



**CITY OF DELRAY BEACH  
100 NW 1<sup>st</sup> AVENUE, DELRAY BEACH, FL 33444**

**AGREEMENT FOR PROFESSIONAL SERVICES  
RFQ 2017-048 (918-42, 918-89, 906-56)**

**AVIROM & ASSOCIATES, INC.**

**AGREEMENT  
FOR  
PROFESSIONAL SERVICES (CCNA)**

**AGREEMENT NO. RFQ 2017-048 (918-42, 918-89, 906-56)**

THIS AGREEMENT is made and entered into this 31<sup>st</sup> day of August, 2017 (the "effective date"), by and between the **City of Delray Beach**, a Florida municipal corporation (hereinafter referred to as "City"), whose address is 100 NW 1<sup>st</sup> Avenue, Delray Beach, Florida, 33444, and **Avirom & Associates, Inc.**, a Florida corporation (hereinafter referred to as "Consultant"), whose principal address is 50 SW 2<sup>nd</sup> Avenue, Suite 102, Boca Raton, Florida 33432..

WHEREAS, the City desires to retain the services of the Consultant to provide certain Professional Services in accordance with the City's Request for Qualifications RFQ 2017-048, Continuing Engineering, Surveying, and Landscaping Architectural Consulting Services (918-42, 918-89, 906-56), and the Consultant's response thereto, which are attached hereto and incorporated herein as Exhibit "A".

NOW, THEREFORE, in consideration of the mutual covenants and promises hereafter set forth, the Consultant and the City agree as follows:

**ARTICLE 1. INCORPORATION OF REQUEST FOR QUALIFICATIONS**

The terms and conditions of this Agreement shall include and incorporate the terms, conditions, and scope of services set forth in the City's Request for Qualifications, RFQ 2017-048, and the Consultant's response to the Request for Qualifications, including all addenda and documentation required thereunder.

**ARTICLE 2. SCOPE OF SERVICES**

The Consultant shall provide Professional Services to the City, under the following categories of work as defined in the Request for Qualifications:

- a. Category(s)
  - i. Engineering Services
  - ii. Surveying/Mapping Services
  - iii. Landscape Architectural Services

The Consultant shall provide the services on an as-needed and project-by-project basis, based on work requests from City departments through the issuance of Service Authorizations.

### ARTICLE 3. COMPENSATION

The City shall pay the Consultant for performing the Services based on the Prices and Rates shown in Exhibit "B", which is attached hereto and incorporated herein.

### ARTICLE 4. TERM

The term of this Agreement shall be from the effective date until August 30, 2022, unless terminated beforehand as provided for in Article 5. Nothing contained in the Request for Qualifications or this Agreement shall be construed by the Consultant as a guarantee of work from the City. The City reserves the right to extend the Agreement for one, two-year term, providing all terms conditions and specifications remain the same, both parties agree to the extension, and such extension is approved by the City.

At the City's request, the Consultant shall continue services beyond the final expiration date. This extension period shall not extend for more than one year beyond the final expiration date of the Agreement. The Consultant shall be compensated at the rate in effect when this extension period is invoked by the City.

### ARTICLE 5. TERMINATION

a. This Agreement may be terminated by the City, with or without cause, upon providing written notice to the Consultant. This Agreement may be terminated by the Consultant upon thirty (30) days' prior written notice to the City. Upon any such termination, the Consultant waives any claims for damages from such termination, including, but not limited to, loss of anticipated profits. Unless the Consultant is in breach of this Agreement, the City shall pay the Consultant for services rendered through the date of termination in accordance with the terms of this Agreement.

b. The continuation of this Agreement beyond the end of any fiscal year shall be subject to both the appropriation and the availability of funds in accordance with Florida law.

### ARTICLE 6. LAW, JURISDICTION, VENUE, WAIVER OF JURY TRIAL

This Agreement shall be interpreted and construed in accordance with and governed by the laws of the state of Florida. All Parties agree and accept that jurisdiction of any controversies or legal problems arising out of this Agreement, and any action involving the enforcement or interpretation of any rights hereunder, shall be exclusively in the state courts of the Fifteenth Judicial Circuit in Palm Beach County, Florida, and venue for litigation arising out of this Agreement shall be exclusively in such state courts, forsaking any other jurisdiction which either party may claim by virtue of its



residency or other jurisdictional device. **BY ENTERING INTO THIS AGREEMENT, SECOND PARTY AND CITY HEREBY EXPRESSLY WAIVE ANY RIGHTS EITHER PARTY MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO THIS AGREEMENT. IF A PARTY FAILS TO WITHDRAW A REQUEST FOR A JURY TRIAL IN A LAWSUIT ARISING OUT OF THIS AGREEMENT AFTER WRITTEN NOTICE BY THE OTHER PARTY OF VIOLATION OF THIS SECTION, THE PARTY MAKING THE REQUEST FOR JURY TRIAL SHALL BE LIABLE FOR THE REASONABLE ATTORNEYS' FEES AND COSTS OF THE OTHER PARTY IN CONTESTING THE REQUEST FOR JURY TRIAL, AND SUCH AMOUNTS SHALL BE AWARDED BY THE COURT IN ADJUDICATING THE MOTION.**

#### ARTICLE 7. ATTORNEY'S FEES

Any costs or expense (including reasonable attorney's fees) associated with the enforcement of the terms and for conditions of this Agreement shall be borne by the respective Parties, however, this clause pertains only to the Parties to this Agreement.

#### ARTICLE 8. MISCELLANEOUS PROVISIONS

a. Notice Format. All notices or other written communications required, contemplated, or permitted under this Agreement shall be in writing and shall sent by certified United States Mail, postage prepaid, return receipt requested, or sent by commercial express carrier with acknowledgement of delivery, or by hand delivery with a request for a written receipt of acknowledgment of delivery, addressed to the party for whom it is intended at the place last specified. The place for giving notice shall remain the same as set forth herein until changed in writing in the manner provided in this section. For the present, the Parties designate the following:

As to the City:

**City of Delray Beach**  
100 NW 1<sup>st</sup> Avenue  
Delray Beach, FL 33444  
Attn: City Manager

With a copy to:

**City of Delray Beach**  
200 NW 1<sup>st</sup> Avenue  
Delray Beach, Florida 33444  
Attn: City Attorney



As to the Consultant:

**Avirom & Associates, Inc.**  
50 SW 2<sup>nd</sup> Avenue, Suite 102  
Boca Raton, Florida 33432  
Attn: Michael D. Avirom, President

b. Headings. The headings contained in this Agreement are for convenience of reference only and shall not limit or otherwise affect in any way the meaning or interpretation of this Agreement.

c. The documents listed below are a part of this Agreement and are hereby incorporated by reference. In the event of inconsistency between the documents, unless otherwise provided herein, the terms of the following documents will govern in the following order of precedence:

- i. Terms and conditions as contained in this Agreement.
- ii. Terms and conditions of RFQ 2017-048.
- iii. Consultant's response to RFQ 2017-048 and any subsequent information submitted by Consultant during the evaluation and negotiation process.

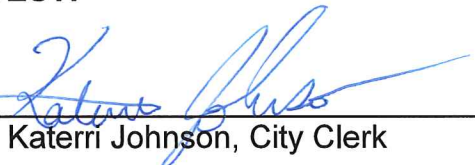
(The remainder of this page intentionally left blank)

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date hereinabove first written.


