



Continuing Contract for Professional (CCNA)

Request for Qualifications No. 20-07-01 2-Civil Engineers



Tuesday, August 18, 2020 at 2:30 PM



Submitted by:
Ross Engineering, Inc.
17670 NW 78th Avenue, Suite 214
Miami, FL 33015
Phone: 786-468-8304
ross@rossengineers.com

Tab 1 A. Title Page



City of Sunny Isles Beach
18070 Collins Avenue
Sunny Isles Beach, FL 33160

Continuing Professional Consulting Services (CCNA) RFQ No. 20-07-01 August 18, 2020 2:30 p.m.

Submitted by:

Ross Engineering, Inc.

Project Manager: **Robert J. Ross, PE, LEED AP**

17670 NW 78th Avenue, Suite 214
Miami, FL 33015

Phone: 786-468-8304

ross@rossengineers.com

Tab 2 B. Tables of Contents

Table of Contents

| | | Page (s) |
|-------|---|----------|
| Tab 1 | A. Title Page | 1 |
| Tab 2 | B. Table of Contents | 2 |
| Tab 3 | C. Cover Letter and Executive Summary | 3-6 |
| Tab 4 | D. Project Approach and Understanding | 7-9 |
| Tab 5 | E. Qualification Information and Assigned Personnel | 10-53 |
| Tab 6 | F. Firm References and Similar Work Completed | 54-92 |
| Tab 7 | G. Corporate Standing and Authorized Signatory | 93-105 |
| Tab 8 | H. Forms and Attachments | 106-133 |

Tab 3 C. Cover Letter and Executive Summary

August 18, 2020

Sunny Isles Beach Government Center
Attn: City Clerk
18070 Collins Avenue
Sunny Isles Beach, FL 33160

**Re: Continuing Professional Consulting Services (CCNA)
Request for Qualification No. 20-07-01
Scope of Services: 2-Civil Engineer**

Dear Selection Committee:

Ross Engineering, Inc. (Ross) is pleased to submit this proposal to provide the City of Sunny Isles Beach for the professional design services required for Professional Services Categories 2-Civil Engineer. Ross is dedicated to professional excellence, providing clients with exceptional, innovative, and cost-effective professional engineering services.

Ross was established in 2003 by two Civil/Water Resources Engineers, our firm is foremost a Civil and Water Resources Engineering Firm. The principals, Robert Ross and Melissa Ross have a combined 46 years of experience in engineering, primarily in the state of Florida. Robert and Melissa have serviced both public and private sector Clients taking projects from inception through design, permitting and construction. We take a team approach to project management and always consider budgets, schedules, and constructability in our design. By taking advantage of the latest technology in computer modeling; keeping on top of the latest design techniques and permitting criteria; and bringing together some of the strongest design and planning professionals in South Florida, Ross Engineering, has come to signify success in Civil Engineering, Project Management and Water Resources Engineering projects.



Official Corporate Contacts and those authorized to negotiate terms, render binding decisions, and commit resources and sign contracts are:

Melissa Ross, President mross@rossengineers.com

Robert Ross, Vice-President rross@rossengineers.com

Ross is submitting our firm's qualification for consideration to provide the engineering services for Category 2-Civil Engineer. We have reviewed and understand the necessary requirements to be provided under this contract and have provided these similar services over the past several years for various Florida Municipalities.

We are fully committed to perform the work under this contract in full accordance with the terms of the contract and local building codes. If Ross is selected, we are committed to the success of this contract for the City of Sunny Isles Beach and will meet at any location we are requested to. The depth of our experience has enabled us to work on multiple Task Orders simultaneously and stay with budget and remain on schedule.

Tab 3 C. Cover Letter and Executive Summary

CONTINUING SERVICE CONTRACT EXPERIENCE INCLUDES:

- City of North Miami
- The School Board of Broward County
- City of Fort Lauderdale Library of Services
- Miami-Dade County Water and Sewer
- Miami-Dade County Parks & Recreation
- Miami-Dade County EDP
- City of Hallandale – Consultant for Multiple Contracts)
- City of Pembroke Pines as a Consultant

Services provided to the City of Sunny Isles Beach will be provided out of our Miami Office located at: 17670 NW 78th Ave., Suite 214, Miami, FL 33015 / Phone: 786-468-8304 / Fax: 305-392-1019. **Less than 17 miles away.**

We possess the required business, local, state, and professional licenses to conduct engineering business in Florida. These licenses will remain in good standing during the duration of this contract.

City's Point of Contact and Authorized Person to make representation for the firm is Robert J. Ross, PE, LEED AP, Vice President. Mr. Ross is located at the above address and his phone number is: 786-468-8304



**Project Manager
27 Years of Experience**

Our proven team of professionals is the best choice for this Contract because we will provide highly qualified assistance to the City and as mentioned, we are remarkably familiar with the services required for a

continuing services contract. Our personnel have the ability as several of our municipal and private development projects have obtained their permits and are going into the construction phase, therefore, our staff has strong availability to work on this project

Ross Engineering, Inc. has a great reputation with the local tri-county permitting agencies in obtaining the necessary permits in a timely fashion. We strive to keep the client happy and pride ourselves on the attention we give to every client.

Regards,



Robert Ross, PE, LEED AP
Vice President

Tab 3 C. Cover Letter and Executive Summary

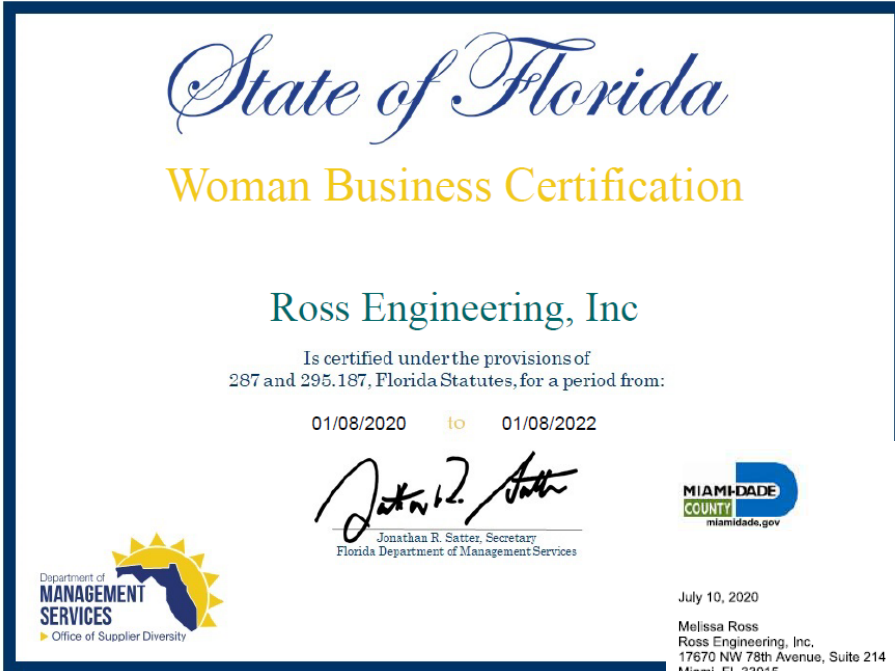
WORKLOAD:

As is demonstrated below our current Workload we have very few projects in the design phase and most are either in permitting or construction. This will allow our staff the availability to serve the City and the projects assigned in a timely manner.

| Client Name | Project Name | Current Phase | Percentage of =Completion | Contract Value |
|--|--|---|---------------------------|----------------|
| The School Board of Broward County | Bright Horizons Elementary School | Permitting | 98% | \$80,000 |
| Miami Dade County School Board | Miami Palmetto Senior High School | Construction | 75% | \$150,000 |
| Miami Dade County School Board | West Brickell Middle School & Workforce Housing | Design | 50% | \$95,000 |
| Miami Dade County Parks Dept | Crandon Park Larry & Penny Thompson Park | Final Certification | 85% | 60,000 |
| City of North Miami Continuing Services | City of North Miami AWA EPA Certification Project | 50% Completion of R&R; 0% Completion of ERP | 40% | \$150,000 |
| FPL | FPL Martin Terminal Site Engineering Services Contract | Construction | 95% | \$75,000 |
| Miami Dade County Water and Sewer Department | Consumer Line Relocation (CLR) Program | Construction | 60% | \$960,000 |
| Miami Dade County Water and Sewer Department | Small Diameter Contract Alhambra Circle | Permitting | 90% | \$97,000 |
| Miami Dade County Water and Sewer Department | Small Diameter Contract Flagler Street | Construction | 99% | \$58,000 |
| Miami Dade County Water and Sewer Department | Small Diameter Contract NW 22 nd Ave | Design | 75% | \$485,000 |
| Miami-Dade Jackson Memorial Hospital | Sanitary Sewer Evaluation Survey | Begin Phase II | 20% | \$70,000 |
| Miami-Dade Jackson Memorial Hospital | Jackson NW 12 th Ave Health Campus Stormwater Master Plan | Planning | 50% | \$35,000 |

Tab 3 C. Cover Letter and Executive Summary

Ross Engineering, Ins. Is certified as a M/WBE, SBE, DBE and CBE. We have included our State of Florida Minority/Small and Woman Owned business per your request.



Internal Services Department
Small Business Development
111 NW 1 Street, 19th Floor
Miami, Florida 33128
T 305-375-3111
F 305-375-3160



July 10, 2020
Melissa Ross
Ross Engineering, Inc.
17670 NW 78th Avenue, Suite 214
Miami, FL 33015

Approval Date: June 25, 2020 - Small Business Enterprise - Architectural & Engineering (SBE-A&E)
Anniversary Date: June 30, 2021

Dear Melissa Ross,

Miami-Dade County Small Business Development (SBD), a division of Internal Services Department (ISD), is pleased to notify you of your firm's continuing eligibility as a certified Small Business Enterprise - Architectural & Engineering (SBE-A&E). The Small Business Enterprise (SBE) programs are governed by sections 2-8.1.1.1.1, 2-8.1.1.1.2, 2-10.4.01, 10-33.02 of Miami-Dade County's Codes. Your firm is certified in the categories listed below.

The Small Business Enterprise - Architectural & Engineering (SBE-A&E) certification is continuing through the Anniversary Date listed above, contingent upon your firm maintaining its eligibility based on the criteria outlined in the aforementioned code. You will be notified of your annual responsibilities in advance of the Anniversary Date. You must submit the annual AFFIDAVIT FOR CONTINUING ELIGIBILITY no later than the Anniversary Date to maintain your eligibility. Your firm's name and tier level will be listed in the directory for all SBE certified firms, which can be accessed through Miami-Dade County's SBD website: <http://www.miamidade.gov/smallbusiness/certification-lists.asp>.

If there is a material change in your firm, you must advise this office by submitting a status change form with the associated supporting documentation, within thirty (30) days. Changes may include, but are not limited to, ownership, officers, directors, management, key personnel, scope of work performed, daily operations, on-going business relationships with other firms or individuals or the physical location of your firm. After our review, you will receive instructions as to how you should proceed, if necessary. Failure to do so will be deemed a failure on your part to cooperate and will result in action to remove your firm's certification.

It is strongly recommended that you register your firm as a vendor with Miami-Dade County. To register, you may visit: <http://www.miamidade.gov/procurement/vendor-registration.asp>. If you have any questions or concerns, you may contact our office at 305-375-3111 or email sbdcert@miamidade.gov.

Sincerely,

Claudious Thompson, Section Chief
Small Business Development

CATEGORIES: (Your firm may bid or participate on contracts only under these categories)

- MDC-TCC 03-01: SITE DEVELOPMENT AND PARKING LOT DESIGN
- MDC-TCC 03-02: MAJOR HIGHWAY DESIGN
- MDC-TCC 03-09: SIGNING, PAVEMENT MARKING, AND CHANNELIZATION
- MDC-TCC 06-01: WATER DISTRIBUTION AND SANITARY SEWAGE COLLECTION AND TRANSMISSION
- MDC-TCC 06-02: WATER AND SANITARY SEWAGE PUMPING FACILITIES
- MDC-TCC 10-01: STORMWATER DRAINAGE DESIGN ENGINEERING SERVICES
- MDC-TCC 16: GENERAL CIVIL ENGINEERING
- MDC-TCC 17: ENGINEERING CONSTRUCTION MANAGEMENT

Continuing Professional Consulting Services
Request for Qualifications No. 20-07-01
2-Civil Engineers



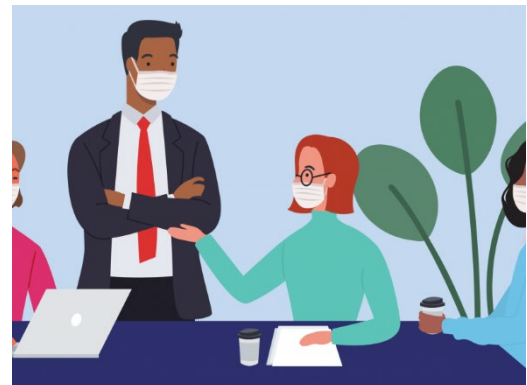
Tab 4 D. Project Approach and Understanding

Ross Engineering, Inc. (Ross) is readily available to assist the City of Sunny Isles Beach to provide Continuing Civil Engineering Consulting Services on an as-needed basis. Our firm is extremely familiar with all the projects listed in the City's RFQ and has successfully permitted and completed projects similar in scope. Planning, analyzing, and designing stormwater, water and wastewater is our specialty. Ross Engineering, Inc. is ready to serve the City with our Project Manager, Robert Ross, P.E. Mr. Ross will serve as the one point of contact for the continuing civil engineering services for this contract.

Ross was also hired by Miami Dade Water and Sewer Department to run the County's water distribution models using infowater for the entirety. Ross is performing a risk assessment and resiliency analysis for the City of North Miami's drinking water system in order to certify the City's potable water system with the Environmental Protection Agency (EPA). As part of this work, Ross has performed multiple workshops in person and virtually using Microsoft Teams with the key City staff. Coordination includes items such as vulnerability, resilience and longevity of the overall water plant and its distribution system. After the Risk and Resiliency phase completes, Ross will assist the City in creating an Emergency Response Plan (ERP) which describes strategies, resources, plans, and procedures the City can use to prepare for and respond to an incident, natural or man-made, that threatens life, property, or the environment. Incidents can range from small main breaks or localized flooding to large scale hurricanes, system contamination, among other examples.

Our approach to the project is to be proactive and setup meetings with key City staff including scope negotiations, project kickoff. We want the **City of Sunny Isles Beach** to feel that Ross Engineering, Inc. is an extension of the city staff and not an outside consultant performing work independently. We believe that strong communication and coordination with the city will greatly benefit each task work order project and will ensure that the City's funds are well spent. After the notice to proceed and initial meeting with the City, the Project Manager, Robert Ross, P.E., LEED AP, will implement a plan for the project including schedule, budget, and design. In the schedule, we will include any phasing plans, permitting and construction to ensure the project is delivered on time and within budget. Our clients continue to re-hire our firm because we provide valuable planning and design that considers constructability while minimizing construction costs and maintaining the schedule at the same time.

Our approach and methodology for each task work order described below has made each of our projects successful in staying on budget and within schedule.



Task Authorization (Proposal) Phase:

The first step in the process is to negotiate the task authorization. Upon receipt of the preliminary engineering report, scope of work, estimate of probable cost and project schedule the Ross Project Manager will review the documents provided with the team. If required a coordination meeting with the City will be scheduled to discuss and clarify all critical project elements. Items to be clarified may include project objective, scope of services, roles and responsibilities, the City's expectations, project schedule,

Tab 4 D. Project Approach and Understanding

site constraints, environmental concerns/considerations, regulatory requirements, and budget. Once the assignment is fully defined, consultant fees will be established and negotiated. Upon receipt of the executed Task Authorization, the work will begin.

Design Phase:

Based on our review of the scope of services identified in the RFQ the following is a summary of our design through construction submittals.

30%, 60% and 90% Design Submittals:

For the design and construction documents under the 30% phase, we will conduct our site and utility investigations and provide surveying. The drawing set will address location, installation, and relocation of any existing utilities. These preliminary drawings will include the data collected from the topographic survey of the limits of construction for the new drainage, water or sanitary sewer mains, the existing utility information collected during the Subsurface Utility Engineering (SUE) efforts and a list of jurisdictional regulatory agencies, including City, County, State, and Federal, with the associated permit fees and an anticipated schedule outlining the timeframe to secure each permit. The project schedule and preliminary estimates of probable cost will be updated. All the above-mentioned documents will be compiled and submitted to the City of Sunny Isles Beach for review and approval.

Prior to commencing the preparation of the 60% Submittal package, the Ross Engineering Team will schedule a 30% design review meeting with the City to discuss the 30% design review comments, review critical activities and milestones, discuss the estimates of probable cost and update the schedule, as required. The 60% design plans will detail the proposed improvements and will include pertinent standard details. Our typical plan set during 60% will include existing conditions (survey), proposed civil plans, gravity/force main plan and profiles, including connection points, isolation, and automatic air release valves. Preliminary technical specifications including front end documents will be prepared following the city's format. Included in the drawing set will be a preliminary maintenance of traffic plan per Miami-Dade County and Florida Department of Transportation (FDOT) District 6 requirements, specific to each project. The estimate of probable cost will be updated with more detailed information based on the plan set and project schedule will be revised to include preliminary construction timeline.

The 90% design package will reflect the complete set of construction drawings, specifications, calculations and estimates of probable cost in final form with ALL prior issues and comments resolved and incorporated into the construction documents. Together with the 90% Submittal, the Ross Team will prepare the necessary permit application packages, verify permit fees and forward to the City for review and execution as the permittee for the project.

Permitting:

Upon receipt of the City's 90% comments and executed permit application packages, the Ross Team will submit the permit package(s) to the regulatory agencies having jurisdiction. We will address comments received from the regulatory agencies and update the design drawings as required. Once the permit is issued, we will review permit conditions and, as needed, incorporate them in the final drawings and specifications. Ross utilizes a permitting log for all permitting agencies for a particular project with

Tab 4 D. Project Approach and Understanding

the submittal dates and review periods in order to assure that the agencies do not exceed the review time. Our team communicates very effectively with the various permit reviewers to expedite the process and avoid any unnecessary comments. On most permits, we will schedule a pre-application meeting with the agency reviewer to ensure that our approach is sound, and we are filing the correct permit application and associated fees.



100% FINAL Submittal

The 100% submittal will depict the final proposed engineering design package ready for the bidding and award phase of the project. The final design package will include final construction drawings and specifications, final engineer's opinion of probable costs, permits, and project schedule. A final comment and response log will also be prepared during this phase of the project.

Bidding & Construction

The Ross Project Manager will prepare a pre-bid meeting agenda jointly with the City's project manager. The Ross Team will attend the pre-bid meeting including site visit. During the bidding process our team will respond to bidder's request for information (RFI) and issue addenda, if required.

Ross will review the bid packages with the City's project manager, prepare a bid (comparison), evaluate and recommend award. Once a contractor has been selected, we will attend the pre-construction meeting to discuss key elements including construction schedule, phasing plan, utility conflicts, contractor's staging/yard area and maintenance of traffic plan. Our team will also review and process shop drawings, conduct periodic site inspections at critical stages of construction or at intervals coordinated with the City's construction manager, respond to contractor's RFIs, and attend and witness system testing. During the construction phase our team will also provide review of the schedule, schedule of values and attend progress meetings. Once the work has been completed by the Contractor, we will review the As-built drawings and all inspection report for compliance and submit all required permit closeout documents. Our Management team will handle the close-out of the construction contract until the project has received its certificate of occupancy and/or completion. Our team of construction management professionals have vast experience in bringing jobs to a successful completion including the acceptance of the final as-builts, density and compaction tests, pressure tests and punch lists.

Our team's background and great reputation in handling and dealing with local, State and Federal agencies and understanding municipal polices will certainly be an asset to the City of Sunny Isles Beach. Our experience in meeting delivery deadlines and obtaining permits in record time will be a benefit to the City. We strive to keep the client happy and pride ourselves on the attention we give to every client.

Tab 5 E. Qualification Information and Assigned Personnel

Key Personnel Bios

Robert J. Ross, PE, LEED AP **Sr. Project Manager/Principal**

Mr. Ross is a Principal and Civil Engineer with over 27 years of experience in project management, civil and environmental engineering design, potable water, and sanitary sewer design and permitting. Mr. Ross has worked for many continuing services contracts including but not limited to Miami Dade Water & Sewer Department's pipeline design, FP&L civil engineering services, City of North Miami continuing civil engineering services, and The School Board of Broward County continuing engineering services.



Melissa R. Ross, MSCE **Senior Civil Engineer/Principal**

Ms. Melissa Ross, MSCE has over 20 years of experience in the field of project management, design, construction inspection and administration, including design and evaluating water and wastewater systems, water and sewer modeling, pump station evaluation and design, permitting and cost estimating. Ms. Ross's project management experience includes design and permitting of water and wastewater services, force mains, gravity mains and septic systems. Her in-field construction management experience includes supervising inspectors' activities, pre-construction conferences, regular site visits, shop drawing review, design modifications, contract administration, and acting as a liaison between the owner, contractor, and the engineer.



Tab 5 E. Qualification Information and Assigned Personnel

Franlyn Garris **Project Engineer**

Franklyn is a Project Engineer with over 3 years of experience in civil and environmental engineering Design, water and sewer main design and permitting. Mr. Garris is currently designing utilities and drainage for Ross Engineering's public and private sector clients throughout South Florida and working on several water and sewer projects in both Broward and Miami-Dade Counties. Mr. Garris also has extensive construction inspection experience. His in-field construction management experience includes supervising inspectors' activities, regular site visits, shop drawing review, design modifications, contract administration, and acting as a liaison between the owner, contractor, and the engineer.



Daniel Sanders **Engineering Design**

Mr. Daniel Sanders has 16 years of combined experience as a civil engineering project manager and designer, including design and permitting of: Site Plans; Stormwater modeling; Water and Sewer; Gravity and Forcemain Systems; Lift Stations; Septic Systems; Roadways; and Subdivisions to name a few. He attributes his timely and efficient designs and permit approvals to his proper coordination, understanding of the permit process, and his proficiency in such software as AutoCAD Civil 3D, Cascade, and ICPR. He has successfully assisted clients in obtaining permits from a variety of regulatory agencies such as: DERM; SFWMD; WASDA; FDOH; FDOT; and a host of local Town, City, County, and School Board Permits. Mr. Sanders' projects have included new construction, site improvements, as well as feasibility studies. He has worked extensively with both the public and private sectors, as well as with a variety of School Boards throughout Broward, Miami-Dade, and Palm Beach Counties.



Samiksha Poudel, EIT **Project Engineer**

Ms. Poudel is a Project Engineer with over 5 years of experience in civil and environmental engineering Design, water and sewer main design, Hydraulic Modeling and permitting. Ms. Poudel is currently designing utilities and drainage for Ross Engineering's public and private sector clients throughout South Florida and working on several water and sewer projects in both Broward and Miami-Dade Counties. She is proficient in Autocad civil, 3d, icpr, casecade.



