

CPZ Architects, Inc. Attachment 2-4

2. CPZ Architects, Inc. Submittal

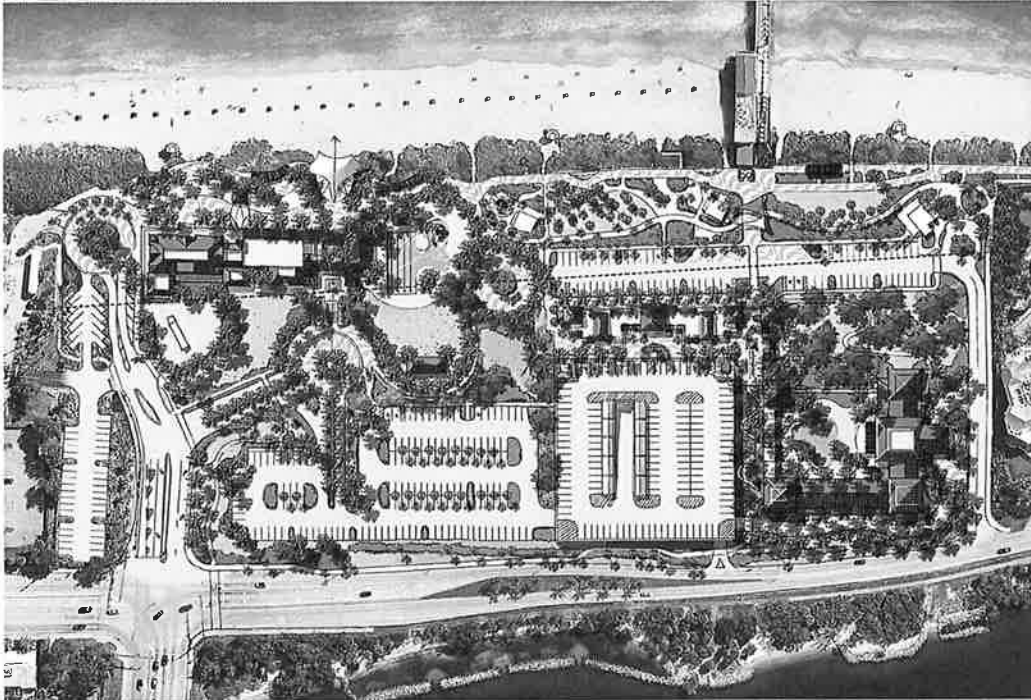
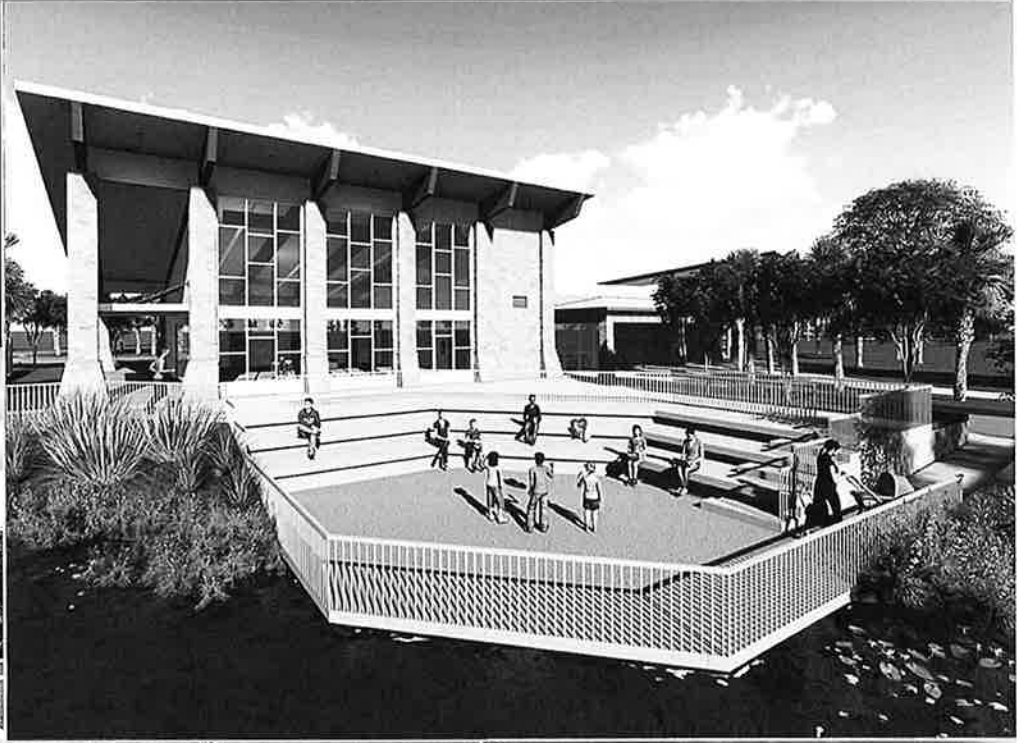
3. Town of Lake Park Request For Qualifications 107-2018

**4. Ranking Schedule and Evaluation Committee Meeting
Minutes of September 18, 2018**

Attachment 2

TOWN OF LAKE PARK PROFESSIONAL CONSULTANT SERVICES

*Designing Quality
Architecture that Builds
Lasting Relationships*



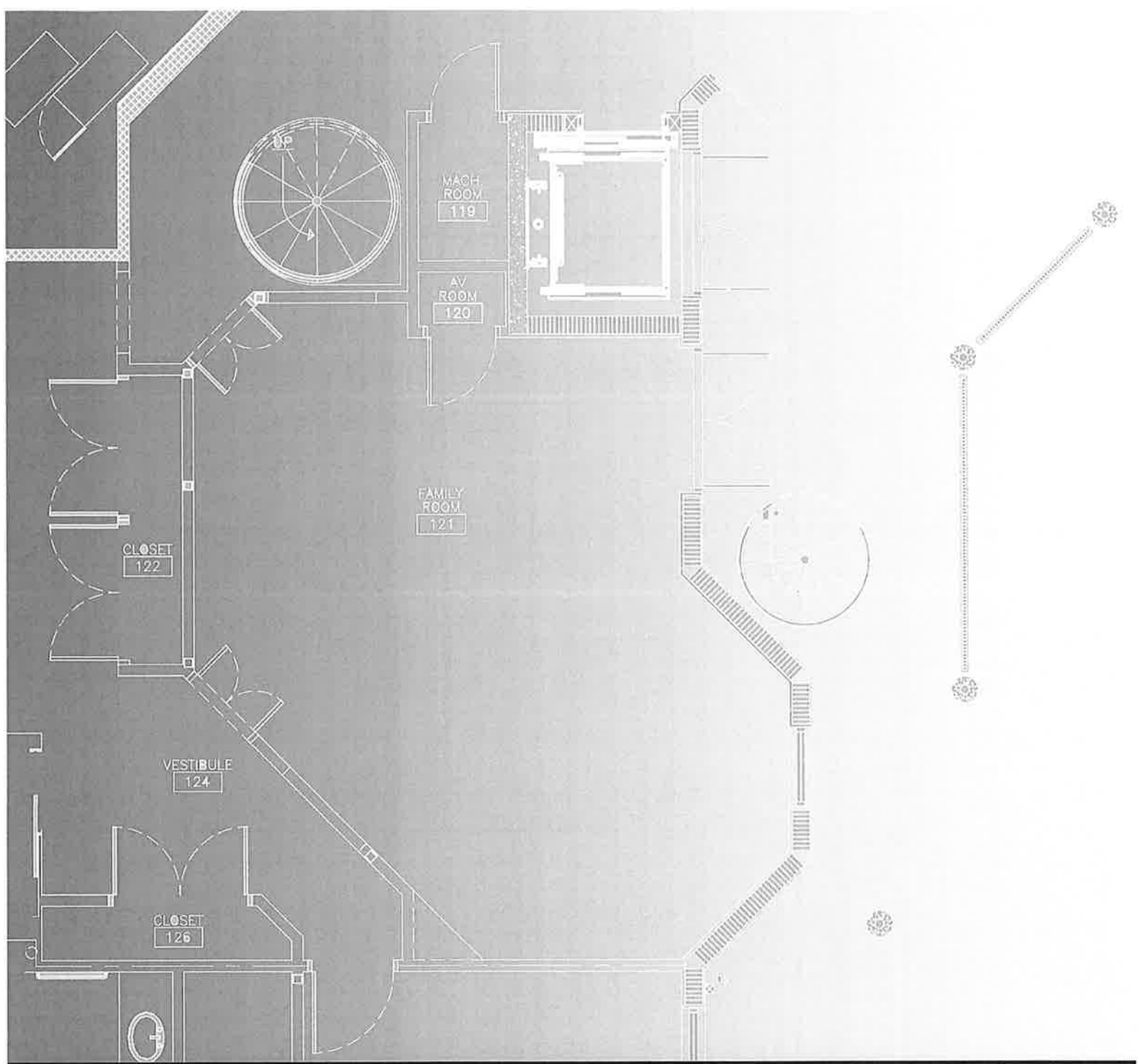
RFQ# 107-2018
(Architectural Services)
August 23th, 2018
3:30 p.m



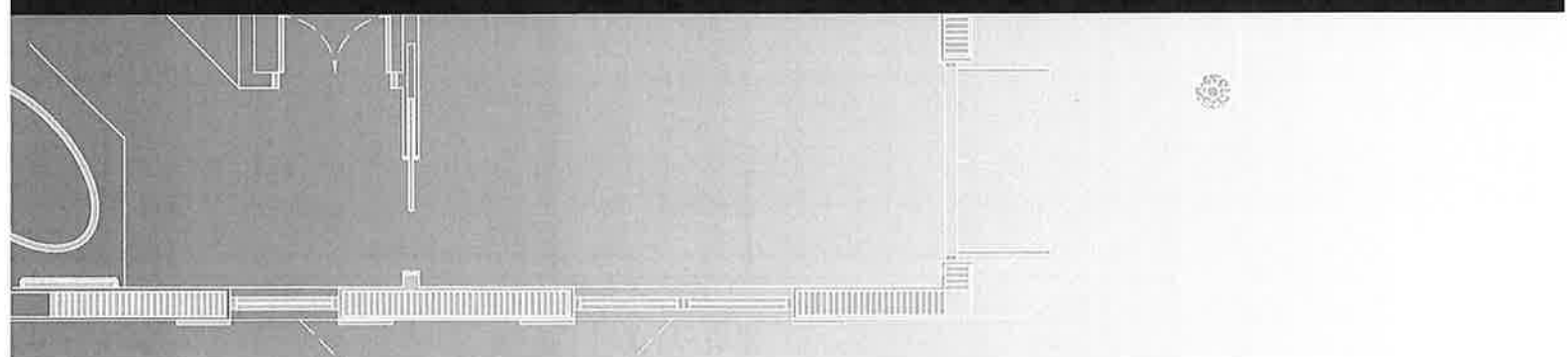
CPZ Architects, Inc.

4316 West Broward Boulevard, Plantation, FL 33317
200 N. El Mar Drive, Suite 200, Jensen Beach, FL 34957
Chris Zimmerman (954)792-8525 Chris@cpzarchitects.com





Section 1





LETTER OF INTRODUCTION

TOWN OF LAKE PARK

August 23, 2018

Town of Lake Park
535 Park Avenue
Lake Park, Florida 33403

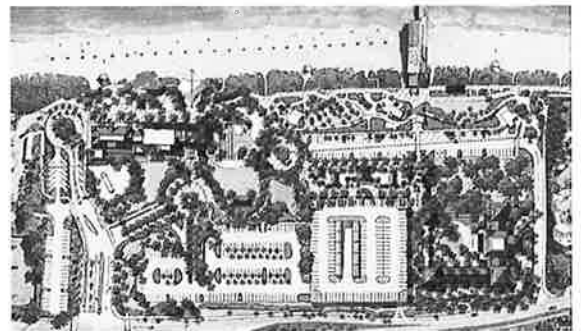
RE: Request for Architectural Qualifications No. 107-2018

Dear Evaluation Committee;

CPZ Architects, Inc. is pleased to submit our qualifications to the Town of Lake Park for continuing **Professional Architectural Services** under work category 5.2.d "Architectural Design". Our experience includes working with many Cities. We are ready and willing to provide your office with immediate and dedicated service. CPZ has served over 23 municipalities. The greatest testament to the *quality of our service* can be seen in our *repeat Clients*. The experience we have gained has provided us with an *understanding of the Government Owner and the pride of Ownership for your own building and Town Image*. We will design your projects to *function well, provide minimal maintenance, have built in flexibility and present an image to both the public and your personnel that is warm and friendly* and integrates into an environmentally sensitive and historic area. CPZ is currently providing architectural and engineering services on two of the Town's parks, Kelsey and Lake Shore Park. We understand your Town and building department requirements.

CPZ Architects has been in business for over 15 years and offers the full range of planning and architectural services, managed with the personal attention of the firm's founder on every project from start to finish. We are a local CBE firm with a staff of 12 employees. We also have on our staff a licensed Architect and licensed General Contractor and a LEED AP professional. Assisting with our various projects are (4) Project Managers/Associate Architects and (5) Intern Architects who are all skilled in CADD, 3d Modeling and Revit.

Chris P Zimmerman, AIA will be your Project Principal, Contracting Agent and Primary Contact with the Town. **I have over 30 years of GOVERNMENTAL experience in providing Architectural Services South Florida.** This understanding of the internal working of City Government, coupled with all my other municipal experience will *be an added* benefit to the Town of Lake Park. Chris is currently working with the City of Lake Worth to renovate their Casino Complex at the Beach. CPZ has been hired to completely renovate the entire complex incorporating new beach access, water features, retail, beach amenities and associated parking.



Christian Pena is our primary Designer. Mr. Peña brings to all his projects his passion for design which he draws from his extensive travels and sensibility to Historical and Regional elements. He believes any structure or facility should be memorable as well as functional. Most importantly, he believes in satisfying the needs of the client while striving to achieve all these goals.

Claudia Galvis, LEED certified, will be our other Project Manager. Her conceptual design for the Shirley Branca Park in Miramar won an AIA Award for outstanding conceptual design. Claudia's capability to be

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LETTER OF INTRODUCTION

TOWN OF LAKE PARK

proactive with the amount of detail and creativity will benefit the Town in any project it may have. Both Jayson and Claudia are authorized to make representations for CPZ Architects, Inc.

Our Team includes a TEAM of consultants that we have worked successfully with on many projects over the last 10 years. Our office staff has developed a great working and supportive relationship of all members of their offices, *assuring the Town of Lake Park a well-coordinated project.*

Our Structural Engineer is *MUEngineers, Inc.* Marcus Unterweger has 14 years of experience in the design of high-rise buildings, building restoration and many municipal facilities. His experience includes the City of Pompano Publix Safety Complex remodel, the Air Park Storage Building and the Town of Davie Student Housing Project. We are working and have completed numerous projects with Marcus including metal building structures for the Seminole Tribe of Florida and the City of Coral Springs Guardhouse. Our Mechanical, Electrical, Plumbing and Fire Protection Engineers will be *Delta G Consulting Engineers, Inc.* CPZ Architects has been working with Delta G on numerous projects and found them to be extremely responsive and professional and we are able to establish a relationship to ensure that projects run smoothly, and deadlines are met on time. *Chen Moore & Associates, Inc.*, the finest Civil Engineering and Landscape Design Firm in South Florida. They have completed several parks projects and have developed park master plans for various agencies. They have the *unique ability to carefully design the site grading to work with the natural landscape design to provide nicely integrated designs.* CPZ Architects has worked closely with *Keith Emery and CMS – Construction Management Services* on many projects including the City of Coral Springs Public Safety Facility and Fire Station, the City of Miami Gardens Community Center and are presently working with them on the Town of Davie Fire Station #86 and the West Palm Beach Fire Station #4. Their office is in the City of Deerfield Beach and they have over 30 years' experience in the Tri-County Area.

We are the Architectural/Engineering Team that understands the needs of a Building Owner; *“Good solid design that is well detailed, constructed efficiently and where the entire project is completed On Time and On Budget”.* We are committed to providing the Town of Lake Park with the most professional service possible. As a testament to our quality design, construction documents and dedication to our clients, CPZ Architects has *NEVER been involved in any litigation and our continuing services contracts with the various municipalities have always been renewed.*

We are committed to providing the Town with the most professional service possible. Our current workload will allow us to start immediately on your projects. We look forward to the opportunity of presenting to the Selection Committee and further discussing how we may be of service to the Town of Lake Park.

Respectfully,

A handwritten signature in black ink, appearing to read 'Chris P. Zimmerman', written over a horizontal line.

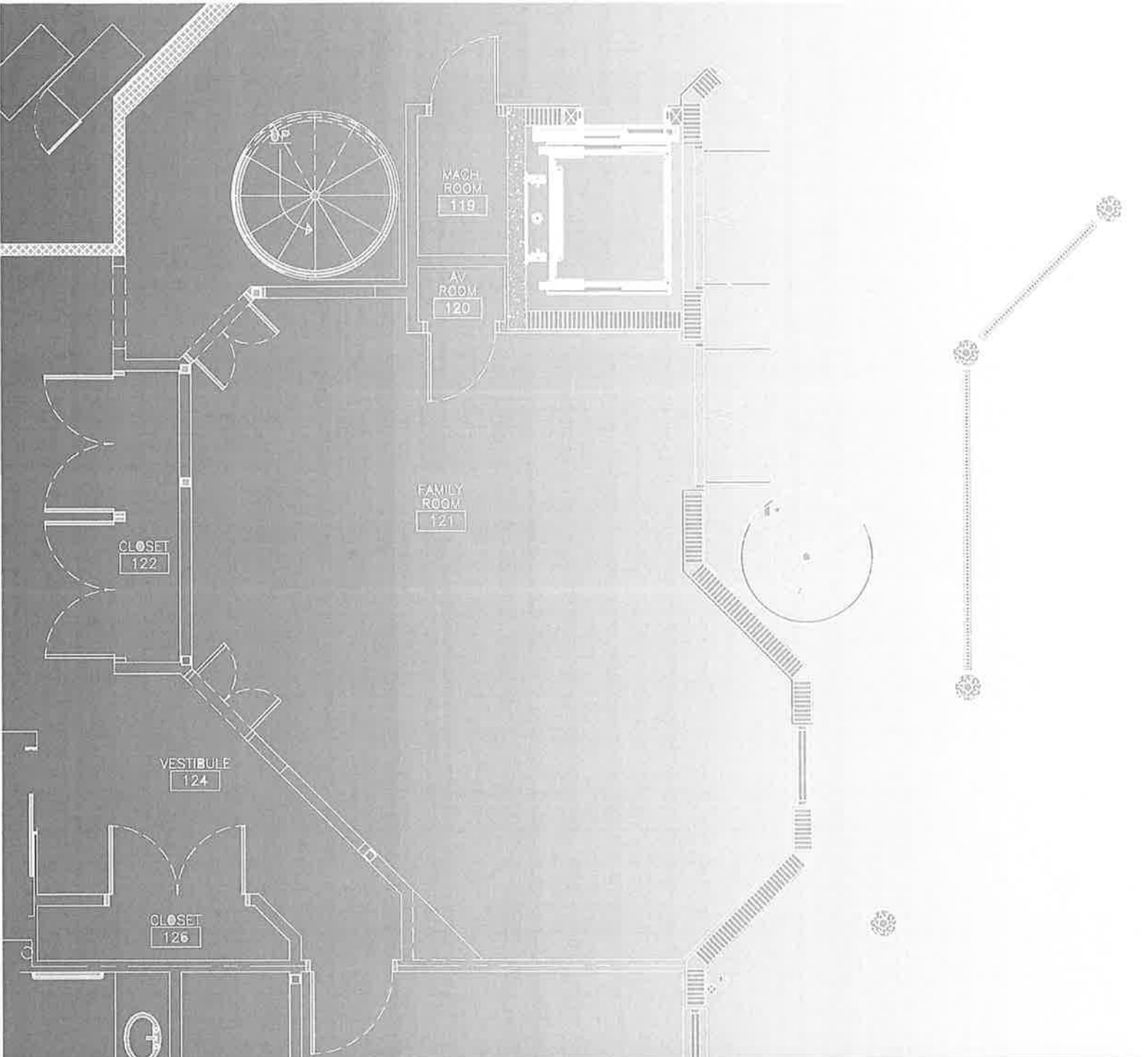
Chris. P. Zimmerman, AIA, President
CPZ Architects, Inc.
chris@CPZarchitects.com

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Section 2

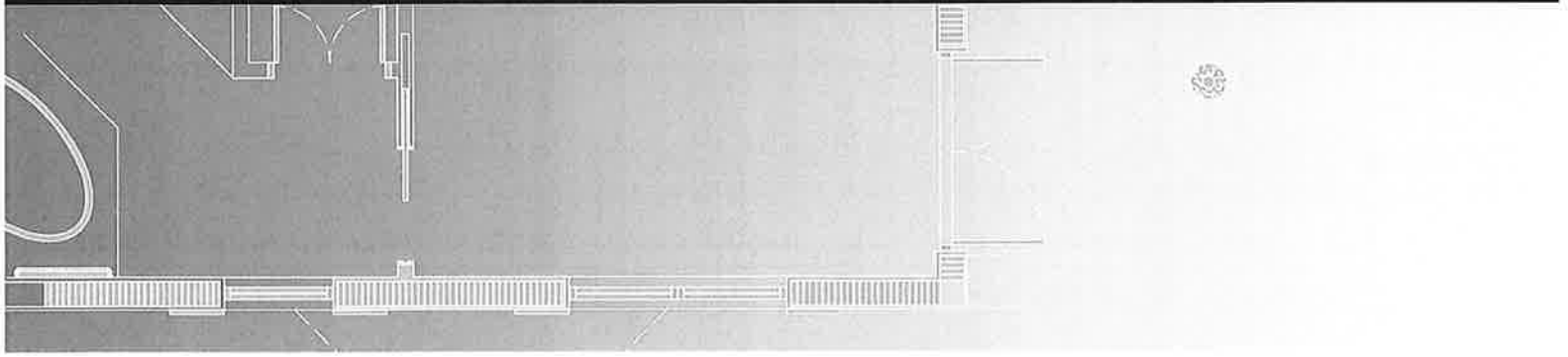




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Introduction Letter

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Certifications, Recommendations/ Awards, Insurance

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Project Approach

SECTION 5 – PERFORMANCE STANDARD

Proposal of aggressive Schedule

SECTION 6 – ATTACHMENTS

Exhibit A

CPZ ARCHITECTS, INC.

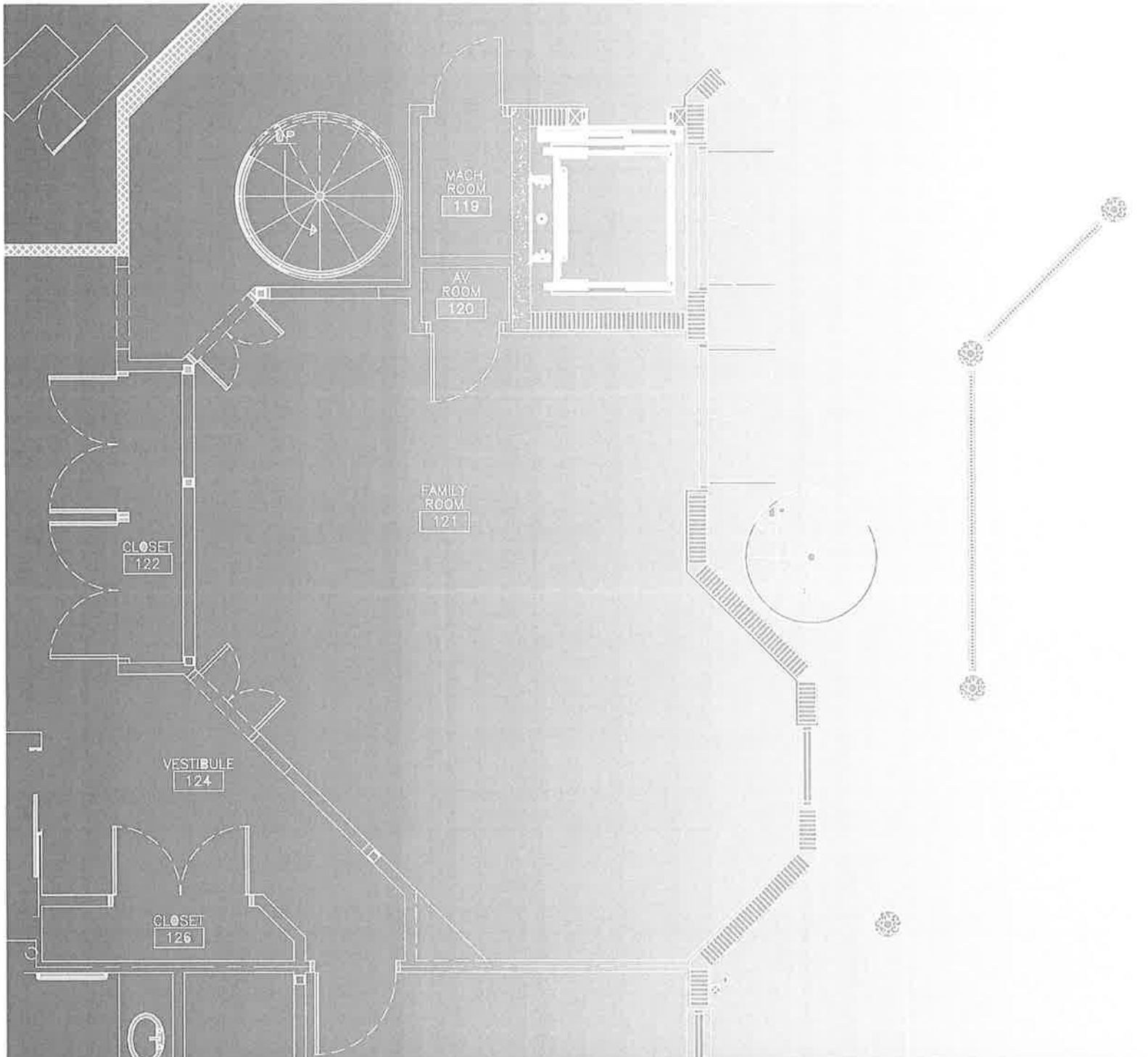
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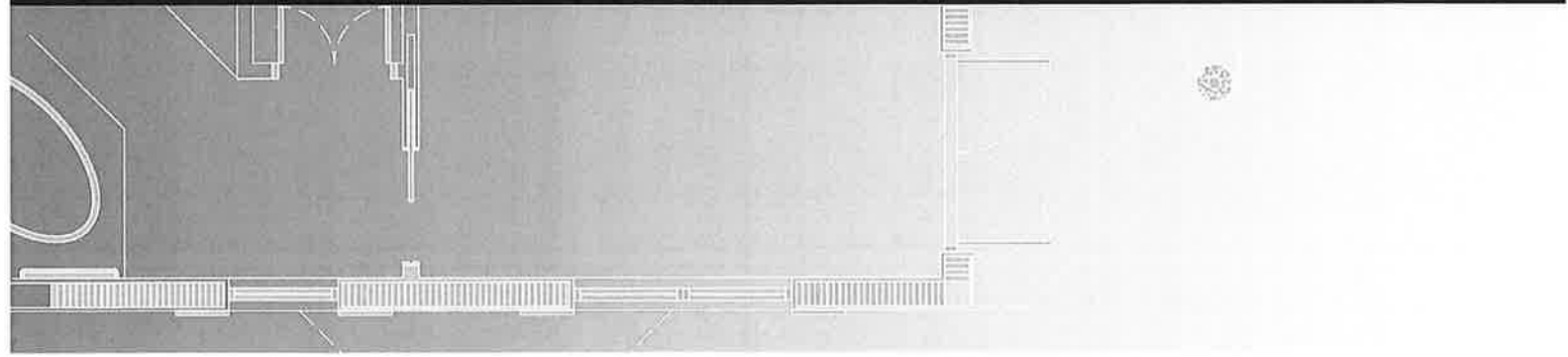
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Section 3





FIRM INFORMATION, EXPERIENCE AND REFERENCES

SERVICES

Site/space Planning
 Project Phasing
 Feasibility Studies
 Conceptual Design
 Architectural Design
 Engineering/Consultant
 Coordination
 Bidding/Permitting
 Construction Administration
 LEED Design
 Computer-Aided Design
 Building Information
 Modeling (BIM)
 Renderings

PROFESSIONAL AFFILIATIONS

American Institute of Architects
 County Business Enterprise (CBE)
 Plantation Chamber of Commerce

REPRESENTATIVE CLIENTS

St. Lucie County
 Broward County
 City of Coral Springs
 City of Fort Lauderdale
 City of Lauderdale Lakes
 City of Margate
 City of Miami Gardens
 City of Sunrise
 City of Coconut Creek
 City of Miramar
 City of Dania
 City of Tamarac
 City of Hollywood CRA
 Town of SW Ranches
 Town of Davie
 Midgard Management
 Crimson Services Patrinely
 U.S. Federal Reserve Bank
 Broward Sherriff's Office
 Nova Southeastern University

FEIN: 57-1140055



Chris Zimmerman of CPZ Architects, Inc. has 35 years of serving local south Florida municipalities and is pleased to submit our qualifications to the Town of Lake Park for continuing Professional Architectural Services under *work category 5.2.d "Architectural Design."*

We are a twelve-person Architectural firm with our Corporate office in Plantation, Florida. The office staff includes a Registered Architect and General Contractor, 4 Project Managers including one LEED® AP Professional, 5 associate architects and two office support staff. This comprehensive staff provides a wide variety of design and construction experience to assist the City in the successful completion of your projects. Founded in 2002, CPZ Architects is a small firm where the Firm Principal and Owner is involved and oversees all projects. It is this ownership and reputation that is important and assures that our projects are completed to a high standard. A project manager is also assigned to each "Client" and not just to a project. This establishes a relationship with our clients and over time helps assist our clients with a genuine understanding of their needs. Your **Point of Contact** will be the firm Owner Chris Zimmerman and your **Project Manager** and will be Christian Pena. Christian has been with CPZ Architects for over 8 years and was the project manager for the Hyatt Coconut Point renovation of their waterpark in Bonita Springs. He is also the manager for the City of Margate Sports Complex and David Park and the City of Doral Glades Park. His special combination of experiences offers a unique perspective and approach to design. Mr. Zimmerman will be the principal in charge of all the Town of Lake Park's Projects.