**CITY OF DELRAY BEACH, FLORIDA**

By:   
Cary D. Glickstein, Mayor

**ATTEST:**

By:   
Katerri Johnson, City Clerk

**APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY**

By:   
R. Max Lohman, City Attorney

**CONSULTANT**

By: M. Chellam

Title: President

**WITNESSES:**

By: Janice Chma

Print Name: Janice Chma

By: Keith S. Brien

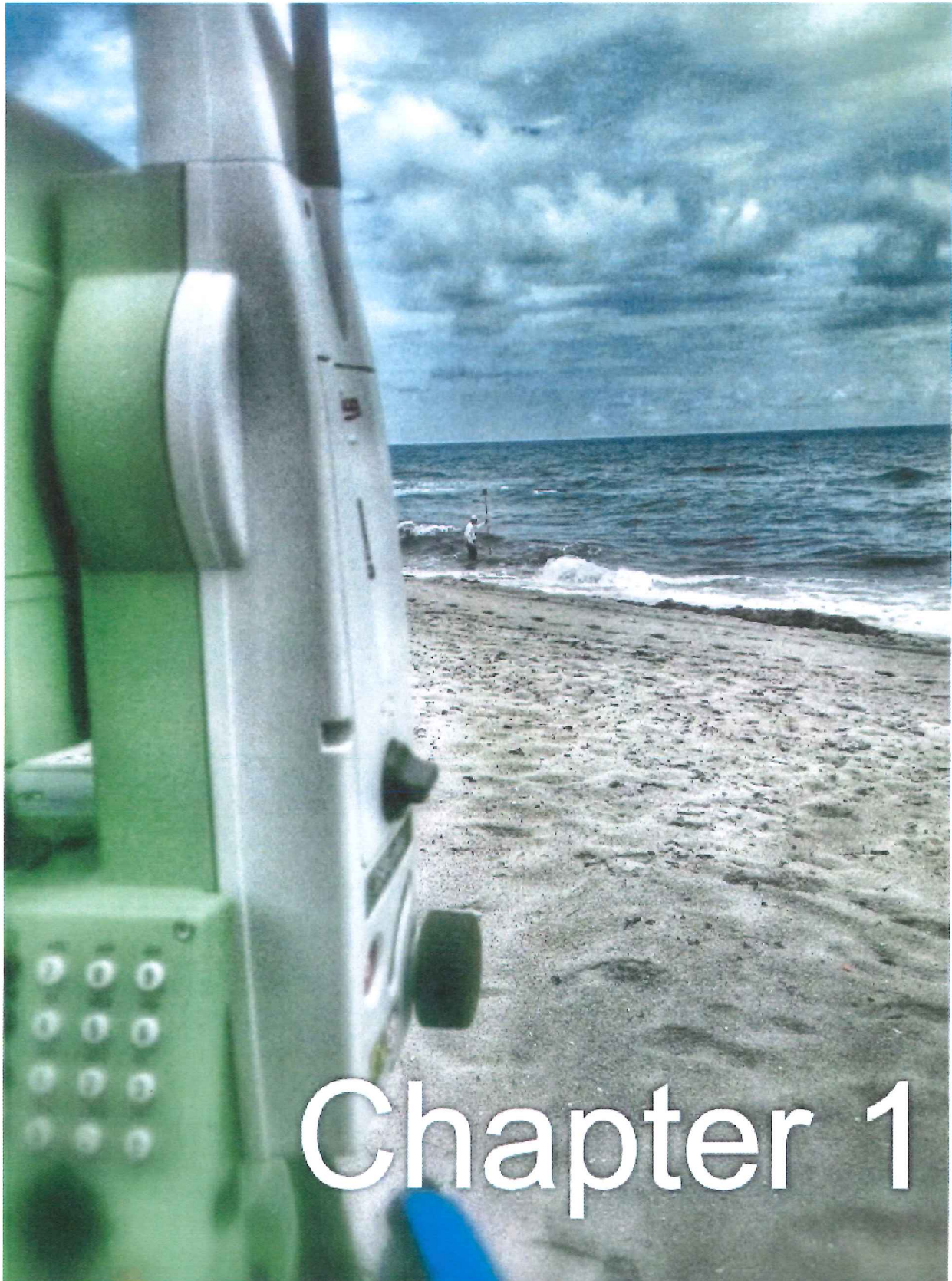
Print Name: Keith S. Brien



## EXHIBIT A



Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
RFQ No. 2017-048





**AVIROM & ASSOCIATES, INC.**  
SURVEYING & MAPPING

May 25, 2017

City of Delray Beach  
City Hall  
100 NW 1<sup>st</sup> Avenue  
Delray Beach, Florida 33444

*Re: Request for Qualifications / RFQ No. 2017-048  
Continuing Engineering, Surveying and Landscaping Architectural Consulting Services  
May 22, 2017 2:00 P.M.*

Dear Sir/Madam:

Avirom & Associates, Inc. is pleased to submit our response to the City of Delray Beach's Request for Qualifications for Consulting Surveying Services.

Michael D. Avirom founded Avirom & Associates, Inc. in 1981. Our company is dedicated solely to the land surveying profession. Our firm has a staff of 38 employees, including 5 registered land surveyors. We have a qualified and experienced team of professionals who have worked together with the City of Delray Beach, City of Boca Raton, City of Coral Springs, City of Pompano Beach, Town of Lauderdale-By-The-Sea and City of Deerfield Beach along with many other local municipalities.

Each member of the Avirom team is experienced in working on municipal projects. This experience includes boundary, platting, topographic, laser scanning and route-of-line surveys to facilitate the design of community improvements. The team is also experienced in construction layout, as-built and preparation of easements. We are committed to working as a team with the City, offering our excellent level of client service and experience in the land surveying profession.

Our firm is committed to performing to the City requirements under this contract. Our many years of experience with municipalities affords us a vast knowledge of City and County unique specifications, requirements and expectations.



City of Delray Beach  
Continuing Surveying Services

RFQ No. 2017-048  
May 25, 2017

We thank you for the opportunity to submit our qualifications and we look forward to working with the City of Delray Beach. Your consideration is greatly appreciated.

Respectfully,



Michael D. Avirom, P.L.S.  
President

/jc



**Form A - 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 City, including all Conflict of Interest and Code of Ethics provisions.

Firm Name: Avirom & Associates, Inc.

Street Address: 50 SW 2nd Avenue, Suite 102, Boca Raton, Florida 33432

Mailing Address (if different from Street Address): \_\_\_\_\_

Telephone Number(s): (561) 392-2594

Fax Number(s): N/A

Email Address: mike@aviromsurvey.com

Federal Identification Number: 59-2101822

Acknowledged by:

Avirom & Associates, Inc.

Firm Name



Signature

May 25, 2017

Date

Michael D. Avirom, President

Printed Name and Title

By signing this document, the Proposer agrees to all terms and conditions of this RFQ which includes the Sample Agreement.

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF 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 CITY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF ITS PROPOSAL.

(Remainder of page intentionally left blank)





Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
RFQ No. 2017-048





Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
RFQ No. 2017-048



## Proposer Statement of Organization

Legal Name:

Avirom & Associates, Inc.

State of Incorporation:

Florida

Ownership:

Corporation

W-9:

Attached under Chapter 2

Proposer's Corporate Headquarters:

Avirom & Associates, Inc.  
50 SW 2<sup>nd</sup> Avenue  
Suite 102  
Boca Raton, Florida 33432

Proposer's Primary Representative:

Michael D. Avirom, President  
(561) 392-2594 Cell: (561) 289-1727  
mike@aviromsurvey.com  
50 SW 2<sup>nd</sup> Avenue, Suite 102  
Boca Raton, Florida 33432

Proposer's Secondary Representative:

John T. Doogan  
(561) 392-2594 Cell: (561) 756-6348  
john@aviromsurvey.com  
50 SW 2<sup>nd</sup> Avenue, Suite 102  
Boca Raton, Florida 33432

Officers, Owners and/or Partners:

Michael D. Avirom  
Avirom & Associates, Inc.  
50 SW 2<sup>nd</sup> Avenue, Suite 102  
Boca Raton, Florida 33432  
(561) 392-2594 Cell: (561) 289-1727



## Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

**1** Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**Avirom & Associates, Inc.**

**2** Business name/disregarded entity name, if different from above

**3** Check appropriate box for federal tax classification; check only **one** of the following seven boxes:  
☐ Individual/sole proprietor or single-member LLC  
☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate  
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ \_\_\_\_\_  
 Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.  
☐ Other (see instructions) ▶ \_\_\_\_\_

**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
 Exempt payee code (if any) \_\_\_\_\_  
 Exemption from FATCA reporting code (if any) \_\_\_\_\_  
 (Applies to accounts maintained outside the U.S.)

**5** Address (number, street, and apt. or suite no.)  
**50 SW 2nd Avenue, Suite 102**

**6** City, state, and ZIP code  
**Boca Raton, Florida 33432**

**7** List account number(s) here (optional)

**Requester's name and address (optional)**

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

**Social security number**

-	-	-	-

or

**Employer identification number**

5	9	-	2	1	0	1	8	2	2
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### Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

**Sign Here**      Signature of U.S. person ▶       Date ▶ **May 25, 2017**

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

#### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

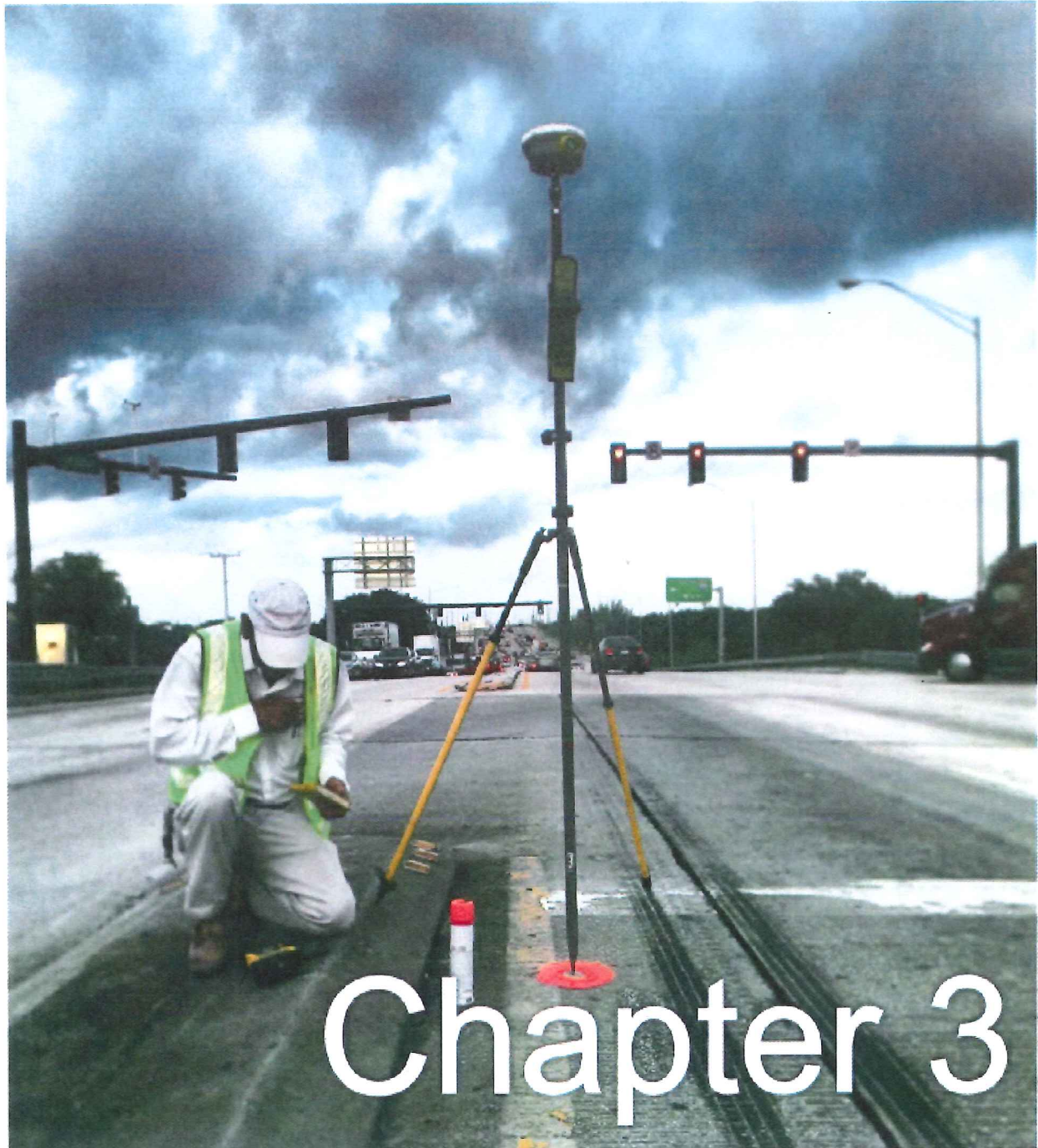
By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.





Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
RFQ No. 2017-048





Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
RFQ No. 2017-048



## Minimum Qualification Requirements

Avirom & Associates, Inc. is registered with the State of Florida Division of Corporations Document Number 693023

Avirom & Associates, Inc. has been in business for a minimum of twenty-four months prior to the Due Date and Time (certificate from State of Florida Department of State attached showing corporation organized on July 1, 2981)

Avirom & Associates, Inc. holds a current and valid license to provide surveying services in the State of Florida under LB 3300 (Professional Surveyor and Mapper Business License LB3300, expiration date February 28, 2019 attached)

Michael D. Avirom, P.L.S., License No. LS3268; John T. Doogan, P.L.S., License No. LS4409 and Marisha M. Kreitman, P.S.M., License No. LS6555 all hold current and valid Florida licenses to provide surveying services

No officer, director or agent is an employee of the City. No City employee owns, directly or indirectly, any interest in the Proposer's firm or any of its branches. There are no conflicts of interest.





Continuing Engineering, Surveying and Landscaping  
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Avirom & Associates, Inc. has no current or pending litigation.

Ownership Changes:

There have not been any ownership changes in the past two years and no ownership changes are anticipated within the next six months of the due date and time of this RFQ.



Continuing Engineering, Surveying and Landscaping  
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## *State of Florida Department of State*

I certify from the records of this office that AVIROM & ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on July 1, 1981.

The document number of this corporation is 693023.

I further certify that said corporation has paid all fees due this office through December 31, 2017, that its most recent annual report/uniform business report was filed on January 17, 2017, and that its status is active.

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

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Twenty-fifth day of January,  
2017*



*Ken Datzman*  
**Secretary of State**

Tracking Number: CU8969913468

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

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



Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
RFQ No. 2017-048



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: **LB3300**  
Expiration Date February 28, 2019

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

AVIROM & ASSOCIATES INC  
50 SW 2ND AVE #102  
BOCA RATON, FL 33432-4799

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: **LS3268**  
Expiration Date February 28, 2019

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

MICHAEL DAVID AVIROM  
50 SW 2ND AVENUE  
BOCA RATON, FL 33432

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.



Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
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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. **LS4409**  
Expiration Date February 28, 2019

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

JOHN TREIBER DOOGAN  
8571 DYNASTY DR  
BOCA RATON, FL 33433-6823

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. **LS6555**  
Expiration Date February 28, 2019

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

MARISHA M KREITMAN  
17563 WEEPING WILLOW TRAIL  
BOCA RATON, FL 33487

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.



**Form A - Signature Authority**

Indicate below Proposer's type of organization and provide the required documentation as applicable to demonstrate that the executor of Proposer's Proposal is duly authorized to execute on behalf of, and as the official act of, Proposer.

Select	Type of Organization	Officer Who Signed Proposal Submittal Signature Page	Required Authorizing Documentation
<input checked="" type="checkbox"/>	Corporation	President, Vice President, or Chief Executive Officer	None
<input type="checkbox"/>	Corporation	Director, Manager, or other title	Corporate resolution
<input type="checkbox"/>	Limited Liability Company (LLC) – Member-Managed	Member	Articles of Organization or Operating Agreement
<input type="checkbox"/>	Limited Liability Company (LLC) – Manager-Managed	Manager	Articles of Organization or Operating Agreement
<input type="checkbox"/>	Limited Partnership	General Partner	Document demonstrating the legal authority to bind the Limited Partnership
<input type="checkbox"/>	Partnership	Partner	None
		CEO, Director, Manager or other title	Authorizing documentation
<input type="checkbox"/>	Individual	Individual	None

☒ Documentation is not required.

☐ The required authorizing documentation is included with Proposal.





Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
RFQ No. 2017-048



# Chapter 4





## Proposal Response Requirements Information

### Section A: Experience, Background, Reference Feedback

#### Professional Service: Surveying

Our firm has a staff of 38 employees with an average length of service of 18 years. The dedication of our employees is a testament to Avirom & Associates' integrity and values as both an employer and a professional land surveying firm. We are one of the few firms in the State of Florida that has five Registered Land Surveyors. Our 36 year history represents our firm's strength and stability in South Florida and the Florida Keys.

Our Boca Raton office, located just 9 miles from the City of Delray Beach, will be the office responsible for performance, managing and production of work related to this contract.

We have worked with many municipalities throughout South Florida including the City of Delray Beach since 2001, and we strive to provide them with a seamless product for their design. Our surveys have been the base maps for numerous designs, not only for engineering and architecture, but also landscape architectural and urban design firms. Our firm has considerable experience in creating legal descriptions.

Avirom & Associates, Inc. has extensive knowledge and experience in providing the following surveying services:

- |  |   |
|--|---|
| ✎ Boundary surveys                                   | ✎ ALTA/NSPS land title surveys                |
| ✎ As-built surveys                                   | ✎ Utility location surveys                    |
| ✎ Coastal mapping                                    | ✎ Construction surveys                        |
| ✎ Permitting surveys                                 | ✎ Expert witness testimony                    |
| ✎ GPS control surveys                                | ✎ Hydrographic surveys                        |
| ✎ Legal descriptions<br>(including metes and bounds) | ✎ Mean high water line surveys                |
| ✎ Platting   | ✎ Right-of-way surveys                        |
| ✎ Restoration of corners                             | ✎ Specific/special purpose surveys            |
| ✎ Route surveys                                      | ✎ Topographic surveys                         |
| ✎ Submerged land lease surveys                       | ✎ Plat review for compliance with Chapter 177 |
| ✎ Wetland location surveys                           | ✎ FEMA Elevation Certificates                 |
| ✎ Plat preparation and processing                    | ✎ 3D Laser Scanning                           |



Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
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Avirom & Associates, Inc. has produced numerous surveys for private owners, commercial enterprises and municipalities. Our relationship with these municipalities extends beyond several years and continues to the present. Our experience with continuing contracts for municipalities demonstrates Avirom's ability to meet and exceed the needs of any government entity.



The City of Delray Beach and Avirom & Associates, Inc. have been working together in a continuing contract since 2001. The City of Delray Beach consists of approximately 16 square miles. Over the past ten years, Avirom has prepared boundary, topographic and tree surveys, route-of-line surveys and canal cross sections, along with legal descriptions and right-of-way sketch and descriptions throughout the City on an as needed basis.

Projects in the City of Delray Beach include a topographic survey and beach dune transects for the Delray Beach Master Plan; preparation of boundary and topographic survey together with construction related surveying services for Atlantic Community High School; numerous street route-of-line surveys for the design of road and utility upgrades; topographic and tree survey for the Delray Swim and Tennis Center; topographic surveys for bus shelters throughout the City; numerous plats for recording in the Public Records; layout of lifeguard stations at Atlantic Dunes Park and boundary, topographic and tree survey for the Family Recreation and Fitness Center (formerly Alzheimer's Center).

Projects we have completed for the City of Boca Raton include lift stations, water main improvements, a hydrographic survey for the canal south of James Rutherford Park, topographic survey for the roller rink and basketball courts at Sugar Sand Park, Glades Road Water Treatment Plant, plat review for the Countess de Hoernle Park and GPS/aerial mapping for the Red Reef Golf Course. Our firm prepared the boundary, topographic and tree survey, along with plat preparation and processing, for the Hillsboro El Rio Park and Boca Raton Fire Station #8.



Avirom & Associates, Inc. began working with the City of Lauderhill under a continuing contract for land surveying services in 2006. The City of Lauderhill consists of approximately seven square miles. Avirom has prepared boundary, topographic, route-of-line and GPS surveys for projects throughout the City. Some of the projects include the preparation of sketch and descriptions for the Lauderhill Performing Arts Center; topographic survey of Inverrary Boulevard West and boundary, topographic and tree surveys for numerous parks, including Jackie Gleason Park, Veterans Park, John Mullin Park and Renaissance Park.





Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
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Avirom & Associates, Inc. was responsible for the DEP permit survey for the new facilities at Commercial Boulevard and the Atlantic Ocean. From that initial project, we were subsequently awarded the Town's contract for land surveying. We have prepared numerous engineering design surveys on the major streets and within the residential areas. We are also currently responsible for the Town's ongoing GIS needs.



Avirom has been surveying in the Florida Keys since 1981. The City of Key West and Avirom & Associates, Inc. have been working together under a continuing surveying services contract since 2013 and this contract was recently extended through 2018. We have completed numerous municipal and private property surveys within Key West and the Florida Keys.

