

Baxter & Woodman, Inc.

Bid Contact **Deborah Finn**
marketing@baxterwoodman.com
Ph 815-459-1260

Address **8678 Ridgefield Road**
Crystal Lake, IL 60012

Item #	Line Item	Notes	Unit Price	Qty/Unit	Attch.	Docs
2019-029--01-01	No Pricing	Supplier Product Code:	First Offer -	1 / each	Y	Y
Supplier Total					\$0.00	

Baxter & Woodman, Inc.

Item: **No Pricing**

Attachments

MC RFQ No. 2019-029, CEI Services for Seacrest Blvd from NE 22nd Street to Gulfstream Blvd.pdf

Non-Collusion Affidavit Signed.pdf



RFQ NO: 2019-029
CEI Services for Seacrest Boulevard - Phase 3
Delray Beach



Qualifications submitted:
March 25, 2019



TAB 1: Introduction



March 25, 2019

Office of the City Clerk
City Hall (Front lobby reception desk)
100 NW, 1st Avenue
Delray Beach, Florida 33444

***RFQ No. 2019-029, Project 17-0010 (16-095) CEI Services for Seacrest Boulevard
from NE 22nd Street to Gulfstream Boulevard***

Dear City Officials:

Mathews Consulting, a Baxter & Woodman Company is pleased to submit our Letter of Interest and Statement of Qualifications to the City of Delray Beach for Construction Engineering and Inspection Services for Seacrest Boulevard from NE 22nd Street to Gulfstream Boulevard (RFQ #2019-029).

The project includes increasing the use of pedestrian and bicycle facilities, while creating an appropriately improved streetscape within a highly visible neighborhood. This will be accomplished by reduction in travel lane width, installing sidewalks, installing dedicated bike lanes, and installing brick paver crosswalks. Also, the project will be funded with City and Florida Department of Transportation (FDOT) funds.

Mathews Consulting has extensive experience with managing this type of construction project in sensitive residential/commercial areas of the City of Delray Beach and we will provide the depth of resources needed to take on and successfully complete on time any task this Contract may entail. We have extensive construction management experience working on City roadways and coordination with FDOT LAP funded projects. The CEI consultant will need to confirm compliance with LAP requirements and documentation to confirm that the City obtains the full project reimbursement from FDOT. **We are currently the CEI Consultant on Phase 2 of the Seacrest Beautification project (from NE 13th Street to NE 22nd Street).**

Mathews Consulting also offers a unique approach to serving the City of Delray Beach: we will protect your interests, provide high-quality construction solutions, and save you money with our cost effective services and solutions. Our strategy is to work as a valued partner with the City in order to accomplish your goals and objectives. Our approach is based on achieving success for the City by providing the following:

- **Responsiveness.** The nature of Construction Management & Inspection Services is such that responsiveness is the key to resolving construction issues in the field so that the Contractor's crews are not on stand-by, which could result in claims for crew time. Many consultants claim to be responsive; however, we take great pride in ensuring that we are immediately accessible and responsive to our client's needs. This is demonstrated in the 25 General Consulting Contracts that we serve throughout South Florida, including the City of Delray Beach. It is important to note that these general consulting contracts include construction management and inspection services.
- **Leadership.** A key component of Construction Engineering & Inspection Contracts is having one point of contact with the engineering firm who can respond to issues and needs pertaining to the Contract. This person will be knowledgeable of every project and provide an efficient means of communication between the City and the General Contractor. Our Construction Manager, Aaron Cutler, G.C., will direct work products for this Contract and will be the City's central point of contact. Mr. Cutler is a Construction Manager for Mathews Consulting and has 20 years of construction management and inspection experience and believes in doing "whatever it takes" to confirm project



City of Delray Beach

March 25, 2019

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success. Mr. Cutler, as demonstrated on past numerous City of Delray Beach streetscape and neighborhood improvement projects, will take personal ownership of this project assignment to confirm your satisfaction. Mr. Cutler will be supported by Richard Chipman, G.C., also a Construction Manager with Mathews Consulting, who will serve as Deputy Construction Manager.

- **FDOT Certification.** Mathews Consulting is certified by the FDOT to work on LAP projects based on the following construction category certification:

◊ 10.1 Roadway Construction Engineering Inspection

- **Competitive Rates.** Mathews Consulting is a local South Florida, mid-size engineering business enterprise that provides engineering services at a cost-effective rate. The principal owners of our firm will lead and perform specific assigned work task(s). We are also a full service design and construction firm and provide construction administration, construction inspections, public outreach, design (civil, transportation, public outreach, structural, electrical and instrumentation), and value engineering services in-house.
- **Ease of Communication.** Our Florida office is located at The Offices at CityPlace North, 477 S. Rosemary Avenue, West Palm Beach. We have been serving Delray Beach from this location since 1999. Additionally, our principals are always available during and after working hours should emergencies arise. This ease of communication promotes team-oriented interaction which produces results!
- **Committed Project Partners.** The City needs a consultant who will work as a partner with your staff – one who will be a proactive extension of your staff. Mathews Consulting has a solid track record of partnering with local utility clients to deliver the high level of personal service you desire. We are structured to allow for a long-term commitment of specific staff to serve your needs. By having principal owners directly involved, there is no “revolving door” of staff with our project team. Mathews Consulting is committed to our civil/utility engineering practice in South Florida. Our highly experienced team will be accessible and responsive to your needs at all times.

Mathews Consulting's primary goal is to provide the City of Delray Beach with an experienced, cost effective, responsive, and accessible construction management team who will help you improve and develop the best possible infrastructure to serve the City's residents and business owners, while meeting your technical, budget, and schedule needs. Mathews Consulting firmly understands the work to be completed in this Contract, and based our proven ability on past South Florida streetscape projects (including the City of Delray Beach), we give 110% commitment to complete every project task within the required time and budget constraints.

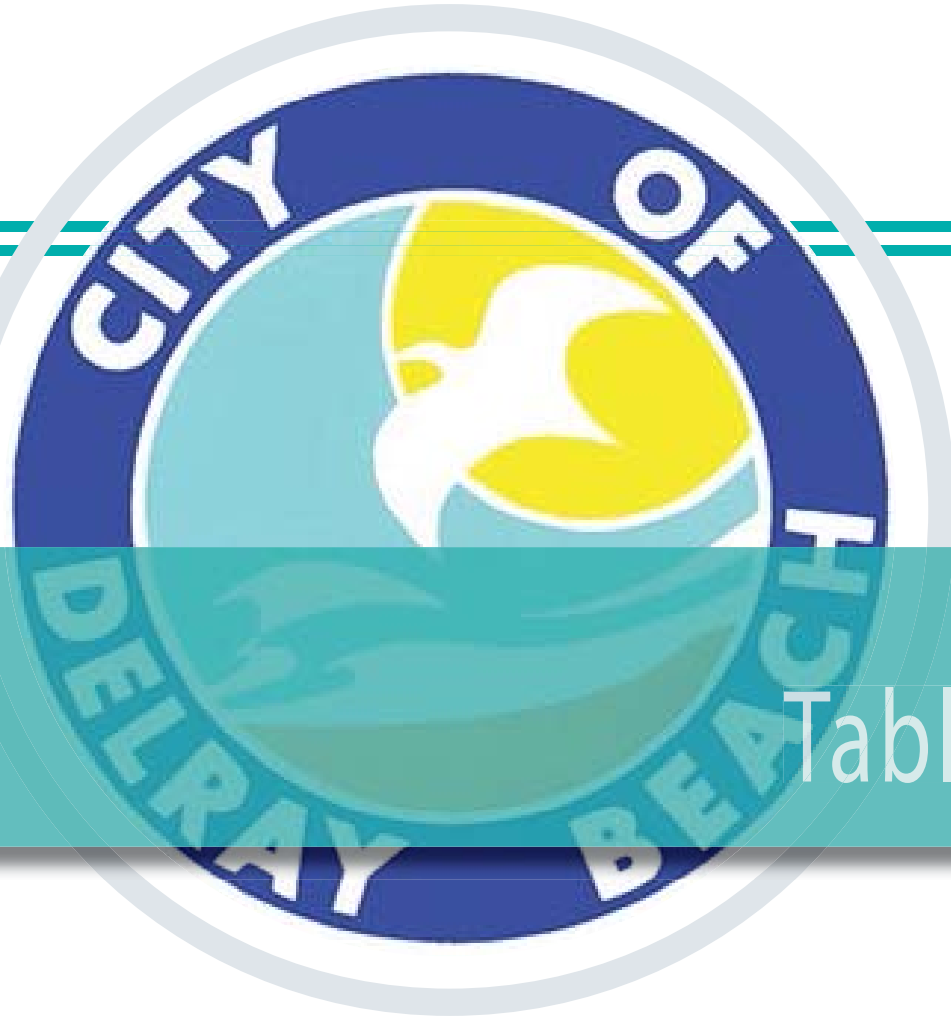
We appreciate the opportunity to present our qualifications and look forward to a continued working relationship with the City on this very important and challenging project. Please contact us if additional information is needed during the evaluation and selection process.

Sincerely,
Mathews Consulting, a Baxter & Woodman Company

A handwritten signature in blue ink, appearing to read 'David L. Mathews'.

David L. Mathews, PE
Executive Vice President

DLM:jmm



TAB 2: Table of Contents

CITY OF DELRAY BEACH • 190301.10**CEI Services for Seacrest Boulevard from NE 22nd Street to Gulfstream Blvd****TAB 2: TABLE OF CONTENTS**

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Notification of Public Entity Crimes Law	<i>submitted through BidSync</i>
Notification of Public Records Law	<i>submitted through BidSync</i>
Drug-Free Work Place	<i>submitted through BidSync</i>
Non-Collusion Affidavit	<i>submitted through BidSync as separate attachment</i>
Truth-In-Negotiation Certificate	<i>submitted through BidSync</i>



TAB 3: Minimum Qualifications

3. MINIMUM QUALIFICATIONS

This section provides the Minimum Qualifications as required by the RFQ. Information is organized as follows:

- State of Florida Department of State Certification
- State of Florida Board of Professional Engineer's Business Registration License
- Florida Department of Transportation Certification
- Certificate of Insurance
- CEI Senior Project Engineer Civil Engineering Degree & Professional Engineering License

Carl Dorvil, PE

- CEI Project Administrator/Project Engineer

Mark Dachsteiner, PE

- CEI Assistant Project Administrator/Project Engineer

Rebecca Travis, PE

- Responsible Person in Charge

Dave Mathews, PE

3.1 STATE OF FLORIDA DEPARTMENT OF STATE CERTIFICATION

State of Florida Department of State

I certify from the records of this office that BAXTER & WOODMAN, INC. is an Illinois corporation authorized to transact business in the State of Florida, qualified on May 2, 2016.

The document number of this corporation is F16000002059.

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 January 4, 2018, and that its status is active.

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

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Fourth day of January, 2018*



Ken Detjen
Secretary of State

Tracking Number: CU2615746936

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

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

3.2 STATE OF FLORIDA BOARD OF PROFESSIONAL ENGINEER'S BUSINESS REGISTRATION LICENSE



3.3 FLORIDA DEPARTMENT OF TRANSPORTATION CERTIFICATION



Florida Department of Transportation

RICK SCOTT
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

ERIK R. FENNIMAN
INTERIM SECRETARY

December 7, 2018

Louis Haussmann, Executive Vice President/COO
BAXTER & WOODMAN, INC.
d/b/a MATHEWS CONSULTING A BAXTER & WOODMAN COMPANY
477 South Rosemary Avenue, Suite 330
West Palm Beach, Florida 33401

Dear Mr. Haussmann:

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

- Group 3 - Highway Design - Roadway
 - 3.1 - Minor Highway Design
 - 3.2 - Major Highway Design
- Group 4 - Highway Design - Bridges
 - 4.1.1 - Miscellaneous Structures
 - 4.1.2 - Minor Bridge Design
- Group 5 - Bridge Inspection
 - 5.1 - Conventional Bridge Inspection
- Group 6 - Traffic Engineering and Operations Studies
 - 6.1 - Traffic Engineering Studies
- Group 7 - Traffic Operations Design
 - 7.1 - Signing, Pavement Marking and Channelization
 - 7.3 - Signalization
- Group 8 - Survey and Mapping
 - 8.2 - Design, Right of Way & Construction Surveying
- Group 10 - Construction Engineering Inspection
 - 10.1 - Roadway Construction Engineering Inspection
 - 10.4 - Minor Bridge & Miscellaneous Structures CEI

www.fdot.gov

3. Minimum QualificationsPage **12**

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2019 for contracting purposes.

Approved Rates

Home/ Branch Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense
151.02%	0.925%	Reimbursed	No	4.74%

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

Sincerely,





Carliayn Kell
Professional Services
Qualification Administrator

www.fdot.gov

3. Minimum Qualifications

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3.4 CERTIFICATE OF INSURANCE

		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 12/21/2018		
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 be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).						
PRODUCER Risk Strategies Company 650 Dundee Road Suite 170 Northbrook IL 60062			CONTACT NAME: PHONE (A/C, No, Ext): (847) 412-1414 FAX (A/C, No): E-MAIL: ADDRESS:			
INSURED BAXTER & WOODMAN, INC 8678 RIDGEFIELD ROAD CRYSTAL LAKE IL 60012			INSURER(S) AFFORDING COVERAGE INSURER A: Valley Forge Ins Co INSURER B: Continental Insurance Company INSURER C: Continental Casualty Company INSURER D: INSURER E: INSURER F:		NAIC # 20508	
COVERAGES		CERTIFICATE NUMBER: CL18122196438		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> primary/non contributory <input checked="" type="checkbox"/> subj to written contract GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		6045872351	1/1/2019	1/1/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		6045872348	1/1/2019	1/1/2020	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 checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		6045872365	1/1/2019	1/1/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
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 N/A	6045872379	1/1/2019	1/1/2020	<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
C	Professional Liability		AEH591900841	1/1/2019	1/1/2020	Per Claim \$5,000,000 Aggregate \$5,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Re: All projects of the named insured subject to policy terms & conditions.						
CERTIFICATE HOLDER			CANCELLATION			
Baxter & Woodman, Inc. 8678 Ridgefield Rd. Crystal Lake, IL 60012			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 Michael Christian/CID 			

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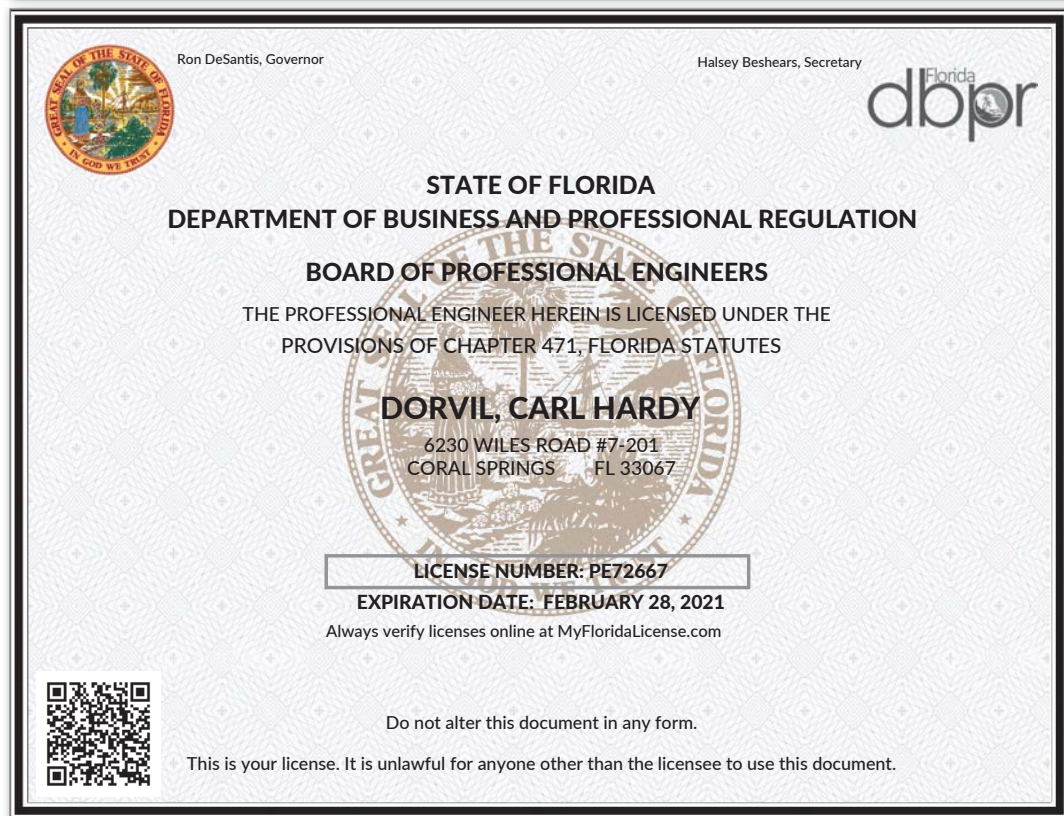
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3. Minimum Qualifications

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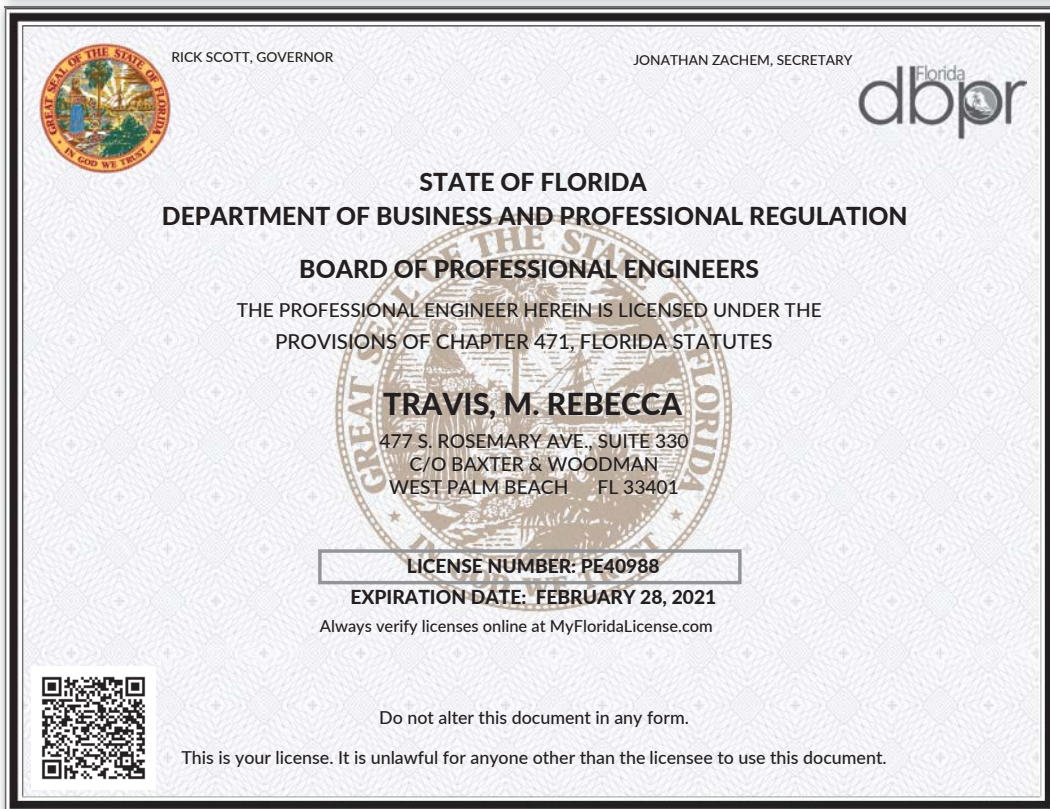
3.5 CEI SENIOR PROJECT ENGINEER CIVIL ENGINEERING DEGREE & PROFESSIONAL ENGINEERING LICENSE

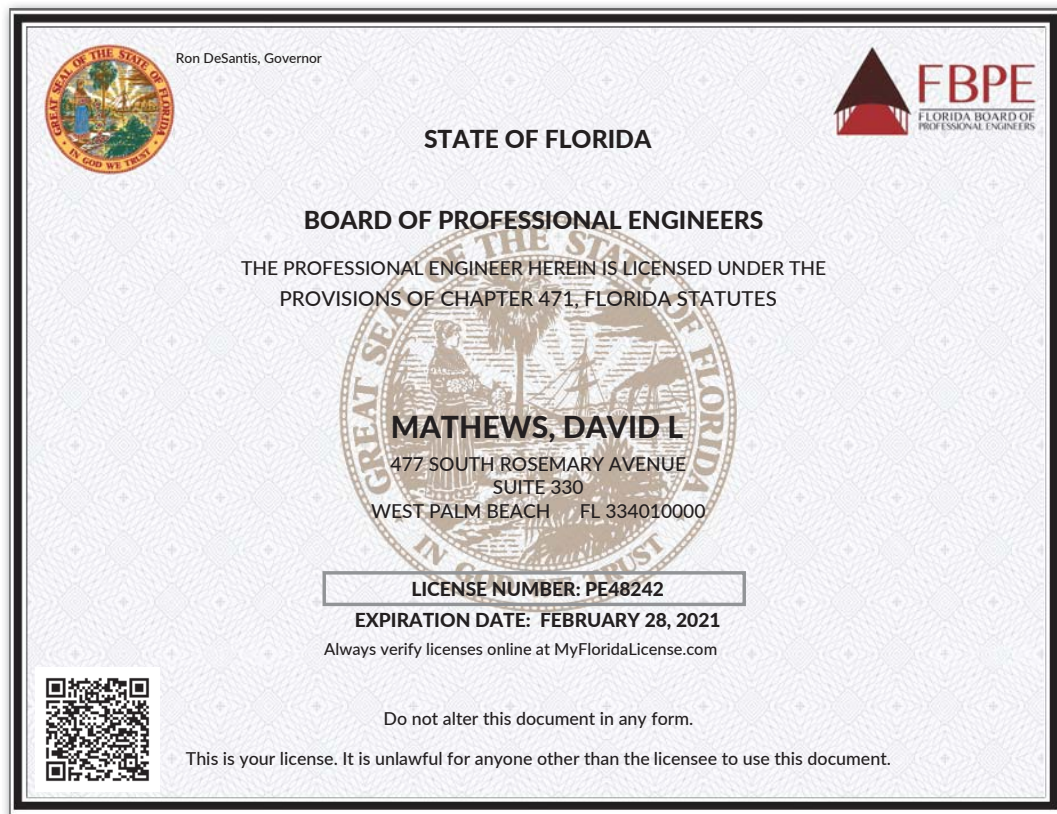


3. Minimum QualificationsPage **15****3.6 CEI PROJECT ADMINISTRATOR/PROJECT ENGINEER PROFESSIONAL
ENGINEERING LICENSE**

3. Minimum Qualifications

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3.7 CEI ASSISTANT PROJECT ADMINISTRATOR/PROJECT ENGINEER CIVIL
ENGINEERING DEGREE & PROFESSIONAL ENGINEERING LICENSE

3.8 RESPONSIBLE PERSON IN CHARGE PROFESSIONAL ENGINEERING LICENSE



TAB 4: Proposers Information

4. PROPOSER INFORMATION

This section provides our statement of organization. Information is organized as follows:

- Firm Introduction
- Legal Contracting Name
- State of Incorporation
- Ownership Structure
- Federal Identification Number
- Corporate Headquarters
- Local Office
- Years in Business
- Company Owners & Principals
- Primary Representative
- Secondary Representative
- Changes in Ownership & Leadership
- Litigation Summary

FIRM INTRODUCTION

Baxter & Woodman, Inc. is a forward-thinking civil engineering firm dedicated to combining sound engineering practices with emerging technologies to provide sustainable, innovative solutions. Our staff of 240+ professionals specialize in municipal engineering, transportation services, water and wastewater management, stormwater management, **construction services**, and technology services. We help build community value through safe roads and bridges, clean water supplies, and reliable wastewater treatment.



Baxter & Woodman was founded in 1946 after the firm's founding fathers, Richard Baxter and Lorrin Woodman, became friends in graduate school at Harvard University where they both studied sanitary engineering. During World War II, their paths crossed again when they were stationed together in Guam. Before their return to the States, the two men struck a gentleman's agreement – they would start up an engineering firm upon their safe return home. Making good on this agreement, in 1946, the two friends founded Baxter & Woodman Consulting Engineers in Crystal Lake, Illinois.

After WWII, the country began an era of prosperity and population growth. In response, Baxter and Woodman began providing infrastructure engineering to municipalities, state and county agencies, and sanitary districts. They focused on street, water main, sanitary sewer, and treatment plant design. They took great pride in providing personalized attention to each and every client.

Years later, much has changed – what started as a two-person operation almost 70 years ago, has transformed into a regionally recognized, thriving multi-discipline engineering firm with over 200 team members! Through it all, Baxter & Woodman staff remains committed to the core value of our founders:

“Provide government agencies with outstanding engineering services.”

4. Proposer Information

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Today, Baxter & Woodman still practices this time-honored philosophy adopted by Richard Baxter and Lorrin Woodman decades ago! Baxter & Woodman has specialized in municipal engineering since 1946, and over 95 percent of our business is from various forms of government - municipalities, counties, and state agencies. With this municipal sector focus, we have developed the staff, resources, and training to provide the full range of engineering and technology services required by today's municipalities and public agencies.