Tab 5 E. Qualification Information and Assigned Personnel

Past Record Project Experience

Continuing Professional Services Contract City of North Miami, North Miami, FL

City of North Miami Continuing Professional Services Contract – Scope: Planning and design projects from water, wastewater and drainage to roadway and studies including the AWAI recertification with the EPA which is currently ongoing. Contract Term and Amount is 5 years with a maximum of \$200,000 per task work order.

- **Task Order:** 112119-COMB AWIA 2018 Compliance Project Task 1 Risk and Resilience Analyses – services included the creating and updating of project schedules, data request forms, verified completeness of data request forms, verified completeness of PARRE data entry and report, ERP breakdowns of budget and scope.



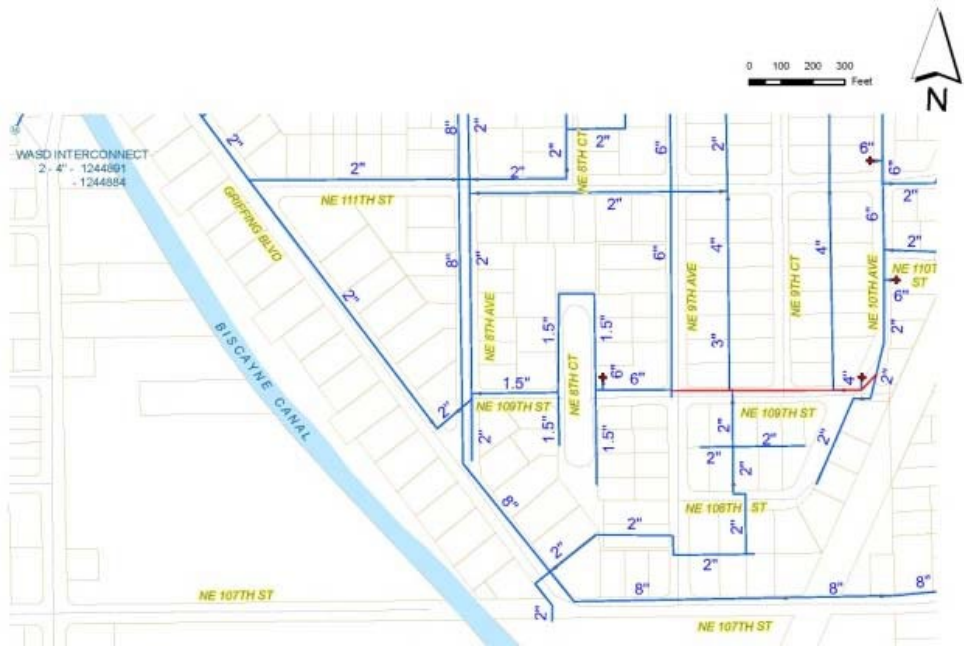
- **Task Order:** Ross Engineering, Inc. is performing a risk assessment and resiliency analysis for the City of North Miami’s drinking water system in order to certify the City’s potable water system with the Environmental Protection Agency (EPA). As part of this work, Ross has performed multiple workshops in person and virtually using Microsoft Teams with the key City staff. Coordination includes items such as vulnerability, resiliency and longevity of the overall water plant and its distribution system. After the Risk and Resiliency phase completes, Ross will assist the City in creating an Emergency Response Plan (ERP) which describes strategies, resources, plans, and procedures the City can use to prepare for and respond to an incident, natural or man-made, that threatens life, property, or the environment. Incidents can range from small main breaks or localized flooding to large scale hurricanes, system contamination, among other examples.

- **City of North Miami Basin #5 Drainage Improvements** – Ross Engineering, Inc. was responsible for the best management practices for water quality and flood mitigation for 7 city streets with problem areas. We performed the analysis, design and permitting for two drainage wells on NE 14th Avenue, a stormwater pump station on 136th Ave (FLYGH T PUMPS) with a 7.5 HP pump and 400 LF of force main. Additionally, Ross analyzed and designed a 15 HP pump station with force main on NE 142nd Street.



Tab 5 E. Qualification Information and Assigned Personnel

- **City of North Miami Engineering Design Services Biscayne Park Water Main Extension** – Robert J. Ross, PE, LEED AP was the Engineer of Record for the water main extension task work order to extend the existing 6" water main along NE 9th Ave. The project included coordination with the Public Works Director Mr. Wisler Pierre-Louis to discuss the scope of work and Ross’s role on the project. Approximately 1,000 linear feet of 6" PVC water main extension and two new fire hydrants were designed along NE 9th Ave and connected into the existing 6" on NE 10th Ave. Plans and profiles were designed for the water main extension showing all of the conflicts in the roadway and swale areas. Permits were obtained for this project through City of North Miami, Miami Dade County Health Department, and Miami Dade Fire Department. The construction was inspected, and certification was obtained through the Health Department.



Tab 5 E. Qualification Information and Assigned Personnel

Miami-Dade County Water and Sewer Department Water Distribution and Sanitary Sewer Pipeline Contract, Miami, FL (A Continuing Services Contract)

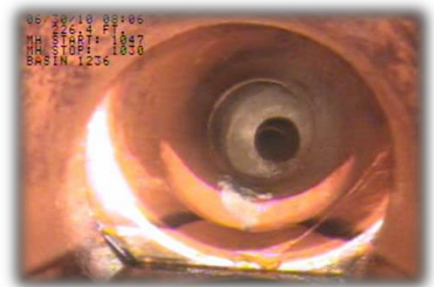
Other scope includes Permitting Services, Procurement Services and Construction Engineering Inspection Services. Contract Amount \$3.4M for 6 years with and optional 2-year extension for \$1m more.

Tasks have included:

Miami Dade County Water and Sewer Department NW 22nd Ave Wastewater Collection/Transmission System Expansion and Water Distribution Systems Improvement for the North Sub-Basin (D2-C-1) - Ross Engineering, Inc. assisted the Miami-Dade County's Project Manager to design the wastewater collection and transmission system and improve the potable water distribution system to the commercial and industrial parcels along the North Basin, north of NW 22nd Avenue. This design included 11,500 linear feet of new 8" and 12" sewer main, 850 linear feet of force main, and 5,800 linear feet of 8", 10" and 12" watermain along NW 22nd Ave. All the residents in that area will be required to abandon their existing septic systems and connect to the new sewer lateral that will be designed for each house. Through this new project, each property will be provided a new 6" sanitary sewer lateral, new water meter and water service that is connected to the new mains in the street. Const. Amount: \$4.4M



Miami Dade Water and Sewer Department Watermain Replacement along Alhambra Circle – Ross Engineering, Inc. assisted the County's Project Manager to design 1,800 linear feet of new 8" dip watermain to replace the existing 3" shallow pipeline in that area. Ross was also responsible for all the utility locates in that area, MOT plans, specification for Miami Dade Water and Sewer Department, permitting and the cost estimate. The watermain had to be offset from the median due to the large trees' roots destroying the pipe. Construction Amount: \$315,000



Tab 5 E. Qualification Information and Assigned Personnel

Miami-Dade County Equitable Distribution Program (EDP) – Miami, FL – Ross Engineering, Inc. has been assigned multiple task orders.

Ross Engineering, Inc.'s task orders have included to providing general civil engineering services including sanitary sewer evaluation survey (SSES) with smoke tests, flow tests and reports for eight parks under contracts through Miami Dade County Parks and Recreation Department.

Ross Engineering, Inc. has performed SSES for multiple EDP contracts and most recently a stormwater master plan for Jackson Memorial Hospital's main campus.

Prior to Ross Engineering, Inc.'s on-gong pipeline project with the Water and Sewer Department Robert Ross and Melissa Ross have worked on SSES and for the planning department for several years working on their water distribution model using infowater.



Tab 5 E. Qualification Information and Assigned Personnel

City of Lauderhill Continuing Services Contract, Lauderhill, FL - Ross Engineering, Inc.'s scope of services includes assistance to the engineering department for construction engineering services including cost estimating, inspections, review of contractor contracts, review of RFIs, as-builts, density tests, etc. 5 year contract up to \$1m / year in task work orders.



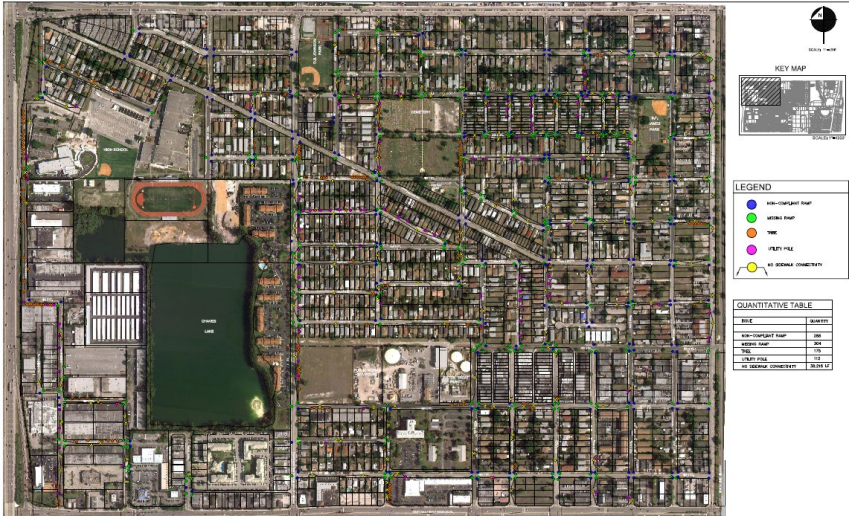
City of Hallandale Beach Continuing Services Contract RFP #FY 2018-2019-012 – Prime: 2+Architects. Awarded 08-2020 - Ross Engineering, Inc. is the sole civil engineering sub consultant to 2+Architects for a 5 year contract with the City of Hallandale Beach to provide paving, grading, drainage, water and sewer, traffic circulation designs, permitting, planning and construction administrative services.



Tab 5 E. Qualification Information and Assigned Personnel

City of Hallandale Beach Continuing Services Contract – Professional Engineering Services – Prime: Synalovski Romanick Saye - Ross Engineering, Inc. was awarded this Continuing Services Contract in 2017 as the sole civil engineering sub consultant for typical engineering design services.

- City of Hallandale Beach General Engineering Services Sidewalk/ADA Master Plan Project** - project to create a Masterplan of the City's sidewalks and connectivity. The assignment was to identify deficiencies and introduce solutions for sidewalk connectivity allowing for safe pedestrian usage including Americans with Disability Act (ADA) improvements for proper handicap access. A complete survey was performed throughout the city to analyze the condition at each intersection and Ross Engineering assisted the project Manager to provide connectivity solutions.



- City of Hallandale Beach Ingalls Park, Hallandale, FL** – project included the complete redesign of the park including all the drainage and grading for the new sidewalks, parking lot and pavilions. As part of this project, the City Hallandale requested for all of the existing sidewalks surrounding the park to be extended to 8’ sidewalks. Ross Engineering, Inc. coordinated closely with the Landscape Architect for the relocation of the existing trees as well as relocating existing catch basins. Permits for onsite and offsite were obtained from the City of Hallandale Beach, Broward County EPD, and FDOT drainage connection permit since this site was within 500’ of an FDOT right-of-way.



Tab 5 E. Qualification Information and Assigned Personnel

The School Board of Broward Professional Continuing Civil Engineering Services Contract, Broward County, FL

Broward County Schools Professional Continuing Civil Engineering Contract: Scope: Provide civil and transportation engineering services for miscellaneous projects including drainage improvement projects, fire line projects, drainage certification renewals with Broward County. Contract is 5 years and limited to \$1m/year in billable work. RFQ #17-114C in 2016

Task Orders via this contract have included:

Ross Engineering, Inc. provided the 5 Year stormwater Operation and Maintenance Re-Certification services that included Review of existing as-builts, inspections, preparation of a 5-year drainage re-certification report that detailed the findings of the existing surface water management system. Coordinated with contractor, maintenance, and prepared cost estimate with an opinion of probably cost. These services were provided at the following schools:

- **Central Park Elementary School**
- **Piper High School**
- **Sawgrass Elementary School**
- **Welleby Elementary School**



Ross Engineering, Inc. under a design task order for Driftwood Middle School designed and retrofitted drainage improvements throughout the school campus to eliminate ponding and flooding on the school grounds. Permits were pulled with The School Board of Broward County and Central Broward Water Control District.

Tab 5 E. Qualification Information and Assigned Personnel

Financial Stability

Our company is run in a very fiscally conservative fashion with a strong balance sheet and has seen record revenues and profits in the last 2-3 years under the economic recovery. In addition, due to our commitment to Government contracts, private utility companies like FPL and our long term clients in the private sector our company has only seen a small drop in revenues from the virus outbreak of Covid-19 and like many other small businesses took advantage of the Federal Government’s Payroll Protection Plan (PPP) and was able to keep all employees fully employed and actually added a new employee this summer during the pandemic. Our financial position remains strong all things considered, and we continue to provide the same level of communication and service to all our clients. We have adapted to working remotely and using PPE equipment in the office and the field and we are happy to announce that our employees are healthy and practicing safe distancing and sanitization by wearing masks, washing hands and using hand sanitizer.

Size of Workforce

| | |
|-------------------------|---|
| Civil Engineers | 3 |
| Construction Inspector | 1 |
| Water Resource Engineer | 2 |
| CADD Technical | 1 |
| Administrative | 2 |



Tab 5 E. Qualification Information and Assigned Personnel

Availability of Personnel



Tab 5 E. Qualification Information and Assigned Personnel

Local Permitting Experience

Ross Engineering, Inc. has extensive experience with numerous permitting agencies within the Tri-County area which include:

- | | |
|---|-------------------------------------|
| City of Sunny Isles Engineering Department | Miami Dade County Health Department |
| City of North Miami Engineering Department | Miami Dade County Fire Department |
| City of North Miami Beach Engineering Department | City of Fort Lauderdale |
| City of Hallandale Beach Engineering Department | Broward County Water and Wastewater |
| City of Miami Beach Engineering Department | Broward County EDP |
| Miami Dade County | SFWMD |
| Miami Dade County Public Works Department | City of Hollywood |
| City of Miami Public Works Department | City of Weston |
| City of Miami Beach Public Works Department | City of Pembroke Pines |
| Miami Dade County Water and Sewer Department | City of Miami |
| Miami Dade County RER (Drainage Permit) | City of Doral |
| Miami Dade County REF (Water and Wastewater Permit) | City of Margate |
| | City of Lauderhill |
| | City of Delray Beach |

Schedule and Budget

Scheduling:

We will begin by evaluating your required overall project schedule to make sure that realistic time is included for design and program input from all stakeholders, verification of the budget, existing site condition verification and other agency staff review. We will work with you to make sure that the proposed schedule does not omit steps necessary to produce a high-quality project. Adequate time to verify the program, evaluate design alternatives and to check costs is particularly important and can prevent many problems later.

We prepare cost estimates from schematic design and throughout the process we continuously update them and back check them to reflect current market conditions and trends. At the end of each design stage - we review project budget vs. program to make sure our original assumptions and program have not been altered to affect the outcome. During the construction documentation process, we will submit updated cost estimates with all progress submittals, as well as a final bid tabulation set. We maintain a database of projects recently bid so we can continuously compare and update our cost assumptions.



Tab 5 E. Qualification Information and Assigned Personnel

Quality and Cost Control:

Our quality control process focuses on eliminating omissions and confusion within the construction documentation process, thereby minimizing addendums and change orders during bidding and construction.



We implemented a Technical Quality Control Manual, which provides each employee with a comprehensive system of checklists for every aspect of production. The responsible employee reviews the checklists and ensures that the deliverable complies with all items covered in the checklist. Once the deliverable is completed, it is passed to an independent reviewer who once again will review the deliverable and ensure compliance with checklist and design and technical standards. The deliverable is redlined for corrections, returned to the responsible employee for incorporation of corrections prior to final delivery. Our quality control reviewers are the most experienced professionals of the firm.



Having worked with numerous municipalities, and successfully implemented a variety of projects throughout South Florida it is a testament to the quality of work effort that exemplifies the firm. Since the firm’s existence, we have not been subject to any claims or lawsuits. For over 17 years all Municipalities have been claim free!

Cost Control

Cost Control begins with the formulation of the budget, which process is initiated before design has begun. It is based on Sunny Isles Beach’s definition of the project scope. Using this information, we develop a budget based on our historical data on the costs of similar existing projects and update this data by factoring in escalation and regional cost variations

As the project moves through the design phase, the budget is expanded into sub-system costs which become the cost model or yardstick against which costs are measured. An estimate is prepared at the completion of the Design Development phase and the Construction Document phase as more specific information becomes available. The estimate will be updated periodically during the Construction Document phase, as well as at completion. If variations occur between the estimates and the cost model, the discrepancy is evaluated, and appropriate action taken to correct it.

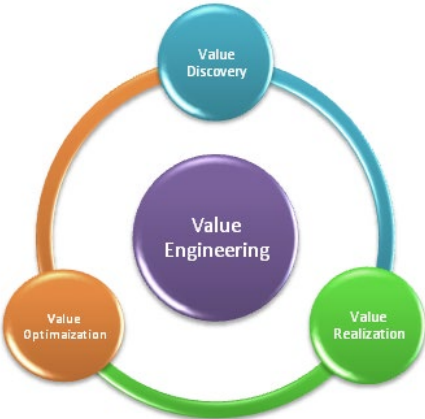
Tab 5 E. Qualification Information and Assigned Personnel

Solutions may include:

- Increasing budget.
- Transferring budget allowances from one category to another; and
- Reducing the estimated costs by reducing scope or by substituting less expensive materials or systems if they are approved by Sunny Isles Beach.

Ross will perform a project kick-off meeting at the beginning of each task. The staff invited will include the City’s Project Manager/Engineer, end-users, and any other stake holders with a vested interest in the project.

Our key personnel have gained first-hand knowledge of location conditions, design standards, local permitting requirements, stakeholder and public outreach concerns, multi-agency coordination needs, and we strive to exceed the expectations of all involved.



Tab 5 E. Qualification Information and Assigned Personnel

Letters of Recommendation/References



Vendor Reference Verification Form

Reference for: Ross Engineering, Inc.

Organization/Firm Name providing reference: ARDURRA

Contact Name: Agustin Maristany Title: Principal Reference date: 05/04/2018

Contact Email: amaristany@ardurra.com Contact Phone: 305-807-6068

Name of Referenced Project: Consumer Line Relocation Program Phase 2

Contract No. 2014-0313-00 Date Services Provided: 06/07/2017 to 05/04/2018 Project Amount: \$ 311,000.00

Vendor's role in Project: Prime Vendor Subconsultant/Subcontractor

Would you use this vendor again? Yes No If No, please specify in Additional Comments (below).

Description of services provided by Vendor:

Services included field visits, extensive customer interaction, establishing water line alignments, CADD work, securing customer agreements for work within private property, inventory and verification of addresses. Future work involves construction management and inspections

Please rate your experience with the referenced Vendor:

| | Needs Improvement | Satisfactory | Excellent | Not Applicable |
|--------------------------------------|--------------------------|--------------------------|-------------------------------------|-------------------------------------|
| 1. Vendor's Quality of Service | | | | |
| a. Responsive | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Accuracy | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c. Deliverables | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Vendor's Organization: | | | | |
| a. Staff expertise | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Professionalism | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c. Turnover | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Timeliness of: | | | | |
| a. Project | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Deliverables | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Project completed within budget | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Cooperation with: | | | | |
| a. Your Firm | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Subcontractor(s)/Subconsultant(s) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| c. Regulatory Agency(ies) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Additional Comments: (provide on additional sheet if needed)

THIS SECTION FOR COUNTY USE ONLY

Verified via: EMAIL VERBAL Verified by: _____ Division: _____ Date: _____

Vendor Reference Verification Form

Reference for: Ross Engineering, Inc.

Organization/Firm Name providing reference:
Florida Power and Light

Contact Name: Gregory Hill Title: Project Manager Reference date: 05/04/2018

Contact Email: Gregory.hill@fpl.com Contact Phone: 386-329-4620

Name of Referenced Project: Putnam Demolition, GT Demolition, Fuel Load out Facility construction

Contract No. _____ Date Services Provided: _____ Project Amount: _____
03/01/2015 to 02/20/2018 \$ 210,849.00

Vendor's role in Project: Prime Vendor Subconsultant/Subcontractor

Would you use this vendor again? Yes No If No, please specify in Additional Comments (below).

Description of services provided by Vendor:

Site survey, site demo plan, storm water management, Pollution and Erosion Control Plan, Landscape Architecture Plan, Final Topographic Survey, Preliminary Site Grading and Drainage Plans, Fence and gate plan, gate expansion and truck route plan, permitting

| Please rate your experience with the referenced Vendor: | Needs Improvement | Satisfactory | Excellent | Not Applicable |
|---|--------------------------|--------------------------|-------------------------------------|--------------------------|
| 1. Vendor's Quality of Service | | | | |
| a. Responsive | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Accuracy | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c. Deliverables | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Vendor's Organization: | | | | |
| a. Staff expertise | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Professionalism | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c. Turnover | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Timeliness of: | | | | |
| a. Project | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Deliverables | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Project completed within budget | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Cooperation with: | | | | |
| a. Your Firm | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Subcontractor(s)/Subconsultant(s) | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c. Regulatory Agency(ies) | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Additional Comments: (provide on additional sheet if needed)

THIS SECTION FOR COUNTY USE ONLY

Verified via: EMAIL VERBAL Verified by: _____ Division: _____ Date: _____

Vendor Reference Verification Form

Reference for: **Ross Engineering, Inc.**

Organization/Firm Name providing reference:

City of Fort Lauderdale

Contact Name: Daniel Rey, PE

Title: Senior Project Manager Reference date: 2016-2017

Contact Email: drey@fortlauderdale.gov

Contact Phone: 954-828-4653

Name of Referenced Project: Bayview Drive Drainage Improvement Task Order under a Continuing Services Contract

Contract No.

Date Services Provided:

Project Amount:

P12019

03/11/2015 to 09/06/2016

\$ 300,000.00

Vendor's role in Project: Prime Vendor Subconsultant/Subcontractor to Miller Legg

Would you use this vendor again? Yes No If No, please specify in Additional Comments (below).

Description of services provided by Vendor:

Modeling, Stormwater Calculations, Design, and permitting

Please rate your experience with the referenced Vendor:

| | Needs Improvement | Satisfactory | Excellent | Not Applicable |
|--|-------------------|--------------|-----------|----------------|
|--|-------------------|--------------|-----------|----------------|

| | | | | |
|--------------------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------|
| 1. Vendor's Quality of Service | | | | |
| a. Responsive | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Accuracy | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c. Deliverables | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Vendor's Organization: | | | | |
| a. Staff expertise | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Professionalism | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c. Turnover | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Timeliness of: | | | | |
| a. Project | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Deliverables | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Project completed within budget | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Cooperation with: | | | | |
| a. Your Firm | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| b. Subcontractor(s)/Subconsultant(s) | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| c. Regulatory Agency(ies) | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Additional Comments: (provide on additional sheet if needed)

THIS SECTION FOR COUNTY USE ONLY

Verified via: EMAIL VERBAL Verified by: _____ Division: _____ Date: _____



February 28, 2011

To Whom It May Concern:

The Isles at Weston successfully obtained our 5 year drainage recertification last year from A & A Drainage who Ross Engineering completed the inspection for in a timely and professional manner.

