 19 years of coastal engineering experience.

AFFILIATIONS

- ▶ Member, Florida Shore and Beach Preservation Association
- ▶ Member, American Shore and Beach Preservation Association

Coastal Engineer, Longboat Pass Inlet Management Study, Manatee County and Town of Longboat Key, Florida

Ms. Carr-Betts assisted with analysis of inlet and sediment transport processes.

Coastal Engineer, Delray Beach Renourishment Project, Palm Beach County, Florida

Ms. Carr-Betts helped develop the post-construction monitoring reports, engineering design document review, and sediment compatibility analysis. She assisted with the Long Range Budget Plan Update 2007/2008 and 2008/2009. She prepared the FDEP Joint Coastal Permit application for the Fifth Periodic Beach Renourishment project.



YEARS OF EXPERIENCE

- 17

EDUCATION

- M.Sc. Biology, Florida Atlantic University
- B.A. Anthropology, Minor in Ecology & Evolutionary Biology, University of Arizona

CERTIFICATIONS

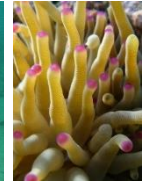
- DAN (First Aid, CPR, AED, & Oxygen)
- Florida Master Naturalist
- NMFS/MMS Marine Mammal/Protected Species Observer
- NITROX
- US Power Squadron Piloting
- US Power Squadron Safe Boat Operation
- PADI Rescue Diver
- PADI Advanced Diver
- PADI Open Water Diver
- Waterfront Edge Design Guidelines

PROFESSIONAL AFFILIATIONS

- America Academy of Underwater Sciences
- South Florida Association of Environmental Professionals
- Treasure Coast Chapter Florida Association of Environmental Professionals
- South East Florida Coral Reef Initiative

SKILLS & EXPERTISE

- ✓ Environmental resource surveys
- ✓ Mangrove and dune vegetation mapping and monitoring
- ✓ Shorebird population nesting
- ✓ Impact assessment and restoration
- ✓ Coral and seagrass relocation and monitoring



RELEVANT EXPERIENCE

Collier County Beach Renourishment Project 2003 and 2006 / Doctors Pass Maintenance Dredging, Collier County, Florida. Three years of experience working in Collier County as a Principal Investigator for environmental permitting and seagrass monitoring for the Doctors Pass Inlet Maintenance Dredging Project and as a project scientist for the Collier County Beach Nourishment Project, Collier County, FL (2004-2006). Conducted nearshore hardbottom edge mapping, biological monitoring using BEAMR methodology on nearshore transects, a resource investigation along the nearshore spoil, a seagrass survey along the shoal at Doctors Pass Inlet and assisted with data analysis and report preparation of the Marine Resource Investigation Report for the North Collier County, FL Beach Renourishment Project.

Bal Harbor Benthic Mapping and EFH Assessment, Haulover Inlet, Florida. Conducted a benthic survey of natural resources of a proposed dredge area and surrounding borrow areas to map the extent, and characterize, benthic habitats present including seagrasses and other potential marine resources of concern (e.g. corals) using novel techniques due to high currents and extensive vessel traffic. Multiple species of seagrass, including the threatened Johnsons' seagrass (*Halophila johnsonii*) were identified and mapped. Drafted an Essential Fish Habitat Assessment as part of a NEPA-Compliant Environmental Assessment for the project.

Florida Inland Navigation District, Jupiter, and Stuart Florida. Conducted pre-and post-construction seagrass surveys within the Intracoastal Waterway near the Jupiter and St. Lucie Inlets in association with maintenance dredging activities sponsored by the Florida Inland Navigation District and the U.S. Army Corps of Engineers.

Nearshore Hardbottom Habitat Post-Construction Monitoring, St. Lucie County, Florida. Performed monitoring tasks associated with post-construction monitoring of nearshore hardbottom resources to detect impacts associated with a beach nourishment project.

Fisher Island Sand Tightening Project, Miami-Dade County, Florida. Recently completed a seagrass/hardbottom mapping and coral survey/report in support of the upcoming sand tightening project. The Main Beach and Club Beach terminal groins along the eastern portion of Fisher Island are permeable, allowing sand to escape the beach and is affecting beach performance and causing shoaling in the adjacent marina. Edgewater held pre-application meetings and is preparing permit applications and processing them through Miami-Dade County DERM, the FDEP, and the Corps to authorize construction activities. Additionally, we have had discussions with FWC regarding securing a Special Activity License for relocating corals and have negotiated no relocation mitigation to be necessary. Currently working on the Joint Coastal Permit application through the Corps and FDEP and a Class I application through Miami-Dade DERM.

“The Bay” in Sarasota Marine Resource Survey Project, Sarasota, Florida. Senior Project Scientist responsible for conducting a marine resource assessment of 43 acres of submerged lands within Sarasota Bay in 2018 and a follow up refined marine resource survey of the Phase I Project area in 2019. Also conducted a mangrove and exotic vegetation mapping survey, researched, and prioritized applicable grants to fund the proposed Project. Presented the results of the surveys and project design to the Corps and FDEP and am currently working on completing the Corps individual permit and FDEP ERP.

Village of Bal Harbour Dune Project, Bal Harbour, Florida. Project Manager responsible for developing a Dune Restoration Plan including the addition of 600 cy of additional sand and planting of native vegetation, as well as, securing a FDEP Field Permit for the Bakers Post-Storm Dune Restoration Project for the Village of Bal Harbour.

Bakers Haulover Inlet Project, Bal Harbour, Florida. Project Manager responsible for the 2016 permitting of a Joint Coastal Permit, Corps Individual Permit, and Miami-Dade County DERM Class I Permit for the Bakers Haulover Inlet Sand Transfer Project to dredge sand from north of the Inlet and place the sand on the beach south of the Inlet. Also directed and participated in marine resource investigations including hardbottom edge mapping and a marine resource assessment of the existing jetty in order to evaluate impacts related to the proposed Project and secure environmental permits for the proposed Project.

Fort Zachary Taylor, Monroe County, Florida. Project Manager responsible for permitting of a 10-Year Individual Corps Permit to restore five existing breakwater structures located at Fort Zachary Taylor State Park in Key West, Florida. Work included performing a Uniform Mitigation Assessment Methodology (UMAM) to determine the potential seagrass impacts associated with the rehabilitation of the breakwaters (2015 – 2018).

Village of Key Biscayne Beach Renourishment Project Seagrass Mapping and Monitoring, Key Biscayne, Florida. Provided Project management, planning, and permitting services, as well as conducted biological surveys for the Village of Key Biscayne related to beach renourishment of 1.1 miles of beach. Conducted resource assessments of the proposed offshore borrow areas, nearshore seagrass edge mapping to facilitate project design, and permitting. Prepared a Project specific Biological Monitoring Plan for agency approval prior to commencement of construction. Conducted Braun Blanquet monitoring along twenty-seven 35-meter-long transects to establish a baseline for evaluation of any unanticipated project related impacts. Prepared Field Observation Reports documenting the findings of the borrow area surveys, nearshore seagrass edge surveys, and Braun Blanquet monitoring data with report submittal to the environmental regulatory agencies. Prepared annual FDEP Local Government Funding Requests each year and coordinated awarded grant funding with FDEP.



YEARS OF EXPERIENCE

- 12

EDUCATION

- Graduate Certificate Geographic Information Systems, Florida Atlantic University
- B.Sc. Marine Biology, University of West Florida

CERTIFICATIONS

- NAUI Rescue Diver; PADI Enriched Air Nitrox Diver (IAND/EANx)
- American Academy of Underwater Sciences (AAUS) Scientific Diver Certified, Florida Atlantic University 2013, AAUS Compliant
- Florida Department of Environmental Protection Stormwater, Erosion and Sedimentation Control Inspector

PROFESSIONAL AFFILIATIONS

- American Academy of Underwater Sciences
- Florida Association of Environmental Professionals, Treasure Coast Chapter, Treasurer
- Urban Land Institute
- The Environmental and Land Use Law Section of the Florida Bar
- Leadership Palm Beach County

SKILLS & EXPERTISE

- ✓ Environmental Permitting and Compliance
- ✓ Sovereign Submerged Lands
- ✓ Biological Assessments, Marine Resource Monitoring and Mapping
- ✓ Environmental Impact Assessment/Environmental Impact Statement
- ✓ Mitigation Assessment and Planning



RELEVANT EXPERIENCE

Higgs Beach Sand Replenishment – Reconnaissance Survey, Key West, Florida. Conducted a reconnaissance survey of the project area and immediate vicinity to map out and characterize nearshore benthic habitats, including seagrass and hardbottom communities, using belt-transect and point quadrat methodology, including Braun-Blanquet and BERMR. A report and basemap were prepared to process environmental permits through FDEP and USACE. Coordinated with both the FDEP and FKNMS on the design of the survey and subsequent biological monitoring plan.

Hollywood Beach Re-nourishment, Hollywood, Florida. Conducted pre-construction transect installation and biological monitoring including hardbottom mapping, *Acropora cervicornis* health tracking, and assessment of the nearshore reef using BEAMR, and conducted post construction hardbottom and epifaunal edge surveys. Monitoring reports were prepared per the project specific permit conditions.

Coco Plum Beach Erosion Study and Beach Design, Marathon, Florida Keys. Coastal engineering study of erosional hot spot and development of shoreline stabilization concepts to provide long term stability for the City of Marathon. Detailed statistical analysis of offshore wave data was conducted along with a wave propagations study utilizing the advanced MIKE21 wave model. Sediment transport study conducted based on local wave dynamics. A marine resources survey and beach vegetation survey was performed to identify potential impacts by Project construction.

Village of Key Biscayne Beach Re-nourishment, Village of Key Biscayne, Florida. Conducted marine resource assessments of the nearshore seagrass habitat using the Braun-Blanquet method to monitor twenty-seven 35-meter-long transects and conducted nearshore seagrass edge mapping, to evaluate any unanticipated project related impacts. Monitoring Reports were prepared, per the project specific permit

requirements, documenting the findings of the nearshore seagrass edge surveys and Braun-Blanquet monitoring data.

Hillsboro Beach Re-nourishment, Town of Hillsboro Beach, Florida. Conducted marine and coastal surveys including marine resource investigations, pipeline corridor surveys, hardbottom mapping, *Acropora* sp. Surveys, in-water sea turtle surveys, weekly escarpment surveys, and year-long shorebird monitoring.

Hillsboro Inlet District Maintenance Dredging & Sand Bypassing, Pompano Beach, Florida. Managed project and secured permit modifications from the USACE, DEP, and Broward County. Several permit conditions were modified to better suit the ongoing nature of the maintenance dredging and sand bypassing activities of the Hillsboro Inlet District. Provided as needed environmental and engineering consulting services with regards to permit compliance.

Higgs Beach Sand Replenishment – Benthic Survey, Key West, Florida. A marine resource survey was performed along approximately 570 linear feet of shoreline. The purpose of this survey was to document the general extent, species, and density of seagrasses and other potential marine resources of concern (e.g., corals), that may be growing on the submerged substrate within the proposed fill template. The findings of the marine resource survey were summarized in a Field Observation Report and provided to the relevant environmental permitting agencies to evaluate avoidance and minimization of impacts to marine resources.

Drive-In Boat Wash, Miami and Fort Myers, Florida. Coordinated with the USACE, FDEP, and DERM to secure necessary permits for a boatwash system to be installed and operated within a marina. As a part of the permitting process, water quality monitoring was required by the agencies, Gina coordinated and managed the water quality monitoring and helped to establish procedures, reporting forms, and data logs.

Bal Harbor Village Benthic Mapping and EFH Assessment, Haulover Inlet, Florida. The USACE is proposing to dredge the Baker's Haulover Inlet ebb shoal and place the material on adjacent Town of Bal Harbor shoreline. Marine biologist for large-scale habitat mapping and characterization study of seagrass, macroalgae and hardbottom communities to support permitting and NEPA efforts, as well as future monitoring design. Also provided ESA Section 7 consultation support and Essential Fish Habitat Assessment.

Jupiter Harbourside Project, Town of Jupiter, Florida. Conducted a total of four (4) seagrass monitoring events and submitted the respective reports, as required by the SFWMD permit for the project. The purpose of conducting the monitoring events were to evaluate whether the project was meeting the permit required specific post construction mitigation requirements. Monitoring reports were prepared per the project specific permit conditions.

U.S. Coast Guard Sector Key West, Key West, Florida. Conducted an initial marine resource assessment and an updated marine resource assessment of the existing submerged bottom, dock and bulkhead structures, in accordance with the NMFS recommendations for sampling *Halophila johnsonii*, the Recommended Survey Protocol for *Acropora* spp., and the FKNMS Protocol for Benthic Surveys for Coral Resources in FKNMS, to document the extent, species, and density of corals, sponges, and seagrasses growing within the Project area, necessary to evaluate impacts related to the proposed marine improvements and assist with concept planning. Braun-Blanquet and a modified BEAMR methodology was used to quantify data.

Lake Worth Lagoon Fixed Transect Seagrass Monitoring, Palm Beach County, Florida. Conducted annual monitoring of fixed transects throughout Lake Worth Lagoon, documenting presence and cover of seagrass, as well as collecting water quality data.