CPZ Architects comprehensive staff provides a wide variety of design and construction experience to assist the Town in the successful completion of your projects.

RESPONSIVE DESIGN. Meeting our client's project goals through design solutions that achieve harmony of function, aesthetics, quality, budget and schedule is the guiding principle of CPZ Architects, Inc. CPZ Architects' design approach centers on the philosophy, proven by experience, that even the most basic building can be designed to



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FIRM INFORMATION, EXPERIENCE AND REFERENCES

provide an economical, innovative and award-winning solution. Toward this end, we work in full collaboration with our client to achieve the optimum design solution and desired project results. Functionality, image, and quality requirements are balanced with budgetary and schedule parameters.



The results of this approach are seen in the success of the diverse designs of the firm, from public safety complexes to parks and recreational facilities that foster pride in the communities they serve. We have even won awards for our design of a Fire Station and a restroom. We continually strive for design excellence, transforming our client's vision into a striking expression of their mission and principles – delivered on time and in budget with value added each step of the way.

EFFECTIVE PROJECT MANAGEMENT. Communication and coordination are key elements in CPZ Architects' approach to project management. CPZ serves as the project team's single point of contact for all client communications. The engineering and other professional consultants are chosen for their direct experience and expertise for the specific project.

BUILDING LASTING RELATIONSHIPS. Our commitment to client satisfaction has built more than 20 long-term client/CPZ relationships and a reputation for superior, responsive client service. We strive to not only meet but exceed our clients' expectations at all levels. Our goal is a project that our clients, their community, and we can be proud of. As testament to our professionalism, design quality, and dedicated service, we take pride in our record of repeat work for multiple clients – a 75% repeat client rate. CPZ can provide comprehensive professional architectural services for all your projects. We have a team of engineers and landscape architects that support our office allowing us to provide your town with a complete project.

ON TIME AND IN BUDGET/ ERRORS AND OMISSIONS

CPZ Architects was retained by the City of Miami Gardens on recommendation by the City of Coral Springs to take over the completion of this 60,000 SF Community Center after the original Architect was removed by the city. Project was under construction when our firm took over and there were several items that had to be resolved and redesigned at the same time as not to delay construction. As such there were a number of change orders to meet code requirements and address construction concerns. We were able to finish the project on time and the City of Miami Gardens was very pleased with our performance and management of this complex project and retained our firm to complete an Amphitheater on the complex that was also completed on time and within budget.

Coral Springs Public Safety Complex



Miami Gardens Community Center



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FIRM INFORMATION, EXPERIENCE AND REFERENCES

CPZ Architects' policy of "Designing Quality Architecture that Builds Lasting Relationships" is evident through our ongoing Continuing Services with many local municipalities. We have had ongoing contracts with the Town of Davie and the City of Coral Springs for over 10 years.

We maintain a small firm environment, which allows the Owner to be involved in the management of every project that comes through the office. Each project is managed by a Licensed, Registered Architect. The Project Manager reviews the in-house Architectural drawings & specifications as well as the drawings & specifications of the consultants. We conduct review meetings with ALL the project consultants together to review the relationships of all disciplines. At the end of these meetings, copies of the marked-up drawings are provided to ALL consultants. This enables us to have control of the project and through communication and coordination we stay on schedule and within budget.

Schedule Control – Our Firm works with our clients to determine the project schedule at the start of the project to include the Design Phase, Permitting Submittals and estimated construction phase. We then create an electronic schedule that can be maintained throughout the project. This schedule is reviewed at the completion of each phase of the project. If the project falls behind schedule, we determine what is required to bring the project back on schedule and make the necessary revisions. We can add additional people to the project, extend work hours or both if these methods will expedite the project. Other scheduling solutions may include changing the sequence of activities to maintain the project moving to completion.

Cost Control & Estimates – At each phase of the design process we will review the cost estimate with our clients. One of the most beneficial services that we have utilized is the use of a consultant that specializes in cost estimating. We utilize the services of a local cost estimator to help maintain our costs. They provide a project breakdown that can be utilized to review the construction bids as well as the contractor schedule of values. Therefore, this process not only aids the Owner during design, it also helps manage the successful contractor's schedule of values preventing over billing. In addition, our firm president is also a Certified General Contractor, offering an insight to the constructability of each project.

Overall our projects maintain a change order rate of less than 5% regarding any issues with our construction documents, further testament to our quality control procedures. *We also have never had any contracts or agreements terminated for work relating to errors and omissions, convenience, cause, or default.*

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CHRIS P. ZIMMERMAN, AIA

PRESIDENT / PRINCIPAL-IN-CHARGE

PROFESSIONAL PROFILE

The founder of CPZ Architects, Inc., Mr. Zimmerman serves as principal-in-charge of all projects undertaken by the firm, ensuring quality delivery of services and client satisfaction. In addition, he serves as lead architect/project manager on designated projects, providing day-to-day leadership of multidisciplinary project teams.



Mr. Zimmerman's client-focused commitment to project success – from precise documentation of measurable client goals and objectives, building code verification and project planning, to fully detailed construction documents, through final punch list – has earned him the reputation as a quality architect in the south Florida community. To his design work, Mr. Zimmerman also brings in-depth constructability knowledge and application to projects through his certification as a general contractor, a faculty that assures his clients that his designs have been developed to be economically buildable.

YEARS' EXPERIENCE

33

REGISTRATION

Architect:
Florida, #10,995, 1985
North Carolina #9716, 2004
Louisiana #6826, 2008
NCARB Certification, 1986
Licensed General
Contractor-Florida,
#CGC1507035, 1986

EDUCATION

Carnegie-Mellon University-
Bachelor of Architecture,
1983

AFFILIATIONS

American Institute of
Architects
Boy Scouts of America -
Eagle Scout
Plantation Chamber of
Commerce

Mr. Zimmerman brought to his own firm the unique perspective of both architect and client. In his prior position as vice president of Scharf & Associates, he designed and managed more than \$50 million of new and renovation projects for both public and private sector clients. Earlier, he served in the owner's capacity, as Senior Project Architect for the City of Fort Lauderdale, creating award-winning designs on City projects. Through this combination of experience, Mr. Zimmerman brings a distinctly client point of view, coupled with architectural expertise and management efficiency, to each CPZ project.

PROJECT PROFILE

A record of meeting his clients' objectives for their projects underscores Mr. Zimmerman's commitment to quality architecture, personalized service, and effective project management. His broad project experience ranges from governmental, commercial/office, cultural, healthcare, and public safety facilities, to parks and recreation, resorts, and private residences. Notable among them:

Police Station ADA Restroom and Renovation, Town of Palm Beach, FL

Renovations include remodeling of the Visitors and Staff Bathrooms on both floors to comply with ADA code requirements. The remodel of Police Officers Bunker Gear Room, Bathroom and Shower facilities. Existing patio porch and planter areas are to be enclosed and designed to maintain the Mediterranean Architectural Style of the building.

Cost: \$ 500,000

Projected Completion: 2018



Coral Springs Public Safety Complex & Fire Station, City of Coral Springs, Florida

Comprehensive 3-phase renovation, expansion and hurricane hardening of existing 60,000 sf facility including new 2-story, 11,000 sf addition for state-of-the-art Emergency Management and Fire Department operations. Project involved complete reconfiguration of the complex's 7-acre site to expand parking space and provide new site security and emergency generator system. New facilities also include a 9,800 square foot LEED Certified Gold Fire Station, the only one of its kind in Broward County.

Cost: \$8 million.

Completed: February 2010



City of West Palm Beach Fire Station #4

New 11,000 sf 2-story fire rescue station. Includes 3 full apparatus bays with 7 dormitories on the second floor. Architectural style of Spanish Mission Revival was selected to be cohesive with the surrounding context of a neighboring residential historic district. LEED Gold certification is planned for this facility.

Cost: \$3.5 million

Completed: 2018



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CHRIS P. ZIMMERMAN, AIA

PRESIDENT / PRINCIPAL-IN-CHARGE



Doral Glades Park, Doral, Florida

Providing design services for this 25 acre park. Amenities include Environmental Nature Center, Amphitheater, dock, kayaking and boat ramp, nature trails, protected wetlands areas, large multi-purpose field, tennis, basketball & sand volleyball courts and children's playground.

Est. Cost: 10 million Design Completed: 2017



Boy Scouts of America, South Florida Council, Davie, Florida

Master Plan for premier 120-acre Boy Scout Camp and Phase I development projects including dining hall, pool building and signature main entry all designed to a national park ambience. The Park development included all new drainage, sewer, water and fire services. New facilities included multiple restroom facilities, Ranger Residence, Dining Hall, various pavilions. The site was further enhanced with a deeper lake, boating pavilion, outdoor amphitheater, recreational field, and 12 campsites.

Cost: \$6 Million

Completed: 2011



Delray Beach Police Station, Delray Beach, Florida

As a consultant to Carnahan, Proctor & Cross, CPZ is developing a draft needs assessment for all police department facilities and providing a summary to City staff. We will report findings and present the analysis, opportunities, constraints and potential program. The City will review and provided comments and we will produce a final summary.

Cost: N/A

Estimated completion date: 2018



Coral Springs City Hall Programming, Coral Springs, Florida

CPZ Architects worked with the City of Coral Springs to create program projections, evaluate the prospect of public and private partnerships, and develop a multi-facility redevelopment plan for the relocation of the city's City Hall. CPZ created a questionnaire to review the needs, both present and projected, for each of the city's departments. Utilizing existing building drawings, we created a diagrammatic plan depicting department office layouts and zoning.

Completed: 2010



Fire Station #50, Coconut Creek, Florida

Proposed new 11,000 sf, 2-Story Fire Station for the City of Coconut Creek. Plans include Two Apparatus Bays (100 ft. long each), 8 Dormitories on the Second Floor, Living areas on the First Floor & the exterior design to be sensitive to the prevalent Residential Character. LEED certification is planned for this structure.

Estimated Cost: \$4 million

Completed: 2017



Fire Rescue Station #86 & E.O.C. Complex, Town of Davie, Florida

This ongoing LEED registered project is a brand new 15,000 sf Fire Station and Community Center / Emergency Operations Center. The 10,000 sf Fire Rescue Station portion includes two Apparatus Bays, 10 Dormitories, Exercise Room, and Full professional Kitchen. Included will be an additional 5,000 S.F. Community Center with meeting rooms, kitchen, and showers along with major Park Renovations.

Cost: \$5 Million

Projected Completion: 2018

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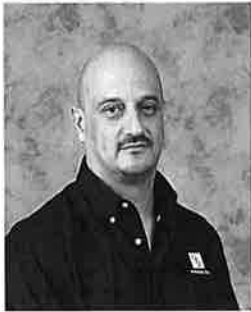
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PROFESSIONAL PROFILE

Mr. Peña has over 15 years of professional architectural experience in South Florida. His extensive background includes a vast variety of work including Commercial, Corporate, Education, Religious, Industrial, Banking, Residential and Municipal Structures and Parks.

Prior to starting with CPZ Architects Inc., Mr. Peña was a Lead Designer for a local Architectural firm. While with the firm Mr. Peña completely remodeled the main lobby for the Corporate Headquarters of Volvo Aero. In addition to his commercial work, Mr. Peña has completed several Multi-million-dollar waterfront residences.

At CPZ Architects Mr. Peña has worked on countless projects including a first in its kind 15+ Acre Eco-Resort Complex in Big Cypress, New Fire Stations for the City of Coral Springs, Davie and Coconut Creek, several Park Complex for the City of Hollywood and Davie, additions for the Federal Reserve Bank and, new vehicular entry features and perimeter enclosure for the Betty T. Ferguson Recreational Center in City of Miami Gardens and many LEED projects. Currently he is working on the complete renovation of the Historical Claremont Hotel located within the Deco District in South Beach, Miami & the brand new LEED Fire Station #50 for the City of Coconut Creek.

Mr. Peña brings to all his projects his passion for design which he draws from his extensive travels and sensibility to Historical and Regional elements. He believes any structure or facility should be memorable as well as functional. Most importantly, he believes in satisfying the needs of the client while striving to achieve all these goals.

YEARS EXPERIENCE

19

EDUCATION

Florida A&M University-
Master of Architecture,
1998

Bachelors of Architecture
1996

Florida State University-
Minor in Interior Design,
1996

PROJECT PROFILE

The following are a few projects Mr. Peña has been involved in at CPZ Architects Inc.:



Hyatt Water Park, Bonita Springs, Florida

Design and prepare construction documents for a water park at the Hyatt Hotel to include a water slide tower building, a 300 sq. ft. shade canopy area and open pavilion. We will also be providing construction administration.

Phase: Contract Documents

Completed 2016



Coral Springs Main Fire Station #80, Coral Springs Public Safety Complex, Florida

9,800 square foot, 4-Bay LEED Certified Gold Fire Station, the only one of its kind in Broward County, and site design for the complete complex.

Fire Station Cost: \$6 million

Completed: February 2010



Fire Station #86, Town of Davie, Florida

Conceptual design and site plan of proposed new 12,000 sf fire station, including renderings and site plans to be used by town representatives in presentations to the Shenandoah community.

Estimated Cost: \$2 million

Concept completed: 2010



Miami Gardens Community Center New Security Enclosure, City of Miami Gardens, Florida

This project includes two main Vehicular Entry Features, new Landscape, Security Gates and decorative steel fencing with masonry piers along the whole perimeter of the site.

Cost: \$600,000.00

Completed: 2013

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Fire Station #50, Coconut Creek, Florida

Proposed new 11,000 sf, 2-Story Fire Station for the City of Coconut Creek. Plans include Two Apparatus Bays (100 ft. long each), 8 Dormitories on the Second Floor, Living areas on the First Floor & the exterior design to be sensitive to the prevalent Residential Character. LEED certification is planned for this structure.

Estimated Cost: \$4 million Completed: 2017



Fire Station #94, Coconut Creek, Florida

Currently under the permitting process for the renovation & remodeling of the entire living quarters and reception area wing for Fire Station 94 personnel. Renovations include providing 6 new dormitories, larger day room and kitchen, new dispatch office, new a/c system throughout, conference area, Triage/HC bathroom and lobby/reception space. The new design allows for a better flow between spaces, more privacy for the personnel and a much more efficient response time.

Cost: \$350,000.00 Completed: 2014



Beverly Park Community Center Renovation, Hollywood, Florida

The existing community center was renovated and a 1,600 sf restroom and classroom addition was constructed plus exterior amenities added to the site. A new exterior entry structure and additional accent features were designed to enhance the neighborhood aesthetic.

Cost: \$850,000.00 Completed 2008



Washington Park, Hollywood, Florida

A new 2,500 sf Community meeting room, concession stand and restrooms were designed for Washington Park. The new facility was design to blend and match the architecture of the original building constructed in the 70's. In addition to the new structure, new pathways and Sport Field amenities where added to the site.

Cost: \$750,000.00 Completed 2008



Florida Everglades Resort, Big Cypress Seminole Reservation, Florida

A Full-service Eco-Resort combining historical Florida architecture with most current environmental building technology to reflect the natural and cultural heritage of the region.

Cost: \$27 million Concept Completed: 2012



Fire Rescue Station #86 & E.O.C. Complex, Town of Davie, Florida

This ongoing project is a brand new 15,000 sf Fire Station and Community Center / Emergency Operations Center. The 10,000 sf Fire Rescue Station portion includes two Apparatus Bays plus Support Rooms, 10 Dormitories, Exercise Room, and a Full professional Kitchen. This facility is LEED registered. Included in this project will be an additional 5,000 S.F. Structure and Community Center with meeting rooms, kitchen, and showers along with major Park Renovations.

Cost: \$5 Million Projected Completion: 2018

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YEARS' EXPERIENCE

9

EDUCATION

Florida Atlantic University,
Bachelor of Architecture
Minor in Art History

AFFILIATIONS

NCARB (IDP)

PROFESSIONAL PROFILE

Ms. Galvis has experience in all phases of a project, from proposal to completion. Although she has been involved in a variety of project types, she is especially knowledgeable in the design of worship spaces and places of assembly. During her time at CPZ, Ms. Galvis has obtained experience in municipal, parks and recreation, community centers, educational and tenant improvement projects. She emphasizes the importance of communication, good planning and coordination of projects and seeks quality in all her design collaborations.

Prior to joining CPZ, Ms. Galvis worked with two other South Florida-based architectural firms, developing designs and construction documents for mixed-use, hospitality, residential, and religious projects in central and south Florida.

Ms. Galvis is a LEED AP professional and is fluent in Spanish.

PROJECT PROFILE

Ms. Galvis has been involved in the schematic design, design development, code research, LEED certification, construction documents, bidding, permitting, and construction administration of the following projects:



City of West Palm Beach Fire Station #4

New 11,000 sf 2-story fire rescue station. Includes 3 full apparatus bays with 7 dormitories on the second floor. Architectural style of Spanish Mission Revival was selected to be cohesive with the surrounding context of a neighboring residential historic district. LEED Gold certification is planned for this facility.

Cost: \$3.5 million

Completion: 2017



Coral Springs Fire Stations #43, & #95

Demolish and replace with new identical fire stations on 2 different sites. The phasing of construction will allow for the installation of a temporary trailer for continued operations. Both stations to be built simultaneously.

Cost: \$ 5 million

Completed: 2016



Coconut Creek Fire Station #50, City of Coconut Creek, Florida

This proposed new 11,000 sf, 2-Story Fire Station for the City of Coconut Creek includes two Apparatus Bays (100 ft. long each), 8 Dormitories on the Second Floor, Living areas on the First Floor & the exterior design to be sensitive to the prevalent Residential Character. LEED Silver certification is planned for this facility.

Cost: \$4.6 million

Projected Completion: Fall 2016



Fire Rescue Station #86 & F.O.C/Community Center, Town of Davie, Florida

This ongoing project is a brand new 15,000 sf Fire Station and Community Center / Emergency Operations Center. The 10,000 sf Fire Rescue Station portion includes two Apparatus Bays plus Support Rooms, 10 Dormitories, Exercise Room, and a full professional Kitchen. This facility is LEED registered. Included in this project will be an additional 5,000 S.F. Structure and Community Center with meeting rooms, kitchen, and showers along with major Park Renovations.

Cost: \$5 Million

Projected Completion: 2017

CPZ ARCHITECTS, INC.

4316 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317

200 N, EL MAR DRIVE, SUITE 200, JENSEN BEACH, FLORIDA 34957

(954) 792-8525, FAX (954) 797-2847

AA# 26000685

WWW.CPZARCHITECTS.COM



PROJECT PROFILE (continued)



Fairway Childcare, Miramar, Florida

The City of Miramar retained our firm to renovate an existing building into a childcare facility. This existing building was built over the course of several decades of City Management. Our renovation included creation of new classrooms, additional bathrooms that are accessible to children of all ages, as well as modifications to improve the energy efficiency of the facility. The center became a Broward County Certified Childcare facility after its completion.

Cost: \$350,000

Completion: May 2014



NE Focal Point Thrift Store Expansion, Deerfield Beach, Florida

CPZ Architects has just completed the Design Development phase and is currently under the Owner Review process for the design of the NE Focal Point Thrift Store Expansion. The existing building, a former senior care facility, will be converted to a Thrift Store consisting of 6,940 SF of retail space, 800 SF of storage space, a receiving space and loading dock, and a renovated entrance. The entire interior space will be completely adjusted to meet the new building use without compromising the existing shell.

Cost: \$875,000

Scheduled Completion: T.B.D.



Shirley Branca Park Conceptual Restroom Building, Miramar, Florida

CPZ Architects is currently providing full architectural services for a new Cultural Amphitheater Complex at Shirley Branca Park that includes an amphitheater, a restroom building and park improvements. Mid Century Modern style Architecture was the proposed style. Project is currently under schematic design phase.

Cost: \$200,000

Scheduled Completion: T.B.D.

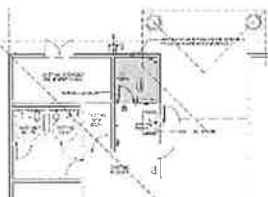


74th Street Passive Park, Coconut Creek, Florida

CPZ Architects has just completed the conceptual site plan of the 74th St. Passive Park in the City of Coconut Creek. The park will serve as an amenity for the semi-rural community in which the park is located and will consist of an open play field, (4) exercise stations, bench seating, signage, parking, bike racks, new frontal fence and gate, extension of existing trail, and landscape improvements

Cost: \$235,000

Completion: T.B.D.



Miramar I.T. Room renovation, Miramar, Florida

CPZ Architects provided construction documents and permitting services for the renovation of the I.T. room at the Aquatic Center in the Miramar Regional Park in Miramar, Fl. The renovation included adding an interior access door to the room, removing the exterior access door and filling the existing opening to match the existing building interior and exterior finishes. Relocation of the adjacent kitchen's existing ice machine along with corresponding water, drainage and electric lines was also part of the scope of work.

Cost: \$50,000

Completion: 2013

CPZ ARCHITECTS, INC.

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DEPARTMENT OF STATE FILING-CPZ ARCHITECTS, INC.

“Designing Quality Architecture that Builds Lasting Relationships”

***State of Florida
Department of State***

I certify from the records of this office that CPZ ARCHITECTS, INC. is a corporation organized under the laws of the State of Florida, filed on December 2, 2002.

The document number of this corporation is P02000128253.

I further certify that said corporation has paid all fees due this office through December 31, 2018, that its most recent annual report/uniform business report was filed on April 2, 2018, 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 Second day of April, 2018*



Ken Detjmer
Secretary of State

Tracking Number: CC2467037254

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

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

CPZ ARCHITECTS, INC.

4316 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317
200 N. EL MAR DRIVE, SUITE 200, JENSEN BEACH, FLORIDA 34957
(954) 792-8525

AA #26000685

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LICENSES – CPZ ARCHITECTS, INC.

“Designing Quality Architecture that Builds Lasting Relationships”

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ARCHITECTURE & INTERIOR DESIGN

LICENSE NUMBER	
AA2600685	

The ARCHITECT CORPORATION
Named below IS CERTIFIED
Under the provisions of Chapter 481 FS.
Expiration date: FEB 28, 2019

CPZ ARCHITECTS, INC.
4316 W BROWARD BLVD
PLANTATION FL 33317



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ARCHITECTURE & INTERIOR DESIGN

LICENSE NUMBER	
AR0010995	

The ARCHITECT
Named below IS LICENSED
Under the provisions of Chapter 481 FS.
Expiration date: FEB 28, 2019

ZIMMERMAN, CHRISTOPHER P
4316 WEST BROWARD BOULEVARD
PLANTATION FL 33317



CPZ ARCHITECTS, INC.