Sincerely,

Brenda Harper, LCAM
Property Manager
Isles at Weston Homeowners' Association, Inc.

AFFILIATED WITH
FLORIDA PROFESSIONAL
FIRE FIGHTERS
BROWARD COUNTY COUNCIL OF
PROFESSIONAL FIRE FIGHTERS
AFL-CIO
GREATER SOUTH FLORIDA
MARITIME TRADES COUNCIL

*Hollywood Professional
Fire Fighters, Inc.
Local 1375*



310 S. 62nd Avenue • Hollywood, Florida 33023-1327

January 27, 2009

Mr. Robert J. Ross, P.E.
Ross Engineering, Inc.
3325 S. University Dr., Suite 111
Davie, FL 33328

Dear Mr. Ross,

On behalf of The Hollywood Professional Fire Fighters, Local 1375 we want to thank you for the outstanding service you provided us in our endeavor to rebuild our Union Hall. Your firm provided us with quality, professional service in a timely manor. With your guidance, we were able to efficiently deal with the multiple agencies required to obtain permits and inspections.

We would be pleased to recommend you to any potential client. Please feel free to use us as a referral wherever it might be helpful. Thank you again on behalf of our members.

Sincerely,

Russell R. Chard
President



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
1700 Southwest 14th Court • FORT LAUDERDALE, FLORIDA 33312 • TEL 754-321-1517 • FAX 754-321-1681

Claudia Munroe, Executive Director
Design Services Department
Claudia.munroe@browardschools.com

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ANN MURRAY
ROBERT D. PARKS, Ed.D.
BENJAMIN J. WILLIAMS

May 04, 2009

JAMES F. NOTTER
Superintendent of Schools

To Whom It May Concern:

I have worked with and have known Melissa Ross with Ross Engineering since 2001. They have done the Civil Engineering work with us on several School Board Projects throughout Broward County. Currently Ross Engineering is working with the School Board on Colbert Elementary School, Pompano Middle School and Fort Lauderdale High School. I work closely with them to ensure the project stays on schedule and within the construction budget.

With this reference, I recommend Ross Engineering to provide for any organization servicing Civil Engineering Consulting Services.

Sincerely,

Set Aidie, P.E.
Senior Engineer
SA/cas



BIG CYPRESS BASIN
SOUTH FLORIDA WATER MANAGEMENT DISTRICT

2640 Golden Gate Parkway, Suite 205, Naples, FL 34105
(239) 263-7615 • Fax (239) 263-8166 • www.sfwmd.gov/bcb/

July 29, 2009

TO WHOM IT MAY CONCERN:

Ref: Letter of Recommendation for Mr. Robert Ross, P.E.

In 2005-2006, the Big Cypress Basin developed a Stormwater Management Master Plan for the Immokalee area at the request of Collier County through the consulting engineering firm H.W. Lochner, Inc. Mr. Robert Ross, P.E. worked as the primary project engineer of the consulting team.

Mr. Ross (presently President of Ross Engineering, Inc.) worked closely with the Big Cypress Basin office to complete in developing a successful Stormwater Management Master Plan for the Immokalee urban area. During the project his responsibilities spanned project management, performing modeling analysis with Dr. Fernando Miralles-Wilhelm, P.E., and providing conceptual alternatives to alleviate the deficiencies in flood control and water quality protection for the Immokalee area. He attended the Immokalee Master Plan and Visioning Committee and BCB Board meetings with the team, where the project was discussed in detail with the stake holders in the area.

Mr. Ross demonstrated excellent qualitative and quantitative approach of stormwater management problem solving. The successes of his efforts are reflected in conceptual design solutions to be implemented for the benefit of the public. The project was completed to our satisfaction and the budget and schedule was kept on track throughout the project with no need for any additional service agreements or change orders.

We would not have any hesitation in recommending Mr. Ross for providing stormwater management planning and design on any future projects.

Should you have any question or need information on project specific data, we remain available and can be contacted at (239) 263-7615.

Sincerely,

Max Guerra, PhD., P.E.
Senior Engineer

BIG CYPRESS BASIN GOVERNING BOARD

Charles J. Dauray, Chair, Ex officio - Lee County
John F. Sorey III, Vice Chair - Naples

Alice E. Abbott - Marco Island
Libby Anderson - Naples

Liesa Priddy, Secretary - Immokalee
Jon C. Staiger, Ph.D. - Naples

DIRECTOR

Clarence S. Tears, Jr.



City of North Miami

776 Northeast 125th Street, P.O. Box 619085, North Miami, Florida 33261-9085

(305) 893-6511

August 14, 2008

Re: Ross Engineering, Inc. Letter of Recommendation – Basin 5 Improvements

To Whom It May Concern:

Ross Engineering, Inc. has recently worked with the City of North Miami on the City's Priority Basin No. 5 Drainage Improvements. We highly recommend using Ross Engineering due to their high level of service, quality work, speed and efficiency of obtaining permits. Ross Engineering has worked closely with our staff to keep construction costs to a minimum on our projects.

Sincerely,

A handwritten signature in black ink, appearing to read "Aleem A. Ghany". The signature is written in a cursive style and is positioned above the printed name.

Aleem A. Ghany, P.E.
Assistant Public Works Director

August 14, 2008

To Whom It May Concern:

Since February 11, 2003, our Firm has been using the firm of Ross Engineering for Civil Engineering Services and related disciplines.

The consulting services provided by Rob, Melissa and their Team have been fantastic. Their ability to handle any task, regardless of size and complexity, is amazing. Their attention to detail and their commitment to impeccable service is unparalleled. Their ability to deal with local, regional, state and federal agencies to secure approvals, permits and entitlements is extraordinary.

Individually and as a Firm, Rob, Melissa and their Team are highly respected by Public Agencies and Construction Professionals alike. Further, the timeliness of their services as well as the cost effectiveness of their engineering solutions is remarkable.

It is a pleasure to recommend Ross Engineering to provide any Civil Engineering Services and related work they may be considered to perform.

Should you desire any further details of our success working with Ross Engineering, please do not hesitate to contact me.

Sincerely,



Manuel Synarlovski, AIA
Principal

cubellis sgr

1800 Eller Drive
Suite 500
Fort Lauderdale, FL 33316
t 954 961 6806
f 954 961 6807
license # 123456
www.cubellis.com



CENTRAL BROWARD WATER CONTROL DISTRICT

8020 STIRLING ROAD (DAVIE)
HOLLYWOOD, FLORIDA 33024

BOARD OF COMMISSIONERS

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Judy Ann Bunce, Vice-Chair
Douglas R. Bell
Kevin Biederman
David Donzella
Mark Flynt

TELEPHONE: (954) 432-5110
FAX: (954) 432-8603
E-Mail: mtcrowley@bellsouth.net

December 16, 2008

Re: Letter of Recommendation from Central Broward Water Control District

To whom it may concern,

Robert J. Ross, P.E., currently with Ross Engineering located in Davie, Florida, worked closely with Central Broward Water Control District under the District Engineer contract from 2000-2003. Robert was very helpful and responsive on a variety of tasks performed under this contract including: (1) Reviewing paving, grading and drainage plans, plats and as-builts and updating District design criteria; (2) Updating the District's Western C-11 Facilities Report by performing a stormwater master plan for the Western C-11 Basin that included XP-SWMM modeling of the C-11, Central Broward secondary canals, City of Weston's and South Broward Drainage District facilities that ultimately pump into the SFWMD C-11 canal; (3) Assisted with culvert upgrades design and as-built plans on some key canal culvert crossings to minimize head losses upstream on more severe storm events. Robert coordinated very closely with me on a weekly basis and truly helped me in performing the day-to-day engineering necessary for Central Broward Water Control District to achieve it's goals.

Ross Engineering and their staff are highly respected by the local municipalities and public agencies. They perform their services in a timely fashion and keep their construction costs to a minimum.

It is my pleasure to recommend Ross Engineering to provide civil and water resources engineering services that they may be considered to perform.

Sincerely,

Mike Crowley
District Manager

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|--|--|-----------------------|-----------------------------------|
| 12. NAME Robert J. Ross, PE, LEED AP | 13. ROLE IN THIS CONTRACT Senior Project Manager | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 27 | b. WITH CURRENT FIRM 17 |

15. FIRM NAME AND LOCATION *(City and State)*

Ross Engineering, Inc., Miami, FL

16. EDUCATION *(DEGREE AND SPECIALIZATION)*

M.S. Civil Engineering, FIU, 2003 Water Resources
B.S. in Civil Engineering, FIU, 2000
B.S. in Engineering Technology, University of Central Florida, 1994

17. CURRENT PROFESSIONAL REGISTRATION *(STATE AND DISCIPLINE)*

Professional Engineer – Florida PE#5485
LEED Certification 2009 No. – 10445757

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

FDEP Qualified Stormwater Inspector #5318
XP-SWMM Model Training 2002, 2004
Water Environmental Federation Member
Florida Engineering Society Member / Florida Institute of Consulting Engineers Member Firm

HEC RAS Model Training 1996, 2000, 2004
ICPR Training 1997
American Society of Civil Engineers Member

19. RELEVANT PROJECTS

| | | | |
|----|--|--------------------------------------|--|
| a. | (1) TITLE AND LOCATION <i>(City and State)</i> City of North Miami – North Continuing Services Contract – AWAI Risk and Resilience Assessments and EFP Project, North Miami, FL | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES 2019 - 2020 | CONSTRUCTION <i>(If applicable)</i> n/a |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Ross Engineering is performing a risk assessment and resiliency analysis for the City of North Miami’s drinking water system to certify the City’s potable water system with the Environmental Protection Agency (EPA). As part of this work, Ross has performed multiple workshops in person and virtually using Microsoft Teams with the key City staff. Coordination includes items such as vulnerability, resiliency and longevity of the overall water plant and its distribution system. After the Risk and Resiliency phase completes, Ross will assist the City in creating an Emergency Response Plan (ERP) which describes strategies, resources, plans, and procedures the City can use to prepare for and respond to an incident, natural or man-made, that threatens life, property, or the environment. Incidents can range from small main breaks or localized flooding to large scale hurricanes, system contamination, among other examples. Contract Amount: \$150,000; Role: Project Manager | | |
| b. | (1) TITLE AND LOCATION <i>(City and State)</i> Florida Power & Light General Engineering Contract – Interior Roadway and Drainage Improvements, Hollywood, FL | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES 2017 | CONSTRUCTION <i>(If applicable)</i> 2018 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager and Engineer of Record for the roadway and drainage design improvements for the interior roadways where a scale and drop off area was relocated. Horizontal and vertical geometry of the roadway and new drainage improvements were located to collect and convey stormwater runoff. Additionally, driveway improvements were permitted through the City of Hollywood to allow for vehicles to have an emergency driveway exit, which is needed for the larger 18-wheel vehicles. A civil 3D model was created for the site which was used to provide plan profile and cross sections for the new roadway. Contract Amount: \$75,000; Role: Project Manager | | |
| c. | (1) TITLE AND LOCATION <i>(City and State)</i> City of Delray Beach – TAP and Local Initiatives Grant Assistance Delray Beach, FL | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES 2016 | CONSTRUCTION <i>(If applicable)</i> n/a |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager providing engineering and planning consulting services to assist the City Engineer’s office with a TAP grant worth \$750,000 and three local initiatives worth \$2.5M each with the Palm Beach County MPO and State funding. The TAP grant was for Congress Avenue from Linton Blvd to Atlantic. Brandt Bridge widening for safe pedestrian crossing and traffic calming was one of the local initiatives. Alley upgrades was the second local initiative and the 3 rd and last initiative was for a green trail for pedestrians and biking along the Lake Worth Drainage District E-4 canal. Contract Amount: \$25,000; Role: Project Manager | | |
| d. | (1) TITLE AND LOCATION <i>(City and State)</i> City of Fort Lauderdale – Continuing Consulting Contract (As sub to Miller Legg) – Bayview Drive Drainage Improvement Project, Fort Lauderdale, FL | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES 2015 - 2016 | CONSTRUCTION <i>(If applicable)</i> 2017 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Drainage Engineer for a comprehensive drainage study using ICPR for drainage improvements on and near Bayview Drive to solve existing flooding issued. Drainage improvements include an inline flap gate at the outfall, swale restoration and exfiltration trenches. Other assistance included providing a signed and sealed drainage report to be used for the Broward County EPD SWM license and assisting with comments from Broward County stormwater permit reviewers for the improvements. Contract Amount: \$100,000; Role: Project Manager | | |
| e. | (1) TITLE AND LOCATION <i>(City and State)</i> City of Hallandale Beach General Engineering Services Sidewalk/ADA MasterPlan Project - Hallandale Beach, FL | (2) YEAR COMPLETED | |
| | | PROFESSIONAL SERVICES 2012 | CONSTRUCTION <i>(If applicable)</i> 2012-2015 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mr. Ross was the Project Manager for this City of Hallandale project to create a Masterplan of the City's sidewalks and connectivity. The assignment was to identify deficiencies and introduce solutions for sidewalk connectivity allowing for safe pedestrian usage including Americans with Disability Act (ADA) improvements for proper handicap access. Contract Amount: \$25,000; Role: Project Manager | | |

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|---------------------------------------|---|-----------------------|-----------------------------------|
| 12. NAME Melissa Ross, MSCE | 13. ROLE IN THIS CONTRACT Principal in Charge | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 20 | b. WITH CURRENT FIRM 17 |

15. FIRM NAME AND LOCATION *(City and State)*

Ross Engineering, Inc., Miami, FL

16. EDUCATION *(DEGREE AND SPECIALIZATION)*

B.S. Civil Engineering, Florida International University, 2000
Master's in Civil Engineering, Florida International University, 2003

17. CURRENT PROFESSIONAL REGISTRATION *(STATE AND DISCIPLINE)*

Engineering Intern, Florida, License # 1100006677

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

American Society of Civil Engineers NASSCO Certified Ad-ICPR H&H Modeling Training Florida Engineering Society
Haestad Methods StormCad Training Haestad Methods WaterCad Training AWWA-Risk and Resilience Certified AWWA Member
Jim Moran Institute for Global Entrepreneurship Small Business Executive Program 2017

19. RELEVANT PROJECTS

| | (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
|----|--|-----------------------|-------------------------------------|
| | | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |
| a. | City of Hallandale Beach Ingalls Park Hallandale Beach, FL | 2017 - 2019 | 2019 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Ms. Ross was the Project Manager for the entire park redesign. She designed the drainage and grading for the new sidewalks, parking lot and pavilion and provided water and all the water and sewer for the bathroom and water fountains. As part of this project, the City Hallandale requested for all of the existing sidewalks surrounding the park to be extended to 8' sidewalks. Ms. Ross obtained permits for onsite and offsite from the City of Hallandale Beach, Broward County EPD, and FDOT drainage connection permit since this site was within 500' of an FDOT right-of-way. Const. Amount: \$25,000; Role: Project Manager | | |
| b. | City of North Miami General Engineering Services Contract – Task: Basin #5 Watermain Extension , North Miami | 2013 - 2014 | 2015 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm New Watermain extension along NE 109 th Avenue. A plan and profile were provided to show any conflicts as well as a maintenance of traffic (MOT) plan. The new fire hydrants were also designed to help with fire protection. Permits were obtained with Miami-Dade County, City of Bicycle Park and Miami-Dade County Health Department. Const. Amount: \$75,000; Role: Project Manager | | |
| c. | City of Fort Lauderdale Continuing Services Contract – Task Order Bayview Drive Swales/Roadway and Drainage Improvements , Fort Lauderdale, FL | 2014 - 2017 | Varied |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Services provided included a comprehensive drainage study using ICPR for drainage improvement on and near Bayview Drive to solve existing flooding issues. Drainage improvements included an inline flag gate at the outfall, swale restoration and exfiltration trenches. Other assistance included providing a signed and sealed drainage report to be used for Broward County EDP SWM license and assisted with comments from Broward County stormwater permit reviewers for improvements. Const Amount: \$300,000; Role: Project Manager | | |
| d. | Broward County Library of Services - Water Management Division El Rancho Canal Project , Broward County, FL | 2012 | 2012 - 2013 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Ms. Ross was the Project Manager for the design of a culvert control structure in the canal that starts with a riser box at the existing headwall and extend 150 feet east of the canal. This project also included four utility crossings shown on a profile, specifications, price quotes and construction observations. Contract Amount: \$25,000; Role: Civil Engineer/Project Manager | | |
| e. | Miami Dade County Water and Sewer Department NW 22nd Ave Wastewater Collection/Transmission System Expansion and Water Distribution Systems Improvement for the North Sub-Basin (D2-C-1) , Miami-Dade County, FL | 2019 - 2023 | 2021- 2023 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Ross Engineering recently won the Small Diameter Pipe Design Contract from Miami Dade Water and Sewer Department (MDWASD) for \$4.4M over the next 6 years. Our third task work order from MDWASD included a complete design of the water and wastewater in unincorporated Miami Dade County. This design included 11,500 linear feet of new 8" and 12" sewer main, 850 linear feet of force main, and 5,800 linear feet of 8", 10" and 12" watermain along NW 22nd Ave. All the residents in that area will be required to abandon their existing septic systems and connect to the new sewer lateral that will be designed for each house. Through this new project, each property will be provided a new 6" sanitary sewer lateral, new water meter and water service that is connected to the new mains in the street. Monthly meetings were held to coordinate with the Project Manager. Permits will be obtained through Miami Dade County DERM, Health Department and Miami County Public works. Ross Inspectors will be onsite during construction to ensure that everything is installed as per approved permitted plans. Const. Cost: \$10M; Role: Project Engineer | | |

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|------------------------------------|--|----------------------|----------------------------------|
| 12. NAME Franklyn Garris | 13. ROLE IN THIS CONTRACT Project Engineer | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 3 | b. WITH CURRENT FIRM 2 |

15. FIRM NAME AND LOCATION *(City and State)*

Ross Engineering, Inc., Miami, FL

16. EDUCATION *(DEGREE AND SPECIALIZATION)*

B.S. in Civil Engineering, Universidad Iberoamericana 2016
B.S. Civil Engineering, Florida International University
College of Engineering, 2017

17. CURRENT PROFESSIONAL REGISTRATION *(STATE AND DISCIPLINE)*

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

FDEP Qualified Stormwater Management Inspector License
OSHA (10 hours)

19. RELEVANT PROJECTS

| | (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
|----|---|-----------------------|-------------------------------------|
| | | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |
| a. | City of Hallandale Beach Ingalls Park Hallandale Beach, FL | 2018 - 2019 | 2019 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mr. Garris assisted the Project Manager for the redesign of the park. He was involved with the design for the drainage and grading for the new sidewalks, parking lot and pavilions. As part of this project, the City Hallandale requested for all of the existing sidewalks surrounding the park to be extended to 8' sidewalks. Coordinated was closely coordinated with the Landscape Architect for the relocation of the existing trees as well as relocating existing catch basins. Permits for onsite and offsite were obtained from the City of Hallandale Beach, Broward County EPD, and FDOT drainage connection permit since this site was within 500' of an FDOT right-of-way. Mr. Garris inspected the site during construction to ensure that the project was constructed in accordance with the design plans. He also reviewed and approved the shop drawings and certified the drainage with Broward County EDP. Contract Amount: \$25,000; Role: Project Engineer/Inspector | | |
| b. | Forest Hills Elementary School Palm Beach, FL | 2019 | 2020 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mr. Garris was the Project Engineer to help with the drainage design for the flooding issue at this school in Palm Beach. Mr. Garris provided grading and drainage design solutions to help alleviate the flooding by the portables and sidewalks. New rainwater leaders were designed to be connected to the drainage system and the new system will connection to the existing main drainage system. Project has been permitted with the Palm Beach County School District and is currently under construction. Contract Amount: \$12,000; Role: Project Engineer | | |
| c. | Miami Dade County Water and Sewer Department NW 22nd Ave Wastewater Collection/Transmission System Expansion and Water Distribution Systems Improvement for the North Sub-Basin (D2-C-1), Miami-Dade County, FL | 2019 - 2023 | Varies |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mr. Garris assisted the Project Manager to design the wastewater collection and transmission system and improve the potable water distribution system to the commercial and industrial parcels along the North Basin, north of NW 22nd Avenue. This design included 11,500 linear feet of new 8" and 12" sewer main, 850 linear feet of force main, and 5,800 linear feet of 8", 10" and 12" watermain along NW 22nd Ave. All the residents in that area will be required to abandon their existing septic systems and connect to the new sewer lateral that will be designed for each house. Through this new project, each property will be provided a new 6" sanitary sewer lateral, new water meter and water service that is connected to the new mains in the street. Const. Costs: \$8.5M Role: Project Engineer | | |
| d. | Miami Dade Water and Sewer Department Watermain Replacement along Alhambra Circle, Miami, FL | 2019 | 2020 - 2021 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mr. Garris assisted the Project Manager to design 1,800 linear feet of new 8" dip watermain to replace the existing 3" shallow pipeline in that area. Mr. Garris was also responsible for all the utility locates in that area, MOT plans, specification for Miami Dade Water and Sewer Department, permitting and the cost estimate. The watermain had to be offset from the median due to the large trees' roots destroying the pipe. Construction Amount: \$315,000; Role: Project Engineer | | |
| e. | Miami Palmetto Senior High School Miami, FL | 2018 - 2021 | 2019 - 2021 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mr. Garris assisted on the grading plans, final permitting, and certification of the 120,900 SF of new phased construction for the 18-acre High School. He was one the inspectors onsite for the drainage and sewer construction installation. Phase 1 of the construction has been completed. Const. Cost: \$ 40M Role: Project Engineer | | |

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|-----------------------------------|--|-----------------------|----------------------------------|
| 12. NAME Daniel Sanders | 13. ROLE IN THIS CONTRACT Engineering Design | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 16 | b. WITH CURRENT FIRM 6 |

15. FIRM NAME AND LOCATION *(City and State)*

Ross Engineering, Inc., Miami, FL

16. EDUCATION *(DEGREE AND SPECIALIZATION)*

B.S. Biological Science, Nova Southeastern University, Davie, FL 2014
CADD Certification, Harrisburg Area Community College Gettysburg, PA 2002