YEARS OF EXPERIENCE

- 26

EDUCATION

- Dual M.Sc. Marine Biology and Coastal Zone Mgt. Nova Southeastern University (*Pending Capstone Review*)
- B.Sc. Agricultural Operations Management Specialization: Bioprocess Management University of Florida, 1992

CERTIFICATIONS

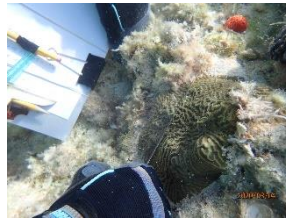
- Advanced open Water Scuba
- DAN (First Aid, CPR, AED, & Oxygen)
- U.S. Power Squadron Safe Boat Operation Certification

PROFESSIONAL AFFILIATIONS

- Broward County Marine Advisory Committee, Appointed Member
- Pompano Beach Marine Advisory Board, Appointed Member, Vice-Chair
- Pompano Beach Zoning Board of Appeals, Appointed Member
- Friends of Our Florida Reefs, Board Director
- South Florida Association of Environmental Professionals (SFAEP)
- Treasure Coast Florida Association of Environmental Professionals (TCCFAEP)

SKILLS & EXPERTISE

- ✓ Beach Nourishment & Inlet Management Permitting
- ✓ Hardbottom Monitoring, Assessment, & Mitigation
- ✓ Coastal Construction Permitting & Mitigation
- ✓ Sea Level Rise & Coastal Resiliency
- ✓ Grant Funding Application Processing
- ✓ Public Waterfront Park Design & Permitting
- ✓ Marina Design & Permitting



RELEVANT EXPERIENCE

Fisher Island Shoreline Management, Fisher Island, Florida. Providing ongoing coastal engineering and consulting services for management of the Main Beach and Club Beach along the east coast of the Island. Led coastal engineering assessment of Main Beach and Club Beach to evaluate performance since construction in 1990 and managed condition assessment post Hurricane Irma that significantly damaged the 7 coastal structures stabilizing the Main Beach. Secured Miami-Dade County, FDEP, and USACE permits to reconstruct the 7 coastal structures on the Main Beach. Secured Miami-Dade County, FDEP, and USACE permits to sand tighten the Main Beach and Club Beach terminal groins. Conducted benthic surveys in support of environmental permitting and compliance for structure reconstruction, sand tightening, and upcoming beach nourishment project. (Fisher Island Community Association, 2016 – ongoing)

Town of Jupiter Island Beach Restoration Monitoring Project, Palm Beach County, Florida. Prepared Biological Monitoring Plan to support environmental permitting for beach nourishment project. Conducted pre-construction monitoring of the nearshore quadrats and qualitative video surveys along 15 permanent shore-perpendicular transects, as well as interval sediment depth measurements and line intercept along 23 permanently installed shore perpendicular transects. Additionally, nearshore hardbottom edge mapping and pipeline corridor mapping was conducted. (Gahagan & Bryant Associates, Inc., 2017 – 2018)

Flagler Beach, Beach and Shoreline Assessment, Flagler Beach, Florida. Led coastal engineering assessment of shoreline within City of Flagler Beach to identify strategies to mitigate shoreline and beach erosion. Conducted site visit, collaborated with County, and conducted research regarding upcoming projects and funding opportunities. (City of Flagler Beach, 2018 - 2019)

Hillsboro Deerfield Beach Nourishment Project, Broward County, Florida. Project Manager who advised Town Commission on beach management issues. Implemented 339,000 cubic yard beach nourishment project utilizing offshore sand. Managed coastal permitting to secure FDEP Joint Coastal Permit, USACE Individual Permit, and Broward County Environmental Resource License. Managed and participated in biological resource investigations to evaluate Essential Fish Habitat, site pipeline corridor, map nearshore and offshore hardbottom, and map *Acropora* sp., Designed Contingency Mitigation Plan to include siting mitigation reef in the nearshore and oversaw all biological and physical post construction monitoring for permit compliance. Implemented small scale nourishment project to stabilize erosional hotspot downdrift of groin field as an interim beach management strategy. Secured environmental permits authorizing placement of 10,350 cubic yards of screened sand previously excavated from the ICW. Oversaw coastal engineering study to evaluate structural solutions to mitigate downdrift effects of updrift groin field and advised Commission on results. Managed application and processing of Beach Management Funding Assistance Program requests and supported efforts to secure FEMA funding assistance for previous storm related impacts.

Hollywood Beach Renourishment, Broward County, Florida. Project Manager provided strategic beach management services to the City. Two segments of interim beach nourishment were designed to avoid the potential for cumulative impacts from periodic nourishment events with the placement of 59,100 cy of fill from an upland site. Collaborated with engineers to design project with no anticipated impacts to nearshore resources and develop Contingency Mitigation Plan. Secured Federal, State, and Local permits authorizing maintenance renourishment events over a ten-year period using an approved upland source of sand. Managed pre-construction biological resource surveys for Essential Fish Habitat, *Acropora* sp., and nearshore hardbottom edge delineation. Oversaw pre-construction baseline survey to include installation of permanent biological monitoring transects and collection of quantitative and qualitative data. Managed permit required post construction monitoring and associated reporting to include coordination with in house and external teams providing monitoring data. Managed preparation and processing of annual application through FDEP Beach Management Funding Assistance Program.

Village of Key Biscayne Key Biscayne Nourishment, Miami-Dade County, Florida. Project Manager for coordinating with Village Manager and presenting to Village Council on strategic beach management. Coordinated design, managed permitting, and oversaw compliance for 38,000 cy truck haul beach nourishment project in 2012. Assisted in developing a Lighting Ordinance to reduce impacts on nesting and hatchling sea turtles. Developed benthic survey protocol to evaluate EFH and collect data for Endangered Species Act consultation for federally listed *Acropora* sp. corals. Ensured project design avoided direct impacts to nearshore seagrasses. Managed post construction compliance to include seagrass surveys, sea turtle nesting success reporting, and physical monitoring. Manage annual FDEP Local Government Funding Requests and processing.

Hallandale Beach Nourishment, Broward County, Florida. Project Manager that provided strategic beach management consulting services to the City of Hallandale Beach. Advised Commission, City Manager's Office, and City Engineer on coastal engineering issues. Secured FDEP Joint Coastal Permit, USACE Individual Permit, and Broward County Environmental Resource License for the Hallandale Beach truck haul nourishment project to include authorization for multiple nourishment events over a ten-year period.

Hillsboro Inlet District South Jetty Repair Project, Broward County, Florida. Project Manager responsible for conducting on-site marine resource investigation, development of Coral Mitigation Plan and application for the Federal, State and County environmental permits required for the repair of the existing south Jetty structure.

Hillsboro Inlet District Maintenance Dredging, Broward County, Florida. Project Manager responsible for environmental compliance for the ongoing bypassing operation at Hillsboro Inlet. Installed transects on the 1.6-acre artificial mitigation reef in association with previous Hillsboro Inlet modifications. Conducted three years of monitoring of the constructed reef to document colonization and stability to ensure the reef was providing appropriate compensatory mitigation. Coordinated compaction and escarpment surveys, collecting weekly shorebird surveys for four months, as well as 3 yearly shorebird surveys in the early spring prior to tilling.

KATY BROWN MS

SENIOR MARINE BIOLOGIST/APTIM

6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL 33487

PROFESSIONAL QUALIFICATIONS

Katy Brown is a Marine Biologist with APTIM and has applied experience in biological and environmental science since 2005, with experience in Florida since 2007. This experience includes marine habitat characterization of natural and artificial reef communities, coastal wetland biological surveys, and protected species surveys. Ms. Brown also assists with preparation of environmental documents required in order to obtain state and federal permits for coastal projects, including Environmental Assessments (EA), Environmental Impact Statements (EIS), Biological Assessments (BA) in support of ESA Section 7 Consultation and Essential Fish Habitat (EFH) assessments in support of the Magnuson-Stevens Fishery Conservation and Management Act. Ms. Brown leads field survey operations for APTIM as well as analyzes and prepares data for final reports and deliverables.

RELEVANT EXPERIENCE

Collier Boulevard Boating Park, 951 Floating Dock Project, Collier County, Florida

2018 - 2020

Ms. Brown is the Marine Biologist who led the natural resources survey to delineate and characterize the mangrove and benthic resources located within the project area in order to provide updated biological data for the design and permitting phases of this project. Ms. Brown also assisted in obtaining an Environmental Resource Permit for this project.

Collier County Beach Nourishment Project, Collier County, Florida

2013 - 2017

Ms. Brown conducted the biological hardbottom monitoring for pre-construction and for two post-construction events for Collier County. Ms. Brown led the field crew, managed the data, conducted the statistical analyses, and developed the final reports for submittal to the County and FDEP as required by the permits and the biological monitoring plan.

Collier County Bureau of Ocean Energy Management (BOEM) Lease Support, Collier County, Florida

2016 - ongoing

Ms. Brown developed the 2017 Environmental Assessment for the United States Department of the Interior BOEM Lease of Outer Continental Shelf (OSC) sand resources in support of the Collier County Beach Nourishment Project. Ms. Brown is currently coordinating with BOEM to update the National Environmental Policy Act (NEPA) document to include recent environmental information and other data required by BOEM to acquire a new lease.

Collier Creek Emergency Dredging Project, Collier County, Florida

2016 - 2018

Ms. Brown assisted with the hydrographic survey which included the deployment and retrieval of Acoustic Doppler Current Profilers (ADCP) within and adjacent to Collier Creek.

10 YEARS

EXPERIENCE

EDUCATION

- ▶ MS, Marine Biology, Nova Southeastern University, 2016
- ▶ BS, Environmental Science, Fordham University, 2006

HIGHLIGHTS

- ▶ Experience includes marine habitat characterization of natural and artificial reef communities, coastal wetland biological surveys, protected species surveys

REGISTRATIONS/ CERTIFICATIONS

- ▶ PADI Dive Master, 2008
- ▶ AAUS Scientific Diver, 2008
- ▶ Emergency First Responder
- ▶ DAN O2 Administration

AFFILIATIONS

- ▶ Member, Ecological Society of America, 2016
- ▶ Member, Florida Shore and Beach Preservation Association

Sanibel Causeway Island B Stabilization Project, Lee County, Florida*2017 - ongoing*

Ms. Brown is the Marine Biologist and is coordinating with NMFS to develop a seagrass survey protocol to meet regulatory requirements. Ms. Brown delineated and characterized the seagrass resources located along both shorelines in order to provide updated biological data for the design and permitting phases of this project.

Palm Beach County Coastal Program, Palm Beach County, Florida*2014 - ongoing*

Ms. Brown is the Marine Biologist who is supporting the preparation of an Environmental Impact Statement in support of NEPA, as well as Biological Assessment and Essential Fish Habitat Assessment. Ms. Brown performed biological monitoring/assessments including assessment of natural and artificial habitat function via in situ methodologies.

Indian River County Coastal Management Program, Indian River County, Florida*2017 - ongoing*

Ms. Brown is the Marine Biologist who has prepared environmental documents in support of NEPA, Endangered Species Act Section 7 Consultation, and Magnuson-Stevens Fishery Conservation and Management Act. Ms. Brown led the biological monitoring effort for the Sector 5 Beach and Dune Restoration project in 2019 and 2020 and for the Sector 3 Beach and Dune Nourishment project in 2019 and 2020.

Segment II Shore Protection Project, Broward County, Florida*2012 – 2015*

Ms. Brown Conducted biological monitoring of the nearshore hardbottom. The monitoring included benthic characterization, sedimentation analysis and hardbottom delineation methods. Duties included managing field logistics and personnel and data management.

Environmental Documentation & NEPA Compliance

Ms. Brown is the Marine Biologist who has prepared environmental documents in support of National Environmental Policy Act, Endangered Species Act Section 7 Consultation, and Magnuson-Stevens Fishery Conservation and Management Act on the following projects:

Southern Palm Beach Island Comprehensive Shore Stabilization Project Environmental Impact Statement, Biological Assessment and Essential Fish Habitat Assessment, Palm Beach County, Florida

Environmental Assessment, Sector 5 Beach and Dune Restoration Project, Indian River County, Florida

Environmental Assessment, Collier County Beach Renourishment, Collier County, Florida

Protected Species Observations/Enumeration Surveys

Ms. Brown is the Marine Biologist who has performed protected species observations/enumeration surveys via in situ methodologies on the following projects:

Pompano Pier Replacement Project, NMFS Recommended Survey Protocol of *Acropora* spp. and Beach Jacquemontia Endangered Species Survey, City of Pompano Beach, Florida

Delray Beach Sixth Periodic Renourishment Reef Mapping and Listed Coral Survey, City of Delray Beach, Florida

Biological Monitoring/Assessments

Ms. Brown is the Marine Biologist who has performed biological monitoring/assessments including assessment of natural and artificial habitat function via in situ methodologies on the following projects:

Coquina Beach Restoration Project, Manatee County, Florida

Manatee County Central Beach Shore Protection Project, Manatee County, Florida

Collier County Beach Renourishment, Collier County, Florida

SHARA TETER MS

6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL 33487

MARINE BIOLOGIST/ **APTIM****PROFESSIONAL QUALIFICATIONS**

Shara Teter joined APTIM in February 2015, bringing with her extensive experience in marine and coastal biological surveying, scientific SCUBA diving, and Geographic Information Systems (GIS). Ms. Teter has 12 years of experience in marine and biological sciences, and her GIS experience spans over 10 years. She routinely conducts assessments in marine and estuarine habitats, including quantitative benthic assessments, fish census, habitat mapping using aerial imagery, in situ habitat mapping of resources, as well as statistical analysis and report production. Prior to coming to APTIM, she worked as a GIS Technician for the Fort Indiantown Gap National Guard Training Center Engineering Department, and as a member of U.S. Environmental Protection Agency Region 3 GIS Team in the Environmental Assessment & Innovation Division. She also served as a marine biology research assistant for the Guy Harvey Research Institute where her main duties were performing GIS spatial data analysis, investigating the habitat use and spatial movement patterns of elasmobranchs, and conducting marine research in the field.

RELEVANT EXPERIENCE

Indian River County Coastal Management Program, Indian River County, Florida

2017 - ongoing

Ms. Teter conducted the biological monitoring and data analysis for the Sector 5 Beach and Dune Restoration project in 2019 and 2020 and for the Sector 3 Beach and Dune Nourishment project in 2019 and 2020.

Coquina Beach Nourishment Project, Manatee County, Florida

2015 - ongoing

Ms. Teter conducted biological monitoring of the nearshore hardbottom and artificial reefs. The monitoring included benthic characterization, sedimentation analysis and hardbottom delineation methods. Duties included statistical analyses and report development.

Walton County NRDA Artificial Reef Monitoring, Walton County, Florida

2016 - 2017

Ms. Teter is the Marine Biologist who conducted the biological monitoring, including benthic characterization and fish census surveys, for Walton County in support of their Natural Resource Damage Assessment (NRDA) Artificial Reef project in the Gulf of Mexico. We worked collaboratively with Walton County staff, the Florida Fish and Wildlife Commission (FWC), South Walton Artificial Reef Association (SWARA) and other project partners to ensure the successful deployment of artificial reef materials in the 16 permitted project areas and compliance with the FWC grant.