4316 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317
200 N. EL MAR DRIVE, SUITE 200, JENSEN BEACH, FLORIDA 34957
(954) 792-8525

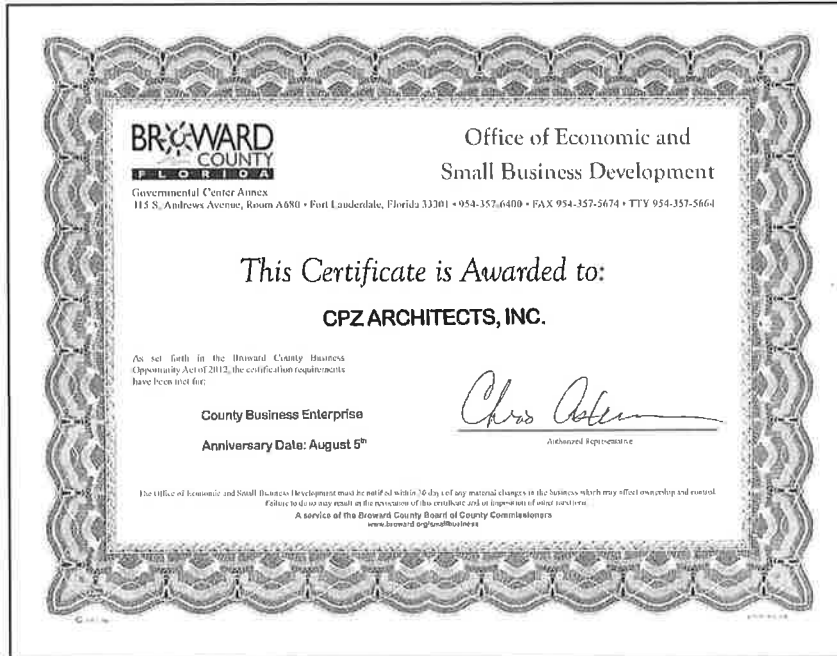
AA #26000685

WWW.CPZARCHITECTS.COM



CERTIFICATES – BROWARD COUNTY CBE

“Designing Quality Architecture that Builds Lasting Relationships”



BROWARD COUNTY
FLORIDA
OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT
Governmental Center Annex
113 S. Andrews Avenue, Room A680 • Fort Lauderdale, Florida 33301 • 954-357-6400 • FAX 954-357-5674 • TTY 954-357-5664

November 2, 2017

Mr. Chris Zimmelman
CPZ ARCHITECTS, INC.
4516 W. Broward Blvd.
Plantation, Florida 33317

Dear Mr. Zimmelman:

The Broward County Office of Economic and Small Business Development (OESBD) is pleased to announce that your firm's County Business Enterprise (CBE) certification has been renewed.

Your firm's certification is continuing from your anniversary date, but is contingent upon the firm verifying its eligibility annually through this office. You will be notified in advance of your obligation to continue eligibility in a timely fashion. However, the responsibility to assure continued certification is yours. Failure to document your firm's continued eligibility for the CBE program within thirty (30) days from your anniversary may result in the expiration of your firm's certification. Should you continue to be interested in certification after it has expired, you will need to submit a new application and all required supporting documentation for review.

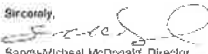
To review current Broward County Government bid opportunities visit www.broward.org/Purchasing and click on "Current Solicitations and Results." Also, from this website, you can log into your firm's profile in BizSync to ensure you have added all appropriate classification codes. Bid opportunities over \$3,500 will be advertised to vendors via e-mail and according to classification codes, so please ensure that both the Purchasing Division and OESBD are apprised of your current e-mail address.

Your primary certification group is: **Architecture/Engineering Services**. This is also how your listing in our directory will read. You may access your firm's listing by visiting the Office of Economic and Small Business Development Directory, located on the Internet at: www.broward.org/BizSync and click on "Certified Firm Directories."

Your firm may compete for, and perform work on Broward County projects in the following areas:

NAICS CODE: 641310

We look forward to working with you to achieve greater opportunities for your business through county procurements.

Sincerely,

Sandy-Michael McDonald, Director
Office of Economic and Small Business Development

Cert Agency: BC-CBE
ANNIVERSARY DATE: August 5th

Broward County Board of County Commissioners
Mark D. Regan • Dean R. Kiser • Mark D. Olson • Sara V.G. Pappas • Chip Latta • Ron E. Ryan • Tom Ryan • Barbara Strain • Scott Williams
www.broward.org

CPZ ARCHITECTS, INC.

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AA #26000685

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BUSINESS TAX RECEIPTS – CPZ ARCHITECTS

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000
VALID OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018

DBA: CPZ ARCHITECTS INC
 Business Name: CPZ ARCHITECTS INC
 Receipt #: 316-353
 Business Type: ARCHITECT (ARCHITECT)

Owner Name: CHRISTOPHER P ZIMMERMAN
 Business Location: 4316 W BROWARD BLVD
 PLANTATION
 Business Phone: 954-327-1655
 Business Opened: 03/25/2003
 State/County/Cert/Reg: AA 26000685
 Exemption Code:

Rooms	Seats	Employees	Machines	Professionals
		1		

Tax Amount	Number of Machines:				Vending Type:		Total Paid
	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost		
30.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00

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:
CHRISTOPHER P ZIMMERMAN
4316 W BROWARD BLVD
PLANTATION, FL 33317

Receipt #ICP-16-00021914
Paid 09/01/2017 30.00

2017 - 2018



City of Plantation LOCAL BUSINESS TAX CERTIFICATE

Certificate # 162449

Account # OC0203663

Valid from 10/01/2017 to 09/30/2018

**THIS CERTIFICATE MUST BE
CONSPICUOUSLY DISPLAYED**

Classification: (20)d Professional - Architect

Business Name & Address:
ZIMMERMAN AIA, CHRISTOPHER P
4316 W BROWARD BLVD
PLANTATION FL 33317-3706

Susan K. Slattery
CITY CLERK SIGNATURE

NOTICE: If Business is sold this Certificate must be transferred within 10 days or it becomes null and void.

CPZ ARCHITECTS, INC.

4316 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317
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WWW.CPZARCHITECTS.COM

AA #26000685



• DAVIE, FLORIDA 33314
PHONE: 954.797. • FAX: 954.797. • WWW.DAVIE-FL.GOV

October 20, 2017

To whom it may concern,

The Town of Davie Public Works Department has worked with CPZ Architects, Inc. on two community centers to date, the Pine Island Community Center and the Pine Island Aquatic & Fitness Building, the Sunny Lake Community Center and Bird Sanctuary, the Police Station and Lobby Improvements and the Public Works Storage Building. CPZ has been a consultant and partner to the Town of Davie for over 12 years with 15 successful projects.

On these projects they have worked with us to maintain the budget, maintain the schedule and assist our Capital Projects Office with construction administration. Their assistance in both design and construction administration has guided us through many successful projects. CPZ's attention to details and great responsiveness has assisted in both design and construction administration and has guided us through many successful projects

Sincerely,

Emilio DeSimone, C.G.C., LEED Green
Associate Project Manager, Public
Works & Capital Projects 6901 Orange
Drive
Davie, FL 33314
Phone: 954-797-1085
Fax: 954-797-1246
Mobil: 954-275-8591
E-mail: emilio_desimone@davie-fl.gov
Website: www.davie-fl.gov

COMMUNITY DEVELOPMENT
DEPARTMENT
Redevelopment and Grants Division



Phone: (954) 572-2315
Fax: (954) 578-4768

September 29, 2017

CPZ Architects, Inc.
Chris P. Zimmerman, AIA
4316 West Broward Boulevard
Plantation, FL 33317

Subject: Performance of CPZ Architects

To Whom It May Concern:

This is a letter of reference for CPZ Architects, Inc. This firm is currently under contract for all the affordable grant housing programs within the City of Sunrise Redevelopment and Grants Division.

The City funds residential rehabilitation programs with the State Housing Initiatives Partnership (SHIP) Program, Community Development Block Grant (CDBG) Program, and the Home Investment Partnership Program (HOME).

These programs require the expected costs of repair, replacements, and renovations be estimated, and that initial bid specifications for eligible improvements be developed. The cost estimates provided by CPZ Architects, Inc. are used to determine the amount of grant funding that is required for each rehabilitation project.

This firm provides the service of the initial scope of work specifications designed to assist a client in obtaining construction bids. The City determines client eligibility for assistance and processes contractor bidding and payments for work completed. The normal routine for CPZ Architects, Inc. includes an initial inspection, scope of work preparation, review by the City, revisions as required, written concurrence with the bid award, review and approval of any required change orders, and final inspection.

As the housing grants administrator for the City of Sunrise, it is my job to hire contractors to rehabilitate homes on a daily basis. CPZ Architects has been working with our programs since 2008, and has performed all required responsibilities to my utmost satisfaction. I am pleased to recommend them for any future jobs they may seek in this industry.

Sincerely,


Robin Buller
Grants Administrator



CITY OF CORAL SPRINGS FLORIDA

POLICE DEPARTMENT

2801 CORAL SPRINGS DRIVE
CORAL SPRINGS, FL 33065
TELEPHONE (954) 346-1200

April 25, 2016

To whom it may concern,

The City of Coral Springs Police Department has had the pleasure of working with CPZ Architects, Inc. on the renovation of our Police Station as part of our improvements to the Public Safety Complex.

The City retained CPZ Architects for this \$12 million dollar project in 2006. The scope included the hardening and renovation of the existing three story 45,000 square foot Coral Springs Police Station and 16,000 square foot addition for New Fire Administration and Emergency Operation Center and various areas throughout the three story building. The renovation removing the exiting curtain wall and installing new impact resistant windows and doors, new roof and any structural repairs that needed to bring the building up to current code. Interior renovation include new HVAC, new fire sprinklers, new finishes, new paint, new lighting, and reconfiguration of spaces to meet the police department's needs. Our police staff was in full operation while all renovation work was completed.

Most recently CPZ Architects was also retained to design (2) 750 KW generators for our Police Station.

We were extremely pleased with CPZ Architects' performance on all aspects of the Police Station Building renovation and addition project and would certainly recommend them for your project.

Sincerely,

Tamara Micensky
Senior Fleet and Facilities Coordinator

CORAL SPRINGS PARKLAND

— FIRE DEPARTMENT —



FRANK BABINEC
Fire Chief

November 8, 2017

To whom it may concern,

The City of Coral Springs Fire Department has worked with CPZ Architects on several Fire Stations. I have had the pleasure of working with CPZ on Fire Station #80, completed in 2008. In 2013, CPZ Architects was awarded two new Fire Stations, #43 & #95. CPZ Architects has always given the City of Coral Springs very professional and prompt service and are readily available by phone and for meetings.

CPZ Architects recently completed Fire Station #43 & Fire Station #95 and both projects were on time and within budget. These two fire stations are the same architectural prototype but on two different project sites.

We would recommend CPZ Architects for your project and we would not hesitate to use CPZ in the future. Their experience and willingness to work closely with staff provides outstanding client support, which results in a successful project and a lasting client relationship.

Sincerely,

Frank Babinec
Fire Chief



OFFICE OF THE FIRE MARSHAL
4800 WEST COPANS ROAD
COCONUT CREEK, FLORIDA 33063



JEFFERY GARY
FIRE MARSHAL

May 3, 2016

To whom it may concern,

The City of Coconut Creek Fire Rescue Department has retained the services of CPZ Architects to both design a new fire station and remodel another within the last two years.

Currently we are in the final stages of construction for Fire Station #50 which is an 11,000 square foot, 2-story station with 2 apparatus bays, 8 dormitories which will receive a silver LEED certification.

We met numerous times with CPZ Architects and presented them with many different design requests and changes during the process and found them very accommodating and responsive to our needs. Now during the construction phase their administrative staff continues to meet with us Bi-weekly and has guided us through this successful project. We will use them in future for another station and would recommend them for your fire station project as well.

Please do not hesitate to call me if you would like to discuss their services at 954-545-6617.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffery Gary".

Jeffery Gary



COCONUT CREEK FIRE RESCUE

4800 WEST COPANS ROAD
COCONUT CREEK, FLORIDA 33063

www.coconutcreek.net

Phone (954) 973-6706

*

Fax (954) 420-5855



July 24, 2012

To Whom It May Concern:

The City of Coconut Creek Fire Rescue Department has had the pleasure of working with Mr. Chris Zimmerman and CPZ Architects, Inc. since March 8, 2012. After review of Mr. Zimmerman's extensive fire station design experience, the City retained Mr. Zimmerman and CPZ Architects, Inc. to design the Windmill Park Fire Station Project.

This project involved the conceptual design of a three bay fire station site, including a floor plan with living quarters for nine personnel, and elevation drawings. Their experience with modern fire station design made the design process smooth and enabled this project to move along quickly and cost effectively, which in turn minimized staff time.

In summary, it is because of the success of this project that I am able to recommend CPZ Architects, Inc.

Sincerely,

Steven A. Pollio
Fire Chief



August 3, 2012

LETTER OF RECOMMENDATION

TO WHOM IT MAY CONCERN:

The Coral Springs Fire Department has had the pleasure to work with CPZ Architects, Inc. on three different projects. The first was Fire Station 80, which is our main fire station located on Coral Springs Drive. This particular design received honorable mention from FIRE CHIEFS magazine, for Fire Station Design 2012. This was quite an accomplishment considering they were competing with Architects from across the country. The second project was Fire Station 64 located on Ramblewood Drive, both of the stations were new construction. The third project was a computer room project located in the Fire Training Center.

CPZ was very professional and worked very well with the end users (firefighters), on the design and their needs, allowing them to operate out of a station for 24 hours at a time. The firm was very responsive to issues that came up during construction and were very amenable.

I have been with the City of Coral Springs for 28 years and have to say that CPZ is one of the best firms the city has ever hired.

Sincerely,

Fire Chief Curran



August 29, 2012

To Whom It May Concern:

The Deerfield Beach Housing Authority had the pleasure of working with CPZ Architects, Inc. on The Palms of Deerfield Affordable Townhomes. The original scope for this project was to design forty two affordable townhomes on the site. CPZ Architects were able to design fourteen more additional units on the site totaling fifty six affordable townhomes on site. They were able to bring this project to completion.

Mr. Chris Zimmerman, Principal, Jayson Hall, Project Manager, and I worked on this project from design through construction and it was a success. CPZ was very professional and worked well with the Housing Authority Staff. The firm was very responsive when issues came up during construction and were right there on site to resolve the situation quickly.

I have been with the Deerfield Housing Authority as their Executive Director for over 20 years and I have to say CPZ is one of the best firms the housing authority has hired. I recently accepted a position at the Gainesville Housing Authority and if CPZ was in our area I would not hesitate to consider their company for architectural service. I would highly recommend Mr. Chris Zimmerman and Jayson Hall along with their staff for any project you may be considering.

Sincerely



Pamela Davis

Past Director

Deerfield Beach Housing Authority



CITY OF *CORAL SPRINGS* FLORIDA

POLICE DEPARTMENT

2801 CORAL SPRINGS DRIVE
CORAL SPRINGS, FLORIDA 33065
TELEPHONE: (954) 346-1201
FAX: (954) 346-1210
WWW.CORALSPRINGS.ORG

TONY J. PUSTIZZI
Chief of Police

August 5, 2013

To Whom It May Concern:

As the Chief of Police for the Coral Springs Police Department, I have had the opportunity of working with the CPZ Architects, Inc. on the complete renovation of our Public Safety Building. Their expertise allowed us to completely harden and re-skin the outside of the building, while maintaining our full staff within the facility during the renovation process. They provided an initial design solution that came in under budget and allowed us to completely remodel the interior of the facility. The entire CPZ Team was always available to provide service to the Police Department. They worked well with the General Contractor all the way through the project for a successful completion.

The City of Coral Springs continues to utilize the services of CPZ Architects, Inc. for additional work within the city. Should you have any questions, or need additional information, please contact me at (954) 346-1201.

Sincerely,

Tony Pustizzi
Chief of Police



City of Miami Gardens

March 28, 2014

Oliver Gilbert
Mayor

Lisa C. Davis
Vice Mayor

Rodney Harris
Council Member

Erhabor Ighodaro, Ph.D.
Council Member

Lillie Q. Odom
Council Member

Felicia Robinson
Council Member

David Williams Jr.
Council Member

Cameron Benson
City Manager

Ronetta Taylor, MMC
City Clerk

Sonja K. Dickens
City Attorney

City of Greenacres
5800 Melaleuca Lane
Greenacres, FL 33463

To Whom It May Concern:

The City of Miami Gardens Capital Improvement Projects Department has had the pleasure of working with Chris Zimmerman and CPZ Architects, Inc. on continuing services contract projects for more than 5 years.

One of the largest projects was the Betty T. Ferguson Recreation Center. The City retained CPZ Architects for this \$12 million dollar project in 2009. The Recreation Building has an indoor swimming pool, gymnasium, dance studios, fitness center, auditorium, classrooms, computer lab, art studio and restroom/shower/locker rooms. The site also has an artificial turf football field, a running track, bleachers and a press box.

After the Recreation Building and playfield was completed the City retained CPZ Architects to design a \$750,000 outdoor Amphitheatre with seating for 250 people on the Betty T. Ferguson site. Most recently CPZ Architects was retained to design a decorative fence and gates project with landscaping and irrigation around the perimeter of the 26 acre site.

We were extremely pleased with CPZ Architects' performance on all aspects of the projects for the Community Center building and site and would certainly recommend them for your project.

Sincerely,

Brandan Decaro, RA
Director of Capital Projects



July 24, 2014

RE: Reference for CPZ Architects, Inc.

To Whom It May Concern:

Nova Southeastern Universities Facilities Department has had the pleasure of working with Chris P. Zimmerman, AIA and the team at CPZ Architects, Inc. on numerous projects since 2005. They began working with us on the renovation of our Campus bookstore and have worked with us on projects at both the Davie and Kendall campuses including classrooms and sports storage facilities. Currently, they are working with us on several projects including security upgrades at several locations, building evaluations and new softball and baseball fields. Their firm is responsive and diligent in their attention to detail. They have worked well with our contracting team as well, helping to get projects completed on time and on budget. CPZ is a firm that is very responsible and keeps the owner's best interest always in mind when doing their work. We were extremely pleased with CPZ Architects' performance on all aspects of the projects in the Davie Campus and would certainly recommend them for your project.

Sincerely,

A handwritten signature in black ink, appearing to read "Felix Leon".

Felix Leon
Project Manager - Construction
Facilities Management
Nova Southeastern University
3301 College Avenue
Fort Lauderdale, FL 33314
Off: 954-262-8821



FIRE STATION #78 CITY OF TAMARAC, FLORIDA



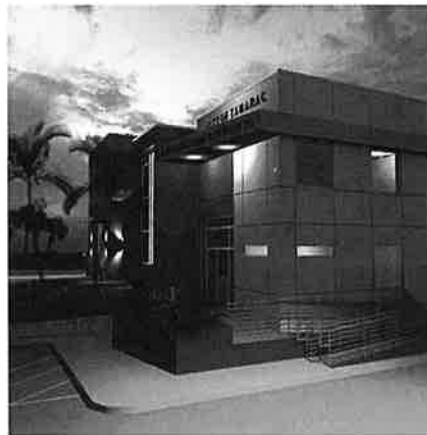
Project Type
Governmental
New Construction

Services
Design / Build

Construction Cost
3 Million

Completion Date
N/A

Client Contact
Jim Nicotra
Senior Procurement Specialist
City of Tamarac
Phone (954) 597-3569



The
Fort Lauderdale Chapter
of the
American Institute of Architects

On the recommendation of
its independent jury and through its
Board of Directors,
it pleased to confer this

Honor Award
to

CPZ Architects

for the design of

Fire Station 78
City of Tamarac

The 29th day of October 2014


Chris P. Zinacchini, AIA
President



DESIGN
AWARDS
2014

AIA Fort Lauderdale

Client Goals / Results:

Paired with CRC Construction, a proposed design along with a full Schematic Package was submitted to the City of Tamarac for the Design/Build of a new Fire Station to replace the existing facility located on West Commercial Boulevard.

The predominant style of architecture for this 11,000 sq. ft. two story station is a modern design, with potential to be LEED Certified. Although this station was not awarded to CPZ/CRC, it received a Design Award from the Fort Lauderdale Chapter of the American Institute of Architects in 2014 for outstanding design.

CPZ ARCHITECTS, INC.

4316 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317
200 N. EL MAR DRIVE, SUITE 200, JENSEN BEACH, FLORIDA 34957
(954) 792-8525

AA #26000685

WWW.CPZARCHITECTS.COM

The
Fort Lauderdale Chapter
of the
American Institute of Architects

On the recommendation of
An independent jury and through its
Board of Directors
Is pleased to confer this

Honor Award

to

CPZ Architects

for the design of

Park Restroom Facility
Unbuilt Governmental

This 18th day of October, 2014



Chris P. Zimmerman, AIA
President



DESIGN

AWARDS

2014

AIA Fort Lauderdale
A Chapter of The American Institute of Architects



CERTIFICATE OF INSURANCE-CPZ

"Designing Quality Architecture that Builds Lasting Relationships"

Client#: 1050588 CPZARC1

ACORD™ CERTIFICATE OF LIABILITY INSURANCE DATE (MM/DD/YYYY) 10/20/2017

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 USI Insurance Services, LLC, 1715 N. Westshore Blvd. Suite 700 Tampa, FL 33607	CONTACT NAME: PHONE (A/C, No, Ext): 813 321-7500 FAX (A/C, No): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A : Travelers Indemnity Company of CT 25682 INSURER B : Travelers Indemnity Company 25658 INSURER C : Travelers Casualty and Surety Company 19038 INSURER D : Everest National Insurance Company 10120 INSURER E : INSURER F :
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INSURED
CPZ Architects, Inc.
4316 West Broward Blvd.
Plantation, FL 33317

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	ADOL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	X	6801H881909	10/16/2017	10/16/2018	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY	X	X	6801H881909	10/16/2017	10/16/2018	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED. <input checked="" type="checkbox"/> RETENTION \$10000	X	X	CUP6G403954	10/16/2017	10/16/2018	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000 \$
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 <input checked="" type="checkbox"/> N/A		X	UB7J181936	10/16/2017	10/16/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Professional Liability			PL5E00324171	10/16/2017	10/16/2018	\$2,000,000 per Calm \$2,000,000 Annl Aggr.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Professional Liability coverage is written on a claims-made basis.

CERTIFICATE HOLDER For Proposal Purposes	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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TEAM ORGANIZATIONAL CHART

Town of Lake Park

Prime Professional / Team Leader

CPZ Architects, Inc.

Chris P. Zimmerman, AIA, NCARB
President / Project Principal
Claudia Galvis, Project Manager

CBE, LEED ACCREDITED PROFESSIONALS



Structural Engineers MUEngineers, Inc.

Marcus Unterweger PE, SI, LEED AP
Ricardo Madriz, PE LEED AP



LEED ACCREDITED PROFESSIONALS

Mechanical, Electrical & Plumbing Engineers Delta G Consulting Engineers, Inc.

George SanJuan, P.E., LEED AP
Stephen Bender, PE, LEED AP, Mechanical
Craig Bozeman, Electrical
Ricardo Torres, Plumbing
Jorge Bahamonde, Fire Protection Engineer



CBE, LEED ACCREDITED PROFESSIONALS

Civil Engineers Chen Moore & Associates

Suzanne Marie Dombrowski, P.E. ENV SP



MBE, LEED ACCREDITED PROFESSIONALS

Landscape Architecture

Chen Moore & Associates

Cristobal Betancourt, RLA, Project Mgr.
Eric Harrison, RLA



MBE, LEED ACCREDITED PROFESSIONALS

Surveying

Stoner & Associates, Inc.

James Stoner, P.S.M. President



Cost Estimating

CMS - Construction Management Services, Inc.

Keith Emery
President, Project Director



SBE, MBE, CBE

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CONSULTANT CONTACT INFORMATION

<u>Architect</u>	<u>CPZ Architects, Inc.</u> 4316 W. Broward Boulevard Plantation, Florida 33317 Chris Zimmerman 954-792-8525 Chris@cpzarchitects.com
<u>Structural</u>	<u>MUEngineers, Inc.</u> 3440 NE 12 th Avenue Oakland Park, FL 33334 Marcus Unterweger 954-324-4730 munterweger@MUEngineers.com
<u>MEP</u>	<u>Delta G Engineers</u> 707 NE 3 rd Ave. Suite 200 Ft. Lauderdale, FL 33304 George SanJuan 954.527.1112 Ext.10 gsanjuan@deltag.net
<u>Civil/Landscape/Survey</u>	<u>Chen & Associates</u> 500 Australian Avenue, Suite 530 West Palm Beach, FL 33401 Cristobal Betancourt RLA (561) 746-6900 x1078 cbetancourt@chenmoore.com
<u>Cost Estimating</u>	<u>CMS-Construction Management Services, Inc.</u> 10 Fairway Drive, Suite 301 Deerfield Beach, FL 33441 Keith Emery 954-481-1611 Kemery@cms-construction-services.com

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Marcus Unterweger,
P.E., S.I., LEED AP
President
MUEngineers, Inc.

YEARS of EXPERIENCE:

Total Years of Experience: 14

PROFESSIONAL REGISTRATIONS

Registered Professional Engineer:
Florida: PE 63860
Special Inspector/Threshold
Buildings: Florida: 7027309

EDUCATION

Masters of Engineering: Dipl. Ing.
(Univ) Technical University of
Munich, Germany 1999
Master of Business: MBA
Business School of Edinburgh,
Britain 2004

PROFESSIONAL AFFILIATIONS

American Society of Civil
Engineers (ASCE)
American Institute of Steel
Construction (AISC)
American Concrete Institute (ACI)
Post Tension Institute (PTI)

PROFESSIONAL EXPERIENCE

Mr. Unterweger has more than fourteen years' experience in the design of fire stations, police stations, public safety complexes, public libraries, public hurricane shelters, airport terminals, port terminals, educational facilities, municipal facilities, high-rise buildings, healthcare facilities, churches, clubhouses, building restoration, office buildings, and pedestrian bridges and parking garages.

- 2010 to present: President of MUEngineers, Inc.
- 1998 thru 2010: Project Manager and Engineering Manager at an ENR 400 Engineering Company

Relevant Project Experience:

- City of Miramar Fairway Preschool Renovation
- City of Pompano Air Park Storage Building
- City of Sunrise New Publix Safety Building
- City of Pompano Publix Safety Complex Remodel
- Pembroke Pines Elementary Multipurpose Building
- Seminole Tribe Billie Swamp Maintenance Facility
- Boynton Intracoastal Park – Open wood park buildings
- Marathon Fire Station
- Village of Islamorada Public Safety Headquarters and Fire Station
- Davie Student Housing Project
- Village of Islamorada Administrative Center

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YEARS of EXPERIENCE:
Total Years of Experience: 16

REGISTRATIONS
Registered Professional
Engineer: Florida: PE 68444

EDUCATION
Masters of Engineering:
McGill University, Montreal,
Canada 2004

Bachelor in Civil Engineering:
McGill University, Montreal,
Canada, 2002

PROFESSIONAL EXPERIENCE

Mr. Madriz is the Engineering Manager for MUEngineers, Inc. and bringing more than twelve years of structural engineering practice and skill to the table. He is incredibly knowledgeable in building structures and analysis, the latest software, and current building codes and industry standards.

Ricardo Madriz has experience in the structural design of educational facilities, municipal, facilities, high-rise buildings, building restoration, residential buildings, water related structures, office buildings and parking garages.

Project Experience:

Broward County, Professional Architectural and Engineering Services Contract, Various, Broward County, Florida- Project Manager - MUEngineers, Inc. was a member of the team for this continuing contract with Broward County RFP, as a sub-consultant. This RFP was awarded in May 2016 and the specifics of this project are still being determined.