In 2016, Baxter & Woodman acquired with the Florida-based engineering firm Mathews Consulting, Inc., a civil engineering consulting firm that specializes in municipal work for clients throughout South Florida. The merger expands the midwest-based firm's reach into the Florida region. The acquisition brings in-house professional planning, water and wastewater treatment, electrical, structural, GIS, information technology, transportation and surveying services into the company's Florida operations.

Baxter & Woodman's President and CEO, John V. Ambrose stated, "The two companies share similar corporate values and complement each other to make a stronger team. We have combined the planning, design, and construction expertise of both firms to continue to serve the needs of the growing Florida population."

Effective August 2016, the 18-year Florida firm operates under the name of Mathews Consulting, a Baxter & Woodman Company. Mr. David Mathews, PE serves as Executive Vice President. In a recent press release, Ms. Rene Mathews confirmed: "The services you receive today and staff members you work with will remain the same. Our team will be joining Baxter & Woodman's professionals, which allows us to expand our reach in offering GIS, surveying, wastewater and water treatment, instrumentation and controls, trenchless technology, transportation planning, design and construction services."

LEGAL CONTRACTING NAME

The legal contracting name for our firm is Baxter & Woodman, Inc. In Florida, we operate under the DBA name of Mathews Consulting, a Baxter & Woodman Company. Our State of Florida Department of State Certification No. F16000002059 and DBA Registration No. is G16000074503.

STATE OF INCORPORATION

Baxter & Woodman was incorporated February 1, 1969 in the State of Illinois. The firm is authorized to transact business in the State of Florida under the Department of State Certification No. F16000002059, a copy of which is included at the end of this section.

OWNERSHIP STRUCTURE

Baxter & Woodman was organized as a Corporation in the State of Illinois.

FEDERAL EMPLOYER IDENTIFICATION NUMBER

Baxter & Woodman's Federal Employer Identification Number (FEIN) is 36-2845242.

4. Proposer InformationPage **21****CORPORATE HEADQUARTERS**

Contact information for Baxter & Woodman's corporate headquarters are:

Address: Baxter & Woodman, Inc.
8678 Ridgefield Road
Crystal Lake, Illinois 60012

Contact: John Ambrose, President/CEO

Telephone: 815-459-1260

Fax: 815-455-0450

Email: JAmbrose@baxterwoodman.com

Website: www.baxterwoodman.com

LOCAL OFFICE

Contact information for Baxter & Woodman's local Florida Office is as follows:

Address: Mathews Consulting, a Baxter & Woodman Company
477 S. Rosemary Avenue, Suite 330
West Palm Beach, Florida 33401

Contact: David Mathews, Executive Vice President

Telephone: 561-655-6175

Fax: 561-655-6179

Email: DMathews@baxterwoodman.com

Website: www.baxterwoodman.com

YEARS IN BUSINESS

Baxter & Woodman started its engineering business in the Year 1946 in the State of Illinois. The firm has been in business for over seventy (70) years.

COMPANY OWNERS AND PRINCIPALS

Baxter & Woodman is a privately held, employee-owned corporation. The company's success and integrity are determined by our employee shareholders. This corporate structure means the assigned project team has a direct vested interest in the success of each project. The corporation currently has 111 employee shareholders. All shareholders are active full-time employees.

THE FIRM'S PRINCIPALS ARE AS FOLLOWS:

Name	Title	Years with Firm
John V. Ambrose 8678 Ridgefield Rd, Crystal Lake, IL 60012 815-459-1260 jambrose@baxterwoodman.com	President/CEO	33
Louis D. Haussmann 8678 Ridgefield Rd, Crystal Lake, IL 60012 815-459-1260 lhaussmann@baxterwoodman.com	Executive Vice President/COO	21
Deborah Finn 8678 Ridgefield Rd, Crystal Lake, IL 60012 815-459-1260 dfinn@baxterwoodman.com	Executive Vice President/CMO	23

4. Proposer InformationPage **22**

Christopher T. Sosnowski 8678 Ridgefield Rd, Crystal Lake, IL 60012 815-459-1260 csosnowski@baxterwoodman.com	Executive Vice President	21
Derek Wold 8678 Ridgefield Rd, Crystal Lake, IL 60012 815-459-1260 dwold@baxterwoodman.com	Executive Vice President	21
David Mathews 477 S. Rosemary Ave, Suite 330, West Palm Beach, FL 33401 561-655-6175 dmathews@baxterwoodman.com	Executive Vice President	19
Rebecca Travis 477 S. Rosemary Ave, Suite 330, West Palm Beach, FL 33401 561-655-6175 dmathews@baxterwoodman.com	Vice President	16

PRIMARY REPRESENTATIVE

The Primary Representative for Mathews Consulting, a Baxter & Woodman Company, is as follows:

Mr. David L. Mathews, PE, Executive Vice President
561-655-6175
DMathews@baxterwoodman.com
Mathews Consulting, a Baxter & Woodman Company
477 S. Rosemary Avenue, Suite 330
West Palm Beach, Florida 33401

SECONDARY REPRESENTATIVE

The Secondary Representative for Mathews Consulting, a Baxter & Woodman Company, is as follows:

Ms. Rebecca Travis, PE, Vice President
561-655-6175
RTravis@baxterwoodman.com
Mathews Consulting, a Baxter & Woodman Company
477 S. Rosemary Avenue, Suite 330
West Palm Beach, Florida 33401

CHANGES IN OWNERSHIP & LEADERSHIP

In 2016, Baxter & Woodman acquired with the Florida-based engineering firm Mathews Consulting, Inc., a civil engineering consulting firm that specializes in municipal work for clients throughout South Florida. The merger expands the midwest based firm's reach into the Florida region. The acquisition brings in-house professional planning, water and wastewater treatment, electrical, structural, GIS, information technology, transportation and surveying services into the company's Florida operations.

Our Florida locations operate under the name of Mathews Consulting, a Baxter & Woodman Company. Mr. David Mathews, PE serves as Executive Vice President.

LITIGATION SUMMARY

Baxter & Woodman has no pending litigation. In the past five years, Baxter & Woodman has not been the subject of any:

- Debarment from contracting with any governmental entity
- Professional license discipline
- Disciplinary action taken or pending against the Respondent with state regulatory bodies or professional organizations
- Bankruptcies
- Adverse civil judgments and administrative findings
- Criminal felony convictions



TAB 5: Experience

5. EXPERIENCE

This section provides our Experience. Information is organized as follows:

- Firm Background and Experience
- Project Management Approach
- Project Control
- Key Personnel including SF330 - Section F & Licenses for Each Individual
- Firm Awards & Accomplishments

5.1 FIRM BACKGROUND AND EXPERIENCE

Mathews Consulting, a Baxter & Woodman Company, provides civil engineering design & construction services (transportation, roadway reconstruction & drainage) and general utility design & construction services (water, wastewater & reclaimed water) to municipalities in South Florida (Palm Beach County, Broward County & Monroe County). The firm's business philosophy is simple:

“Provide personal service and quality
engineering consulting to every client.”

Mathews Consulting's objectives are based on the “grass roots” principles of our profession:

- Provide technical expertise and quality service.
- Serve clients with integrity and professionalism.
- Demonstrate responsiveness and reliability
- Meet and/or exceed deadlines.
- Provide cost effective service and solutions.
- Be accountable for services provided.

Mathews Consulting has a streamlined operation to keep overhead low and utilization high. Our philosophy is to control company growth and the number of project assignments to confirm proper attention is given to each and every client. Mathews Consulting develops its talents by providing staff with the opportunity to participate in the business to develop strength and continuity. Continuity confirms that after completion of the project, there is always a knowledgeable firm member available for consultation.

SERVICE HIGHLIGHTS:

- Construction Management
- Transportation
- Roadways
- Streetscape
- Stormwater Facilities
- Public Outreach
- Neighbourhood Improvements
- Value Engineering
- Pumping Facilities
- Collection Systems
- Transmissions Systems
- Regulatory Compliance
- Progress Meetings

5.1 Firm Background And Experience

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Our Florida Operation only targets South Florida for prospective business - our local presence and familiarity with these areas is essential for efficient project implementation. Additionally, by focusing our marketing efforts within a limited area, we are always available to serve our clients at short notice. When necessary, we supplement our services with specialists from other local consulting firms with whom we have established successful relationships to provide a multidisciplined consulting team.

Our nearby West Palm Beach office promotes prompt response to impromptu meetings and site visits!

Mathews Consulting establishes direct relations between clients and firm principles for optimum communication protocol. We take pride in our work and confirm every project reflects our personal best.

Mathews Consulting has extensive construction engineering inspection (CEI) consulting experience for projects ranging from \$100,000 to \$30 million in construction value. We are experienced in all facets of reclaimed water, roadway, streetscape, water mains, sanitary sewers, drainage and neighborhood improvement projects for municipalities, including conceptual design, permitting, detailed design, cost estimates, bidding assistance, construction management and inspections, and final certifications. We have been providing construction engineering inspection consulting services as a Prime Consultant similar to the work in this **CEI Contract to the City of Delray Beach (since 1998)**, City of Boca Raton, Town of Gulf Stream, Town of Highland Beach, City of West Palm Beach, Palm Beach County Water Utilities, Loxahatchee River District, Town of Lantana, City of Riviera Beach, City of Lake Worth, City of Boynton Beach, and Florida Keys Aqueduct Authority.

CEI Project Experience

As demonstrated in this Section, Mathews Consulting meets the following specific project construction and engineering inspection experience as outlined by the City:

CEI Experience as the prime engineering consultant on streetscape projects	✓
CEI Experience with projects that include reduction in travel lane width	✓
CEI Experience with projects that include concrete sidewalks	✓
CEI Experience with projects that include pedestrian ramps	✓
CEI Experience with projects that include sidewalks and driveway restoration	✓
CEI Experience with projects that include signing and pavement markings	✓
CEI Experience with projects that include crosswalks	✓
CEI Experience with projects that require resident coordination to remove landscaping out of City ROW	✓
CEI Experience with FDOT LAP projects	✓
CEI Experience with streetscape projects in Florida, particularly in South Florida and in PBC	✓

5.1 Firm Background And Experience

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Firm Specialities

CEI Related Experience

The City of Delray Beach needs a consultant who will work as a partner with the City's staff – one who will be a proactive extension of your staff. Mathews Consulting has a solid track record of partnering with local municipality clients to deliver the high level of personal service you desire. We are structured to allow for a long-term commitment of specific staff to serve your needs. We have developed and refined our approach to continuing service contracts and offer you the advantages of our partnering philosophy. We currently provide Construction Engineering and Inspection Services under continuing General Contracts to the following municipalities:

- **City of Delray Beach**
- Pompano Beach
- Town of Gulf Stream
- Palm Beach County Water Utilities
- City of Boca Raton
- City of Riviera Beach
- City of Lake Worth
- Town of Highland Beach
- Martin County
- Lauderdale-by-the-Sea
- City of Tamarac
- Florida Keys Aqueduct Authority
- Loxahatchee River District
- Town of Lantana
- City of West Palm Beach
- City of Lauderhill
- City of Marathon
- Monroe County



Mathews Consulting is providing CEI Services for Delray Beach's Seacrest Beautification, Phase 2 project.

FDOT Roadway

Our team has a demonstrated record of cooperative work with state agencies including Florida Department of Transportation (FDOT). Staff from these agencies are familiar with our staff who have experience working with and for FDOT. Our team includes Carl Dorvil, who has firsthand knowledge of FDOT's policies, procedures, and preferences. Carl joined Baxter & Woodman after working for FDOT for 15 years working as a Project Manager. Over that time, he has conducted several intersection assessments, successfully managed several safety contracts, responded to inquiries from the public, served as community liaison, scoped sites for improvements, added projects to the five-year work program, and designed and managed multiple roadway projects.

We have completed numerous projects that required FDOT involvement, reviews, and approvals including Airport Road Water Main Improvements for Boca Raton, A1A Water Main Improvements for Pompano Beach, and Lantana Road/I-95 Interchange Modifications for Lantana. We are prequalified in the following categories:



Florida Department of Transportation

RICK SCOTT
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

ERIK R. FENNIMAN
INTERIM SECRETARY

December 7, 2018

Louis Haussmann, Executive Vice President/COO
BAXTER & WOODMAN, INC.
d/b/a MATHEWS CONSULTING A BAXTER & WOODMAN COMPANY
477 South Rosemary Avenue, Suite 330
West Palm Beach, Florida 33401

Dear Mr. Haussmann:

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

- Group 3 - Highway Design - Roadway
 - 3.1 - Minor Highway Design
 - 3.2 - Major Highway Design
- Group 4 - Highway Design - Bridges
 - 4.1.1 - Miscellaneous Structures
 - 4.1.2 - Minor Bridge Design
- Group 5 - Bridge Inspection
 - 5.1 - Conventional Bridge Inspection
- Group 6 - Traffic Engineering and Operations Studies
 - 6.1 - Traffic Engineering Studies
- Group 7 - Traffic Operations Design
 - 7.1 - Signing, Pavement Marking and Channelization
 - 7.3 - Signalization
- Group 8 - Survey and Mapping
 - 8.2 - Design, Right of Way & Construction Surveying
- Group 10 - Construction Engineering Inspection
 - 10.1 - Roadway Construction Engineering Inspection
 - 10.4 - Minor Bridge & Miscellaneous Structures CEI

www.fdot.gov

5.1 Firm Background And Experience

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Construction Management

Mathews Consulting provides full service planning, management, operations and maintenance, and resident inspection of construction projects. Our experience includes construction of environmental and public works facilities, including reclaimed water facilities, water and sewer projects, wastewater/water treatment plants, pumping stations, pipeline projects, roadway/streetscape/hardscape projects and pilot facilities.

Construction administration services encompass the full realm of construction tasks: shop drawing review and approval; contract clarification; construction inspection; job site meetings; contractor pay request processing; change order negotiation; coordination of testing services; equipment testing/startup; and operator training.

We provide construction administration capabilities through the use of MicroSoft® Project and Primavera software programs. Construction schedules are tailored to meet the individual needs of the client and respective construction projects. Schedule updating and detailed reporting in computer format complies with current industry standards and enables immediate, proactive responses to resolve schedule conflicts.

SERVICE HIGHLIGHTS:

- **Construction Management**
- **Construction Inspection**
- **Scheduling**
- **Equipment Testing/Startup**
- **Operator Training**
- **Cost Estimating**
- **Project Outreach**



5.1 Firm Background And Experience

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Transportation/Streetscape

Streetscape is a term often used to describe a complex rehabilitation and renewal for aging high profile residential areas, main corridors and business district thoroughfares. The design components typically include replacing aging underground utilities, new roadway configuration, curbing, traffic calming, sidewalks, landscaping, irrigation, and decorative street lighting.

Mathews Consulting has provided these types of projects to the City of Delray Beach, City of Tamarac, City of West Palm Beach, City of Lake Worth, and City of Riviera Beach. We also are experienced in public outreach programs that are required for these types of projects.

SERVICE HIGHLIGHTS:

- Roadway Reconstruction
- Streetscape
- Traffic Calming
- Sidewalks
- Landscaping
- Irrigation
- Street Lighting



5.1 Firm Background And Experience

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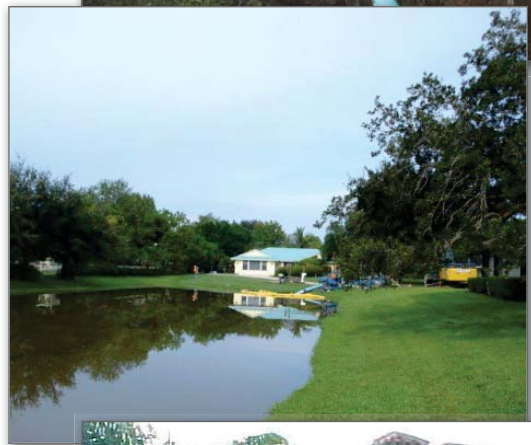
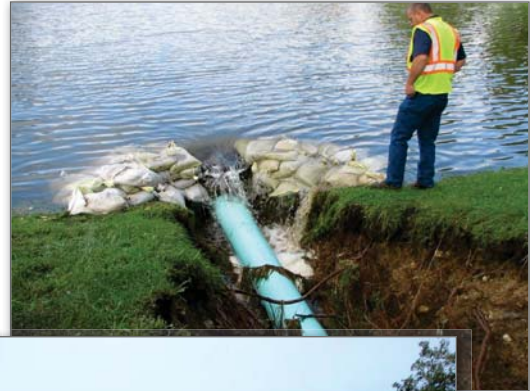
Stormwater Facilities

In the last decade, our nation has realized the importance of properly collecting and treating stormwater separate from water and wastewater facilities. In Florida alone, stormwater runoff has greatly impacted our ecosystem as nutrients and contaminants have washed across agricultural areas and farmlands and have accumulated at dangerous levels in primary water bodies such as Lake Okeechobee and the Everglades. These same impacts are occurring within all watershed areas.

Mathews Consulting applies contemporary design concepts to maximize stormwater conveyance for flood protection while properly treating runoff to meet State water quality standards. We help our clients expand their vision and recognize new opportunities to solve recurring problems.

For example, the Town of Gulf Stream faced chronic flooding in a pristine residential neighborhood due to difficult land conditions, extremely low road elevations, mucky soil conditions, and high tide levels from the Intracoastal Waterway that inhibited proper drainage of runoff from the area.

Mathews Consulting designed an integrated, multiple-option stormwater system with new submersible pump station and transmission system to relieve the Town's flooding hazard. To preserve the neighborhood's lush landscaping and architecture, the transmission pipeline was installed using the directional drill method to minimize disturbance to above ground facilities. Mathews Consulting's innovative design concepts provided flood protection, maintained water quality and preserved the Town's quality of life.



5.1 Firm Background And Experience

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Regulatory Compliance

Florida is known throughout the nation as being a trend setter in regulatory compliance issues. The regulatory structure of the permitting agencies is constantly changing with delegation of new state regulatory programs and with pending rule revisions that impact water resources, wastewater facilities, reuse programs, drinking water quality, effluent disposal, and deep well injection, just to name a few.

Mathews Consulting actively monitors Federal, State and local regulatory requirements and rule revisions. We track and forecast critical regulations to confirm project design criteria does not become “outdated”. Our regulatory services include preparation of permit applications, safety management programs, facility compliance reporting and project completion documentation. Through our permitting experience, we have maintained strong local ties to each of the communities that we serve.

Our familiarity with the rule makers and permitting staff at the various agencies simplifies the permitting process. Our goal is to help our clients meet regulatory compliance for each project without “surprises” which may impact project objectives and schedules. The complex interrelationship of the regulatory agencies can make permitting one of the most difficult project tasks to complete. Mathews Consulting maintains a clear understanding of the relationships between State and local agencies to confirm an accurate and efficient permitting process for all projects.

Design/Build Projects

Mathews Consulting has recently been involved in a number of design-build projects in South Florida. In the design-build process, quality, completion dates and costs can be brought firmly under control by assigning total responsibility for all these factors to one single entity: the Design-Builder. The Design-Build process should be considered a “one stop shopping” alternative that is ideal from the Owner’s standpoint. The Owner gets to deal with a single, responsible entity, has maximum freedom in selecting a Contractor/Engineering team concept, is assured of quality commensurate with his/her intentions and proceeds with the comforts of cost and schedule guarantees. Mathews Consulting has proven to be the Engineer of choice by local Contractors for teaming for Design-Build projects in South Florida. The following is a summary of our design-build projects:

Client	Project
City of Boynton Beach	San Castle Water Distribution System Improvements
City of Boynton Beach	Surf Road Area Water Main Replacement
City of West Palm Beach	Garden Avenue Stormwater and Utility System Improvements
Florida Keys Aqueduct Authority	Boca Chica Bridge Water Transmission Replacement
City of Tamarac	Automatic Stormwater Slide Gate System
City of Boca Raton	On-Site Sodium Hypochlorite Generation System for WWTP
City of Hollywood	On-Site Hypochlorite Generation System for WTP

SERVICE HIGHLIGHTS:

- Facility Permitting
- Capacity Analysis Report
- Reuse Feasibility Studies
- Operation & Maintenance Reports
- Risk Management/Process Safety Management Plans
- Industrial Pretreatment Programs

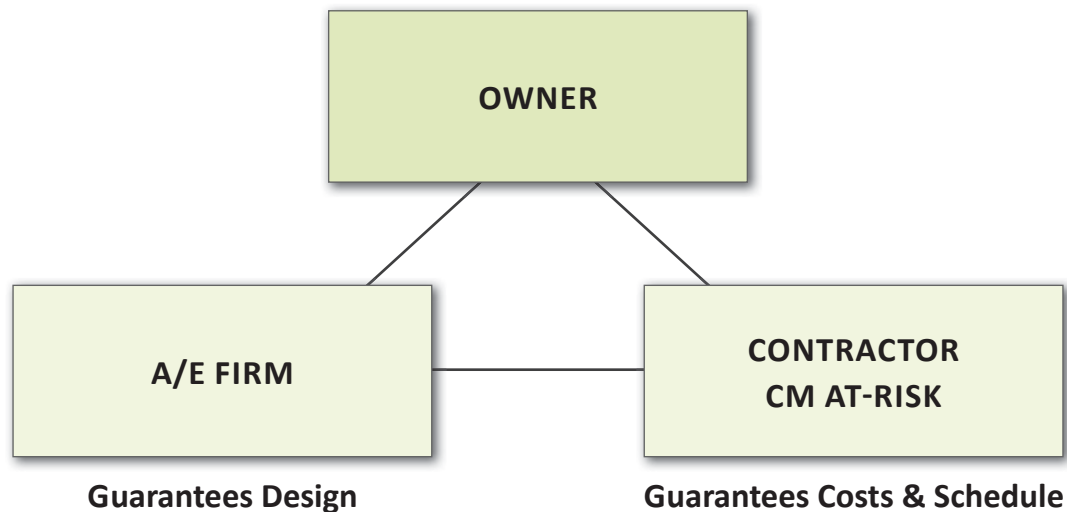
5.1 Firm Background And Experience

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Construction Manager At-Risk Projects

Mathews Consulting has also been involved in a number of Construction Manager At-Risk projects in South Florida. CM At-Risk is a delivery method which entails a commitment by the construction manager to deliver the project within a Guaranteed Maximum Price (GMP), in most cases. The construction manager acts as consultant to the owner in the development and design phases, (often referred to as “Preconstruction Services”), but as the equivalent of a general contractor during the construction phase. When a construction manager is bound to a GMP, the most fundamental character of the relationship is changed. In addition to acting in the owner’s interest, the construction manager must manage and control construction cost to not exceed the GMP, which would be a financial hit to the CM company.

CM At-Risk is a global term referring to business relationship of Construction contractor, Owner and Architect / Designer. Typically, a CM At-Risk arrangement eliminates a “Low Bid” construction project. A GMP agreement is a typical part of the CM and Owner agreement somewhat comparable to a “Low Bid” contract, but with a number of adjustments in responsibilities required by the CM.



The following is a summary of our CM-At-Risk projects:

Client	Project	CM At-Risk
City of West Palm Beach	South Flagler Service Area Sanitary Sewer Rehabilitation Project	Whiting-Turner
City of West Palm Beach	Washington Road/Monroe Drive Infrastructure Improvements	Whiting-Turner
Town of Palm Beach	A-39 to A-7 Forcemain Replacement	Burkhardt Construction, Inc.
Lauderdale-by-the-Sea	Bel-Air Neighborhood Drainage Improvements	State Contracting
Lauderdale-by-the-Sea	Basin Drive Drainage Improvements	State Contracting

5.1 Firm Background And Experience

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Value Engineering

Traditionally, construction projects have been developed by generating a program of needs, using in-house personnel or outside consultants to develop necessary documents, and subsequently awarding the projects to Contractors for implementation. This approach has fulfilled manager's requirements for presenting and controlling capital expenditures.

However, the traditional approach does not allow for programmed input to implement any kind of quality control/value assurance program. Value Engineering (VE) is an organized process with an impressive history of improving value and quality. The VE process identifies opportunities to remove unnecessary costs while assuring that quality, reliability, performance and other critical factors will meet or exceed the customer's expectations. The improvements are the result of recommendations made by a multidisciplinary team representing parties involved. VE is a rigorous, systematic effort to improve the value and optimize the life cycle cost of a facility. VE generates these cost improvements without sacrificing needed performance levels.

Mathews Consulting specializes in value engineering and constructability reviews for municipal projects. For the past eleven years, we have served as Palm Beach County's General Value Engineering Consultant and have provided VE and constructability reviews (CR) for a variety of projects, including:

- Lake Worth Sand Transfer Pump Station - VE
- East Central Regional WWTP Expansion to 71 mgd - VE/CR
- Water Treatment Plant No. 8 - VE/Rerate Analysis
- Membrane Water Treatment Plant No. 3 Expansion to 30 mgd - VE/CR
- Southern Region Water Reclamation Facility Upgrade to 35 mgd - VE
- Master Pump Station No. 5229 - VE/CR
- Northern Region Operations Center - CR
- Lyons Road Utility (WM & FM) Improvements - VE
- Winsberg Farm Wetlands Restoration - VE
- Lyons Rd. and Pinehurst Drive Utility (WM & FM) Improvements - VE

We provided Value Engineering services for the Loxahatchee River District's Wastewater Treatment Facility Expansion and Facility Upgrade project in Jupiter, Florida. We also served on the Value Engineering Team for the City of Boca Raton 40 mgd membrane water treatment facility – the largest membrane softening facility in the United States at the time of the review.

The results of our value engineering services are unsurpassed. On average, we have provided life cycle cost savings equal to 26 percent of construction cost, and the average rate of return for our services is 59:1, which means for every dollar clients have spent for our value engineering services, we have provided \$59 of life cycle cost savings.