17. CURRENT PROFESSIONAL REGISTRATION *(STATE AND DISCIPLINE)*

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

19. RELEVANT PROJECTS

| | (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
|----|--|-----------------------|-------------------------------------|
| | | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |
| a. | City of Delray Beach – TAP and Local Initiatives Grant Assistance Delray Beach, FL | 2016 | N/A |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mr. Sanders assisted the Project Manager to provide engineering and planning consulting services to assist the City Engineer's office with a TAP grant worth \$750,000 and three local initiatives worth \$2.5M each with the Palm Beach County MPO and State funding. The TAP grant was for Congress Avenue from Linton Blvd to Atlantic. Brandt Bridge widening for safe pedestrian crossing and traffic calming was one of the local initiatives. Alley upgrades was the second local initiative and the 3 rd and last initiative was for a green trail for pedestrians and biking along the Lake Worth Drainage District E-4 canal. Contract Amount: \$25,000; Role: Project Engineer | | |
| b. | City of Hallandale Beach Ingalls Park Hallandale Beach, FL | 2017 - 2019 | 2019 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mr. Sanders worked with the Project Manager for the grading design and drainage for this park. He was involved with the design for the drainage and grading for the new sidewalks, parking lot and pavilions. As part of this project, the City Hallandale requested for all of the existing sidewalks surrounding the park to be extended to 8' sidewalks. Mr. Sanders coordinated was closely coordinated with the Landscape Architect for the relocation of the existing trees as well as relocating existing catch basins. Mr. Sanders obtained permits for onsite and offsite from the City of Hallandale Beach, Broward County EPD, and FDOT drainage connection permit since this site was within 500' of an FDOT right-of-way. Const. Amount: \$25,000; Role: Project Engineer | | |
| c. | City of Fort Lauderdale – Continuing Consulting Contract (As sub to Miller Legg) – Bayview Drive Drainage Improvement Project, Fort Lauderdale, FL | 2015 - 2016 | 2017 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mr. Sanders worked with the Project Manager on the drainage study using ICPR for drainage improvements on and near Bayview Drive to solve existing flooding issued. Drainage improvements include an inline flap gate at the outfall, swale restoration and infiltration trenches. Other assistance included providing a signed and sealed drainage report to be used for the Broward County EPD SWM license and assisting with comments from Broward County stormwater permit reviewers for the improvements. Contract Amount: \$100,000; Role: Project Engineer | | |
| d. | Miami Palmetto Senior High School Miami, FL | 2017 | 2021 (Est.) |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm New construction including administrative offices; student services; vocational labs, new art wing, photo studio lab, gymnastics space, dance room, music room, and black box theater; new cafeteria building, technology labs, and an indoor and outdoor dining facility adjacent to a central courtyard. Renovations include new central chiller plant; electrical and mechanical upgrades; classroom technology. Project also included drainage, water, fire line and gravity sanitary sewer system design and constructions and other miscellaneous upgrades throughout. In the end, the 120,900 SF of new construction will add capacity for only 90 more students, but the number of classrooms goes up and the educational environment is significantly improved. Const. Amount: \$40M Role: Project Design Engineer | | |
| e. | Florida Power & Light Putnam Storeroom Site Grading and Demolition, East Palatka, FL | 2017 - 2018 | 2018 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mr. Sanders assisted the Project Manager on the demolition and site grading design plans along US Highway 17S in East Palatka in Putnam County near St. Augustine. Mr. Sanders helped create the demolition plan for the 92-acre site that is along the East and West side of Highway 17South. The plans were closely coordinated with FPL Project Manager to show which buildings, roadways and gates would remain after the demolition. The site was designed back to historical drainage patterns. The docks and the buildings adjacent to St Johns river remained. The existing lakes and retention areas were filled in, cross sections and a cut and fill was provided on the plans for the Contractor. Contract Amount: \$160,000; Role: Project Engineer | | |

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|---|--|----------------------|----------------------------------|
| 12. NAME Samiksha Poudel, EIT | 13. ROLE IN THIS CONTRACT Project Engineer | 14. YEARS EXPERIENCE | |
| | | a. TOTAL 5 | b. WITH CURRENT FIRM 1 |

15. FIRM NAME AND LOCATION *(City and State)*

Ross Engineering, Inc., Miami, FL

16. EDUCATION *(DEGREE AND SPECIALIZATION)*

B.S in Civil Engineering and Infrastructure
George Mason University, Fairfax, VA – 2017

17. CURRENT PROFESSIONAL REGISTRATION *(STATE AND DISCIPLINE)*

EIT #0420070186

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Computer skills: AutoCAD, AutoCAD Civil 3D, ICPR, HydroCAD, HEC-RAS and Maximo
AWWA-Risk and Resilience Certified

19. RELEVANT PROJECTS

| | (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
|----|---|-----------------------|-------------------------------------|
| | | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |
| a. | City of North Miami- America’s Water Infrastructure Act: Risk & Resilience North Miami, FL | 2019 - 2020 | NA |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Ms. Poudel created the new risk assessment and emergency response plan requirements for the community water systems of the City of North Miami with respect to AWIA 2018 requirements. Several meetings and close coordination with City of North Miami was done in order to compile a comprehensive list of all their assets and possible risks and how to safeguard against any natural or malevolent threats. Contract Amount: \$150,000 Role: Project Engineer | | |
| b. | Miami Dade County Jackson Memorial Hospital Stormwater Master Plan Miami, FL | 2019 - 2020 | NA |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Ms. Poudel was the Project Engineer that created the Stormwater Master Plan for Jackson Memorial Hospital. The model included basin analysis of the existing conditions done by using a comprehensive topographic survey of the entire Jackson property. Modeling software used was ICPR 4 in order to analyze the site’s existing condition. Drainage report will be provided to Jackson with recommendation and cost estimate for proposed improvements. Contract Amount: \$35,000 Role: Project Engineer | | |
| c. | Miami Palmetto Senior High School Miami, FL | 2019 - 2021 | 2019 - 2021 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Ms. Poudel assisted on the final permitting and certification of the 120,900 SF of new phased construction for the 18-acre High School. The scope of work for this project included new administrative offices, student services, labs, new art wing, music room and black box theater, new cafeteria building, technology labs, and an indoor and outdoor dining facility adjacent to a central courtyard. The proposed phased project also included drainage, water, fire line and gravity sanitary sewer system design and constructions and other miscellaneous upgrades throughout. Phase 1 of the construction has been completed. Const. Cost: \$40M Role: Project Engineer | | |
| d. | Florida Power and Light Martin Terminal Riviera Beach, FL | 2019 - 2020 | 2020 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Ms. Poudel was the Project Engineer who created the site demolition plan, grading and drainage plans with drainage report for the project. ICPR 4 Modeling software was used to analyze the site’s pre-condition and post condition with respect to new proposed grading. The drawdown for the drainage area would be less than 25 hours, reducing the chances of mosquito breeding for the site. Currently under construction Contact Amount: \$42,250 Role: Project Engineer | | |
| e. | Miami Dade County Water and Sewer Department - Small Diameter Contract NW 22nd Ave., Miami Dade County, FL | 2019 - 2023 | 2021 - 2023 |
| | (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Ms. Poudel assisted the Project Manager with the design the wastewater collection and transmission system and improve the potable water distribution system to the commercial and industrial parcels along the North Basin, north of NW 22nd Avenue. Ms. Poudel assisted with the plan and profiles of the wastewater system in civil 3D. This design included 11,500 linear feet of new 8” and 12” sewer main, 850 linear feet of force main, and 5,800 linear feet of 8”, 10” and 12” watermain along NW 22nd Ave. All the residents in that area will be required to abandon their existing septic systems and connect to the new sewer lateral that will be designed for each house. Through this new project, each property will be provided a new 6” sanitary sewer lateral, new water meter and water service that is connected to the new mains in the street. Const. Costs: \$8.5M Role: Project Engineer | | |

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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 1 |
|--|---|

| | | |
|--|--|---|
| 21. TITLE AND LOCATION (City and State) Continuing Services Contract – Professional Engineering Services - City of North Miami, North Miami, FL | 22. YEARS COMPLETED | |
| | PROFESSIONAL SERVICES 2013 | CONSTRUCTION (If applicable) 2014 |

23. PROJECT OWNER'S INFORMATION

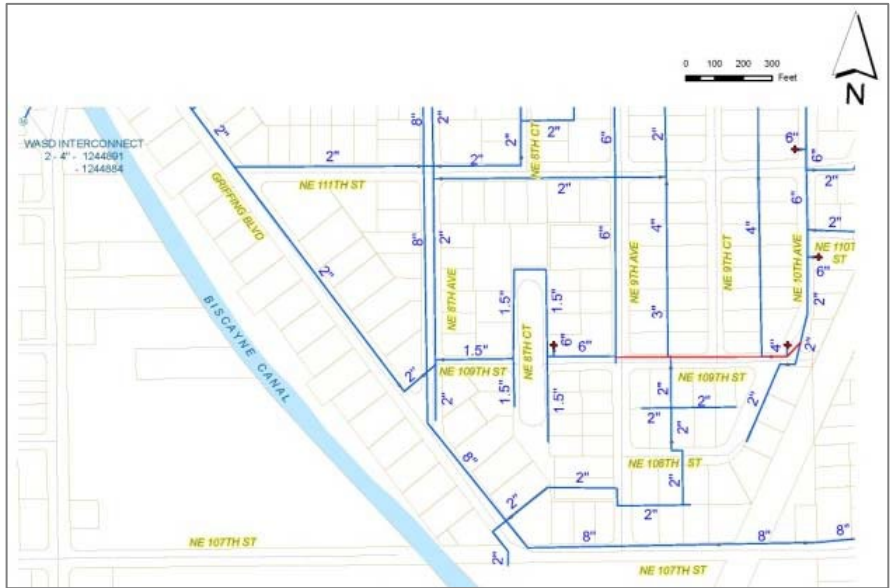
| | | |
|--|--|---|
| a. PROJECT OWNER City of North Miami | b. POINT OF CONTACT Wisler Pierre-Louis, PE, LEED AP | c. POINT OF CONTACT TELEPHONE NUMBER 305-895-9833 |
|--|--|---|

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

Ross Engineering, Inc. was awarded this Continuing Services Contract in 2012. Task Orders via this contract have included:

City of North Miami Basin #5 Drainage Improvements – Ross Engineering, Inc. was responsible for the best management practices for water quality and flood mitigation for 7 city streets with problem areas. We performed the analysis, design and permitting for two drainage wells on NE 14th Avenue, a stormwater pump station on 136th Ave (FLYGH T PUMPS) with a 7.5 HP pump and 400 LF of force main. Additionally, Ross analyzed and designed a 15 HP pump station with force main on NE 142nd Street.

City of North Miami Engineering Design Services Biscayne Park Water Main Extension – Robert J. Ross, PE, LEED AP was the Engineer of Record for the water main extension task work order to extend the existing 6" water main along NE 9th Ave. The project included coordination with the Public Works Director Mr. Wisler Pierre-Louis to discuss the scope of work and Ross's role on the project. Approximately 1,000 linear feet of 6" PVC water main extension and two new fire hydrants were designed along NE 9th Ave and connected into the existing 6" on NE 10th Ave. Plans and profiles were designed for the water main extension showing all of the conflicts in the roadway and swale areas. Permits were obtained for this project through City of North Miami, Miami Dade County Health Department, and Miami Dade Fire Department. The construction was inspected, and certification was obtained through the Health Department.



5. Firms from Section C Involved with this Project

| | | | |
|----|---|--|--|
| a. | (1) Firm Name Ross Engineering, Inc. | (2) Firm Location (City and State) Miami, FL | (3) Role Civil Engineering |
| b. | (1) Firm Name | (2) Firm Location (City and State) | (3) Role |

| | |
|--|---|
| 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) Miami-Dade County Water and Sewer Department Water Distribution and Sanitary Sewer Pipeline Contract, Miami, FL (A Continuing Services Contract) | 22. YEARS COMPLETED | |
| | PROFESSIONAL SERVICES 2019-2025 | CONSTRUCTION (If applicable) Varies by Task Order |

| 23. PROJECT OWNER'S INFORMATION | | |
|--|--|---|
| a. PROJECT OWNER Miami-Dade County Water and Sewer Dept. | b. POINT OF CONTACT Rena Chen, PE, PhD Utility Pipeline Engineering and Construction Division | c. POINT OF CONTACT TELEPHONE NUMBER 786-552-4503 |

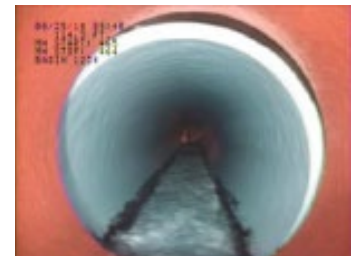
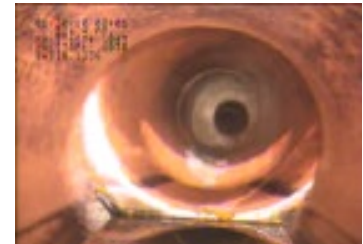
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost) *(Include scope, size, and cost)*

Other scope includes Permitting Services, Procurement Services and Construction Engineering Inspection Services. Contract Amount \$3.4M for 6 years with and optional 2-year extension for \$1m more.

Tasks have included:

Miami Dade County Water and Sewer Department NW 22nd Ave Wastewater Collection/Transmission System Expansion and Water Distribution Systems Improvement for the North Sub-Basin (D2-C-1) - Ross Engineering, Inc. assisted the Miami-Dade County's Project Manager to design the wastewater collection and transmission system and improve the potable water distribution system to the commercial and industrial parcels along the North Basin, north of NW 22nd Avenue. This design included 11,500 linear feet of new 8" and 12" sewer main, 850 linear feet of force main, and 5,800 linear feet of 8", 10" and 12" watermain along NW 22nd Ave. All the residents in that area will be required to abandon their existing septic systems and connect to the new sewer lateral that will be designed for each house. Through this new project, each property will be provided a new 6" sanitary sewer lateral, new water meter and water service that is connected to the new mains in the street. Const. Amount: \$4.4M

Miami Dade Water and Sewer Department Watermain Replacement along Alhambra Circle – Ross Engineering, Inc. assisted the County's Project Manager to design 1,800 linear feet of new 8" dip watermain to replace the existing 3" shallow pipeline in that area. Ross was also responsible for all the utility locates in that area, MOT plans, specification for Miami Dade Water and Sewer Department, permitting and the cost estimate. The watermain had to be offset from the median due to the large trees' roots destroying the pipe. Construction Amount: \$315,000



| 5. Firms from Section C Involved with this Project | | | |
|--|---|--|--|
| a. | (1) Firm Name Ross Engineering, Inc. | (2) Firm Location (City and State) Miami, FL | (3) Role Civil Engineering |
| b. | (1) Firm Name | (2) Firm Location (City and State) | (3) Role |

| | |
|--|--|
| 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) City of Hallandale Beach Continuing Services Contract – Professional Engineering Services, Hallandale Beach, FL | 22. YEARS COMPLETED | |
| | PROFESSIONAL SERVICES 2017 | CONSTRUCTION (If applicable) Tasks vary |

| |
|--|
| 23. PROJECT OWNER'S INFORMATION |
|--|

| | | |
|--|---|---|
| a. PROJECT OWNER Synalovski Romanik Saye (Prime) | b. POINT OF CONTACT Merrill Romanik | c. POINT OF CONTACT TELEPHONE NUMBER 954-961-6806 |
|--|---|---|

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

Ross Engineering, Inc. was awarded this continuing services contract as the sole civil engineering sub consultant to provide typical engineering design services

City of Hallandale Beach General Engineering Services Sidewalk/ADA Master Plan Project - project to create a Masterplan of the City's sidewalks and connectivity. The assignment was to identify deficiencies and introduce solutions for sidewalk connectivity allowing for safe pedestrian usage including Americans with Disability Act (ADA) improvements for proper handicap access. A complete survey was performed throughout the city to analyze the condition at each intersection and Ross Engineering assisted the project Manager to provide connectivity solutions.

City of Hallandale Beach Ingalls Park, Hallandale, FL – project included the complete redesign of the park including all the drainage and grading for the new sidewalks, parking lot and pavilions. As part of this project, the City Hallandale requested for all of the existing sidewalks surrounding the park to be extended to 8’ sidewalks. Ross Engineering, Inc. coordinated closely with the Landscape Architect for the relocation of the existing trees as well as relocating existing catch basins. Permits for onsite and offsite were obtained from the City of Hallandale Beach, Broward County EPD, and FDOT drainage connection permit since this site was within 500’ of an FDOT right-of-way. This project is currently under construction.



| | | | |
|---|--|--|--|
| 5. Firms from Section C Involved with this Project | | | |
|---|--|--|--|

| | | | |
|----|---|--|--|
| a. | (1) Firm Name Ross Engineering, Inc. | (2) Firm Location (City and State) Miami, FL | (3) Role Civil Engineering |
| b. | (1) Firm Name | (2) Firm Location (City and State) | (3) Role |

| | |
|--|---|
| 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 (City and State) The Broward County School Board Professional Continuing Civil Engineering Services Contract, Broward County, FL | 22. YEARS COMPLETED | |
| | PROFESSIONAL SERVICES 2016 | CONSTRUCTION (If applicable) 2019 |

23. PROJECT OWNER'S INFORMATION

| | | |
|---|---|---|
| a. PROJECT OWNER School Board of Broward County | b. POINT OF CONTACT Alison D. Witoshynsky | c. POINT OF CONTACT TELEPHONE NUMBER 754-321-4214 / alison.witoshynsky@browardschools.com |
|---|---|---|

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

Broward County Schools Professional Continuing Civil Engineering Contract: Scope: Provide civil and transportation engineering services for miscellaneous projects including drainage improvement projects, fire line projects, drainage certification renewals with Broward County. Contract is 5 years and limited to \$1m/year in billable work. RFQ #17-114C in 2016

Task Orders via this contract have included:

Ross Engineering, Inc. provided the 5 Year stormwater Operation and Maintenance Re-Certification services that included Review of existing as-builts, inspections, preparation of a 5-year drainage re-certification report that detailed the findings of the existing surface water management system. Coordinated with contractor, maintenance, and prepared cost estimate with an opinion of probably cost. These services were provided at the following schools:

- Central Park Elementary School
- Piper High School
- Sawgrass Elementary School
- Welleby Elementary School

Ross Engineering, Inc. under a design task order for Driftwood Middle School designed and retrofitted drainage improvements throughout the school campus to eliminate ponding and flooding on the school grounds. Permits were pulled with The School Board of Broward County and Central Broward Water Control District.



5. Firms from Section C Involved with this Project

| | | | |
|----|---|--|--|
| a. | (1) Firm Name Ross Engineering, Inc. | (2) Firm Location (City and State) Miami, FL | (3) Role Civil Engineering |
| b. | (1) Firm Name | (2) Firm Location (City and State) | (3) Role |

| | |
|--|---|
| 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 (City and State) City of Lauderdale Continuing Services Contract, Lauderdale, FL | 22. YEARS COMPLETED | |
| | PROFESSIONAL SERVICES Awarded 2020 | CONSTRUCTION (If applicable) Will vary |

23. PROJECT OWNER'S INFORMATION

| | | |
|---|--|---|
| a. PROJECT OWNER City of Lauderdale | b. POINT OF CONTACT Prime: 2+Architects / Edgardo Macchi | c. POINT OF CONTACT TELEPHONE NUMBER 305-619-3277 |
|---|--|---|

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

City of Lauderdale Continuing Professional Services Contract - Ross Engineering, Inc.'s scope of services includes assistance to the engineering department for construction engineering services including cost estimating, inspections, review of contractor contracts, review of RFI's, as-builts, density tests, etc. a 5 year contract up to \$1M per year in work orders.



5. Firms from Section C Involved with this Project

| | | | |
|----|---|--|--|
| a. | (1) Firm Name Ross Engineering, Inc. | (2) Firm Location (City and State) Miami, FL | (3) Role Civil Engineering |
| b. | (1) Firm Name | (2) Firm Location (City and State) | (3) Role |

| | |
|--|---|
| 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 (City and State) Continuing Services Agreement City of Pembroke Pines Pembroke Pines, FL | 22. YEARS COMPLETED | |
| | PROFESSIONAL SERVICES 2020 | CONSTRUCTION (If applicable) tbd |

23. PROJECT OWNER'S INFORMATION

| | | |
|---|---|---|
| a. PROJECT OWNER City of Pembroke Pines | b. POINT OF CONTACT Prime: Synalovski Romanik Saye Merrill Romanik | c. POINT OF CONTACT TELEPHONE NUMBER 954-961-6807 |
|---|---|---|

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

City of Pembroke Pines Continuing Consulting Agreement - Scope: As a sub to SRA, we provide civil engineering services for site development projects including new city buildings and park. 5-year contract up to \$1m/year

Task Order No. 1: WestCare Health Center: project includes civil engineering services for a drainage analysis; paving, grading, and drainage plans; Fire line plans; signage and marketing plans; and pollution prevention plans.

5. Firms from Section C Involved with this Project

| | | |
|---|--|--|
| (1) Firm Name Ross Engineering, Inc. | (2) Firm Location (City and State) Miami, FL | (3) Role Civil Engineering |
| (1) Firm Name | (2) Firm Location (City and State) | (3) Role |

| | |
|--|--|
| 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 (City and State) Continuing Professional Services Contract City of North Miami Beach, N. Miami Beach, FL | 22. YEARS COMPLETED <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align: center;">PROFESSIONAL SERVICES 2019 - 2024</td> <td style="width:50%; text-align: center;">CONSTRUCTION <i>(if applicable)</i> Will vary by PO</td> </tr> </table> | PROFESSIONAL SERVICES 2019 - 2024 | CONSTRUCTION <i>(if applicable)</i> Will vary by PO |
| PROFESSIONAL SERVICES 2019 - 2024 | CONSTRUCTION <i>(if applicable)</i> Will vary by PO | | |

| 23. PROJECT OWNER'S INFORMATION | | |
|--|--|---|
| a. PROJECT OWNER City of North Miami | b. POINT OF CONTACT Chuks Okereke, PE, MSCE, City Engineer | c. POINT OF CONTACT TELEPHONE NUMBER 305-895-9838 |

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

City of North Miami

018 Compliance Project Task 1 Risk and Resilience Analyses – services included the creating and updating of project schedules, data request forms, verified completeness of data request forms, verified completeness of PARRE data entry and report, ERP breakdowns of budget and scope.