Avirom & Associates, Inc. also has the following continuing services contracts:

Municipality	Contract Begin Date	Contract End Date
City of Boynton Beach	April 1, 2017	March 31, 2020
City of Coral Springs	October 2015	October 2017
City of Deerfield Beach	December 2012	December 2017
City of Delray Beach	November 2001	July 2017
City of Key West	April 2013	October 2018
City of Lauderhill	October 2006	January 2019
City of Marathon	February 2017	February 2020
City of Pompano Beach	October 2015	October 2020
City of Tamarac	September 2016	September 2019
Keys Energy (City of Key West)	January 2013	March 2018
Martin County	May 2016	May 2019
Monroe County	February 2016	October 2019
Town of Lauderdale-By-The-Sea	August 2011	May 2022
Village of Islamorada	August 2015	August 2018



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<b>Team Member of Continuing Contracts for the following municipalities</b>
Boynton Beach Community Redevelopment Agency
City of Margate
City of Miami Gardens
City of Sunrise
City of West Palm Beach
Delray Beach Community Redevelopment Agency
Palm Beach County
Town of Cutler Bay
Town of Davie
Town of Jupiter Utilities
Town of Palm Beach
Village of Palmetto Bay



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## Client References:

Boynton Beach Community Redevelopment Agency  
Michael Simon  
simonm@bbfl.us  
710 North Federal Highway  
Boynton Beach, Florida 33435  
(561) 600-9091  
2008 to Present  
Land Surveying

City of Lauderdale  
J. Martin Cala, P.E., City Engineer  
jmcala@lauderdale-fl.gov  
5581 W. Oakland Park Boulevard  
Lauderdale, Florida 33313  
(954) 730-2960  
2006 to Present  
Land Surveying

Town of Lauderdale-By-The-Sea  
Connie Hoffmann  
connieh@lauderdalebythesea-fl.gov  
4501 Ocean Drive  
Lauderdale-By-The-Sea, Florida 33308  
(954) 640-4229  
2011 to Present  
Land Surveying

City of Boca Raton  
Christopher Cornell  
ccornell@ci.boca-raton.fl.us  
201 W. Palmetto Park Road  
Boca Raton, Florida 33432  
(561) 416-3407  
1986 to Present  
Land Surveying





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EDSA (City of Delray Beach and City of Fort Lauderdale projects)

Jeff Suiter  
jsuiter@edsaplan.com  
1512 E. Broward Boulevard, Suite 110  
Fort Lauderdale, Florida 33301  
(954) 524-3330  
1986 to Present (project by project basis)  
Land Surveying

Burkhardt Construction, Inc. (multiple municipal projects)

Tony Sabatino  
tony@burkhardtconstruction.com  
1400 Alabama Avenue, Suite 20  
West Palm Beach, Florida 33401  
(561) 659-1400  
2010 to Present (project by project basis)  
Land Surveying

Kimley-Horn and Associates, Inc. (multiple municipal projects)

Kevin Schanen  
kevin.schanen@kimley-horn.com  
1920 Wekiva Way, Suite 200  
West Palm Beach, Florida 33411  
(561) 845-0665  
2007 to Present (project by project basis)  
Land Surveying

Jacobs Project Management Company (multiple municipal projects)

Thomas Schilling  
thomas.schilling@jacobs.com  
707 17<sup>th</sup> Street, Suite 2400  
Denver, Colorado 80202  
(904) 636-5432 Cell: (561) 254-6169  
2013 to Present  
Land Surveying



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Saint Thomas Aquinas High School  
Steve Strand  
steve.strand@aquinas-sta.org  
2801 SW 12<sup>th</sup> Street  
Fort Lauderdale, Florida 33312  
(954) 327-2181  
2002 to Present  
Land Surveying

Lynn University  
Tom Heffernan  
theffernan@lynn.edu  
3601 N. Military Trail  
Boca Raton, Florida 33431  
(561) 237-7270  
2006 to Present  
Land Surveying



Continuing Engineering, Surveying and Landscaping  
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## Key Personnel Resumes

- Michael D. Avirom, P.L.S., President
- John T. Doogan, P.L.S., Project Manager
- Marisha M. Kreitman, P.S.M., Project Surveyor
- Keith Brien, Senior CADD Technician
- William R. Evans, CST II, Senior CADD Technician
- Michael J. Avirom, CST I, Field Crew Chief
- Jimmy Friddle, Field Crew Chief
- John Belisle, Field Crew Chief
- Robert Howald, Field Crew Chief



## Avirom & Associates, Inc.

### Michael D. Avirom



Professional Land Surveyor / LS3268 / Florida  
Principal

Years with Avirom & Associates: 35

Total Years of Experience: 43

#### *Education*

1973 / Bachelor of Business Administration

1976 / Associates in Science / Land Surveying

1971 / Associate in Arts

#### *Professional Experience*

Michael D. Avirom established Avirom & Associates, Inc. in 1981. Mr. Avirom graduated with a Business Administration Degree from Florida Atlantic University in 1973. He worked for a large surveying firm for a number of years and became a Florida Registered Land Surveyor in 1979. Michael launched his own company in 1981. His surveying expertise in boundary, aerial control, topography, bathymetric and construction layout distinguishes him as a respected professional in the industry. His business acumen has created the successful firm that Avirom & Associates is today. Michael is a member of the Florida Society of Professional Land Surveyors and National Society of Professional Land Surveyors.

#### *Professional Projects*

*Delray Beach Master Plan (A1A south of Casurina Road to north end of the public beach) –*  
topographic survey; beach dune transects

*Delray Beach Historical Society –* topographic and tree survey

*Delray Beach Old School Square Garage and Park Site –* condo exhibits in accord with Florida  
Statute 61B-18.002; condo exhibits for entire garage

*Delray Beach Art Warehouse –* boundary, topographic and tree survey

*City of Delray Beach, Fire Station #2 –* boundary, topographic and tree survey

*City of Delray Beach, Lewis Cove Road Drainage –* topographic survey

*Delray Beach Fire Station #3 –* boundary, topographic and tree survey

*Delray Beach Pineapple Grove Pocket Park –* boundary and topographic survey

*City of Delray Beach, Tourist Nook –* topographic survey; layout stationing/centerline; as-builts

*City of Delray Beach -* boundary surveys; topographic surveys; sketch and legal  
descriptions; construction services such as layouts and staking

*Boynton Beach CRA -* topographic and boundary survey

*City of Delray Beach – Carver Park –* boundary survey

*Palm Beach Force Main Replacement -* survey layout and as-builts; prepare record drawings

*North Ocean Boulevard Seawall Replacement -* route-of-line, coastal construction  
control line, mean high water line survey; construction services



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## Avirom & Associates, Inc.

### John T. Doogan



Professional Land Surveyor / LS4409 / Florida  
Project Surveyor

Years with Avirom & Associates: 18  
Total Years of Experience: 42

#### *Education*

1974 / Associates in Science / Engineering

#### *Professional Experience*

John Doogan had twenty four years of survey experience prior to joining Avirom & Associates in 1999. He has been a Florida registered surveyor since July of 1987 and became certified in Geographic Information System from Florida Atlantic University in June of 2003. He is currently responsible for boundary surveys, topographic surveys, GPS surveys and expert witness testimony. John is a member of the Florida Society of Professional Land Surveyors.

#### *Professional Projects*

*AutoNation Ford, Delray Beach* – boundary survey; topographic and tree survey; plat preparation and processing; sketch and descriptions

*Ocean City Properties, Delray Beach* – ALTA/NSPS survey

*City of Lauderhill:*

*Boye's Gas Service* - boundary survey

*Fire Station 30 Relocation* - boundary and topographic survey

*First City Hall* - topographic and final survey

*Habitat Condo* - topographic survey

*Lift Station #37* – topographic survey for design of lift station improvements

*Veterans Park/Fire Station* – boundary and topographic survey

*Jackie Gleason Park* – boundary and topographic survey

*Office Depot* - boundary, topographic and tree survey; miscellaneous layout

*Lynn University* - overall boundary, topographic and tree survey; survey support for construction

*City of Coral Springs* – route-of-line survey, base mapping for existing utilities above and below ground for engineer's design

*Tamarac Water Treatment Plant* – base mapping of all utilities above and below ground for engineer's future design

*Coral Springs Public Safety Complex* – boundary and topographic survey for architect and engineer's design of police headquarters and fire substation renovation

*Atlantic Business Center* – boundary and topographic survey; coordination of aerial photography; preparation of plat; coordination of survey support for engineering design and development (130 acres)





## Avirom & Associates, Inc.



Marisha M. Kreitman

Professional Land Surveyor / LS6555 / Florida

Years with Avirom & Associates: 21

Total Years of Experience: 21

### *Education*

2005 / Bachelor Degree / GIS

### *Professional Experience*

Marisha Kreitman began working with Avirom & Associates as a draftsman in 1994. She advanced to the position of Survey Technician while attending classes at Florida Atlantic University. In 2005, she graduated Magna Cum Laude with a degree in Geography; Geographic Information System. She became a Professional Surveyor and Mapper in July 2006. Ms. Kreitman has acted in the role of Project Surveyor. Her experience includes boundary and topographic surveys, route-of-line/topographic surveys, platting, ALTA/NSPS Land Title Surveys, condominium declaration exhibits and land descriptions with sketches for various documents such as submerged land easements, utility easements and land swap parcels. Ms. Kreitman has worked with clients to prepare special exhibits for submittal to governmental agencies.

### *Professional Projects*

*Delray Beach Art Warehouse* – boundary, topographic and tree survey  
*City of Boynton Beach - 211 E. Ocean Boulevard* - boundary, topographic and tree survey;  
survey for sidewalk connector in right-of-way; update survey  
*City of Boynton Beach - Dewey Park* - topographic and tree survey  
*Delray Beach Historical Society* – topographic and tree survey  
*City of Delray Beach, NW 5<sup>th</sup> Avenue* – boundary and topographic survey  
*Delray Beach Pineapple Grove Pocket Park* – boundary and topographic survey  
*City of Delray Beach, Fire Station #2* – boundary, topographic and tree survey  
*Las Olas Riverwalk* - base mapping; topographic data; locate above ground improvements and underground utilities  
*City of Delray Beach* - boundary surveys; topographic surveys; sketch and legal descriptions; construction services such as layouts and staking.  
*Boynton Beach CRA* - topographic and boundary survey  
*Skees Road Landfill* – aerial mapping; GPS positioning; establish elevations  
*North Juno Water System Distribution Improvements* - Route-of-line survey  
*Historic Depot Square* - boundary, topographic and tree survey; plat preparation and processing





## Avirom & Associates, Inc.

### Keith S. Brien



Senior Survey CAD Technician

Years with Avirom & Associates: 3

Total Years of Experience: 19

#### *Education*

1999 / U.S. Army Engineering School / Technical Engineer

#### *Professional Experience*

Keith Brien has 19 years of survey experience including crew chief, survey technician, instrument man and AutoCAD draftsman. He is responsible for design surveys, topographic surveys, boundary surveys and 3D laser scanning. He performs layout calculations, writing of legal descriptions, preparing job packages for survey field crews, and create exhibits for specific purpose projects. Mr. Brien is responsible for 3D laser scan projects from start to finish, from scanning in the field to processing and drafting of project based on client's needs.