12 YEARS**EXPERIENCE****EDUCATION**

- ▶ MS, Marine Biology and Coastal Zone Management, Nova Southeastern University, 2013
- ▶ BS, Biology, Central Connecticut University, New Britain, Connecticut, 2003

HIGHLIGHTS

- ▶ Experience includes marine habitat characterization of natural and artificial reef communities, protected species surveys, and GIS spatial analysis

REGISTRATIONS/ CERTIFICATIONS

- ▶ PADI Dive Master, 2014
- ▶ AAUS Scientific Diver, 2013
- ▶ Emergency First Responder, CPR, 1st Aid, AED
- ▶ DAN O2 Administration

Protected Species Observations/Enumeration Surveys

Ms. Teter is the Marine Biologist who has performed protected species observations/enumeration surveys via in situ methodologies on the following projects:

Pompano Pier Replacement Project, NMFS Recommended Survey Protocol of *Acropora* spp. Endangered Species Survey, City of Pompano Beach, Florida

Delray Beach Sixth Periodic Renourishment Reef Mapping and Listed Coral Survey, City of Delray Beach, Florida

Biological Monitoring/Assessments

Ms. Teter is the Marine Biologist who has performed biological monitoring/assessments including assessment of natural and artificial habitat function via in situ methodologies on the following projects:

Collier County Beach Nourishment Project, Collier County, Florida

Manatee County SPP, Manatee County, Florida

Coquina Beach Nourishment Project, Manatee County, Florida

Walton County NRDA Artificial Reef Monitoring, Walton County, Florida

Broward County Segment II Shore Protection Project, Broward County, Florida

St. Lucie Inlet South Jetty Assessment, Martin County, Florida

Golden Triangle Marsh Creation Project, Lake Borgne, Louisiana

Hillsboro Boulevard Water Main Upgrade Project Seagrass Survey, Broward County, Florida

Riviera Beach Force and Water Main Project, Palm Beach County, Florida

Indian River County Coastal Management Program, Indian River County, Florida

Pompano Pier Replacement Project, Broward County, Florida

Sarasota Bay Estuary Program, Artificial Reef Monitoring Project, Sarasota County, Florida

City of Deerfield Beach Recreational Artificial Reef Project, City of Deerfield Beach, Florida

JEFFREY ANDREWS PSM 6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL 33487

GEOLOGY & SURVEY SPECIALIST/APTIM

PROFESSIONAL QUALIFICATIONS

Jeffrey Andrews has extensive experience in hydrographic surveying and is well versed in undertaking surveys in offshore and navigable channel environments using the latest state-of-the art equipment. He has performed marine sand resource investigations and offshore geotechnical, geophysical and hydrographic mapping since the early 1980's. He is an American Congress on Surveying and Mapping (ACSM) Certified Inshore Hydrographer (CIH) as well as a Professional Surveyor and Mapper (PSM). He has conducted hundreds marine investigations and mapped more than 100 million cubic yards of beach compatible sand on the continental shelf. With nearly 40 years of experience, he continues to manage and direct hydrographic, topographic and geophysical data collection in the Mississippi and Atchafalaya Rivers and along the Gulf coast. Mr. Andrews was awarded the Florida Shore and Beach Preservation Association's 2018 Per Bruun Distinguished Service Award for his significant contributions in the cause of beach preservation.

RELEVANT EXPERIENCE

Captiva and Sanibel Island Annual Monitoring Surveys, Lee County, Florida

2017

Mr. Andrews directed the 2017 topographic and hydrographic monitoring surveys for the Captiva and Sanibel Nourishment project. The physical monitoring of Captiva and Sanibel Islands included topographic and hydrographic surveys of the beach and offshore areas. The monitoring data is necessary for both the CEPD and the Florida Department of Environmental Protection to continually observe and assess beach conditions. Monitoring surveys are further needed to continually observe the performance of the nourishment project as well as assess effects of the project on adjacent shorelines.

Physical Monitoring & Permit Compliance Services, Anna Maria Island, Manatee County, Florida

2013 - 2017

The annual physical monitoring services include the permit required survey data and aerial photography collection and preparation of the survey report and engineering monitoring report submittals for the projects on Anna Maria Island, including the Central Beach Project (2014), Coquina Beach Project (2014), the Longboat Pass Geotextile Tube Project (2012), and the Cortez Groins Project (2016).

40 YEARS

EXPERIENCE

EDUCATION

- ▶ MS, Ocean Studies, Nova Southeastern University, Florida, 1995
- ▶ BS, Marine Science, University of North Carolina, Wilmington, 1979

HIGHLIGHTS

- ▶ Nearly 40 years of experience in hydrographic surveying
- ▶ Well-versed in undertaking surveys in offshore and navigable channel environments using the latest equipment

REGISTRATIONS/ CERTIFICATIONS

- ▶ Certified Inshore Hydrographer, License No. 104, 1998
- ▶ Professional Surveyor and Mapper, Florida, License No. LS5805, 1998

AFFILIATIONS

- ▶ Member, The Hydrographic Society of America
- ▶ Member, National Society of Professional Surveyors
- ▶ Member, Florida Society of Professional Surveyors

Long Key State Park Topographic Survey, Long Key, Florida**2017**

Mr. Andrews was the surveyor of record and in charge of all field and office operations for the Long Key Topographic Survey. The survey included a mean high water survey, location of improvements within the campsites, topography of the beach, and location of subsurface utility designations.

Offshore Geotechnical Investigations Panama City Beaches Erosion Control and Storm Damage Reduction Project, Bay County, Florida**2009, 2007 & 1998**

Mr. Andrews has directed three offshore sand searches and borrow area design projects for the 7.5 mile-long Panama City Beach Erosion Control and Storm Damage Reduction Project. In this time, 16 borrow areas have been developed, modified or improved; often in support of immediate construction. Sand search and geotechnical investigations included: bathymetric, seismic, side scan sonar, magnetometer surveys, jet probes and vibracores, and sand grain compatibility analysis. He directed the sand search and geotechnical investigation reports incorporating collected data and analysis. Over 25 million cubic yards of sand have been permitted, with over 15 million placed on the beach.

Beach and Offshore Survey, Bay County, Florida**2009, 2004 & 1998**

Mr. Andrews has served as the Director of Survey and Marine Geosciences for APTIM's services since 1989. Mr. Andrews directed the monitoring effort, including the permit required survey data and preparation of the survey report submittals for the projects in Bay County in 1998, 2004 and 2009.

Additional Project Experiences Include:

Delray Beach, Florida, Pre-Construction Hydrographic Survey (2013-2016)

Lido Key, Florida, Beach and Offshore Survey (2009, 2015)

Redfish and Blind Pass Bathymetric Surveys (2015)

Dade County, Florida, Erosion Monitoring Hydrographic and Topographic Survey (2013)

Broward County, Florida Beach Profile Survey (2009-2013)

Port of Miami, Florida, Side Scan Survey and Multibeam Survey (2012)

Broward County, Florida, Nearshore Multibeam Survey (2011-2012)

Atchafalaya River, Louisiana, Multibeam Survey (2011-2012)

Shell Island, Louisiana, Borrow Area Bathymetric Survey (2011)

Longboat Key, Florida, Beach and Offshore Survey (2010)

Manatee County Port Dolphin Pipeline, Florida, Offshore Survey (2010)

Cameron Meadows, Louisiana, Sand Resource Investigations (2015)

BOEM, Louisiana, CR at Significant Sand Extraction Areas (2015)

MICHAEL LOWIEC PSM

6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL 33487

PROJECT SURVEYOR & GEOMATICS MANAGER/APTIM**PROFESSIONAL QUALIFICATIONS**

Michael Lowiec, PSM, is a registered Florida Professional Surveyor and Mapper in technical charge of field and office operations for our Geomatics Department. He is responsible for the design of field phases of all surveys and reviewing all topographic and hydrographic survey data including multi-beam and single beam sonar surveys, beach profiles, inlet and shoal surveys, borrow area surveys, port and harbor surveys, and coastal structure surveys. Mr. Lowiec prepares permit required physical monitoring survey reports, private and public sovereign submerged land leases and easements, certified survey maps and drawings. He oversees land-based survey tasks including boundary surveys, right of way verification, mean high water surveys and is involved with the platting of erosion control lines. Mr. Lowiec has extensive knowledge of conventional and GPS-based survey methods and is trained and approved to use the National Geodetic Survey OPUS-Projects for establishment of GPS networks and control monuments.

RELEVANT EXPERIENCE

Broward County Beach Profile Surveys, Mean High Water Survey and Erosion Control Line Establishment, Broward County, Florida

2016 - 2022

Mr. Lowiec served as the surveyor of record and was in technical charge of field and office operations for the Broward County Beach Profile and Mean High-Water Line survey for the establishment of an Erosion Control Line. Beach profiles were collected throughout the entire county as well as a Mean High-Water survey in the area of the Segment II project area. Mr. Lowiec coordinated with the relevant state agencies and performed the work in compliance with Chapter 161.141 of the Florida Statutes. A final certified map was produced and delivered to the Florida Department of Environmental Protection and the Division of State Lands. APTIM has also provided permit required annual monitoring from 2015 to 2020 consisting of topographic and hydrographic beach profiles from FDEP monuments R-25-R-85.

Mexico Beach Restoration Project, Bay County, Florida

2018 - ongoing

In 2018, the Bay County Tourist Development Council contracted APTIM to provide preliminary reconnaissance sand search services to identify potential nearby offshore sand sources for use in a full-scale nourishment of Mexico Beach. APTIM conducted a preliminary reconnaissance sand search (Phase I) utilizing jet probes to refine potential sand resources. APTIM analyzed the jet probe sample data and identified one potential sand resource investigation area. This area was targeted during the 2019 Phase II and Phase III geophysical (magnetometer, sub-bottom profiling, sidescan sonar and bathymetric survey) and geotechnical (vibracore) investigations. Mr. Lowiec served as the project surveyor and oversaw field survey planning, geodetic control and water level corrections, single beam sonar collection, and processing of the hydrographic data.

16 YEARS**EXPERIENCE****EDUCATION**

- ▶ BS, Marine Science, Coastal Carolina University, 2002

HIGHLIGHTS

- ▶ 16 years of experience and industry expert in the field of coastal hydrographic survey, geodetic control, and topographic survey support for beach nourishment, coastal structures, and inlet management

**REGISTRATIONS/
CERTIFICATIONS**

- ▶ Professional Surveyor and Mapper, Florida, License No. 6846, Active
- ▶ National Geodetic Survey Opus-Project Manager
- ▶ Hypack Certified

AFFILIATIONS

- ▶ Member, Florida Surveying and Mapping Society
- ▶ Member, National Society of Professional Surveyors
- ▶ Member, Hydrographic Society of America (south Florida regional contact)

Captiva and Sanibel Annual Monitoring Surveys, Lee County, Florida*2016 - ongoing*

Surveyor of record and in technical charge of the 2016 and 2020 Topographic and Hydrographic monitoring surveys for the Captiva and Sanibel Nourishment project. The physical monitoring of Captiva and Sanibel Islands included topographic and hydrographic surveys of the beach and offshore areas. The monitoring data is necessary in order for both the Captiva Erosion Prevention District (CEPD) and the FDEP to continually observe and assess beach conditions. Monitoring surveys are further needed to continually observe the performance of the nourishment project as well as assess effects of the project on adjacent shorelines.

Indian River County Multibeam Survey, Indian River County, Florida*2018*

APTIM was contracted by Indian River County to conduct a hydrographic survey of the south borrow area using a Reson Seabat 7125 SV2 multibeam system. The survey was conducted aboard APTIM's 24-foot Privateer survey vessel. An Applanix POS MV aided by Real Time Kinematic Global Positioning System (RTK GPS) was used for position and tide corrections. Mr. Lowiec served as surveyor of record for this survey.

Redfish Pass Inlet Management Plan, Lee County, Florida*2015*

Surveyor of record for hydrographic and topographic surveys in support of the Redfish Pass Inlet Management Study. Hydrographic data was collected through the inlet complex as well as beach profiles on the adjacent beach. Three ADCPs and two water level recorders were deployed to measure currents, waves, and tide levels to model the complex coastal processes of the system and the impacts to Redfish Pass and Blind Pass in Lee County, Florida. Instruments were deployed for 30 days within each inlet as well as nearshore and offshore control sites.

Miami-Dade Annual Beach Profile Survey, Miami-Dade County, Florida*2004 - 2014*

APTIM is a pre-qualified survey and engineering firm with Miami-Dade County, and has performed Beach Profile surveys on all of the County Beaches, starting in 2004, where a total of 154 profiles stations were surveyed. APTIM has performed the beach profiles survey several times during our time under contract with the County with the last assignment taking place in 2014. APTIM utilizes state-of-the-art survey technology to perform all tasks including Real Time Kinematic Global Positioning Systems, dynamic motion compensators, and highly accurate digital sounders to ensure a top-quality product for the County. Mr. Lowiec was Project Manager and Surveyor of Record for this survey.

Collier County Beach Profile and Inlet Surveys, Collier County, Florida*2007 - 2010*

Mr. Lowiec served as the lead surveyor in technical charge of all field and office operations for beach profile and inlet surveys conducted for Collier County from 2007 to 2010. Survey work included topographic and hydrographic beach profiles for FDEP-required physical monitoring of County beaches from Delnor-Wiggins State Park to South Marco Island. The work also included hydrographic surveys of Doctors Pass, Wiggins Pass, and Clam Pass. All work resulted in certified survey reports and maps submitted to FDEP.

COTY GRANGER

6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL 33487

SURVEY FIELD CHIEF/APTIM

PROFESSIONAL QUALIFICATIONS

Coty Granger joined APTIM in 2014 and has a background in topographic survey utilizing RTK GPS, and hydrographic survey collecting offshore bathymetric data with single beam sonar system. Mr. Granger has experience leading land and small vessel surveys and has experience in data reduction and interpretation. Mr. Granger has experience in the collection and registration of 3D terrestrial laser scanning.

RELEVANT EXPERIENCE

Miami-Dade County Annual Beach Profile Survey

2014 - ongoing

Mr. Granger is a surveyor and has performed beach profile surveys on all the county beaches, where a total of 154 profile stations were surveyed. APTIM has performed the beach profile surveys several times over the course of the contract with the last survey done in 2014. APTIM utilizes state-of-the-art survey technology to perform all tasks including Real Time Kinematic Global Positioning Systems, dynamic motion compensators, and highly accurate digital sounders to ensure a top quality product for the County.

System Wide Assessment and Monitoring Program Hydrographic Surveys, Coastal Louisiana

2019 - ongoing

Mr. Granger was the field chief providing hydrographic and geophysical survey services in continuation of the program. Over 5000 miles of hydrographic data was collected along coastal Louisiana from the Mississippi State line to Texas State line including Lake Borgne, Barataria Basin, Terrebonne Basin, Atchafalaya Delta, Vermillion Bay, Lake Calcasieu and Lake Sabine. Mr. Granger led data collection for Phase III.

Lewis Creek Spillway Vulnerability 3D Laser Scan and Topographic Survey, Willis, Texas

2020 - ongoing

Mr. Granger was the survey technician responsible for the data collection and field operations in an effort to calculate the movement and displacement of a failing dam used to drain the Lewis Creek Spillway. Data collection included a 3D laser scan as well as topographic data in and around the spillway. Survey control was established and the 3D scan data was georeferenced with RTK GPS.