Continuing Contracts for Professional Services Contract, City of Lake Worth, Florida Project Manager - MUEngineers, Inc. was a member of the team for this continuing contract with the City of Lake Worth RFP, as a sub-consultant. This RFP was awarded in January 2018 and the specifics of this project are still being determined.

Broward County Professional Engineering Consultant Services, Continuing Contract, Various, Broward County, Florida- Project Manager. MUEngineers, Inc. was a member of the team for this continuing contract with Broward County RFP, as a sub-consultant. This RFP was awarded in February 2017. We have begun the process of two phases for this contract, a park walkway observation deck/tower remodel and a gazebo restoration/remodel.

South Florida Water Management District, Southwest Ranches, Florida- Project Manager - MUEngineers, Inc. provided professional engineering services for the design of a one story, 3,000sf maintenance building, a 1,050sf covered parking area and a dumpster enclosure for the South Broward Drainage District.

Coral Springs Fire Station #43, Coral Springs, Florida-Project Manager – MUEngineers, Inc. provided structural engineering for a brand-new 7,000 square foot fire station for the City of Coral Springs. This one-story, three-bayed fire station was designed to account for the inclusion of a kitchen, dormitory, watch office, communal living space, workout room, meeting rooms and the garage.

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Ricardo Madriz, P.E., LEED AP

Engineering Manager/Sr. Project Manager

Kelsey Park, Lake Park, Florida – Project Manager. MUEngineers designed a new restroom facility building for the City of Lake Park. The building, a total of 29,000sf was comprised of male and female restrooms, a separate storage room and a plumbing chase separating each respective bathroom side.

Clewiston Police Department, Clewiston, Florida- Principal in Charge. Our involvement on this project is centered around renovations to convert an existing structure into a police station. Our services included: steel framing for a roll up door, new interior CMU walls and partition walls, new exterior door openings, and new ADA ramp including foundations, walls and slab on grade.

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Experience

George SanJuan founded **Delta G Consulting Engineers Inc.** in 1992. Mr. San Juan has led the growth of the firm to twenty-one engineers and staff since October 1992.

George SanJuan is an Electrical Professional Engineer with over thirty-one years' experience as an electrical engineer, project manager and Principal-in-charge. Some of his projects include:

Education:

Bachelor of Science, 1988 from Florida Atlantic University, Associate of Arts in Business Administration from Florida Atlantic University, 1983

Registration:

Professional Engineer Licenses held in 11 States

LEED Accredited Professional (2006)

Professional Affiliation:

USGBC United States Green Building Council

Engineering Experience:

31 years

- **Aishel House, 5 Story ALF/MC Facility, 110,000 SF. Lauderhill, FL**
- **Morgan's Cove, 4 Story ALF/MC Facility, 76,000 SF, St. Augustine, FL**
- **Morgan's Cove, 4 Story ILF Facility, 128,000 SF, St. Augustine, FL**
- **Ocala ALF/MC Facility, 4 Story, 104,000 SF, Ocala, FL**
- **Dania Beach Library, City of Dania Beach, LEED Silver Certified**
- **Pompano Beach Transit Center Bus Canopy, Pompano Beach, FL**
- **Broward Performing Arts, Program and Building Expansion Studies, Fort Lauderdale, FL**
- **Broward County Edgar Mills Multipurpose Center, Design-Build Criteria Guidelines and Specifications; Broward County.**
- **Weston City Hall, Weston, FL**
- **Sunrise Public Works Facility, Sunrise, FL**
- **Numerous Police Stations in Broward County, Florida**
- **Over 26 Fire Stations In Broward County, Florida**
- **Over 40 Elementary and High Schools; Broward County, FL**
- **Fort Lauderdale-Hollywood International Airport, Continuing Services 10 Year Contract, with over 100 Projects; Fort Lauderdale, FL**
- **Fort Lauderdale-Hollywood International Airport, New Terminal 1A, Fort Lauderdale, FL, new terminal of 270,000 SF with concourse and 6 gates for Southwest Airlines and BCAD**
- **JAFCO, Respite and Residential Center for Children with developmental Disabilities; City of Sunrise, FL**

Mr. SanJuan is the Principal of the firm and spends most of his time assisting the project managers of our (4) fully staffed project teams and support personnel. His responsibilities also include QA/QC and specialty projects. Mr. SanJuan also works very closely with the client's project tams and is instrumental in the management and coordination of projects from the initial kick off meeting through to final C.O. and commissioning of projects.



DELTA G CONSULTING ENGINEERS, INC.

STEPHEN BENDER, PE

Mechanical Engineer



Education:
Bachelor of Science in
Mechanical Engineering –
Rutgers University 1989

Registration:
Professional Engineer
Licenses held in 2 States

Professional Affiliation:
USGBC
United States Green Building
Council LEED Accredited
Professional in 2007

Experience
28 years

Experience

Stephen Bender joined **Delta G Consulting Engineers, Inc.** in 2004 as a Mechanical Engineer. He has over 28 years of design experience in the Mechanical Engineering industry, including 8 years as a Project Manager for Delta G Consulting Engineers Inc.

Some of his projects include:

Specialty Facilities Clients

- Aishel House, 5 Story ALF/MC Facility, 110,000 SF. Lauderhill, FL

Healthcare Clients

- Miami Children's Hospital
- South Miami Hospital
- Larkin's Community Hospital
- North Shore Medical Center
- Mount Sinai Medical Center
- Wellington Regional Medical Center
- Sylvester Comprehensive Cancer Care Center
- University of Miami Hospital

Higher Education Clients

- University of Miami
- Broward College
- Barry University
- Lynn University
- FIU Wall of Wind

Municipal Clients

- Broward County
- City of Sunrise
- City of Pompano Beach
- City of Fort Lauderdale
- Fort Lauderdale Airport
- City of Miramar
- School Board of Broward County

Resort & Hospitality Clients

- Holiday Inn in Aventura

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Experience
30 years

Craig Bozeman - Electrical Engineer

Experience

Craig Bozeman is an Electrical Engineer with thirty years of experience as an Electrical designer and project manager. He is responsible for total management of all aspects of projects to ensure they are completed on time and at the highest level of quality.

Mr. Bozeman has designed Electrical systems for various buildings, such as Office/Commercial, Educational, and Residential/Hotel.

Mr. Bozeman's years of experience includes all phases of electrical engineering design and analysis.

- BSO Main Jail Switchgear
- Town of Davie Gun Range
- Conte Facility Manual Transfer Switch
- North Broward Detention Center HVAC Replacements.
- Broward County Judicial Midrise Renovation (Phase Occupation Basis)
- Public Safety Building ATS Replacement and Power Quality Analysis
- Broward County Sheriff's Office Building Relocation
- North Broward Detention Center Kitchen Warehouse Testing
- Broward County Judicial Center Sprinkler Design
- Broward County West Regional BSO Office Remodel
- Broward County Library Wind Mitigation (Phase Occupation Basis)
- BSO Juvenile Center



DELTA G CONSULTING ENGINEERS, INC.



Experience

Ricardo Torres joined **Delta G Consulting Engineers, Inc.** in 2013 as a Plumbing Designer. He has over 30 years of design experience in the Plumbing Engineering industry.

Some of his projects include:

Education:

School of Architecture,
Rafael Landivar
University, Guatemala

Experience:

Over 30 years

Municipal Clients

- School Board of Dade County and Broward County
- City of Miramar
- Palm Beach County
- Terminal 3 Bathroom and Cash Room Remodels
- Terminal 3 Escalators Lighting
- Terminal 3 Concourse E Finish Upgrades
- Several Firehouses in Broward County

Higher Education Clients

- University of Miami
- Nova University
- Florida Atlantic University
- Barry University

Resort & Hospitality Clients

- 500 Brickell
- Icon Brickell
- Carillon Hotel
- St. Regis Resort Bal Harbour
-

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DELTA G CONSULTING ENGINEERS, INC.

JORGE BAHAMONDE

Fire Protection Engineer



Experience

Jorge Bahamonde is a Fire Protection Engineer with over 13 years' experience as a Fire Protection designer, and Project Manager. He is responsible for total management of all aspects of the projects to ensure they are completed on time and at the highest level of quality.

Mr. Bahamonde has designed fire systems for various buildings, such as Office/Commercial, Educational, Healthcare Facilities/Hospitals, Airports and Residential/Hotel.

Mr. Bahamonde has performed Energy and Load calculations and analysis using various software programs, selected equipment and prepared technical documentation. He provides project related service to clients, architects and contractors, and performs field inspections.

Education:

Bachelor of Science
in Mechanical
Engineering at
Catholic University
of Peru in 2004

Registration:

LEED Accredited
Professional (2009)

Experience

13 years

Town Centers and Retail Projects

- Promenade at Coconut Creek, Coconut Creek Florida
- Berkshire Oaks in Orlando Florida

Specialty Projects

- Dania Beach Library, City of Dania Beach, LEED GOLD CERTIFIED
- Broward Performing Art, Program and Building Expansion Studies, Fort Lauderdale, FL
- Broward County Edgar Mills Multipurpose Center, Broward County.
- Pompano Beach Transit Center Bus Canopy, Pompano Beach, FL
- Weston City Hall, Weston, Fl
- Coral Springs City Hall, Coral Springs, Fl
- Lauderdale Municipal Building, Lauderhill, Fl, LEED SILVER CERTIFIED
- Sunrise Public Works, Sunrise, FL
- Numerous Police Stations in Broward County, Florida
- Numerous Fire Stations in Broward County, Florida
- Over 40 Elementary and High Schools; Broward County, FL
- Fort Lauderdale-Hollywood International Airport , Fort Lauderdale, FL
- JAFCO, Respite and Residential Center for Children with Developmental Disabilities; City of Sunrise, FL

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Suzanne Marie Dombrowski, P.E., ENV SP Project Manager



Education

Bachelor of Science, Civil Engineering, University of Florida, 2005

Master of Engineering, Civil Engineering, University of Florida, 2006

Registration

Professional Engineer, Florida, 69918, 2009

Professional Affiliations

American Society of Civil Engineers

Florida Engineering Society

Certifications

Stormwater Management Inspector

FDOT Specifications Package Preparation Training for Consultants

Envision Sustainability Professional

SWMM Stormwater Modeler
Advanced Maintenance of Traffic

Ms. Dombrowski is a senior engineer and West Palm Beach Branch Manager with Chen Moore and Associates. She holds a bachelor's degree in civil engineering and a master's degree in engineering with a specialization in civil engineering from the University of Florida. Ms. Dombrowski has managed a wide range of municipal utility, drainage and roadway projects from the planning stages throughout construction. She also designs the site civil improvements for both public and municipal facilities.

Project Experience

TPB Digital Utility Atlas Update, Town of Palm Beach, FL. CMA was contracted by the Town of Palm Beach to review the Town's existing GIS and Cartograph Asset Management System (AMS) and provide recommendations on how to enhance this data for engineering studies, NPDES permitting, FEMA mapping, system modeling and maintenance tracking. The scope included identification of the systems to be included in the atlas and AMS, identification of the metadata required by the different users for the various utility systems, review of the existing data available at the Town (CAD, GIS, Reports, As-builts), and prepare a plan for building and completing the data sets. Coordination with various Town departments was required to understand the needs and uses for the data. A pilot project was conducted in which a select area of data was cleaned and pushed out to Town staff for their use.

TPB Generator Design, Town of Palm Beach, FL. CMA was contracted by the Town of Palm Beach to replace the generator located at the North Fire Station. With Smith Engineering, CMA provided the design for the generator replacement and main switchboard and associated piping modifications. The project is currently under construction.

TPB Vehicle Bay Restoration, Town of Palm Beach, FL. CMA was requested to provide services for the restoration of a vehicle bay at the Town's Public Works Facility. The scope of services included field verification, review of existing plans, design of the backfill and concrete slab, and utility modifications. CMA worked with the contractor to establish a schedule that would allow time for the final product to reach the quality as designed, while still expediting the construction duration.

Ridgeview, Cherry & W Indies Drainage Improvements, Town of Palm Beach, FL. Chen Moore and Associates was contracted by the Town of Palm Beach to perform the design and permitting services for the drainage improvements of three streets. The scope of work consists of field investigation to determine causes of flooding, design including landscape mitigation, roadway design, coordination with permit agencies and construction administration.

Public Works Utility Atlas Update, Town of Palm Beach, FL. The Town of Palm Beach Public Works Department has an existing CAD Atlas that needs to be updated to reflect recent capital projects completed by the Town. An updated atlas is critical for system maintenance and to provide accurate background information to engineering firms for future projects. The atlas will be updated through field verification

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provided by the Town, incorporation of as-builts for recent projects and review of high resolution aerial imagery. The final deliverable will be an atlas for the stormwater and sanitary systems that includes both horizontal and vertical location information.

TPB Parking Inventory, Town of Palm Beach, FL. CMA was requested by the Town of Palm Beach to perform an inventory of all Town-owned parking within the Town limits. The project uses a GIS-based approach to collect data that will be compatible with the Town's existing database and parking software. The scope of services includes a desktop based analysis to gather the parking data, field verification and measurement, a standard operating procedure for maintaining the data, creation of a mobile application to view and maintain the data, creation of a web application for public access, and training of Town staff.

TPB North End Drainage Improvements CEI, Town of Palm Beach, FL. CMA is providing civil engineering services and inspection services relating to the North End drainage improvements for the Town of Palm Beach. Chen Moore and Associates previously provided the design and permitting of the drainage improvements for a portion of this project, and is also performing the construction administration for designs completed by other consultants. CMA is providing civil engineering and construction administration services for the construction of the improvements within the design documents including shop drawing review; resident project representative services; and permit certification and closeout. Special coordination for this project is needed to minimize impacts to residents including maintenance of traffic planning, specialty driveway and landscape restoration, and allowable construction hours.

Skees Road Landfill Improvements, Town of Palm Beach, FL. The CMA Team is providing professional design services for the construction of a new building facility on the Skees Road Landfill site for the Town of Palm Beach. The building will house equipment used for the maintenance of the landfill. The CMA Team is providing site plan preparation and processing; design services for the proposed building and site infrastructure; permitting through the regulatory agencies; and bid document review and assistance. CMA is the prime consultant for the project, and is performing the tasks related to the site civil improvements including grading, drainage, and utilities.

TPB Public Works Utility Atlas Update, Town of Palm Beach, FL. CMA is assisting the Town of Palm Beach Public Works (TPBPW) with updating the Public Works Utility Atlas. The Town and CMA recently completed updates to the sanitary and storm systems digital atlas using a combination of as-builts, CAD atlas and field updates. This project will augment the atlas to capture and build more features as per Town requests.

The scope of services will include: building additional layers; training; field verification; and creating maps for the public facing web site.

GIS Online Services, Town of Palm Beach, FL. CMA is assisting the Town of Palm Beach with GIS Online implementation. The scope includes development of ArcGIS online organization site; posting data; adjusting/updating data; creation of field application; training Town staff in ArcGIS Online Organization, web maps, web mapping applications, and Collector field application; creation of online maps; creation of online applications; and registering existing ArcGIS Online services (such as aeriels, parcels, etc.).

Lift Station 21, Pompano Beach, FL. Chen Moore and Associates was responsible for the design, permitting and construction administration for the relocation of the existing LS 21 (master pump station) serving a majority of the City of Pompano Beach barrier island. After completing the Basis of Design Report, Chen Moore and Associates proposed a variety of options to handle the approximately 4,700 GPM existing flow and conducted follow-up odor studies for specific design purposes.



Mr. Betancourt is Chen Moore and Associates' Director of Landscape Architecture and Planning. He has experience providing planning and landscape architecture design solutions for public and private sector clients. Mr. Betancourt provides a full range of services starting with due diligence and master planning culminating in detailed site design. He is well versed in the use of low-impact development techniques applied to site planning.

Project Experience

TPB Royal Palm Way Irrigation, W Palm Beach, FL. CMA is providing irrigation design services for the planted medians on Royal Palm Way (between Royal Park Bridge and South Ocean Blvd) in Palm Beach, Florida. CMA will provide design development; construction documents; permitting; bidding assistance; and electrical design.

Coconut Creek Fire Station 50, Coconut Creek, FL. Chen Moore and Associates provided landscape architecture services as a subconsultant to CPZ Architects for Fire Station 50 to be located at the intersection of Coconut Creek Parkway and 45th Avenue in the City of Coconut Creek, Florida. The proposed program for the project includes the design, permitting and construction of a two story, approximately 13,000 square foot municipal fire station. The project is seeking LEED silver certification through the USGBC. The site plan includes on grade parking and a two story building requiring landscape buffers and treatment in compliance with local municipal landscape code. CMA provided landscape and irrigation design and tree removal permitting services for the project.

Miramar-Shirley Branca Amphitheater, Miramar, FL. Chen Moore and Associates (CMA) is providing landscape architecture and civil engineering services including design, permitting, and construction administration for a 2,500 person capacity amphitheater as a subconsultant to CPZ Architects. The amphitheater is located in Miramar, Florida. The scope of design services performed by CMA includes construction documentation for the demolition of existing retaining walls; regrading of existing berms; redesign of pathways and sidewalks; and new landscape, site furnishings; and modified irrigation to the overall park site.

West Palm Beach Fire Station 4, W Palm Beach, FL. As part of the CPZ team, CMA provided civil engineering and landscape architecture services for West Palm Beach's Fire Station No. 4. The design involved the demolition of the existing fire station and complete re-design of the site with a two-story building. CMA's role involved coordination with the FEMA modeling updates; coordination with City, regulatory agencies and existing utilities; site civil design including parking lot, adjacent streets (partial design), drainage and utilities; landscape improvements; and hardscape design.

Senior Center, Sunrise, FL. The facility consists of the following new amenities: fitness room, game room, arts and craft room, computer class room, teaching kitchen and newly renovated community room. Site improvements include additional new parking and HVAC upgrades.

Education

Bachelor of Science, Landscape Architecture, Cornell University, 1995

Registration

Registered Landscape Architect, Florida, LA6666941, 2008

Professional Affiliations

American Planning Association
American Society of Landscape Architects
Florida Recreation and Park Association
National Association of Industrial and Office Parks
Urban Land Institute

Certifications

Council of Landscape Architectural Registration Board

CPZ ARCHITECTS, INC.

4316 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317
200 N. EL MAR DRIVE, SUITE 200, JENSEN BEACH, FLORIDA 34957
(954) 792-8525

AA #26000685

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Ft Lauderdale Fire Station 8, Ft Lauderdale, FL. Chen Moore and Associates is providing landscape architectural, site planning and civil engineering services for the design, permitting and construction inspection services for a new municipal fire station located in an industrial area of the City of Fort Lauderdale. The Fire Station will be designed to Florida Green Building Coalition standards. CMA is a subconsultant to CPZ Architecture and our role entails site design including building placement, parking layout, site circulation, storm water treatment and storage as well as landscape and irrigation design.

Doral Glades Park, Doral, FL. Chen Moore and Associates is providing site planning and landscape architecture for the design of a 24 Acre district park. The park serves a new residential community in the northwestern section of the city. The park carries a nature theme celebrating the flora and fauna of the Everglades. Divided into four themed areas, the park celebrates mammals, birds, insects, and reptiles & Amphibians of the Everglades. The site includes a 12 Acre lake with a kayak launch, recreational trail, and fishing pier extending into the lake. The parks program includes the following elements:

- Themed Playground (2-5 & 5-12 Age Groups)
- Tennis/Pickle Ball Courts
- Basketball Courts
- Sand Volleyball Courts
- Multi-Use Fields
- Fitness Trail
- Recreational Trail
- Picnic Pavilions
- Amphitheater
- Outdoor Plazas
- Kayak Rentals
- Community Center
- Restrooms
- Parking
- Sports Lighting

CMA is serving as a subconsultant to CPZ Architects and is providing design (landscape, hardscape, irrigation, and lighting), permitting, and construction administration services for the Project. The site is being designed to meet Green Globes criteria and includes extensive use of native plant materials and high efficiency irrigation.

Miramar - Cultural Amphitheater, Miramar, FL. CMA is providing landscape architecture services for the Cultural Amphitheater located in Miramar Regional Park.



Mr. Harrison has over 14 years of landscape architecture experience with several municipalities throughout South Florida. He has provided design services for parks and recreation, university campuses, K-12 education, corporate office, commercial developments and healthcare facilities.

Education

Bachelor of Science,
Landscape Architecture,
University of Florida, 2002
Associate of Arts, Palm Beach
Community College, 1996

Registration

Registered Landscape
Architect, Florida,
LA6667129, 2012

Professional Affiliations

International Society of
Arboriculture

Project Experience

Coconut Creek Fire Station 50, Coconut Creek, FL. Chen Moore and Associates provided landscape architecture services as a subconsultant to CPZ Architects for Fire Station 50 to be located at the intersection of Coconut Creek Parkway and 45th Avenue in the City of Coconut Creek, Florida. The proposed program for the project includes the design, permitting and construction of a two story, approximately 13,000 square foot municipal fire station. The project is seeking LEED silver certification through the USGBC. The site plan includes on grade parking and a two story building requiring landscape buffers and treatment in compliance with local municipal landscape code. CMA provided landscape and irrigation design and tree removal permitting services for the project.

Miramar-Shirley Branca Amphitheater, Miramar, FL. Chen Moore and Associates (CMA) is providing landscape architecture and civil engineering services including design, permitting, and construction administration for a 2,500 person capacity amphitheater as a subconsultant to CPZ Architects. The amphitheater is located in Miramar, Florida. The scope of design services

performed by CMA includes construction documentation for the demolition of existing retaining walls; regrading of existing berms; redesign of pathways and sidewalks; and new landscape, site furnishings; and modified irrigation to the overall park site.

West Palm Beach Fire Station 4, W Palm Beach, FL. As part of the CPZ team, CMA provided civil engineering and landscape architecture services for West Palm Beach's Fire Station No. 4. The design involved the demolition of the existing fire station and complete re-design of the site with a two-story building. CMA's role involved coordination with the FEMA modeling updates; coordination with City, regulatory agencies and existing utilities; site civil design including parking lot, adjacent streets (partial design), drainage and utilities; landscape improvements; and hardscape design.

Sunrise Senior Center, Sunrise, FL. The facility consists of the following new amenities: fitness room, game room, arts and craft room, computer class room, teaching kitchen and newly renovated community room. Site improvements include additional new parking and HVAC upgrades.

Ft Lauderdale Fire Station 8, Ft Lauderdale, FL. Chen Moore and Associates is providing landscape architectural, site planning and civil engineering services for the design, permitting and construction inspection services for a new municipal fire station located in an industrial area of the City of Fort Lauderdale. The Fire Station will be designed to Florida Green Building Coalition standards. CMA is a subconsultant to CPZ Architecture and our role entails site design including building placement, parking layout, site circulation, storm water treatment and storage as well as landscape and irrigation design.

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(954) 792-8525

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Doral Glades Park, Doral, FL. Chen Moore and Associates is providing site planning and landscape architecture for the design of a 24 Acre district park. The park serves a new residential community in the northwestern section of the city. The park carries a nature theme celebrating the flora and fauna of the Everglades. Divided into four themed areas, the park celebrates mammals, birds, insects, and reptiles & Amphibians of the Everglades. The site includes a 12 Acre lake with a kayak launch, recreational trail, and fishing pier extending into the lake.

CMA is serving as a subconsultant to CPZ Architects and is providing design (landscape, hardscape, irrigation, and lighting), permitting, and construction administration services for the Project. The site is being designed to meet Green Globes criteria and includes extensive use of native plant materials and high efficiency irrigation.

Manatee Viewing Center, Riviera Beach, FL. Chen Moore and Associates provided civil engineering and landscape architecture services for the site design, permitting, and construction administration of an environmental education center for Florida Power and Light as a subconsultant to Song and Associates. The facility is located at FP&L's Riviera Beach Energy Facility along the Intracoastal Waterway. The center is envisioned as an educational facility providing the public knowledge about Florida's coastal marine habitats. CMA was responsible for providing all site design including site planning, hardscape, landscape, lighting, irrigation, drainage and utilities design. The site was used for construction trailers and parking during the construction of FPL's Energy Plant. The site contains specimen trees that are being preserved in place. Utilizing Low Impact Development (LID) site design techniques, CMA developed an outdoor program that includes a sculpture filled waterfront plaza along the river and a constructed wetland with boardwalk for public education. The sites amenities include outdoor seating areas, picnic areas, bicycle parking, two existing boat docks and native landscaping. The site was designed to hold and treat all stormwater on the site through the latest Best Management Practices in Stormwater Management including pervious surfaces and natural treatment trains.

Lift Station 21, Pompano Beach, FL. Chen Moore and Associates was responsible for the design, permitting and construction administration for the relocation of the existing LS 21 (master pump station) serving a majority of the City of Pompano Beach barrier island. After completing the Basis of Design Report, Chen Moore and Associates proposed a variety of options to handle the approximately 4,700 GPM existing flow and conducted follow-up odor studies for specific design purposes. The design options included in-line booster and submersible pumps with variable frequency drives and liquid and vapor phase treatments. Additional concerns included odor control, dewatering contamination and electrical supply and generation. The final design a submersible lift station coupled with biological vapor phase odor control and strategic chemical liquid phase odor control. The project is on time and within the \$3.4M budget.

Avondale Stormwater Improvements, Pompano Beach, FL. The primary purpose of the Avondale Stormwater Improvement Project is to reduce the flooding depth and duration within the neighborhood during significant storm events. Based on our analysis of the various system improvement alternatives during the Stormwater Master Plan, the implementation of a stormwater pumping system into the SFWMD G16 Canal would be the most effective option for reducing the peak flood stage and reducing the flood duration within the Avondale Neighborhood by increasing the discharge rate via the existing outfalls when the canal levels are elevated. Stormwater improvements within the Avondale neighborhood will encounter limitations due to the regulatory requirements on the stormwater discharges via the system outfalls. Since this neighborhood discharges into the SFWMD G-16 Canal, which is currently listed as an impaired water body by the Florida Department of Environmental Protection, the level of water quality improvements is critical to enable the potential implementation of a new stormwater improvements within the Avondale neighborhood.