#### *Professional Projects*

*Delray Beach Master Plan (A1A south of Casurina Road to north end of the public beach) –*  
topographic survey; beach dune transects

*Delray Beach, NW 4th Avenue -* topographic survey; as-built records

*AutoNation Ford, Delray Beach –* boundary survey; topographic and tree survey; plat  
preparation and processing; sketch and descriptions

*Vitas Hospice Facility -* boundary, topographic and tree survey; cross section lake

*Big Pine Key Overlook (Swimming Hole) -* boundary, mean high water line survey, topographic  
survey and wetland delineation survey

*City of Delray Beach -* boundary surveys; topographic surveys; sketch and legal descriptions;  
construction services such as layouts and staking.

*Kendall Regional Medical Center -* 3D laser scanning; boundary, topographic and tree survey

*FPL - Lauderdale Plant -* topographic survey; obtain tide gauge elevations

*Key West International Airport -* boundary survey; numerous topographic surveys; locate and  
tie-in runway end points to Primary Airport Control Points

*Lynn University -* overall boundary, topographic and tree survey; survey support for construction

*Las Olas Riverwalk -* base mapping; topographic data; locate above ground improvements and  
underground utilities

*Boca Raton History Museum -* 3D laser scanning

*Count de Hoernle Pavilion / Train Station -* 3D laser scanning

*Sexton Cove Estates -* Topographic route-of-line survey; locate underground utility locates by  
others; horizontal and vertical location of water and sewer

*Sabal Ridge Apartments -* Boundary, erosion control line, coastal construction control  
line and DEP permit survey; 3D interior garage survey; scanning services

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## William R. Evans, CST II

Senior Survey CAD Technician

Years with Avirom & Associates: 10

Total Years of Experience: 26

### *Education*

1992 / Associate / Civil Technology

2010 / Bachelor of Science / Information Technology

### *Professional Experience*

Bill Evans has 26 years of survey experience, including party chief, survey technician and AutoCAD draftsman. He is responsible for design surveys, topographic surveys, boundary surveys, control surveys and condominium documents.

### *Professional Projects*

*City of Delray Beach – Carver Park – boundary survey*

*City of Delray Beach, Lewis Cove Road Drainage – topographic survey*

*Ocean City Properties, Delray Beach – ALTA/NSPS survey*

*Delray Beach Old School Square Garage and Park Site – condo exhibits in accord with Florida Statute 61B-18.002; condo exhibits for entire garage*

*City of Delray Beach, Tourist Nook – topographic survey; layout stationing/centerline; as-builts*

*AutoNation Ford, Delray Beach – boundary survey; topographic and tree survey; plat preparation and processing; sketch and descriptions*

*North Ocean Boulevard Seawall Replacement - route-of-line, coastal construction control line, mean high water line survey; construction services*

*Big Pine Key Overlook (Swimming Hole) - boundary, mean high water line survey, topographic survey and wetland delineation survey*

*Office Depot - boundary, topographic and tree survey; miscellaneous layout*

*Key West International Airport - boundary survey; numerous topographic surveys; locate and tie-in runway end points to Primary Airport Control Points*

*City of Delray Beach - boundary surveys; topographic surveys; sketch and legal descriptions; construction services such as layouts and staking.*

*Bryant Park / Snook Island - Pre-construction, intermediate and post-construction topographic surveys*

*Pompano Beach Streetscapes - construction layout and record drawings for improvements along 3,800 linear feet of streetscape*

*St. Thomas Aquinas High School - Topographic and tree survey; survey construction services*

*Lynn University - overall boundary, topographic and tree survey; survey support for construction*

*Palm Beach Force Main Replacement Project - Survey layout and as-builts; prepare record drawings*

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## Michael J. Avirom, CST I

CADD Technician

Years with Avirom & Associates: 22

Total Years of Experience: 22

### *Education*

2006 / Associate in Arts / Palm Beach State College

2011 / Bachelor of Arts / Florida Atlantic University / Geographic Information System

### *Professional Experience*

Michael J. Avirom has 22 years of surveying experience as a Field Crew Chief. He is engaged in making plane and/or geodetic surveys for construction, topographic, right-of-way and control survey projects; participates in pre-survey planning meetings with project managers and contractor representatives; assigns and monitors work and provides input for evaluation of members of field survey crew; instructed and trains crew in survey and mapping methods, use of equipment and field safety procedures. As Field Crew Chief, he gathers field survey data through use of conventional and Global Positioning System (GPS) methods; sets up, adjusts and operates surveying equipment, including electronic total station, data collector and GPS equipment, in order to measure distances, elevations and angles; prepares field notes and drawings; and performs field surveying for roadway, bridges, and flood control projects; including installing surveying construction stakes; tying out existing intersection ties, and locating or establishing vertical and horizontal control, right of way, monuments, corners, boundaries and property lines; provides survey information for Geographic Information System (GIS); and prepare finished grade sheets, topographic maps, records of survey, corner records and other survey reports.

### *Professional Projects*

*Delray Beach Master Plan (A1A south of Casurina Road to north end of the public beach) – topographic survey; beach dune transects*

*Delray Beach Historical Society – topographic and tree survey*

*City of Delray Beach, Lewis Cove Road Drainage – topographic survey*

*City of Delray Beach, Tourist Nook – topographic survey; layout stationing/centerline; as-builts*

*AutoNation Ford, Delray Beach – boundary survey; topographic and tree survey; plat preparation and processing; sketch and descriptions*

*Skees Road Landfill - aerial mapping; GPS positioning; establish elevations*

*Southern Boulevard - route-of-line survey; sketch and descriptions*

*Vitas Hospice Facility - boundary, topographic and tree survey; cross section lake*

*City of Delray Beach - boundary surveys; topographic surveys; sketch and legal descriptions; construction services such as layouts and staking*







## Jimmy Friddle

Field Crew Chief

Years with Avirom & Associates: 20

Total Years of Experience: 42

### *Professional Experience*

Jimmy Friddle has 42 years of survey experience as a field crew chief. He is responsible for design surveys, topographic surveys, boundary surveys, control surveys and condominium documents.

### *Professional Projects*

*City of Delray Beach, Fire Station #2* – boundary, topographic and tree survey

*AutoNation Ford, Delray Beach* – boundary survey; topographic and tree survey; plat preparation and processing; sketch and descriptions

*Shuckers* - Boundary, mean high water line and coastal construction control line survey

*Big Pine Key Overlook (Swimming Hole)* - boundary, mean high water line survey, topographic survey and wetland delineation survey

*Sugar Cane Bailing Facility* - topographic survey; boundary survey; legal description

*Rockland Key* - 3D laser scanning; boundary, MHWL, topographic and wetland survey

*Mandalay, Key Largo* - 3D laser scanning; boundary, topographic and MHWL surveys

*Office Depot* - boundary, topographic and tree survey; miscellaneous layout

*North Juno Water System Distribution Improvements* - Route-of-line survey

*Sawgrass Building A and Building B* - ALTA/NSPS survey

*Key West International Airport* - boundary survey; numerous topographic surveys; locate and tie-in runway end points to Primary Airport Control Points

*Lynn University* - overall boundary, topographic and tree survey; survey support for construction

*Pompano Beach Streetscapes* - construction layout and record drawings for improvements along 3,800 linear feet of streetscape

*Las Olas Riverwalk* - base mapping; topographic data; locate above ground improvements and underground utilities

*SW 6th, 7th, 8th and 9th Avenues, Delray Beach* - Boundary and topographic survey; underground locates; plat preparation; plat processing

*Sabal Ridge Apartments* - boundary, erosion control line, coastal construction control line and DEP permit survey; 3D interior garage survey; scanning services

*North Broward Preparatory School* – overall boundary survey along with detailed topographic and tree survey; survey support for construction layout of buildings and infrastructure

*Boca Raton Museum of Art* – surveying services for the building and infrastructure needed for the planning and design of the museum; as-built surveys and final survey





**John Belisle**

Field Crew Chief

Years with Avirom & Associates: 19

Total Years of Experience: 25

## *Professional Experience*

John Belisle has over 25 years of surveying experience as a field crew chief. He is responsible for design surveys, topographic surveys, boundary surveys, control surveys and condominium documents.

## *Professional Projects*

*City of Delray Beach, NW 5<sup>th</sup> Avenue* – boundary and topographic survey  
*Delray Beach Old School Square Garage and Park Site* – condo exhibits in accord with Florida Statute 61B-18.002; condo exhibits for entire garage  
*AutoNation Ford, Delray Beach* – boundary survey; topographic and tree survey; plat preparation and processing; sketch and descriptions  
*City of Boynton Beach - 211 E. Ocean Boulevard* - boundary, topographic and tree survey; survey for sidewalk connector in right-of-way; update survey  
*City of Boynton Beach - Dewey Park* - Topographic and tree survey  
*Las Olas Riverwalk* - base mapping; topographic data; locate above ground improvements and underground utilities  
*City of Delray Beach* - boundary surveys; topographic surveys; sketch and legal descriptions; Construction services such as layouts and staking.  
*Boynton Beach CRA* - topographic and boundary survey  
*NW 4th Avenue, Delray Beach* - topographic survey; as-built records  
*Southern Boulevard* - route-of-line survey; sketch and descriptions  
*Skees Road Landfill* – aerial mapping; GPS positioning; establish elevations  
*Shuckers* - Boundary, mean high water line and coastal construction control line survey  
*North Juno Water System Distribution Improvements* - Route-of-line survey  
*Historic Depot Square* - boundary, topographic and tree survey; plat preparation and processing  
*Fern Street, West Palm Beach* - topographic and specific purpose survey  
*North Ocean Boulevard Seawall Replacement* - route-of-line, coastal construction control line, mean high water line survey; construction services  
*Nightingale Trail and La Puerta Way* - Topographic survey; sketch and descriptions of assessment area and proposed easements





## Robert Howald

Field Crew Chief

Years with Avirom & Associates: 13

Total Years of Experience: 32

### *Professional Experience*

Robert Howald has 32 years of survey experience as a field crew chief. He is responsible for design surveys, topographic surveys, boundary surveys, control surveys and condominium documents.