Task Order: Ross Engineering, Inc. is performing a risk assessment and resiliency analysis for the City of North Miami’s drinking water system in order to certify the City’s potable water system with the Environmental Protection Agency (EPA). As part of this work, Ross has performed multiple workshops in person and virtually using Microsoft Teams with the key City staff. Coordination includes items such as vulnerability, resilience and longevity of the overall water plant and its distribution system. After the Risk and Resiliency phase completes, Ross will assist the City in creating an Emergency Response Plan (ERP) which describes strategies, resources, plans, and procedures the City can use to prepare for and respond to an incident, natural or man-made, that threatens life, property, or the environment. Incidents can range from small main breaks or localized flooding to large scale hurricanes, system contamination, among other examples.

| | | | | |
|--|--------------------------------|-------------------------------|---------------------------|--|
| | Critical Asset | Well House | | |
| | Threat | Damaged by Tornado | Run into by Vehicle | SCADA System Compromised |
| | Consequence | Repair Cost = \$500,000 | Repair Cost = \$50,000 | Regain Access Cost = \$100,000 |
| | Vulnerability | 1.0 | 1.0 | 0.9 |
| | Threat Likelihood | .001 | .11 | .003 |
| | Risk and Resilience Analysis | Risk = \$500/yr | Risk = \$5,500/yr | Risk = \$270/yr |
| | Risk and Resilience Management | Strengthen building structure | Place barrier around well | Invest in SCADA system cyber security and restrict access to users |



| 5. Firms from Section C Involved with this Project | | | |
|--|--|---|-------------------------------|
| a. | (1) Firm Name Ross Engineering, Inc. | (2) Firm Location (City and State) Miami, FL | (3) Role Civil Engineering |
| b. | (1) Firm Name | (2) Firm Location (City and State) | (3) Role |

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

8

21. TITLE AND LOCATION *(City and State)*

Miami Palmetto Senior High School
Miami, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2017

CONSTRUCTION *(If applicable)*
2021 (Est.)

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Miami Dade County Public Schools

b. POINT OF CONTACT NAME

Arnaldo Delgado/Prime: Zyscovich

c. POINT OF CONTACT TELEPHONE NUMBER

305-372-5222

Melissa Ross was Project Manager and Robert Ross was Engineer of Record/Principal in Charge 120,900 SF of new construction including administrative offices; student services; vocational labs, new art wing, photo studio lab, gymnastics space, dance room, music room, and black box theater; new cafeteria building, technology labs, and an indoor and outdoor dining facility adjacent to a central courtyard. The remaining buildings will be remodeled and renovated. Renovations include new central chiller plant; electrical and mechanical upgrades; classroom technology. Project also included drainage, water, fire line and gravity sanitary sewer system design and constructions and other miscellaneous upgrades throughout.



In the end, the 120,900 SF of new construction will add capacity for only 90 more students, but the number of classrooms goes up and the educational environment is significantly improved. Ross Engineering, Inc. designed the drainage, water, fire line and gravity sanitary sewer system for the multi-phased school now under construction.

5. Firms from Section C Involved with this Project

| | (1) Firm Name | (2) Firm Location (City and State) | (3) Role |
|----|-------------------------------|------------------------------------|-------------------|
| a. | Ross Engineering, Inc. | Miami, FL | Civil Engineering |
| b. | | | |

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

9

21. TITLE AND LOCATION *(City and State)*

Bayview Drive Drainage Improvement Project
City of Fort Lauderdale, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2017

CONSTRUCTION *(If applicable)*
2017

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

City of Fort Lauderdale

b. POINT OF CONTACT NAME

Daniel Rey, PE, Project Manager
drey@fortlauderdale.gov

c. POINT OF CONTACT TELEPHONE NUMBER

954-828-4653

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

Ross Engineering, Inc. was a Sub-consultant for Miller Legg under the City of Fort Lauderdale's Continuing Services Contract.

Our task work order was to provide a comprehensive drainage study using ICPR for drainage improvements on and near Bayview Drive to solve existing flooding issues. Drainage improvements included an inline flap gate at the outfall, swale restoration and exfiltration trenches. Other assistance included providing a signed and sealed drainage report to be used for Broward County EDP SWM license and assisted with comments from Broward County stormwater permit reviewers for the improvements.



5. Firms from Section C Involved with this Project

| | (1) Firm Name | (2) Firm Location (City and State) | (3) Role |
|----|-------------------------------|------------------------------------|-------------------|
| a. | Ross Engineering, Inc. | Miami, FL | Civil Engineering |
| b. | | | |

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

10

21. TITLE AND LOCATION *(City and State)*

**Broward County Library of Services – Water Management Division
 El Rancho Canal Project, Broward County, FL**

22. YEAR COMPLETED

PROFESSIONAL SERVICES

2012

CONSTRUCTION *(If applicable)*

2012-2013

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Broward County Water and Wastewater

b. POINT OF CONTACT NAME

Carl Archie, PE, ENG. IV

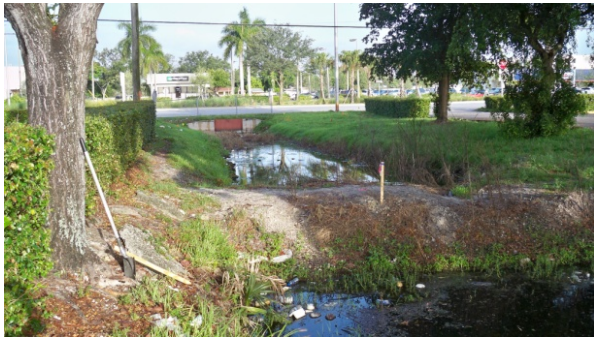
c. POINT OF CONTACT TELEPHONE NUMBER

954-831-0753

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

Ross Engineering, Inc. was hired by Broward County to prepare a project specific survey of the El Rancho canal with two cross sections, one section in the throat of the canal near the existing headwall of the culvert that crosses under SR 441 and a second section in the canal roughly 150 feet from the headwall. Additionally, four utilities that cross under the canal from north to south (FPL, Force Main, Water Main, and Gas line) will be located both horizontally and vertically (NAVD converted from NGVD) using ground penetrating radar and with four soft dig locations just north of the top of bank of the canal. Ross designed a culvert and control structure in the canal that starts with a riser box at the existing headwall at US 441 and extended east in the canal for approximately 150 feet. At the end of the 150 feet, a control structure was designed to allow for overflow of canal conveyance into a culvert which will take water under US 441 to the west.

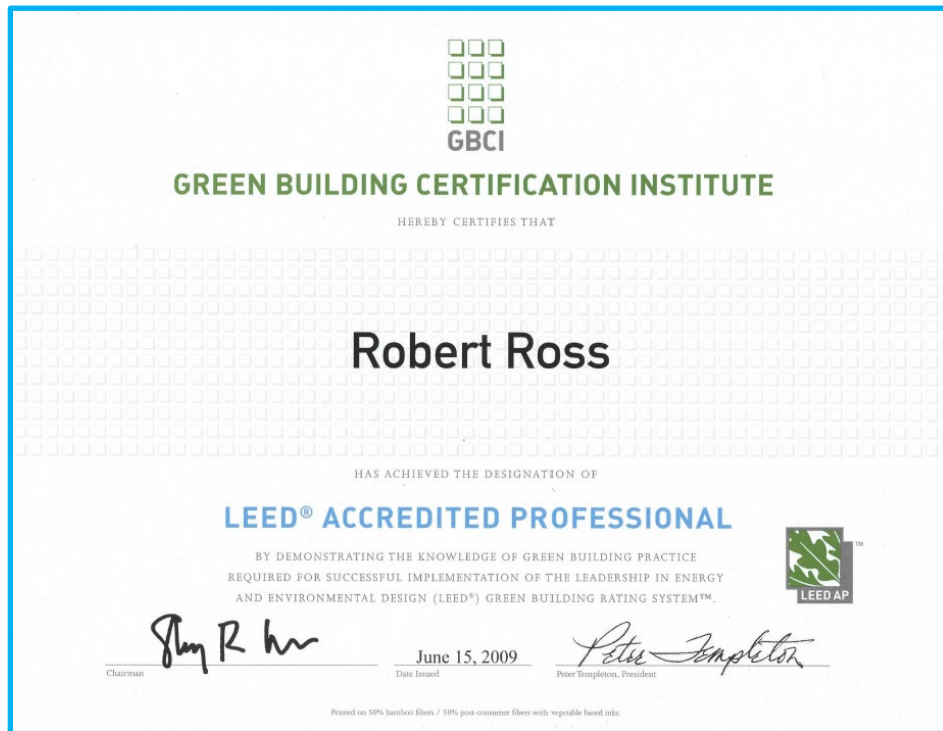
Contract Amount: \$25,000



5. Firms from Section C Involved with this Project

| | (1) Firm Name | (2) Firm Location (City and State) | (3) Role |
|----|-------------------------------|------------------------------------|-------------------|
| a. | Ross Engineering, Inc. | Miami, FL | Civil Engineering |
| b. | | | |

Tab 5 E. Qualification Information and Assigned Personnel



Tab 5 E. Qualification Information and Assigned Personnel

Ross Engineering, Inc. is a State of Florida licensed Professional Engineering firm.

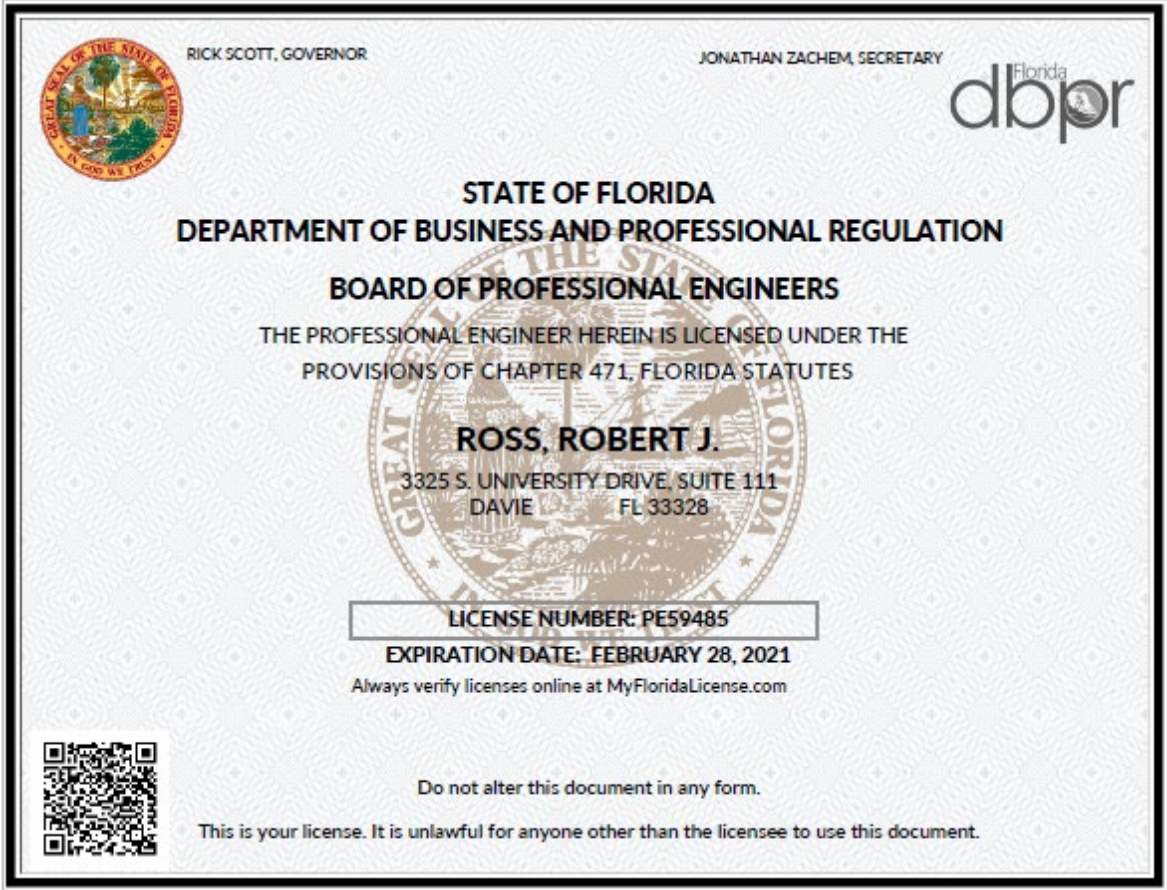
The image shows a professional engineering license for Ross Engineering, Inc. The license is issued by the Florida Board of Professional Engineers (FBPE) under the State of Florida. It includes the following information:

- STATE OF FLORIDA**
- BOARD OF PROFESSIONAL ENGINEERS**
- THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES
- ROSS ENGINEERING, INC.**
- 3325 S. UNIVERSITY DR.
SUITE 111
DAVIE FL 33328
- LICENSE NUMBER: CA9808**
- EXPIRATION DATE: FEBRUARY 28, 2021**
- Always verify licenses online at MyFloridaLicense.com
- Do not alter this document in any form.
- This is your license. It is unlawful for anyone other than the licensee to use this document.

The license also features the seal of the State of Florida, the FBPE logo, and a QR code in the bottom left corner.

Tab 5 E. Qualification Information and Assigned Personnel

Licensed Personnel:



Tab 5 E. Qualification Information and Assigned Personnel

Certificate of Good Standing:

State of Florida Department of State

I certify from the records of this office that ROSS ENGINEERING INC. is a corporation organized under the laws of the State of Florida, filed on February 10, 2003, effective February 11, 2003.

The document number of this corporation is P03000018456.

I further certify that said corporation has paid all fees due this office through December 31, 2020, that its most recent annual report/uniform business report was filed on February 19, 2020, and that its status is active.

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

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



Randy R. Lee
Secretary of State

Tracking Number: 4578280682CC

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

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

Tab 6 F. Firm References and Similar Work Completed

Ross Engineering, Inc.

Established: February 11, 2003

Miami Office

17670 NW 78th Street, Suite 214

Miami, FL 33015

Office: (786) 468-8304

Office Fax: (305) 392-1019

Sunny Isles Beach Project Manager's Contact Information

Robert J. Ross, PE, LEED AP – Project Manager/Principal

E-mail: ross@rossengineers.com Website: www.rossengineers.com

Qualification Statement

Ross was established in 2003 by two Civil/Water Resources Engineers, our firm is foremost a Civil and Water Resources Engineering Firm. The principals, Robert Ross and Melissa Ross have a combined 46 years of experience in engineering, primarily in the state of Florida. Robert and Melissa have serviced both public and private sector Clients taking projects from inception through design, permitting and construction. We take a team approach to project management and always consider budgets, schedules, and constructability in our design. By taking advantage of the latest technology in computer modeling; keeping on top of the latest design techniques and permitting criteria; and bringing together some of the strongest design and planning professionals in South Florida, the Ross Engineering Team, has come to signify success in Civil Engineering, Project Management and Water Resources Engineering projects.

Tab 6 F. Firm References and Similar Work Completed

All projects shown are work of Ross Engineering, Inc., and not individual experience.

References and Illustration of Similar Work

Department Sanitary Sewer Evaluation System

Ross Engineering, Inc. was assigned this Task Order through the County’s EDP to provide general civil engineering services including sanitary sewer evaluation survey (SSES) with smoke tests, flow tests and report for eight (8) Miami Dade County Parks.

| | |
|---------------------------------------|---|
| <i>Project Owner:</i> | Miami-Dade County |
| <i>Project Location:</i> | Miami-Dade County, FL (Various Locations) |
| <i>Total Project Cost:</i> | \$200,000 |
| <i>Contact Information:</i> | Adria Gonzalez-Leiva, MSCE, PE 305-755-7852 / adria.gonzalez-Leiva2@miamidadegov |
| <i>Project Name:</i> | Miami-Dade County EDP (Equitable Distribution Program Task Order) for Parks & Recreation |
| <i>Completed – On Time:</i> | Yes |
| <i>Completed – On Budget:</i> | Yes |
| <i>Number of Change Orders:</i> | None |
| <i>Type of Work Performed:</i> | Civil engineering services |
| <i>Project Dates: (Start/Finish):</i> | 2017 / 2020 |

Ross Team Members:

Robert Ross, PE, LEED AP
Melissa Ross, MSCE
Franklyn Garris
Philip Mills-Lutterodt



Tab 6 F. Firm References and Similar Work Completed

Bayview Drive Drainage Improvement Project

Ross Engineering, Inc. was a Sub-consultant for Miller Legg under the City of Fort Lauderdale’s Continuing Services Contract.

Our task work order was to provide a comprehensive drainage study using ICPR for drainage improvements on and near Bayview Drive to solve existing flooding issues. Drainage improvements included an inline flap gate at the outfall, swale restoration and exfiltration trenches. Other assistance included providing a signed and sealed drainage report to be used for Broward County EDP SWM license and assisted with comments from Broward County stormwater permit reviewers for the improvements.

Project Owner: City of Fort Lauderdale
Project Location: Fort Lauderdale, FL
Total Project Cost: \$300,000
Contact Information: Daniel Rey, PE, Project Manager / 954-828-4653 / drey@fortlauderdale.gov

Project Name: Continuing Services Contract – Task Order: Bayview Drive Drainage Improvements (Contract No. P12019)
Completed – On Time: Yes
Completed – On Budget: Yes
Number of Change Orders:
Type of Work Performed: Modeling, Stormwater Calculations, Design and Permitting
Project Dates: (Start/Finish): 2017 / 2017

Ross Team Members: None

 Robert Ross, PE, LEED AP
 Melissa Ross, MSCE
 Franklyn Garris
 Daniel Sanders



Tab 6 F. Firm References and Similar Work Completed

City of Delray Beach – TAP and Local Initiatives Grant Assistance

Ross Engineering, Inc. (Ross) was hired by the City of Delray Beach to provide Engineering and Planning Consulting Services to assist the City Engineer’s office with a TAP grant worth \$750,000 and three local initiatives worth \$2.5M each with the Palm Beach County MPO and State funding. The TAP grant was for Congress Avenue from Linton Blvd to Atlantic. Brandt Bridge widening for safe pedestrian crossing and traffic calming was one of the local initiatives. Alley upgrades was the second local initiative and the 3rd and last initiative was for a green trail for pedestrians and biking along the Lake Worth Drainage District E-4 canal. Contract Amount \$25,000

Project Owner: City of Delray Beach
Project Location: Delray Beach, FL
Total Project Cost: \$25,000
Contact Information: Isaac Kovner, City Engineer 561-243-7341 / kovner@mydelraybeach.com
 Missie Barletto, Director of Public Works / 561-243-4104 / barlettom@mydelraybeach.com

Project Name: TAP and Local Initiatives Grant Assistance
Completed – On Time: Yes
Completed – On Budget: Yes
Number of Change Orders: None
Type of Work Performed: Civil engineering services
Project Dates: (Start/Finish): 2016 / 2016



Ross Team Members:

Robert Ross, PE, LEED AP
 Melissa Ross, MSCE
 Daniel Sanders

Tab 6 F. Firm References and Similar Work Completed

Port Everglades Interior Roadway and Drainage Design

Project included the demolition, roadway, and drainage design improvements. The scope of the project included providing a demolition plan for the site showing the limits of demolition for the towers and roadways and providing a new interior roadway with new drainage design. Ross assisted the Project Manger on the interior roadway design and new driveway. Horizontal and vertical geometry of the roadway and new drainage improvements were designed to collect and convey stormwater runoff. Additionally, driveway improvements were permitted through the City of Hollywood to allow for vehicles to have an emergency driveway exit, which is needed for the larger 18-wheel vehicles. A civil 3D model was created for the site which was used to provide plan profile and cross sections for the new roadway. Construction has been completed.

Project Owner: Florida Power & Light
Project Location: Fort Lauderdale, FL
Total Project Cost: \$150,000 (Design fees)
Contact Information: Greg Hill, Project Manager
386-329-4620 / Gregory.hill@fpl.com
Project Name: Port Everglades Interior Roadway and Drainage Design via a General Engineering Contract with FP&L
Completed – On Time: Yes
Completed – On Budget: Yes
Number of Change Orders: None
Type of Work Performed: Demotion, roadway, and drainage design improvements.
Project Dates: (Start/Finish): 2017 / 2019



Ross Team Members:

Robert Ross, PE, LEED AP
Melissa Ross, MSCE
Franklyn Garris
Daniel Sanders
Philip Mills-Lutterodt

Tab 6 F. Firm References and Similar Work Completed

Ingalls Park

Complete redesign of the park including design all the drainage and grading for the new sidewalks, parking lot and pavilions. As part of this project, the City Hallandale requested for all of the existing sidewalks surrounding the park to be extended to 8' sidewalks. Ross Engineering coordinated closely with the Landscape Architect for the relocation of the existing trees as well as relocating existing catch basins. Permits for onsite and offsite were obtained from the City of Hallandale Beach, Broward County EPD, and FDOT drainage connection permit since this site was within 500' of an FDOT right-of-way. This project is currently under construction.

Project Owner: **Synalovski Romanik Saye**
Project Location: Hallandale Beach, FL
Total Project Cost: \$2,309,902
Contact Information: Manny Synalovski, AIA, LEED AP
954-961-6806 / msynalovski@synalovski.com

Project Name: **Ingalls Park, Hallandale, FL**
Completed – On Time: Yes
Completed – On Budget: Yes
Number of Change Orders: None
Type of Work Performed: Redesign of park including design, all drainage and grading for new sidewalks, parking, and pavilions
Project Dates: (Start/Finish): 2017 / 2019



Ross Team Members:

Robert Ross, PE, LEED AP
Melissa Ross, MSCE
Franklyn Garris
Daniel Sanders

Tab 6 F. Firm References and Similar Work Completed

Resumes

RESUMES REQUESTED IN THIS SECTION CAN BE FOUND IN FORM SF330 LOCATED IN PRIOR SECTION TAB 5

Tab 6 F. Firm References and Similar Work Completed

Similar Contract Copies - attached
(1st page only per addendum)

Sub-Consultants

We intend on providing all services under this contract for civil engineering services in-house and have not included any sub-consultants on the Team.

**CITY OF NORTH MIAMI
PROFESSIONAL SERVICES AGREEMENT**

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into on 11/12/2019, by and between the **City of North Miami**, a Florida municipal corporation with a principal address of 776 NE 125th Street, North Miami, Florida (“City”), and **Ross Engineering, Inc.**, a Florida Profit Corporation registered to do business under the laws of the State of Florida, having its principal office at 3325 S. University Drive, #111, Davie, FL 33328 (“Contractor”). The City and Contractor shall collectively be referred to as the “Parties”, and each may individually be referred to as a “Party”.

RECITALS

WHEREAS, on December 7, 2017, the City of North Miami (“City”) advertised *Request for Qualifications # 08-17-18, Continuing Architectural & Engineering Services* (“RFQ”), for the purpose of retaining a pool of experienced and qualified firms to provide professional consulting services to the City on a continuing, as-needed basis (“Services”); and

WHEREAS, the RFQ was undertaken in accordance with Florida’s Consultants’ Competitive Negotiation Act (“CCNA”), under Section 287.055, Florida Statutes; and

WHEREAS, in response to the RFQ, Ross Engineering, Inc. (“Contractor”) submitted its qualifications for the provision Water Resources and Stormwater Design Services and was approved to be included on the City’s list of pre-qualified firms pursuant to Resolution No. 2019-R-15; and

WHEREAS, the proposed project will assist the City in maintaining compliance with the America’s Water Infrastructure Act (“AWIA”) and its requirements for community water systems serving more than three thousand three hundred (3.300) persons; and

WHEREAS, the services will include: conducting risk and resilience assessments, preparing an Emergency Response Plan that incorporates the findings of the assessments, and submitting certifications for both the assessments and the plan to the Environmental Protection Agency; and

WHEREAS, the City Manager finds that the execution of this Agreement serves the best interest of the City and is beneficial to the welfare of City residents.