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RESUME – STONER & ASSOCIATES

“Designing Quality Architecture that Builds Lasting Relationships”



James Stoner, P.S.M **President**

Professional Experience

- **South Florida Water Management District**
 - STA 3/4 – Topographic Survey
 - East Coast Buffer Cells 28 & 29 – Boundary Survey
 - C-4 Canal Conveyance – Topographic Survey
 - Lake Hicpochee – Boundary and Topographic Surveys
- **Broward County Aviation**
 - Annual Runway Approach Surface Surveys
 - Numerous Lease Parcel Surveys
 - Design Surveys for Expansion of Airport Terminals
- **Broward College Continuing Contract for Surveying Services**
 - North Campus – Boundary survey overall Campus
 - Central Campus - Boundary survey overall Campus
 - South Campus - Boundary survey overall Campus
 - Numerous Topographic and As-built Surveys for expansion of Facilities
- **City of Sunrise Continuing Contract for Surveying Services**
 - Southwest Water Treatment Plant – As-Built Survey
 - Sunrise Road Improvements – Various Topographic Surveys
 - Five Vacant Parcels – Boundary Surveys
 - Park City Water Treatment Plant – Updated Boundary Survey
 - Passive Park – Topographic and Utility Surveys
- City Hall Parking Lot – Topographic Survey
- N.W. 44th Street – Topographic Survey
- **Town of Davie Continuing Contract for Surveying Services**
 - Oakes Road Fire Station – Boundary Survey
 - Lift Station Number 11 Improvement Project – Topographic Survey
 - Silver Lakes Park – Construction Layout Survey
 - Parks & Recreation Building at Pine Island Park – Topographic Survey
 - Orange Drive – Topographic & Tree Surveys

Education

Land Surveying Program
Palm Beach Community College, 1979

Professional Registrations

State of Florida Professional Surveyor and Mapper
License Number LS4039, 1983

Professional Affiliations

Former Vice President Florida Surveying and Mapping Society – State Level
Former President Florida Surveying and Mapping Society – Broward Chapter
Former Florida Surveying and Mapping Society – Area 6
American Congress on Surveying and Mapping Leadership Broward

CPZ ARCHITECTS, INC.

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(954) 792-8525, FAX (954) 797-2847

AA #26000685

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RESUME – CMS CONSTRUCTION MANAGEMENT SERVICES

“Designing Quality Architecture that Builds Lasting Relationships”

CONSTRUCTION MANAGEMENT SERVICES, INC. KEITH (ARMON PHILLIP) EMERY Principal-in-Charge



Education:

Bachelors Degree in Civil Engineering and Construction Management with a Higher National Certificate (H.N.C.)
Diploma in Quantity Surveying and Estimating from the University of Lancashire (London, England)

Professional Organizations and Affiliations:

Certified Contractor
Instructor for Department of Transportation
Past Commissioner and Chairman of the Board, City of Deerfield Beach Housing Authority
Past Director, Pompano Beach Chamber of Commerce
Past Director, Deerfield Beach Chamber of Commerce

Center/Arts Park; Town Center Chamber of Commerce Build Out; New Storage Facility at the Public Works Wastewater Redistribution Facility Compound; Police Headquarters (with various options to remodel and/or new construction); Police Headquarters Hurricane Building Replacement (due to hurricane damage); Police Headquarters Hurricane Remediation to existing Building; Chamber of Commerce Second Floor Remodeling (Interior Build-Out)

City of Pompano Beach – Neighborhood Transit Center; Lift Station No. 21; Public Safety and Fire Administration Building; Pompano Beach Boulevard Streetscape Improvements; 9th Avenue Bridge over Charles Waterway; Hillsboro Inlet Bridge (Sidewalks, Guardrail, Guardhouse Addition); Highlands Park New Community Center; Multipurpose Center Building; City Hall Emergency Generator Services; Fire Station #24 Interior Renovation

City of Coral Springs – Public Safety Complex (Remodel/New Building/Exterior Hardening); Public Safety Training & Technology Center (New Building/Parking/Site Improvements; City Centre Renovations; Fire Station No.71 Renovation; Fire Station #64 Mansard Replacement; Westside Maintenance Facility (Central Storage/Offices/Vehicle Maintenance Facility); Fire Station No. 43 (New Building); Fire Station No. 95 (New Building); Sidewalk Improvements along 110th Avenue (between Sample and Wiles Road)

City of Fort Lauderdale – New Lauderdale Manors Community/Recreation Center; South Side School Restoration; Old Dillard Museum Modeling and Renovation; Beach Streetscape Improvements (from Seabreeze Boulevard to Almond Avenue and from Almond Avenue to AIA); Las Olas Corridor – North/South Parking Garages

Project Experience:

Construction Management/Owner's Representative:

City of Pompano Beach Public Safety Complex ▪ City of Tamarac City Hall, Police Facility, and Public Service Administrative Complex ▪ City of Coconut Creek Government Center and Community Center ▪ City of North Miami Beach Recreational Complex at the Governmental Center, Patricia A. Mishcon Athletic Field, Housing Rehabilitation Community Development, Washington Park, and Taylor Park ▪ City of Deerfield Beach Pioneer Park Community Center ▪ Martinique 2 Condominium (Singer Island) ▪ Crystal Lakes Apartments (Hollywood) ▪ Pilot House Condominium (Fort Lauderdale) ▪ Broward County – Sheriff's PAL Youth Facilities ▪ Various Broward County Recreational Parks

Quantity Surveyor/Cost & Quality Consultant (Municipal Projects):

PALM BEACH COUNTY:

City of Delray Beach – Old School Square Parking Garage; Water Utilities Department Southern Region Operation Center – Deep Injection Well Modifications; South County Courthouse Addition

City of Boca Raton – Countess de Hoernle Park Development; Hughes Park Site Lighting, Meadows Park Walkway Lighting; Boca Raton Museum of Art at Mizner Park

City of West Palm Beach – Water Treatment Plant Improvements; Fire Station #4

City of Palm Beach Gardens – Burns Road Community Recreation Campus

BROWARD COUNTY:

City of Miramar – Fire Rescue Station No.70; Branch Library Building; Cultural Arts

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State of Florida
Board of Professional Engineers

Attests that
MUEngineers, Inc.






Is authorized under the provisions of Section 471.023, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.

Expiration: 2/28/2019
Audit No: 228201901569 R

CA Lic. No:
29348

State of Florida
Board of Professional Engineers

Attests that
Marcus Otmar Unterweger, P.E.

Is licensed as a Professional Engineer under Chapter 471, Florida Statutes



Expiration: 2/28/2019
Audit No: 228201912832 SI

SPECIAL INSPECTOR

P.E. / SI Lic. No:
63860 7027309

State of Florida
Board of Professional Engineers

Attests that
Ricardo Adolfo Madriz, P.E.

Is licensed as a Professional Engineer under Chapter 471, Florida Statutes

Expiration: 2/28/2019
Audit No: 228201912012 R

P.E. Lic. No:
68444

CPZ ARCHITECTS, INC.

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(954) 792-8525

AA #26000685

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DELTA G CONSULTING ENGINEERS, INC.

State of Florida

Board of Professional Engineers

Attests that

Delta G Consulting Engineers, Inc.



Is authorized under the provisions of Section 471.023, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.

Expiration: 2/28/2019

Audit No: 228201900758 R

CA Lic. No:
9181

State of Florida

Board of Professional Engineers

Attests that

J. George Sanjuan , P.E.



Is licensed as a Professional Engineer under Chapter 471, Florida Statutes

Expiration: 2/28/2019

Audit No: 228201906378 R

P.E. Lic. No:
46100

State of Florida

Board of Professional Engineers

Attests that

Stephen Jay Bender , P.E.



Is licensed as a Professional Engineer under Chapter 471, Florida Statutes

Expiration: 2/28/2019

Audit No: 228201924402 R

P.E. Lic. No:
58998

CPZ ARCHITECTS, INC.

4316 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317

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State of Florida
Board of Professional Engineers

Attests that
Chen Moore and Associates, Inc.




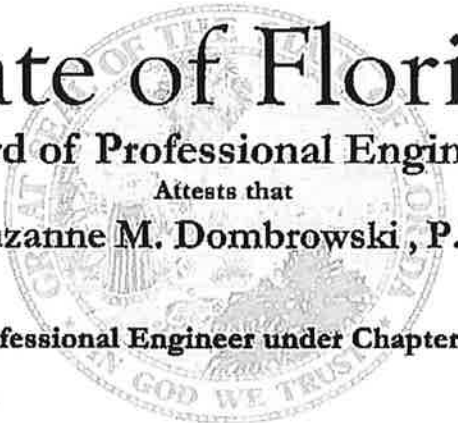
Is authorized under the provisions of Section 471.023, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.

Expiration: 2/28/2019
Audit No: 228201904427 R

CA Lic. No:
4593

State of Florida
Board of Professional Engineers

Attests that
Suzanne M. Dombrowski, P.E.



Is licensed as a Professional Engineer under Chapter 471, Florida Statutes

Expiration: 2/28/2019
Audit No: 228201920918 R

P.E. Lic. No:
69918

CPZ ARCHITECTS, INC.

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CHEN MOORE AND ASSOCIATES, INC LICENSES

RICK SCOTT, GOVERNOR

KEN LAWSON, SECRETARY

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

LICENSE NUMBER	
LC26000425	

The LANDSCAPE ARCHITECT BUSINESS
Named below HAS REGISTERED
Under the provisions of Chapter 481 FS.
Expiration date: NOV 30, 2017



CHEN MOORE AND ASSOCIATES, INC
500 W CYPRESS CREEK RD STE 630
FORT LAUDERDALE FL 33309



ISSUED: 09/16/2015

DISPLAY AS REQUIRED BY LAW

SEQ # L1509160001742

RICK SCOTT, GOVERNOR

KEN LAWSON, SECRETARY

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

LICENSE NUMBER	
LA6667129	

The LANDSCAPE ARCHITECT
Named below HAS REGISTERED
Under the provisions of Chapter 481 FS.
Expiration date: NOV 30, 2017



HARRISON, ERIC DOUGLAS
2865 SE PERU STREET
PORT ST LUCIE FL 34984



ISSUED: 11/24/2015

DISPLAY AS REQUIRED BY LAW

SEQ # L1511240001536

RICK SCOTT, GOVERNOR

KEN LAWSON, SECRETARY

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

LICENSE NUMBER	
LA6666941	

The LANDSCAPE ARCHITECT
Named below HAS REGISTERED
Under the provisions of Chapter 481 FS.
Expiration date: NOV 30, 2017



BETANCOURT, CRISTOBAL ALEX
4838 2192 NE 21 AVENUE
JENSEN BEACH FL 34997



ISSUED: 12/01/2015

DISPLAY AS REQUIRED BY LAW

SEQ # L1512010002160

CPZ ARCHITECTS, INC.

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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.: **LB6633**
Expiration Date February 28, 2019

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

STONER & ASSOCIATES INC
4341 SW 62ND AVE
DAVIE, FL 33314

ADAM H. PUTNAM
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.



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.: **LS4039**
Expiration Date February 28, 2019

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

JAMES D STONER
STONER & ASSOCIATES INC
4341 SW 62ND AVE
DAVIE, FL 33314-3426

ADAM H. PUTNAM
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.



REFERENCES

TABLE OF CONTINUING SERVICES CLIENTS

Client	Contract Length	Scope	Examples of Accomplishments
City of Coral Springs Frank Babinec, Fire Chief 754-224-1979 fbabinec@coralsprings.org Ron Stein, Construction Project Mgr. 954-346-1739 rstein@coralsprings.org	12 years & continuing	A/E services	26 projects including 9 mill Police/Fire Facility City Hall Programming Master Planning Services Charter School Arts Renovation Fire Station #64 Aquatic Center meeting room Addition Aquatic Fitness Center Fire Stations #43 & 95
Federal Reserve Bank of Miami Michael Young 404-498-8535 Michael.Young@atl.frb.org	11 years & continuing	A/E services	20 projects including Renovations to restrooms, Security upgrades, space Planning, museum exhibit spaces, locker rooms
City of Sunrise Residential Housing Stephanie Hahn, Special Projects 954-578-4767 shahn@sunrisefl.gov	10 years & continuing	A/E services	944 Housing Rehabilitation projects
City of Miami Gardens Jimmie Allen 305-622-8000 ext. 2802 jallen@miamigardens-fl.gov	9 years & continuing	A/E services	10 projects including Betty T. Ferguson Park Amphitheater Betty T. Ferguson Recreation Center Betty T. Ferguson Perimeter Fence Municipal Complex Peer Review Police Station Forensic Crime Lab
City of Coconut Creek Brian Rosen, Project Manager 954-242-9588 brosen@coconutcreek.net	8 years & continuing	A/E services	3 projects Fire Station #50 Park Planning Community Center Renovation
Town of SW Ranches Willie Nabong 954-343-7453 wnabong@southwestranches.org	6 years & continuing	A/E services	4 projects Fishing Hole Park Rolling Hills Horse Barn Zoning Ordinance Review
Broward Sheriff Office	5 years & continuing	A/E services	2 projects Stockade Crime Lab Remodeling
Nova Southeastern University Randall Seneff 954-262-8805 rseneff@nsu.nova.edu	5 years & Continuing	A/E services	16 projects including 5 th Grade Classroom Renovations Science Lab Renovation FAA Site Storage Oceanographic Center

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REFERENCES

TABLE OF CONTINUING SERVICES CLIENTS

St. Lucie County Dan Rutherford, Facilities Director 772-462-1792 drutherford@stlucieco.org	4 years & continuing	A/E services	1 project Ft. Pierce Garage
City of Sunrise Robert Romero, Project Manager 954-888-6060 rromeo@sunrisefl.gov	3 years & continuing	A/E services	5 projects including Senior Center Community Center Public Safety Building Addition
City of Palm Beach Gardens	3 years & Continuing	A/E services	New client 2015
City of Margate Michael A Jones, CPRP Director of Parks and Recreation 954-972-6458 majones@margatefl.com	2 years & Continuing	A/E Services	6 projects including Sports Complex Treatment Plant Retaining Wall Water Treatment AC
City of Tamarac Maxine Calloway, Director of Community Development Dept. 954-597-3530 Maxine.Calloway@tamarac.org	2 years & Continuing	A/E Services	4 projects including Village Park Review and Schematic Alazhar School Review

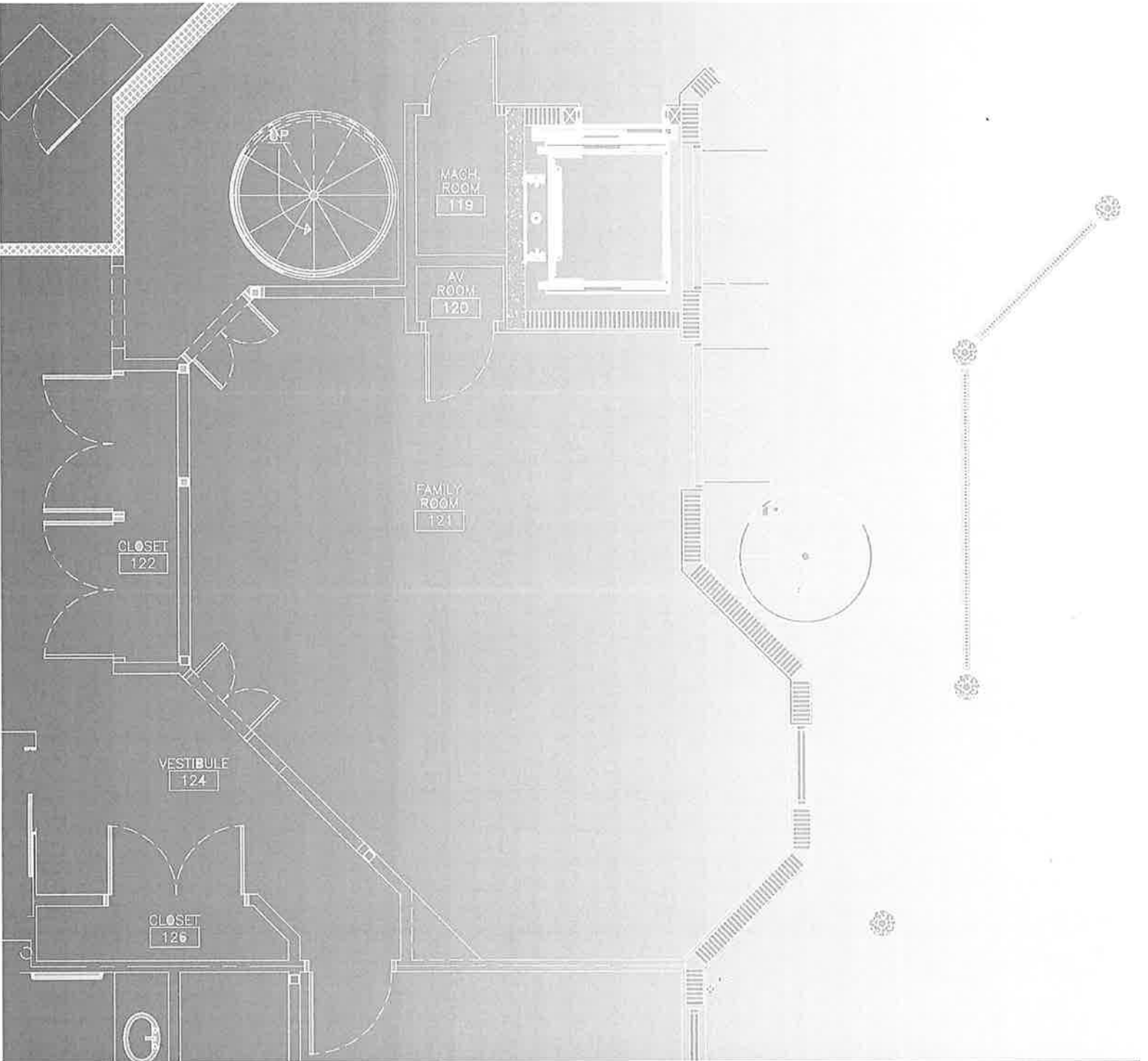
CPZ Architects, Inc. has always been awarded extensions & renewals of all our Continuing Services Contracts.

CPZ ARCHITECTS, INC.

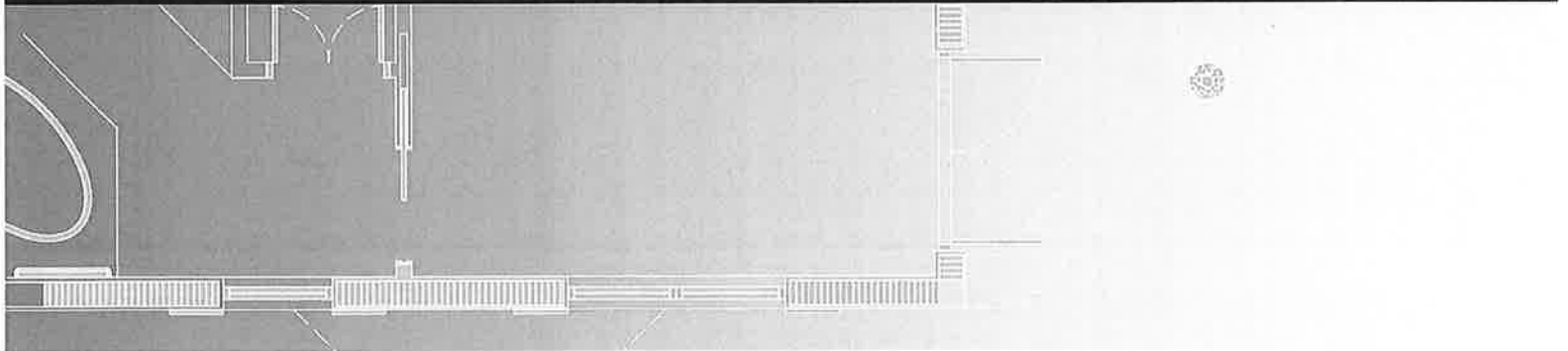
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Section 4





APPROACH & METHODOLOGY

Our project **Approach** is both systematic and progressive. We believe in working closely with you, the client, and our consultants to complete a thoroughly coordinated project. Our office will meet with Town of Lake Park to review proposed project. At this meeting, we will delineate the needs and wants that will dictate the scope and budget of the project. We will review code requirements, zoning regulations, and Town ordinances regarding this project. A preliminary meeting with



Town of Lake Park Building Department and any other government agencies will be conducted to assure that our review agrees with theirs. This will assist in minimizing surprises during the permitting process.

All projects are different and require individual attention, however all projects share in a similar flow and timeline of events. Below is an example of a schedule outlining the implementation process and a **Methodology** to the Scope of Work:

- Our office will meet with the Town of Lake Park to review proposed project. At this meeting, we will delineate the needs and wants that will dictate the scope of the project.
- These needs and wants will allow us to work with the Town to develop requirements as well as budgetary constraints. The list of “wants” will be included as the budget permits.
- We will review code requirements, zoning regulations, and city ordinances regarding this project. A preliminary meeting with the Town of Lake Park Building Department and any other government agencies will be conducted to assure that our review agrees with theirs. This will assist in minimizing surprises during the permitting process.
- We will use the information gathered from these meetings and reviews to develop a preliminary schematic design for the project.
- Upon written acceptance of the schematic design from the Town we will work with our design team to develop the design of your project.
- Regularly scheduled team meetings, at which the Project Manager and all design consultants will be present, enabling us to effectively coordinate the design with all the mechanical, plumbing, electrical, civil, and structural aspects of this project.
- We will review the project construction estimates at each phase of the project. Each review will be presented to the Town for review and acceptance. Modification will be made to maintain the budget, only after agreement with the Town.
- As the documents progress, we will convene project progress meetings with your office/staff to review and comment on design as well as to discuss finishes, etc.
- Upon completion of construction documents, we will prepare documents for permitting.
- We will respond to building department comments as they arrive.
- Project Specifications will be compiled by our office. These documents will be coordinated with the Town to incorporate all of the Town’s bidding and contract requirements.
- Once a contractor has been selected by the Town, CPZ will prepare a Construction Issue set of documents incorporating all bidding clarifications and permit revisions.
- Your Project Managers, will perform construction administration throughout construction.

CPZ ARCHITECTS, INC.

4316 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317

200 N EL MAR DRIVE, SUITE 200, JENSEN BEACH, FLORIDA 34957

TEL (954) 792-8525

AA#26000685

WWW.CPZARCHITECTS.COM



APPROACH & METHODOLOGY

- To service the TOWN as their personal architectural office. To be available as required to meet the needs of your Town. As with all our continuing services clients, the Town of Lake Park will have our firm Principal, Chris P. Zimmerman, AIA involved in your projects AND we will assign a “single” project manager that will handle all your projects. This way you will have a single point of contact for all work.
- We understand that there may be a need to pick up projects already started and we can assure the Town that they will be completed properly. Our office was hired by the City of Miami Gardens to take over, as Architect of Record, a 12 Million Dollar Community Center after the drawings were submitted for permit. We stepped in, staffed the construction site with a full-time project manager and were able to complete the project on time.
- Our firm principal is also a licensed General Contractor, as such cost estimating at all phases of the project are a critical component of our services to our clients. It is important that your, our client, is provide with solid opinions of cost for your project, so that budgets can be determined early and maintained throughout the project.

CPZ Architects, Inc., encourages clear lines of communication with the Town of Lake Park’s staff and at regular intervals during each phase of design, schematic, development, construction, and permit/bid documents. Through experience, our office has learned that a project can only be successful when open lines of communication between the Architect, the Client and various permitting agencies and other consultants exist. Initial detailed and comprehensive meetings with TOWN Staff, permitting agencies and consultants, helps CPZ understand the overall design of the project and allows our office to fully develop the scope and details from schematic design through construction.

During schematic design we request that the Town’s Project Manager identify all Town departments and users that will provide input on the project. CPZ will then set a kick off meeting with all members of the Town and all members of our design team. Several meetings will follow as the design evolves.

During Design Development CPZ will request additional meetings to coordinate details of the project. We will ask that your public works department join us to provide input to **reduce long term maintenance**. During this phase our consultants will identify all local and state agencies that will require permits. CPZ will submit a preliminary design submittal to your Building Department and the required state and local agencies for an administrative review. This review will ensure all issues for design details, code requirements and permitting requirements are met prior to construction documents.

At the start of the construction document phase we will again request meetings with your Building department to make sure we address any permitting concerns they may have. We will continue to meet with the Town Staff, including the purchasing department, to assure the bid package meets the purchasing director’s requirements.

Your Project Principal, Chris P. Zimmerman, has provided continuing services to many local Clients. With over 35 years of experience in South Florida, he has the passion and dedication to assure you will receive a quality project. We have already described the expertise of the CPZ Architects’ staff and you will find the resumes and firm profiles of our team members in Tab 3. Our Team has the experience and capabilities to provide quality design for all the projects that the Town has in mind.

Our Structural Engineers, MUEngineering has worked with Chris for the Clewiston Police Station, Continuing services with Broward Town, Lauderdale-by-the-Sea and numerous fire stations. *Marcus Unterweger, PE, LEED AP* has 14 years of experience in the design of high-rise buildings, building restoration and many municipal facilities. His experience includes the City of Pompano Publix Safety Complex remodel, the Air Park Storage Building and the Town of Davie Student Housing Project.

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APPROACH & METHODOLOGY

Our Mechanical, Electrical and Plumbing Engineer Firm, Delta G has worked with our office on several projects including previous work with the Town of Lake Park, Delray Beach Police Station Assessment Study and the Coral Springs Westside Maintenance Facility. Delta G Consulting Engineers, Inc. is a minority owned full service Engineering Firm, offering Electrical, HVAC, Plumbing and Fire Sprinkler engineering services for a broad array of projects. Their firm has been in business for over twenty-four years, with our staff individuals averaging 16 years of engineering experience. Delta G is committed to always having the principal involved with staff personnel on all projects and strives to provide the best possible services with the highest level of client commitment

Chen Moore and Associates (CMA) is a multi-discipline consulting firm with offices in Palm Beach, Miami-Dade, Broward, Martin, Orange and Alachua Counties. Founded in 1986, Chen Moore and Associates specializes in civil and environmental engineering, landscape architecture, planning, GIS analysis and mapping, and construction engineering inspection. We are a Florida state and locally certified small business enterprise firm. Dr. Chen founded CMA believing that relationships are critical to planning, designing and constructing successful projects. The firm commits to providing responsive quality services while meeting the schedules and specific project needs of our clients.

CPZ Architects has used **Stoner and Associates** on many jobs as a surveyor. Stoner's extensive experience throughout the tri-county area has benefited all of our projects. Since 1988 Stoner and Associates has supervised both small and large-scale surveying projects. Mr. Stoner manages all aspects of the firm's growth and development.

We have worked closely with **Keith Emery and CMS – Construction Management Services** over 10 years. Projects include the City of Coral Springs Public Safety Facility and Fire Station, the City of Miami Gardens Community Center and we are presently working with them on the Town of Davie Fire Station #86, City of Coconut Creek Fire Station #50 and the two Fire Stations 43 & 95 for the City of Coral Springs. Keith has over 30 years' experience in the Tri-Town Area.

Provide information regarding any proposed innovative concepts that may enhance value and quality, any favorable cost containment approaches or additional or alternative ideas that may be successful if implemented by the Town.

CPZ Architects looks at all projects with an open and creative eye, to assist our client with innovative design solutions. Innovation comes in many forms, but as it directly relates to your project, we would like to highlight our work with the Coral Springs Police Station. This was a multi-million-dollar renovation of the entire 60,000 sf foot building. Other than the interior renovation, we had to remove and replace the existing three-story glass storefront system. The existing glazing system was not impact resistant and therefore was a large concern in the event of a hurricane. Through our innovative approach, we created a phasing plan and temporary wall systems that allowed the building to remain FULLY functional during the renovations process, saving them the cost of employee relocation.