### *Professional Projects*

*Delray Beach Old School Square Garage and Park Site* – condo exhibits in accord with Florida Statute 61B-18.002; condo exhibits for entire garage

*AutoNation Ford, Delray Beach* – boundary survey; topographic and tree survey; plat preparation and processing; sketch and descriptions

*Gratigny-Port Everglades* - topographic survey; stake 150 poles

*Vitas Hospice Facility* - boundary, topographic and tree survey; cross section lake

*North Ocean Boulevard Seawall Replacement* - route-of-line, coastal construction control line, mean high water line survey; construction services

*Mizner Trail Golf Club* - boundary and topographic survey; photogrammetric mapping

*Kendall Regional Medical Center* - 3D laser scanning; boundary, topographic and tree survey

*Key West International Airport* – boundary survey; numerous topographic surveys; locate and tie-in runway end points to Primary Airport Control Points

*Bryant Park / Snook Island* - Pre-construction, intermediate and post-construction topographic surveys

*Lynn University* - overall boundary, topographic and tree survey; survey support for construction

*Palm Beach Force Main Replacement Project* - Survey layout and as-builts; prepare record drawings

*Pompano Beach Streetscapes* - construction layout and record drawings for improvements along 3,800 linear feet of streetscape

*St. Thomas Aquinas High School* - Topographic and tree survey; survey construction services

*Aloft Hotel* - boundary survey; topographic survey; tree survey; plat preparation; plat processing

*Tamarac Water Treatment Plant* – topographic survey for base mapping; construction related surveying services

*Sawgrass Building A and Building B* – ALTA/ACSM survey

*City of Lauderhill Training Tower* – boundary and topographic survey

*Coral Springs Water Treatment Plant* – topographic survey, construction layout and as-built

*Sample Road, Coral Springs* – route-of-line survey of 5,484 l.f.

*Mango Substation* – boundary and topographic survey; sketch and description







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## Section B: Approach to Project Management

Our firm manages our current and projected workload fluctuations through a companywide resource/personnel sharing method. All municipal and Florida Power & Light Company contracts are on an as needed basis.

Avirom & Associates has prepared a highly qualified and experienced team of professionals. Each member of the Avirom team is experienced in working on municipal projects. This experience includes boundary, topographic and route-of-line surveys to facilitate the design of community improvements as well as plat preparation and processing. The team is also experienced in construction layout, as-built and preparation of easements.

Our project staffing approach is defined by team assignments. When assigning each team, we specifically consider team members individually, their experience and project completion history. By utilizing this team approach method, we are capable of producing high quality products within the allotted time period and always within budget.

Our firm is prepared to fully commit the key personnel and support staff from the initial start of this contract and throughout its entirety.

Michael D. Avirom, P.L.S., will be the Principal in Charge for the duration of this contract. Mr. Avirom has 43 years of surveying experience. He will be responsible for all project coordination and overseeing of scheduling and budgeting. Mr. Avirom's role will include:

- ✧ develop project scope and timeframe with City staff and Primary Project Professional
- ✧ development of a survey plan for implementation of project scope with Primary Project Professional
- ✧ final review for quality assurance

Avirom & Associates, Inc. has a highly qualified professional and technical staff. Avirom has the manpower and equipment available to being working on any task assigned and will give the City our complete attention and commitment to meet the City's needs.

Our employees have a proven track record of completing large projects on time; therefore, we have been selected as consultants for ongoing services for a large number of municipalities.

Avirom has a great deal of experience with large, time sensitive projects for both the public and private sectors, enabling us to plan ahead and schedule adequate personnel and equipment for new projects as they arise.



## Quality Assurance / Quality Control Management

Our team will utilize Avirom & Associate's quality assurance, quality control and project management policy from the inception of the project to ensure the project is carried through to completion in the most efficient and timely manner.

Avirom & Associates, Inc.'s focus is on precision surveying and clear communication, both with the City and our staff. Our quality control/quality assurance policy guarantees the drawings produced by our team are an accurate reflection of the information collected by our experienced crew in the field.

The following steps are taken to ensure the quality of each project:

- ✧ Project Manager will coordinate with City staff to develop a project scope of services to meet the needs of the City
- ✧ Development of survey plan for implementation of project scope
- ✧ Research for plats, right-of-ways, controls, prior surveys, benchmarks, etc.
- ✧ Meet with survey field crew to discuss parameters of the project and safety procedures
- ✧ Determine the technology necessary for the project and establish equipment to be utilized in the field
- ✧ Mobilize field crew(s)
- ✧ Ongoing review of project standards, criteria and checklist
- ✧ Daily review of field notes to ensure the scope of work and standards are met
- ✧ Ongoing/daily communication between project manager and field crew with special emphasis on the transmittal of data, quality control, safety, cost and schedule adherence
- ✧ Process survey field data and prepare final drawings
- ✧ Field review by Project Manager for quality assurance and to ensure the work meets Florida State Statutes and Minimum Technical Standards

Throughout every stage of a project, quality checks are utilized beginning with our field crew chiefs who all have a minimum of 18 years' experience and are knowledgeable in the practice of the surveying profession. Field notes and data files are submitted at the end of each work day to the project manager. The field notes are then checked by a survey technician whose responsibility includes drafting the work in AutoCAD/Carlson.

After drafting has been completed by the survey technician and a due diligence review by the project manager, the crew returns to the field with a copy of the survey to perform a field check.

A final due diligence check is made by the project manager prior to signing, sealing and delivering to the client.





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## Section C: Projects for Similar Services

City of Delray Beach (client: EDSA)

City of Delray Beach Master Plan

Delray Beach, Florida

April 2016 to August 2016

Complete

Scope: Topographic survey; beach dune transects

Project Limits: State Road A1A from south of Casurina Road to the north end of the public beach







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City of Delray Beach Master Plan, Delray Beach, Florida, Page 3





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City of Pompano Beach (client: Burkhardt Construction)

Pompano Beach Streetscapes

Pompano Beach, Florida

April 2011 to Present

Complete

Scope: Construction layout and record drawings for improvements on East Atlantic Boulevard, Harbor Village Shops and Old Pompano Historical Commercial District along approximately 3,800 linear feet of streetscape. Improvements included new roadways, parking, sidewalks, landscaping, lighting, drainage, water, sanitary and franchise utilities.







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City of Lauderdale  
Lauderhill Fire Station #110  
Lauderhill, Florida  
2013 to 2016

Scope: Our firm initially prepared a boundary and topographic survey for design purposes; prepared the process the plat through the City and County; and provided construction related surveying services.





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Architectural Consulting Services  
RFQ No. 2017-048



City of Fort Lauderdale (client: EDSA)  
Las Olas Riverwalk Project  
Fort Lauderdale, Florida  
April 2014 – July 2014

Scope: Provided base mapping to support the City of Fort Lauderdale's \$86 million beach redevelopment plan which involves expansion of the Las Olas Marina, constructing parking garages and creating an Intracoastal promenade. The project extended from the western bank of the Intracoastal Waterway along Las Olas Boulevard seaward to the Atlantic Ocean. The base mapping included compiling and delineating right-of-way and ownership boundary line information of record, obtaining topographic data to generate one foot contours, locating all existing above ground improvements and above ground evidence of underground utilities. Our firm also performed a tree survey in accordance with the City of Fort Lauderdale's specifications. The base map was prepared to the City of Fort Lauderdale CAD standards.







Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
RFQ No. 2017-048



City of Lauderhill  
Go Bond Project  
Lauderhill, Florida  
May 2017 – Ongoing

Scope: The City of Lauderhill approved a General Obligation Bond for improvements of the City's parks, public safety and roadways. Avirom will provide land surveying services (topographic surveys) for these projects: Maye Jenkins Park; Gateway Park; Sports Park; Windermere; Cannonpoint; NW 19<sup>th</sup> Street and 54<sup>th</sup> Court.



Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
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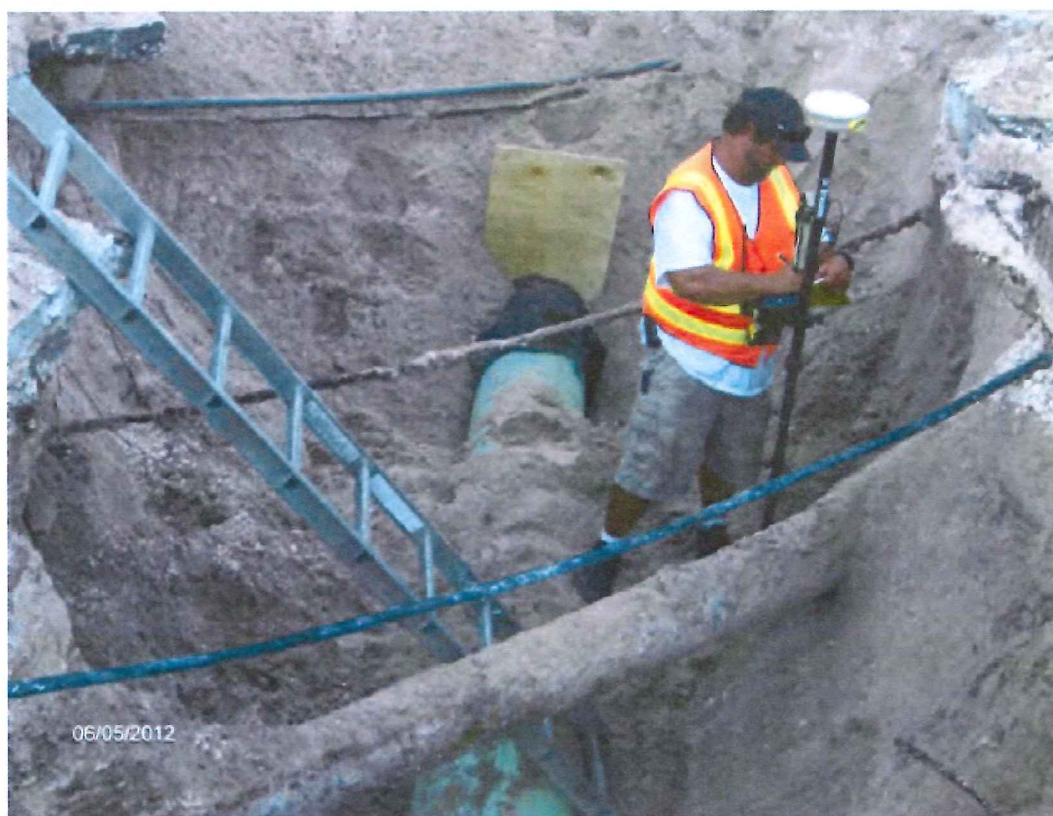
Town of Palm Beach (client: Burkhardt Construction)

Force Main Replacement

Palm Beach, Florida

April 2012 – November 2012

Scope: Survey layout and preparation of record drawings; obtain as-built data and document where the force main crossed any existing utility, whether known or unknown. Our firm obtained the final pavement elevations and prepared the final set of record drawings.