NOW, THEREFORE, in consideration of the mutual terms and conditions set forth herein and other good and valuable consideration, the Parties hereto agree as follows:

ARTICLE 1 - RECITALS

1.1 The recitals are true and correct and are hereby incorporated into and made a part of this Agreement.

ARTICLE 2 - CONTRACT DOCUMENTS

2.1 The following documents are incorporated into and made a part of this Agreement (collectively referred to as the "Contract Documents"):

Report Listing POIA

Jackson Hospital - Main Campus

Purchase Order: 8115711-0-SERV

ORIGINAL

Page: 1

Date: 11/06/19

VENDOR: 108952

SHIP TO:

ROSS ENGINEERING INC
3325 S UNIVERSITY DRIVE
SUITE 111
DAVIE FL 33328-2005

Jackson Hospital -Main Campus
Attn Receiving Department
1100 NW 20th Street
Miami FL 33136

CONTACT: MELISSA ROSS
PHONE: 9543180624
FAX: 9543581090

CONTACT: John Ellis
PHONE: 305-585-2243
FAX:
ACCOUNT NUMBER:
BUYER GLN:
EMAIL ADDRESS: John.EllisIii@jhsMiami.org

| TERMS | --DISCOUNT-- DAYS RATE | NET DUE | SHIP VIA | SHIP TERMS | FREIGHT TERMS |
|--------|---------------------------|---------|----------|------------|----------------|
| Net 14 | | 14 | | | Prepay and Add |

Deliver on November 6, 2019 unless specified by line
Purchase Order Currency: US Dollars

Invoice by mail
Process Level: 1000
PURCHASE ORDER CREATED BY JE ON 11.6.2019
ORIGINATING REQUISITION NUMBER: 1593382
PURCHASE AUTHORITY: BW 19-17693-JE
NOTE: ALL INVOICES ARE SUBJECT TO AUDITING FOR ACCURACY

SUMMARY:
THIS PURCHASE ORDER IS FOR A MASTER DRAINAGE ANALYSIS STUDY,
PURSUANT TO THE APPROVED PROPOSAL DATED JULY 9, 2019, IN THE
AMOUNT OF \$35,000 FROM THE ABOVE NAMED CONTRACTOR.

TOTAL "NOT TO EXCEED" AMOUNT= \$35,000.00

*
PUBLIC HEALTH TRUST STANDARD TERMS AND CONDITIONS:
THIS PURCHASE ORDER IS GOVERNED BY THE TRUST'S STANDARD TERMS
AND CONDITIONS. ACCEPTANCE OF THIS PURCHASE ORDER CONSTITUTES
AGREEMENT TO THOSE TERMS AND CONDITIONS WHICH ARE INCORPORATED
HEREIN BY REFERENCE AND CAN BE VIEWED AND DOWNLOADED AT THE
FOLLOWING WEB ADDRESS:

[HTTP://WWW.JACKSONHEALTH.ORG/VENDORS-POLICIES.ASP](http://www.jacksonhealth.org/vendors-policies.asp)

THE TRUST'S STANDARD TERMS AND CONDITIONS SUPERSEDE THE TERMS
AND CONDITIONS OF ANY PROPOSAL, QUOTATION OR OTHER WRITTEN
DOCUMENTATION FROM THE VENDOR, UNLESS EXPRESSLY AGREED TO BY THE
TRUST IN WRITING.

Jackson Hospital - Main Campus

Purchase Order: 8115711-0-SERV

ORIGINAL

Page: 2

Date: 11/06/19

REQUESTING DEPARTMENT: ENGINEERING SERVICES
PROJECT MANAGER: JAIME CRUZ
CONTACT NUMBER: 305-585-1302
EMAIL ADDRESS: JAIME.CRUZ@JHSMIAMI.ORG

MAXIMUM CONTRACT VALUE:
THE TRUST SHALL HAVE NO OBLIGATION TO PAY THE CONTRACTOR ANY
ADDITIONAL SUM IN EXCESS OF THE CONTRACT AMOUNT INDICATED ON
THIS PURCHASE ORDER.

IF ADDITIONAL FUNDING IS REQUIRED, IT WILL BE PROCESSED PURSUANT
TO THE APPROVAL OF THE TRUST. ANY SERVICES UNDERTAKEN BY THE
CONTRACTOR PRIOR TO ANY WRITTEN APPROVAL BY THE TRUST, WILL BE
AT THE CONTRACTOR'S SOLE RISK AND EXPENSE.

VENDOR: PLEASE ENSURE THAT YOUR INVOICE EXACTLY MATCHES THE
LINE ITEMS (SERVICE AND AMOUNT) SHOWN ON THE PURCHASE ORDER.
DISCREPANCIES BETWEEN THE PURCHASE ORDER AND THE INVOICE MAY
RESULT IN UNDUE DELAY FOR PAYMENT.

OIG TERMS

This purchase order is subject to the Inspector General
ordinance (Section 2-1076 of the Code of Miami-Dade County) and
will be assessed one quarter (1/4) of one (1) percent of the
total amount of the payment. Invoice payment amount may be
reduced by that amount.

Contract Compliance: Throughout the term of this Agreement,
Contractor shall be subject to periodic and on-going monitoring
and evaluation by JHS to determine if contracted service is
being provided safely, effectively and in accordance with the
Agreement. As applicable, Contractor shall also comply and
adhere to all accreditation standards including, but not limited
to, The Joint Commission's National Patient Safety Goals,
Medicare Conditions of Participation, hospital medical staff
bylaws (as applicable), all hospital policies and procedures
pertaining to the services being provided and any other
requirements as set forth by the Trust.

Jackson Health System aims to provide equal access and
opportunity to all suppliers and facilitate nondiscriminatory
business relationships. We are focused on promoting, increasing
and improving the diversity of firms within our supply chain.
Jackson encourages the participation of historically
underutilized business enterprises, including minority-, women-,
veteran- and service-disabled veteran owned firms in all
procurement activities.

Report Listing POIA

Jackson Hospital - Main Campus

Purchase Order: 8115711-0-SERV

ORIGINAL

Page: 3

Date: 11/06/19

Bill To Address:

Jackson Health System
PO Box 31230
Salt Lake City UT 84130
Email: GHXODAP.JacksonHealthSystems@na.firstsource.com

| LINE | DESCRIPTION | ITEM NUMBER | QUANTITY | PRICE | EXTENDED AMOUNT |
|------------------------|--|--|----------|-------------|-----------------|
| 1 | Study Requesting Location: 80103 This re is for Jaime Cruz for cost center 80103 | SSE-MASTER DRAINAGE ANALYSIS 1.0000 EA Req Comp: 1000 | 1 EA | 35,000.0000 | 35,000.00 |
| Purchase Order Summary | | | | | |
| Goods Total: | | | | | 35,000.00 |
| Order Total: | | | | | 35,000.00 |

End of Purchase Order: 8115711-0-SERV

15179

Dorian



Task Authorization for A & E Consultants

MIAMI-DADE WATER & SEWER DEPT.
2018 DEC -4 AM 8:22

To: **ROSS ENGINEERING INC.**
Attn: Melissa Ross
17670 NW 78th Avenue, Suite 214
Miami, Florida

Authorization Date: Date signed by Director. See below

Proposal Date: 11/30/2019

Agreement No.: 17REI001

CONTRACTS ADMINISTRATION

Project Title

Design and Limited Construction Support Services (Basin D2-C-1, North Basin; Water and Sewer Piping Only)

ISD Project Number: E15-WASD-03A

Scope of Work

Design and Limited Construction Support Services (Basin D2-C-1, North Basin; Water and Sewer Piping Only)
Approximately 18,150 LF of water and sewer piping (gravity, water main and force main) in the area north of NW 22nd Avenue and NW 90th St.

Task No.: 003

Revision No: REV 00

Anticipated Task Completion Date:

31-Dec-2020

PCTS Project No.: 15158

Project Manager: (Consultant)

Melissa Ross

Project Manager: (MDWASD)

Juan Curiel, P.E.

E-Mail Address:

mross@rossengineers.com

E-Mail Address:

Juan.Curiel@miamidade.gov

No: 786-468-8304

Main No: 786-552-8399
Main No: 786-552-8399

Approved Fee for this Authorization:

\$465,245.31

Project/ER No.: S049850, W017253

RECEIVED FROM DIRECTOR'S OFFICE

Capital Plan Project No 1047, 1084

JAN 9 - 2019

Capital Plan Sub-Project No 103000, 102243

CONTRACT COMPLIANCE & MONITORING DIVISION

Total Authorized Task Fee:

\$465,245.31

Project Amount Available:

15,196,229.00

Lump Sum

\$449,950.31

As of: 12/3/18

Time and Material, not to Exceed:

\$15,295.00

Org. O&M

Source

Fund No. Activity Account Location Type Project Activity

EW647 WS96020 721121 Douglas other Design

Allowances:

N/A

EW260 WS96020 721121 Douglas other Design

Juan Curiel, P.E.

12/3/18

MDWASD Project Manager

Reynaldo J. Abreu

12/3/18

Division OR Section Chief

Marisela J. Aranguiz, P.E.

12/18/18

Assistant Director Capital Programs

Juliette Bernard

12/13/18

Contract Compliance Division

N/A

Assistant Director Water System Operations

Date

N/A

Assistant Director Waste Water System Operations

Date

Frances Morris

12/18/18

Chief Financial Officer Finance Division

Hardeep Anand, P.E.

Date

Waste and Sewer Deputy Director Capital Improvements & Regulatory Compliance

Kevin T. Lynskey

1.4.19

Director

DC for funding req 8/16/18



Task Authorization for A & E Consultants

DORIAN

To: ROSS ENGINEERING INC
C/O: Robert Ross, P.E.
17670 NW 78th Ave., Suite 214
Miami, FL 33015

Authorization Date: Date signed by Director. See below

Proposal Date: 12/10/2018

Agreement No.: 17REI001

PO# 17REI00102

Project Title: Engineering Services for Installation of 1,800 LF of 8 inch DIP Water Main to Replace 3 inch and 4 inch Water Mains along Alhambra Cir. between SW 42 Ave. and Segovia Cir. just before Casilla St.

ISD Project Number: E15-WASD-03A

Scope of Work: Project route survey, engineering design, permitting and limited construction support services, including certification of the water main and onsite field inspection services.

Task No.: 002

Revision No: REV 00

Anticipated Task Completion Date: 18-May-2020

PCTS Project No.: 15739

Project Manager: (Consultant) Robert Ross, P.E.

Project Manager: (MDWASD) ALEX RETAMAR

E-Mail Address: rross@rossengineers.com

E-Mail Address: areta01@miamidade.gov

Main No: 786-468-8304

Main No: 786-552-4405
Main No: 786-552-4405

Approved Fee for this Authorization: \$124,257.62

RECEIVED FROM DIRECTOR'S OFFICE APR 22 2019 CONTRACT COMPLIANCE & MONITORING DIVISION

Project/ER No.: W017219

Capital Plan Project No

Capital Plan Sub-Project No

Project Amount Available: \$707,577.00

Total Authorized Task Fee: \$124,257.62

Lump Sum: 62,880.12

As of: 1/14/19

Time and Material, not to Exceed: Allowance 58,752.00

Table with columns: Fund No., Org. O&M Activity, Account, Location, Source Type, Project Activity. Row 1: EW221, WS96020, 721121, 11002, other, Design

Reimbursables: 2,625.50

ALEX RETAMAR MDWASD Project Manager

1/14/2019 Date

David Vazquez, P.E. Division OR Section Chief

1/14/2019 Date

Vincent Morello, P.E. Assistant Director Engineering

1/14/19 Date

Juliette Bernard Contract Compliance Division

3/26/19 Date

Francisco Martinez, P.E. Assistant Director Water System Operations

3-25-2019 Date

N/A Assistant Director Waste Water System Operations

3-25-2019 Date

Frances Morris Chief Financial Officer Finance Division

Date

Harddeep Anand, P.E. Deputy Director Capital Improvements & Regulatory Compliance

Date

Kevin Lynskey Director

Date

Doc for funding 4/15/19

15561



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

| | |
|--------------|---|
| MEETING DATE | 2018-08-07 10:05 - School Board Operational Meeting |
| AGENDA ITEM | ITEMS |
| CATEGORY | JJ. OFFICE OF FACILITIES & CONSTRUCTION |
| DEPARTMENT | Facilities Pre-Construction |

| | | |
|-----------------------|--------------------------------------|-------------------------------------|
| Special Order Request | <input type="radio"/> Yes | <input checked="" type="radio"/> No |
| Time | | |
| Open Agenda | <input checked="" type="radio"/> Yes | <input type="radio"/> No |

ITEM No.:
JJ-14.

TITLE:

Award of Professional Services Continuing Contracts for Civil Engineering Services for Various Consultant - RFQ 17-114C

REQUESTED ACTION:

Approve the recommendations made by the Qualification Selection Evaluation Committee on January 19, 2017, as outlined in Exhibit 1, which includes award of Professional Services Continuing Contracts, for RFQ 17-114C, Civil Engineering Services.

SUMMARY EXPLANATION AND BACKGROUND:

Award Open End Professional Services Continuing Contracts for Civil Engineering Services for the following consultants: Ross Engineering, Inc., Wood Environment & Infrastructure Solutions, Inc. (f.k.a. Amec Foster Wheeler Environment & Infrastructure, Inc.), Miller, Legg & Associates, Inc., CSA Central, Inc., and CES Consultants, Inc.

The Professional Liability Insurance has been agreed upon pursuant to Part 5 - Article 3 of the Agreement. Risk Management has approved the insurance including the Professional Liability Insurance.

These Agreements have been reviewed and approved as to form and legal content by the Office of the General Counsel.

SCHOOL BOARD GOALS:

Goal 1: High Quality Instruction Goal 2: Continuous Improvement Goal 3: Effective Communication

FINANCIAL IMPACT:

Financial impact to the District will be \$3,000,000 in fees and a duration of three (3) years plus two (2) one year extensions with a limit of \$1,000,000 in additional fees per year. The source of funding is the Adopted District Educational Facilities Plan and the General Fund Budgets.

EXHIBITS: (List)

(1) Executive Summary (2) Recommendation Tabulation (3) Agreements - ONLINE (4) RFQ 17-114C - ONLINE

BOARD ACTION:
APPROVED
(For Official School Board Records Office Only)

| | |
|---|---------------------|
| SOURCE OF ADDITIONAL INFORMATION: | |
| Name: Shelley N. Meloni, Director | Phone: 754-321-1515 |
| Name: Robert C. Corbin, CBRE I Heery Director | Phone: 754-321-4850 |

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Senior Leader & Title

Leo Bobadilla - Chief Facilities Officer

Signature
Leo Bobadilla Jr
7/16/2018 5:45:15 PM

Approved In Open Board Meeting On: **AUG 07 2018**
By: *Nora Kupnik*
School Board Chair

EXECUTIVE SUMMARY
Professional Services Continuing Contracts
Civil Engineering Services

Ross Engineering, Inc. – Wood Environment & Infrastructure Solutions, Inc. (f.k.a. Amec Foster Wheeler Environment & Infrastructure, Inc.) – Miller, Legg & Associates, Inc. – CSA Central, Inc. – CES Consultants, Inc.
RFQ 17-114C

PROJECT OVERVIEW:

| | |
|---------------------------------------|---|
| Type of Contract: | Professional Services Continuing Contracts |
| Consultant(s): | See list of five (5) firms below |
| Authorization to Proceed Date: | TBD for Projects as Assigned |
| Budget: | See Contract terms below |

GENERAL OVERVIEW:

Board approval to advertise RFQ 17-114C was received at the October 18, 2016 Board meeting (Agenda item J-6). The intent of this RFQ is to procure Continuing Contracts for Civil Engineering Services for projects, as assigned, with fees to be paid to the consultant for all projects pursuant to the agreement up to a maximum of \$3,000,000 over the life of the initial three (3) year contract. The agreement may be extended by two (2) additional, one (1) year periods with a limit of one million dollars (\$1,000,000) in fees per year extension.

On December 15, 2016, a total of thirteen (13) proposals were received. The Qualification Selection Evaluation Committee (“QSEC”) meeting was held on January 19, 2017. The Recommendation/Tabulation to award Civil Engineering Services to the five (5) highest ranked firms was posted on January 23, 2017. These contracts were initially intended to be submitted to the Board for approval in August 2017. At that time, a decision was made to delay request for approval and reformat the agreements to better align the specific language of the agreements to the services offered and defined in the Consultant’s submittals. That work has been completed. The need for these services still exist and will continue to be present in the future. Verification of this need has been received from Physical Plant Operations, Environmental Health and Safety, as well as the Office of Facilities and Construction. Consequently, in addition to the services required for SMART Program Projects, there is an ongoing requirement from BCPS operations for the same services. As such, Board approval is requested to approve QSEC recommendations and to award Continuing Contracts Civil Engineering Services Agreements to the following five (5) successful Consultant(s):

- First Ranked Proposer:** Ross Engineering, Inc.
- Second Ranked Proposer:** Wood Environment & Infrastructure Solutions, Inc. (f.k.a. Amec Foster Wheeler Environment & Infrastructure, Inc.)
- Third Ranked Proposer:** Miller, Legg & Associates, Inc.
- Fourth Ranked Proposer:** CSA Central, Inc.
- Fifth Ranked Proposer:** CES Consultants, Inc.

Upon approval by the Board, Staff will initiate Roofing Services for projects, as assigned, up to a maximum of \$3,000,000 in fees per consultant over the life of the initial contract. It is essential to note that the award of this contract is not a guarantee of work to be assigned to any one consultant, neither is it a guarantee of a quantity of work, as work is ultimately assigned according to the needs of the District.

These Agreements have been reviewed and approved as to form and legal content by the Office of the General Counsel.



PAYMENT
AM 10: 44

Attachment 4

The School Board of Broward County, Florida
Office of Facilities & Construction
2301 N.W. 26th Street
Fort Lauderdale, Florida 33311

(754) 321-1500

Consultant's Authorization To Proceed

| | | | |
|-----------------------------|--|-------------------------------------|-----------------------|
| Project No. & Location No.: | 17-114C | Date: | December 5, 2018 |
| Project Title: | Continuing Contracts for Civil Engineering | SBBC P.O. No.: | |
| Facility Name: | Various Broward County Public Schools | Line No.: | 1 |
| Project Consultant: | Ross Engineering, Inc. | Project Manager: | Alison D. Witoshynsky |
| | | Dir. Capital Planning & Programming | |

Under the provisions of your continuing term contract for professional services, you are hereby authorized to proceed with the following services for the project referenced above.

- | | | |
|---|---|---|
| <input type="checkbox"/> Schematic Design | <input type="checkbox"/> Design Development | <input type="checkbox"/> Construction Documents |
| <input type="checkbox"/> Bidding | <input type="checkbox"/> Construction Contract Administration | <input type="checkbox"/> Warranty |
| <input checked="" type="checkbox"/> Other Services: | Attached: | |

This Authorization to Proceed is subject to the following attachments:

- Attachments:
- Professional Services Required
 - Project Schedule
 - Professional Fees
 - Previous ATP's

The scope of the required services is specified on the Professional Services Required with a Fixed Limit of Construction Cost (FLCC) for this project as indicated below:

| Original FLCC | Current Cost Estimate | Revised FLCC by ATP |
|---------------|-----------------------|---------------------|
| \$1,000,000 | | |

The following professional services will be provided by the Project Consultant as a normal part of its Basic Services for the Project listed above:

| Item | Discipline | Description |
|------|------------|----------------------------|
| 1 | | See Attached Scope of Work |



Attachment 4
The School Board of Broward County, Florida
Office of Facilities & Construction
2301 N.W. 26th Street
Fort Lauderdale, Florida 33311

(754) 321-1500

Consultant's Authorization To Proceed

Project Schedule

Project No. & Location No.: 17-114C Project Title: Continuing Contracts for Civil Engineering

Facility Name: Various Broward County Public Schools

Project Consultant: Ross Engineering, Inc.

The required project schedule milestones for this project are presented below. (Mandatory)

| ACTIVITY | Date Required Or Estimated Time Period | |
|-------------------------------|--|-----------|
| | Start | Finish |
| Scope Validation | | |
| 30% Schematic Design | | |
| 60% Design Development | | |
| 90% Construction Documents | | |
| 100% Construction Documents | | |
| Bidding and Award of Contract | | |
| Construction | 7/24/2018 | 7/24/2021 |
| Warranty | | |



Attachment 4
The School Board of Broward County, Florida
Office of Facilities & Construction
2301 N.W. 26th Street
Fort Lauderdale, Florida 33311

(754) 321-1500

Consultant's Authorization To Proceed

Professional Fees

Project No. & Location No.: 17-114C Project Title: Continuing Contracts for Civil Engineering

Facility Name: Various Broward County Public Schools
 Project Consultant: Ross Engineering, Inc.

| Phase | Original Basic Fee | Fee Authorized by ATP | Fee Previously Paid | Fee Balance |
|--------------------------------|--------------------|-----------------------|---------------------|-------------|
| I Scope Validation | | % | % | % |
| II 30% (SD) | | % | % | % |
| III 60% (DD) | | % | % | % |
| IV 90% (CD) | | % | % | % |
| V 100% (CD) | | % | % | % |
| VI (BID / Award) | | % | % | % |
| VII (CA) | | | | |
| VIII (Warranty) | | | | |
| Reimbursable Exp. (Item No. 1) | | % | % | % |
| Other Service (Item No. 2) | \$75,000 | \$75,000 | % | % |
| Total: | \$75,000 | \$75,000 | | |

In accordance with the provisions of the Professional Services Agreement for Open End Services, payment for these services shall be made on the following basis:

Cost Plus with a Guaranteed Maximum Price as per Article 1.1.12

| | | | |
|---|------------------------|---|--|
| Approved By Consultant | | Recommended By SBBC / Owner's Representative | |
| Name: | <u>Melissa Ross</u> | Name: | <u>Alison D. Witoszynsky</u> |
| Title: | <u>President</u> | Title: | <u>Coordinator, Environmental Compliance</u> |
| Signature: | <u>[Signature]</u> | Signature: | <u>[Signature]</u> |
| Date: | <u>12/12/18</u> | Date: | <u>12-12-18</u> |
| Certified By SBBC / Owner's Representative | | Approval by SBBC | |
| Name: | <u>Carol Gagnon</u> | Name: | <u>Roger Riddlemoser</u> |
| Title: | <u>Project Manager</u> | Title: | <u>EH&S Director</u> |
| Signature: | <u>[Signature]</u> | Signature: | <u>[Signature]</u> |
| Date: | <u>12/12/18</u> | Date: | <u>12/14/2018</u> |

This document is part of the Professional Services Agreement for Open End Services between The School Board of Broward County, Florida (Owner) and the Project Consultant and is incorporated by reference into the terms and conditions of that agreement.