Value Engineering
results are unsurpassed!
VE/CR services average
a life cycle cost
savings equal to 26%
construction costs.

5.1 Firm Background And Experience

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Project	Construction Cost	VE Life Cycle Savings	VE Fees
West Palm Beach ECRWRF 71 MGD Expansion VE	\$16,000,000	\$11,850,000	\$108,776
PBC FPL Reclaimed Water Treatment VE	\$16,746,543	\$5,903,150	\$82,552
PBC Master P.S. 5229 VE	\$5,250,000	\$445,000	\$36,904
PBC SRWRF Expansion to 35 mgd VE	\$9,620,000	\$660,000	\$70,668
PBC WTP #8 VE/Rerate Analysis	\$7,300,000	\$5,000,000	\$29,248
PBC NROC 90% Constructibility Review	\$18,500,000	\$920,000	\$43,301
PBC SRWRF Master Plan VE Review	\$6,200,000	\$8,930,000	\$31,762
PBC WTP #3 Phase II Expansion VE	\$34,000,000	\$8,980,000	\$75,917
PBC Green Cay Wetlands VE	\$12,730,000	\$315,000	\$59,827
PBC WTP 2, 8, 9 VE	\$12,830,000	\$1,104,000	\$100,995
PBC WTP #8 Expansion VE	\$17,795,000	\$3,970,599	\$119,395
PBC Century Village Reclaimed System VE	\$3,500,000	\$629,251	\$24,535
LRECD WWTF 2 MGD Upgrade Constr. Rev.	\$24,200,000	\$1,020,000	\$39,000
S. Lake Worth Inlet Sand Transfer Plant	\$2,600,000	\$145,000	\$21,039
Total:	\$187,271,543	\$49,872,000	\$843,919
Avg. Rate of Return:		59:1	
Avg. Life Cycle Savings:		26% of Construction Costs	

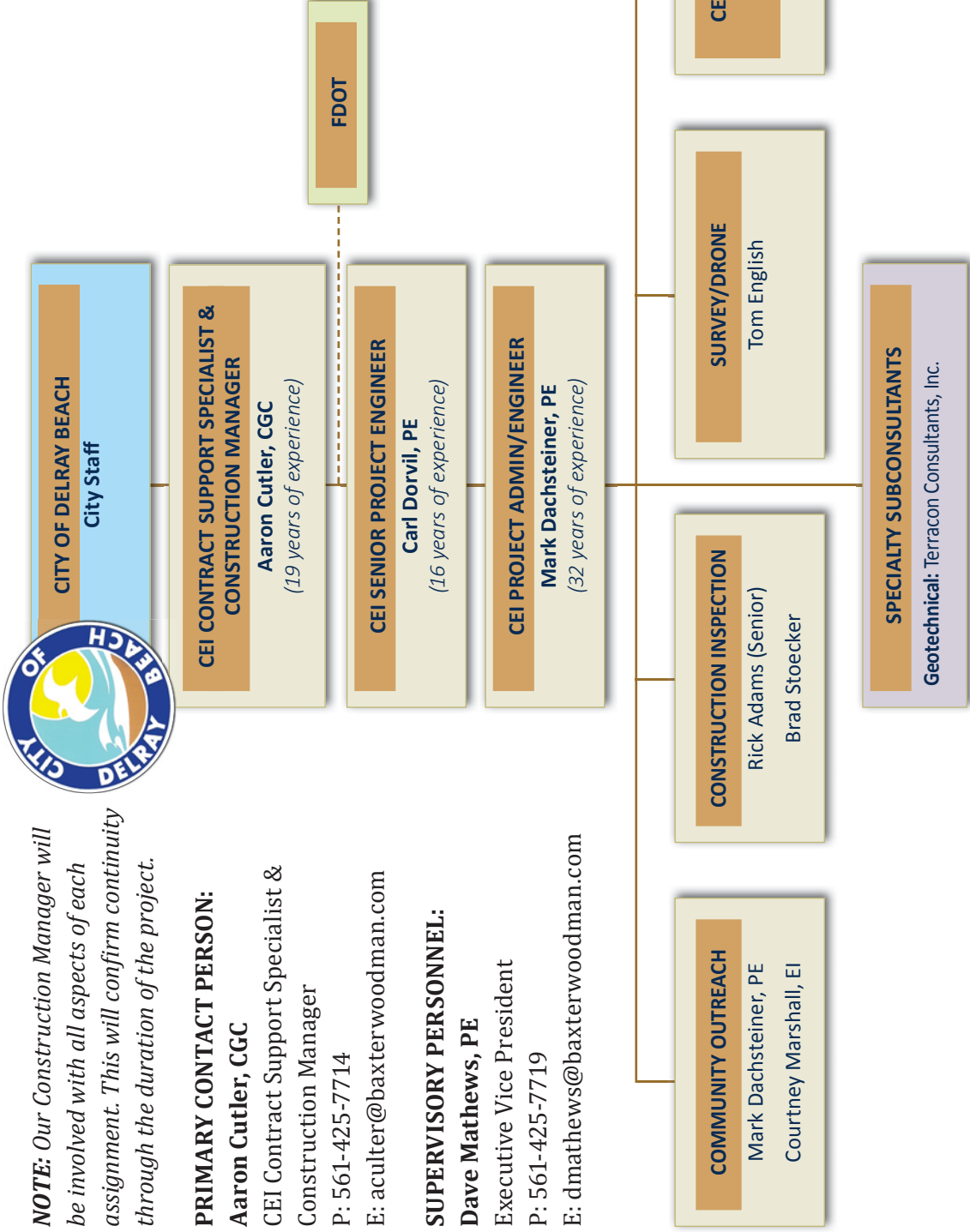
Whether the project involves pump stations, force mains, sanitary sewer rehabilitation/replacement, reuse facilities, water treatment, stormwater facilities, streetscape improvements, or water main upgrades, Mathews Consulting can provide the expertise and outstanding performance record to improve the value and optimize the cost of any project.

Geotechnical Services

For geotechnical and soils investigations we have teamed with familiar firm Terracon, Inc. The Terracon Team has over two decades of experience in the City of Delray Beach and nearby locales. They are experienced in both public and private sector work and the typical specifications and construction methods for these project types in this geographic area. Their project experience is extensive and varied, including roads, buildings, parks, and utilities. The firm (formerly doing business as Dunkelberger Engineering & Testing) performed materials testing services for the City, in a prime consultant capacity, that have included: SW 2nd Avenue, barrier island infrastructure improvements, SW area improvements, Delray Beach Golf Course reclaimed water, and Sherwood parking.



5.2 TEAM ORGANIZATION, SF330 E, AND LICENSES



5.2 Team Organization, SF330 E, and Licenses

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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.)			
12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
Aaron I. Cutler, CGC	CEI Contract Support Spec. & Const. Mgr	a. TOTAL 19	b. WITH CURRENT FIRM 10
15. FIRM NAME AND LOCATION (City and State) Mathews Consulting, a Baxter & Woodman Company, West Palm Beach, FL			
16. EDUCATION (Degree and Specialization) AAS/Civil Engineering Technology, Pensacola Junior College		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) State of Florida Certified General Contractor Florida Department of Environmental Protection Stormwater Erosion and Sedimentation Control - Certified Stormwater Management Inspector (Inspector No. 21817)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Aaron is a State of Florida Certified General Contractor and is a Certified Stormwater Management Inspector by the Florida Department of Environmental Protection Stormwater Erosion and Sedimentation Control. He is also certified by FDOT in Level One and Level Two Red Vector Asphalt Paving			
19. RELEVANT PROJECTS			
1	(1) TITLE AND LOCATION (City and State) Delray Beach CEI Phase 2 Seacrest Beautification	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) In Progress
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Construction administration, resident project representative services, public outreach, and FDOT LAP Coordination for roadway, sidewalk, pedestrian crosswalk, and dedicated bike lane improvements. Role: Construction Project Manager		
4	(1) TITLE AND LOCATION (City and State) Boca Raton CEI Boca Raton Heights Infrastructure Improvements	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2014
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Construction inspection services for neighborhood pavement reconstruction, new sanitary sewer and wastewater lift station, and water main improvements. Role: Construction Project Manager		
6	(1) TITLE AND LOCATION (City and State) Lake Worth Park of Commerce Owner's Representative Services	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2019 (est)
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Infrastructure improvements consist of roadway redevelopment and utility upgrades for drainage, potable water, sanitary sewer, fire protection, electric supply, telecommunications, landscaping and street lighting. Role: Construction Project Manager		
8	(1) TITLE AND LOCATION (City and State) Delray Beach CEI Reclaimed Water Expansion Area 12A (Phase I & II)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2014
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Construction administration support services and inspection services for the Area 12A (Phase I & II) reclaimed water transmission/distribution system. Role: Construction Project Manager		
7	(1) TITLE AND LOCATION (City and State) 7th Avenue South Lake Worth, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2016
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Construction management services for roadway improvements including pavement replacement, water main replacement, and minor drainage improvements. Role: Construction Project Manager		

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5.2 Team Organization, SF330 E, and Licenses

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The screenshot displays the Florida Department of Business and Professional Regulation (DBPR) Online Services portal. The page is titled "Licensee Details" and shows information for Aaron Israel Cutler, a Certified General Contractor. The page includes a sidebar with navigation links, a main content area with license details, and a footer with contact information and a privacy statement.

Licensee Details

License Information

Name:	CUTLER, AARON ISRAEL (Primary Name)
Main Address:	3868 LAKE TAHOE CIRCLE WEST PALM BEACH Florida 33409
County:	PALM BEACH
License Mailing:	
License Location:	

License Information

License Type:	Certified General Contractor
Rank:	Cert General
License Number:	CGC1520812
Status:	Current, Inactive
License Date:	08/01/2012
Expires:	08/31/2020

Special Qualifications

Qualification Effective

Alternate Names

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[View Related License Information](#)
[View License Complaint](#)

2001 Main Street, Tallahassee, FL 32399 • Email: Customer Contact Center • Customer Contact Center: 850.487.1385

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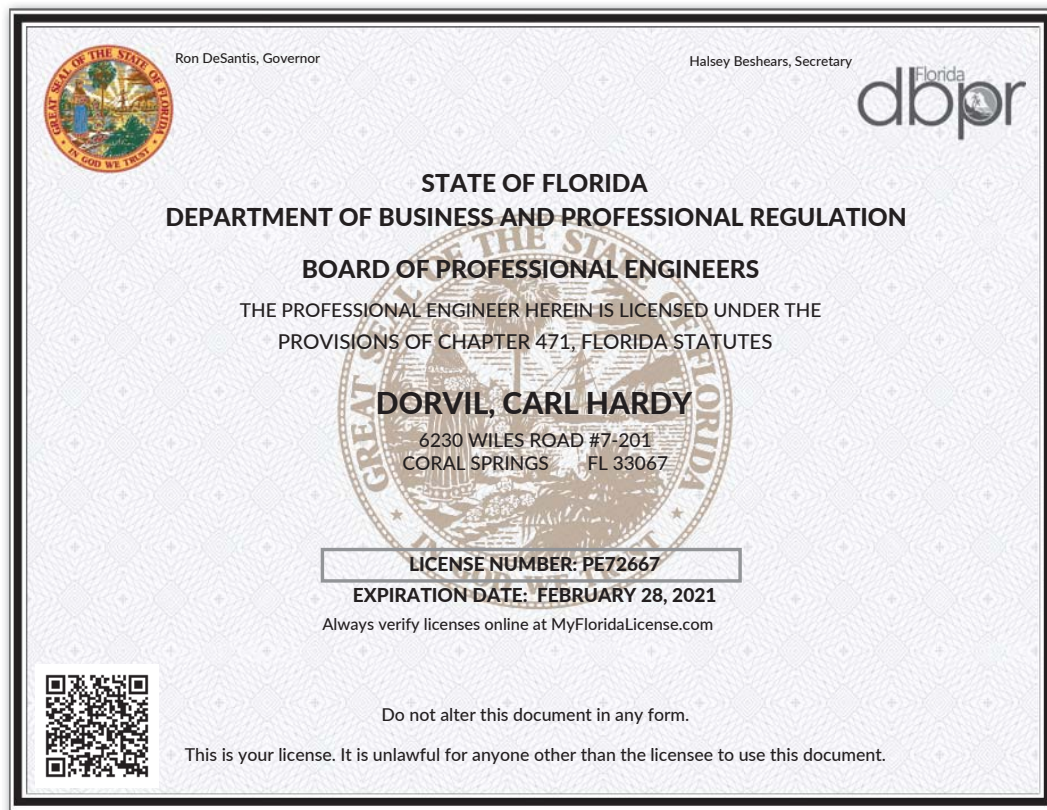
Under Florida law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or by traditional mail. If you have any questions, please contact 850.487.1385. Pursuant to Section 433.375(1), Florida Statutes, effective October 1, 2012, licensees licensed under Chapter 433, F.S., must provide the Department with an email address if they have one. The email provided may be used for official communication with the licensee. Your email address is public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public.

5.2 Team Organization, SF330 E, and Licenses

Page 39

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.)			
12. NAME		13. ROLE IN THIS CONTRACT	
Carl H. Dorvil, PE		Senior Project Engineer	
		14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
		16	1
15. FIRM NAME AND LOCATION (City and State) Baxter & Woodman, Inc., Ft. Lauderdale, FL			
16. EDUCATION (Degree and Specialization) BS, Civil Engineering, Florida International University		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Licensed Professional Engineer, Florida	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Certified in Florida Advanced Work Zone Traffic Control, ATSSA			
19. RELEVANT PROJECTS			
1	Delray Beach CEI Phase 2 Seacrest Beautification	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) In Progress
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Construction administration, resident project representative services, public outreach, and FDOT LAP Coordination for roadway, sidewalk, pedestrian crosswalk, and dedicated bike lane improvements. Role: Project Engineer		
6	Lake Worth Park of Commerce Owner's Representative Services	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2019 (est)
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Infrastructure improvements consist of roadway redevelopment and utility upgrades for drainage, potable water, sanitary sewer, fire protection, electric supply, telecommunications, landscaping and street lighting. Role: Project Engineer		
	SR 80 (Southern Boulevard) at North New River Bridge Palm Beach County, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable)
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Design of bridge rehabilitation project including replacement of bridge grates with a concrete deck, stabilizing canal side slopes and smoothing the bridge approach roadway profiles, and roadway, traffic control, signing and pavement marking plans. Role: Lead Roadway Engineer		
	SR 820 (Pines Boulevard) from Douglas Road to SW 64th Way Broward County, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable)
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Design of intersection improvement at SR 820 with Douglas Rd, NW 83rd Ave., and with SW 64th Way, adding bus bay and upgrading traffic signal from strain poles to mast arms. Prepared plans, addressed electronic review comments, conducted public information workshop, and coordinated with utilities. Role: Lead Roadway Engineer		
	SR 60 (Osceola Boulevard/20th St.) from 38th Ave. to 21st Ave. Indian River County, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable)
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Coordination with consultants and appropriate agencies; conducted information workshop; provided policy guidance and controlled project schedule and budget for this resurfacing, restoration and rehabilitation improvement project. Role: FDOT Project Manager		

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5.2 Team Organization, SF330 E, and Licenses

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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.)			
12. NAME		13. ROLE IN THIS CONTRACT	
Mark Dachsteiner, PE		Project Admin/Engineer/Outreach	
		14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
		32	23
15. FIRM NAME AND LOCATION (City and State)			
Mathews Consulting, a Baxter & Woodman Company, Fort Lauderdale, FL			
16. EDUCATION (Degree and Specialization)		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline)	
B.S., Mining Engineering Southern Illinois University		Licensed Professional Engineer: Florida	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			
FDOT CTQP Certifications: Stormwater, Erosion and Sedimentation Control Inspector Training; Final Estimates Levels 1 & 2; Concrete Field Inspector; HMA Level 1 & 2; QC Manager;			
19. RELEVANT PROJECTS			
1	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED
	Delray Beach CEI Phase 2 Seacrest Beautification		PROFESSIONAL SERVICES CONSTRUCTION (If applicable) In Progress
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
Scope: Construction administration, resident project representative services, public outreach, and FDOT LAP Coordination for roadway, sidewalk, pedestrian crosswalk, and dedicated bike lane improvements. Role: Project Admin/Engineer/Outreach			
8	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED
	Delray Beach CEI Reclaimed Water Expansion Area 12C		PROFESSIONAL SERVICES CONSTRUCTION (If applicable) In Progress
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
Scope: Construction administration support services and inspection services for the Area 12C reclaimed water transmission/distribution system. Role: Project Admin/Engineer/Outreach			
	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED
	Pompano Beach, FL Reuse System NE Expansion Phase 2		PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2018
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
Scope: 7,125 LF of new Reuse Water Mains in a residential area. The project consists of furnishing all labor, materials, equipment and all incidentals and appurtenances to install new reuse water main piping, and services. Role: Project Manager			
	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED
	Florida Keys Aqueduct Authority Middle Torch and Little Torch Key		PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2018
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
Scope: Construction administration and inspection for the installation of a low pressure sewer collection system and lift station Role: Inspector			
	(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED
	Florida Keys Aqueduct Authority Cudjoe Regional Wastewater Treatment		PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2018
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
Scope: Construction administration for the construction of a central wastewater collection and transmission system for the Cudjoe Regional Inner Islands Role: Inspector			

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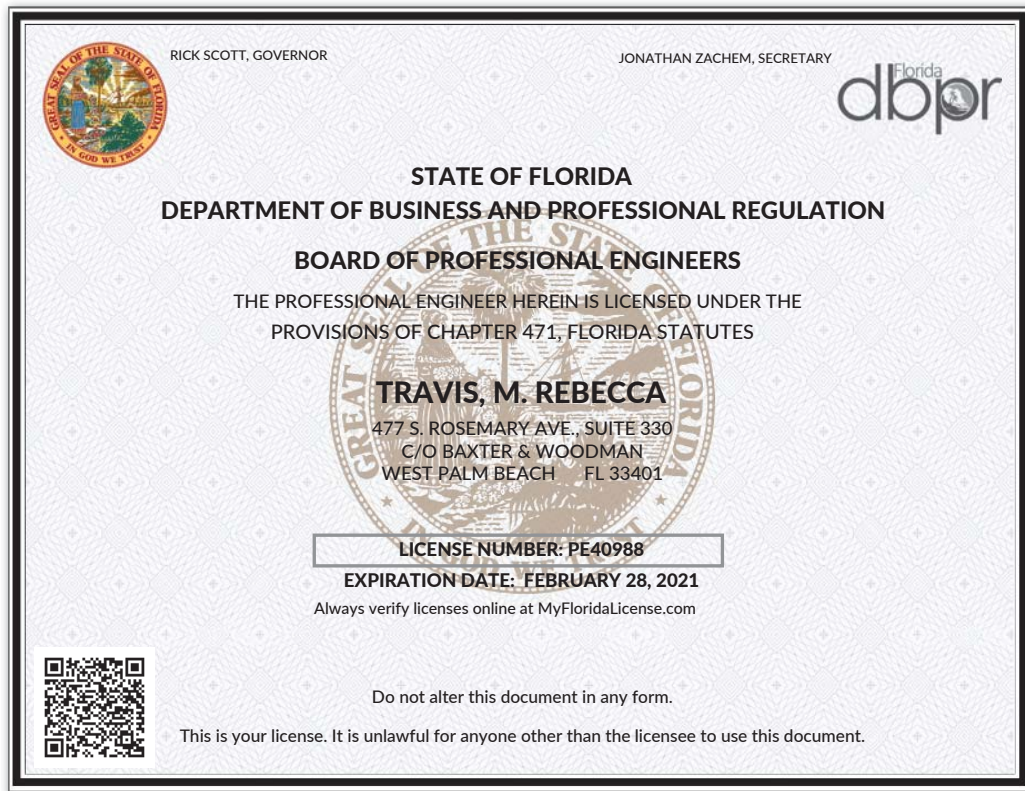


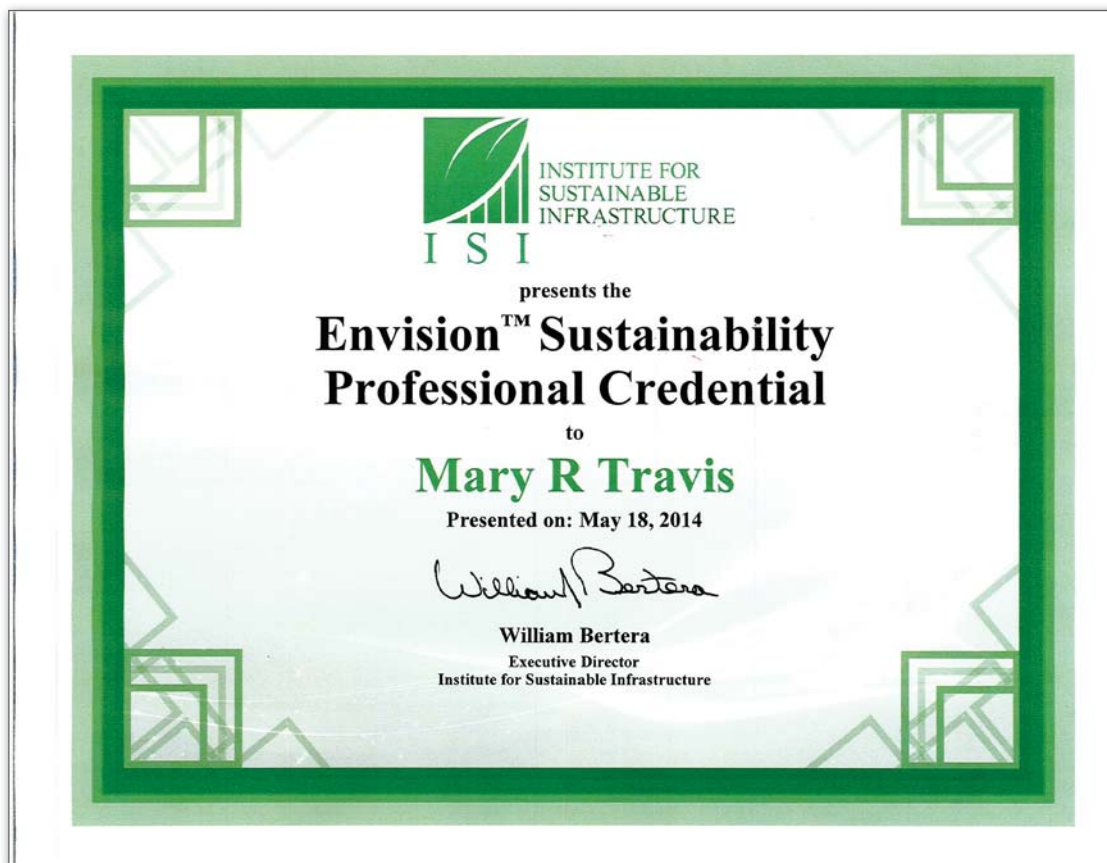
5.2 Team Organization, SF330 E, and Licenses

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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.)			
12. NAME		14. YEARS EXPERIENCE	
M. Rebecca Travis, PE, ENV SP		a. TOTAL 34	b. WITH CURRENT FIRM 15
15. FIRM NAME AND LOCATION (City and State) Mathews Consulting, a Baxter & Woodman Company, West Palm Beach, FL			
16. EDUCATION (Degree and Specialization) B.S./Civil Engineering, Iowa State University		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer, Florida	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Rebecca has 34 years of progressively responsible civil engineering design and project management experience in municipal roadway, stormwater, and pedestrian access projects. She is a credentialed Envision Sustainability Professional (ENV SP) and LEED Green Associate.			
19. RELEVANT PROJECTS			
1	(1) TITLE AND LOCATION (City and State) Delray Beach CEI Phase 2 Seacrest Beautification	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) In Progress
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Construction administration, resident project representative services, public outreach, and FDOT LAP Coordination for roadway, sidewalk, pedestrian crosswalk, and dedicated bike lane improvements. Role: Assistant Project Engineer		
2	(1) TITLE AND LOCATION (City and State) Delray Beach CEI NE 1st Avenue Improvements	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2014
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Final design, permitting, bidding, and construction inspection for roadway resurfacing, on street parking, paver sidewalks, irrigation plans, street lighting, paver intersection, water main replacement, and drainage improvements. Role: Assistant Project Engineer		
3	(1) TITLE AND LOCATION (City and State) Lake Worth CEI 5th Ave South Bike/Ped Project	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2017
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Construction Engineering & Inspection Services for landscaping, irrigation, traffic calming, hardscape improvements, roadway striping and signage, minor stormwater improvements, and conversion of City ROW to an improved bikeway and pedestrian trail. Role: Assistant Project Engineer		
5	(1) TITLE AND LOCATION (City and State) Delray Beach SW 12th Ave / Auburn Ave / SW 14th Ave	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable)
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Final design, permitting, and bidding for stormwater improvements, roadway resurfacing, landscaping, decorative street lighting, parallel parking, curbing, and paver cross walks. Role: Design Engineer		
6	(1) TITLE AND LOCATION (City and State) Lake Worth Park of Commerce Owner's Representative Services	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2019 (est.)
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Infrastructure improvements consist of roadway redevelopment and utility upgrades for drainage, potable water, sanitary sewer, fire protection, electric supply, telecommunications, landscaping and street lighting. Role: Assistant Project Engineer		

STANDARD FORM 330 (REV. 8/2016) PAGE 2





5.2 Team Organization, SF330 E, and Licenses

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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
Courtney K. Marshall, EI	Community Outreach	a. TOTAL 5	b. WITH CURRENT FIRM 5
15. FIRM NAME AND LOCATION (City and State) Mathews Consulting, a Baxter & Woodman Company, West Palm Beach, FL			
16. EDUCATION (Degree and Specialization) BS, Environmental Engineering, University of Florida		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Engineering Intern, Florida	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Courtney has 5 years of detailed design, permitting and bidding experience for infrastructure projects in Palm Beach County.			