Green Design

We understand the need for Municipal Buildings to meet a green building standard as required by the Florida State Statutes. Our office and team are experienced in LEED Building Certifications and has completed many LEED projects. However, ***we are also experienced in other methods of certification that are more easily met and more economical.*** We are here to assist your Town in the understanding

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of Green Globes Certification and Florida Green Building Coalition Certifications. Both programs are referenced in the state requirements and are available for achieving certification.

Building Information Modeling

Our office has embraced the innovative technology of “modeling” your building projects, rather than just “drawing” the plans for your new projects. We now construct a 3-Dimensional Model of the actual building project in REVIT Software. This allows us to provide you three dimensional images of not only the exterior, but also of the interior spaces. We can provide shading and sun studies of these models to review the energy efficiency of the buildings if needed. The engineering consultants then can add their systems to the model and we can verify and correct any conflicts before construction ever starts.

Cost Containment

At each phase of the design process we will review the cost estimate with our clients. One of the most beneficial services that we have utilized is the use of a consultant that specializes in cost estimating. We utilize the services of CMS Construction Management Services cost estimators to help maintain our costs. They provide a project breakdown that can be utilized to review the construction bids as well as the contractor’s schedule of values. Therefore, this process not only aids the Owner during design, it also helps manage the successful contractor’s schedule of values preventing over billing. In addition, our firm president is also a Certified General Contractor, offering an insight to the constructability of each project.

“Providing Quality Architecture that Builds Lasting Relationships” is the philosophy for which this firm was founded and strives for every day. This philosophy shows through as many of our Governmental and Private clients started with us when we opened, and we are still actively serving them today. We look forward to serving Town of Lake Park in the same manner.

CPZ ARCHITECTS, INC.

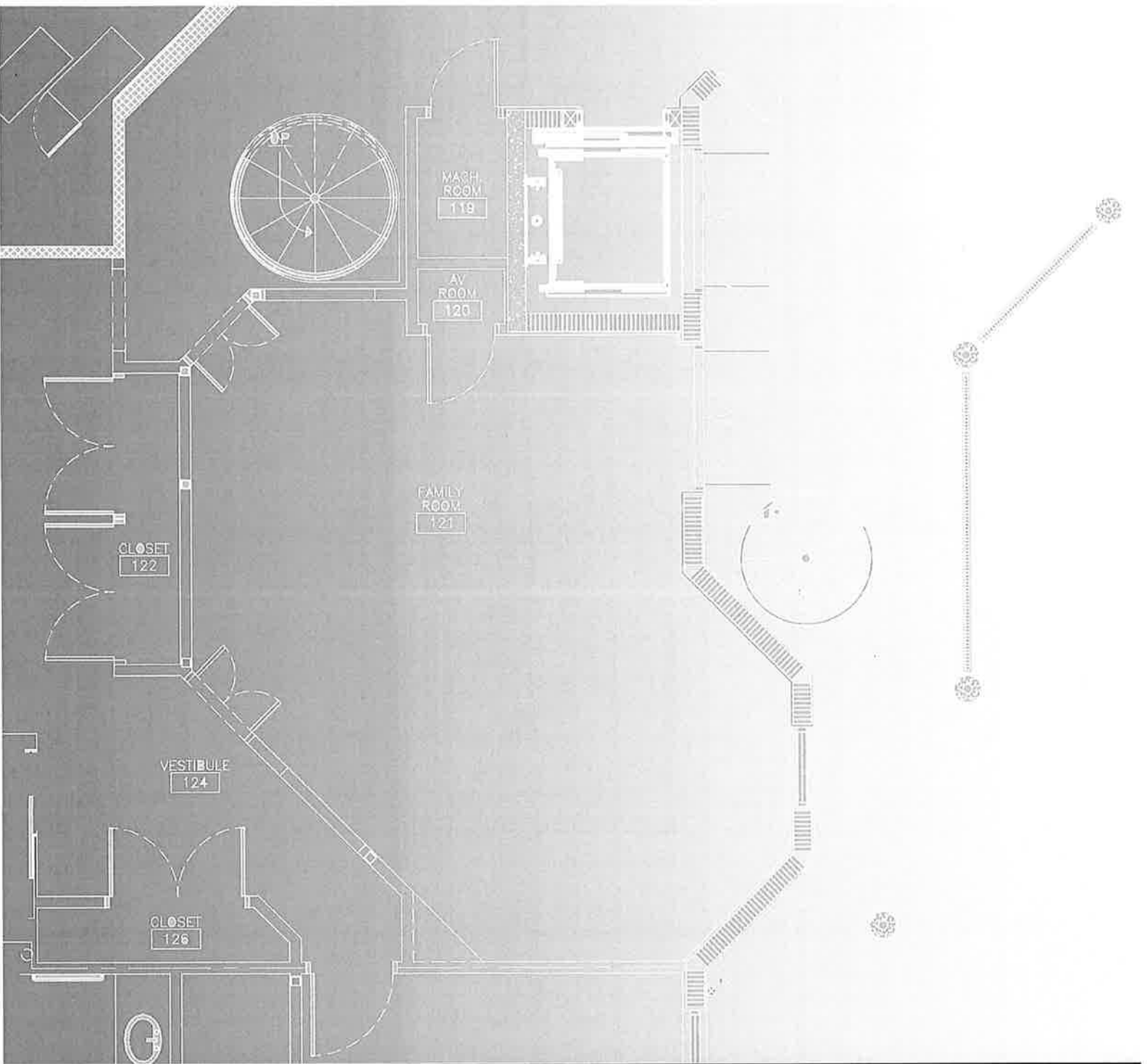
4316 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317

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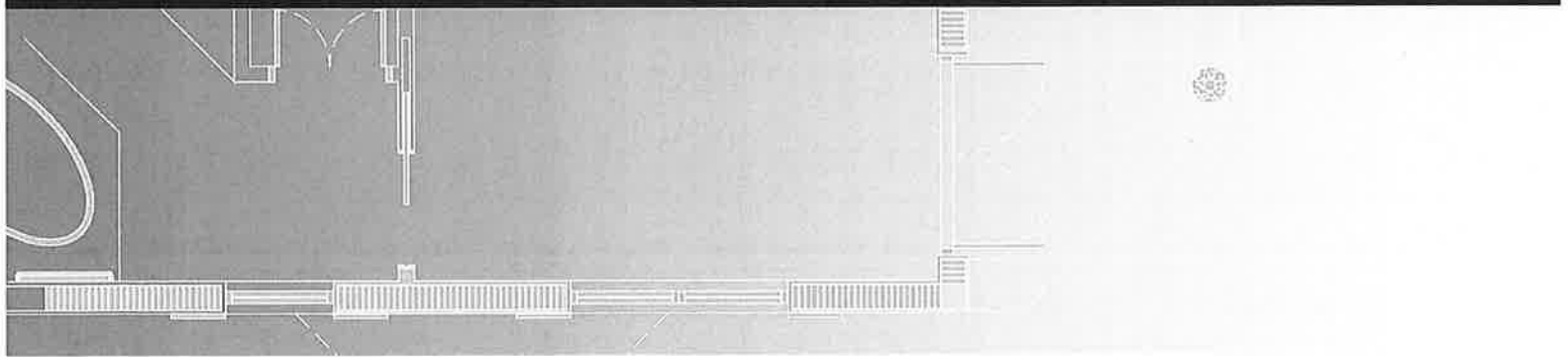
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Section 5





PERFORMANCE STANDARDS

TOWN OF LAKE PARK

Our firm prides itself on the performance of our work. However, it is not like a Contractor's performance that is based on a precise set of plans and specifications. Our work is design oriented and opinion based, especially as it relates to the permit process and plan reviewer's interpretation of the codes and ordinances.

Our performance can be evaluated and judged by our past performance and the continuing and repeat work we receive from our clients. The Town's proposed contract is for a continuing services contract for professional services. The Town can evaluate our performance based on our firm never failing to renew a continuing contract we have received for the past 14 years. Many of the contracts have been renewed several times, which stands as a testament to our service and performance.

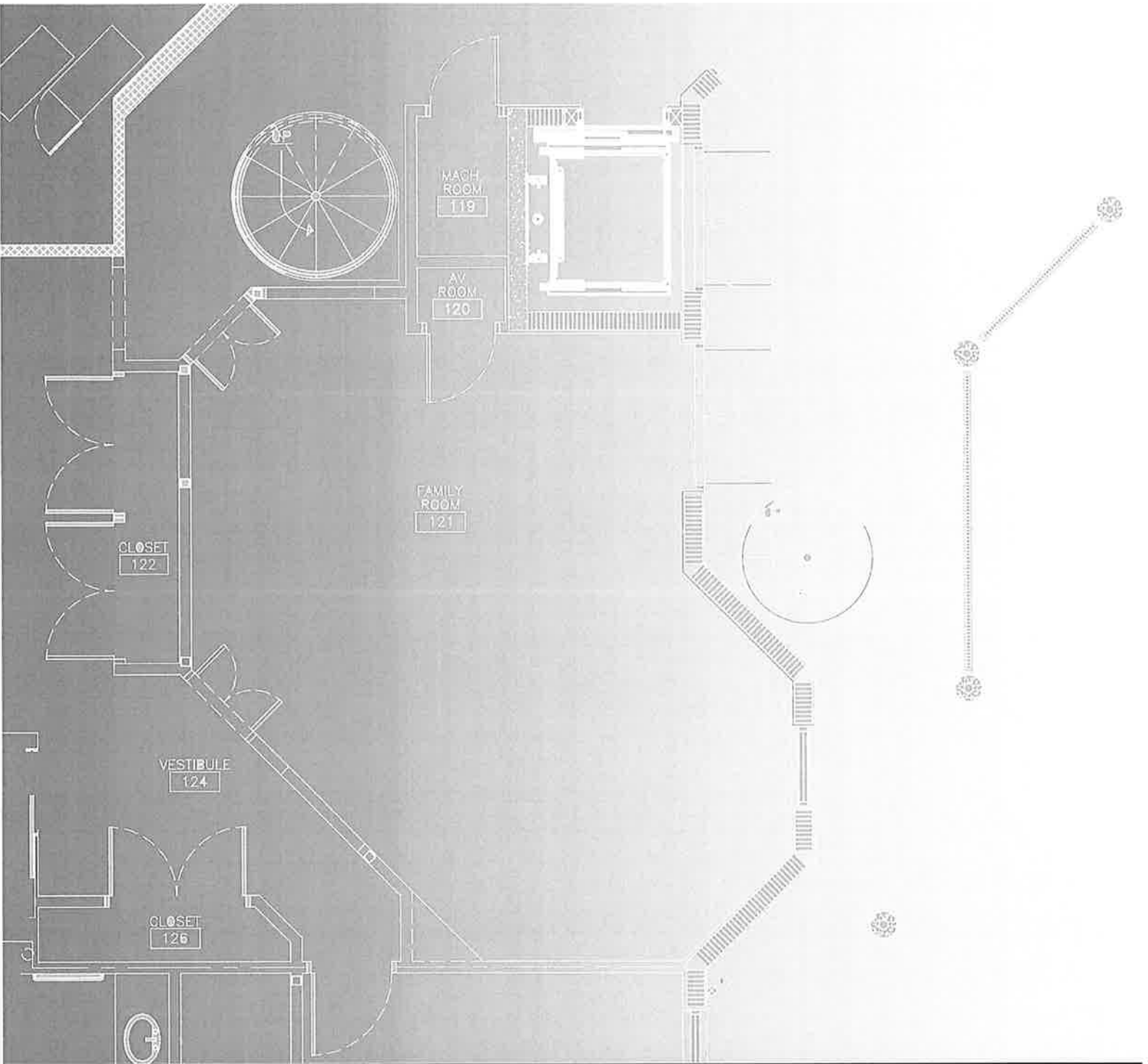
Your Town has the same ability when working with our firm. If you review our performance and find it not to your standards, you have the ability, not to award us any additional projects. However, if you find our service professional and well received, you have the ability to award our firm additional projects. We believe that you will find our services very professional and timely. We believe our performance on the Lake Park and Kelsey Projects will show we are always on time and our performances were outstanding. CPZ Architects looks forward to continuing our working relationship with the Town of Lake Park.

CPZ ARCHITECTS, INC.

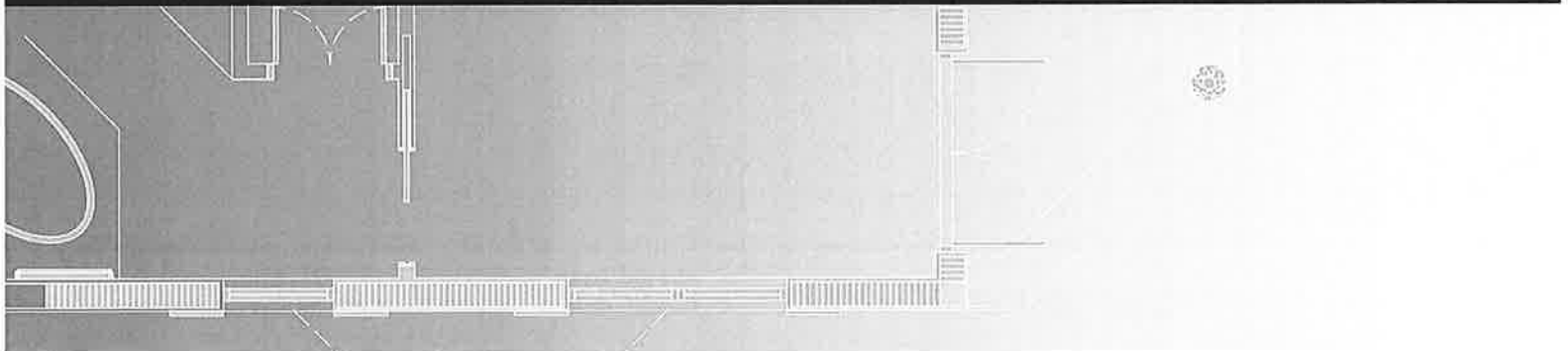
4316 WEST BROWARD BOULEVARD PLANTATION, FLORIDA 33317
200 N EL MAR DRIVE, SUITE 200, JENSEN BEACH, FLORIDA 34957
TEL (954) 792-8525

AA# 26000685

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Section 6



ACKNOWLEDGEMENT OF ADDENDA

INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

PART I:

List below the dates of issue for each addendum received in connection with this Solicitation:

Addendum #1, Dated _____

Addendum #2, Dated _____

Addendum #3, Dated _____

Addendum #4, Dated _____

Addendum #5, Dated _____

Addendum #6, Dated _____

Addendum #7, Dated _____

Addendum #8, Dated _____

Addendum #9, Dated _____

Addendum #10, Dated _____

PART II:

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS SOLICITATION

Firm

Name: CPZ Architects, Inc.

Signature: 

Name and title (Print or Type): Chris P. Zimmerman

Date: 8/23/2018

PROPOSAL SUBMITTAL SIGNATURE PAGE

By signing this Proposal, the Proposer certifies that it satisfies all legal requirements as an entity to do business with the Town, including all Conflict of Interest and Code of Ethics provisions.

Firm Name:

CPZ Architects, Inc.

Street Address:

4316 West Broward Blvd, Plantation, Florida 33317

Mailing Address (if different from Street Address):

Telephone Number(s): 954-792-8525

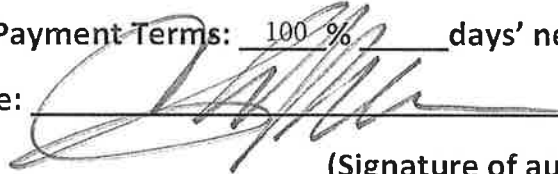
Fax Number (s): NA

Email Address: Chris@cpzarchitects.com

Federal Employer Identification Number: 57-1140055

Prompt Payment Terms: 100 % days' net 30 days

Signature:



(Signature of authorized agent)

Print Name: Chris P. Zimmerman

Title: President, Principal & Owner

Date: 8/23/2018

By signing this document, the Proposer agrees to all terms and conditions of this Solicitation and the resulting contract/agreement.

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF THE PROPOSER TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE TOWN MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT THAT UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF ITS PROPOSAL.

CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes. All Proposers must disclose within their Proposal: the name of any officer, director, or agent who is also an employee of the Town of Lake Park.

Furthermore, all Proposers must disclose the name of any Town employee who owns, directly, or indirectly, an interest of more than five percent (5%) in the Proposer's firm or any of its branches.

The purpose of this disclosure form is to give the Town the information needed to identify potential conflicts of interest for evaluation team members and other key personnel involved in the award of this contract.

The term "conflict of interest" refers to situations in which financial or other personal consideration may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any Town duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

- To the best of my knowledge, the undersigned firm has no potential conflict of interest due to any other Cities, Counties, contracts, or property interest for the Proposal.
- The undersigned firm, by attachment to this form, submits information that may be a potential conflict of interest due to other Cities, Counties, contracts, or property interest for this Proposal.

Acknowledged by:

CPZ Architects, Inc.

Firm Name

Signature

Chris P. Zimmerman, President

Name and title (Print or Type)

8/23/2018

Date

NOTIFICATION OF PUBLIC ENTITY CRIMES LAW

Pursuant to Section 287.133, Florida Statutes, you are hereby notified that a person or affiliate

who has been placed on the convicted contractors list following a conviction for a 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 or real property to a public entity; may not be awarded or perform work as a contractor, supplier, sub-vendor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 [F.S.] for Category Two [\$35,000.00] for a period of thirty-six (36) months from the date of being placed on the convicted contractors list.

Acknowledged by:

CPZ Architects, Inc.

Firm Name

Signature

Chris P. Zimmerman, President

Name and Title (Print or Type)

8/23/2018

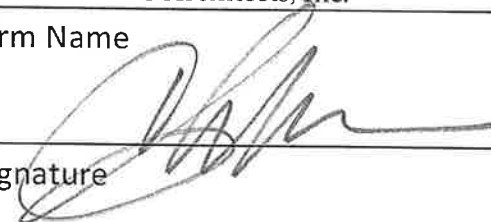
Date

DRUG-FREE WORKPLACE

CPZ Architects, Inc. is a drug-free workplace and has a
(Company Name)
Substance abuse policy in accordance with and pursuant to Section 440.102,
Florida Statutes.

Acknowledged by:

CPZ Architects, Inc.
Firm Name


Signature

Chris P. Zimmerman, President
Name and title (Print or Type)

8/23/2018
Date

NON-COLLUSION AFFIDAVIT

STATE OF Florida
COUNTY OF Broward

Before me, the undersigned authority, personally appeared Chris P. Zimmerman, who after being by me first duly sworn, deposes and says of his/her personal knowledge that:

a. He/She is Chris P. Zimmerman of CPZ Architects, Inc., the Proposer that has submitted a Proposal to perform work for the following:

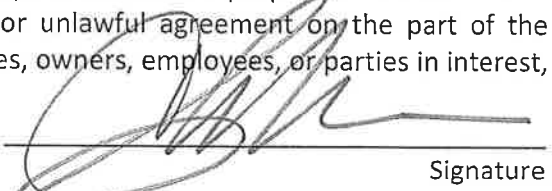
RFQ No.: 107-2018 Title: Professional Consultant Services

b. He/She is fully informed respecting the preparation and contents of the attached Request for Qualifications, and of all pertinent circumstances respecting such Solicitation.

Such Proposal is genuine and is not a collusive or sham Proposal.


c. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the Solicitation and contract for which the attached Proposal has been submitted or to refrain from proposing in connection with such Solicitation and contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Proposer, firm, or person to fix the price or prices in the attached Proposal or any other Proposer, or to fix any overhead, profit or cost element of the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City or any person interested in the proposed contract.

d. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.


Signature

Subscribed and sworn to (or affirmed) before me this 23 day of August, 2018, by Chris P. Zimmerman, who is personally known to me or who has produced N/A, as identification.

SEAL

Notary Signature 
Notary Name: PAMELA DE VERTEUIL
Notary Public (State): Florida
My Commission No.: _____
Expires on: _____



PAMELA DE VERTEUIL
Commission # GG 113985
Expires August 14, 2021
Bonded thru Budget Notary Services

TRUTH – IN – NEGOTIATION CERTIFICATE

The undersigned warrants (i) that it has not employed or retained any company or person, other than bona fide employees working solely for the undersigned, to solicit or secure the Agreements and (ii) that it has not paid or agreed to pay any person, company, corporation, individual or firm other than its bona fide employees working solely for the undersigned or agreed to pay any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of the Agreement.

The undersigned certifies that the wage rates and other factual unit costs used to determine the compensation provided for in the Agreement are accurate, complete, and current as of the date of the Agreement.

This document must be executed by a Corporate Officer.

By: _____



Title: _____ President _____

Date: _____ 8/23/2018 _____

**“DESIGNING QUALITY ARCHITECTURE
THAT BUILDS
LASTING RELATIONSHIPS”**

Thank You
FOR THE OPPORTUNITY!



CPZ ARCHITECTS, INC.

4016 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317
200 N. EL MAR DRIVE, SUITE 200, JENSEN BEACH, FLORIDA 33457
TEL: (954) 791-8525
AA# 26000685 WWW.CPZARCHITECTS.COM

Attachment 3

OWNER:



TOWN OF LAKE PARK

535 Park Ave.

Lake Park, Florida 33403

REQUEST FOR QUALIFICATIONS (RFQ) No. 107-2018

PROJECT:

Professional Consultant Services

EXHIBIT I

Prepared by:

TOWN OF LAKE PARK

Public Works Department

640 Old Dixie Highway

Lake Park, FL 33403

Tel. 561.881.3345

Fax 561.881.3349

E-mail: rscherle@lakeparkflorida.gov

Date of Distribution: July 23, 2018

Response Due Date: August 23, 3:30 p.m. EST

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Section 5. Scope of Services	35-38
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Section 7. The Evaluation Process	44-47

List of Exhibits

Exhibit "A"— Forms (includes sample contract, and sample bond and credit letters). All forms must be included per Section 6.2, and will comprise all of "Tab 6" of any submittal.

**TOWN OF LAKE PARK
REQUEST FOR QUALIFICATIONS
PROFESSIONAL CONSULTANT SERVICES
RFQ No. 107-2018**

The Town of Lake Park is seeking qualifications from firms who can provide architectural, engineering, and other related services under a Continuing Contracts for Professional Services agreement, in accordance with Florida's Consultants' Competitive Negotiations Act, and the terms, conditions, and specifications contained in the Request for Qualifications.

Request for Qualifications documents are available beginning July 23, 2018 between 8:30 a.m. and 5:00 p.m. local time by contacting the Town Clerk's Office at 561.881.3311.

Sealed responses must be clearly marked "RFQ No.107-2018, Continuing Contracts for Professional Services," and be delivered to the Office of the Town Clerk at 535 Park Avenue, Lake Park, Florida, 33403. The deadline for submission of proposals is Thursday, August 23, 2018 at 3:30 p.m. local time. At that time, the proposals will be publicly opened and read aloud in the Town Hall Commission Chambers, 535 Park Avenue, Lake Park, Florida, 33403.

Late proposals or proposals delivered to any other office other than the Town Clerk will not be accepted and will be returned to the sender unopened.

It is the responsibility of the Offeror to ensure all pages are included in the submission. All Offerors are advised to closely examine the Solicitation package. Any questions regarding the completeness or substance of the Solicitation package or scope of services must be submitted in writing via email to vmendez@lakeparkflorida.gov.

The Town of Lake Park is exempt from Federal and State Taxes for tangible personal property tax.

The Town of Lake Park reserves the right to accept or reject any or all Proposals, in whole or in part, with or without cause, to waive any irregularities and/or technicalities, and to award the resultant contract on such coverage and terms it deems will best serve the interests of the Town.

Vivian Mendez, CMC
Town Clerk
TOWN OF LAKE PARK, FLORIDA
Published on: July 22, 2018, Palm Beach Post

SECTION 1
GENERAL INFORMATION

- 1.1** It is the intent of the Town to contract with multiple vendors to provide Professional services under Continuing Contracts for Professional Services Agreements. These professional services shall include, but are not limited to, stormwater engineering; civil, structural, and mechanical systems engineering, surveying and mapping services, transportation engineering, architectural design, and general planning and landscape architecture services; to be provided on an as-needed basis over a five-year period. The Town will award contracts for up to three of the top ranked firms for each category.
- 1.2** The Contract Term shall be for Five (5) Years, with an expected commencement in September of 2018.
- 1.3** This solicitation is subject to the provisions of Chapter 287.055, Florida Statutes, "Consultants' Competitive Negotiations Act."

SECTION 2
PROJECT OVERVIEW

- 2.1** Pursuant to the “Consultants” Competitive Negotiation Act” (CCNA), Section 287.055, Florida Statutes, which governs the acquisition of professional architectural, stormwater and civil engineering, landscape architectural, and surveying and mapping services, and as may be amended, the Town of Lake Park, Florida, requests Qualification and Performance Data from Professional Consultants practicing in the above types of work categories.
- 2.2** The Town intends to award contracts for five (5) years, at the Town’s sole discretion. For each work category, as specified in Section 5, the Town intends to award contracts to the top ranked firms. There may be up to three contracts awarded for each work category, with subsequent projects to be distributed based on qualifications and availability, at the sole discretion of the Town.
- 2.3** The anticipated Schedule for this Solicitation is as follows:

<u>ITEM</u>	<u>EVENT</u>	<u>DATE/TIME</u>
a.	Solicitation Package Issued	July 23, 2018
b.	Pre-Proposal Conference	Not Applicable
c.	Deadline for Receipt of Questions	72 Hours before Due Date
d.	Due Date for Proposals	August 23, 2018, 3:30 p.m., EST
e.	Evaluation Process Begins	August, 2018
f.	Evaluation Process Completed	September, 2018
g.	Negotiations	September, 2018

SECTION 3

GENERAL TERMS AND CONDITIONS

3.1 DEFINITIONS

- a. Proposal: any offer(s) submitted in response to the Request for Qualifications.
- b. Offeror: person or firm submitting a response to this Request for Qualifications.
- c. Solicitation or Request for Qualifications: this Solicitation documentation, including any and all addenda.
- d. Proposal Submittal forms: describes the goods or services to be purchased, and must be completed and submitted with the Proposal.
- e. Town: shall refer to the Town of Lake Park, Florida.
- f. Contract or Agreement: the Request for Qualifications, all addenda issued thereto, all affidavits, the signed agreement, and all related documents that comprise the totality of the contract or agreement between the Town and the Offeror.
- g. Contractor: successful Offeror that is awarded a contract to provide the goods or services to the Town.
- h. Purchasing Department: the Purchasing Department of the Town of Lake Park, Florida.
- i. Request for Qualifications: a Solicitation document used as a precursor to the bidding process to preemptively short-list acceptable candidates, usually for the performance of some type of professional service.
- j. Responsible Offeror: a Offeror that has the capability in all respects to perform in full the contract requirements, as stated in the Request for Qualifications, and the integrity and reliability that will assure good-faith performance.

- k. Responsive Offeror: a Offeror whose Proposal conforms in all material respects to the terms and conditions included in the Request for Qualifications.