Purchase Order

**School Board of Broward County, Florida
Procurement & Warehousing Services**
7720 West Oakland Park Boulevard, Suite 323
Sunrise, FL 33351
Tel: 754-321-0505



Submit All Invoices To:
School Board of Broward County, Florida
Accounting & Financial Reporting Department
ATTN: Accounts Payable
600 SE 3rd Avenue, 7th Floor
Fort Lauderdale, FL 33301 Tel:(754) 321-2270
FOR A/P RELATED REQUESTS ONLY

Purchasing Agent/Buyer: Construction - Mjr
E-mail: PurchasingHelpDesk@Browardschools.com
Telephone: 754-321-0505
PA Technician Tel:

Purchase Order Number: 7519006570
Purchase Order Date: 01/07/2019

T ROSS ENGINEERING INC
O 3325 S UNIVERSITY DR - SUITE 111
DAVIE, FL 33328

S Capital Budget
H 600 SE 3rd Avenue, 5th Floor
I Fort Lauderdale, FL 33301
P Tel: 754-321-2080

T
O Contact: Gail Savary

Vendor Number: 135679

Terms of Delivery: FOB DESTINATION

Terms of Payment: Net 30 Days

| Line | Material No/ Description | Vendor Material Number | Order Quantity | Unit of Measure | Delivery Date | Bid Number | Bid Expiration Date | Unit Price | Net Value |
|------|--|------------------------------|-------------------|--------------------|------------------|---------------|------------------------|------------|-----------|
| 1 | Civil Engineering Services DISTRICT WIDE JJ-14 08/07/18 Per ATP dated 12/05/18 Continuing Contracts for Civil Engineering Services- Surface Water Permit Renewals | | 1 | AU | 01/14/2019 | 17-114C | | 75,000.00 | 75,000.00 |

Total Net Value 75,000.00 USD

FLORIDA STATE SALES TAX EXEMPT: 85-8013140099C-8
FEDERAL EXCISE TAX EXEMPT: 59-6000530

**Delivery of this Purchase Order via electronic means or via
US Postal Service constitutes SBBC's approval for the
purchases of the goods and services stated herein.
Additional Purchase Order Terms and Conditions follow
on a separate Page.**

**CITY OF NORTH MIAMI
PROFESSIONAL SERVICES AGREEMENT**

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into on 11/12/2019, by and between the **City of North Miami**, a Florida municipal corporation with a principal address of 776 NE 125th Street, North Miami, Florida (“City”), and **Ross Engineering, Inc.**, a Florida Profit Corporation registered to do business under the laws of the State of Florida, having its principal office at 3325 S. University Drive, #111, Davie, FL 33328 (“Contractor”). The City and Contractor shall collectively be referred to as the “Parties”, and each may individually be referred to as a “Party”.

RECITALS

WHEREAS, on December 7, 2017, the City of North Miami (“City”) advertised *Request for Qualifications # 08-17-18, Continuing Architectural & Engineering Services* (“RFQ”), for the purpose of retaining a pool of experienced and qualified firms to provide professional consulting services to the City on a continuing, as-needed basis (“Services”); and

WHEREAS, the RFQ was undertaken in accordance with Florida’s Consultants’ Competitive Negotiation Act (“CCNA”), under Section 287.055, Florida Statutes; and

WHEREAS, in response to the RFQ, Ross Engineering, Inc. (“Contractor”) submitted its qualifications for the provision Water Resources and Stormwater Design Services and was approved to be included on the City’s list of pre-qualified firms pursuant to Resolution No. 2019-R-15; and

WHEREAS, the proposed project will assist the City in maintaining compliance with the America’s Water Infrastructure Act (“AWIA”) and its requirements for community water systems serving more than three thousand three hundred (3.300) persons; and

WHEREAS, the services will include: conducting risk and resilience assessments, preparing an Emergency Response Plan that incorporates the findings of the assessments, and submitting certifications for both the assessments and the plan to the Environmental Protection Agency; and

WHEREAS, the City Manager finds that the execution of this Agreement serves the best interest of the City and is beneficial to the welfare of City residents.

NOW, THEREFORE, in consideration of the mutual terms and conditions set forth herein and other good and valuable consideration, the Parties hereto agree as follows:

ARTICLE 1 - RECITALS

1.1 The recitals are true and correct and are hereby incorporated into and made a part of this Agreement.

ARTICLE 2 - CONTRACT DOCUMENTS

2.1 The following documents are incorporated into and made a part of this Agreement (collectively referred to as the "Contract Documents"):

City of North Miami

**City of North Miami Continuing Architectural and
Engineering Consulting Services (CCNA)**

**SCOPE OF WORK to Develop Risk Assessments and
Emergency Response Plans (ERPs) for the City of
North Miami in line with AWIA 2018**

August 12, 2019



City of North Miami
Public Works
1815 NE 150 Street
North Miami, FL 33181

Prepared By:



Ross Engineering, Inc.
17670 NW 78th Avenue, Suite 21 4
Miami, Florida 33015
786-468-8304 (Phone)
305-392-1019 (Fax)



Ross Engineering, Inc. is pleased to submit this proposal to provide professional engineering services to the City of North Miami for the completion of risk and resilience assessments and emergency response plans as required for community water systems servicing more than 3,300 persons under the America's Water Infrastructure Act (AWIA) of 2018, including certification of these documents to the EPA.

New Risk Assessment and Emergency Response Plan Requirements for Community Water Systems

On October 23, 2018, the America's Water Infrastructure Act (Pub. L. 115-270) was signed into law. Section 2013 of the AWIA amends section 1433 of the Safe Drinking Water Act (42 U.S.C. 300i-2). This section requires community water systems serving more than 3,300 persons to develop or update risk and resilience assessments and emergency response plans. The law specifies the topics that the risk and resilience assessments and emergency response plans must address. It also establishes deadlines by which community water systems must send certifications of completion of the risk and resilience assessments and emergency response plans to the EPA.

Each community water system serving more than 3,300 persons shall submit to the EPA Administrator a certification that the system has conducted a risk and resilience assessment in accordance with the Act prior to:

- March 31, 2020, in the case of systems serving a population of 100,000 or more;
- December 31, 2020, in the case of systems serving a population of 50,000 or more, but less than 100,000; and
- June 30, 2021, in the case of systems serving a population greater than 3,300, but less than 50,000.

Each community water system serving more than 3,300 persons shall also certify its completion of an emergency response plan as soon as reasonably possible, but no later than six months after certifying completion of its risk and resilience assessment.

For purposes of compliance with the AWIA, the EPA interprets the population served under revised section 1433(a)(3) to mean all persons served by the system directly or indirectly. As a result, community water systems should determine their population served based on the number of people the system serves directly, plus the number of people served by any consecutive community water systems. Accordingly, a community water system that provides drinking water to consecutive community water systems (i.e., a "wholesaler") must include the population served by those consecutive systems when determining its total population served.



| Schedule of Deliverables | |
|--|----------------------------|
| Deliverable/Event | Dates |
| NTP (contingent upon EPA releasing additional resources and tools, as stated on their website) | October 14, 2019 |
| Task 1 Risk and Resilience Assessments | December 31, 2020 |
| Task 2 Emergency Response Plans | w/in 6 months after Task 1 |

Prior to starting each task, the City will gather and provide all required information needed for that task and provide it to Ross personnel at the specific task meeting.

Compensation

Ross Engineering agrees to provide the scope of services above for the lump sum compensation of \$149,470.00, to be invoiced on a monthly basis in accordance with the Ross Engineering's estimated percent complete.

Assumptions

- The level of effort assumes the City of North Miami maintains a geocoded asset management system immediately available to Ross Engineering; no effort has been included in this scope to gather asset information.
- Systems must maintain a copy of the assessment and emergency response plan (including any revised assessment or plan) for five years after certifying the plan to the EPA. This must be fulfilled by the City.
- Scope does not include the following five-year review, revision, and certification requirement:

Five-Year Review, Revision, and Certification Requirement

Each community water system serving more than 3,300 persons must review its risk and resilience assessment at least once every five years to determine if it should be revised. Upon completion of such a review, the system must submit to the EPA a certification that it has reviewed its assessment and revised it, if applicable.

Further, each community water system serving more than 3,300 persons must revise, where necessary, its emergency response plan at least once every five years after the system completes the required review of its risk and resilience assessment. The emergency response plan must incorporate any findings of the risk and resilience assessment. Upon completion of such a review, but not later than six months after certifying the review of its risk and resilience assessment, the system must submit to the EPA a certification that it has completed its corresponding emergency response plan (which, in the context of a revision, means that it has reviewed its emergency response plan and revised it, if applicable).



- Scope does not include requests to the EPA for the return of the City's vulnerability assessments required by the Bioterrorism Act. Ross Engineering needs for the City to request their vulnerability assessment as further detailed below:

Final Disposition of Bioterrorism Act Vulnerability Assessments

Title IV of the Public Health Security and Bioterrorism Preparedness and Response Act of 2002 (Bioterrorism Act) amended the Safe Water Drinking Act by adding new sections

1433 through 1435 pertaining to improving the security of the nation's drinking water infrastructure. Section 1433 of the Bioterrorism Act required each community water system serving a population greater than 3,300 persons to conduct a vulnerability assessment, certify completion of its assessment, and submit a written copy to the EPA where it would be stored in a secure location. These assessments are now more than 10 years old and are outdated. Pursuant to the EPA's Records Management Policy, the EPA can retire the certifications and assessments.

The EPA intends to destroy the vulnerability assessments using a process that conforms with the information protection requirements of section 1433 of the Bioterrorism Act. Under AWIA section 2013(b)(2), community water systems may request that the EPA return their vulnerability assessments in lieu of destruction. If utilities wish their vulnerability assessments returned, they may submit a letter to the EPA by email. Please email the request letter to WSD-Outreach@epa.gov on utility letterhead and include the following information: utility name, PWS ID number, address, and point of contact information for the individual who will be responsible for receiving the vulnerability assessment.

To request the return of the vulnerability assessment prior to destruction, the community water system will need to make the request not later than the initial date by which the community water system must certify a risk and resilience assessment to the EPA as required under section 1433(a) of the Safe Drinking Water Act as amended by section 2013 of the AWIA.

Memorandum

MIAMI-DADE
COUNTY

Date: March 16, 2017

To: Lester Sola, Director
Water and Sewer Department

Through: Miriam Singer, CPPO, Sr. Assistant Director
Internal Services Department

From: Pablo Valin, A&E Consultant Selection Coordinator
Chairperson, Competitive Selection Committee

Subject: NEGOTIATION AUTHORIZATION
Water and Sewer Department
Engineering Design and Related Services for the Design of Small Diameter
Water and Wastewater Pipelines for the Water and Sewer Department's
Wastewater and Water Collection, Transmission and Distribution Systems.
ISD Project No. E15-WASD-03A

CLERK OF THE BOARD
2017 APR -7 AM 8:12
MIAMI-DADE COUNTY, FLA.
#1

Pablo Valin

The Competitive Selection Committee has completed the evaluation of the proposals submitted in response to the referenced Internal Services Department solicitation and consistent with the guidelines published in the Notice to Professional Consultants.

ISD Project No.: E15-WASD-03A

Project Title: Engineering Design and Related Services for the Design of Small Diameter Water and Wastewater Pipelines for the Water and Sewer Department's Wastewater and Water Collection, Transmission and Distribution Systems.

Scope of Services Summary: The scope of services to be provided by the selected team includes engineering design of small diameter pipelines for wastewater distribution, which includes, but is not limited to, performing preliminary route analysis, site investigations, surveying, maintenance of traffic plans, hydraulic analysis, coordinating with other utilities and municipalities, and the public, preparing design reports, drawings and contract specifications. It also includes preparing design-build criteria packages, assisting during the permitting and procurement phases, and providing engineering support during construction. Engineering support during construction is anticipated to include, but is not limited to, periodic site inspections, attending meetings, reviewing shop drawings, responding to requests for information, reviewing claims and potential change orders. The scope of services also includes reviewing contract schedules, schedule of values, and as-built drawings. Project coordination services are anticipated to include, establishing a plan to implement projects, establishing and tracking project schedules, budgets and deadlines, preparing status reports, and attending meetings as requested.

Term and Estimated Cost of Contract: The Water and Sewer Department intends to retain eight (8) qualified firms under eight (8) non-exclusive professional services agreements. Each professional services agreement is for a term of six (6) years, with one (1) two-year option to renew, and a maximum compensation of \$3,300,000, inclusive of contingencies and fees. No minimum amount of work or compensation will be assured to the retained consultants.

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EQUITABLE DISTRIBUTION PROGRAM CONTINUOUS PROFESSIONAL SERVICES AGREEMENT CONTRACT NO.: EDP-PSA-2024

THIS AGREEMENT

Made as of the 27th day of July in the year 2020

Between the County: Miami-Dade County Florida, a political subdivision of the State of Florida, acting by and through its **Board of County Commissioners**, hereinafter called the "County", which shall include its officials, successors, legal representatives, and assigns.

and the Architect/Engineer: Firm Name: Ross Engineering, Inc.

FEIN No.: 45-0500482

Address: 17670 NW 78th Ave, Suite 214
Miami, FL 33015

Phone Number: 786-468-8304

Fax Number: 305-392-1019

referred to in this Agreement as the "Architect/Engineer". The term Architect/Engineer shall include its officials, successors, legal representatives, and assigns.

The scope of services include, but are not limited to, complete professional architectural, civil engineering, structural, mechanical/plumbing engineering, electrical engineering and landscape design services, construction engineering and inspection services, as may be required by any applicable work authorization issued under this Agreement.

WITNESSETH:

WHEREAS, the Architect/Engineer is an approved participant in the County's Equitable Distribution Program (EDP) to provide architectural, engineering and architectural landscape services on an as needed basis for County projects in which the construction costs and/or in which the study activity service fees do not exceed the limits established by the Florida Statutes, Section 287.055; and

WHEREAS the Architect/Engineer will perform services under this Agreement based upon any service orders issued hereunder that shall conform to the Scope of Services within the categories of technical certification as determined by the County.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

**EQUITABLE DISTRIBUTION PROGRAM
CONTINUOUS PROFESSIONAL SERVICES AGREEMENT
CONTRACT NO.: EDP-PSA-2017**

THIS AGREEMENT

Made as of the 20th day of October in the year 2015

Between the County: Miami-Dade County Florida, a political subdivision of the State of Florida, acting by and through its **Board of County Commissioners**, hereinafter called the "County", which shall include its officials, successors, legal representatives, and assigns.

and the Architect/Engineer: **Firm Name:** Ross Engineering, Inc.
Address: 17670 NW 78th Ave, Suite 214
Miami, FL 33015
Phone Number: 786-468-8304
Fax Number: 305-392-1019

The term Architect/Engineer shall include its officials, successors, legal representatives, and assigns.

The scope of services include, but are not limited to, complete professional architectural, civil engineering, structural, mechanical/plumbing engineering, electrical engineering and landscape design services, construction engineering and inspection services, as may be required by any applicable work authorization issued under this Agreement.

WITNESSETH:

WHEREAS, the Consultant is an approved participant in the County's Equitable Distribution Program (EDP) to provide architectural, engineering and architectural landscape services on an as needed basis for County projects in which the construction costs and/or in which the study activity service fees do not exceed the limits established by the Florida Statutes, Section 287.055 and based upon any work authorizations issued hereunder that shall conform to the Scope of Services within the categories of technical certification as determined by the County.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

**AGREEMENT
BETWEEN THE
CITY OF LAUDERHILL
AND
ROSS ENGINEERING, INC
FOR
MISCELLANEOUS PROFESSIONAL SERVICES**

THIS AGREEMENT (“Agreement”), effective on the date of the last party to sign below, is between the City of Lauderhill, a Florida municipal corporation, (“CITY”), and Ross Engineering, Inc (“CONSULTANT”) for Cost Estimating/ Value Engineering (“Agreement”). References in this Agreement to “City Manager” shall be meant to include his designee.

WITNESSETH:

WHEREAS, the City of Lauderhill issued a Request for Qualification (RFQ) 2019-057 for Miscellaneous Professional Services, pursuant to Section 287.055, Florida Statutes, and established a Selection Committee for the purpose of recommending to the City Commission the selection of a firm to perform plan review and inspection services, a copy of RFQ 2019-057 is attached hereto and incorporated by reference as Exhibit A; and

WHEREAS, the CONSULTANT submitted a response to RFQ 2019-057 and the CONSULTANTS proposal is attached hereto and incorporated by reference as Exhibit B; and

WHEREAS, on February 10, 2020, the City Commission adopted Resolution No. 20R-02-048, which ratified the rankings of the Selection Committee and authorized the City officials to enter into negotiations for an agreement with the top ranked proposer; a copy of Resolution 20R-02-48 is attached hereto and incorporated by reference as Exhibit C; and

WHEREAS, CITY and CONSULTANT desire to enter into an Agreement whereby the duties and obligations each to the other are set forth.

IN CONSIDERATION OF THE MUTUAL COVENANTS AND CONDITIONS HEREIN EXPRESSED AND THE FAITHFUL PERFORMANCE OF ALL SUCH COVENANTS AND CONDITIONS, THE PARTIES AGREE AS FOLLOWS:

SECTION 1. SCOPE OF SERVICES

- 1.1** The CONSULTANT must meet the requirements and perform the services identified in the Request for Qualification for Miscellaneous Professional Services, as stated in RFQ 2019-057, attached hereto and made a part hereof, as Exhibit “A” and the CONSULTANT’S Proposal, attached hereto and made a part hereof, as Exhibit “B”.
- 1.2** CONSULTANT agrees and acknowledges that CONSULTANT is prohibited from exempting provisions of the RFQ or in this Agreement in any of CONSULTANT’S services pursuant to this Agreement.

SECTION 2. TERM

- 2.1** The term of this Agreement shall begin on the date it is fully executed by both parties and shall extend for a three (3) year term.
- 2.2** This provision in no way limits the CITY’S right to terminate this Agreement at any time during the initial term pursuant to Section 4 of the Agreement. The City shall also have the right to extend the agreement beyond the expiration date or any extension for a period not to exceed one hundred eighty (180) days.

SECTION 3. COMPENSATION

- 3.1** The amount of compensation payable by the CITY to CONSULTANT shall be based upon the rates and schedules as set forth in Attachment “1”, attached hereto and made a part hereof, which amount shall be accepted by CONSULTANT as full compensation for all such work performed under this Agreement. CONSULTANT will prepare a scope and fee proposal for each requested task and CITY reserves the right to re-scope, and negotiate such proposal as needed. It is acknowledged and agreed by CONSULTANT that these amounts are the maximum payable and constitute a limitation upon CITY’S obligation to compensate CONSULTANT for its services related to this Agreement. This maximum amount, however, does not constitute a limitation of any sort, upon CONSULTANT’S obligation to perform all items of work required by or which can be reasonably inferred from the Scope of Services.

CITY and CONSULTANT acknowledge that the consulting fees may include but not limited to an estimate of work for: Phase I - Schematic Design; Phase II - Design Development; Phase III - Construction Documents - Phase IV - Bidding and Permitting; Phase V - Construction Administration, and other professional basic services described in the L.O.I. are included in the fee agreed upon. The CITY and CONSULTANT may negotiate additional scopes of services, compensation, time of performance and other related matters for any necessary future phases of Project. If CITY and CONSULTANT cannot contractually agree, CITY shall have the right to immediately terminate

ARDURRA GROUP, INC (dba: King Engineering Associates)
8700 West Flagler Street, Suite 180
Miami, FL 33174
(305) 392-9979

SUBCONTRACT FOR PROFESSIONAL SERVICES
King Project No. 2014-0313-00
Title: Consumer Line Relocation Program Phase 2A
Rev 00 + Rev 01 + Rev 02

SUBCONTRACT FOR PROFESSIONAL SERVICES

THIS AGREEMENT originally made and entered on June 17, 2017, revised on May 4, 2018, and revised on May 23, 2019, by and between **KING ENGINEERING ASSOCIATES, INC.**, hereinafter called "**King**", and Ross Engineering, Inc., hereinafter called "**PROFESSIONAL SUBCONTRACTOR**", is for the services described herein. The services of the **PROFESSIONAL SUBCONTRACTOR** shall be subject to all terms, conditions, and performance requirements of the prime agreement: "Non-Exclusive Professional Services Agreement, Design of Upgrades for Water Distribution and Sanitary Sewage Collection and Transmission Systems, Agreement No. 14KEAI002, Project No. E13-WASD-10, dated February 24th, 2015 (Attachment A), providing for these services between **King and Miami-Dade County Water and Sewer Department ("King's Client")**. **PROFESSIONAL SUBCONTRACTOR** assumes towards King and agrees to perform all obligations which the Prime Agreement requires King to perform, to the extent such obligations pertain to **PROFESSIONAL SUBCONTRACTOR's** scope of work.

PROFESSIONAL SUBCONTRACTOR Address: 17670 NW 78th Avenue, Suite 214, Miami, FL 33015_____

1. **General Nature of Project in Prime Agreement between King and King's Client:** Program management, property identification, design, permitting, bidding support, construction management and inspections, and stakeholder coordination for relocation of 2,900 water services to the front of the properties.
2. **Description of Services to be performed by the PROFESSIONAL SUBCONTRACTOR:** General engineering support in accordance with scope of work. As per Rev 02, remaining work involves providing full time inspectors at construction sites under the supervision of King, as per prime contract.
3. **Services called for herein shall be completed not later than:** Time is of the essence and services shall be completed as on fast-track basis.
4. **The total compensation, including all revisions to date, to be paid the PROFESSIONAL SUBCONTRACTOR for providing the services called for herein shall be:**
 - A. **Unit cost/time charges; total not to exceed budget of \$949,994 (Rev 00= 343,396.27; Rev 01= \$213,603.73; Rev 02=392,994).**
5. **DURATION: This Agreement shall remain in effect** until services are completed or extended by mutual agreement in writing.

IN WITNESS WHEREOF, this Agreement is accepted on the date first above written, subject to the terms and conditions above stated and the provisions set forth on the reverse side.