Indian River County, Florida Multibeam Survey

2018

Mr. Granger was the field chief to conduct a hydrographic survey of the south borrow area using a Reson Seabat 7125 multibeam system. The survey was conducted aboard APTIM's 24-foot Privateer survey vessel. An Applanix POS MV aided by Real Time Kinematic Global Positioning System (RTK GPS) was used for position and tide corrections.

8 YEARS

EXPERIENCE

EDUCATION

- ▶ AS, Niagara County Community College, 2012

HIGHLIGHTS

- ▶ Over 8 years surveying and mapping experience
- ▶ Proficient with hydrographic and topographic data collection
- ▶ Proficient with 3D laser scanning

REGISTRATIONS/ CERTIFICATIONS

- ▶ Class A CDL Driver's license

EQUIPMENT PROFICIENCY

- ▶ Real-Time Kinematic (RTK) GPS systems
- ▶ Multibeam and single beam sonar
- ▶ Applanix POS M/V
- ▶ Faro 3D X330 laser scanner
- ▶ Conventional Land Survey (Total Station, Level)

Broward County Beach Profile Surveys

2019 - ongoing

APTIM was contracted with Olsen and Associates (J/V) to provide, in part, survey services for the ongoing Broward County Segment II beach nourishment program. Tasks included a mean high water survey and preparation of an Erosion Control Line in extension of the segment II nourishment project. Surveyors from APTIM performed the survey and prepared all required drawings, public notices, and other platting items as required by Chapter 161.141 of the Florida Statutes. APTIM also provided permit required annual monitoring from 2015 to 2020 consisting of topographic and hydrographic beach profiles from FDEP monuments R-25 to R-85. All work was conducted under the direct supervision of a Professional Surveyor and Mapper and a Certified Inshore Hydrographer.

PATRICK BRYCE PG

725 US HIGHWAY 301 SOUTH, TAMPA, FL 33619

SENIOR MARINE GEOLOGIST/APTIM**PROFESSIONAL QUALIFICATIONS**

Patrick Bryce joined APTIM in 2017. He has over 8 years of experience in various types of geological and geophysical projects and investigations. Mr. Bryce has been involved in data collection and processing of both geophysical data (sidescan sonar, seismic sub-bottom, and magnetometer with USBL positioning) as well as collection of geotechnical data (vibracore, surface samples, and jet probe). Mr. Bryce's project experience includes sand search, hydrogeological, geotechnical, environmental, marine, and sinkhole/subsidence investigations across the State of Florida and the eastern Caribbean.

RELEVANT EXPERIENCE**Texas General Land Office/BOEM Region 1 Reconnaissance and OCS Geophysical Sand Search***2020 - ongoing*

Mr. Bryce is the deputy project manager and party chief for these projects. Mr. Bryce has assisted with overall project management for this comprehensive high-resolution geophysical survey. The OCS project collected 1050 nm of geophysical data with 1-mile spaced survey lines and the reconnaissance project collected 2200 nm of geophysical data with 1-mile spaced survey lines, both in search of potential future coastal restoration sediment sources.

Preliminary Reconnaissance Sand Search, Jet Probe Operations, Mexico Beach, Florida*2019 - ongoing*

During the first phase of the project, Mr. Bryce assisted in the dive operations to collect jet probes to determine depths and thicknesses of potential sand sources offshore Mexico Beach. Currently, Mr. Bryce is assisting with the planning and mobilization for the design-level geophysical operations, currently planned for April 2019, where he will serve as the sidescan sonar lead responsible for all magnetometer data collection, processing, and interpretation.

Williams Assets Significant Sediment Resource Areas Evaluations*2018 - ongoing*

Mr. Bryce assisted with field planning and participated in geophysical and geotechnical data collection for this project. Mr. Bryce served as Sidescan Sonar lead and as an operator of APTIM's SEAS-VC700 vibracore system. Mr. Bryce also conducted, sidescan sonar data processing and interpretation, and report writing in support of the characterization of significant sediment resources. Mr. Bryce was involved in the project mobilization and assisted with the field data collection for the inspection of the submerged areas of the Peace River reservoir for evidence of sinkhole formation. Post field operations Mr. Bryce was responsible for sidescan sonar data processing, interpretation and exporting final data deliverables and a Final Report of Findings.

8 YEARS**EXPERIENCE****EDUCATION**

- ▶ BS, Marine Science (Geology Track), Eckerd College, St. Petersburg, FL, 2010

HIGHLIGHTS

- ▶ Over 8 years of experience collecting, processing, and interpreting geologic and geophysical data for marine, geotechnical, and hydrogeological investigations

REGISTRATIONS/ TRAINING

- ▶ Professional Geologist, Florida No. PG2945
- ▶ First Aid and CPR Certifications, 2018
- ▶ PDIC Open Water Diver, 2008
- ▶ SDI NITROX Certification, 2018

ANALYTICAL TECHNIQUES/ EQUIPMENT PROFICIENCY

- ▶ Edgetech SB216 and SB512 sub-bottom profilers
- ▶ Edgetech side scan sonar 4200 and 4125 systems
- ▶ Geometrics G-882 Digital Cesium Magnetometer

Lake Okeechobee Jet Probe and Vibracore Survey

2018

Mr. Bryce assisted with the project planning and field operations and led the geotechnical data collection efforts in Lake Okeechobee. The project consisted of collecting 15 jet probes and 15 vibracores followed by geotechnical data processing to support the identification and delineation of the sub-surface stratigraphy in the nearshore area of Lake Okeechobee near Pahokee, Florida for Palm Beach County.

BETH FORREST

PhD, PG

6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL 33487

SENIOR GEOLOGIST/APTIM

PROFESSIONAL QUALIFICATIONS

Beth Forrest, PhD, PG, is a coastal sciences manager, overseeing the Geology and Geophysics Group. Dr. Forrest has over 17 years of experience with APTIM and is responsible for assisting with data collection and analysis, borrow area development, permitting, product preparation and technical report and presentation preparation in support of beach and marsh habitat restoration projects throughout the Gulf coast and eastern United States including Alabama, Texas, Louisiana, Florida, New York and North Carolina. Dr. Forrest has processed over 100 datasets for incorporation into Florida's Reconnaissance Offshore Sand Search (ROSS) Database, a queriable database and internet map viewer that was developed to compile and disseminate available coastal and nearshore data. Prior to working at APTIM, Dr. Forrest worked as a Coastal Geologist for the Florida Department of Environmental Protection.

RELEVANT EXPERIENCE**Mexico Beach Restoration Project, Bay County, Florida**

2018 - 2020

In 2018, the Bay County Tourist Development Council contracted APTIM to provide preliminary reconnaissance sand search services to identify potential nearby offshore sand sources for use in a full-scale nourishment of Mexico Beach. APTIM conducted a preliminary reconnaissance sand search (Phase I) utilizing jet probes to refine potential sand resources. APTIM analyzed the jet probe sample data and identified one potential sand resource investigation area. This area was targeted during the 2019 Phase II and Phase III geophysical (magnetometer, sub-bottom profiling, sidescan sonar and bathymetric survey) and geotechnical (vibracore) investigations. Dr. Forrest is the geologist who provided assistance with technical report development and has been providing permitting assistance.

Redfish Pass, Lee County, Florida

2019 - 2020

Based on the 2019 Inlet Management Study of Redfish Pass and Adjacent Beaches developed by APTIM which recommended using the ebb shoal as a sand source, APTIM conducted a comprehensive geophysical and geotechnical sand search for Redfish Pass. Dr. Forrest is the geologist who is overseeing the development of a desktop study which compiled data related to past investigation areas, previously identified sand sources and developed borrow areas as well as previously collected geophysical and geotechnical data. Based on her evaluation of the existing data, Dr. Forrest helped develop a survey plan that made the most efficient use of existing data and avoided collecting duplicate data. Dr. Forrest oversaw the analysis of the 16 core borings collected in support of this project. This included logging, photographing, sample collection, sediment grain size analysis and carbonate testing. Based on these results, Dr. Forrest developed and designed a preliminary borrow area containing over 600,000 cy of suitable sediment for beach placement.

17 YEARS**EXPERIENCE****EDUCATION**

- ▶ PhD, Geology, Florida State University, 2007
- ▶ MS, Geology-Geochronology, McMaster University, 2003
- ▶ BS, Geology, McMaster University, Boca Raton, 2001

HIGHLIGHTS

- ▶ Numerous Papers in Geology Publications
- ▶ Manages APTIM's "Marine Trash and Debris Awareness and Elimination" program to satisfy BOEM's yearly certification requirements

**REGISTRATIONS/
CERTIFICATIONS**

- ▶ Professional Geologist, New York, License No. 000703, Active
- ▶ BOEM Certified Protected Species Observer

AFFILIATIONS

- ▶ Reviewer, Journal of Coastal Research
- ▶ Member, American Shore and Beach Preservation Association

Wiggins Pass Geotechnical Review, Collier County, Florida, Project Geologist

2011

The client was pursuing a permit to straighten Wiggins Pass in response to safety concerns and impacts to adjacent shorelines. I was tasked by the project engineer with characterizing the sediment within the Wiggins Pass ebb shoal, flood shoal and tributaries. To accomplish this, I compiled and reviewed existing geotechnical (vibracores, grab samples and jet probes) and geophysical (seismic) data. Following my initial work, we were requested to perform an analysis of the geologic control on the inlet provided by limestone, peat and/or clay substrata by collecting additional vibracores and seismic data. I planned the locations of the vibracores based on the location of existing data and assisted with the layout of seismic survey lines. My final review of the historic and newly collected data indicated that the ebb shoal, flood shoal and tributaries were predominantly fine-grained sand with pockets of shelly sediment, organic clay and rock fragments. My review of the seismic data and vibracore data indicated that these sediment types did not occur in continuous layers, which is consistent with reworked sediments associated with inlets. No continuous rock layer was found within the inlet and no controlling feature was identified directly adjacent to the current channel alignment. My recommendations included avoidance of rocky sediment or disposal at an upland disposal facility after dredging.

Collier County Emergency Sand Source Investigation: Phase III Geophysical and Geotechnical Investigations, Florida

2008 - 2009

Dr. Forrest was responsible for compiling and analyzing historic/existing geophysical and geotechnical data to develop an understanding of the offshore regional geomorphology, using this information to identify geomorphic features most likely to contain compatible sediment resources for the specific project. These features were then targeted during reconnaissance and design level geophysical and vibracore surveys. Dr. Forrest also analyzed vibracores collected in support of this project. Analysis included: core logging by describing sedimentary properties by layer in terms of layer thickness, color, texture, composition and presence of clay, silt, gravel or shell and any other identifying features by obtaining small sediment samples from irregular intervals within the cores based on distinct layers in the sediment sequence by photographing cores in 2 ft sections against an 18% grey background, Munsell color determination in accordance with ASTM D 2488-00 (visual manual procedure), in-situ field vane shear testing in cohesive soils in accordance with ASTM D 4648-00, sediment grain size analysis in accordance with ASTM D422-63 for particle size analysis of soils (for sediment finer than the No. 230 sieve ASTM D1140-00 is followed), and carbonate testing using the acid leaching method described by Twenhofel and Tyler (1941). She was also responsible for compiling final deliverables which included a final report as well as geotechnical and geophysical appendices presenting the results of the seismic, bathymetric, magnetometer, sidescan sonar and vibracore survey efforts.

SABRINA PORTO MS 6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL 33487

GEOLOGIST/APTIM

PROFESSIONAL QUALIFICATIONS

Sabrina Porto is a Marine Geologist with APTIM. Ms. Porto assists with data formatting and data review as well as geophysical data acquisition using sub-bottom profilers, sidescan sonars, magnetometers and singlebeam bathymetry systems. Ms. Porto is also the lab manager for the Boca Raton office's CMEC accredited geotechnical laboratory.

RELEVANT EXPERIENCE

Cocohatchee River Dredging Feasibility Evaluation, Collier County, Florida

2020

Ms. Porto is responsible for the detailed analysis and processing of geotechnical data. Collier County (County) desired to evaluate the feasibility of instituting a dredging program for the Cocohatchee River in a phased approach. The river, which is the upstream tributary of Wiggins Pass, has not been maintained in at least 15 years. While the inland waterway dredging program may be developed and expanded to other related water bodies in the future, this feasibility evaluation phase focused on the shoaling near the US 41 bridge crossing.

Texas General Land Office (GLO) Region 1 Sediment Management Plan Surveys, Offshore Texas

Ongoing

Ms. Porto is currently assisting with high-resolution marine geophysical data acquisition offshore Texas in GLO Region 1 and OCS. Concurrent magnetometer, bathymetric, sub-bottom profiling and sidescan sonar surveys are being conducted on an offshore vessel 24-hours per day. Ms. Porto is also acting as a Protected Species Observer (PSO) while survey is being conducted in federal waters.

System Wide Assessment and Monitoring Program (SWAMP), Louisiana

2019 - 2020

Ms. Porto was responsible for reporting field daily activities to the client, attending client meeting and providing client/crew assistance. She also provided field assistance, helping collect magnetometer, bathymetric, sub-bottom profiling and sidescan sonar data along the Louisiana coast.

Mexico Beach Sand Search, Bay County, Florida

2019

Ms. Porto helped with sediment core processing, vibracore and grab sample sieve analysis, data entry into specific software, data review and generation of sieve data reports and curves for the comprehensive study of the nearshore area off Mexico Beach in order to delineate a potential borrow area for coastal restoration efforts for the reconstruction of approximately 3 miles of beach impacted by Hurricane Michael.

5 YEARS

EXPERIENCE

EDUCATION

- ▶ MS, Geosciences, Geology focus, Florida Atlantic University, 2017
- ▶ BS, Geology, Universidade Federal de Sergipe (UFS), 2014

HIGHLIGHTS

- ▶ Fluent in Portuguese

REGISTRATIONS/ CERTIFICATIONS

- ▶ RPS Offshore Protected Species Observer (PSO) Training 2020
- ▶ 3200-XS Sub-bottom Profiler Training Course
- ▶ Fluvial Dynamic and Sedimentometry
- ▶ Sedimentation in Deepwater
- ▶ First Aid/CPR/AED and Administering Emergency Oxygen, American Red Cross

OPERATING EQUIPMENT

- ▶ Sidescan Sonar
- ▶ Sub-bottom Profiler
- ▶ Magnetometer
- ▶ Teledyne ODOM Hydrotrac II Singlebeam
- ▶ Sound Velocity Profiler

Louisiana Sand/Sediment Resource Database (LASARD)

Ongoing

Ms. Porto is responsible for data formatting, data cataloging, review and compilation of data. This database was developed by CPRA to help facilitate the identification and management of nearshore, offshore and riverine sediment resources and is used to manage, archive, and maintain geological, geophysical, geotechnical and other related data pertaining to the exploration of sand/sediment in various environments.