## Section D: Organizational Structure

**City of Delray Beach  
Continuing Surveying Consulting Services  
RFQ No. 2017-048**

**Avirom & Associates, Inc.**

**Michael D. Avirom, PLS  
Principal**

**John T. Doogan, PLS  
Project Manager**

**Marisha M. Kreitman, PSM  
Project Surveyor**

**CADD Technicians**

**Keith S. Brien  
CADD Technician**

**William R. Evans, CSTII  
CADD Technician**

**Field Crew Chiefs**

**Jimmy Friddle  
Field Crew Chief**

**John Belisle  
Field Crew Chief**

**Robert Howald  
Field Crew Chief**

**Michael J. Avirom, CST I  
Field Crew Chief**



Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
RFQ No. 2017-048



## Section D: Organizational Structure

Our project staffing approach is defined by team assignments. When assigning each team, we specifically consider team members individually, their experience and project completion history.

Staffing Resources:	Professional Land Surveyors	5
	CADD Technicians	5
	Field Crew Chiefs	7
	Field Crew	11

Avirom & Associates has prepared a highly qualified and experienced team of professionals. Each member of the Avirom team is experienced in working on municipal projects. This experience includes boundary, topographic and route-of-line surveys to facilitate the design of community improvements as well as plat preparation and processing. The team is also experienced in construction layout, as-built and preparation of easements.

By utilizing this team approach method, we are capable of producing high quality products within the allotted time period and always within budget.

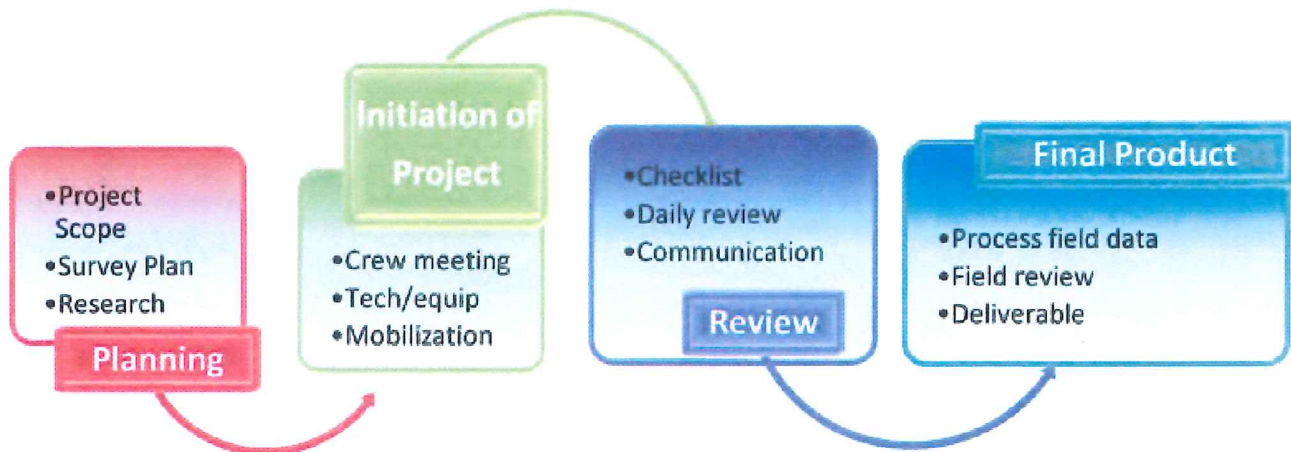




## Current Project Work

Avirom & Associates, Inc. is regularly involved in projects that require constant performance to meet our client's schedule and budget needs. We continue to consistently show our ability to meet each and every challenge.

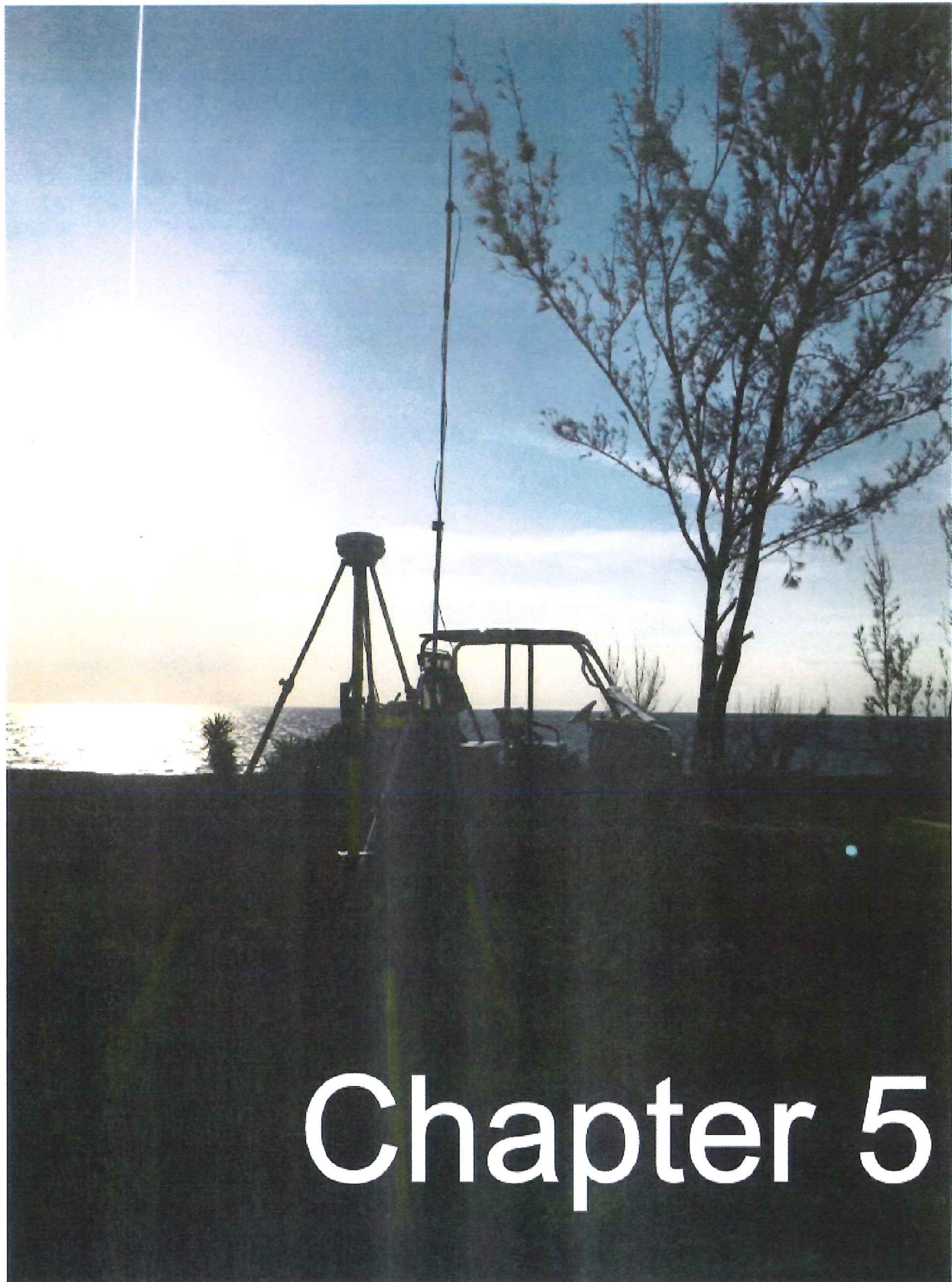
Our current workload provides ample staff to meet all the needs of the City of Delray Beach. Our firm's approach to project budget and schedule has repeatedly proven effective in satisfying all the contractual needs of municipalities.



Our firm is prepared to fully commit the key personnel and support staff from the initial start of this contract and throughout its entirety.



Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
RFQ No. 2017-048



# Chapter 5



**Form B - Public Entity Crimes****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-Proposer, 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:

Avirom & Associates, Inc.

Firm Name



Signature

May 25, 2017

Date

Michael D. Avirom, President

Printed Name and Title

**Form C - Drug-Free Workplace**

In the event a tie exists at the conclusion of evaluations, preference will be given to the supplier(s) who certifies it has a drug-free workplace program in accordance with Section 287.087, Florida Statutes. The drug-free workplace preference is applied as follows:

TIE: Whenever two or more proposals are equal with respect to scoring for the evaluation criteria (e.g., price, experience, quality, service) are received for the procurement of commodities or contractual services, a proposal received from a supplier that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing a tie will be followed if none of the tied suppliers have submitted this Form C and/or have a drug-free workplace program.

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

- 1) This firm publishes a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) This firm informs employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) This firm gives each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), this firm notifies the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) This firm imposes a sanction on or requires the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- 6) This firm will continue to make a good faith effort to maintain a drug-free workplace through implementation of this section.