19. RELEVANT PROJECTS

1	(1) TITLE AND LOCATION (City and State) Delray Beach CEI Phase 2 Seacrest Beautification	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) In Progress
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Construction administration, resident project representative services, public outreach, and FDOT LAP Coordination for roadway, sidewalk, pedestrian crosswalk, and dedicated bike lane improvements. Role: Community Outreach		
5	(1) TITLE AND LOCATION (City and State) Delray Beach SW 12th Ave / Auburn Ave / SW 14th Ave	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable)
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Final design, permitting, and bidding for stormwater improvements, roadway resurfacing, landscaping, decorative street lighting, parallel parking, curbing, and paver cross walks. Role: Project Engineer		
6	(1) TITLE AND LOCATION (City and State) Lake Worth Park of Commerce Owner's Representative Services	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2019 (est.)
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Infrastructure improvements consist of roadway redevelopment and utility upgrades for drainage, potable water, sanitary sewer, fire protection, electric supply, telecommunications, landscaping and street lighting. Role: Community Outreach		
d.	(1) TITLE AND LOCATION (City and State) Osceola Park Neighborhood Improvements, Delray Beach, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) In Progress
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Ongoing engineering services for the design, permitting, bidding, public outreach and construction assistance for the Osceola Park Neighborhood Infrastructure Improvements. Role: Project Engineer/Outreach		
7	(1) TITLE AND LOCATION (City and State) Lake Worth CEI 7th Ave South Improvements	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2016
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Construction management services for roadway improvements including pavement replacement, water main replacement, and minor drainage improvements. Role: Project Engineer/Outreach		

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5.2 Team Organization, SF330 E, and Licenses

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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.)			
12. NAME		14. YEARS EXPERIENCE	
Richard Adams		a. TOTAL 16+	b. WITH CURRENT FIRM 3
15. FIRM NAME AND LOCATION (City and State) Mathews Consulting, a Baxter & Woodman Company, West Palm Beach, FL			
16. EDUCATION (Degree and Specialization)		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline)	
Coaching the Experienced Driver, Palm Beach Gardens, FL Degree, Continuing Driver Education; CIPP, Toronto ON Degree, Cured in Place Pipe			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Richard demonstrates excellent observation and compliance skills, and has an outstanding track record of achieving exceptional results in Plan/As-builts review.			
19. RELEVANT PROJECTS			
1	(1) TITLE AND LOCATION (City and State) Delray Beach CEI Phase 2 Seacrest Beautification	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2019 (est.)
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Final design, permitting, bidding, and construction inspection for roadway resurfacing, on street parking, paver sidewalks, irrigation plans, street lighting, paver intersection, water main replacement, and drainage improvements. Role: Inspector		
b.	(1) TITLE AND LOCATION (City and State) City of Pompano Beach, FL A1A Water Main Improvements	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2017
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Construction Technician for design, permitting, and construction of water main improvements, including pre-construction conference, shop drawing review, and coordination with FDOT. Role: Inspector		
6	(1) TITLE AND LOCATION (City and State) Park of Commerce Phase I Lake Worth, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2019 (est.)
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Project Management, assisting with Right-of-Way Acquisitions, assisting with undergrounding of Electrical/Telephone/Cable TV, Public Outreach, Engineering Design Review, EDA Grant Assistance, Bidding Services, and Construction Management and Resident Project Representative Services for project. Role: Inspector		
d.	(1) TITLE AND LOCATION (City and State) Delray Beach CEI Reclaimed Water Expansion Area 12C	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) In Progress
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Construction administration support services and inspection services for the Area 12C reclaimed water transmission/distribution system. Role: Inspector		
e.	(1) TITLE AND LOCATION (City and State) Town of Highland Beach, FL Watermain Replacement Project	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2018
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Inspector during construction for replacement of approximately 6,700 feet of 4 to 6-inch old asbestos cement (AC) pipe located on the side streets of the Town Role: Inspector		

STANDARD FORM 330 (REV. 8/2016) PAGE 2

5.2 Team Organization, SF330 E, and Licenses

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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.)			
12. NAME		14. YEARS EXPERIENCE	
Brad Stoecker		a. TOTAL 28	b. WITH CURRENT FIRM 20
15. FIRM NAME AND LOCATION (City and State) Mathews Consulting, a Baxter & Woodman Company, Fort Lauderdale, FL			
16. EDUCATION (Degree and Specialization) A.S., Building Construction Technology, Morrison College, IL		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Brad is well versed in business/resident communication and has completed training in "Creating Excellence in Communication and Customer Relations"			
19. RELEVANT PROJECTS			
1	(1) TITLE AND LOCATION (City and State) Delray Beach CEI Phase 2 Seacrest Beautification	(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2019 (est.)	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Final design, permitting, bidding, and construction inspection for roadway resurfacing, on street parking, paver sidewalks, irrigation plans, street lighting, paver intersection, water main replacement, and drainage improvements. Role: Inspector		
3	(1) TITLE AND LOCATION (City and State) 5th Avenue Bikeway & Pedestrian Trail Lake Worth, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2017	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Construction inspection services for a converting an existing unimproved right-of-way to a complete bikeway and pedestrian trail with new sidewalks, landscaping, irrigation, stormwater facilities, traffic calming and signage and striping. Coordination through FDOT and compliance with LAP funding requirements was needed. Role: Inspector		
6	(1) TITLE AND LOCATION (City and State) Park of Commerce Phase I Lake Worth, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2019 (est.)	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Project Management, assisting with Right-of-Way Acquisitions, assisting with undergrounding of Electrical/ Telephone/Cable TV, Public Outreach, Engineering Design Review, EDA Grant Assistance, Bidding Services, and Construction Management and Resident Project Representative Services for project. Role: Inspector		
d.	(1) TITLE AND LOCATION (City and State) Delray Beach CEI Reclaimed Water Expansion Area 12C	(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) In Progress	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Construction administration support services and inspection services for the Area 12C reclaimed water transmission/distribution system. Role: Inspector		
e.	(1) TITLE AND LOCATION (City and State) \$40 Million Neighborhood Road Program Lake Worth, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2017-2020 est	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Construction inspection services for a 4-year utility and roadway improvements program, including roadway reconstruction, stormwater plan reviews and recommendations, and water main and sanitary sewer improvements. Role: Inspector		

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5.2 Team Organization, SF330 E, and Licenses

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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.)			
12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
Thomas A. English, PSM, PLS	Surveyor of Record/Drone	a. TOTAL 37	b. WITH CURRENT FIRM 1
15. FIRM NAME AND LOCATION (City and State) Baxter & Woodman, Inc., Ft. Lauderdale, FL			
16. EDUCATION (Degree and Specialization) Civil Technology, Middlesex County College		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Surveyor and Mapper, Florida, New Jersey, New York, Pennsylvania, Connecticut, and Louisiana	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Tom has published articles, "Photogrammetry and Topographic Mapping" in the <i>Land Development Handbook</i> , published by McGraw Hill, and "Topographic Survey" in the <i>Point of Beginning</i> magazine.			
19. RELEVANT PROJECTS			
1	(1) TITLE AND LOCATION (City and State) Delray Beach CEI Phase 2 Seacrest Beautification	(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) In Progress	
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Construction administration, resident project representative services, public outreach, and FDOT LAP Coordination for roadway, sidewalk, pedestrian crosswalk, and dedicated bike lane improvements. Role: Surveyor of Record/Drone <input type="checkbox"/> Check if project performed with current firm		
8	(1) TITLE AND LOCATION (City and State) Delray Beach CEI Reclaimed Water Expansion Area 12A (Phase I & II)	(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2014	
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Construction administration support services and inspection services for the Area 12A (Phase I & II) reclaimed water transmission/distribution system. Role: Surveyor of Record/Drone <input type="checkbox"/> Check if project performed with current firm		
	(1) TITLE AND LOCATION (City and State) Water Main Replacement and Pavement Restoration, Bid Pkg. No. 11 Oakland Park, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2016 2018	
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Performed topographic mapping; specific purpose surveys; drainage, utility, right-of-way and topographic surveys; and served as QA/QC Reviewer for primary horizontal & vertical control, aerial and mobile mapping targeting, & topographic/DTM surveys. Role: Project Manager, Surveyor of Record and QA/QC Reviewer <input type="checkbox"/> Check if project performed with current firm		
	(1) TITLE AND LOCATION (City and State) SR 5/Okeechobee Road at W. 16th Avenue in Miami-Dade County Florida Department of Transportation District 6, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2016 N/A	
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Performed design survey and established right-of-way lines. Included topographic/DTM surveys of pavement areas, drainage surveys, and information acquisition for right-of-way establishment. Prepared Project Network Control sheet. Role: Project Manager and QA/QC Reviewer <input type="checkbox"/> Check if project performed with current firm		
	(1) TITLE AND LOCATION (City and State) Hanson Street Extension Lee County, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2016 N/A	
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Scope: Prepared right-of-way plans, sketches and description of right-of-way takings, topographic survey, and drainage and wetland surveys. Role: Survey Project Manager and QA/QC Reviewer <input type="checkbox"/> Check if project performed with current firm		

STANDARD FORM 330 (REV. 8/2016) PAGE 2



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkway Tallahassee, Florida 32399-6500
800HELPFLA(435-7352) or (850) 488-2221

December 27, 2018

THOMAS ANTHONY ENGLISH
3343 PORT ROYALE DR S APT 619
FT LAUDERDALE, FL 33308-7941

SUBJECT: Professional Surveyor and Mapper License # LS6930

Your application / renewal as a professional surveyor and mapper as required by Chapter 472, Florida Statutes, has been received and processed.

The license appears below and is valid through February 28, 2021.

You are required to keep your information with the Board current. Please visit our website at www.800helpfla.com/psm to create your online account. If you have already created your online account, you can use the website to maintain your license. You can also find other valuable information on the website.

If you have any questions, please do not hesitate to call the Division of Consumer Services, Board of Professional Surveyors and Mappers at 800-435-7352 or 850-488-2221.

Detach Here



Florida Department of Agriculture
and Consumer Services
Board of Professional Surveyors
and Mappers

LS6930

Professional Surveyor and Mapper
THOMAS ANTHONY ENGLISH

IS LICENSED under the provisions of Ch. 472 FS
Expiration date: February 28, 2021

Detach Here



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: **LS6930**
Expiration Date: February 28, 2021

Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

THOMAS ANTHONY ENGLISH
3343 PORT ROYALE DR S APT 619
FT LAUDERDALE, FL 33308-7941

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.

5.2 Team Organization, SF330 E, and Licenses

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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Michael O'Connor, P.E., S.I.		13. ROLE IN THIS CONTRACT Principal Engineer		14. YEARS EXPERIENCE	
				a. TOTAL 35	b. WITH CURRENT FIRM 25
15. FIRM NAME AND LOCATION (City and State) Terracon Consultants, Inc. West Palm Beach, Florida					
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S./Civil Engineering State Requirements for Educational Facilities (SREF) Course			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida/Professional Engineer, Special Inspector		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Affiliations: Florida Engineering Society American Concrete Institute Building Officials Association of Florida Southern Building Code Congress International Renaissance Executive Forums, Member Prof. Development: Florida Engineering Leadership Institute (FELI) Class of 2008, Graduate					
19. RELEVANT PROJECTS					
(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED			
Sandfoot Boulevard and State Road (SR) 7 and SW 3rd Street and SR 7 Bridge Replacements Palm Beach County, FL		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) N/A	
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Principal Engineer. Terracon is providing construction materials testing services for the construction of the referenced transportation project. The project includes approximately 13,221 SY mill existing asphalt pavement; 90 lineal feet (LF) of 18" pipe culvert; 24 LF of 24" pipe culvert; 140 EA 18" RCP French drain; 1,118 SY 4: concrete sidewalk; 300 LF of prestressed deck slabs type A; 23.7 CY class II (bridge deck) concrete for keyways; and 1,835 LB reinforcing steel. Services are being provided under the firm's continuing contract with Palm Beach County. The scope of work for the firm's field and laboratory services include: soil testing, concrete and masonry testing, aggregate testing, and asphalt testing. Firm's Fee: \$30,000 estimated		<input checked="" type="checkbox"/> Check if project performed with current firm			
(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED			
Lake Worth Neighborhood Road Program Year 3 - Pavement Cores Various Roads, Lake Worth, FL		PROFESSIONAL SERVICES 2017		CONSTRUCTION (if applicable) N/A	
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Engineer in Charge. Terracon holds a continuing services contract with the City of Lake Worth. The firm was issued a purchase order to provide pavement cores for various roadways as a part of the City's roadway maintenance program. The scope of work includes utility clearance, field work, laboratory examination, and reporting. Firm's Fee: \$20,700		<input checked="" type="checkbox"/> Check if project performed with current firm			
(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED			
SR 786/PGA Boulevard from SR 710 to West of Florida's Turnpike (FTE)/C-18 Road Reconstruction Palm Beach County, FL		PROFESSIONAL SERVICES 2016		CONSTRUCTION (if applicable) N/A	
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Engineer in Charge. The 1.9-mile project consisted of designing and raising the existing roadway to create a two-lane undivided roadway and includes a new single span bridge, box culvert, and critter crossing. The firm provided laboratory verification testing (VT) and reporting services for the referenced project under a continuing services contract. The scope of services included: receipt of soil and concrete test samples from the construction engineering inspection (CEI); receipt of material for base course from a Florida Department of Transportation (FDOT) certified pit; samples were received and logged in the Materials Acceptance and Certification (MAC) system; test samples in accordance with CEI instructions and pertinent FDOT specifications and time schedules; entered laboratory test data in MAC; analyzed and compared V test data to quality control (QC) test data for compliance with FDOT specifications; and notated non-compliance, if any, in MAC and notified Project Administrator. Firm's Fee: \$7,934		<input checked="" type="checkbox"/> Check if project performed with current firm			
(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED			
60th Street North and Royal Palm Beach Boulevard Palm Beach County, FL		PROFESSIONAL SERVICES 2016		CONSTRUCTION (if applicable) N/A	
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Engineer in Charge. The \$4.5 million construction project consisted of work on Royal Palm Beach Boulevard including reconstruction of the bridge over the M Canal. The firm's scope of work included: monitoring of new bridge foundations using the Pile Driving Analyzer (PDA), and determination of production pile lengths and driving criteria; inspection of precast concrete piles and bridge decks; in-situ density testing of embankment and pipe backfills; laboratory determination of soil maximum density and optimum moisture content (i.e. Proctor); compressive strength testing of cast-in-place concrete. Firm's Fee: \$23,019		<input checked="" type="checkbox"/> Check if project performed with current firm			
(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED			
Crestwood Boulevard Improvements Royal Palm Beach, FL		PROFESSIONAL SERVICES 2016		CONSTRUCTION (if applicable) N/A	
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Engineer in Charge. Terracon also provided construction materials testing services, under our continuing services contract with the Village of Royal Palm Beach, for phase II of the improvements project. Terracon performed asphalt roadway QC services as well as asphalt lot verification services for Crestwood Boulevard. The scope of work involves the testing, inspection, observation sampling of the project, and providing test results and opinions based on the tests and field observation. Firm's Fee: \$12,273		<input checked="" type="checkbox"/> Check if project performed with current firm			

STANDARD FORM 330

CITY OF DELRAY BEACH

CEI Services for Seacrest Blvd from NE 22nd Street to Gulfstream Blvd • 190301.10





State of Florida
Board of Professional Engineers
2639 North Monroe Street, Suite B-112
Tallahassee, FL 32303-5268

Michael J. O'Connor
1225 OMAR ROAD
WEST PALM BEACH, FL 33405

State of Florida

Board of Professional Engineers
Attests that

Michael J. O'Connor, P.E.

Is licensed as a Professional Engineer under Chapter 471, Florida Statutes
Expiration: 2/28/2019
Audit No: 228201933894

SPECIAL INSPECTOR

P.E. / SI Lic. No:
44082 981

NOTICE

FBPE no longer requires that continuing education be reported by the provider. Instead licensees will be subject to a random audit no more than every four (4) years. If you are selected for the random audit, you must provide verification of one (1) hour of Florida laws and rules, one (1) hour of professional ethics, four (4) hours of area of practice and twelve (12) hours in any topic pertaining to the practice of engineering, all taken prior to February 28, 2017. (See s. 471.017, Fl. Stat.) Any CE hours taken after February 28, 2017 will result in a \$100 delinquent fee and your license being placed in a delinquent status until the additional fee is paid.

State of Florida

Board of Professional Engineers

Attests that

Michael J. O'Connor, P.E.



FBPE
FLORIDA BOARD OF
PROFESSIONAL ENGINEERS

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

Expiration: 2/28/2019

Audit No: 228201933894 SI

SPECIAL INSPECTOR

P.E. / SI Lic. No:
44082 981

5.2 Team Organization, SF330 E, and Licenses

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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Jerry Logan		13. ROLE IN THIS CONTRACT Construction Services Coordinator/Senior Engineering Technician		14. YEARS EXPERIENCE	
				a. TOTAL 14	b. WITH CURRENT FIRM 10
15. FIRM NAME AND LOCATION (City and State) Terracon Consultants, Inc. Port St. Lucie, Florida					
16. EDUCATION (DEGREE AND SPECIALIZATION) Various Navy Training Schools			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
Certifications: CTQP Earthwork Construction Inspection, Level 2 CTQP Asphalt Paving Technician, Level 1 Drilled Shaft Inspection Nuclear Density/Moisture Gauge Radiation Safety Certification Radiation Safety Officer NCUA Competent Person Certification Troxler Certification Nuclear Density Gauge OSHA (10-hr) Construction Safety Certification					
19. RELEVANT PROJECTS					
(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED			
FDOT Districts 4 and 6 (D4 and D6) Various Locations from Indian River to Monroe Counties, FL		PROFESSIONAL SERVICES Ongoing		CONSTRUCTION (if applicable) N/A	
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Construction Services Coordinator/Senior Engineering Technician. Terracon is active in the analyzing of both QC and independent verification (IV) test results and are responsible for the entry and verification of samples in the MAC system. These services include coordination with the District Materials Lab, compilation of lot packages for the Resident Asphalt Specialist, daily production reporting, and general assistance to the FDOT Asphalt Team.				
(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED			
Airport Access Road Bridge Replacement Vero Beach, FL		PROFESSIONAL SERVICES 2017		CONSTRUCTION (if applicable) N/A	
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Construction Services Coordinator/Senior Engineering Technician. Various roadway and drainage improvements were made to a 0.7-mile section of Airport Drive from Atlantic Boulevard to Cherokee Drive. Terracon performed a geotechnical study for the project design. Terracon provided: construction engineering inspection during construction; Pile Driving Analysis (PDA) and pile length recommendations, production pile inspection, pile integrity testing (PIT); and materials testing services to document the contractor's work. Firm's Fee: \$225,690				
(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED			
Old Dixie Highway Resurfacing Vero Beach, FL		PROFESSIONAL SERVICES 2015, 2016		CONSTRUCTION (if applicable) N/A	
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Construction Services Coordinator/Senior Engineering Technician. The project included the reconstruction of the base course and asphaltic concrete structural course and shoulder widening of Old Dixie Highway from 71st Street to County Road (CR) 510. The project length was approximately 10,070 LF (1.9 miles). Terracon performed a geotechnical study for the project design and conducted materials testing services during construction to document the contractor's work. The purpose of the firm's materials testing services was to provide quality assurance (QA) testing and inspection to check the conformity of material composition with the project specifications. Firm's Fee: \$52,413				
(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED			
Midway Road Widening Fort Pierce, FL		PROFESSIONAL SERVICES 2015, 2016		CONSTRUCTION (if applicable) N/A	
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Construction Services Coordinator/Senior Engineering Technician. The widening project site is located on Midway Road from 25 th Street to Edwards Road. Various roadway and drainage improvements were made to a 1.1-mile section of Midway Road. Terracon has performed geotechnical and materials testing services for the project since 2006 in both a prime and subconsultant capacity. In 2007 Terracon provided a roadway soil survey for the four-laning project to explore the shallow subsurface conditions to characterize the shallow subsoil stratigraphy and groundwater levels. That same year the firm completed a geotechnical study for the proposed replacement of Canal 103 culvert on the southside of the roadway and provided geotechnical recommendations that addressed dewatering considerations and the suitability of soils for pipe backfill and bedding. We performed environmental services in both 2009 and 2014. Geotechnical evaluation of five pond sites and one dry detention area was conducted in 2011. Terracon performed a roadway soil survey study during 2012 pursuant to FDOT guidelines and specifications for the proposed widening. The study included drilling of engineering borings, significant laboratory testing, and engineering analysis and reporting for roadway and drainage design and construction, as well as for the design and construction of a sheet pile retaining wall required for grade separation. A structures investigation was completed (2013) for a new sheet pile wall on the north side of Midway Road and recommendations were furnished regarding lateral earth pressure parameters. Materials testing services and construction observation were conducted on an as needed basis throughout 2015 during construction to document the contractor's work. The scope of work included field observations, material sampling, and field testing of soils, concrete and aggregates, laboratory sampling and testing, engineering review and reporting. Firm's Fee: \$259,000 (estimated)				
(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED			
13th Street SW at 58th Avenue Bridge Vero Beach, FL		PROFESSIONAL SERVICES 2015		CONSTRUCTION (if applicable) N/A	
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Construction Services Coordinator/Senior Engineering Technician. The subject project included the replacement of the bridge over the Lateral "B" Canal on 13th Street SW at 58th Avenue; the reconstruction approximately 600 LF of 13th Street SW and approximately 1,200 LF of 58th Avenue; the installation of new storm drainage pipe/structures at this intersection; and Rip-Rap revetment of the canal banks. Terracon performed materials testing services during construction for Indian River County. The purpose of our work was to provide QA testing to check the conformity of the materials composition and their construction with the project specifications. Services conducted, on an as-needed basis, included: field observation, sampling, and testing; laboratory testing; engineering oversight during construction and reporting of the firm's findings and test results. Firm's Fee: \$11,103				

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CITY OF DELRAY BEACH

CEI Services for Seacrest Blvd from NE 22nd Street to Gulfstream Blvd • 190301.10



Qualifications Search

Page 1 of 1



Jerry Logan

Qualifications Search

Qualifications			
TRAINEE	MATERIAL GROUP	QUALIFICATION	EXPIRATION DATE
L25042158	Asphalt	Asphalt Paving Technician - Level 1	3/31/2019
L25042158	Earthwork	Earthwork Construction Inspection - Level 1	6/19/2023
L25042158	Earthwork	Earthwork Construction Inspection - Level 2	3/25/2021
L25042158	Geotech	Drilled Shaft Inspection	6/30/2021

134215

http://www.ctqpflorida.com/ctqp_data/xxxxy23q.asp?search=L25042158

3/4/2019

5.3 REFERENCES

This sub-section provides a brief overview of our governmental entities experience and a list of our Client References.

Governmental Entities Experience

The City of Delray Beach needs a consultant who will work as a partner with the City's staff – one who will be a proactive extension of your staff. Mathews Consulting has a solid track record of partnering with local municipality clients to deliver the high level of personal service you desire. We are structured to allow for a long-term commitment of specific staff to serve your needs. By having principal owners directly involved, there is no “revolving door” of staff with our project team.

Mathews Consulting is committed to its Municipal practice in South Florida. We have developed and refined our approach to continuing service contracts and offer you the advantages of our partnering philosophy. Mathews Consulting is currently providing Construction Engineering and Inspection Services under continuing General Contracts to the following municipalities:

- City of Delray Beach
- Pompano Beach
- Town of Gulf Stream
- Palm Beach County Water Utilities
- City of Boca Raton
- City of Riviera Beach
- City of Lake Worth
- Town of Highland Beach
- Martin County
- Lauderdale-by-the-Sea
- City of Tamarac
- Florida Keys Aqueduct Authority
- Loxahatchee River District
- Town of Lantana
- City of West Palm Beach
- City of Lauderhill
- City of Marathon
- Monroe County

We pride ourselves on the fact that 95% of our business is repeat business from existing clients. This high percentage demonstrates our ability to provide exceptional service to clients on a continual basis.

Mathews Consulting also specializes in providing exceptional consulting services to mid-size municipalities, similar to the City of Delray Beach (population 65,055). For the last 15 years, we have served as General Engineer to the City of Delray Beach, and we have also served as General Engineer to the City of Boca Raton (population 91,332) and the City of West Palm Beach (population 104,031) for the last 15 years. Mid-size communities need an engineering consultant who is readily accessible and available at short notice to address the various engineering questions, concerns or needs that may arise. Mid-size communities also need a consultant who provides cost effective services so that project costs meet budget constraints.

Large, national consulting firms have difficulty providing the hands-on, close/personal service that is expected from mid-size communities, as their staff is often traveling from office to office, and from State to State. And their high overhead costs and billable rates create challenges in meeting the expected tight project budgets in today's market conditions.

5.3 References

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Mathews Consulting enjoys working with mid-size communities like the City of Delray Beach and find that we can easily meet and exceed the expectations of the client and offer the greatest value to their day-to-day operations.