South Lake Worth Inlet Sand Trap Expansion and Maintenance Dredging

2020 - ongoing

Palm Beach County requested Aptim Environmental & Infrastructure, LLC (APTIM) to perform design and permitting tasks to assist the County in preparing for the next periodic maintenance dredging project at South Lake Worth Inlet (SLWI). APTIM performed hydrographic surveys for three dredge sites and two disposal sites including portions of the Intracoastal Waterway (ICW) at cut P-50 from 12+00 to 30+00, the interior sand trap of SLWI, the Oyer Park Boat Channel, the SLWI artificial reef, and the Half Moon Bay Hole. Ms. Porto was responsible for geotechnical analysis and generation of bathymetric surface maps in GIS.

Currituck County Beach Monitoring and Beach Stability Assessment, North Carolina

2020

Ms. Porto was responsible for sieve analysis of sediment samples in accordance with the American Society for Testing and Materials (ASTM). Grain size results were entered into the gINT® software program, which computes the mean and median grain size, sorting, silt/clay percentages for each sample using the moment method. Results were provided as granulometric reports and grain size distribution curves for individual and profile composite samples, as well as overall composite grain size tables.

ANGELA BELDEN

FAA Drone Pilot 6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL

GIS/CAD DIRECTOR/APTIM

PROFESSIONAL QUALIFICATIONS

Angela Belden has over 30 years of experience working with various GIS, CAD and engineering programs. She directs all GIS operations for APTIM's coastal restoration offices, and is responsible for the management of personnel, software, and resources that provide GIS and Computer Aided Engineering/Drafting (CAE/CAD) service and product support to all of our regional offices and clients. She advises the groups Remote Sensing and Spectral Analysis Applications, including geoprocessing, archival in spatial databases and the creation of maps and visualizations. Ms. Belden has served as a Project Manager for many 3D scanning/BIM efforts where responsibilities included proposal preparation, scope of work development, level-of-effort and pricing determination, scheduling, BIM execution plans, and product development.

Ms. Belden possesses a broad range of experience with geospatial technologies ranging from database design, integration, data validation and integrity, specializing in complex GIS file translations between widespread digital formats. She also directs all CAD documentation development and software applications. She has successful project and resource management experience and has provided both geospatial and information management technical support on numerous projects.

Ms. Belden has served as a Project Manager for GIS-oriented projects where responsibilities included proposal preparation, scope of work development, level-of-effort and pricing determination, and scheduling and budget oversight. She has authored and presented papers at multiple GIS conferences.

Ms. Belden is experienced in a variety of information technologies, from ESRI's suite of GIS products to graphic design packages such as Adobe Illustrator and Photoshop. In 2000, her project management experience began with environmental resource mapping in Broward County, and has extended to more than 17 GIS benthic habitat mapping projects from Texas to North Carolina. Ms. Belden specializes in customized GIS products that clients require for public distribution.

36 YEARS

EXPERIENCE

EDUCATION

- ▶ AS, Business Management, New Hampshire Technical Institute, 1985

HIGHLIGHTS

- ▶ Over 30 years of experience working with various GIS, CAD, and engineering programs

REGISTRATIONS/ CERTIFICATIONS

- ▶ AutoCAD 2013 Certified Professional
- ▶ AutoCAD 2011 Civil 3D Certified Associate
- ▶ Certification in Metadata for Geospatial and Biological Metadata, USGS, 2002
- ▶ FAA Part 107 sUAS Airman Remote Pilot, 2016

TRAINING

- ▶ ESRI Enterprise Dbase Development and Management, 2007
- ▶ Certified Autodesk Civil 3D Training, 2006
- ▶ USGS Metadata for Geospatial & Biological Data Training, 2002
- ▶ ESRI GIS Training, University of Florida, 1995-1996; 2000
- ▶ Certified Autodesk Training, 1995, 2000, 2001, 2006
- ▶ Certified Eaglepoint Survey Software Training, 1994, 2000
- ▶ Certified Microstation Training, 1993

HEATHER VOLLMER

GISP 6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL

GIS ANALYST/APTIM

PROFESSIONAL QUALIFICATIONS

Heather Vollmer is a GIS professional with 21 years of experience in GIS data mining, engineering and maintenance, remote sensing, spatial analysis, supporting documentation and web app development. She is heavily involved in innovating the application of geospatial technologies to further advance the understanding of coastal management. Since joining APTIM in 2006, Ms. Vollmer has been charged with providing geospatial technological support to streamline and improve client projects and deliverables. Ms. Vollmer has been involved with numerous permit applications for beach nourishment projects along the coasts of Florida, North Carolina, Louisiana, New York and Alabama supporting our marine biologist, surveyors, modelers, geologist and engineers.

RELEVANT EXPERIENCE

GIS Analyst

Ms. Vollmer is responsible for all GIS spatial analysis, data creation, maintenance and QA/QC, supporting report documentation (permit drawings, report figures, tables, technical write-ups). A selected listing of Ms. Vollmer's project experience is provided below:

Wiggins Pass Maintenance Dredging and Navigation Improvement Project, Collier County, Florida

Collier County Beach Nourishment Project, Collier County, Florida

Local Government Funding Requests, Collier County, Florida

Anna Maria Island Shore Protection Project, Manatee County, Florida

Town of Longboat Key Beach Renourishment Project, Florida

Town of Longboat Key North End Renourishment and Structural Stabilization Project, Florida

Town of Longboat Key Breakwater Project, Florida

Coquina Beach Restoration Project, Manatee County, Florida

Captiva and Sanibel Islands Beach Restoration Project, Captiva Island, Captiva Erosion Prevention District

Panama City Beach Erosion Control and Storm Damage Reduction Project, Bay County, Florida

City of Delray Beach, Florida Fifth Periodic Renourishment, Delray Beach, Florida

Broward County Segments II and III Shore Protection Projects, Florida

GIS Analyst, Interactive GIS Database, Town of Palm Beach, Florida

The goal of the Town of Palm Beach's interactive GIS database was to provide a functional tool to explore the data that pertained to the Town's coastal projects. Ms. Vollmer was in charge of creating the interactive interface,

21 YEARS

EXPERIENCE

EDUCATION

- ▶ MS, Environmental Studies, Florida International University, 2010
- ▶ BS, Environmental Studies, Stockton University, 2003

HIGHLIGHTS

- ▶ More than 14 years of experience in ocean/coastal GIS in Florida
- ▶ 7 GIS scientific/technical publications

REGISTRATIONS/ CERTIFICATIONS

- ▶ GIS Professional (GISP) GIS Certification Institute, 2011
- ▶ Certificate of Geographic Information Systems, 2003
- ▶ Florida Master Naturalist

TRAINING

- ▶ ESRI ArcPro
- ▶ ESRI ArcGIS Online
- ▶ ESRI ArcGIS Suite
- ▶ ArcGIS extensions
- ▶ ERDAS-IMAGINE
- ▶ USGS Digital Shoreline Analysis System (DSAS)
- ▶ AutoCAD 2020
- ▶ Microsoft Access
- ▶ IDRISI-Taiga

creating database structure, QA/QC the database, writing FGDC compliant metadata, performing data analysis for impacts and persistence of hardbottom resources.

GIS Analyst, APTIM Enterprise, Data Structure and Management

Ms. Vollmer is APTIM's database librarian. She reformats and performs all QA/QC for database uploads as well as data mining for additional beneficial database information. She researches new technology and suggests future database management direction. She provides all in-house training and assists with the development of user documentation.



YEARS OF EXPERIENCE

- 20

EDUCATION

- M.S. Coastal Engineering, Technical University of Denmark

LICENSES

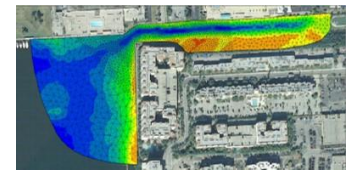
- Florida PE No. 69839

PROFESSIONAL AFFILIATIONS

- Permanent International Association of Navigation Congress
- Member of PIANC Working group
- Design and Operational Guidelines for "Superyacht Facilities"
- Danish Society of Hydraulic Engineering
- Port Everglades Association
- Florida Association of Environmental Professionals
- The Environmental Land Use Law Section of the Florida Bar

SKILLS & EXPERTISE

- ✓ Waterfront Engineering and Planning
- ✓ Coastal Resiliency
- ✓ Numerical Modeling
- ✓ Environmental Permitting
- ✓ Coastal and Marine Structures
- ✓ Coastal Processes - Waves, Currents, Sediment Transport and Hurricanes



RELEVANT EXPERIENCE

Miami Beach Emergency Truck Haul, Miami Beach, Florida. Performed surveying, data collection, volumetric and equilibrium toe of fill analysis based on available historical beach profiles for four segments of beach. This information was utilized in designing the expansion of beach segments for maintenance nourishment. A total of 20,000 cubic yards of material placed along a heavily eroded segment of shoreline. (*Miami-Dade County, 2015-2016*)

MSC Cruises Ocean Cay Marine Reserve, The Bahamas. Design of 10,000 feet of beach and 5,000 feet of shoreline stabilization for proposed out-island cruise destination. Environmental resource surveys and preparation of Environmental Impact Assessment (EIA) for proposed land and marine works. Detailed coastal engineering analysis, including numerical modeling of hurricane impacts. Engineering design of beach improvements and shoreline stabilization of reshaped island perimeter. Processing of EIA through government regulatory agencies.

Hillsboro Club Dune Project, Hillsboro, Florida. Design and permitting of dune projects for almost 2,000 cy along eroding shoreline. Sand from nearby dredging projects was used based on discussions with and approval from FDEP. Coordinated geotechnical analyses, stock piling and placement. (*Hillsboro Club, 2014-2018*)

Rickenbacker Causeway Recreation Area, Miami, Florida. Design of shoreline stabilization and associated public recreation area improvements along 2.5 miles of shoreline of the Rickenbacker Causeway across Biscayne Bay. Marine resource and hydrographic surveys completed, and coastal engineering analysis conducted to assess design wave conditions, sediment transport and optimum shoreline stabilization methods. Design elements included landscaping, invasive species removal with native species restoration, parking improvements, storm water management and vendor kiosks for waterfront activities. (*Miami-Dade County, 2005-2008*)

Hollywood/Hallandale Beach Restoration, Hollywood, Florida. Coastal engineering and environmental permit processing for a 400,000 cubic yard truck haul beach fill project. Engineering design of beach fill template. Cross-shore sediment transport modeling. Geotechnical investigations. Coastal engineering analysis including extreme waves and storm surge. (*City of Hollywood and Hallandale Beach, 2009-2010*)

Fort Zachary Taylor State Park Truck Haul Beach Project, Key West, Florida. Truck haul beach project along heavily eroded area. Prepared beach design and coordinated with environmental agencies. The project was unique as it was one of Florida's first larger truck haul beach project with sand from inland mines, thus required extensive discussions and analyses of sand source. Construction administration was provided as well. (*Florida DEP Parks, 2006-2008*)

Great Stirrup Cay Master Plan – Beach Creation, Great Stirrup Cay, The Bahamas. Site investigations and engineering analyses for design of 3,000 feet of beach. Almost entire shoreline was transformed from rocky to world class beach as main attraction for cruise destination island. Design included design of coastal structures to stabilize the beach along with extensive wave and sediment transport modelling. (*Norwegian Cruise Line, 2018-2020*)

Coco Plum Beach Erosion Study and Beach Design, Marathon, Florida. Prepared an erosion study for the City of Marathon in Monroe County. Design and permitting of truck haul project for placement of sand above the mean high-water line. Coordinate with environmental agencies for approval of design and sand source. (*City of Marathon, 2020*)

Aquazul Condominium Dune Project, Lauderdale-by-the-Sea, Florida. Design of dune project based on FDEP approved sand hauled to the site by trucks in a densely developed area. Coordination of access and placement with contractor and client. Processed and obtained FDEP CCCL permit. Vegetation plan developed for further stabilizing dune. (*Aquazul Condominium, 2015*)

Beach Creation for Pearns Point Development, Antigua. Prepared coastal engineering analysis and beach design for the creation of a 1,000 feet long beach along rocky shoreline. The project included design of coastal structures to stabilize the newly created beach. (*2014-2016*)

Crandon Park Marina, Key Biscayne, Florida. Field investigations including bathymetric surveying, tide and current measurements, marine resource survey, and sediment sampling. Tidal hydrodynamic modeling along with wave and sediment transport analyses conducted to determine source and magnitude of marina sedimentation problem. Alternatives assessment of potential coastal structures to inhibit sedimentation and need for periodic dredging. (*Miami-Dade County, 2012*)

Regional Sediment Transport Study, Miami, Florida. Shoreline and sediment transport studies performed on the coast of Miami-Dade County between Bakers Haulover Inlet and Government Cut. Numerical modeling conducted utilizing Danish Hydraulics Institute (DHI) MIKE 21 and LITPACK software to simulate waves and nearshore coastal processes.

FDOT A1A Vulnerability Study and Roadway Stabilization Design, Indian River County, Florida. Scour and wave load analysis for proposed seawall from almost 2 miles of shoreline that experienced significant erosion during Hurricane Matthew. A hydrodynamic MIKE21 model was established to simulate tidal and storm surge flow. The model was calibrated relative to site specific current measurements obtained. A MIKE21 wave model was developed to stimulate the wave conditions during extreme events. The scour associated with a 100-year event was determined and proper scour protection was designed. Wave loads were calculated for the proposed seawall for extreme event under varying conditions and water levels.

DORIS OTERO PhD

6401 CONGRESS AVENUE, SUITE 140, BOCA RATON, FL 33487

SENIOR COASTAL ENGINEER/ **APTIM****PROFESSIONAL QUALIFICATIONS**

Doris Otero, PhD, is a coastal engineer and has provided a variety of engineering services including assistance in permitting, engineering analysis, development of construction plans and specifications, construction bidding support and administration, post-construction monitoring calculations and report preparation. In addition, Dr. Otero has simulated coastal processes using numerical models and conducted research in support of erosion control studies, a coastal resilience analysis, and borrow area impact studies. She also provides engineering services such as construction observations, and shoreline & volume calculations.