Acknowledged by:

**Avirom & Associates, Inc.**

Firm Name



Signature

**May 25, 2017**

Date

**Michael D. Avirom, President**

Printed Name and Title

City of Delray Beach

RFQ No. 2017-048

Continuing Engineering, Surveying, and Landscaping  
Architectural Consulting Services

Page 37



**Form D - Conflict of Interest Disclosure**

The award of the agreement 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 or relative of an employee of the City of Delray Beach.

Furthermore, all Proposers must disclose the name of any City employee or relative(s) of a City employee who owns, directly or indirectly, an interest in the Proposers firm or any of its branches.

The purpose of this disclosure form is to give the City the information needed to identify potential conflicts of interest for key personnel involved in the award of this contract.

The term "conflict of interest" refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any City 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 our knowledge, the undersigned firm has no potential conflict of interest as defined in Chapter 112, Florida Statutes and Section 2-443, Palm Beach County Code of Ordinances.

☐ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest due to other Cities, Counties, contracts, or property interest for this RFQ.

Acknowledged by:

Avirom & Associates, Inc.

Firm Name



Signature

May 25, 2017

Date

Michael D. Avirom, President

Printed Name and Title

**Form E - Acknowledgment of Addenda**

The Proposer hereby acknowledges the receipt of the following addenda, which were issued by the City and incorporated into and made part of this RFQ. It is the sole responsibility of the Proposer to ensure that all addenda have been received and receipt of each has been acknowledged. Failure to submit acknowledgement of each addendum issued may result in the Proposer being deemed non-responsive.

ADDENDA NUMBER	ADDENDA DATE
1	April 24, 2017
2	April 27, 2017
3	May 4, 2017
4	May 10, 2017
5	May 10, 2017
6	May 18, 2017 (May 11)
7	May 19, 2017 (May 18)
8	May 19, 2017
*** 8 addenda listed, 7 actual documents w/conflicting dates	

President

Signature of Proposer's Agent

Title

Michael D. Avirom

May 25, 2017

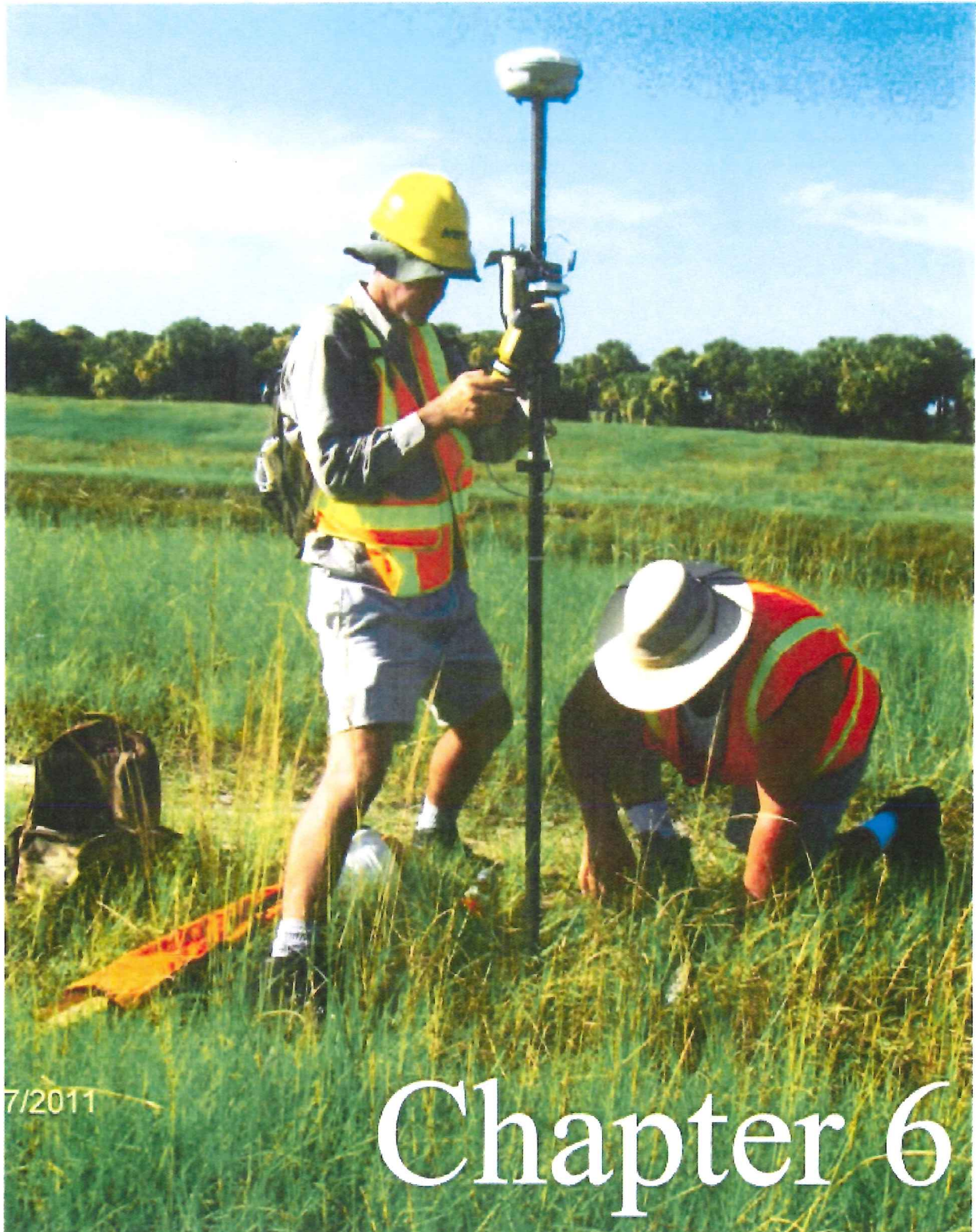
Printed Name

Date





Continuing Engineering, Surveying and Landscaping  
Architectural Consulting Services  
RFQ No. 2017-048



# Chapter 6





# CERTIFICATE OF LIABILITY INSURANCE

SC19326

DATE (MM/DD/YYYY)

5/17/2017

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 rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Commercial Lines Wells Fargo Insurance Services USA, Inc. 2601 South Bayshore Drive, Suite 1600 Coconut Grove, FL 33133	<b>CONTACT</b> NAME: PHONE (A/C, No, Ext): 888-572-2412 E-MAIL: certs@lritel.com FAX (A/C, No): <b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Indemnity Insurance Company of North America INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
<b>INSURED</b> Strategic Outsourcing, Inc PO Box 241148 Charlotte, NC 28224 RE: Aviom & Associates, Inc.	<b>NAIC #</b> 43575

**COVERAGES****CERTIFICATE NUMBER:** 11781632**REVISION NUMBER:** See below

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG \$ \$ \$ \$ \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) \$ \$ \$ \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTIONS						EACH OCCURRENCE AGGREGATE \$ \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WLRC64309535	03/01/2017	03/01/2018	X PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

Workers' Compensation is limited to worksite employees of Aviom &amp; Associates, Inc. through a co-employment contract with Strategic Outsourcing, Inc.

**CERTIFICATE HOLDER****CANCELLATION**City of Delray Beach  
100 N.W. 1st Avenue  
Delray Beach, FL 33444

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

The ACORD name and logo are registered marks of ACORD © 1988-2015 ACORD CORPORATION. All rights reserved.





AVIR&amp;AS-01

URIBE

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/17/2017

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.

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<b>PRODUCER</b> License # 0E67768 Insurance Office of America, Inc. Abacoa Town Center 1200 University Blvd, Suite 200 Jupiter, FL 33458		<b>CONTACT</b> Annie Uribe <b>PHONE</b> (A/C, No, Ext): (561) 296-5966 26059 <b>FAX</b> (A/C, No): (561) 776-0670 <b>E-MAIL</b> Annie.Uribe@ioausa.com <b>ADDRESS:</b>		
<b>INSURED</b>  Avirom & Associates, Inc. 50 SW Ave Boca Raton, FL 33432		<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
		<b>INSURER A : Depositors Insurance Company</b>		42587
		<b>INSURER B : Allied Insurance Company of America</b>		10127
		<b>INSURER C : Allied Property &amp; Casualty Insurance Company</b>		42579
		<b>INSURER D : AXIS Insurance Company</b>		37273
		<b>INSURER E :</b>		
<b>INSURER F :</b>				

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			GLDO3017255907	08/01/2016	08/01/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$ 2,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			BAL3017255907	08/01/2016	08/01/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CAP3017255907	08/01/2016	08/01/2017	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
D	Professional Liab.			AEA000052-02-2016	08/01/2016	08/01/2017	Per Claim 2,000,000
D	Claims Made			AEA000052-02-2016	08/01/2016	08/01/2017	Aggregate 2,000,000

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

## CERTIFICATE HOLDER

## 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

City of Delray Beach  
100 N.W. 1st Avenue  
Delray Beach, FL 33444

## EXHIBIT "B"



**Category: Land Surveying  
and Mapping**

**Hourly Raw Salary Rate**

Professional Land Surveyor	\$ 36.00
CADD Drafting	\$ 25.00
Survey Field Crew	\$ 41.66
Office Support	\$ 18.00

**PRICE ADJUSTMENTS BASED ON GOVERNMENTAL PRICE INDEX**

Prior to the completion of the first year of the Contract term, and every 12-month anniversary thereafter, the City may consider an adjustment to prices based on the most recent 12 month change in the following pricing index: Bureau of Labor Statistics, Employment Cost Index, Private Industry Workers, Total Compensation, Management business and financial occupations, Not Seasonally Adjusted, CIU2010000110000A.

It is Consultant's responsibility to request any pricing adjustment under this provision. For any adjustment to be considered, the Consultant's request for adjustment should be submitted at least sixty (60) days prior to the anniversary date. The adjustment requested shall not be in excess of the relevant pricing index change. If a timely adjustment request is not received from the Consultant, the City may exercise its Option to Renew the Contract for another Term without any pricing adjustment.