References

One of the best measures of a Consultant's success is the response received from the firm's clients. We encourage the City of Delray Beach to contact any of our references listed below to provide information about our project performance. Mathews Consulting is proud of our commitment of meeting the goals and objectives of our clients. **Over 98 percent of our work is performed for repeat Clients!**

Organization Name: City of Delray Beach
Contact Name: Mr. Victor Majtenyi, Deputy Director of Public Utilities
Email Address: majtenyi@mydelraybeach.com
Address: 434 South Swinton Avenue, Delray Beach, FL 33444
Telephone: 561-243-7000 ext. 4205
Dates of Services (start/end): 1999 to Present
Type of Professional Services: Engineering Design & CEI Services

Organization Name: Loxahatchee River District
Contact Name: Mr. Clint Yerkes, Deputy Director
Email Address: Clint.yerkes@lrecd.org
Address: 2500 Jupiter Park Drive, Jupiter, FL 33458
Telephone: 561-747-5700
Dates of Services (start/end): 1998 to Present
Type of Professional Services: Engineering Design & CEI Services

Organization Name: Florida Keys Aqueduct Authority
Contact Name: Ms. Jolynn Cates-Reynolds, Manager of Engineering
Email Address: Joreynolds@fkaa.com
Address: 1100 Kennedy Drive, Key West, FL 33040
Telephone: 305-295-2140
Dates of Services (start/end): 1999 to Present
Type of Professional Services: Engineering Design & CEI Services

Organization Name: Lauderdale-by-the-Sea
Contact Name: Mr. Don Prince, Municipal Services Director
Email Address: donp@lbts-fl.gov
Address: 4501 N. Ocean Drive, Lauderdale-by-the-Sea, FL 33308
Telephone: 954-640-4233, Fax: 954-640-4236
Dates of Services (start/end): 2011 to Present
Type of Professional Services: Engineering Design & CEI Services

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Organization Name: Palm Beach County Water Utilities Department
Contact Name: Mr. Ali Bayat, Director of Engineering
Email Address: ABayat@pbcwater.com
Address: 8100 Forest Hill Boulevard, West Palm Beach, FL 33413
Telephone: 561-493-6000
Dates of Services (start/end): 1999 to Present
Type of Professional Services: Engineering Design & CEI Services

Organization Name: City of Lake Worth
Contact Name: Ms. Julie Parham, Assistant Water Utilities Director
Email Address: jparham@LakeWorth.org
Address: 301 College Street, Lake Worth, FL 33460
Telephone: 561-586-1798
Dates of Services (start/end): 2001 to Present
Type of Professional Services: Engineering Design & CEI Services

Organization Name: City of Pompano Beach
Contact Name: Mr. John Sfiropoulos, City Engineer
Email Address: John.Sfiropoulos@copbfl.com
Address: 1201 N.E. 5th Ave., Pompano Beach, FL 33060
Telephone: 954-545-7009
Dates of Services (start/end): 2010-Present
Type of Professional Services: Engineering Design & CEI Services

Organization Name: City of Tamarac
Contact Name: Mr. John Doherty, Assistant Director of Public Works/City Engineer
Email Address: johnd@tamarac.org
Address: 6011 Nob Hill Rd., Tamarac, FL 33321-2401
Telephone: 954-597-3706
Dates of Services (start/end): 2001 to Present
Type of Professional Services: Engineering Design & CEI Services

Organization Name: Town of Lantana
Contact Name: Mr. Jerry Darr, Utilities Assistant Director
Email Address: jdarr@lantana.org
Address: 510 W. Pine Street, Lantana, FL 33462
Telephone: 561-540-5758
Dates of Services (start/end): 2001 to Present
Type of Professional Services: Engineering Design & CEI Services

5.3 References

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Mathews Consulting has been providing Engineering Design & CEI Services for Streetscape and Infrastructure Improvements to the City of Delray Beach since 1998. The working relationships we have established with the City Staff and the excellent performance we have demonstrated on past projects are invaluable to this new Contract. Our Project Director, David Mathews, PE, has a proven track record of delivering successful projects to the City of Delray Beach since 1999. The following table lists some of our current and past projects for the City of Delray Beach Environmental Services Department and our past projects for Delray Beach CRA.

Projects for Delray Environmental Services Department	Status
CEI Services for Phase 2 of Seacrest Beautification	In Progress
Osceola Park Neighborhood Improvements	In Progress
Subaqueous Water Main Crossings	In Progress
SW 4th Street Neighborhood Improvements	In Progress
Reclaimed Water Expansion Area 12C CEI Services	In Progress
Master Lift Station #1 Rehabilitation	In Progress
Tropic Palms Water Main Replacement (Phase II)	In Progress
Delray Shores Water Main (Phase III)	Completed (2016)
Reclaimed Water Master Plan Update	Completed (2016)
SFWMD Alternative Water Supply Grant for FY 2017	Completed (2016)
Delray Shores Water Main (Phase II)	Completed (2015)
Tropic Palms Water Main Replacement (Phase I)	Completed (2015)
Lake Ida Drainage Improvements	Completed (2015)
Delray Shores Water Main (Phase I)	Completed (2014)
Lake Ida Drainage Study	Completed (2013)
Lift Station 100A Upgrade	Completed (2013)
Congress Avenue Force Main Replacement	Completed (2013)
Lowson Blvd. Force Main Replacement	Completed (2012)
Reclaimed Water Expansion Area 12B	Completed (2011)
Area 11A Reclaimed Water System	Completed (2009)
Congress Avenue Corridor Utilities Master Plan	Completed (2008)
Area 4 Reclaimed Water System	Completed (2008)
Area 2 & 3 Reclaimed Water System	Completed (2008)
L-33 Canal Culvert Extension	Completed (2006)
Area 1 Reclaimed Water System	Completed (2005)
Reclaimed Water Master Plan	Completed (2003)

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Projects for Delray CRA	Status
NE 1st Avenue Infrastructure Improvements	Completed (2013)
SW 12th Avenue / Auburn Avenue / SW 14th Avenue Infrastructure Improvements	Completed (2012)
Auburn Avenue Infrastructure Improvements	Completed (2011)
SW 12th Avenue Alleys – Phase I	Completed (2010)
SW 2nd Avenue Streetscape	Completed (2008)
SW 14th Avenue Conceptual Design	Completed (2008)
SW Area Neighborhood – Surface Water Management Study	Completed (2008)

5.4 PROJECT MANAGEMENT APPROACH

This sub-section provides Mathews Consulting's understanding of the project and the construction engineering and inspection (CEI) services to be performed under this Contract. Also included is a specific project approach that will be implemented to confirm the successful construction of this project included under this Contract. We also describe the company project controls that are implemented for each project. Delray Beach will receive an experience team with a strong understanding of the City's policies and procedures, public outreach preferences, and permitting requirements.

The City will benefit from our vast experience, regulatory knowledge, and professional reputation in South Florida of providing the most cost-effective engineering services based upon the following:



- Streamlined operations to implement projects efficiently.
- Cost effective engineering rates.
- Minimal change orders and schedule delays.
- Highly experienced in the design & construction of streetscape and neighborhood infrastructure projects in residential neighborhoods and business districts.
- Recent FDOT LAP CEI experience, including Delray Beach's CEI Services for Phase 2 of Seacrest Beautification.
- Certified to work on FDOT federally-funded projects.
- Offer a "Good Neighbor" public relations program to keep your residents and elected officials informed of the project.
- Experienced in meeting schedules for fast-track projects.
- Strong understanding of the local regulatory environment and our working relationship with permit reviewers confirms timely releases and certifications for construction.
- Ability to work with local utility agencies (e.g. electric, telephone, gas, cable TV, etc.) confirms that these utilities will be accounted for during construction activities.
- Maintain continuity of project staff throughout duration of project.
- Readily accessible to serve you at a moment's notice.
- Getting the job done right "the first time."

Our project approach will provide the City with quality construction engineering management & inspection services at a cost effective rate, while exceeding project deadlines and budget requirements.

PROJECT UNDERSTANDING

The City of Delray Beach is soliciting proposals for the provision of Construction Engineering and Inspection (CEI) Services for Phase 3 of Seacrest Beautification. The goal for the Seacrest Boulevard Improvement project is to provide for and/or increase the use of pedestrian and bicycle facilities, while creating an appropriately improved streetscape within a highly visible neighborhood.

The NE 2nd Avenue/Seacrest Beautification projects are both City funded and federally funded through the Florida Department of Transportation (FDOT) Local Agency Program. The project evolved into four phases. Phase 0 limits are from Lake Ida to NE 8th Street/George Bush Boulevard and construction was completed December 2016. Phase 1 limits are from NE 8th Street/George Bush Boulevard to NE 13th Street. Phase 2 extends from NE 13th Street to NE 22nd Street, and is currently under construction. Phase 3 concludes the project, starting at and NE 22nd Street to Gulfstream Boulevard. The scope of this project will only include the following components:

- **Reduction in Travel Lane Width:** The present width of each travel lane is 12 feet; the City seeks to reduce each lane to 10 feet. The reduction not only will assist in the provision of bicycle facilities, but will encourage motorists to maintain the posted speed limit as they travel through a residential area and into a thriving downtown. The existing pavement base will be replaced with cold-in-place reclaimed pavement.
- **Sidewalks (6-foot wide concrete):** Sidewalks will be removed and replaced as needed and where no sidewalks currently exist sidewalks will be constructed.
- **Dedicated Bike Lanes:** A 5-foot wide dedicated bike lane will be provided on each side of Seacrest Boulevard and contain appropriate markings, complemented by sufficient signage to create awareness for both motorists and pedestrians. The bike lane will be constructed with a green pavement surface coating to designate the bike lane in accordance with the FDOT LAP Agreement. The bike lane must only be coated with a product listed on the FDOT Approved Product List (Specification 523). It will be the CEI's responsibility to confirm that the bike lane coating that is applied is selected from the FDOT Approved Product List (Specification 523).



5.4 Project Management Approach

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- **Crosswalks:** Brick paver crosswalks will be provided at NE 22nd Street and Avocado Road.
- **Pedestrian Crosswalk Improvements:** Pedestrian crosswalks will be provided.
- **Local Agency Program (LAP) Administration:** Assist the City in the preparation of documents, reporting and coordination to meet the obligations and responsibilities of the LAP Agreement.
- **LAP Environmental Review:** Prepare a report based on the Class of Action for this project being a Programmatic Categorical Exclusion (PCE) per the Federal Highway Administration (FHWA), Federal Transit Authority (FTA), and the Florida Department of Transportation (FDOT) Agency Operating Agreement.



PROJECT SCOPE

The successful Proposer (hereinafter in this Scope referred to as Consultant) will provide labor, equipment, supplies, and travel to provide Construction Engineering and Inspection services. The Scope of Services consists of the following two tasks:

- **Task 1 – Construction Administration**
- **Task 2 – Resident Project Representative Services**
- **Task 3 – Public Outreach**
 - **Task 4 – FDOT LAP Coordination**

Task 1 - Construction Administration

- **Item 1.1 – Pre-Construction Conference.** Consultant will assist with the preparation of agenda and facilitation of the pre-construction conference with selected Contractor, FDOT, and City staff. Prepare and issue written minutes of meeting.
- **Item 1.2 – Submittal Review.** Consultant will receive, log, and review Shop Drawing and Product submittals for general conformance with the design intent and provisions of the Contract Documents. Consultant will review and return submittals to City and Contractor within 7 to 14 days of receipt.

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- **Item 1.3 – Bi-Weekly Meetings.** Consultant will attend construction progress meetings with the City and Contractor every month and provide an agenda and written summary of the issues discussed. Project meetings will be conducted by the Construction Manager with the Resident Project Representative also in attendance. Following the meeting, the Construction Manager will prepare and distribute meeting minutes (within 24 to 36 hours after meeting) to the City and other attendees. Meetings will be held at the City facilities.
- **Item 1.4 – Pay Estimate Review.** Consultant will review monthly payment applications submitted in a format acceptable to the City. Consultant will verify the quantities as represented on the pay request and make a recommendation to the City to proceed, with the payment as requested, or as modified based on Consultant review.
- **Item 1.5 – Construction Administration.** Consultant's Construction Manager will provide construction administration required for the Contract. The Construction Manager also will visit the project site an average of 12 hours a month for the anticipated 6-month to 9-month construction period.
- **Item 1.6 – Construction Schedule Review.** Consultant will monitor the construction schedule monthly and report to the City conditions which may cause delay in completion.
- **Item 1.7 – Construction Clarifications.** Consultant will respond in writing to Contractor's Request For Information (RFI) regarding the design documents. Consultant will issue interpretations and clarifications of the Contract Documents, along with associated support materials, as requested by the Contractor. These interpretations will be rendered and a response prepared and submitted to the Contractor within one week. Consultant will also coordinate with the Design Engineer (WGI) as required.
- **Item 1.8 – Construction Changes.** Consultant will Prepare and negotiate Change Orders (CO) and Field Change Directives (FCD) during the 6-month to 9-month construction period. Consultant will also coordinate with the Design Engineer (WGI) as required. Note: any changes to the plans must also be approved by FDOT. The FDOT can pull funding if changes are made without their approval.
- **Item 1.9 – Certification of Construction Completion.** Consultant will certify to PBCHD, FDOT based on visible project features inspections, and review of testing reports that the project was constructed in accordance with the plans, specifications, and FDOT LAP requirements.
- **Item 1.10 – Substantial & Final Inspection.** In conjunction with City staff, Consultant will make preliminary and final inspections and assist in the preparation of a Contractor "punch list" to achieve Substantial Completion. Consultant will review completion of identified punch list items to assist in the determination that Substantial Completion has been achieved by the Contractor. Consultant will advise the City and FDOT that Final Acceptance of the project has been reached in accordance with the Contract Documents.

5.4 Project Management Approach

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Task 2 - Resident Project Representative Services

The Resident Project Representative Phase services to be provided by the Consultant include the following:

- **Item 2.1 – Inspections.** Consultant will provide a full-time (40 hours/week) Resident Project Representative (RPR) during the construction (assumed 6-months to 9-months) of the work. Activities performed by Consultant under this task consist of furnishing an RPR during the construction of the project, to observe the quality of the construction work, and to determine, in general, if the construction is proceeding in accordance with the contract documents so that an engineering certification can be made regarding the construction of the proposed improvements.

The RPR will:

- Serve as Consultant's liaison with construction contractor, working principally through the contractor's superintendent and assisting him in understanding the intent of the contract documents.
- Conduct on-site observations of the work in progress to assist in determining if the work is proceeding in accordance with the contract documents and that completed work conforms to the contract documents. Consultant's Project Manager will report, in writing to the City, whenever Consultant believes that work is unsatisfactory, faulty or defective, or does not conform to the contract documents, or does not meet the requirements of inspections, tests or approval required to be made, or has been damaged prior to final payment.
- Accompany visiting inspectors representing public or regulatory agencies having jurisdiction over the project. Record, in writing, the outcome of these inspections and report same to City.
- Consider and evaluate construction contractor's suggestions for modifications in drawings or specifications and report them to the City, in writing. Consultant will make recommendation for action by the City. Consultant fully understands that no changes can be made to the project without both City and FDOT written approval.
- Review Contractor As-Built information on a monthly basis to confirm proper updates are being made.
- Observe, approve, and certify flushing and pressure testing of the piping.
- Assist the Contractor in coordinating required density testing, etc. as required by the Construction Documents.
- RPR will work with the Contractor and develop a Daily Quantity Sheet (based on the approved Schedule of Values) to be reviewed and accepted each day agreeing to the quantities of Schedule of Value items installed.

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- Limitations of RFP Authority. Except upon written instructions of Consultant, RFP:
 - ◊ Will not exceed limitations on Consultant's authority as set forth in the Contract Documents.
 - ◊ Will not undertake any of the responsibilities of Contractor, Subcontractors or Construction Manager, or expedite the Work.
 - ◊ Will not issue directions relative to any aspect of the means, methods, techniques, sequences or procedures of construction unless such is specifically called for in the Contract Documents.
 - ◊ Will observe but not participate in specialized field or laboratory tests.

Task 3 - Public Outreach

- **Item 3.1 – Public Outreach Program.** Consultant will attend public meetings with the homeowners in the project area. The meetings will be coordinated by the City and one of the meetings also will be attended by the Contractor. This also will include assistance with the development of presentation materials for the public meeting for the affected residents.
 - ◊ Consultant will also coordinate with the homeowners and businesses during construction of the project on a daily basis, and we can set up a project hotline to handle homeowner's questions and/or complaints.
 - ◊ **The goal of the first meeting is to work with the residents for them to move existing landscaping out of the City's ROW before the contractor mobilizes on-site.**

PUBLIC OUTREACH IS A TOP PRIORITY:

We know the City values proactive public outreach and project websites as a way to communicate information and collect feedback from the community from our experience on:

- Delray Beach Osceola Park Neighbourhood Improvements
- Delray Beach SW 4th St., SW 6th St., and SW 7th Ave. Improvements
- Delray Beach Area 12C Reclaimed Water Main



Websites are a great way to promote the benefits to the community.

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Task 4 – FDOT LAP Coordination

- Mathews Consulting will confirm that FDOT LAP requirements are met for the project. These requirements are outlined in the LAP Division 1 specifications (REV 4-29-16). We will also coordinate as required with FDOT to confirm that the City obtains the full amount of federally funded monies that have been allocated for this project. This includes required FDOT project close-out information.

PROJECT APPROACH

Mathews Consulting has a proven track-record in providing construction administration, inspection services, public outreach, and FDOT LAP coordination for streetscape projects. Our project approach for this project involves the following primary tasks:

- **Project Kick-Off**
- **Public Outreach**
- **Construction Administration**
- **Resident Project Representative Services (RPR)**
- **Final Certifications**
- **FDOT LAP Coordination**

Total Quality Assurance/Quality Control is maintained during all aspects of Mathews Consulting's projects.

Project Kick-Off

Mathews Consulting Team members will attend a notice-to-proceed kick-off meeting with the primary objectives of developing a clear understanding of the scope of work and the key concerns of all project participants, obtaining relevant information that may be available from the City, and establishing proper communication between Mathews Consulting's construction team and the City's staff.



Project kick-off meetings provide the City with the opportunity to confirm your project goals and expectations with our team.

Project Schedule

The construction work will be substantially completed within 150 calendar days after the date of Notice-to-Proceed, and be fully completed within 180 calendar days after the date of Notice-to-Proceed. The CEI Consultant Services will be for a total of nine months (270 days). The Contractor Construction Schedule will be for six months (180 days). This will provide three months to confirm the landscaping is moved from the City's ROW before the contractor mobilizes on-site.

Community Outreach

As with any infrastructure improvements project, including roadway infrastructure improvements in residential neighborhood(s) and/or business districts, positive public relations are a vital aspect of the program. Our approach to Community Outreach is to keep the public and City Officials informed

5.4 Project Management Approach

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and involved. By using a proactive “Good Neighbor” approach with the public, the City can generate a partnering relationship with the affected residents. This can be done by keeping the public aware of project scope, road closures, schedules, and benefits of project through handouts, flyers, etc. We will tailor the public relations campaign to meet the specific needs of the City of Delray Beach for these particular project(s).

OUR PUBLIC OUTREACH APPROACH:

The Residents and Business Owners Matter

Our Team understands that the public matters when it comes to a successful project. At the heart of the project are a series of tactics that will serve as the implementation component of the public education and outreach program. These tactics are summarized below and incorporate a variety of public education on outreach techniques.



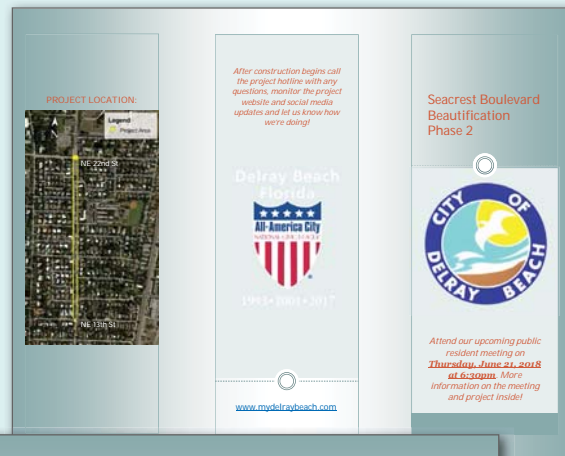
- Conduct community outreach meetings
- Develop presentations and provide speakers to attend public meetings
- Post project updates on City’s website
- Establish and maintain a project telephone information line
- Prepare traffic advisory flyers
- Provide email alerts
- Prepare project press releases and project fact sheets
- Develop and distribute a project newsletter

The objective of the community outreach program is to convey information to the public and interested groups. By using a multifaceted approach to convey information, the success of the effort is optimized. For example, individuals wanting specific information about a certain area of the project may feel more comfortable leaving a message on the telephone information line, instead of asking a speaker a question in front of a group, or sending an email or written letter. The Community Outreach Plan describes the general approach and specific benefits of each element of the program.

Newsletter | News Release

Newsletters will be written to include information, calendars of service days, telephone numbers, information about the website, and maps. The newsletters will be printed and distributed at fundamental intervals. Newsletters differ from press releases, in that a newsletter will have a smaller audience, greater depth of reporting, and more issues presented than a press release. Each newsletter will explain how to provide input. Newsletter distribution points are identified by the following locations:

- City Hall
- Delray Beach Environmental Services Department
- Delray Beach CRA



Newsletter distribution points will be identified on the project website and via press releases distributed to the local media. Although the primary method of distribution will be at established distribution points, newsletters will be mailed out upon specific request. Based on need, newsletters can be printed in English on large-type formats.

Drone Video Imagery

Our in-house drone pilots can document construction progress and provide the public with an aerial understanding of construction traffic control, including detours. We can also display a “time lapse” progression where the same flight is used to record at various stages of the project and overload onto earlier videos.



Email Alerts

If the City has the capability to use email alerts to residences regarding issues and other announcements, this tool can be used to share information about the project.

Phone Information Line

A dedicated telephone line can be developed to provide access for interested parties to leave questions, comments, and/or concerns on a voicemail system. Callers may leave messages and questions for senior staff to address. The number of the telephone line will be listed in newsletters and on the website. This service is internet based and transfers calls to a designated cell phone or any number programmed into the system. This system also allows for emergency call response.

Customized Project Website

In today's fast moving technological environment, citizens want timely and accurate information. The City has a functional and easy-to-use website. Because the citizens are familiar with City's website, it can be used to provide information and description of the project and project schedule. The website can be updated on a weekly or monthly basis, or as frequently as City updates the information.



We are managing the City's Osceola Park Neighborhood Improvements and SW 4th Street Neighborhood Project websites.

Community Outreach Meeting

Working with City staff and elected officials, our team will schedule community outreach meetings to inform the residents. These meetings will give an overview of the project budget, design and construction schedule. The community outreach meeting also will help to facilitate accurate information to the residents and businesses.

- Focus on residences
- Focus on commercial interests



Our staff regularly attend community outreach meetings that provide local stakeholders an opportunity to share their concerns and have their questions answered by the project team.

Press Releases

As important developments warrant, the Mathews Consulting Team will prepare press releases, project fact sheets, and traffic advisory flyers for local distribution. While newsletters address several issues with depth, press releases are limited on the number of items discussed and are typically constrained on the depth to which it addresses an issue. Press releases also have a wider audience than do newsletters. As with newsletters, press releases will be prepared at intervals when public awareness is encouraged or during significant events. These press releases can be disseminated via the local radio stations, local newspapers, etc.

Summary

A Community Outreach Plan is effective when several facets are implemented as part of a coordinated program. In certain situations, single elements of the plan may be more effective than other elements. Combining several techniques in conveying project information to the public creates an optimal approach.

FDOT LAP Coordination

Mathews Consulting will confirm that FDOT LAP requirements are met for the project. These requirements are outlined in the LAP Division 1 Specifications (REV 4-29-16). We also will coordinate with FDOT to confirm that the City obtains the full amount of federally funded monies that have been allocated for this project.

CONSTRUCTION MANAGEMENT

Close supervision and documentation is required to confirm that quality construction is provided. Mathews Consulting provides full service planning, resident inspection, management startup, operations and maintenance of construction projects. The Mathews Consulting Project Team has conducted comprehensive construction management services on various streetscape/hardscape projects and large infrastructure projects in South Florida. Our experience includes construction of environmental and public works facilities, including wastewater/water treatment plants, pumping stations, roadway reconstruction, underground utility pipeline infrastructure projects, neighborhood infrastructure projects, parks, and streetscape/beautification projects. Construction administration and inspection services are provided by our in-house engineers and construction management staff members.

Mathews Consulting is available to provide construction administration throughout the construction contract period. We will work with City staff to structure our construction management services (CMS) to fit your needs. In that way, we can work jointly with the City to cover necessary facets of CMS without spending duplicate time (and cost). These services may include the following for each of the projects:

5.4 Project Management Approach

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- Conduct pre-construction conferences.
- Process detailed construction shop drawing submittals.
- Administer the City's contract with the Contractor and confirm contract conditions are met.
- Interpret and clarify plans and specifications throughout construction.
- Monitor and confirm that the Contractor obtains governmental and regulatory permits, inspections, and approvals.
- Conduct site visits and direct construction meetings with the Contractor.
- Conduct monthly progress meetings.
- Review and approve monthly Applications for Payment.
- Field questions and phone calls from residents during construction.
- Review Construction Schedules.
- Review monthly record drawings.
- Observe initial operations and performance tests required by specifications.
- Respond to Contractor's request for information (RFI).
- Advise on negotiations with Contractors involving changes in extent or amount of contract or changes in design.
- Prepare and process change orders involving changes in approved design.
- Assist City regarding any construction claims.
- Certify construction completion to the various permitting agencies.
- Provide substantial and final completion inspections. Prepare substantial completion punchlist. Advise City of final Acceptance.
- Transmit project closeout documentation to the City and FDOT.
- Prepare certificate of completion of construction.
- Confirm accurate Record Drawings are completed by the Contractor for the project.