RELEVANT EXPERIENCE**Lido Key Beach Repair Project, City of Sarasota, Florida***2015 – ongoing*

Dr. Otero is the project manager and has assisted in the design of the Lido Key beach repair project. Performed volume calculations to estimate project volume and helped in the development of project cost estimate and final project plans and specifications. Conducted pay volume calculations. Provided during construction coordination with field observers and contractor. Prepared post-construction engineering monitoring report. For the 2015 Lido Key Renourishment Project, she provided during construction observations and assisted in the preparation of multiple annual monitoring reports including shoreline and volume change analyses. She is currently assisting the USACE with the federally authorized Lido Key Hurricane and Storm Damage Reduction (HSDR) Project on behalf of the City. Supporting the City in communication and coordination with the contractor and the USACE during all phases of construction. Assisting the City with permit compliance and notifying the City and regulatory agencies as appropriate in accordance with permit requirements and in coordination with the USACE.

Comprehensive Coastal Erosion Control Program, Manatee County, Florida*2015 – ongoing*

Dr. Otero is the project manager and has provided engineering services in support of Manatee County's coastal program. She is currently assisting the County on their federal construction project with project coordination as the County's agent. Serving as the County's liaison in communication and coordination with the contractor and the USACE during all phases of construction. Addressing questions concerning the plans and specifications and other issues requiring coordination and attending weekly progress meetings. She is assisting the County on their public outreach for the federal authorized project providing weekly updated project information and overview during all phases of

8 YEARS**EXPERIENCE****EDUCATION**

- ▶ PhD, Environmental Engineering, Texas A&M University, 2019
- ▶ MS, Environmental Engineering, Texas A&M University, 2009
- ▶ BS, Environmental Engineering, Universidad Pontificia Bolivariana, Columbia, 2007

HIGHLIGHTS

- ▶ Bi-lingual
- ▶ 8 Years of experience in Florida in the fields of coastal engineering, beach nourishment, coastal structures, numerical modeling of coastal processes, and inlet management

REGISTRATIONS/ CERTIFICATIONS

- ▶ Matlab, Delft3D, SBEACH, ArcGIS, MIKE SHE/MIKE 11, HEC-RAS, HEC-HMS, DMSTA, ICPR, SEAWAT, MODFLOW, AutoCAD, Microstation, ERDAS Image

AFFILIATIONS

- ▶ Member, Florida Shore and Beach Preservation Association
- ▶ Member, American Shore and Beach Preservation Association

construction. She has assisted in the preparation of multiple annual monitoring reports including shoreline and volume change analyses.

City of Delray Beach Renourishment Project, Palm Beach County, Florida

2020

Dr. Otero is a coastal engineer who assisted the City of Delray Beach by providing on-site construction observation, and project coordination as the City's agent. Dr. Otero served as the City's liaison in communication and coordination with the contractor and the USACE during all phases of construction. She addressed questions concerning the plans and specifications. Dr. Otero was periodically present, as scheduled, throughout the day at the construction site, access corridors, and/or staging areas when construction activities were occurring and was on call throughout the period of construction. Observations were conducted to determine if construction was substantially in compliance with the construction plans, contract documents, and permit authorizations granted for the work. She monitored daily progress of the contractor dredge operations. Dr. Otero prepared the observation engineering monitoring report and developed the post-construction engineering monitoring report.

Town of Palm Beach, Midtown Beach Renourishment Project, Palm Beach County, Florida

2020

Dr. Otero is a coastal engineer who assisted the Town of Palm Beach by providing on-site construction observation, and project coordination. Dr. Otero was periodically present, as scheduled, throughout the day at the construction site, access corridors, and/or staging areas when construction activities were occurring. Observations were conducted to determine if construction was substantially in compliance with the construction plans, contract documents, and permit authorizations granted for the work. Dr. Otero documented observation via photos and prepared observation engineering monitoring reports.

Blind Pass Inlet Management Study, Lee County, Florida

2016 - 2018

Dr. Otero was a coastal engineer who assisted in the development of the Blind Pass Inlet Management Study. The primary focus of this inlet management study was to develop an updated sediment budget for the inlet and to evaluate strategies of inlet sediment management with the objective of balancing the sediment budget between the inlet and adjacent beaches.

Southern Palm Beach Island EIS, Palm Beach County, Florida

2015 – ongoing

Dr. Otero is the coastal engineer who is assisting with the numerical modeling using the cross-shore sediment transport model, SBEACH and Delft-3D to evaluate potential impacts of fill and structural alternatives included in the EIS study.

Little River Pocket Mini Park, Miami, Florida

2020

Dr. Otero served as the project manager where she performed engineering assessment of the waterfront structures located at the park to evaluate the existing conditions and provided design alternatives for the Canoe/Kayak launch structure. Coordinated permit pre-application meetings and provided a pre-application permitting report to summarize discussions with the permitting agencies regarding the permit requirements for the project.

ZHIFEI DONG PhD

6401 CONGRESS AVE., STE. 140, BOCA RATON, FL 33487

COASTAL MODELER/ **APTIM****PROFESSIONAL QUALIFICATIONS**

Zhifei Dong has primarily focused on numerical modeling of tides, waves and sediment transport, LiDAR data processing, beach nourishment, coastal infrastructures, storm surge, inlet management study, coastal resiliency, restoration and adaptation. Dr. Dong has broad experience in working with state and federal agencies such as USACE, EPA and CPRA. Skilled in ArcGIS, Delft3D, SWAN, SLOSH, USACE software (SBEACH, GENESIS, etc.), Fortran, Matlab, Python and other modeling tools. Strong engineering professional with a Doctor of Philosophy (Ph.D.) focused in Ocean Engineering from Center for Applied Coastal Research at University of Delaware.

RELEVANT EXPERIENCE**USACE Regional Sediment Management Project, Phase I, II, III, IV, V and Quantification of Coastal Resiliency****2014 - 2019**

Numerical modeler for the development of ArcGIS python scripts to manage and display USACE dredging database of coastal and inland districts since 1998. The final deliverables are the updated web-based ArcGIS map showing dredging data statistics for all the districts. The pilot study of coastal resilience index focuses on the quantification of the resiliency of coastal communities against disturbances such as storms.

Panama City Beach Erosion Control and Storm Damage Reduction Project, Bay County, Florida**2018**

Dr. Dong was the numerical modeler who participated in the initial stage of searching for the online bathymetry LiDAR data and the cut profiles using the FDEP monuments and compared the historical profile change for the 2018 Post-Hurricane Michael Assessment.

Louisiana 2023 Coastal Master Plan; ICM Barrier Islands Team**2013-ongoing**

Dr. Dong is the numerical modeler who in order to simulate the morphology of the coast in response to storms and average wave climates, has written a model code to simulate critical processes including sediment transport, wave transformation and morphological changes in 2017 Master Plan. Dr. Dong also participated in the 2023 Master Plan on model updates and improvements recommendations.

10 YEARS**EXPERIENCE****EDUCATION**

PhD, Ocean/Coastal Engineering,
University of Delaware, 2013

BS, Ocean Physics, Ocean
University of China, 2009

HIGHLIGHTS

Over 10 years of experience in
coastal/numeric modeling

**COMPUTATIONAL
SKILLS**

Fortran, Matlab, Python, UNIX,
shell scripting (computer
cluster interface), SWAN,
Delft3D, GENESIS, SBEACH,
ArcGIS

AFFILIATIONS

Member, American Society of
Civil Engineers

Member, American Geophysical
Union

Member, American Physical
Society

Redfish Pass and Blind Pass Inlet Management Study

2015 - 2019

Dr. Dong is a numerical modeler for the development of inlet management plan for Redfish Pass and Blind Pass based on the present condition. Numerical modeling of hydrodynamics at inlets, inlet morphology change and impacts of proposed dredging events on the adjacent area.

EPA Sea Level Rise and Water Adaptation Phase I, II and III

2015 - 2018

Dr. Dong was the numerical modeler for the development of climate change adaptation methods and emergency preparedness for coastal communities facing the threat of disruptive storm surge, hurricanes and projected sea level rise using SLOSH model. The study focuses on coastal cities in MA, CT, VA and AL.

Delaware Bay Beach Design Verification

2013 - 2014

Dr. Dong was the numerical modeler who performed the numerical modeling of wave transformation in Delaware Bay and shoreline change for designed beaches. Simulated wave transformation from offshore wave station to nearshore using Delft3D-SWAN. Compared shoreline change of design alternatives with no-action scenario using GENESIS. Verified beach design to meet client's requirement.



YEARS OF EXPERIENCE

- 20

EDUCATION

- M.Sc. Oceanography, Florida State University
- B.A. Environmental Studies, University of Southern California
- B.Sc. Biology, University of Southern California

CERTIFICATIONS

- Flood Plain Manager
- Professional Wetland Scientist
- LEED Accredited Professional BD&C
- Waterfront Edge Design Guidelines

PROFESSIONAL AFFILIATIONS

- Florida Association of Environmental Professionals, Tallahassee Area Chapter Board Member
- Florida Floodplain Managers Association
- Association of State Floodplain Managers
- Florida Shore and Beach Preservation Association
- Society of Wetland Scientists

SKILLS & EXPERTISE

- ✓ Beach Nourishment & Nearshore Hardbottom
- ✓ Coastal Construction Permitting & Mitigation
- ✓ Hardbottom Impacts & Mitigation
- ✓ Sustainable Waterfront Systems
- ✓ Seal Level Rise and Coastal Resiliency
- ✓ Marine Construction (mooring fields, seagrass, seawalls)
- ✓ Riparian Rights & Recreational Waterways



RELEVANT EXPERIENCE

Hollywood Beach Nourishment, Hollywood, Florida. Provided consulting services related to the permitting and compliance assistance for the City's beach nourishment project. Services include the development of their biological monitoring plan, permit modifications at the local, state, and federal level, and compliance assistance following the biological monitoring.

St. Lucie Inlet, Martin County, Florida. Coordinated and oversaw the FDEP review and approval of the update to the sediment budget, sand bypassing volume, and Inlet Management Plan. Negotiated agreements with the County, City of Jupiter Island, and residents on inlet dredging and beach placement frequency and locations.

Bal Harbour Coastal Program Management, Village of Bal Harbour, Florida. Provided ongoing coastal management support for the Village including development of a Village-wide dune restoration plan, permitting and design of a beach nourishment project, providing drone aerial surveys of the Village shoreline, and representing the Village on the Bakers Haulover Inlet Technical Advisory Committee. Most recently, Danielle assisted with the Village's dune restoration project in 2020, providing nourishment for the area from coastal erosion and during recent hurricanes.

Post Hurricane A1A Reconstruction, Ft. Lauderdale, Florida. Coordination of FDEP staff review for re-construction of storm damaged North Ocean Blvd. (aka State Road A1A). The project included reconstruction of the road, dune enhancement and plantings, sidewalk, curb and gutter demolition and reconstruction, construction of a decorative and retaining wall with pedestrian cut outs, new stormwater runoff management system, hot spot nourishment, and reconstruction of street accesses, driveways, and entrances.

Martin County Artificial Reefs, *Marin County, Florida.* Performed sidescan sonar surveys of artificial reef structure to comply with FWC grant requirements and biological assessment of the health of the artificial reef in compliance with monitoring requirements in the County's permits from the U.S. Army Corps of Engineers.

Summerhaven River Restoration, St. Augustine Port, Waterway & Beach District, *St. Johns County, Florida.* Coordinated the FDEP review and approval of the Joint Coastal Permit for restoration of a historical river in St. Johns County. Project involved shorebird mitigation coordination with FFWCC, sand excavation, and dune and beach nourishment for sand disposal.

Surf Club Re-Development, *Surfside, Florida.* Consulting services for the re-development of the 9-acre historic Surf Club property including oversight of the Coastal Construction Control Line Permitting, 100-Year Storm Impact Analysis, review of exterior lighting for the protection of marine turtles; and sand management with beach nourishment. Directly involved in resolving non-compliance issues resulting in a Consent Order detailing the sand removal and replacement activities required by FDEP.

JaxPort Navigational Channel Deepening Project, *Jacksonville, Florida.* Expert witness for the Port's legal defense of the Florida Department of Environmental Protection permit in preparation for an administrative hearing. Focused expertise on state regulatory and proprietary statutes and rules, the St. Johns River submerged aquatic vegetation and floodplain wetlands, and project assessment in terms of salinity, turbidity and water level.

PortMiami Environmental Monitoring, *Miami, Florida.* Performed biological monitoring of the artificial reef associated with Port Deepening. Analyzed field data and drafted the monitoring report for permit compliance. Oversaw biological monitoring and reporting associated with hardbottom impacts and seagrass mitigation monitoring/reporting. Assist in environmental permit compliance efforts.

City of Miami DDA Resiliency Guidelines, *City of Miami, Florida.* Drafted shoreline resiliency guidelines for the City's Downtown Development Authority including recommended seawall elevation standards and living shoreline best management practices.

Boca Chica Mooring Field, *Monroe County, Florida.* Provided consulting services related to the permitting of a proposed public mooring field project in Boca Chica basin. Services include oversight of the field services (bathymetric and marine resource surveys), conceptual mooring field design and drafting the permitting feasibility study.

Hillsboro Inlet Management, *Broward County, Florida.* Assisted the District with their inlet management activities including their annual bypass reporting, permitting of their inlet improvements to the jetty, marine resource mapping and compliance assistance. Negotiated the sovereignty submerged lands easement for the jetty improvements. Transplanted corals from the jetty to an artificial reef and monitored.

Sebastian Inlet District State Lands, *Miami-Dade County, Florida.* Coordinate with the FDEP Division of State Lands to reauthorize expired submerged land and upland easements, as well as adding new easement areas in the upland for pipeline staging and dredged materials management, all related to maintenance of the inlet.

Ocean Villas at Serenata Shoreline Stabilization, *St. Johns County, Florida.* Assist the Association with determining the feasibility of obtaining armoring of their shoreline. Prepare and submit the CCCL Permit Application and Variance Petition for coastal armoring to FDEP.

Indigo Branch Drainage Basin, *Clay County, Florida.* Bank evaluation of channelized stream through urban communities including riparian wetland assessment. Evaluated proposed flow attenuation approaches and bank stabilization methods in conjunction with the project engineer. Permit processing involving SJRWMD & ACOE.

Leonard Barrera Allen, E.I.