3.2 CONE OF SILENCE

Pursuant to Section 2-355 of the Palm Beach County Ordinance No. 2011-039, and the purchasing policies of the Town of Lake Park, all Solicitations, once advertised and until the appropriate authority has approved an award recommendation, are under the "Cone of Silence". This limits and requires documentation of communications between potential offerors and/or offerors on Town Solicitations, the Town's professional staff, and the Town Council members.

3.3 ADDENDUM

The Town Clerk may issue an addendum in response to any inquiry received, prior to the due date for Proposals, which changes, adds, or clarifies the terms, provisions, or requirements of the Solicitation. The Offeror should not rely on any representation, statement, or explanation, whether written or verbal, other than those made in the Solicitation document or in the addenda issued. Where there appears to be a conflict between the Solicitation and any addenda, the last addendum issued shall prevail. It is the Offeror's responsibility to ensure receipt of all addenda, and any accompanying documentation. The Offeror is required to submit with its Proposal and signed "Acknowledgement of Addenda" form, when any addenda have been issued.

3.4 LEGAL REQUIREMENTS

This Solicitation is subject to all legal requirements contained in the applicable Town Ordinances and Resolutions, as well as all applicable local, State, and Federal Statutes. Where conflict exists between this Solicitation and these legal requirements, the authority shall prevail in the following order; Federal, State and local.

3.5 CHANGE OF PROPOSAL

Prior to the scheduled due date for Proposals, a Offeror may change its Proposal by submitting a new Proposal (as indicated on the cover page) with a letter on the firm's letterhead, signed by an authorized agent stating that the new Proposal replaces the original Proposal. The new submittal shall contain the letter and all information as required for submitting the original Proposal. The new submittal shall contain the letter and all information as required for submitting the original Proposal. No changes to a Proposal will be accepted after Proposals have been opened.

3.6 WITHDRAWAL OF PROPOSAL

A Proposal shall be irrevocable unless the Proposal is withdrawn as provided herein. Only a written letter received by the Town Clerk prior to the due date for Proposals may withdraw a Proposal.

3.7 CONFLICTS WITHIN THE SOLICITATION

Where there appears to be a conflict between the General Terms and Conditions, special Conditions, the Scope of Services, and/or Description of Items, the Proposal Submittal forms, or any addendum issued, the order of precedence shall be: the last addendum issued, the Proposal Submittal forms, the Scope of Services and/or Description of items, the Special Conditions, and then the General Terms and Conditions.

3.8 PROMPT PAYMENT TERMS

It is the policy of the Town of Lake Park that payment for all purchases by Town departments shall be made in a timely manner. The Town will pay the successful Offeror upon receipt and acceptance of the goods or services by a duly authorized representative of the Town. In accordance with Florida Statutes, Section 218.74, the time at which payment shall be due from the Town shall be forty-five (45) days from receipt of a proper invoice. The time at which payment shall be due to small businesses shall be thirty (30) days from receipt of a proper invoice. Proceedings to resolve disputes for payment of obligations

shall be concluded by final written decision of the Town Manager or designee, not later than sixty (60) days after the date on which the proper invoice was received by the Town.

3.9 DISCOUNTS (PROMPT PAYMENTS)

The Offeror may offer cash discounts for prompt payments; however, such discounts will not be considered in determining the successful Offeror during the evaluation period. Offerors are requested to provide prompt payment terms in the space provided on the Proposal submittal forms signature page of the Solicitation.

3.10 PREPARATION OF PROPOSALS

- a. The Proposal submittal forms define requirements of the services to be performed or the items to be purchased, and must be completed and submitted with the Proposal. Use of any other forms will result in the rejection of the Proposal. The Proposal submittal forms must be legible. Offerors shall use typewriter, computer, or ink. All changes must be crossed out and initialed in ink. Failure to comply with these requirements may cause the Proposal to be rejected.
- b. An authorized agent of the Offeror's firm must sign the Proposal submittal forms where indicated. **Failure to sign the Signature Page of the Proposal shall render the Proposal non-responsive.**
- c. The Offeror must identify any exceptions it takes to the terms and conditions of the Solicitation and contract. Exceptions will not automatically result in the Offeror being deemed non-responsive; however, such a determination is at the discretion of the Town. Offerors are cautioned that they may be considered non-responsive if Proposals are conditioned to modifications, changes, or revisions to the terms and conditions of this Solicitation.
- d. The Offeror may submit alternate Proposal(s) for the same Solicitations provided that such offer is allowable under the terms and conditions. The alternate Proposal must meet or exceed the minimum requirements and be submitted as a separate Proposal marked "Alternate Proposal".

- e. Late Proposals will not be accepted and will be returned to the sender unopened. It is the Offeror's responsibility to ensure timely delivery by the due date and time, and at the place stated in this Solicitation. No exceptions will be made due to weather, carrier, traffic, illness or other issues.

3.11 CANCELLATION OF SOLICITATION

The Town of Lake Park reserves the right to cancel, in whole or in part, any Request for Qualifications when it is in the best interest of the Town.

3.12 AWARD OF CONTRACT

- a. Any contracts arising from this RFQ may be awarded to the responsive and responsible Offeror meeting all requirements as set forth in the Solicitation. The Town reserves the right to reject any and all Proposals, to waive irregularities or technicalities, and to re-advertise for all or any part of this Solicitation as deemed in its best interest. The Town shall be the sole judge of its best interest.
- b. The Town reserves the right to reject any and all Proposals if it is determined that prices are excessive, best offers are determined to be unreasonable, or it is otherwise determined to be in the Town's best interest to do so.
- c. The Offeror's prior performance as a prime contractor or subcontractor on previous Town contracts shall be taken into account in evaluating the Proposal received for this Solicitation. See Section 7 for additional detail.
- d. The Town will provide a copy of the ranking and scores to all Offerors responding to this Solicitation. All ranking will be made in accordance with Section 7 of this solicitation.
- e. Award of this Proposal may be predicated on compliance with and submittal of all required documents as stipulated in the Solicitation.

- f. The Town reserves the right to request and evaluate additional information from any Offeror after the due date for Proposals, as the Town deems necessary.

3.13 CONTRACT EXTENSION

The Town reserves the right to automatically extend any agreement for a maximum period not to exceed ninety (90) calendar days in order to provide Town departments with continual service and supplies while a new agreement is being solicited, evaluated, and/or successful.

3.14 WARRANTY

All warranties express and implied shall be made available to the Town for goods and services covered by this Solicitation. All goods furnished shall be fully guaranteed by the successful Offeror against defects and workmanship. At no expense to the Town, the successful Offeror shall correct any and all apparent and latent defects that may occur within the standard warranty.

3.15 ESTIMATED QUANTITIES

Estimated quantities or dollars are for Offeror's guidance only: (a) estimates are based on the Town's anticipated needs and/or usage; and (b) the Town may use these estimates to determine the successful Offeror. No guarantee is expressed or implied as to quantities or dollars that will be used during the contract period. The Town is not obligated to place any order for the given amount subsequent to the award of this contract.

3.16 NON-EXCLUSIVITY

It is the intent of the Town to enter into agreements with the successful Offerors that will satisfy its needs as described herein. However, the Town reserves the right as deemed in its best interest to perform, or cause to be performed, the work and services, or any portion thereof, herein described in any manner it sees fit, including

but not limited to, award of other contracts, use of any contractor, or perform the work with its own employees.

3.17 CONTINUATION OF WORK

Any work that commences prior to and will extend beyond the expiration date of the current contract period shall, unless terminated by mutual written agreement between the Town and the successful Offeror, continue until completion at the same prices, terms, and conditions.

3.18 PROTEST

a. A recommendation for contract award or rejection of award may be protested by a Offeror. The Offeror may file a written protest with the Town Clerk's office. The Offeror shall file its written protest with the Town Clerk, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., excluding legal holidays. Protests shall contain the name, address, and phone number of the petitioner, name of the petitioner's representative (if any), and the title and Proposal number of the Solicitation. The protest shall specifically describe the subject matter, facts giving rise to the protest, and the action requested from the Town.

b. The written protest must be received no later than seventy-two (72) consecutive hours (excluding Saturdays, Sundays, and legal holidays) after the time of award posting. Failure to file a timely formal written protest within the time period specified shall constitute a waiver by the Offeror of all rights of protest under this procedure.

c. In the event of a timely protest, the Town will not proceed further with award of the contract and agreement until all administrative remedies are exhausted, or until the Town Manager determines the award of the contract is immediately necessary to protect the public health, welfare, or safety.

3.19 LAWS AND REGULATIONS

The successful Offeror shall comply with all laws and regulations applicable to provide the goods or services specified in this solicitation. The Offeror shall be familiar with all federal, state, and local laws that may affect the goods and/or services offered.

3.20 LICENSES, PERMITS AND FEES

The successful Offeror shall hold all licenses and/or certifications, obtain and pay for all permits and/or inspections, and comply with all laws, ordinances, regulations, and building code requirements applicable to the work required herein. Damages, penalties, and/or fines imposed on the Town or a successful Offeror for failure to obtain and maintain required licenses, certifications, permits and/or inspections shall be borne by the successful Offeror.

3.21 SUBCONTRACTING

Unless otherwise specified in the Solicitation, the successful Offeror shall not subcontract any portion of the work without the prior written consent of the Town. The ability to subcontract may be further limited by the Special Conditions. Subcontracting without the prior consent of the Town shall constitute a material breach of the agreement and may result in termination of the contract for default.

3.22 ASSIGNMENT

The successful Offeror shall not assign, transfer, hypothecate, or otherwise dispose of this contract, including any rights, title, or interest therein, or its power to execute such contract to any person, company, or corporation without the prior written consent of the Town. Assignment without the prior consent of the Town may result in termination of the contract for default.

3.23 SHIPPING TERMS

Unless otherwise specified in the Solicitation, prices quoted shall be F.O.B. Destination. Freight shall be included in the proposed price.

3.24 RESPONSIBILITIES AS EMPLOYER

The employee(s) of the successful Offeror shall be considered to be at all times its employee(s), and not an employee(s) or agent(s) of the Town or any of its departments. The successful Offeror shall provide physically competent employee(s) capable of performing the work as required. The Town may require the successful Offeror to remove any employee it deems unacceptable. All employees of the successful Offeror shall wear proper identification.

It is the successful Offeror's responsibility to ensure that all its employees and subcontractors comply with the employment regulations required by the US Department of Homeland Security. The Town shall have no responsibility to check or verify the legal immigration status of any employee of the successful Offeror.

3.25 INDEMNIFICATION

The successful Offeror shall indemnify and hold harmless the Town and its officers, employees, agents, and instrumentalities from any and all liability, losses, or damages, including attorney's fees and costs of defense, which the Town or its officers, employees, agents, or instrumentalities may incur as a result of claims, demands suits, causes of actions, or proceedings of any kind or nature arising out of, relating to, or resulting from the performance of the agreement by the successful Offeror or its employees, agents, servants, partners, principals, or subcontractors. The successful Offeror shall pay all claims and losses in connection therewith, and shall investigate and defend all claims, suits, or actions of any kind or nature in the name of the Town, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may be incurred thereon. The successful Offeror expressly understands and agrees that any insurance protection required by this contract agreement or otherwise provided by the successful Offeror shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Town or its officers, employees, agents, and instrumentalities as herein provided.

3.26 COLLUSION

A Offeror recommended for award as the result of a competitive Solicitation for and Town purchase of supplies, materials, and services (including professional services, other than professional architectural, engineering, and other services subject to Sec. 287.055 Florida Stats.), purchase, lease permit, concession or management agreement shall, within five (5) business days of the filing of such recommendation, submit an affidavit under the penalty of perjury, on a form provided by the Town, stating either that the contractor is not related to any of the other parties proposing in the competitive Solicitation of identifying all relate parties; and attesting that the Proposal is genuine and not a sham or collusive or made in the interest or on behalf of any person not therein named, and that the Offeror has not, directly or indirectly, induced or solicited any other Offeror to put in a sham Proposal, or any other person, firm, or corporation to refrain from proposing, and that the Offeror has not in any manner sought by collusion to secure to the Offeror an advantage over any other Offeror. In the event a recommended Offeror identifies related parties in the competitive Solicitation, its Proposal shall be presumed to collusive and the recommended Offeror shall be ineligible for award unless that presumption is rebutted to the satisfaction of the Town. Any person or entity that fails to submit the required affidavit shall ineligible for contract award.

3.27 MODIFICATION OF CONTRACT

The contract may be modified by mutual consent, in writing, through the issuance of a modification to the contract, a supplemental agreement, purchase order, or change order, as appropriate.

3.28 TERMINATION FOR CONVENIENCE

The Town, at its sole discretion, reserves the right to terminate any contract entered into pursuant to this Request for Qualifications (RFQ) with or without cause immediately upon providing written notice to the awarded Offeror. Upon receipt of such notice, the awarded Offeror shall not incur any additional costs under the contract. The

Town shall be liable only for reasonable costs incurred by the awarded offeror prior to the date of the notice of termination. The Town shall be the sole judge of "reasonable costs."

3.29 TERMINATION FOR DEFAULT

The Town reserves the right to terminate this contract, in part or in whole, or place the vendor on probation in the event the awarded Offeror fails to perform in accordance with the terms and conditions stated herein by providing written notice of such failure or default and by specifying a reasonable time period within which the awarded Offeror must cure any such failure to perform or default. The awarded Offerors' failure to timely cure any default shall serve to automatically terminate any contract entered into pursuant to this **RFQ**.

The Town further reserves the right to suspend or debar the awarded Offeror in accordance with the appropriate Town ordinances, resolutions, and/or policies. The vendor will notified by letter of the Town's intent to terminate. In the event of termination for default, the Town may procure the required goods and/or services from any source and use any method deemed in its best interest. All re-procurement costs shall be borne by the incumbent Offeror.

3.30 FRAUD AND MISREPRESENTATION

Any individual, corporation, or other entity that attempts to meet its contractual obligations with the Town through fraud, misrepresentation, or material misstatement, may be debarred for up to five (5) years. The Town, as a further sanction, may terminate or cancel any other contracts with such individual, corporation, or entity. Such individual or entity shall be responsible for all direct or indirect costs associated with termination or cancellation, including attorney's fees.

3.31 ACCESS AND AUDIT OF RECORDS

The Town reserves the right to require the successful Offeror to submit to an audit by an auditor of the Town's choosing at the successful Offeror's expense. The successful Offeror shall provide access to all of

is records, which relate directly or indirectly to this contract, at its place of business during regular business hours.

The successful Offeror shall retain all records pertaining to this contract, and upon request, make them available to the Town for three (3) years following expiration of the contract. The successful Offeror agrees to provide such assistance as may be necessary to facilitate the review or audit by the Town to ensure compliance with applicable accounting and financial standards.

3.32 OFFICE OF THE INSPECTOR GENERAL

Palm Beach County has established the Office of the Inspector General, which is authorized and empowered to review past, present, and proposed Town programs, contracts, transactions, accounts and records. The Inspector General (IG) has the power to subpoena witnesses, administer oaths, require the production of records, and monitor existing projects and programs. The Inspector General may, on a random basis, perform audits on all Town contracts.

3.33 PRE-AWARD INSPECTION

The Town may conduct a pre-award inspection of the Offeror's premises or hold a pre-award qualification hearing to determine if the Offeror is capable of performing the requirements of this Solicitation.

3.34 PROPRIETARY/CONFIDENTIAL INFORMATION

Offerors are hereby notified that all information submitted as part of, or in support of Proposal submittals will be available for public inspection after the opening of Proposals in compliance with Chapter 119 of the Florida Statutes, popularly known as the "Public Record Law." The Offeror shall not submit any information in response to this solicitation that Offeror considers a trade secret, proprietary, or confidential. The submission of any information to the Town in connection with this Solicitation shall be deemed conclusively to be a waiver of any trade secret or other protection that would otherwise be available to the Offeror. In the event that the Offeror submits information to the Town in violation of the restriction, either

inadvertently or intentionally, and clearly identifies that information in the Proposal as protected or confidential, the Town may, in its sole discretion, either (a) communicate with the Offeror in writing in an effort to obtain the Offeror's withdrawal of the confidentiality restriction, or (b) endeavor to redact and return that information to the Offeror as quickly as possible, and if appropriate, evaluate the balance of the Proposal. The redaction or return of information pursuant to this clause may render a Proposal non-responsive.

3.35 HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPPA)

Any person or entity that performs or assists the Town of Lake Park with a function or activity involving the use or disclosure of "individually identifiable health information (IIHI) and /or Protected Health Information (PHI) shall comply with the Health Insurance Portability and Accountability Act (HIPPA) OF 1996.

HIPPA mandates for privacy, security, and electronic transfer standards include, but are not limited to:

- a. Use of information only for performing services required by the contract or as required by law;
- b. Use of appropriate safeguards to prevent non-permitted disclosures;
- c. Reporting to the Town of Lake Park any non-permitted use or disclosure;
- d. Assurances that any agents and subcontractors agree to the same restrictions and conditions that apply to the Offeror and reasonable assurances that IIHI/PHI will be held confidential;
- e. Making Protected Health Information (PHI) available to the customer;
- f. Making PHI available to the customer for review and amendment, and incorporating any amendments requested by the customer.
- g. Making PHI available to the Town of Lake Park for an accounting of disclosures; and
- h. Making internal practices, books, and records related to PHI available to the Town of Lake Park for compliance audits.

PHI shall maintain its protected status regardless of the form and method of transmission (paper records and/or electronic transfer of data). The successful Offeror must give its customers written notice of its privacy information practices, including specifically, a description of the types of uses and disclosures that would be made with protected health information.

3.36 ADDITIONAL FEES AND SURCHARGES

Unless provided for in the contract/agreement, the Town will not make any additional payments such as fuel surcharges, demurrage fees, or delay-in-delivery charges.

3.37 COMPLIANCE WITH FEDERAL STANDARDS

All items to be purchased under this contract shall be in accordance with all governmental standards, to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

3.38 COMPLIANCE WITH FEDERAL REGULATIONS DUE TO USE OF FEDERAL FUNDING

If the goods or services to be acquired under this Solicitation are to be purchased, in part or in whole, with Federal funding, it is hereby agreed and understood that Section 60-250.4, Section 60-250.5, and Section 60-741.4 of Title 41 of the United States Code, which addresses Affirmative Action requirements for disabled workers, is incorporated into this Solicitation and resultant contract by reference.

3.39 BINDING EFFECT

All of the terms and provisions of this contract/agreement, whether so expressed or not, shall be binding upon, inure to the benefit of, and be enforceable by the parties and their respective legal representatives, successors, and permitted assigns.

3.40 SEVERABILITY

If any part of this contract is contrary to, prohibited by, or deemed invalid under applicable law or regulation, such provision shall be inapplicable and deemed omitted to the extent so contrary, prohibited, or invalid, but the remainder hereof shall not be invalidated thereby and shall be given full force and effect so far as possible.

3.41 GOVERNING LAW AND VENUE

This contract and all transactions contemplated by this agreement shall be governed by the construed and enforced in accordance with the laws of the State of Florida without regard to any contrary conflicts of law principle. Venue of all proceedings in connection herewith shall lie exclusively in Palm Beach County, Florida, and each party hereby waives whatever its respective rights may have been in the selection of venue.

3.42 ATTORNEY'S FEES

If either party is required to initiate a legal action, including appeals, to enforce this Agreement, the prevailing party shall be entitled to recover its reasonable attorney's fees and costs.

3.43 EQUAL OPPORTUNITY AND ANTI-DISCRIMINATION

The Town of Lake Park complies with all laws of prohibiting discrimination on the basis of age, race, gender, religion, creed, political affiliation, sexual orientation, physical or mental disability, color or national origin, and therefore is committed to assuring equal opportunity in the award of contracts and encourages small, local, minority and female-owned businesses to participate.

During the performance of this contract, successful Offeror agrees it will not discriminate or permit discrimination in its hiring practices or in its performance of the contract. The successful Offeror shall strictly adhere to the equal employment opportunity requirements and any applicable requirements established by the State of Florida, Palm Beach County and the federal government.

The successful Offeror further acknowledges and agrees to provide the Town with all information and documentation that may be requested by the Town from time to time regarding the Solicitation, selection, treatment, and payment of subcontractors, suppliers, and vendors in connection with this contract.

3.44 AVAILABILITY OF CONTRACT TO OTHER TOWN DEPARTMENTS

It is agreed and understood that any Town department or agency may access this contract and purchase the goods or services successful herein. Each Town department will issue a separate purchase order to the successful Offeror for the department's specific purchases.

3.45 CRIMINAL HISTORY BACKGROUND CHECKS

Prior to hiring a contract employee or contracting with a Offeror, the Town may conduct a comprehensive criminal background check by accessing any Federal State, or local law enforcement database available. The contract employee or Offeror will be required to sign an authorization for the Town to access criminal background information. The costs for the background checks shall be borne by the Town.

3.46 LABOR, MATERIALS, AND EQUIPMENT

Unless specified elsewhere in the Solicitation or resultant contract, all labor, materials, and equipment required for the performance of the requirements of the contract shall be supplied by the successful Offeror.

3.47 MINIMUM WAGE REQUIREMENTS

The successful Offeror shall comply with all minimum wage requirements, such as Living Wage requirements, minimum wages based on Federal Law, minimum wages based on the Davis-Bacon Act, and the provisions of any other employment laws, as may be applicable to this contract.

3.48 PACKING SLIP AND DELIVERY TICKET

A packing slip and/or delivery ticket shall accompany all items delivered to the Town. The documents shall include information on the contract number or purchase order, any back order items, and the number of quantity of items being delivered.

3.49 PURCHASE OF OTHER ITEMS

The Town reserves the right to purchase other related goods or services, not listed in the Solicitation, during the contract term. When such requirements are identified, the Town may request a price quote from the successful Offeror on the contract. The Town, at its sole discretion, will determine if the prices offered are reasonable, and may choose to purchase the goods or services from the successful Offeror, another contract vendor, or a non-contract vendor.

3.50 PUBLIC RECORDS

Florida law provides that municipal records shall at all times be available to the public for inspection. Chapter 119, Florida Statutes, the Public Records Law requires that all material submitted in connection with a Proposal response shall be deemed to be public record subject to public inspection upon award, recommendation for award, or thirty (30) days after Proposal opening, whichever occurs first. Certain exemptions to public disclosure are statutorily provided for in Section 119.07, Florida Statutes.

If the Offeror believes any of the information contained in his/her/its Proposal is considered confidential and/or proprietary, inclusive of trade secrets as defined in Section 812.081, Florida Statutes, and is exempt from the Public Records Law, then the Offeror must, in its response, specifically identify the material which is deemed to be exempt and state the legal authority for the exemption. All materials that qualify for exemption from Chapter 119, Florida Statutes or other applicable law must be submitted in a separate envelope, clearly identified as "EXEMPT FROM PUBLIC DISCLOSURE" with the firm's name and the Proposal number clearly marked on the outside. The Town will not accept Proposals when the entire Proposal is labeled as exempt from disclosure. The Town's determination of whether an

exemption applies shall be final, and the Offeror agrees to defend, indemnify, and hold harmless the Town and the Town's officers, employee, and agents against any loss or damages incurred by any person or entity as a result of the Town's treatment of records as public records.

The selected Offeror(s) shall keep and maintain public records and fully comply with the requirements set forth at Section 119.0701m Florida Statutes; failure to do so shall constitute a material breach of any and all agreements awarded pursuant to this ITB/RFP.

3.51 CONFLICTS OF INTEREST

All Offerors must disclose with their Proposal the name of any officer, director, or agent who is also an employee of the Town of Lake Park. Further, all Offerors must disclose the name of any Town employee who has any interest, financial or otherwise, direct or indirect, of five percent (5%) or more in the Offerors' firm or any of its branches. Failure to disclose any such affiliation will result in disqualification of the Offeror from this Solicitation and may be grounds for further disqualification from participating in any future Solicitations with the Town.

3.52 PUBLIC ENTITY CRIMES

As provided in Section 287.133(2) (a), Florida Statutes, a person or affiliate who has been placed on the convicted vendors list following a conviction for a 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 a public entity; may not be successful or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity.

3.53 OTHER GOVERNMENTAL AGENCIES

If a Offeror is successfully awarded a contract as a result of this Solicitation, the Offeror shall allow other governmental agencies to access this contract and purchase the goods and services under the terms and conditions at the prices awarded.

3.54 COMPLETION OF WORK AND DELIVERY

All work shall be performed and all deliveries made in accordance with good commercial practice. The work schedule and completion dates shall be presented with each work request, and adhered to by the successful Offeror, except in such cases where the completion date will be delayed due to acts of nature, force majeure, strikes or other causes beyond the control of the successful Offeror. Such work schedule shall be provided with each work request, and must be provided prior to commencement of work.

All invoices for work performed shall have listed the position titles, with hourly rates for service, for all work covered by the invoice.

As per Tab 5, Section 6, the Town is asking offerors to submit a performance standard that assures timely and accurate submission of work, by penalizing untimely and/or inaccurate work. This item represents up to 20 points of the 100 point maximum score. As determined by the evaluation committee, more points will be awarded (up to a 20 point maximum) based on the aggressiveness of the performance standard. A more aggressive performance standard will be awarded more points.

3.55 FAILURE TO DELIVER OR COMPLETE WORK

Should the successful Offeror fail to deliver or complete the work within the time stated in the contract, it is hereby agreed and understood that the Town reserves the authority to cancel the contract with the successful Offeror and secure the services of another vendor to purchase the items or complete the work.

If the Town exercises this authority, the Town shall be responsible for reimbursing the successful Offeror for work that was completed, and items delivered and accepted by the Town in accordance with the

contract specifications. The Town may, at its option, demand payment from the successful Offeror, through an invoice or credit memo, for any additional costs over and beyond the original contract price that were incurred by the Town as a result of having to secure the services of another vendor.

As part of Tab 5, Section 6, offerors are being asked to provide a performance standard, which will become part of any contract arising from this solicitation.

3.56 CORRECTING DEFECTS

The successful Offeror shall be responsible for promptly correcting any deficiency, at no cost to the Town, within three (3) calendar days after the Town notifies the successful Offeror of such deficiency in writing. If the successful Offeror fails to correct the defect, the Town may (a) place the successful Offeror in default of its contract; and/or (b) procure the products or services from another source and charge the successful Offeror for any additional costs that are incurred by the Town for this work or items, either through a credit memorandum or through invoicing.

3.57 ACCIDENT PREVENTION AND BARRICADES

Precautions shall be exercised at all times for the protection of persons and property. All successful Offerors performing services or delivering goods under this contract shall conform to all relevant OSHA, State, and Town regulations during the course of such effort. Any fines levied by the above-mentioned authorities for failure to comply with these requirements shall be borne solely by the successful Offeror. Barricades shall be provided by the successful Offeror when work is performed in areas traversed by persons, or when deemed necessary by the Town.