Resident Project Representative (RPR)

Mathews Consulting will provide full-time (40 hours/week) construction inspection/resident engineering services to oversee construction activities in the field for this project the major field engineering responsibilities are summarized below:

- Serve as the Consultant's liaison with the contractor(s) and City staff.
- Conduct on-site observations of the work in progress to assist the City in determining if the work is proceeding in accordance with the Contract Documents and that completed work conforms to the Contract Documents, endeavoring to guard the City against defects and deficiencies in the work. Report in writing to the City whenever Consultant believes that the work is unsatisfactory, faulty, defective, or does not conform to the Contract Documents, or does not meet the requirements of inspections, tests or approval required to be made, or has been damaged prior to final payment.
- Coordinate, supervise, and review material sampling and testing, including concrete and soils testing, where appropriate.
- Coordinate the establishment of necessary surveying consistent with requirements of the specifications.
- Accompany visiting inspectors representing public and regulatory agencies having jurisdiction over the project. Record in writing, the outcome of these inspections and report same to the City.
- Consider and evaluate the Contractor's suggestions for modifications during construction and report them to the City, in writing. Consultant will make recommendations to the City for action.
- Witness testing and/or procedures as required by the Contract Documents.
- Observe testing.
- Review as-built (Record Drawings) information from the contractor(s) to confirm conformance to the Contract Documents.
- Consultant will provide to the City copies of the RPR's daily inspection reports and digital photographs. Daily inspection reports and photographs will be sent to the City via email on a weekly basis.
- RPR will work with the contractor to develop and implement a Daily Quantity Sheet (based on the City approved Schedule of Values) to be reviewed and accepted each day, agreeing to the quantities of the items installed, completed, and accepted. Consultant will utilize this information to verify material quantities on monthly Applications for Payment.
- Attend Substantial Completion and Final Completion walk-throughs and verify that punchlist items are completed by the contractor(s).

5.5 PROJECT CONTROLS

Mathews Consulting maintains detailed documentation and open lines of communication with clients and contractors to minimize the potential for claims during construction. **Our approach to construction administration is to stay on top of the contractor's activities, identify conflicts before they cause delays and change orders, and keep the project on schedule.**

The overall contract will be administered by our Project Director, David L. Mathews, PE, who has the direct authority to commit the resources as required for the successful completion of the project(s). The Project Director is responsible for maintaining full knowledge of all aspects of the project. Our project management framework results in direct lines of communication and responsibility and allows for simple project coordination.

The construction administration and inspections for the projects will be administered by our **CEI Contract Support Specialist & Construction Manager, Aaron Cutler, G.C.**, who will be "hands-on" during the construction of the project under this contract with the City. Our Construction Manager will be answerable and responsive to the City at all times.

PROJECT COMMUNICATION TOOLS

Communication will be the most important component of this construction contract. The success of most projects depends upon the ability to use communication tools to streamline the distribution of information to the Construction Team (Construction Manager, City, Contractor and Engineer of Record) in a timely manner.



City Document Exchange

Mathews Consulting will design and maintain a protected **Project Document Exchange website** that allows the team 24-hour access project specific files:

- Plans and permits
- Updated project schedule
- Contractor's two-week look ahead schedules
- Reviewed shop drawing submittals
- Project meeting minutes
- Contractor RFI's
- Testing reports
- Daily reports



Project Documentation Exchange Website

Each user of the website will be given a special User ID and Login Password for access to the website.

Mathews Consulting's Construction Manager will also implement clear lines of communication which will follow the requirements of the contract documents. Written communication from the Contractor will be sent to the Construction Manager. Mathews Consulting's Construction Manager will forward relevant information to the City of Lake Worth and/or to the Engineer of Record for any significant design issues. Correspondence from the Construction Management Team will be sent by Mathews Consulting to the Contractor.

Mathews Consulting's Construction Manager will also prepare and distribute to the Project Team Monthly Progress Meeting Minutes, which will cover significant project items and track any project issues from start to finish. These will be issued within 48 hours of the meeting and posted on the Project Document Exchange website.

SCHEDULE CONTROLS

Reviewing and evaluating the construction schedule - including the baseline schedule, monthly schedule updates and revisions, and 2-week look ahead schedules – is integral to this project(s) successful completion. Mathews Consulting's Construction Manager examines schedules to identify variances between scheduled and probable completion dates of activities, as presented by the Contractor, so that we can analyze the effect on the overall project completion.



In conjunction with schedule review, we provide recommendations to the Contractor relevant to the adequacy of their personnel performing construction tasks. We make observations regarding the availability of equipment and materials necessary to execute work efficiently and effectively. These elements ultimately determine a construction schedule's success or failure. The following steps will be implemented on these construction projects for the City:

- Mathews Consulting's Construction Manager will request the contractor to provide a Baseline Critical Path Method (CPM) Construction Schedule as a formal Shop Drawing Submittal prior to Construction.
- The CPM Schedule provided by the Contractor will include the entire group of electronic files so that the schedule logic can be analyzed by Mathews Consulting during the review process.
- The CPM Schedule must include at a minimum work activities showing the baseline start column and baseline finish date column in calendar days. The Contractor's CPM Schedule shall include a column displaying the amount of float time available and a column displaying percentage to completion.
- The CPM Schedule will be reviewed and approved based on conformance to contract milestone dates, logical phasing and succession of the work, material procurement & delivery, achievable crew production rates, permitting certifications, and project closeout and completion.

5.5 Project Controls

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- The Contractor must provide a Monthly Updated Schedule with each Pay Request. Two columns will be added to the monthly updated schedule for “Actual Start” and “Actual Finish” to track schedule progress. The Baseline Column will remain fixed.
- Mathews Consulting’s Construction Manager will monitor the Contractor’s Schedule and notify the City in writing when the Contractor appears to be behind schedule. Mathews Consulting will also request from the Contractor a Revised Schedule or a Schedule Recovery Plan if deemed necessary. The pay application will not be approved until a schedule recovery plan is submitted.

Our Construction Manager will review schedule compliance on a bi-monthly basis at project schedule control meetings and take appropriate action to prevent slippage with it first becomes apparent.

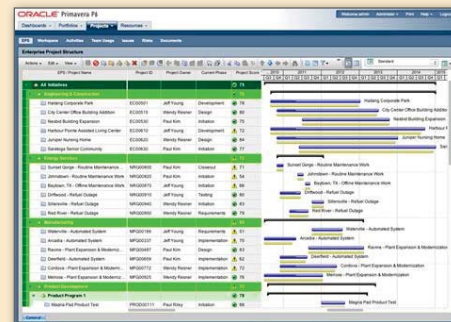
With the vast changes in the construction business and the need to combine both design and construction together, our Project Team has become an avid user of many scheduling tools that assist the design and construction professional to maintain thorough understanding of the cost related to projects. While there are a variety of tools on the market today that give project management personnel the capability to manage construction projects, we have chosen the Primavera suite of software tools to assist these professionals with the difficult tasks they face on a daily basis. These tools include the following:

P6 PRIMAVERA PROJECT PLANNER

We are avid users of P6 Primavera Project Planner. This tool is easy to use and intuitive without sacrificing the powerful sophistication of high-end project management software. P6 is a multi-user product that operates on network allowing users to share data with other network users, and anyone who manages projects using Primavera software. The unique features of P6 are:

- Project Modeling
- Scheduling
- Resource and Cost Management
- Reports and Graphics
- Data Exchange
- Add-on products

These features will confirm proper documentation is maintained to report progress of work for this construction project.



BUDGET CONTROLS

The dollar value awarded to the Contractor based on their bid is considered the Construction Budget for a specific construction time-frame. The goal of the construction budget management is to control the project costs within the approved budget and deliver the expected project goals. Mathews Consulting’s definition of a successful construction project is: the project is constructed on schedule and budget, and once delivered, it meets the quality expectations of the Owner and regulatory agencies.



5.5 Project Controls

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Examples of procedures that Mathews Consulting's Construction Manager will administer to confirm that the Project stays within budget are as follows:

- Close daily review and measurement of field quantities by our resident inspector (RPR) are discussed with the Contractor's Superintendent on a weekly basis. Mathews Consulting provides a weekly spreadsheet based on the approved schedule of values so that pay item quantities are accurately tracked in the field on a daily basis.
- Mathews Consulting will provide a detailed review of the Contractor's Pay Application for incorrect quantities, mathematical errors, and percentage of pay item completion. When completion percentages exceed the project progression the City will be notified to discuss and determine what action is needed.
- Our Team will respond in a timely manner to any Contractor claims or request for additional compensation. Mathews Consulting has significant experience resolving these types of claims and will not recommend approval of any such claim unless the claim is completely warranted and the procedures for filing such a claim listed in the contract documents are followed.
- We closely monitor the Contractor's schedule so that the project can be completed in the most timely and cost effective manner.
- Lastly, we establish a respectful working relationship with the Contractor to effectively resolve potential issues during construction that meet the City's and/or Engineering Standards, but can also be done in a practical and timely manner and that doesn't create additional costs or time on the Contractor.



UNDERSTANDING OF PROJECT CONTINGENCY

Construction Contingency is a predetermined amount of funds or percentage of the contract set aside in a pay item allowance to be utilized for unpredictable changes (e.g. unforeseen conflicts) in the project. A contingency is a helpful risk management tool that financially prepares Owners for addressing risk within the project. If managed properly, a contingency can provide a safeguard for the Owner to complete the project within budget and time.

Any contingency monies not used during the course of construction are returned to the Owner. Control of the contingency money is a combined responsibility of the City and Mathews Consulting's Construction Manager. Mathews Consulting will determine if an undefined or City requested change should be charged against the contingency and then include the City in the final decision making process of using the contingency fund. The following steps would be implemented:



- Mathews Consulting's Construction Manager will prepare Work Change Directives when approved to provide compensation to the Contractor for unforeseen conflict resolutions or for City requested changes.
- The Work Change Directives will be required to be signed by all parties and will include a description of the work, complete cost breakdown, and backup documentation.
- If approved, the Work Change Directives will be broken out into separate line items on the Contractor's Pay Application under the Construction Contingency Item.
- Mathews Consulting's Construction Manager will maintain a log of all Construction Contingency Work Change Directives to be discussed at Monthly Meetings. The Work Change Directive Log will display the description and amounts of all Work Change Directives along with the original contingency amount and an updated contingency balance.

CHANGE ORDER CONTROLS

It is our goal to proactively approach potential change orders and/or delays. We utilize our experience in cost estimating, constructability engineering, and construction to identify any potential changes before they require formal resolution. If these safeguards are unable to prevent potential changes and/or delays, we have the personnel and resources available to thoroughly assess project impacts. Our experience with diverse projects allows us to draw upon numerous solutions for varied conditions, with the result being minimal impact to project cost and the schedule. If a change order is deemed necessary by Mathews Consulting, the following steps will be implemented:



- Mathews Consulting's Construction Manager will prepare a formal Change Order to be signed by all parties, and will authorize the Contractor to proceed with the additional work. A Change Order will be prepared if there is a significant change in work to the Contractor's scope that amends the original Contract Sum or Contract Time. The cost of such work will either exceed or be determined by Mathews Consulting and the City to not be covered by Construction Contingency.
- The Contractor must provide to Mathews Consulting's Construction Manager a written description of the change, and provide a complete cost breakdown with backup documentation.
- Mathews Consulting's Construction Manager will review the Contractor's Change Order Request and, if necessary, negotiate with the Contractor to obtain an acceptable cost prior to making a formal written recommendation to the City.

CONFLICT RESOLUTION METHODS

We establish clear lines of responsibility among our own administrative and field inspection staff to perform the various functions and procedures required by our clients. Timely and accurate record-keeping confirms that we react to any situation that may arise - providing our clients with the best defense against potential contractor claims. However, we firmly believe that honest and fair settlement of disputes can be achieved during construction (which is preferred to costly and time-consuming litigation).

To that end, our firm is diligent at providing a clear record of events that follow established procedures to document situations that may result in disputes. We have an excellent record on past projects and have successfully worked with our clients to minimize, if not eliminate, claim situations.



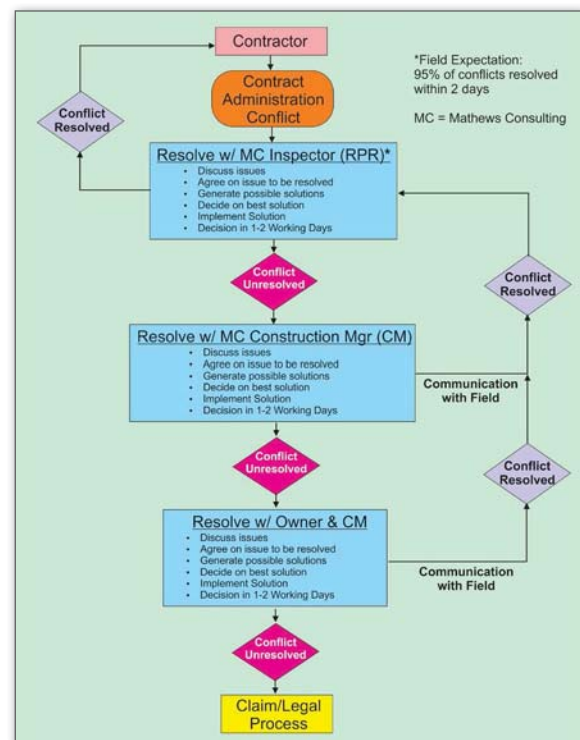
Construction disputes, when not resolved in a timely manner, can become very expensive in terms of finances, personnel, and time. Our approach is to first diagnose the issue and then select the least invasive procedure that will correct it and allow construction to move forward. We do this by following the **Conflict Resolution Flow Chart (shown right)**.

The first step after the conflict is identified is to try to resolve the issue in the field with our RPR. The Contractor will immediately notify Mathews Consulting's Resident Project Representative (RPR) and within 24 hours notify the Mathews Consulting's Construction Manager in writing and prior to proceeding with any work which the Contractor believes constitutes a differing site condition with respect to:

1. Undefined underground conditions (utilities abandoned and not marked, existing utilities not marked, etc.) at the jobsite differing from those indicated in the Contract; or
2. Unknown physical conditions at the jobsite, of an unusual nature (e.g. muck layer, large rock formations, etc.), differing from those ordinarily encountered in work of the character provided for in the Contract.

Mathews Consulting's Construction Manager will notify the City and Engineer of Record (if necessary for critical design issues), promptly investigate such condition, and discuss with the City and Contractor to determine a reasonable resolution.

The second step, if the conflict is unresolved, is for our Construction Manager to hold a specific meeting with the Contractor to resolve the issue. The third step, if the conflict is still unresolved,



5.5 Project Controls

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is to have a meeting with the City's Project Manager and discuss the issues. Typically, in construction of our projects, 95 percent of the conflicts are resolved in the field within two working days (most of the time within a few hours). Very rarely does the fourth step occur with a construction claim and initiation of the legal process. This step is usually negotiated between the Contractor's attorney and the City's attorney, with input from our Claim's Coordinator, without having to proceed to the Court system.

We have found that the best practices for dispute resolution include flexibility, early intervention, and working through issues so that construction can move forward.

The City may also want to implement a partnering process for the construction of the projects, in which a cooperative team approach is implemented at the beginning of the project between all parties. Partnering is a voluntary process that includes working together as a team, developing a common set of project goals that the combined construction team supports, open communication and access to information, empowering participants to resolve issues at the lowest appropriate organizational level, reaching decisions and solving problems quickly and by consensus, and maintaining the relationship throughout the project.

The Conflict Resolution Flow Chart will be introduced at the pre-construction meeting to the Construction Management Team and the Contractor so that everyone has a clear understanding how conflict resolutions will be handled during the course of the project.

PROFESSIONAL ETHICS

Mathews Consulting's policy is to uphold the highest ethics for actions and work products implemented by the company in conducting our daily business activities. Rebecca Travis, PE, the West Palm Beach Region Manager and Vice President, is responsible for overseeing the ethics practice of the firm and our employees. The firm has developed an "Employee Manual" which details company policies and procedures, including the requirements for each employee to maintain proper ethics in performing their duties. The Manual specifically prohibits the disclosure of confidential information from our clients, and prohibits the acceptance of gifts and gratuities from any source which could, in any way, be construed as interfering with impartial and objective execution of one's duties. Each employee is required to sign an acknowledgement that they have read and agree to follow all policies of the company Employee Manual.

Our Firm's ethics policy will confirm there are no conflicts of interest or improper performance in completing engineering services under this contract.

STAFF INVOLVEMENT

Our Team's project philosophy is to match experienced individuals with the Owner's staff when developing the project goals and defining the desired outcome. Key to the success of the project is frequent communication between Owner's staff, and the design team at scheduled meetings. There is no substitute for interpersonal interaction throughout



5.5 Project Controls

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the implementation phase to confirm a clearly defined set of deliverables that meet the Owner's and staff's expectations.

The Project Team Organization Chart is included in Section 5.2 and defines the lines of communication between team members, showing the flow of information to and from the City Staff. Our Team's philosophy is not to employ unnecessary layers of management (i.e., project administrator, client coordinator, principal in charge, etc.), but to require direct, open interface between the City Staff and our project manager and staff members.

5.6 AWARDS & ACCOMPLISHMENTS

Mathews Consulting has provided reliable and cost-effective solutions to our client's real-world challenges. Many of these solutions have been recognized for their high level of achievements, value and ingenuity by our peer associations. We are honored to be recognized for our past engineering accomplishments.



Florida Keys Aqueduct Authority's Duck Key Utility System Improvements
FICE 2014 Engineering Excellence Grand Award
Construction Cost: \$15.76 Million

West Palm Beach's Garden Avenue
FICE 2006 Engineering Excellence Grand Award
Construction Cost: \$6.96 Million

Two of Lantana's Water Plant Process Upgrades
FICE 2005 Engineering Excellence Grand Award
Construction Cost: \$4.06 Million



TAB 6: Example Projects & References

6. EXAMPLE PROJECTS & REFERENCES

6.1 EXAMPLE PROJECTS, SF330, SECTION F - MATHEWS CONSULTING (PRIME)

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 1
21. TITLE AND LOCATION <i>(City and State)</i> CEI Phase 2 Seacrest Beautification, Delray Beach, FL	22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION <i>(If applicable)</i> In Progress	

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Delray Beach	b. POINT OF CONTACT NAME Isaac Kovner, PE, City Engineer	c. POINT OF CONTACT TELEPHONE NUMBER 561-243-7322 kovner@mydelraybeach.com
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

The City of Delray Beach Contracted with Mathews Consulting to provide Construction Engineering Inspection (CEI) Services for Phase 2 of Seacrest Beautification. The NE 2nd Avenue / Seacrest Beautification projects are both City funded and federally funded through the Florida Department of Transportation (FDOT) Local Agency Program. The project evolved into four phases. The scope of this project will include the following components:

- Reduction in Travel Lane Width
- Sidewalks (6' wide concrete)
- Dedicated Bike Lanes
- Crosswalks
- Pedestrian Crosswalk Improvements
- Local Agency Program (LAP) Administration
- LAP Environmental Review

Mathews Consulting is providing construction administration, resident project representative services, public outreach, and FDOT LAP Coordination for the project. The project is currently under construction with a value of \$1,611,777. There has been 1 Change Order (Owner Requested Additional Quantities added to the Project not for by Design Engineer Wantman Group).



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a. (1) FIRM NAME Mathews Consulting, Inc.	(2) FIRM LOCATION <i>(City and State)</i> West Palm Beach, FL	(3) ROLE Prime Consultant
b. (1) FIRM NAME Terracon Consultants, Inc.	(2) FIRM LOCATION <i>(City and State)</i> West Palm Beach, FL	(3) ROLE Geotechnical
c. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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6. Example Projects & References

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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 2
21. TITLE AND LOCATION <i>(City and State)</i> NE 1st Avenue Improvements, Delray Beach, FL	22. YEAR COMPLETED PROFESSIONAL SERVICES 2013 CONSTRUCTION <i>(If applicable)</i> 2014	
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of Delray Beach	b. POINT OF CONTACT NAME Victor Maitenyi, Dep Director Public Utilities	c. POINT OF CONTACT TELEPHONE NUMBER (561) 243-7300 maitenyi@mydelraybeach.com
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

Mathews Consulting provided engineering services for the final design, permitting, bidding, and construction inspection services for the NE 1st Avenue Improvements project as follows:

NE 1st Avenue (NE 1st Street to NE 2nd Street)

- Mill and resurface roadway.
- On-street parallel parking where space is available.
- Paver sidewalk on both sides of roadway.
- Landscape nodes w/ landscaping.
- Irrigation Plans for landscape nodes.
- Decorative street lights.
- Paver intersection at NE 1st Avenue and NE 1st Street.
- Replace existing 2" WM with new 8" WM.
- Adjust existing drainage and add new drainage components as necessary to accommodate improvements.



The roadway typical section was designed as a mirror image as follows:

- 11-foot travel lane, 2-foot valley gutter, 5-foot parking stall, 2-foot F-curb, 5-foot paver sidewalk.

The project was bid in September 2013 with a construction cost of \$569,207.

Construction of the project has been completed on time and within budget and 0 Change Orders.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Mathews Consulting, Inc.	(2) FIRM LOCATION <i>(City and State)</i> West Palm Beach, FL	(3) ROLE Prime Consultant
b.	(1) FIRM NAME Terracon Consultants, Inc.	(2) FIRM LOCATION <i>(City and State)</i> West Palm Beach, FL	(3) ROLE Geotechnical
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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6. Example Projects & References

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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 3
21. TITLE AND LOCATION <i>(City and State)</i> CEI 5th Avenue South Bikeway/Pedestrian Trail, Lake Worth, FL	22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION <i>(If applicable)</i> 2017	

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Lake Worth	b. POINT OF CONTACT NAME Felipe Lofaso, Asst Public Services Director	c. POINT OF CONTACT TELEPHONE NUMBER (561) 586-1720 flofaso@lakeworth.org
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The City of Lake Worth recently selected Mathews Consulting (MC) to provide Construction Engineering & Inspection (CEI) Services for the 5th Avenue South (South "A" Street to South "F" Street) Pedestrian Trail Project. The project is located within the City of Lake Worth's Community Redevelopment Agency (CRA) target area. Local Agency Program (LAP) funding will be provided for the project through Florida Department of Transportation (FDOT). Improvements consist of landscaping, irrigation, traffic calming, hardscape improvements, roadway striping and signage, minor stormwater improvements, and conversion of City ROW to an improved bikeway and pedestrian trail. The project includes the following components:

- Construction Administration Services
- Value Engineering
- Constructability Review
- Public Outreach
- FDOT LAP Coordination
- Construction Inspections

Construction was completed on time, within budget and with 0 Change Orders. The construction value is \$4,339,630.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Mathews Consulting, Inc.	(2) FIRM LOCATION <i>(City and State)</i> West Palm Beach, FL	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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6. Example Projects & References

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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 4		
21. TITLE AND LOCATION <i>(City and State)</i> CEI Boca Raton Heights Infrastructure Improvements, Boca Raton, FL	22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2013</td> <td>CONSTRUCTION <i>(If applicable)</i> 2014</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION <i>(If applicable)</i> 2014
PROFESSIONAL SERVICES 2013	CONSTRUCTION <i>(If applicable)</i> 2014			
23. PROJECT OWNER'S INFORMATION				
a. PROJECT OWNER City of Boca Raton	b. POINT OF CONTACT NAME Chris Helfrich, Utilities Director	c. POINT OF CONTACT TELEPHONE NUMBER (561) 338-7300 chelfrich@ci.boca-raton.fl.us		
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>				

Mathews Consulting provided engineering services for the preliminary design, final design, public participation, permitting, bidding, and construction inspection services for the Boca Raton Heights Infrastructure Improvement Project. The Boca Raton Heights neighborhood is bounded by topographic features such as a natural ridge and roadways which result in stormwater runoff being trapped in the low-lying areas of the neighborhood. Stormwater improvements are proposed in order to address the problems associated with water ponding on the roadways, including pavement section deterioration.

A pavement condition review was completed and a decision matrix prepared to assist in analyzing which of the existing roadways should be reconstructed or whether a cost-saving overlay would be recommended.

In addition, new sanitary sewer and a wastewater lift station were proposed to serve the houses and businesses that are currently on septic tank, and water main improvements were proposed to improve fire flow and water system pressure.