Coastal Engineer

CUMMINS | CEDERBERG
Coastal & Marine Engineering



YEARS OF EXPERIENCE

- 6

EDUCATION

- M. Sc. Ocean Engineering, University of Miami
- B. Sc. Civil Engineering, University of Miami

REGISTRATION

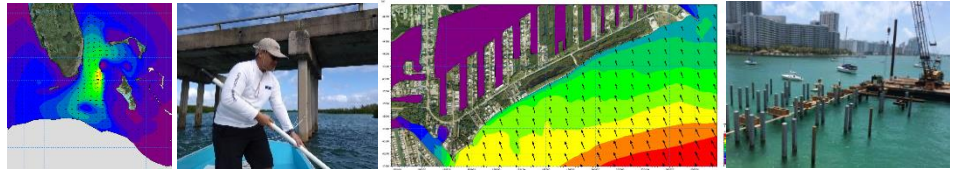
- Engineering Intern, E.I. – Reg. No. 1100019727

PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers (ASCE)
- Society of Hispanic Professional Engineers (SHPE)
- Urban Land Institute (ULI) SE Florida/Caribbean
- Port Everglades Association

SKILLS & EXPERTISE

- ✓ Waterfront Structural Engineering
- ✓ Coastal Resiliency
- ✓ Numerical Modeling
- ✓ Coastal Sitting and Design
- ✓ Marine and Coastal Structures
- ✓ Coastal Processes – Waves, Currents, Sediment Transport and Hurricanes



RELEVANT EXPERIENCE

Village of Bal Harbour Dune Nourishment, Bal Harbour, Florida. Prepared a nourishment plan for the placement of 600 cy of sand. Drone aerial photographs were collected during construction. This project is helping restore hurricane impacted dunes to their pre-storm condition, protecting the Village from wind and wave erosion while allowing beachfront access to residents and visitors.

Coastal Engineering Analysis for Pearn's Point Development, St. Johns, Antigua. Prepared a coastal engineering analysis relative to a proposed development located along the western shoreline of Antigua. The primary components of the proposed development include the construction of several beaches along the southern shoreline of Pearn's Point. The coastal engineering analysis evaluated the coastal process at the site relating to the construction of beaches and shoreline stabilization as well as conceptual designs.

Aquazul Dune Repair, Lauderdale-By-The-Sea, Florida. Repair of an eroded dune. An assessment was done to identify the required components, funds, vegetation, and repairs needed for the eroded dune. A new dune layout was constructed to establish the locations of the new vegetation and placement of sand.

Coco Plum Beach Erosion Study and Beach Design, Marathon, Florida. Prepared an erosion study for the City of Marathon in Monroe County. Services under this project included the implementation, recommendations from the erosion study, assisting the City by coordinating with the regulatory agencies, and the preparation and submittals of the necessary permits. As part of the erosion study, a detailed statistical analysis of offshore wave data was conducted along with a wave propagations study. Based on the results of the wave modeling and sediment transport study, the underlying coastal processes

of the erosion trends were documented and utilized in the beach and coastal structure design process. The area triggering the beach erosion was identified and solutions for stabilizing this area, while still providing sandy beach access, was developed.

Higgs Beach Sand Replenishment, City of Key West, Florida. Conducted a benthic survey to document the general extent, species, and density of seagrasses and other potential marine resources of concern (e.g., corals), that may be growing on the submerged substrate within the proposed fill template, as well as conducted an equilibrated toe-of-fill (ETOF) analysis, to estimate the seaward location of the sand placement and profile adjustment, referred to as the ETOF, based on the profile translation method. Based on the proposed fill conditions, a representative equilibrium profile was established for three profiles, based on an equilibrium of the proposed beach fill template and seaward translation of the native beach profile. This information was summarized into a report, along with recommendations for design adjustments.

MSC Ocean Cay Marine Reserve, Bimini Islands, The Bahamas. Topographic and bathymetric surveying rectified aerial photography and mapping for proposed out-island cruise destination. Environmental resource surveys and preparation of Environmental Impact Assessment (EIA) for proposed land and marine works. Detailed coastal engineering analysis, including numerical modeling of hurricane impacts. Engineering design of beach improvements and shoreline stabilization of reshaped island perimeter. Processing of EIA through government regulatory agencies.

Brickell Key Island Coastal Resiliency Study, Brickell Key Island, Florida. Site inspection to identify vulnerable areas, including the perimeter of the entire Brickell Key Island. Analyses of sea level rise and extreme tide events were conducted to understand water level design conditions. The potential for increased storm impacts was assessed. Recommendations for long term planning was provided along with mitigation options. Construction documents and environmental permitting was conducted for the design. The design focused on adapting existing infrastructure to provide a cost-effective solution.

Crandon Shoreline Stabilization, Crandon Park, Key Biscayne, Florida. Stabilization of approximately 315 linear feet of shoreline in Crandon Park, Key Biscayne. Design of the shoreline stabilization using rock revetment composed of native lime rock. Created an approximate area of 2800 square feet for the planting of mangroves located directly behind the rock revetment.

Key West by the Sea FEMA Coastal Vulnerability Study, Key West, Florida. Coastal engineering studies and risk mapping according to FEMA standards to determine the risk for coastal flooding along the shoreline of Key West by the Sea. Based on wave and beach conditions, an erosion analysis was conducted to assess wave and flood conditions during a 100-year storm. A wave propagation study was conducted based on the eroded profile to determine the shallow water effects on wave height and specifically the wave crest elevation. The vulnerability analysis and the coastal risk mapping were reviewed, approved, and adopted by FEMA.

Matheson Hammock Park Sea Level Rise Flood Mitigation Study, Coral Gables, Florida. Assisted in preparing a Sea Level Rise Flood Mitigation Study to analyze the impacts of sea level rise on the park's infrastructure and operations, as well as develop flood mitigation concepts for planning and budgeting. Compiled existing survey data within the Park and LiDAR data for the area to prepare a general topographic map for the Park; assessed the condition of existing infrastructure to understand conditions, remaining service life and adaption feasibility relative to sea level rise; performed an assessment of the environmental conditions on site to generally understand and document current conditions, as it would relate to environmental permitting; conducted an engineering analysis to provide extreme tide water levels; developed flood mitigation concepts and preliminary cost estimates; coordinated stakeholder involvement; developed an implementation strategy.



YEARS OF EXPERIENCE

- 1

EDUCATION

- Ph.D. Civil Engineering-Coastal Engineering, Louisiana State University
- M.Sc. Civil Engineering-Hydraulic Engineering, University of Tehran, Iran
- B.Sc. Civil Engineering-Structural Engineering, University of Tabriz, Iran

CERTIFICATIONS

- Engineer-in-Training (EIT)

PROFESSIONAL AFFILIATIONS

- Society of Women Engineers
- American Society of Civil Engineers
- Coasts, Oceans, Ports, and Rivers Institute

SKILLS & EXPERTISE

- ✓ Numerical modeling
- ✓ Fluid hydraulics
- ✓ Waterfront structural engineering
- ✓ Coastal processes – waves, currents, sediment transport



RELEVANT EXPERIENCE

Peanut Island Flood Shoal Dredging Project, Riviera Beach, Florida. Assisted with the coastal analysis and dredge design for the Peanut Island dredging project. The analysis focuses on potential effects of dredging such as sand accretion, reduction of sediment, and how long until the project needs to be dredged again. (*Marine Industries Association of Palm Beach County, Inc., April 2020 – Ongoing*)

Haulover Park Sea Level Rise Mitigation Plan, Miami, Florida. Prepared flood inundation and sea level rise analysis for the Haulover Park Sea Level Rise Mitigation Plan. This plan will lead to the development of mitigation solutions and cost estimates to address the effects of sea level rise that impact the public's use of amenities. (*Miami-Dade County, April 2020 – Ongoing*)

Crandon Park Sea Level Rise Mitigation Plan, Miami, Florida. Prepared flood inundation and sea level rise analysis for the Crandon Park Sea Level Rise Mitigation Plan. This plan will lead to the development of mitigation solutions and cost estimates to address the effects of sea level rise that impact the public's use of amenities. (*Miami-Dade County, April 2020 – Ongoing*)

Glass Window Bridge Coastal Engineering, Eleuthera, The Bahamas. The project includes reconstruction of an existing bridge and roadway, which provides the sole access between the northern and southern regions of the island. Sahar is responsible for the modeling of wave propagation and extreme tide events. (*Government of the Bahamas/Engineering & Technical Services, April 2020 – Ongoing*)

Graduate Research/Teaching Assistant, Department of Civil and Environmental Engineering, Baton Rouge, Louisiana. Conducted numerical modeling of wave and current supported turbidity currents on continental shelves. Served as Teacher Assistant for CE2200 Fluid Mechanics. (*LSU, August 2015 – February 2020*)

Poseidon Ferry, Miami, Florida. Sahar was responsible for preparing preliminary coastal analysis, i.e. wind and wave data.

Clifton Point LNG Facility, New Province, The Bahamas. The project includes conducting Coastal Engineering analysis to determine hydrodynamic conditions in the Project site. The goal is to determine the sediment transport processes during the construction of the pier and fate of potential oil spill during operational phase. Sahar is responsible for modeling of sediment transport and oil spill (... , 2020- Ongoing).

FDOT Sea Level Rise, Miami, Florida. The project includes the sea level rise analysis and determination of the potential future flooding. Sahar is responsible for determining of the King tide in the project area and conducting sea level rise analysis to determine possible areas and road that would experience flooding (2020 - Ongoing)

Sunset Harbor Wave Screen, City of Miami Beach, Florida. The project includes the construction of a new wave screen on the seaward side of the existing deck. Sahar was responsible for calculation of the wave load and attenuation to properly design the wave screen.

Great Stirrup Cay Development, Berry Islands, The Bahamas. Site investigations and planning support for coastal and marine improvements to cruise ship private island destination improvements to accommodate 5,000 passenger cruise ships. Flow3d analysis for wave load modeling. Engineering design of beach expansion using coastal structures, and reinforcement of existing iron-shore.

Research Assistant/Engineering Intern – Water Institute of the Gulf, Baton Rouge, Louisiana. Assisted in numerical modeling efforts to study Mid-Barataria/Breton diversions for next 50 years using MATLAB and ArcGIS software. (LSU, August 2018 – January 2019)

Graduate Research Assistant – Department of Civil and Environmental, Tehran, Iran. Experimental and numerical modeling of sediment transport due to dam break over erodible bed. (University of Tehran, August 2013 – February 2015)

Engineering Intern, Tabriz, Iran. Assisted in design and analysis of buildings using ETABS software. Developed CAD products from engineering sketches. (A23 Design, May 2013 – August 2013)

PUBLICATIONS

Haddadian, S., Ozdemir, C. E., (2019). “Role of Sediment Settling Velocity on Alongshore Current-Supported Turbidity Currents over Erodible bed: A Direct Numerical Simulation Study.”

Ozdemir, C. E., Sororian S., Oliviera, D., Zhu, L., **Haddadian, S.,** Kefelegn, H., Turnipseed, C., (2018). “Direct Numerical Simulations of Non-linear Time Periodic Flows in a Planar Channel.”



YEARS OF EXPERIENCE

▪ 3

EDUCATION

- M.Sc. Coastal Engineering, University of Florida
- B.Sc. Civil Engineering, Georgia Institute of Technology

CERTIFICATIONS

- Florida Engineering Intern No. 1100021938
- NAUI Open Water SCUBA No. 48756AF
- PADI Emergency Oxygen Provider No. 20100K0289
- Emergency First Response No. 20100K0143

PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers
- Coasts, Oceans, Ports, and Rivers Institute
- American Institute of Steel Construction

SKILLS & EXPERTISE

- ✓ Sea level rise analysis
- ✓ Preparing permits, construction drawings, and cost estimates
- ✓ Erosion control
- ✓ Field investigations and damage analysis



RELEVANT EXPERIENCE

Colton Manning is a Coastal Engineer responsible for coastal engineering analyses, numerical modeling, and the design of coastal structures. He has 3 years of experience as a Coastal Engineering and has performed the design and permitting of shoreline stabilization structures, beach nourishment, docks, wave attenuators, retaining walls, bulkheads, and stormwater management systems. His expertise ranges from project inception to construction including field investigations, comprehensive engineering analyses, value engineering, numerical modeling, and structural design.

Black Point Park and Marina and Homestead Bayfront Park Sea Level Rise Road Map and Action Plan, Homestead, Florida. Performed site infrastructure assessments for both Black Point Park and Marina and Homestead Bayfront Park to determine infrastructure at risk of inundation. Colton is currently analyzing the topography of both sites through Light Detection and Ranging (LiDAR) and Digital Elevation Model (DEM) information compared to measured site-specific water levels and future sea level rise projections. He will determine infrastructure at the greatest risk of inundation during existing and future conditions and develop mitigation strategies to minimize upland impacts. He aims to develop implementation methods that will reduce operational pauses to seamlessly transition into water-protected assets. (*Miami-Dade County Parks, Recreation, and Open Spaces, September 2020 – Current*)

Great Stirrup Cay Environmental Impact Assessment, The Berry Islands, The Bahamas. Worked with marine scientists to determine potential environmental impacts of constructing cruise ship piers on Great Stirrup Cay. Bathymetric and topographic data, construction material, geotechnical characteristics, native vegetation and animalia, and potential runoff were evaluated to determine potential effects on environmental resources. This information was compared to local coastal processes such as tides, waves, currents, sediment transportation, and sea level rise and atmospheric processes such as historic hurricanes to determine how the nearshore environment would be altered. Project alternatives were reviewed to finalize a design that minimized environmental imprints. (*Owner: Norwegian Cruise Line, Client: Bermello, Ajamil, & Partners, Inc., September 2020 – December 2020*)

Indian Creek Country Club Coastal Vulnerability and Resiliency Planning, Indian Creek, Florida. Analyzed the topography of the Indian Creek Country Club through Light Detection and Ranging (LiDAR) and Digital Elevation Model (DEM) information compared to calculated existing and future site-specific water surface levels. Colton determined infrastructure at the greatest risk of short-term and long-term inundation during high tides, extreme tides ("king" tides), and storm events. Future water levels were compared to existing infrastructure service life to develop flood mitigation concepts and implementation strategies to minimize construction costs while protecting upland amenities through the year 2100. (*Indian Creek Country Club, June 2020 – December 2020*)

Sunset Harbour Yacht Club Wave Attenuator, Miami Beach, Florida. Analyzed wave characteristics both within and outside the perimeter of the existing wave attenuator for the Sunset Harbour Yacht Club. He used the wave heights and wave periods to assist in determining the magnitude of porosity and screening elevations to obtain acceptable wave heights within the marina to reach harbor tranquility. Design extreme wave conditions were used to determine wave loads on the attenuator for material thickness and necessary supporting members. (*Sunset Harbour Yacht Club, June 2020 – September 2020*)

Lyford Cay Beach Improvements, New Providence, The Bahamas. Analyzed common and extreme wind and wave conditions and assisted with the conceptual design of coastal rock groins to stabilize and enhance a private beachfront property experiencing significant erosion. (*Owner: Private resident, Client: Engineering and Technical Services, March 2020 – August 2020*)