3.58 OMISSIONS IN SPECIFICATIONS

The scope of services or description of items contained within this Solicitation describes the various functions and classes of work required as necessary for the completion of the project. Any omissions of inherent technical functions or classes of work within the specifications and/or statement of work shall not relieve the Offeror from furnishing, installing, or performing such work where required to the satisfactory completion of the project.

3.59 MATERIALS SHALL BE NEW AND WARRANTED AGAINST DEFECTS

The successful Offeror hereby acknowledges and agrees that all materials, except where recycled content is specifically requested, supplied by the successful Offeror in conjunction with this Solicitation and resultant contract shall be new, warranted for their merchantability, and fit for a particular purpose. In the event any of the materials supplied to the Town by the successful Offeror are found to be defective or do not conform to specifications, (1) the materials may be returned to the successful Offeror at the Offeror's expense and the contract cancelled; or (2) the Town may require the successful Offeror to replace the materials at the successful Offeror's expense.

3.60 TOXIC SUBSTANCES/FEDERAL "RIGHT TO KNOW" REGULATIONS

The Federal "Right to Know" Regulation implemented by the Occupational Safety and Health Administration (OSHA) requires employers to inform their employees of any toxic substances to which they may be exposed in the workplace, and to provide training in safe handling practices and emergency procedures. It also requires notification to local fire departments of the location and characteristics of all toxic substances regularly present in the workplace.

Accordingly, the successful Offeror performing under this contract is required to provide two (2) complete sets of Material Safety Data Sheets to each Town department utilizing any products that are subject to these regulations. This information shall be provided at the time when the initial delivery is made, on a department-by-department basis.

3.61 TAXES

The Town of Lake Park is exempt from Federal and State taxes for tangible personal property.

3.62 OFFEROR'S COSTS

The Town shall not be liable for any costs incurred by Offerors in responding to this Request for Qualifications.

3.63 SUBSTITUTION OF PERSONNEL

It is the intention of the Town that the successful Offeror's personnel proposed for the contract shall be available for the initial contract term. In the event the successful Offeror wishes to substitute personnel, the successful Offeror shall propose personnel of equal or higher qualifications, and all replacement personnel are subject to the Town's approval. In the event the substitute personnel are not satisfactory to the Town, and the matter cannot be resolved to the satisfaction of the Town, the Town reserves the right to cancel the contract for cause.

3.64 FORCE MAJEURE

The Town and the successful Offeror are excused from the performance of their respective obligations under the contract when and to the extent that their performance is delayed or prevented by any circumstances beyond their control, including; fire, flood, explosion, strikes or other labor disputes, natural disasters, public emergency, war, riot, civil commotion, malicious damage, act or omission of any governmental authority, delay or failure or shortage of any type of transportation, equipment, or service from a public utility needed for their performance provided that:

- a. The non-performing party gives the other party prompt written notice describing the particulars of the force majeure, including, but not limited to, the nature of the occurrence and its expected

duration, and continues to furnish timely reports with respect thereto during the period of the force majeure.

- b. The excuse of performance is of no grater scope and of no longer duration than is required by the force majeure.
- c. No obligations of either party that arose before the force majeure causing the excuse of performance are excused as a result of the force majeure.
- d. The non-performing part uses its best efforts to remedy its inability to perform.

Notwithstanding the above, performance shall not be excused under this section for a period in excess of two (2) months, provided that in extenuating circumstances, the Town may excuse performance for a longer term. Economic hardship of the successful Offeror shall not constitute a force majeure. The term of the contract shall be extended by a period equal to that during which either party's performance is suspended under this section.

3.65 NOTICES

Notices shall be effective when received at the addresses specified in the contract/agreement. Changes in respective addresses to which such notices are to be directed may be made from time to time by either party by written notice to the other party. Facsimile and email transmissions are acceptable notice effective when received; however, facsimile and email transmissions received after 5:00 p.m. or on weekends or holidays will be deemed received on the next business day. The original of the notice must also be mailed to the receiving party.

Nothing contained in this section shall be construed to restrict the transmission of routine communications between representatives of the successful Offeror and the Town of Lake Park.

3.66 FISCAL FUNDING OUT

The Town's obligation pursuant to any contract or agreement entered into in accordance with this Solicitation is specifically contingent upon the lawful appropriation of funds. Failure to lawfully appropriate funds for any contract or agreement awarded shall result in automatic termination of the contract or agreement. A non-appropriation event shall not constitute a default or breach of said contract or agreement by the Town.

SECTION 4

SPECIAL TERMS AND CONDITIONS

4.1 PURPOSE

The purpose of this Request for Qualifications (RFQ), is to solicit submissions of qualifications from qualified and experienced individuals, companies, and firms that can offer best-in-industry architectural, engineering, and other related professional services to the Town of Lake Park. The Town expects each Offeror to clearly outline its best and most comprehensive resources in its response, because all services and responsibilities identified in this RFQ will be awarded to the successful Offerors.

4.2 ELIGIBILITY AND MINIMUM REQUIREMENTS

To be eligible to respond to this RFQ and be considered for award, the Offeror must demonstrate to the satisfaction of the Town that it or the principals assigned to the project, has successfully provided the services requested, similar in scope and complexity, to a local, private or public institution.

4.3 RECORDS, ACCOUNTS, AND STATEMENTS

The successful Offeror shall keep on its premises, or such other place approved by the Town, current, true, accurate, and complete records and accounts of all services provided to the Town, and shall give the Town or Town's representative access during reasonable business hours and upon three (3) business days' notice to examine and audit such records and accounts. Such records shall be maintained, as an independent certified public accountant would need to examine, in order to certify a statement of the successful Offeror's business with the Town pursuant to generally accepted auditing standards.

4.4 STANDARDS OF CONDUCT

The successful Offeror shall at all times comply with all ethical requirements, the Town's Vendor Code of Conduct rules, regulations, and ordinances of the Town and other governmental agencies having jurisdiction over any work performed under the contract resultant from the Solicitation. The successful Offeror shall further take all precautions and extreme care to conduct its activities in a safe, professional, and prudent manner with respect to its agents, employees, members, visitors, and participants, so as not to bring the image of the Town into ill-repute.

4.5 DEFAULT

- a. In the event the successful Offeror defaults in the performance of the Contract, the Town shall have the following options:
 - i. The Town Manager will give the successful Offeror five (5) days' written notice of default. If the problem is not resolved within the five (5) days, the Town may terminate the Contract upon written notice to the successful Offeror, and obtain the services elsewhere.
 - ii. The Town may recover at law any and all claims that may be due to the Town from the successful Offeror.
 - iii. The Town may perform such work as it deems necessary to cure the default or subsequent default and charge the successful Offeror for the full cost of labor and materials expended, plus thirty percent (30%) of the cost for administrative overhead.
- b. The acceptance of all or part of monies due for any period after a default shall not be deemed as a waiver of any of these options, or a waiver of the default or subsequent default of the same or any other term, covenant, and condition.
- c. The successful Offeror, in accepting an agreement, agrees that the Town shall not be liable to be prosecuted for

damages in the event the Town declares the successful Offeror in default hereunder.

4.6 INSURANCE

The selected Offerors shall not commence any performance pursuant to the terms of this RFQ until certification or proof of insurance has been received and approved by the Town's Risk Coordinator or designee.

The required insurance coverage is to be issued by an insurance company authorized, licensed and registered to do business in the State of Florida, with the minimum rating of B+ or better, in accordance with the latest edition of A.M. Best's Insurance Guide. This insurance shall be documented in certificates of insurance which provides that the Town of Lake Park shall be notified at least thirty (30) days in advance of cancellation, non-renewal, or adverse change. The receipt of certificates or other documentation of insurance or policies or copies of policies by the Town or by any of its representatives, which indicate less coverage than is required, does not constitute a waiver of the selected Offeror's obligation to fulfill the insurance requirements herein. Deductibles must be acceptable to the Town of Lake Park.

The selected Offeror must submit a current Certificate of Insurance, naming the Town of Lake Park as an additional insured and listed as such on the insurance certificate. New certificates of insurance are to be provided to the Town upon expiration.

The selected Offeror shall provide insurance coverage as follows:

- a. **WORKERS' COMPENSATION INSURANCE** in accordance with statutory requirements and Employer's Liability Insurance with limits of not less than One Hundred Thousand Dollars (\$100,000) for each accident, not less than One Hundred Thousand Dollars (\$100,000) for each disease, and not less than Five Hundred Thousand Dollars (\$500,000) aggregate.
- b. **GENERAL LIABILITY INSURANCE** with each occurrence limits of not less than One Million Dollars (\$1,000,000).

- c. PROFESSIONAL LIABILITY INSURANCE with limits of not less than one million Dollars (\$1,000,000) annual aggregate.
- d. HIRED AND NON-HIRED VEHICLES with limits of not less than Five Hundred Thousand Dollars (\$500,000) per claim.

4.7 LICENSES, PERMITS AND FEES

The selected Offeror shall hold all licenses and/or certifications, obtain and pay for all permits and/or inspections, and comply with all laws, ordinances, regulations and requirements applicable to the category of service the Offeror is awarded. Damages, penalties, and/or fines imposed on the Town or the selected Offeror for failure to obtain and maintain required licenses, certifications, permits and/or inspections shall be borne entirely by the selected Offeror.

4.8 METHOD OF AWARD

For each professional work category as identified in Section 5, the Town will make multiple awards to the responsive and responsible minimum three (3) highest-scoring/ranking Offerors whose qualifications are determined by the Selection/Evaluation Committee as being the most advantageous to the Town.

Subsequent projects will be awarded based on qualifications and availability, at the sole discretion of the Town. If the most qualified selected Offeror is not able to perform the work at the Town's request, the next most qualified selected Offeror will be offered the work.

Project awards under this Solicitation and resultant Contract shall cover transactions that may require Town Council's approval. Professional services shall be consistent with Section 287.055, Florida Statutes, as amended from time to time.

SECTION 5

SCOPE OF SERVICES

- 5.1 The Town of Lake Park, Florida, pursuant to the “Consultants’ Competitive Negotiations Act” (CCNA), Section 287.055, Florida Statutes, which governs the acquisition of professional architectural, engineering, landscape architectural, and surveying and mapping services, and as may be amended, hereby requests Qualification and Performance Data from Professional Consultants practicing in the following specific types of professional work categories:
- a. Storm water engineering
 - b. Civil, Structural and Mechanical Systems Engineering; Surveying and Mapping Services
 - c. Transportation Engineering
 - d. Architectural Design
 - e. Planning Services and Landscape Architect
- 5.2 Below is a summary description of each type of work category to be awarded under this Solicitation. It is the Town’s intent to award separate contracts for each category of work:
- a. Storm Water Engineering:
Requires engineering expertise in planning, designing, permitting, bidding and construction administration services in connection with storm water systems, as well as knowledge of current rules and regulations of local, state, and federal agencies regulating the industry, including the Department of Environmental Protection, the South Florida Water Management District, the United States Environmental Protection Agency, the United States Corps of Engineers, and any other governmental authorities having jurisdiction over the same. Extensive experience with NPDES requirements, storm water master planning, ESU calculation and certification. Will be

required to review Town storm water drainage and compliance activities as they pertain to NPDES permit. Will be required to prepare and submit annual NPDES report and manage audits. The firm must employ at least one professional engineer, registered with the Florida State Board of Professional Engineers, having training and experience in this general area. Firm must be able to demonstrate successful completion of Master Drainage Planning for other governmental entities in the State of Florida.

b. Civil, Structural and Mechanical Systems Engineering; Surveying and Mapping Services:

Requires engineering expertise in planning, designing, permitting, bidding, and construction administration services in connection with civil engineering, structural design and building, as well as knowledge of current rules and regulations of local, state and federal agencies regulating the industry. Requires engineering expertise in planning, designing, permitting bidding, and construction administration services in connection with mechanical, plumbing, and fire protection systems as well as knowledge of current rules and regulations of local, state, and federal agencies regulating the industry. The firm must employ at least one professional engineer, registered with the Florida State Board of Professional Engineers, having training and experience in the area of Structural Systems, Structural Engineering, and Mechanical Engineering.

Requires surveying experience in the preparation of Boundary, Site, Topographic and Right-of-Way Surveys, and Sketch and Legal Descriptions in conformance with the Florida Minimum Technical Standards. The firm must employ at least one land surveyor, registered with the Florida State board of Land Surveyors, having at least one year of land surveying experience acting as responsible in charge. The Consultant must employ and enlist sufficient staff to undertake the requirements normally associated with this type of work and must document the availability of proper equipment to perform this work.

c. Transportation Engineering:

Requires engineering expertise in planning, designing, permitting, bidding and construction administration phases of services in connection with transportation infrastructures, traffic studies, warrant studies, and signals. The firm must employ at least one professional engineer, registered with the Florida State Board of Professional Engineers, having training and experience in the area of Transportation Engineering.

d. Architectural Design:

Requires architectural expertise in planning, designing, permitting, bidding, and construction administration phases of service in Architectural Design. The firm must employ at least one architect, registered with the Florida State Board of Architecture and Interior Design. Additionally, the firm must have knowledge of current rules and regulations of local, state, and federal agencies regulating the environment and all land use and building code provisions, including the Department of Environmental Protection, the south Florida Water Management District, the United States Environmental Protection Agency, and South Florida building Code, and the United States Corps of Engineers.

e. Planning Services and Landscape Architect:

Requires planning expertise in connection with Land Development Regulations and Comprehensive Plans for site planning, architectural design, urban design, landscape review etc. The firm must have knowledge of the Town's Comprehensive Plan and Land Development Regulations, as well as, the current rules and regulations of local, state and federal agencies regulating all land use and building code provisions. The firm must employ at least one landscape architect, registered with the Florida State Board of Landscape Architecture. Additionally, the firm must employ sufficient personnel to provide services normally associated with land planning services.

- 5.3 Offerors have the option of submitting qualifications for one or more of the professional work categories listed above. There is no need to submit a separate Proposal for each work category. If a Offeror is submitting for more than one work category, the single Proposal must clearly indicate the categories for which the Offeror is submitting.

All Offerors must be duly licensed and registered to practice in the State of Florida, and must maintain all required licenses and certifications during the five-year term of the Contract. The Town shall have the right to suspend or terminate any selected Offeror from the Contract for that Offerors failure to maintain adequate licensing and certification.

This Work contemplated under the Solicitation may also include design services, permitting, bidding services, construction administration, environmental studies, and all related miscellaneous services.

Florida law requires the Town to make a determination of a consultant's qualification to perform professional services work prior to its employment. The information in the Proposal (Submission Package) will be used by the Town to make this determination. Additionally, evaluation points will be assigned to information contained in the package to aid in reducing the total number of submittals to no less than three firms per type of work category (short list).

SECTION 6

SUBMITTAL REQUIREMENTS

6.1 SUBMITTAL REQUIREMENTS

In response to this Solicitation, the Offeror should return one (1) original and an accessible electronic copy on CD or USB thumb drive, of the entire completed Proposal submittal Package. Offerors should carefully follow the format and instructions outlined herein. All documents and information must be fully completed and signed as required. Please do not password-protect electronic documents.

The Proposal shall be written in sufficient detail to permit the Town to conduct a meaningful evaluation of the proposed services. However, overly elaborate responses are not requested or desired.

6.2 REQUIRED INFORMATION

In addition to the information required in Section 5, Scope of Services, Offerors must submit the following information with their Proposals:

a. SUBMITTAL FORMAT

NOTE: To facilitate and expedite review, the Town asks that all Offerors follow the response format outlined below. Failure to submit your response in the format requested may result in delay evaluating your Proposal. To assist you in preparing your response, the Town's selection procedures are also described herein. Please abide by all requirements set forth to avoid any risk of disqualification.

b. PROPOSALS SHOULD FOLLOW THE FORMAT BELOW:

TAB 1 – INTRODUCTION

Provide a cover letter no longer than two (2) pages in length, signed by an authorized representative of your firm. **Identify the work category(ies) being pursued, as per Section 5.** Provide a positive commitment to provide the required services. Also, the letter should disclose the name of the contracting agent and primary contact

person, his/her title, address, phone number, fax number and email address. The table of contents should follow the cover letter.

TAB 2 – TABLE OF CONTENTS

Include a clear identification of the material included in the Proposal by page number.

TAB 3 – FIRM INFORMATION, EXPERIENCE AND REFERENCES

*Provide a brief description of the firm, organization, structure, and philosophy.

*Clearly indicate the professional work category or categories that are being submitted based on the titles used in this solicitation, as identified in Section 5. NOTE: Where a Offeror mixes and matches work categories so that the Town is unable to clearly identify what professional work category or categories the Offeror is submitting for, the Town may determine the Proposal non-responsive.

*Provide the firm's years of experience in the professional work category or categories that the Offeror is qualified to submit for. **Must include "on-time" percentage of work (i.e., what percentage of work was completed on time, as agreed between the client and firm). Note any instances in which work was not able to be delivered on time, as agreed between the firm and client, and whether any past work contained errors and/or omissions that led to re-working any jobs. Note, if during the Town's due diligence background and reference checks, any such instances are discovered, but are not listed, such firm will be disqualified from consideration.**

*Identify and include qualifications of specific individuals to be assigned to the subsequent projects (include names, certifications, contact information and services the individuals will provide to the Town).

*List any sub-contractors that may be used to accomplish the service (include names, certifications, contact information and services the individuals will provide to the Town).

*Describe any significant or unique awards received or accomplishments in previous, similar projects.

*Provide written evidence that the Offeror and/or subcontractors are licensed to practice in the State of Florida.

*Provide written evidence that the Offeror and/or subcontractor meet the minimum requirements established in this Solicitation.

REFERENCES: Provide a minimum of three (3) examples of similar scope projects with applicable reference information. References should include the following information:

*Client name, address and phone number, fax numbers, and email address.

*Description of all services provided

*Performance period

*Total amount of Contract

TAB 4 -PROJECT APPROACH

Define what option and the services your company is proposing to the Town that will best meet the criteria specified in the Scope of Services. State your project management plan, firm's interpretation of scope, and method of approach.

Define personnel, consultants, and resources, available to meet the Town's requirements.

Provide information regarding any proposed innovative concepts that may enhance value and quality, any favorable cost containment approaches or additional or alternative ideas that may be successful if implemented by the Town.

TAB 5 – PERFORMANCE STANDARD

The evaluation committee will award up to 20 points for the inclusion of a performance standard, that rewards timely and accurate work, and penalizes untimely work. The more aggressive the performance

standard, as determined by the evaluation committee, the more points may be awarded (up to a maximum of 20 points). The purpose of this item is to allow offerors to define their own performance guarantee and standards, to which they will be measured throughout the term of the contract. The Town wants to see a proposal that assures the Town timely and accurate work, and which includes a penalty for untimely and/or inaccurate work.

TAB 6 - ATTACHMENTS

The forms listed below must be completed by an official having legal authorization to contractually bind the company or firm. Any missing items will render a proposal unresponsive. Each signature represents a binding commitment upon the Offeror to provide the goods and/or services offered to the Town if the Offeror is determined to be the responsive and responsible Offeror with the highest score. The following forms must be included by the offeror in "Tab 6" as specified in Section 6.2. **For your convenience, all the forms listed below are included as 'Exhibit A.' Do not use any other forms, other than those included within Exhibit A, for your Tab 6. Inclusion of any other forms may result in your proposal being deemed unresponsive.**

- a. Acknowledgement of Addenda
- b. Proposal Submittal Signature Page
- c. Conflict of Interest Disclosure form
- d. Notification of Public Entity Crimes Law
- e. Drug-free Work Place
- f. Non-Collusion Affidavit
- g. Truth-In-Negotiation Certificate
- h. Sample Performance bond Format (if required, will be requested from offeror recommended for award)
- i. Sample Payment Bond Format (if required, will be requested from offeror recommended for award)

- j. Sample Letter of Credit Format (if required, will be requested from offeror recommended for award)

SECTION 7

THE EVALUATION PROCESS

7.1 REVIEW OF PROPOSALS FOR RESPONSIVENESS

Each Proposal will be reviewed to determine if the Proposal is responsive to the submission requirements outlined in this Solicitation. A responsive Proposal is one that follows the requirements outlined in Section 6, includes all documentation and completed forms, is submitted in the format outlined in Section 6, is of timely submission, and has the appropriate signatures as required on each document. Failure to comply with these requirements may result in the Proposal being deemed non-responsive.

7.2 EVALUATION CRITERIA

Proposals will be evaluated by an Evaluation/Selection committee, which will evaluate and rank Proposals on the criteria listed below. The Evaluation/Selection Committee will be comprised of appropriate Town personnel, as deemed necessary, with the appropriate experience and/or knowledge. The criteria are itemized with their respective weights for a maximum total of **one hundred (100) points** per Evaluation/Selection Committee member. The criteria and scoring will be by each professional work category.

<u>QUALIFICATIONS</u>	<u>POINTS</u>
a. Relevant experience, resources, and past to be assigned under this Solicitation. Must include historical percentage of "on-time" work as a ratio of all work completed.	45
b. Experience and qualifications of key personnel who will be assigned to projects	20
c. Offeror's approach to providing the services requested in this Solicitation	10

- | | | |
|----|--|----|
| d. | Location of Offeror's office(s) in Palm Beach County | 5 |
| e. | Inclusion of performance standard, and penalty for untimely submissions. The more aggressive the penalty, the more points will be awarded. See Section 6, Tab 5. | 20 |

7.3 ORAL PRESENTATIONS

Upon initial completion of the criteria evaluation indicated above, rating and ranking, the Evaluation/Selection Committee may choose to conduct an oral presentation and interview with the Offeror(s) which the Evaluation/Selection Committee deems to warrant further consideration based on, among other considerations, scores in clusters and/or maintaining competition. Upon completion of the oral presentation(s) (if requested), the Evaluation/Selection Committee will perform a final review to re-evaluate, re-rate, and re-rank the Proposals remaining in consideration based upon the written documents, combined with the oral presentation. In such circumstances, the initial ranking of the offerors shall be considered a preliminary ranking until after the oral presentations are completed.

7.4 PRICE OFFERS AND EVALUATION

After the final evaluation of the Offeror's qualifications, the highest ranked Offeror(s) will be asked to submit pricing information to the Town for the services requested. The Town reserves the right to negotiate the final terms, conditions and pricing of the Agreement, as may be in the best interest of the Town. In general, the recommendation for award will be made to the Offeror(s) who are the most qualified and who offer the best value for performing the services under the terms and conditions of the Contract.

7.5 NEGOTIATIONS

If the Town and Offeror(s) cannot reach agreement on a contract, the Town reserves the right to terminate negotiations and may, at the Town Manager's or designee's discretion, begin negotiations with the next highest-ranked Offeror(s). This process may continue until a contract acceptable to the Town has been executed or all Proposals are rejected. No Offeror shall have any rights against the Town arising from such negotiations of termination thereof.

Any Offeror recommended for negotiations may be required to provide to the Town:

- a) Its most recent certified business financial statements as of a date not earlier than the end of the Offeror's preceding official tax accounting period, together with a statement in writing, signed by a duly authorized representative, stating that the present financial condition is materially the same as that shown on the balance sheet and income statement submitted, or with an explanation for any material change in the financial condition. A copy of the most recent business income tax return will be accepted if certified financial statements are unavailable.
- b) Information concerning any prior or pending litigation, either civil or criminal, involving a governmental agency or which may affect the performance of the services to be rendered herein, in which the Offeror, any of its employees or subcontractors, is or has been involved within the last three (3) years.

7.6 CONTRACT AWARD

Any contract resulting from this Solicitation will be submitted to the Town Manager or designee, and the Town Council for approval, as appropriate. All Offerors will be notified in writing when the Town Manager or designee makes an award recommendation. The contract award, if any, shall be made to the Offeror(s) whose Proposal(s) are deemed by the Town to be in the best interest of the Town. Notwithstanding the rights of protest listed herein, the Town's

decision of whether to make the award and to which Offeror(s) shall be final.

Attachment 4



Evaluation Committee Minutes
Town of Lake Park, Florida
Request for Qualifications (RFQ) 107-2018
Professional Consultant Services
Tuesday, September 18, 2018 2:30 p.m.
Commission Chamber, Town Hall, 535 Park Avenue

The Evaluation Committee meeting was conducted on Tuesday, September 18, 2018 at 2:45 p.m. Present were Town Manager John D'Agostino, Assistant Town Manager/Human Resources Director Bambi McKibbon-Turner, Public Works Director Richard Scherle, Finance Director Lourdes Cariseo, and Town Clerk Vivian Mendez.

Finance Director Lourdes Cariseo called the meeting to order at 2:45 p.m. Public Works Director Scherle explained the process in which the Evaluation Committee would provide their evaluation of each submittal.

Finance Director Cariseo served as the Chair of the Evaluation Committee and as such, she would not evaluate the proposals.

The Evaluation Committee evaluation of each proposals are attached as Exhibit "A". The "Town of Lake Park Ranking Schedule for Professional Consulting Services Request for Qualifications" 107-2018 are attached as Exhibit "B".

The evaluations were conducted in alphabetical order by name:

- Calvin Giordano & Associates (CG&A)
- CPZ Architects, Inc.
- DTM Tech Inc.
- Engenuity Group Inc.
- Florida Technical Consultants (FTC)
- Michael B. Schorah & Associates, Inc.
- NZ Consultants (NZ)
- Simmons & White
- Water Resources Management Associates, Inc. (WRMA)

Town Manager D'Agostino and Assistant Town Manager/Human Resources Director Bambi McKibbon-Turner thanked Public Works Director Scherle for structuring the request for qualifications in a manner in which several categories were set up:

- Category A – Stormwater Engineering
- Category B – Civil, Structural and Mechanical Systems Engineering; Surveying and Mapping Services
- Category C – Transportation Engineering
- Category D – Architectural Design
- Category E – Planning Services and Landscape Architect

Public Works Director Scherle thanked the committee and the firms for submitting proposals. Town Manager D'Agostino explained that multiple contracts could be structured depending on the Town's needs for services.

ADJOURNMENT:

With no further business to come before the Evaluation Committee, the meeting adjourned at 4:15 p.m.

Vivian Mendez

Digitally signed by Vivian Mendez
DN: cn=Vivian Mendez, o=Town of Lake
Park, ou=Town Clerk,
email=vmendez@lakeparkflorida.gov, c=US
Date: 2018.09.19 15:18:54 -0400

Town Clerk Vivian Mendez

Town of Lake Park
Ranking Schedule for Professional Consulting Services RFQ
September 18, 2018

Category A	Ranking	Ranking	Ranking	Ranking	Ranking
Engenuity Group	230				
WRMA	215				
Calvin Giordano	210				
Simmons & White	200				
Michael Schorah	195				
FTC	160				
Category B					
Engenuity Group		227			
Calvin Giordano		214			
Simmons & White		205			
Michael Schorah		199			
FTC		160			
DTM		137			
Category C					
Calvin Giordano			219		
Simmons & White			212		
Michael Schorah			200		
Category D					
CPZ Architects				195	
Michael Schorah				188	
Category E					
NZ Consultants					250
Calvin Giordano					235
Michael Schorah					195