The project was bid on July 19, 2013 with a construction cost of \$2,666,237. Construction was completed ahead of schedule, under budget, and with 9 Change Orders (mostly Owner-requested additional work scope.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Mathews Consulting, Inc.	(2) FIRM LOCATION <i>(City and State)</i> West Palm Beach, FL	(3) ROLE Prime Consultant
b.	(1) FIRM NAME Terracon Consultants, Inc.	(2) FIRM LOCATION <i>(City and State)</i> West Palm Beach, FL	(3) ROLE Geotechnical
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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6. Example Projects & References

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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 5
21. TITLE AND LOCATION <i>(City and State)</i> SW 12th Ave / Auburn Ave / SW 14th Ave, Delray Beach, FL	22. YEAR COMPLETED PROFESSIONAL SERVICES 2012 CONSTRUCTION <i>(If applicable)</i>	

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Delray Beach	b. POINT OF CONTACT NAME Victor Majtenyi, Dep Director Public Utilities	c. POINT OF CONTACT TELEPHONE NUMBER (561) 243-7300 majtenyi@mydelraybeach.com
--	--	---

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Mathews Consulting provided engineering services for the final design, permitting, and bidding of the SW 12th Avenue/Auburn Avenue/SW 14th Avenue project. Stormwater improvements, roadway resurfacing, landscaping, decorative street lighting, parallel parking, curbing, and paver cross walks are included in the project. The installation of parallel parking along SW 12th Avenue eliminates the ability for residents to use the front of their property for driveways. Access to the property is moved to the rear of the property, via the Alley, and new parking areas are proposed. This project is a joint venture for the City and the Community Redevelopment Agency (CRA). The CRA's input was critical in capturing the development vision to provide an aesthetically pleasing, pedestrian friendly corridor.

Components of the project design included the following:

- 2,625 LF of 15-inch to 30-inch stormwater piping.
- Resurfacing SW 12th Avenue from Atlantic Avenue to SW 7th Street and along SW 14th Avenue from SW 8th Street to SW 10th Street.
- Providing parallel parking along SW 12th Avenue from Atlantic Avenue to SW 3rd Street.
- Providing landscaping nodes and street trees along SW 12th Avenue from Atlantic Avenue to SW 7th Street and along SW 14th Avenue from SW 8th Street to SW 10th Street.
- Obtaining a Florida Department of Transportation permit for the intersection improvements at SW 12th Avenue and Atlantic Ave.

The project was bid in March 2011 with a construction cost of \$1,586,019. Project was completed on time, within budget, and with 0 Change Orders. Construction of the project has been completed.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Mathews Consulting, Inc.	(2) FIRM LOCATION <i>(City and State)</i> West Palm Beach, FL	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

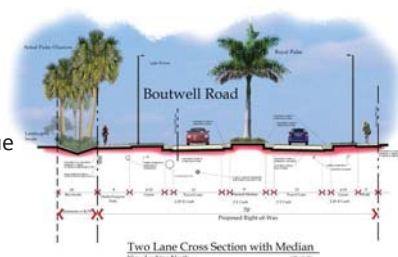
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6. Example Projects & References

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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 6
21. TITLE AND LOCATION <i>(City and State)</i> Park of Commerce Owner's Representative, Lake Worth, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES 2013 CONSTRUCTION <i>(If applicable)</i> 2019 (est)
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of Lake Worth	b. POINT OF CONTACT NAME Brian Shields, PE, Water Utilities Director	c. POINT OF CONTACT TELEPHONE NUMBER 561-352-3812 bshields@lakeworth.org
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

The City of Lake Worth selected Mathews Consulting to serve as the Owner's Representative for Phase I of the multi-phased redevelopment of the 393-acre industrial park, which will ultimately house an estimated 750,000 square feet of commercial space and 2,250,000 square feet of light industrial and office space. The project is located in central Palm Beach County and is bounded by 10th Avenue to the North, Lake Worth Road to the South, I-95 to the East and the E-4 Canal to the West. The infrastructure improvements consist of roadway redevelopment and utility upgrades for drainage, potable water, sanitary sewer, fire protection, electric supply, telecommunications, landscaping and street lighting.



Phase I of the Park of Commerce Infrastructure Improvements originally included upgrading Boutwell Road from 10th Avenue North to Lake Worth Road, including intersection improvements at 10th, 7th, 4th and 10th Avenues North and Joyce Avenue. Based on the available EDA Grant Funding, the project has been divided into Phase 1A and Phase 1B. Phase 1A includes upgrading Boutwell Road from 10th Avenue North to Joyce Avenue, and will also include Joyce Avenue and extending water and sewer improvements along Boutwell Road from Joyce Avenue to 4th Avenue North.

Mathews Consulting is providing Overall Comprehensive Project Management, assisting with Right-of-Way Acquisitions, assisting with undergrounding of Electrical/Telephone/Cable TV, Public Outreach, Engineering Design Review, EDA Grant Assistance, Bidding Services, and Construction Management and Resident Project Representative Services for project.

The project bid was \$5,579,190 and is under construction with 1 Change Order (Owner-requested additional work scope).

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME Mathews Consulting, Inc.	(2) FIRM LOCATION <i>(City and State)</i> West Palm Beach, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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6. Example Projects & References

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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 7
21. TITLE AND LOCATION <i>(City and State)</i> CEI 7th Avenue South Improvements, Lake Worth, FL	22. YEAR COMPLETED PROFESSIONAL SERVICES 2015 CONSTRUCTION <i>(If applicable)</i> 2016	
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of Lake Worth	b. POINT OF CONTACT NAME Felipe Lofaso, Asst Public Services Director	c. POINT OF CONTACT TELEPHONE NUMBER (561) 586-1720 flofaso@lakeworth.org
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

The City of Lake Worth selected Mathews Consulting (MC) to provide Engineering Services for the 7th Avenue South (South "A" Street to South "F" Street) Roadway Improvements Project. The project is located within the City of Lake Worth's Community Development Block Grant (CDBG) target area. CDBG funding will be provided for the project through Palm Beach Department of Economic Sustainability.

Mathews Consulting will provide data collection, design services, permitting services, public outreach meetings, bidding assistance, construction administration services and inspections for the project.

The infrastructure improvements consist of:

- Conversion of an unimproved 40-foot right-of-way section into a full roadway section
- New meandering pathway
- Swale area
- New 8-inch water main for looping purposes
- Roadway striping, signage & traffic calming
- Minor stormwater improvements

The project was bid in June 2015 with a construction cost of \$636,485. Construction of the project was completed in April 2016, within schedule and budget, and with 3 Change Orders.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Mathews Consulting, Inc.	(2) FIRM LOCATION <i>(City and State)</i> West Palm Beach, FL	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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6. Example Projects & References

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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 8
21. TITLE AND LOCATION <i>(City and State)</i> CEI Reclaimed Water Expansion Area 12A (Phase I & II), Delray Beach, FL	22. YEAR COMPLETED PROFESSIONAL SERVICES 2011 CONSTRUCTION <i>(If applicable)</i> 2014	

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Delray Beach	b. POINT OF CONTACT NAME Victor Majtenyi, Dep Director Public Utilities	c. POINT OF CONTACT TELEPHONE NUMBER 561-243-7328 majtenyi@mydelraybeach.com
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

The City of Delray Beach has adopted a Reclaimed Water Master Plan (RWMP), (prepared by Mathews Consulting, Inc., October, 2003) which identifies areas of service for the City's new reclaimed water system. The purpose of the RWMP is to serve as a planning document from which a reclaimed water system can be developed in phases as capital improvements are budgeted and scheduled through a designated time frame. The fifth project identified for implementation is "Area 12". The Area 12 RWS was broken into Area 12A (Phase 1 & 2), Area 12B and Area 12C. Mathews Consulting provided engineering design, permitting, surveying, geotechnical investigations, utility locates, bidding, construction administration support services and inspection services for the Area 12A (Phase I & II) reclaimed water transmission/distribution system. Specific project elements included the following:

- Reclaimed water mains (ranging from 4-inch to 10-inch diameters), valves, fittings & reclaimed water meter boxes/ services. The reclaimed water mains included conventional open-cut method of construction and directional drill method of construction.

- Provided 6-inch reclaimed water stub-outs as required for future connections.

Construction of the project has been completed within schedule and budget. Area 12A (Phase I) was constructed for \$1,470,000. Area 12A (Phase II) was constructed for \$1,456,545. The total construction price was \$2,926,545 with 0 Change Orders



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Mathews Consulting, Inc.	West Palm Beach, FL	Prime Consultant
(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
b.		
(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.		
(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.		
(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.		
(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.		

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6. Example Projects & References

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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 9		
21. TITLE AND LOCATION <i>(City and State)</i> CEI Rutland Boulevard Improvements, West Palm Beach, FL	22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2014</td> <td>CONSTRUCTION <i>(If applicable)</i> 2016</td> </tr> </table>		PROFESSIONAL SERVICES 2014	CONSTRUCTION <i>(If applicable)</i> 2016
PROFESSIONAL SERVICES 2014	CONSTRUCTION <i>(If applicable)</i> 2016			
23. PROJECT OWNER'S INFORMATION				
a. PROJECT OWNER City of West Palm Beach	b. POINT OF CONTACT NAME Tracy Ward, , Senior Project Engineer-Stormwater	c. POINT OF CONTACT TELEPHONE NUMBER 561-494-1040 tward@wpb.org		
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>				

Mathews Consulting provided engineering services for the preliminary design, final design, public participation, permitting, bidding and construction administration/inspections for the Rutland Boulevard Improvements Project. The project is located in a residential neighborhood in the City of West Palm Beach.

The infrastructure improvements include:

- Roadway, curb & gutter, and sidewalk reconstruction
- Stormwater facilities
- Water main upgrades
- Sanitary sewer replacement
- Signage and pavement markings
- Decorative street lights

Scope of work for the project included the following:

- Collect and review record drawings of project area.
- Conduct soil investigation of project area.
- Prepare detailed plan and profile design drawings.
- Prepare and process permit applications for South Florida Water Management District, and Palm Beach County Health Department.
- Prepare technical specifications.
- Prepare cost estimates.



The project was completed within schedule and budget and 1 Change Order (Owner requested additional work scope. Construction Cost: \$1.5M)

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Mathews Consulting, Inc.	(2) FIRM LOCATION <i>(City and State)</i> West Palm Beach, FL	(3) ROLE Prime Consultant
b.	(1) FIRM NAME Terracon Consultants, Inc.	(2) FIRM LOCATION <i>(City and State)</i> West Palm Beach, FL	(3) ROLE Geotechnical
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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6. Example Projects & References

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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 10
21. TITLE AND LOCATION <i>(City and State)</i> CEI Monceaux Rd Group I Improvements, West Palm Beach, FL	22. YEAR COMPLETED PROFESSIONAL SERVICES: 2013 CONSTRUCTION <i>(If applicable)</i> : 2016	
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of West Palm Beach	b. POINT OF CONTACT NAME Tracy Ward, Senior Project Engineer-Stormwater	c. POINT OF CONTACT TELEPHONE NUMBER 561-494-1040 tward@wpb.org
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

Mathews Consulting provided engineering services for the design, permitting, bidding and construction administration/inspections for the Monceaux Road - Group I Stormwater and Utility System Improvements Project. The project was part of the City's Phase II Stormwater Projects that was being funded by a Stormwater Bond. Elements of the project included Data Collection, Preliminary and Final Design, Permitting, Public Relations, Bidding Assistance, Construction Administration, and Inspection Services.

The infrastructure improvements included:

- Stormwater facilities, Water main upgrades & Sanitary sewer replacement and rehabilitation
- Roadway, curb & gutter, and sidewalk reconstruction
- Signage and pavement markings
- Landscaping & Decorative Street Lighting

Design components of the project included the following:

- Collect and review record drawings of project area
- Conduct soil investigation of project area
- Prepare detailed plan and profile design drawings
- Prepare and process permit applications for South Florida
- Prepare and process permit applications for South Florida Water Management District, FDOT, FEC Railway, and Palm Beach County Health Department
- Prepare technical specifications
- Prepare cost estimates



The project was completed within schedule and budget, with 5 Change Orders, and a Construction cost of \$3,532,899.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Mathews Consulting, Inc.	(2) FIRM LOCATION <i>(City and State)</i> West Palm Beach, FL	(3) ROLE Prime Consultant
b.	(1) FIRM NAME Terracon Consultants, Inc.	(2) FIRM LOCATION <i>(City and State)</i> West Palm Beach, FL	(3) ROLE Geotechnical
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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6. Example Projects & References

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6.2 EXAMPLE PROJECTS, SF330, SECTION F - TERRACON (SUB)

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		20. EXAMPLE PROJECT KEY NUMBER
		1
21. TITLE AND LOCATION (City and State) Miscellaneous Projects for the City of Lake Worth Lake Worth, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES Ongoing
		CONSTRUCTION (if) N/A
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of Lake Worth	b. POINT OF CONTACT NAME Giles Rhoads, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER (561) 586 1640
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)		

The City of Lake Worth establishes continuing contracts with a diverse consultant base to facilitate the issuance of engagements for studies, design, engineering, construction inspection, and other services across a range of CCNA disciplines. Terracon has held a continuing contract for geotechnical professional services with the City since 2014 and was recently re-selected. The scope of work includes, but is not limited to, engineering, construction materials testing services of concrete, compressive strength, density, and other related services.



The projects the firm has provided services for include, but are not limited to:

- District 2, N.E. Street – materials engineering and testing
- 20th Avenue and Park Street - materials engineering and testing
- East Clearwell Concrete Improvements – materials engineering and testing
- District 1, Year 1, Project 2, Lake Worth Neighborhood Road Program - materials engineering and testing
- Lake Worth Neighborhood Road Program Year 3 Pavement Cores - materials engineering and testing
- URS Road and UG - materials engineering and testing
- 2-inch Water Main Replacement, Phase II - materials engineering and testing
- Lake Worth Pump Station #4 & Generator Replacement - materials engineering and testing
- 8th Avenue Watermain Extension - materials engineering and testing
- Bryant Park Boat Ramp Parking Lot - materials engineering and testing
- 14th and 15th Ave Water Main Improvements – geotechnical engineering, pavement evaluation

Firm's Fees: \$100,000+ (estimated)

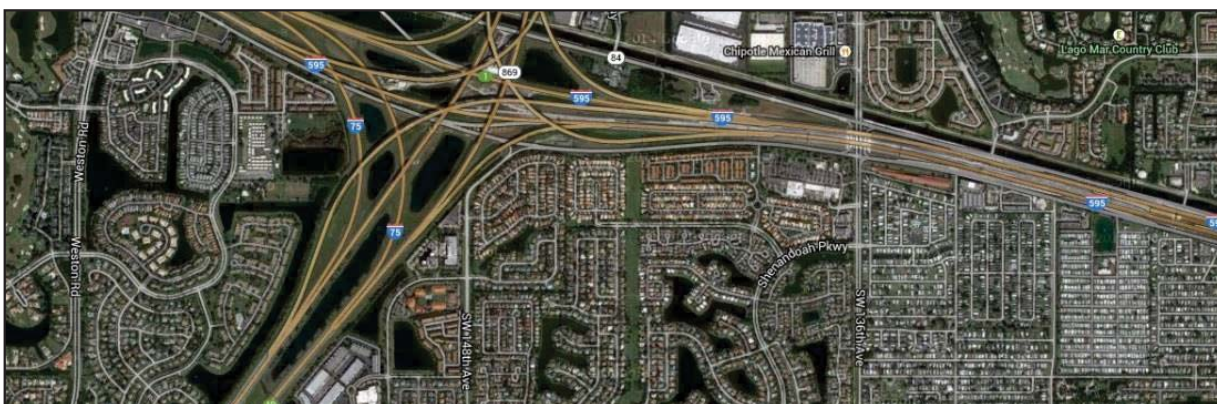
25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a.	(1). FIRM NAME Terracon	(2) FIRM LOCATION (City and State) West Palm Beach, FL
		(3) ROLE Prime Consultant
b.	(1). FIRM NAME	(2) FIRM LOCATION (City and State)
		(3) ROLE

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6. Example Projects & References

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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 2
21. TITLE AND LOCATION (City and State) FDOT Materials Testing Continuing Services Contract Districts 4 and 6, Various Locations in FL		22. YEAR COMPLETED PROFESSIONAL SERVICES: Ongoing CONSTRUCTION (if): N/A
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER FDOT	b. POINT OF CONTACT NAME Ronald Arcalas, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER (954) 677-7035
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)		



Terracon was awarded a five-year on-call contract to provide construction materials verification material testing and quality assurance material testing (QAMT) services for FDOT Districts 4 and 6 (D4/6) on various projects. Terracon provides field and laboratory testing services for concrete, soils, and asphalt.

These services are performed utilizing FDOT-qualified technicians and an approved laboratory. Test Standards: FDOT, ASTM, AASHTO, FM. Terracon provides services on a task order basis. The budget for the tasks is managed and monitored closely in our Terracon system to ensure that each task is completed within provided funds. Asphalt testing services are generally on an on-call basis, and budgets for these tasks have to be monitored closely.

FDOT requires multiple personnel for asphalt verification and independent verification services. Due to our multiple offices and the largest fleet of asphalt technicians in South Florida, we are able to provide the required personnel, even on a short notice. This assures the construction activities do not have to be delayed, canceled, or rescheduled.

Terracon has a long-term relationship with the FDOT Materials Office. Terracon has held several similar contracts with FDOT Districts 4 and 6 since 2005. Our reselection on these contracts speaks about our commitment and performance to provide these services to our client.

Contract Amount: \$1,500,000 estimated

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a.	(1) FIRM NAME Terracon	(2) FIRM LOCATION (City and State) West Palm Beach, FL
		(3) ROLE Prime Consultant
b.	(1) FIRM NAME Terracon	(2) FIRM LOCATION (City and State) Port St. Lucie, FL
		(3) ROLE Prime Consultant

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6. Example Projects & References

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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 3				
21. TITLE AND LOCATION (City and State) Sandalfoot Boulevard and SR 7 and SW 3rd Street and SR 7 Bridge Replacements Palm Beach County, FL		22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (#)</td> </tr> <tr> <td>Ongoing</td> <td>N/A</td> </tr> </table>	PROFESSIONAL SERVICES	CONSTRUCTION (#)	Ongoing	N/A
PROFESSIONAL SERVICES	CONSTRUCTION (#)					
Ongoing	N/A					
23. PROJECT OWNER'S INFORMATION						
a. PROJECT OWNER Palm Beach County Engineering and Public Works	b. POINT OF CONTACT NAME Mark Tomlinson	c. POINT OF CONTACT TELEPHONE NUMBER (561) 684-4180				
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)						

Terracon is providing construction materials testing services for the construction of the referenced transportation project. The project includes approximately 13,221 SY mill existing asphalt pavement; 90 LF of 18" pipe culvert; 24 LF of 24" pipe culvert; 140 EA 18" RCP French drain; 1,118 SY 4: concrete sidewalk; 300 LF of prestressed deck slabs type A; 23.7 CY class II (bridge deck) concrete for keyways; and 1,835 LB reinforcing steel. Services are being provided under the firm's continuing contract with Palm Beach County. The scope of work for the firm's field and laboratory services include: soil testing, concrete and masonry testing, aggregate testing, and asphalt testing.

Firm's Fee: \$30,000 estimated

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME 	(2) FIRM LOCATION (City and State) West Palm Beach, FL	(3) ROLE Prime Consultant
b. (1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

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Terracon

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TAB 7: Organizational Structure

7. ORGANIZATIONAL STRUCTURE

ARCHITECT - ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION <i>(City and State)</i> CEI SERVICES FOR SEACREST BLVD FROM NE 22ND ST TO GULFSTREAM BLVD, CITY OF DELRAY BEACH, FL	
2. PUBLIC NOTICE DATE FEBRUARY 22, 2019	3. SOLICITATION OR PROJECT NUMBER RFQ No. 2019-029

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE David Mathews, PE, Executive Vice President		
5. NAME OF FIRM Mathews Consulting, a Baxter & Woodman Company		
6. TELEPHONE NUMBER 561.655.6175	7. FAX NUMBER 561-655-6179	8. E-MAIL ADDRESS dmathews@baxterwoodman.com

C. PROPOSED TEAM

(Complete this section for the prime contractor and all key subcontractors.)

	(Check)				9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V	PARTNER	SUBCON-TRACTOR			
a.	✓				Mathews Consulting, a Baxter & Woodman Company <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	477 S. Rosemary Ave., Suite 330 West Palm Beach, FL 33401	Prime Consultant CEI
b.			✓		Terracon Consultants, Inc. <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	1225 Omar Road West Palm Beach, FL 33405	Materials Testing & Laboratory Testing
c.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		

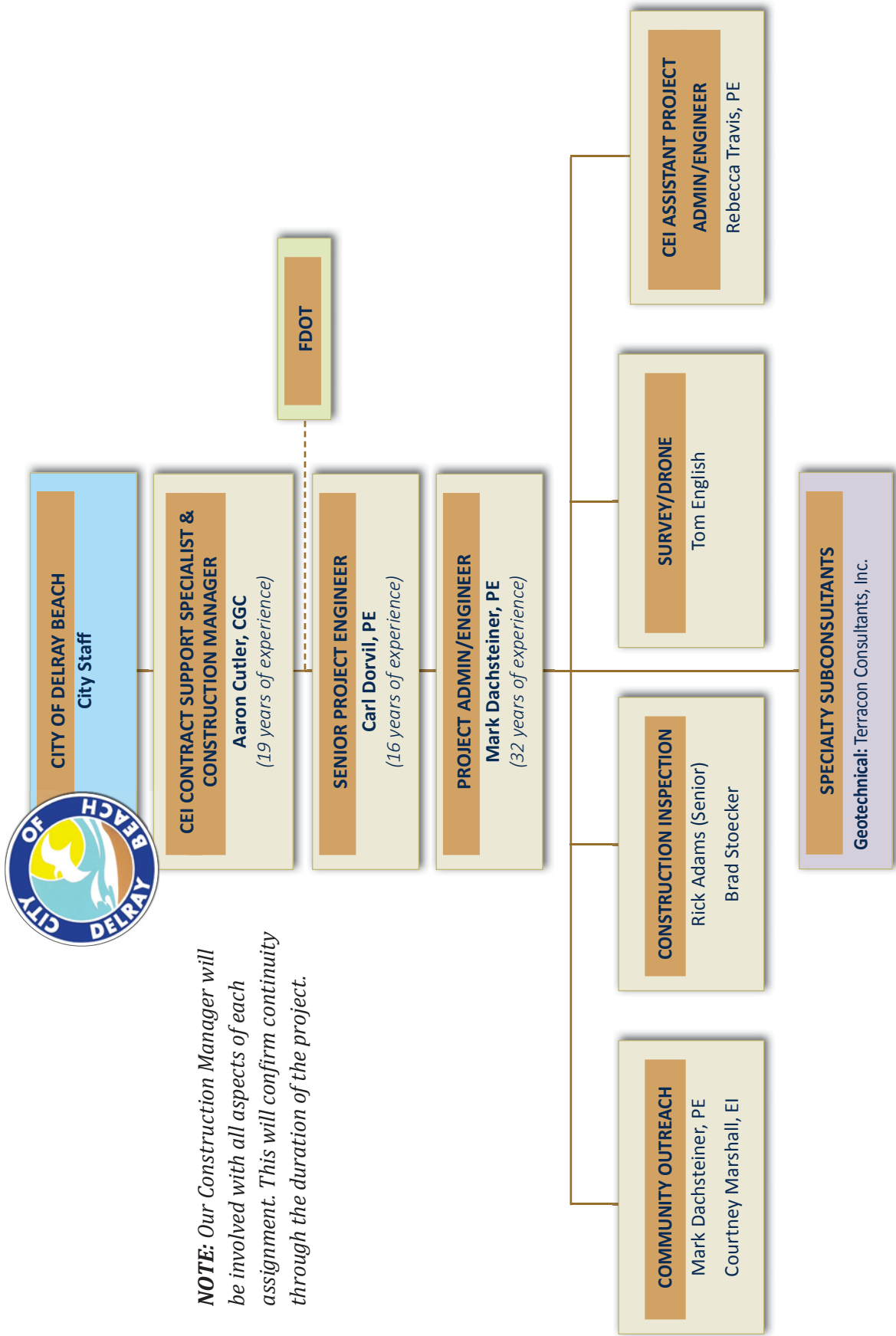
D. ORGANIZATIONAL CHART OF PROPOSED TEAM

☒ (Attached)

AUTHORIZED FOR LOCAL REPRODUCTION

STANDARD FORM 330 (REV. 8/2016)

DETAILED ORGANIZATIONAL CHART



NOTE: Our Construction Manager will be involved with all aspects of each assignment. This will confirm continuity through the duration of the project.