Staniard Creek Bridge Modification Coastal Engineering Analysis, Andros, The Bahamas. Performed numerical modeling analyses for the relocation of the Staniard Creek Bridge, removal of existing mangroves below the Staniard Creek Bridge, and installation of culverts beneath the causeway connecting Staniard Creek to mainland Andros. The analyses demonstrated how these proposed works affected the hydrodynamic and sedimentation characteristics in the area. These characteristics determined whether modifications would have adverse erosional and hydrodynamic effects on the area and where alterations would occur. (*Owner: Government of The Bahamas, Client: Engineering and Technical Services, March 2020 – August 2020*)

Okaloosa Island Soundside Access No. 2, Fort Walton Beach, Florida. Assisted in the design of a parking lot and stormwater management system over an undeveloped plot of land that collects and treats runoff from the parking lot and a local watershed through retention basins and conveyance pipes and swales. Additionally, he provided preliminary designs to replace a continuous dilapidated marginal dock, wave attenuator, and bulkhead over a man-made basin adjacent to Santa Rosa Sound. The replacement marginal dock system comprises of rip-rap revetments, wave attenuators, a fishing pier, a marginal dock, bulkheads and respective tie-backs, an ADA accessible kayak launch, a beach entrance to the basin, a stormwater outfall, and a living shoreline. The living shoreline includes oyster bag breakwaters for wave reduction and native vegetation for erosion control. Colton prepared permit and construction drawings and specifications, applied for USACE and FDEP permits, and applied for an Okaloosa County Development Order. (*Okaloosa County, March 2019 – March 2020. **)

Majestic Sun Retaining Wall, Miramar Beach, Florida. Conducted a field inspection of the existing conditions of two (2) 20± year wood retaining walls supporting a parking lot to a large condominium complex. He provided preliminary designs for two (2) replacement wood retaining walls and an alternative option as a singular steel retaining wall with respective tiebacks. He estimated an Opinion of Probable Cost for both options and developed a report providing recommendations based on the longevity of the existing and proposed walls. (*Majestic Sun Owners Association, January 2020 – March 2020. **)

Alligator Drive Seawall, Alligator Point, Florida. Designed a 1,000-foot erosion control vinyl sheet pile wall and a 1,250-foot steel sheet pile wall with a concrete cap along a rip rap revetment fronting the Gulf of Mexico. The walls aligned the perimeter of Alligator Drive that was destroyed during Hurricane Michael. He explored multiple options of tie-back systems for the steel wall including connecting the 2 sheet pile walls through tie-rods, connecting a proposed reinforced deadman below the proposed roadway to the steel wall through tie-rods, and utilizing helical anchors. He estimated an Opinion of Probable Cost and applied value engineering to determine helical anchors were the appropriate tie-back system to better protect Alligator Drive from future storm events. (*Owner: Franklin County, Client: Dewberry Engineering, June 2019 – September 2019. **)

Panama City Marina and St. Andrews Marina, Panama City, Florida. Conducted a field inspection and damage assessment of both Panama City Marina and St. Andrews Marina after Hurricane Michael. He quantified all damaged components and created Opinions of Probable Costs for items needing repairs, replacement, and for methods of mitigation and to bring the marinas to modern building codes. Working with third-party FEMA consultants, Colton compiled the damage assessments and Opinions of Probable Costs into a report for submission to FEMA to receive funding for the City of Panama City (*City of Panama City, January 2019 – January 2020*). *

* Services provided while with former firms.

Exceedance of Minimum Qualifications

As demonstrated throughout this proposal, the APTIM Team exceeds the minimum qualifications required by this RFQ. The following table summarizes our exceedance of the minimum qualifications.

RFQ Minimum Qualification	The APTIM Team Qualifications
Maintain an office in the tri-County area (Broward, Dade, and Palm Beach Counties), which is the home office for the principal professional of record and most of the professional's support team.	APTIM's coastal practice is headquartered Boca Raton, Florida. Nicole Sharp, the proposed project manager and engineer of record, and key staff from both APTIM and Cummins and Cederberg are also located in Boca Raton, FL or regionally in Southeast Florida (Palm Beach County, Broward, and Dade).
Possess and maintain all necessary and appropriate Florida licenses and certifications required for the services proposed to be provided.	APTIM and Cummins and Cederberg possess and maintain all required licenses which are provided herein.
Have at least fifteen (15) years of experience in providing engineering services to local governments.	APTIM with its legacy firm has been serving our Florida clients since 1984.
The person proposed to be assigned to manage the TOWN contract shall be a registered professional engineer with the State of Florida and shall provide his or her license number in the response. In addition, the firm must have a CFM to oversee the study necessary to create the Dune Master Plan.	Nicole Sharp is a licensed engineer within the State of Florida (No. 74708). The APTIM Team contains two Certified Floodplain Managers (CFM) – Jordon Cheifet, PE, CFM and Danielle Irwin, WEDG, CFM.



TAB 5 – REFERENCES

RFQ FORMS

RFQ Form 2: REFERENCES

Respondent: Aptim Environmental & Infrastructure, LLC

***THIS FORM SHALL BE COMPLETED AND SUBMITTED WITH THE RESPONSE
TO BE DEEMED RESPONSIVE.***

Give contact information for at least four individuals, corporations, agencies, or institutions for which you have performed work similar to what is proposed in this RFQ:

1. Name of Contact: Patrick Bardes
Title of Contact: Coastal & Waterway Coordinator Email: pbardes@deerfield-beach.com
Telephone Number: 954-480-1426 Fax Number: n/a
Project: City of Deerfield Beach Management Plan
2. Name of Contact: Dr. Samantha Danchuk
Title of Contact: Assistant Director Email: sdanchuk@broward.org
Telephone Number: 954-519-1295 Fax Number: n/a
Project: Broward County Shore Protection Projects
3. Name of Contact: Andy Miller
Title of Contact: Principal Project Manager Email: Andrew.Miller@colliercountyfl.go
Telephone Number: 239-252-2922 Fax Number: n/a
Project: Collier County Coastal Management Program
4. Name of Contact: Tim Bulger
Title of Contact: Property Manager Email: concaz@aquazul.net
Telephone Number: 954-582-9900 Fax Number: n/a
Project: Aquazul FEMA Coastal Engineering and Risk Mapping*
*Note: This project was completed by subconsultant (Cummins Cederberg)



TAB 6 – INSURANCE

INSURANCE

Aptim Environmental & Infrastructure, LLC commits to, and is able to, obtain and provide proof of insurance that meets the requirements specified in the Professional services contract.

TAB 7 –
PROFESSIONAL SERVICES
CONTRACT

PROFESSIONAL SERVICES CONTRACT

Aptim Environmental & Infrastructure, LLC takes no exceptions to the Town's standard professional services contract.

TAB 8 –
ADDITIONAL FORMS

RFQ FORMS

RFQ FORM 3: RESPONDENT'S CERTIFICATION

Respondent: Aptim Environmental & Infrastructure, LLC

***THIS FORM SHALL BE COMPLETED AND SUBMITTED WITH THE RESPONSE
TO BE DEEMED RESPONSIVE.***

The undersigned guarantees the truth and accuracy of all statements and the answers contained herein.

I have carefully examined the Request for Qualifications referenced above ("RFQ") and any other documents accompanying or made a part of this RFQ.

I hereby propose to furnish the goods or services specified in the RFQ. I agree that my response will remain firm for a period of 150 days in order to allow the TOWN adequate time to evaluate the responses.

I certify that all information contained in this response, which includes the TOWN required RFQ forms 1, 2, 3, 4 and 5 is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this response on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

Respondent hereby authorizes the TOWN, its staff or consultants, to contact any of the references provided in the response and specifically authorizes such references to release, either orally or in writing, any appropriate data with respect to the firm offering this response.

I further certify, under oath, that this response is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a response for the same product or service; no officer, employee or agent of the TOWN or any other proposer has a financial interest in said response; and that the undersigned executed this Proposer's Certification with full knowledge and understanding of the matters herein contained and was duly authorized to do so.

If this response is selected, I understand that I will be expected to execute the TOWN's standard Professional Services contract, in the form approved by the Town Attorney.

A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crimes may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, sub-contractor, or consultant under a contract with a public entity, and may not transact business with any public entity in excess of the threshold amount provided in Sec. 287.017 Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the

RFQ FORMS

convicted vendor list. I further certify, under oath, that neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholder, employees, members or agents active in the management of the entity has been convicted of a public entity crime subsequent to July 1, 1989.

Aptim Environmental & Infrastructure, LLC

Name of Business

By:


Signature

Beau Suthard, PG, Program Director

Print Name and Title

6401 Congress Avenue, Suite 140

Boca Raton, FL 33487

Mailing Address

RFQ FORMS

**THIS FORM SHALL BE COMPLETED AND SUBMITTED WITH THE RESPONSE
TO BE DEEMED RESPONSIVE.**

RFQ FORM 4: SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A). FLORIDA STATUTES ON PUBLIC ENTITY CRIME

**TO BE VALID, THIS FORM SHALL BE SIGNED AND SWORN TO IN THE PRESENCE OF A
NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS**

1. This sworn statement is submitted to The Town Commission of the Town of Lauderdale-By-The-Sea, Florida by: Beau Suthard, Program Director
(print this individual's name and title)

for Aptim Environmental & Infrastructure, LLC
(print name of entity submitting sworn statements)

Whose business address is: 6401 Congress Avenue, Suite 140
Boca Raton, FL 33487

And, if applicable, whose Federal Employer Identification Number (FEIN) is 77-0589932. If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.

2. I understand that a "public entity crime" as defined in paragraph 287.133(1)(a), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transactions of business with any public entity or with an agency or political subdivision of any other state or with the United States including, but not limited to any bid or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" 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 adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a Jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of public entity crime; or
 2. 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 person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement,

RFQ FORMS

shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. 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 any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the 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, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement which I have marked below is true in a relation to the entity submitting this sworn statement. (Please indicate which statement applies).

 X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or any affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months. AND (Please indicate which additional statement applies).

 There has been a proceeding concerning the conviction before a hearing officer in the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order).

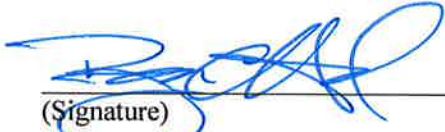
 The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person 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 Florida 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 THE PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED AND FOR THE PERIOD OF THE CONTRACT ENTERED INTO, WHICHEVER PERIOD IS LONGER. 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.

RFQ FORMS

Date: March 30, 2021

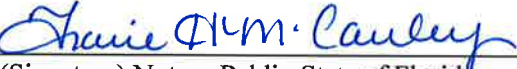

(Signature)

STATE OF FLORIDA
COUNTY OF: Palm Beach

Sworn and subscribed before me this 30 day of March, 20 21

by Beau Suthard who is Personally known to me Or

who produced identification _____
(Type of Identification)


(Signature) Notary Public-State of Florida

Tracie H. McCauley
(Printed, typed or stamped commissioned name of notary public)

My commission expires 8/19/2022 (SEAL)



RFQ FORMS

***THIS FORM SHALL BE COMPLETED AND SUBMITTED WITH THE RESPONSE
TO BE DEEMED RESPONSIVE.***

RFQ FORM 5: NO FINANCIAL INTEREST STATEMENT

The undersigned guarantees the truth and accuracy of this statement.

The Respondent recognizes and certifies that no elected official, board member, or employee of the Town of Lauderdale-By-The-Sea (the "Town") shall have a financial interest directly or indirectly in this RFQ, related contract, if any, or any compensation to be paid under or through these matters, and further, that no Town employee, nor any elected or appointed officer (including Town board members) of the TOWN, nor any spouse, parent or child of such employee or elected or appointed officer of the TOWN, may be a partner, officer, director or proprietor of Respondent, and further, that no such TOWN employee or elected or appointed officer shall be employed by the firm or receive any compensation from the firm for a period of at least twelve (12) months after leaving the employ or agency of the TOWN.

Aptim Environmental & Infrastructure, LLC

Name of Business

By:


Signature

Beau Suthard, Program Director

Print Name and Title

6401 Congress Avenue, Suite 140

Boca Raton, FL 33487

Mailing Address



Town Commission Agenda Item Report

Meeting Date: May 25, 2021

Submitted By: Neysa Herrera, Assistant to the Town Manager

Submitting Department: Administration

Item Type: Resolutions

Agenda Section: RESOLUTIONS - PUBLIC COMMENTS

Subject Title: Resolution 2021-31 - A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, ESTABLISHING A FEE SCHEDULE FOR THE RENTAL OF KEYS TO ACCESS THE TOWN'S TENNIS AND PICKLEBALL COURTS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Explanation: Resolution 2021-31 establishes a fee schedule for the rental of keys to access the Town's Tennis and Pickleball Courts (**Exhibit 1**). Section 17-14 of the Town Code allows persons who own property in the Town, lease residential property within the Town, or own/operate hotels, and motels within the Town for use by guests, to use the Town's tennis and pickleball courts by using a key issued by the Town.

On October 13, 2020, the Town Commission Meeting, adopted Resolution 2020-42, waiving the fees for renewal of keys to access the Town tennis courts until January 15, 2021. At this meeting, staff also proposed amending the annual rental fee for the court keys to \$120, prorated at the rate of \$10 a month, with an effective date of January 15, 2021.

On December 8, 2021, the Town Commission approved Ordinance 2020-10, amending Section 17-14 of the Code to remove the automatic annual 5% fee increase and to provide that the annual fees for the issuance of keys be established by resolution.

Resolution 2021-31 formally establishes an annual rental fee for the tennis court keys of \$120, which is prorated at the rate of \$10 a month. This fee schedule shall be effective retroactively as of January 15, 2021.

Recommendation: Approval of Resolution 2021-31

Attachments:

Exhibit 1 – Resolution 2021-31

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WHEREAS, Section 17-14 of the Town Code allows persons who own property in the Town, lease residential property within the Town, or own/operate hotels and motels within the Town for use by guests, to use the Town tennis courts by using a key issued by the Town; and

WHEREAS, staff has proposed an annual Rental Fee of \$120, which may be prorated at the rate of \$10 a month; and

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE
TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA, THAT:**

SECTION 2. Fees Established. The annual Rental Fee of \$120, which may be prorated at \$10 a month, is hereby established. The Rental Fee shall be effective retroactively as of January 15, 2021.

SECTION 4. Effective Date. This Resolution shall become effective immediately upon passage and adoption.

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MAYOR CHRIS VINCENT

Attest:

Tedra Allen, Town Clerk

APPROVED AS TO FORM:

Susan L. Trevarthen, Town Attorney