7. Organizational Structure

Page 101

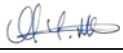
ARCHITECT-ENGINEER QUALIFICATIONS				1. SOLICITATION NUMBER (if any) RFQ No. 2019-029, Project No. 17-010 (16-095)		
PART II – GENERAL QUALIFICATIONS (If a firm has branch offices, complete for each specific branch office seeking work.)						
2a. FIRM (OR BRANCH OFFICE) NAME Mathews Consulting, a Baxter & Woodman Company			3. YEAR ESTABLISHED 1946	4. DUNS NUMBER 047569686		
2b. STREET 477 S. Rosemary Ave., Suite 330			5. OWNERSHIP			
2c. CITY West Palm Beach	2d. STATE FL	2e. ZIP CODE 33401	a. TYPE Corporation			
6a. POINT OF CONTACT NAME AND TITLE David L. Mathews, P.E./Executive Vice President			b. SMALL BUSINESS STATUS N/A			
6b. TELEPHONE NUMBER 561-655-6175			7. NAME OF FIRM (If block 2a is a branch office) Baxter & Woodman			
6c. E-MAIL ADDRESS dmathews@baxterwoodman.com						
8a. FORMER FIRM NAMES(S) (If any) Mathews Consulting, Inc.			8b. YR. ESTABLISHED 1998	8c. DUNS NUMBER 07-814-0873		
9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	28	1	A12	Automation, Controls, Instrumentation	6
08	CADD Technician	14	3	B02	Bridges	6
12	Civil Engineer	50	7	C12	Computer Facilities; Computer Science	6
15	Inspector	35	7	C15	Construction Management	6
16	Construction Manager	5	1	E03	Electrical Studies and Design	2
21	Electrical Engineer	3		E09	Environmental and Natural Resource Management	2
29	GIS Specialist	6		G04	Geographic Information Systems	3
30	Geologist	1		I03	Industrial Waste Treatment	3
57	Structural Engineer	4		L06	Lighting	
60	Transportation Engineer	46	2	P05	Planning	1
62	Water Resources Engineer	9	1	R04	Recreation Facilities (Parks, Marinas, etc.)	1
38	Land Surveyor	7	3	S04	Sewage Collection, Treatment and Disposal	7
	Automation Controls Engineer	22		S09	Structural Design	2
	Computer Science	11		S10	Surveying; Platting; Mapping; Flood Plain Studies	3
				S13	Storm Water Handling/Facilities	5
				T03	Traffic & Transportation Engineering	8
				T04	Topographic Surveying	2
				W02	Water Resources; Hydrology; Ground Water	3
				W03	Water Supply; Treatment and Distribution	6
	Other Employees					
	Total	241	25			

AUTHORIZED FOR LOCAL REPRODUCTION

STANDARD FORM 330 (REV. 8/2016) PAGE 7

7. Organizational StructurePage **102**

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(Insert revenue index number shown at right)</i>		PROFESSIONAL SERVICES REVENUE INDEX NUMBER	
a. Federal Work		1. Less than \$100,000	6. \$ 2 million to less than \$ 5 million
b. Non-Federal Work	9	2. \$100,000 to less than \$250,000	7. \$ 5 million to less than \$ 10 million
c. Total work	9	3. \$250,000 to less than \$500,000	8. \$ 10 million to less than \$ 25 million
		4. \$500,000 to less than \$ 1 million	9. \$ 25 million to less than \$ 50 million
		5. \$ 1 million to less than \$ 2 million	10. \$ 50 million or greater

12. AUTHORIZED REPRESENTATIVE The foregoing is a statement of facts	
a. SIGNATURE 	B. DATE March 18, 2019
c. NAME AND TITLE David Mathews P.E., Executive Vice President	

AUTHORIZED FOR LOCAL REPRODUCTION

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7. Organizational Structure

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Architect-Engineer Qualifications				1. SOLICITATION NUMBER (if any)		
PART II – GENERAL QUALIFICATIONS						
(If a firm has branch offices, complete for each specific branch office seeking work.)						
2a. FIRM (OR BRANCH OFFICE) NAME Terracon Consultants, Inc.			3. YEAR ESTABLISHED 2013		4. UNIQUE ENTITY IDENTIFIER 931493233	
2b. STREET 1225 Omar Road			5. OWNERSHIP			
2c. CITY West Palm Beach			a. TYPE Corporation			
2d. STATE Florida		b. SMALL BUSINESS STATUS N/A				
2e. ZIP CODE 33405		7. NAME OF FIRM (If block 2a is a branch office) Terracon Consultants, Inc.				
6a. POINT OF CONTACT NAME AND TITLE Michael J. O'Connor, P.E., Principal, Office Manager			(Est. 1965; DUNS No. 613569961)			
6b. TELEPHONE NUMBER 561-689-4299		6c. E-MAIL ADDRESS Mike.Oconnor@terracon.com				
8a. FORMER FIRM NAME(S) (if any) Dunkelberger Engineering & Testing, Inc.			8b. YEAR ESTABLISHED 1994		8c. UNIQUE ENTITY IDENTIFIER 931493233	
9. EMPLOYEES BY DISCIPLINE			10. PROFILE OF FIRMS EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS			
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	447		A06	Airports	8
05	Archaeologist	9		B02	Bridges	8
06	Architect	13		C06	Churches	6
07	Biologist	8		C10	Commercial Building Retail (Low Rise)	10
08	CADD Technician	40		D01,D02	Dams, Dikes, Levees	7
12	Civil Engineer	58		E02	Educational; Classrooms	9
14	Computer Programmer/IT	62		E07	Energy Conservation; Renewable Energy	8
15	Construction Inspector	176	2	E09	EIS; Assessments	8
23	Environmental Engineer	75		E12,H003	Env. Remediation, HTRW	9
24	Environmental Scientist	341	1	G04	Geographic Information System	2
26	Forensic (Building Diagnostic) Engineer	24		H07	Highways; Streets; Parking	10
27/55	Foundation/Geotechnical/Soils Engineer	367		H09	Medical Facilities	8
29	Geographic Info. Systems	3		H10	Hotels; Motels	7
30	Geologist	165	1	H11	Multi-Family Housing	8
36	Industrial Hygienist & Safety Specialists	82		I01,W01	Industrial; Manufacturing; Warehouse & Depots	10
40	Construction Materials/ Pavement Engineer	96	1	O01	Office Buildings	9
48	Project Manager	414		P04	Pipelines	8
58	Technician (Field & Testing Lab)	1801		P12	Power Gen, Transmission, Distribution	9
	Driller	200	2	R03	Railroad; Rapid Transit	6
	Bldg Enclosure/Roofing Consultants/Bldg Commissioning	36		R12	Roofing	4
	Structural Steel Inspector	30		S03	Seismic Designs and Studies	3
	Petrographer			S05	Soils/Geologic Studies; Foundations	10
	Certified Commercial Diver			S07	Solid Waste Facilities	8
	Other Employees	103		S13	Storm Water	6
	Geophysicist	10		T02	Testing and Inspection Services	10
	Total	4560		W02	Water Resources; Hydrology; Groundwater	6
				W03	Water Supply, Treatment; Distribution	7
11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER				
a. Federal Work	8	1. Less than \$100,000				
b. Non-Federal Work	10	2. \$100,000 to less than \$250,000				
c. Total Work	10	3. \$250,000 to less than \$500,000				
		4. \$500,000 to less than \$1 million				
		5. \$1 million to less than \$2 million				
		6. \$2 million to less than \$5 million				
		7. \$5 million to less than \$10 million				
		8. \$10 million to less than \$25 million				
		9. \$25 million to \$50 million				
		10. \$50 million or greater				
12. AUTHORIZED REPRESENTATIVE						
The foregoing is a statement of facts.						
a. SIGNATURE			b. DATE			
c. NAME AND TITLE Michael J. O'Connor, P.E., Principal, Office Manager						

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7. Organizational Structure

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Architect-Engineer Qualifications				1. SOLICITATION NUMBER (if any)		
PART II – GENERAL QUALIFICATIONS						
(If a firm has branch offices, complete for each specific branch office seeking work.)						
2a. FIRM (OR BRANCH OFFICE) NAME			3. YEAR ESTABLISHED		4. UNIQUE ENTITY IDENTIFIER	
2b. STREET			2013		931835417	
645 NW Enterprise Dr., Suite 107			5. OWNERSHIP			
2c. CITY			a. TYPE Corporation			
Port St. Lucie			b. SMALL BUSINESS STATUS			
2d. STATE			N/A			
2e. ZIP CODE			7. NAME OF FIRM (If block 2a is a branch office)			
34986			Terracon Consultants, Inc.			
6a. POINT OF CONTACT NAME AND TITLE			(Est. 1965; DUNS No. 613569961)			
David Youngstrom, Office Manager						
6b. TELEPHONE NUMBER			8b. YEAR ESTABLISHED			
772-343-9787			1994			
6c. E-MAIL ADDRESS			8c. UNIQUE ENTITY IDENTIFIER			
Dave.Youngstrom@terracon.com			931835417			
8a. FORMER FIRM NAME(S) (if any)						
Dunkelberger Engineering & Testing, Inc.						
9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	447	1	A06	Airports	8
05	Archaeologist	9		B02	Bridges	8
06	Architect	13		C06	Churches	6
07	Biologist	8		C10	Commercial Building Retail (Low Rise)	10
08	CADD Technician	40		D01.D02	Dams, Dikes, Levees	7
12	Civil Engineer	58		E02	Educational; Classrooms	9
14	Computer Programmer/IT	62		E07	Energy Conservation; Renewable Energy	8
15	Construction Inspector	176		E09	EIS; Assessments	8
23	Environmental Engineer	75		E12.HO03	Env. Remediation, HTRW	9
24	Environmental Scientist	341		G04	Geographic Information System	2
26	Forensic (Building Diagnostic) Engineer	24		H07	Highways; Streets; Parking	10
27/55	Foundation/Geotechnical/Soils Engineer	367	1	H09	Medical Facilities	8
29	Geographic Info. Systems	3		H10	Hotels; Motels	7
30	Geologist	165		H11	Multi-Family Housing	8
36	Industrial Hygienist & Safety Specialists	82		I01.W01	Industrial; Manufacturing; Warehouse & Depots	10
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48	Project Manager	414	2	P04	Pipelines	8
58	Technician (Field & Testing Lab)	1801	6	P12	Power Gen. Transmission. Distribution	9
	Driller	200		R03	Railroad; Rapid Transit	6
	Bldg Enclosure/Roofing Consultants/Bldg Commissioning	36		R12	Roofing	4
	Structural Steel Inspector	30		S03	Seismic Designs and Studies	3
	Petrographer			S05	Soils/Geologic Studies; Foundations	10
	Certified Commercial Driver			S07	Solid Waste Facilities	8
	Other Employees	103		S13	Storm Water	6
	Geophysicist	10		T02	Testing and Inspection Services	10
	Total	4560	10	W02	Water Resources; Hydrology; Groundwater	6
				W03	Water Supply; Treatment; Distribution	7
11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)				PROFESSIONAL SERVICES REVENUE INDEX NUMBER		
a. Federal Work 8				1. Less than \$100,000		
b. Non-Federal Work 10				2. \$100,000 to less than \$250,000		
c. Total Work 10				3. \$250,000 to less than \$500,000		
				4. \$500,000 to less than \$1 million		
				5. \$1 million to less than \$2 million		
				6. \$2 million to less than \$5 million		
				7. \$5 million to less than \$10 million		
				8. \$10 million to less than \$25 million		
				9. \$25 million to \$50 million		
				10. \$50 million or greater		
12. AUTHORIZED REPRESENTATIVE						
The foregoing is a statement of facts.						
a. SIGNATURE			b. DATE			
David Youngstrom, Office Manager						

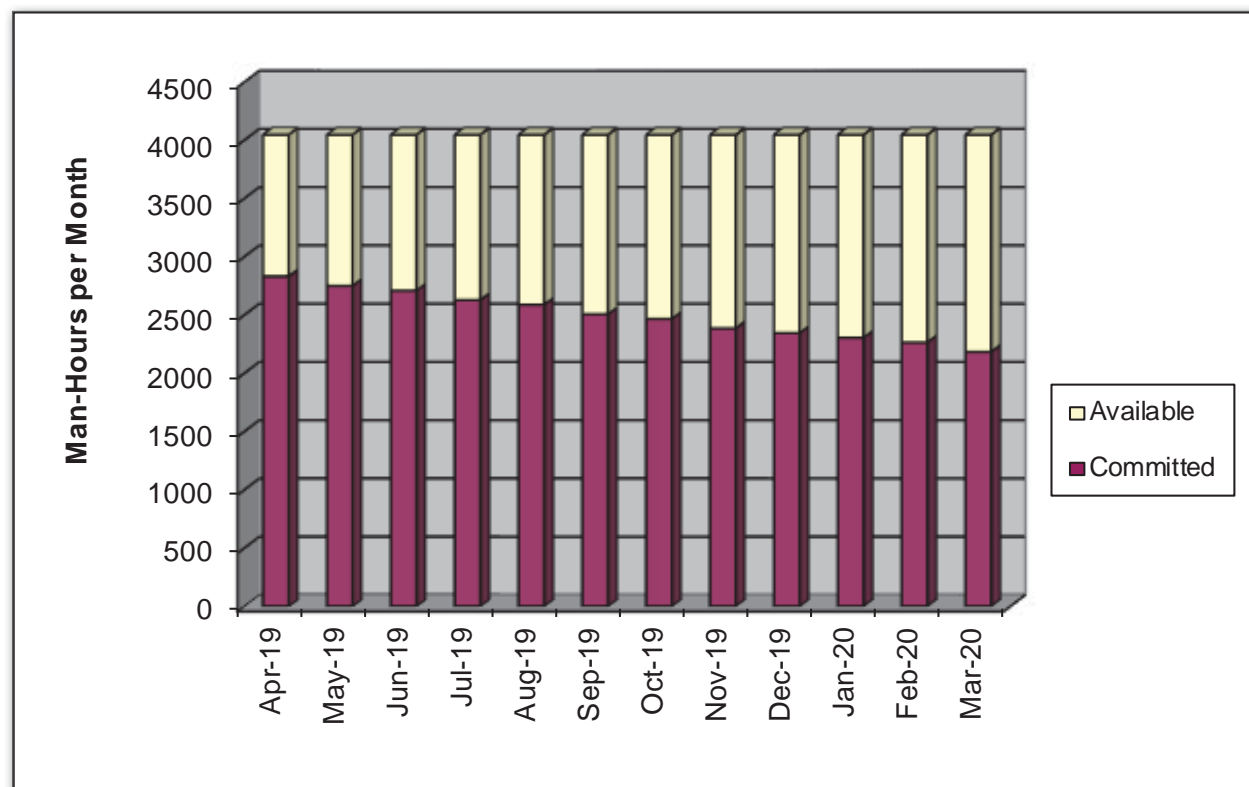
STANDARD FORM 330 (REV. 8/2016) PAGE 6

LOCAL, AVAILABLE, & COMMITTED

Mathews Consulting is available to begin the work tasks associated with this Contract immediately. Our experienced staff permits us to commit all of our necessary resources to the City of Delray Beach Construction Engineering and Inspection Services for the Seacrest Boulevard from NE 22nd Street to Gulfstream Boulevard project. Mathews Consulting is committed to assign the most qualified, technical expertise to this project assignment, meet the required schedules and budgets, and produce exceptional project results.

Our Construction Manager, Aaron Cutler, C.G.C., will be fully dedicated to this Contract and to the City to confirm that all project tasks are performed on time and within budget. Our Project Director and Construction Manager will be available for the duration of this Contract.

Mathews Consulting's projected workload is presented in the figure below. The chart shows that we have more than enough man-hours available to provide Construction Administration, Resident Project Representative Services, and coordination for this Contract. We are immediately available to provide exceptional construction engineering and inspection services to the City of Delray Beach.



As the chart demonstrates, our workload availability far exceeds the required staffing allocation for this project. This project will be our TOP PRIORITY, and we will devote all required resources and personnel to the project that is required to complete the project tasks efficiently, with the highest quality of standards. All key team members that will be involved in this project have availability for the duration of this project.

7. Organizational StructurePage **106****Project Team's Commitment and Availability**

The table below identifying each team member's percentage of commitment and availability for the City's Seacrest Boulevard project.

Team Member	Percentage of Commitment & Availability
CEI Contract Support Specialist & Construction Manager Aaron Cutler, GCG	100%
CEI Senior Project Engineer Carl Dorvil, PE	50%
CEI Project Administrator/ Project Engineer Mark Dachsteiner, PE	40%
CEI Assistant Project Administrator/Project Engineer Rebecca Travis, PE	25%
CEI Senior Inspector Rick Adams	100%
CEI Inspector Brad Stoecker	20%

As CEI Contract Support Specialist and Construction Manager, Aaron Cutler, GCG, will be your main point of contact and most available to the City for any questions and/or concerns.

Contact Aaron at:

P: 561-425-7714

E: acutler@baxterwoodman.com



TAB 8: Attachments

8. ATTACHMENTS

Our fully executed forms and Affidavits required by this solicitation have been submitted online through BidSync.

<input type="checkbox"/>	2019-029 CEI Services for Phase 3 Seacrest Beautification rev 1.pdf	[download]	 Viewed
<input type="checkbox"/>	Acknowledgement of Addenda	[download]	 Accepted
<input type="checkbox"/>	Submittal Signature Page	[download]	 Accepted
<input type="checkbox"/>	Conflict of Interest Disclosure Form	[download]	 Accepted
<input type="checkbox"/>	Notification of Public Entity Crimes Law	[download]	 Accepted
<input type="checkbox"/>	Notification of Public Records Law	[download]	 Accepted
<input type="checkbox"/>	Drug-Free Workplace	[download]	 Accepted
<input type="checkbox"/>	Truth-In-Negotiation	[download]	 Accepted
<input type="checkbox"/>	Solicitation Summary	[download]	 Accepted
<input type="checkbox"/>	Ph 3 Seacrest Beautification Construction Plans and Specifications.pdf	[download]	 Viewed
<input type="checkbox"/>	G1556 438289-1 LAP Agreement Executed.pdf	[download]	 Viewed
<input type="checkbox"/>	2019-029 Addendum No. 1.pdf	[download]	 Viewed
<input type="checkbox"/>	2019-029 SC Training Meeting Notice.pdf	[download]	 Viewed

[Select all](#) [Deselect all](#)
  = Included in Bid Packet
  = Excluded from Bid Packet

City of Delray Beach
RFQ No. 2019-029
Project No. 17-010 (16-095)
CEI Services for Seacrest Blvd from NE 22nd Street to Gulfstream Blvd

NON-COLLUSION AFFIDAVIT

There is no web form available on www.bidsync.com for this form. Please print and complete this form

STATE OF FLORIDA
COUNTY OF PALM BEACH

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

a. He/She is President/CEO of Baxter & Woodman, Inc., the Proposer that has submitted a Proposal to perform work for the following:
CEI Services for Seacrest Boulevard from NE
RFQ No.: 2019-029 Title: 22nd Street to Gulfstream Boulevard

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.

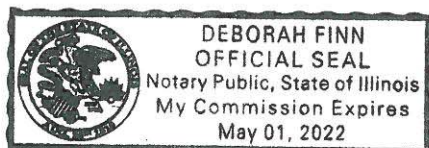
d. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.




Signature

Subscribed and sworn to (or affirmed) before me this 21 day of March 2019, by John V. Ambrose, who is personally known to me or who has produced _____ as identification.

SEAL



Notary Signature 
Notary Name: DEBORAH FINN
Notary Public (State): ILLINOIS
My Commission No: 371956
Expires on: May 1, 2022

40

Supplier: **Baxter & Woodman, Inc.**

ACKNOWLEDEMENT OF ADDENDA

INSTRUCTIONS COMPLET PART I OR PART II, WHICHEVER APPLIES

PART I

List below that dates of issue for addendum received in connection with this solicitation.

Addendum #1, Dated **1/23/2019**

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 RECEIVE IN CONNECTION WITH THE SOLICATION

Mathews Consulting, a Baxter & Woodman Company

Firm Name

Dave Mathews

Signature

David Mathews, PE, Executive Vice President

Name and Title

3/22/2019

Date

Supplier: **Baxter & Woodman, Inc.**

SUBMITTAL SIGNATURE PAGE

By signing this document, the Bidder/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: **Mathews Consulting, a Baxter & Woodman Company**

Street Address: **477 S. Rosemary Ave., Suite 330, West Palm Beach, FL 33401**

Mailing Address (if different from Street Address):

Telephone Number(s): **561.655.6175**

Fax Number(s): **561.655.6179**

Email Address: **dmathews@baxterwoodman.com**

Federal Employer Identification Number: **36-2845242**

Prompt Payment Terms: % days' net days

Signature: **David Mathews, PE**

(Signature of authorized agent)

Print Name: **David Mathews, PE**

Title: **Executive Vice President**

Date: **3/22/2019**

By signing this document, the Bidder/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 BIDDER/PROPOSER TO BE BOUND BY THE TERMS OF ITS BID/PROPOSAL, FOR NOT LESS THAN 90 DAYS, AND THE BIDDER'S/PROPOSER'S UNEQUIVOCAL OFFER TO BE BOUND BY THE TERMS AND CONDITIONS SET FORTH IN THIS SOLICITATION. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE, BY AN AUTHORIZED REPRESENTATIVE, SHALL RENDER THE BID/PROPOSAL NON-RESPONSIVE. THE CITY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY BID/PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE BIDDER/PROPOSER TO THE TERMS OF ITS BID/PROPOSAL.

Supplier: **Baxter & Woodman, Inc.**

CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, *Florida Statutes*. All Bidders/Proposers must disclose within their Bid/Proposal: the name of any officer, director, or agent who is also an employee of the City of Delray Beach.

Furthermore, all Bidders/Proposers must disclose the name of any City employee who owns, directly or indirectly, an interest of more than five percent (5%) in the Bidder's/Proposer's 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 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 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 due to any other Cities, Counties, contracts, or property interest for this Bid/Proposal.
- ☐ 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 Bid/Proposal.

Acknowledged by:

Mathews Consulting, a Baxter & Woodman Company

Firm Name

David Mathews, PE, Executive Vice President

Signature

David Mathews, PE, Executive Vice President

Name and Title

3/22/2019

Date

Supplier: **Baxter & Woodman, Inc.**

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 Bid/Proposal on a contract to provide any goods or services to a public entity; may not submit a Bid/Proposal on a contract with a public entity for the construction or repair of a public building or public work; may not submit Bids/Proposals on leases or real property to a public entity; may not be awarded or perform work as a contractor, supplier, sub-Bidder/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:

Mathews Consulting, a Baxter & Woodman Company

Firm Name

David Mathews, PE, Executive Vice President

Signature

David Mathews, PE, Executive Vice President

Name and Title

3/22/2019

Date

Supplier: Baxter & Woodman, Inc.

Notification of Public Records Law Pertaining to Public Contracts and Requests for Contractor Records Pursuant to Chapter 119, *Florida Statutes*

Pursuant to Chapter 119, *Florida Statutes*, Contractor shall comply with the public records law by keeping and maintaining public records required by the City of Delray Beach in order to perform the service. Upon request from the City of Delray Beach' custodian of public records, contract shall provide the City of Delray Beach with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes* or as otherwise provided by law. Contractor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract. If the Contractor does not transfer the records to the City of Delray Beach. Contractor upon completion of the contract, shall transfer, at no cost, to the City of Delray Beach all public records in possession of the Contractor or keep and maintain public records required by the City of Delray Beach in order to perform the service. If the Contractor transfers all public records to the City of Delray Beach upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City of Delray Beach, upon request from the City of Delray Beach' custodian of public records, in a format that is compatible with the information technology systems of the City of Delray Beach.

IF THE SELECTED BIDDER/PROPOSER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE SELECTED BIDDER'S/PROPOSER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT CITY OF DELRAY BEACH, CITY CLERK, 100 N.W. 1ST AVE., DELRAY BEACH FLORIDA. THE CITY CLERK'S OFFICE MAY BE CONTACTED BY PHONE AT 561-243-7050 OR VIA EMAIL AT CITYCLERK@MYDELRAYBEACH.COM.

Acknowledged:

Mathews Consulting, a Baxter & Woodman Company

Firm Name

David Mathews, PE, Executive Vice President

Signature

David Mathews, PE, Executive Vice President

Name and Title (Print or Type)

3/22/2019

Date

Supplier: **Baxter & Woodman, Inc.**

DRUG-FREE WORKPLACE

Mathews Consulting, a Baxter & Woodman Company is a drug-free workplace and has

(Company Name)

a substance abuse policy in accordance with and pursuant to Section 440.102, *Florida Statutes*.

Acknowledged by:

Mathews Consulting, a Baxter & Woodman Company

Firm Name

David Mathews, PE, Executive Vice President

Signature

David Mathews, PE, Executive Vice President

Name and Title

3/22/2019

Date

Supplier: **Baxter & Woodman, Inc.**

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 Agreement 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.

Name: **David Mathews, PE**

Title: **Executive Vice President**

Date: **3/22/2019**

Signature: **David Mathews, PE, Executive Vice President**

Supplier: **Baxter & Woodman, Inc.**

SOLICITATION SUMMARY

IMPORTANT NOTICE

The information you provide on this page may be read aloud at the PUBLIC OPENING for this Solicitation. It is VERY IMPORTANT that the summary information you provide below is exactly the same information contained in your Bid. If subsequent to the opening of Bids/Proposals, the City determines that the information contained in the electronic version of your Bid/Proposal is different from the information on this Solicitation Summary, the City reserves the right to deem your Bid/Proposal NON-RESPONSIVE and remove your Bid/Proposal from further evaluation and consideration for contract award.

BID INFORMATION

Solicitation Number:	2019-029
Title:	CEI Services for Seacrest Blvd from NE 22nd Street to Gulfstream Blvd
Due Date and Time:	March 25, 2019 @ 2:00 p.m., (LOCAL TIME)
Name of Bidder/Proposer:	Mathews Consulting, a Baxter & Woodman Company
Address	477 S. Rosemary Ave., Suite 330, West Palm Beach, FL 33401
Contact Person	David Mathews, PE, Executive Vice President
Bid/Proposal Amount (if applicable):	NA
Authorized Signature:	Dave Mathews
Date:	3/22/2019

By signing and submitting this Solicitation Summary, the Bidder/Proposer affirms that the information provided above is an exact and correct summary of the information contained in the electronic version of the Bidder's/Proposer's Bid/Proposal to the City of Delray Beach.

THIS SOLICITATION SUMMARY MUST BE SIGNED AND INCLUDED AS AN ORIGINAL HARDCOPY IN THE SEALED PACKAGE CONTAINING YOUR BID/PROPOSAL OR SIGNED AND INCLUDED WITH YOUR SECURE ELECTRONIC BID/PROPOSAL SUBMITTAL THROUGH WWW.BIDSYNC.COM.