FOR PROFESSIONAL SUBCONTRACTOR FOR KING ENGINEERING ASSOCIATES, INC.
SIGNED: _____
TYPED NAME: Robert Ross, PE
TITLE: Principal
DATE: May 28 2019

SIGNED: _____
TYPED NAME: Christopher F. Kuzler, PE
TITLE: Managing Principal
DATE: May 28, 2019

1. **INVOICE PROCEDURE:** The PROFESSIONAL SUBCONTRACTOR shall submit monthly invoices to King requesting payment for work accomplished during each calendar month. Payment of invoices will be made by King within 3 weeks after receipt of payment by King from King's Client under the Prime Agreement for the invoice charges. PROFESSIONAL SUBCONTRACTOR agrees that King's receipt of payment for PROFESSIONAL SUBCONTRACTOR's services is a strict condition precedent to King's obligation to pay PROFESSIONAL SUBCONTRACTOR.
2. **INSURANCE:** The PROFESSIONAL SUBCONTRACTOR shall procure and maintain throughout the term of this Agreement the following insurance in amounts required in the Prime Agreement or otherwise agreed to by King, but not less than the limits set forth herein, and shall, upon executing this Agreement, provide to King a certificate(s) of insurance evidencing same, and showing King as an additional insured for coverages below:
 - A. Workers' Compensation Insurance as required by law.
 - B. Unless otherwise provided for herein, Comprehensive General Liability Insurance including contractual liability and liability arising out of the use of automobiles to the following limits:
 - (1) Bodily Injury Liability Insurance with limits of \$100,000 per person and \$500,000 per occurrence;
 - (2) Property Damage Liability Insurance with a limit of \$100,000 per occurrence and a deductible not in excess of \$1,000 per occurrence.
 - C. Unless otherwise provided for herein, Errors and Omissions Liability Insurance with a limit of \$1,000,000 per claim and aggregate, and a deductible not in excess of \$10,000 per claim.
3. **INDEMNIFICATION:** The PROFESSIONAL SUBCONTRACTOR shall defend, indemnify and hold harmless King, and its agents, representatives and employees, from and against any and all suits, actions, legal proceedings, claims, demands, damages, liabilities, costs and expenses, including attorney's fees, arising out of or in connection with, or alleged or claimed to arise out of or in connection with any error, omission or negligent act of the PROFESSIONAL SUBCONTRACTOR or anyone acting on behalf of the PROFESSIONAL SUBCONTRACTOR in connection with or incident to services being performed under this Agreement.
4. **TERMINATION:** This Agreement may be terminated by King with seven (7) calendar days' written notice. If this Agreement is so terminated, King shall pay the PROFESSIONAL SUBCONTRACTOR compensation for work satisfactorily completed up to date of termination upon receipt of payment by King from King's Client under the Prime Agreement for said work and upon receipt by King of all applicable documents, reports, deliverables, etc. prepared by the PROFESSIONAL SUBCONTRACTOR.

King may terminate this Agreement for convenience, or suspend the work called for herein for a period not to exceed sixty (60) calendar days, in the event King's Client under the Prime Agreement cancels, abandons or suspends the Project called for under the Prime Agreement. In the event of such termination or suspension, King shall pay the PROFESSIONAL SUBCONTRACTOR for the work accomplished up to the date of termination or suspension upon receipt of payment by King from King's Client under the Prime Agreement for said work and upon receipt by King of all applicable documents, reports, deliverables, etc. prepared by the PROFESSIONAL SUBCONTRACTOR.
5. **EEO/AA COMPLIANCE:** King is an Equal Opportunity Employer and has an Affirmative Action Plan that it strictly follows. It is King's policy to use minority consultants, suppliers and businesses to support our operations whenever possible. King encourages all of its PROFESSIONAL SUBCONTRACTOR's to incorporate this same policy in their operations when supplying goods or services to King.
6. **SAFETY:** The PROFESSIONAL SUBCONTRACTOR is responsible for the safety of its workers and for maintaining and leaving a safe work site. The PROFESSIONAL SUBCONTRACTOR shall defend, indemnify and hold King harmless against any personal injury or property damage claims made as a result of actions or omissions of the PROFESSIONAL SUBCONTRACTOR.
7. **CONFIDENTIALITY:** The PROFESSIONAL SUBCONTRACTOR shall not discuss any aspect of the project, not specifically required by this Agreement, with any outside party without prior, written authorization by King.

MIAMI DADE WATER & SEWER DEPT

ISD Project No. E15-WASD-03A; Agreement No. 17REI001

Engineering Design and Related Services for the Design of Small Diameter Water and Wastewater Pipelines for the Water and Sewer's Department's Wastewater and Water Collection, Transmission and Distribution System

Task Work Authorization No. 2

Engineering Services for Installation of 1,800 LF OF 8-INCH DI WM TO REPLACE 3-INCH - 4-INCH SHALLOW PIPELINE WITH HISTORY OF MULTIPLE FAILURES ALONG ALHAMBRA CIR BETWEEN SW 42 AVE AND SEGOVIA CIR, JUST BEFORE CASILLA ST.,

PCTS No. 15739, ER No. WO17219

SCOPE OF WORK

December 10, 2018



Miami-Dade Water and Sewer Department
3071 SW 38th Avenue
Miami, FL 33133

Prepared by:



Ross Engineering, Inc.
17670 NW 78th Avenue, Suite 214
Miami, Florida 33015
786-468-8304 (Phone)
305-392-1019 (Fax)

Table of Contents

| | |
|--|-----|
| INTRODUCTION | 3 |
| DESCRIPTION OF PROFESSIONAL SERVICES | 3 |
| 100 PROFESSIONAL SURVEYING SERVICES | 4 |
| 200 PROFESSIONAL ENGINEERING DESIGN SERVICES | 4 |
| (201) 30% Design Submittal; Deliverables | 4 |
| (202) 60% Design Submittal; Deliverables | 5 |
| (203) 90% Design Submittal; Deliverables | 5 |
| (204) 100% Final Design Submittal; Deliverables | 6 |
| 300 PERMITTING | 6 |
| 400 LIMITED CONSTRUCTION ENGINEERING SERVICES | 6-8 |
| SCHEDULE | 8 |
| INVOICING | 8 |
| COMPENSATION | 8 |
| ASSUMPTIONS | 9 |

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INTRODUCTION

WASD has requested the installation of an 8-inch DIP water main +/- 1,800 LF along Alhambra Circle between SW 42 AVE and Segovia Ave. Please refer to Attachment A for Project Area.

Ross Engineering Inc. is pleased to submit this fee proposal to include Professional surveying, engineering design, dry run submittals/approvals, obtaining construction permits from the City of Coral Gables, and limited construction support services. Certification of the 8-inch water main can be provided with Ross inspectors participating in key inspections including pressure during tap and any unforeseen conflicts. WASD Construction Department and its inspectors will provide necessary day to day inspections. WASD will provide geotechnical engineering soil testing.

PROFESSIONAL SERVICES

WASD requires professional surveying and professional engineering services to design +/- 1,800 LF of 8-Inch DIP WM Alhambra Circle between SW 42 AVE and Segovia Ave.

Work Order # 2 "Installation of an 8-inch DIP water main +/- 1,800 LF along Alhambra Circle between SW 42 AVE and Segovia Ave. This scope has been divided into 4 tasks as shown in the table below:

| Task | Description |
|------|---|
| 100 | Professional Surveying Services |
| 200 | Professional Engineering Design Services |
| 300 | Permitting Services |
| 401 | Limited Construction Engineering Support Services |
| 402 | Certification and Inspections |

100 PROFESSIONAL SURVEYING SERVICES

Longitude Surveyors (Longitude) will perform topographic surveying services as per WASD requirements. Longitude is a sub-consultant to Ross Engineering. The Surveying Scope of Services is enclosed as Attachment B – Professional Surveying Services Fee Proposal.

Deliverables

- Signed and sealed topographic surveys

200 PROFESSIONAL ENGINEERING DESIGN SERVICES

The work proposed in this task will provide for the project’s detailed design development considering elements from the review and evaluation of existing documentation and infrastructure. Site visits will be performed to verify existing conditions, analysis of existing utility locations, review of geotechnical investigations, assess horizontal alignment considerations, incorporation of material selections, and confirm the design criteria upon which the project is to be based.

Ross Engineering will prepare simplified project schedules for the duration of the project; as well as prepare and submit progress reports for the duration of the design and permitting phases detailing the services performed. Progress reports will be submitted along with the invoices.

201 – 30% Design Submittal

For the completion of this subtask, the following are the items and/or activities:

Ross Engineering shall prepare construction drawings for review and approval by WASD. The 30% design submittal shall consist of 24"x36" drawings with a 20:1 scale and project components including:

- Review of existing as-builts
- Coordination with Sunshine One Call of Florida to request design ticket
- Request utilities for the project limits and incorporate into the plans
- Perform project site visit
- Prepare project site narrative
- Preliminary layout with proposed pipe location and stub-outs

Memorandum

MIAMI-DADE
COUNTY

Date: March 16, 2017

To: Lester Sola, Director
Water and Sewer Department

Through: Miriam Singer, CPPO, Sr. Assistant Director
Internal Services Department

From: Pablo Valin, A&E Consultant Selection Coordinator
Chairperson, Competitive Selection Committee

Subject: NEGOTIATION AUTHORIZATION
Water and Sewer Department
Engineering Design and Related Services for the Design of Small Diameter
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Wastewater and Water Collection, Transmission and Distribution Systems.
ISD Project No. E15-WASD-03A

CLERK OF THE BOARD
2017 APR -7 AM 8:12
MIAMI-DADE COUNTY, FLA.
#1

Pablo Valin

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ISD Project No.: E15-WASD-03A

Project Title: Engineering Design and Related Services for the Design of Small Diameter Water and Wastewater Pipelines for the Water and Sewer Department's Wastewater and Water Collection, Transmission and Distribution Systems.

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Small Business Development Goal/Measure: On August 19, 2015, the Small Business Development Division established a 100% Small Business Enterprise - Architectural and Engineering Set-Aside applicable to this solicitation.

Request to Advertise Stamped by the Clerk of the Board: Request to Advertise was received by the Clerk of the Board on March 31, 2016.

Number of Proposal(s) Received: Twenty-four (24) proposals were received by the submittal deadline of May 20, 2016.

Name of Proposer(s): Please refer to the attached List of Respondents.

Small Business Development Division Compliance Review: Please see the attached Compliance Review Memorandum dated August 9, 2016.

First Tier Results: On January 30, 2017, the First Tier Meeting of the Competitive Selection Committee was held. The Competitive Selection Committee was tasked with evaluating the experience and qualifications of the proposers, and scoring and ranking the compliant proposals in accordance with the evaluation criteria outlined in the solicitation document. The Competitive Selection Committee elected by majority vote to score and rank the responsive proposers. Please refer to the attached First Tier Tabulation Sheet.

Second Tier Results: Not applicable. Based on the Competitive Selection Committees' professional judgment, the information provided in the proposals was deemed sufficient to determine the qualifications of the teams. As a result, and by majority vote, the Competitive Selection Committee decided to forego Second Tier proceedings.

Request for Appointment of Negotiation Committee: Pursuant to Section 2-10.4(6) of the Code of Miami-Dade County, the Internal Services Department hereby requests the County Mayor or his designee approve the following Negotiation Committee:

- Pablo Valin, A&E Consultant Selection Coordinator, Non-Voting Chairperson, Internal Services Department
- Rolando Roque, Senior Professional Engineer, Water and Sewer Department
- Natalia Ojeda, Professional Engineer, Water and Sewer Department
- Wilfredo M. Fernandez, Professional Engineer, Department of Transportation and Public Works

Request for Authorization to Enter Negotiations: Pursuant to Section 2-10.4(6) of the Code of Miami-Dade County, it is hereby requested that the County Mayor or his designee approve the selection of the following firms for the purpose of negotiating eight (8) non-exclusive professional services agreements for this solicitation, in accordance with the Competitive Selection Committee's recommendation:

Tab 7 G. Corporate Standing and Authorized Signatory

Certificate of Good Standing:

*State of Florida
Department of State*


I certify from the records of this office that ROSS ENGINEERING INC. is a corporation organized under the laws of the State of Florida, filed on February 10, 2003, effective February 11, 2003.

The document number of this corporation is P03000018456.

I further certify that said corporation has paid all fees due this office through December 31, 2020, that its most recent annual report/uniform business report was filed on February 19, 2020, and that its status is active.

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

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



Samuel Bee
Secretary of State

Tracking Number: 4578280682CC

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

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

The authorized signatory for Ross Engineering, Inc. is Robert J. Ross, PE, LEED AP.



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Profit Corporation
ROSS ENGINEERING INC.

Filing Information

| | |
|------------------------|--------------|
| Document Number | P03000018456 |
| FEI/EIN Number | 45-0500482 |
| Date Filed | 02/10/2003 |
| Effective Date | 02/11/2003 |
| State | FL |
| Status | ACTIVE |

Principal Address

3325 S. UNIVERSITY DRIVE
111
DAVIE, FL 33328

Changed: 06/16/2010

Mailing Address

3325 S. UNIVERSITY DRIVE
111
DAVIE, FL 33328

Changed: 06/16/2010

Registered Agent Name & Address

RUDOLPH, JASON SESQ.
10800 Biscayne Blvd
MIAMI, FL 33161

Address Changed: 01/12/2018

Officer/Director Detail

Name & Address

Title MRS.

ROSS, MELISSA
3325 S UNIVERSITY DRIVE, SUITE 111
DAVIE, FL 33328

Title MR.

ROSS, ROBERT
 3325 S UNIVERSITY DRIVE, SUITE 111
 DAVIE, FL 33328

Annual Reports

| Report Year | Filed Date |
|--------------------|-------------------|
| 2018 | 01/12/2018 |
| 2019 | 02/07/2019 |
| 2020 | 02/19/2020 |

Document Images

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| 07/03/2005 -- ANNUAL REPORT | View image in PDF format |
| 04/30/2004 -- ANNUAL REPORT | View image in PDF format |
| 02/10/2003 -- Domestic Profit | View image in PDF format |

PD3000018456

Jason Scott Rudolph, P.A.
The Courthouse Tower, Suite 2400
44 West Flagler Street
Miami, Florida 33130

(Address)

(City/State/Zip/Phone #)

PICK-UP WAIT MAIL

(Business Entity Name)

(Document Number)

Certified Copies _____ Certificates of Status _____

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SECRETARY OF STATE
MILWAUKEE, WI 53233
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**ARTICLES OF INCORPORATION OF
ROSS ENGINEERING, INC.**

The undersigned, subscribers to these Articles of Incorporation, natural persons competent to contract, hereby present these Articles for the formation of a corporation under the provisions of Chapter 621, Florida Statutes, also known as The Professional Service Corporation Act, and other laws of the State of Florida.

**ARTICLE I
NAME**

The name of this corporation is:

ROSS ENGINEERING, INC.

**ARTICLE II
NATURE OF BUSINESS**

The general nature of the business to be transacted by this corporation is the business of civil engineering.

To engage in every phase and aspect of the business of rendering the civil engineering services to the public that licensed engineers are able to render.

To invest the funds of this Corporation in real estate, mortgages, stocks bonds or any other type of investment, and to own real and personal property necessary for the rendering of engineering services.

To do all and everything necessary and proper for the accomplishment of any of the purposes or the attaining of any of the objects or the furtherance of any of the purposes enumerated in these Articles of Incorporation, or any amendment thereof, necessary or incidental to the protection and benefit of the Corporation, and in general, either alone or in association with other corporations, firms, or individuals, to carry on any lawful pursuit necessary or incidental to the accomplishment of the purposes or object of this Corporation.

The foregoing paragraphs shall be construed as enumerating both objects and purposes of this Corporation; and it is hereby expressly provided that the foregoing enumeration of specific purposes shall not be held to limit or restrict in any manner the purposes of this Corporation otherwise permitted by law.

FEB 11 1971
03 FEB 10 PM 1:28
SECRETARY OF STATE
TALLAHASSEE, FLORIDA

ARTICLES OF INCORPORATION OF
ROSS ENGINEERING, INC.

ARTICLE III
CAPITAL STOCK

The maximum number of shares of stock that this Corporation is authorized to have outstanding at any one time is 1,000 shares of common stock, having a par value of \$.50 per share.

ARTICLE IV
INITIAL CAPITAL

The amount of capital with which this Corporation shall commence business shall be not less than Five Hundred Dollars (\$500.00).

ARTICLE V
TERM OF EXISTENCE

This Corporation is to exist perpetually, effective as of **February 11, 2003**, unless sooner dissolved according to law.

ARTICLE VI
ADDRESS

The initial post office address of the principle office of this Corporation in the State of Florida is: **7744 Peters Road, PMB 182, Plantation, Florida 33324**. The Board of Directors may, from time to time, move the principle office to any other address in Florida.

ARTICLE VII
DIRECTOR(S)

This Corporation shall have two (2) Directors initially. The number of Directors may be increased or diminished from time to time by Bylaws adopted by the shareholders, but shall never be less than one (1). If required by the ethics of the profession, Directors shall be required to possess the same professional qualifications as Shareholders are required to possess.

**ARTICLES OF INCORPORATION OF
ROSS ENGINEERING, INC.**

**ARTICLE VIII
INITIAL DIRECTORS AND REGISTERED AGENT**

The names and addresses of the members of this first Board of Directors are:

| <u>NAME</u> | <u>ADDRESS</u> |
|--------------------|--|
| Melissa Ross | 7744 Peters Road, PMB 182 Plantation, Florida 33324 |
| Robert Ross | 7744 Peters Road, PMB 182 Plantation, Florida 33324 |

The names and street addresses of the initial Registered Agent is:

| <u>NAME</u> | <u>ADDRESS</u> |
|---------------------------|---|
| Jason Scott Rudolph, Esq. | 44 West Flagler Street # 2400 Miami, Florida 33130 |

**ARTICLE IX
SUBSCRIBERS**

The name and post office address of the subscriber to these Articles of Incorporation is:

| <u>NAME</u> | <u>ADDRESS</u> |
|--------------------|--|
| Melissa Ross | 7744 Peters Road, PMB 182 Plantation, Florida 33324 |
| Robert Ross | 7744 Peters Road, PMB 182 Plantation Florida 33324 |

ARTICLES OF INCORPORATION OF
ROSS ENGINEERING, INC.

ARTICLE X
VOTING TRUSTS

No Shareholder of this Corporation shall enter into a voting trust agreement or any other type of agreement vesting in another person the authority to exercise the voting power of any or all of his shares.

ARTICLE XI
CUMULATIVE VOTING FOR DIRECTORS

At all elections of Directors of this Corporation, each Shareholder shall be entitled to as many votes as shall equal the number of votes which (except for these provisions as to cumulative voting) he would be entitled to cast for the election of Directors with respect to his shares of stock multiplied by the number of Directors to be elected, and he may cast all such votes for a single Director, or may distribute them among the number to be voted for, or any two or more of them, as he may see fit.

ARTICLE XII
CONTRACTS

No contract or other transaction between this Corporation and any other corporation shall be affected by the fact that any Director of this Corporation is interested in, or is a director or officer of such other corporation, or may be interested in, any contract or transaction of this corporation or in which this Corporation is interested; and no contract, or other transaction of this Corporation with any person, firm, or corporation shall be affected by the fact that any Director of this Corporation is a party in any way connected with such person, firm, or corporation, and every person who may become a Director of this Corporation is hereby relieved from any liability that might otherwise exist from contracting with this Corporation for the benefit of himself or any firm, association, or corporation in which he may be in any way interested.

This Corporation shall have the power, at its option, to purchase and acquire any and all of its shares owned and held by any such Shareholder as should desire to sell, transfer, or otherwise dispose of this shares, in accordance with the Bylaws adopted by the Shareholders of this Corporation setting forth the terms and conditions of such purchases; provided, however, the capital of this Corporation is not impaired.

This Corporation shall have the power, at its option, to purchase and acquire the shares owned and held by any Shareholder who dies, in accordance with the Bylaws adopted by the Shareholders of this Corporation setting forth the terms and conditions of such purchases; provided, however, the capital of this Corporation is not impaired.

**ARTICLES OF INCORPORATION OF
ROSS ENGINEERING, INC.**

This Corporation shall have the power to enter into, for the benefit of its employees, one or more of the following:

1. a pension plan;
2. a profit sharing plan, if such plan is not otherwise prohibited by the Code of Ethics of the profession;
3. a stock bonus plan;
4. a thrift and savings plan;
5. a restricted stock option plan; or
6. other retirement or incentive compensation plans.

**ARTICLE XIII
AMENDMENT**

These Articles of Incorporation may be amended in the manner provided by law. Every amendment shall be approved by the Board of Directors, proposed by them to the Shareholders, and approved at a Shareholders' meeting by a majority of the stock entitled to vote thereon, unless all the Directors and all of the Shareholders sign a written statement manifesting their intention that a certain amendment of these Articles of Incorporation be made. All right of Shareholders are subject to this reservation.

**ARTICLE XIV
PREEMPTIVE RIGHTS**

Every Shareholder, upon the sale for cash of any new stock of this Corporation of the same kind, class, or series as that which he already holds, shall have the right to purchase his pro rata share thereof (as nearly as may be done without issuance of fractional shares) at the price which it is offered to others.

IN WITNESS WHEREOF, we, the subscribers, have executed these Articles of Incorporation this 24th day of January, 2003.



Melissa Ross, President & Director



Robert Ross, Vice President & Director

ARTICLES OF INCORPORATION OF
ROSS ENGINEERING, INC.

STATE OF FLORIDA

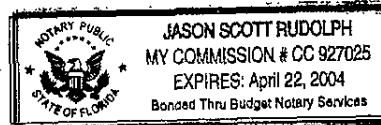
COUNTY OF MIAMI-DADE

BEFORE ME, the undersigned authorities, personally appeared MELISSA ROSS & ROBERT ROSS, to me well known and known to me to be the individuals described in, and who executed the foregoing Articles of Incorporation, and they acknowledged before me that they executed the same for the purposes therein expressed.

IN WITNESS WHEREOF, I have hereunto affixed my hand and official seal in Miami-Dade County, Florida, this 24th day of January, 2003.



Notary public, State of Florida
My commission expires: _____



HAVING BEEN NAMED TO ACCEPT SERVICE OF PROCESS FOR THE ABOVE NAMED CORPORATION, AT THE PLACE DESIGNATED IN THESE ARTICLES OF INCORPORATION, I HEREBY ACCEPT TO ACT IN THIS CAPACITY AND AGREE TO COMPLY WITH THE PROVISIONS OF SAID ACT RELATIVE TO KEEPING OPEN SAID OFFICE.



JASON SCOTT RUDOLPH
Registered Agent

Tab 7 G. Corporate Standing and Authorized Signatory

Certificate of Good Standing:

State of Florida Department of State

I certify from the records of this office that ROSS ENGINEERING INC. is a corporation organized under the laws of the State of Florida, filed on February 10, 2003, effective February 11, 2003.

The document number of this corporation is P03000018456.

I further certify that said corporation has paid all fees due this office through December 31, 2020, that its most recent annual report/uniform business report was filed on February 19, 2020, and that its status is active.

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

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



Randy R. ...
Secretary of State

Tracking Number: 4578280682CC

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

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



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Profit Corporation
ROSS ENGINEERING INC.

Filing Information

Document Number P03000018456
FEI/EIN Number 45-0500482
Date Filed 02/10/2003
Effective Date 02/11/2003
State FL
Status ACTIVE

Principal Address

3325 S. UNIVERSITY DRIVE
111
DAVIE, FL 33328

Changed: 06/16/2010

Mailing Address

3325 S. UNIVERSITY DRIVE
111
DAVIE, FL 33328

Changed: 06/16/2010

Registered Agent Name & Address

RUDOLPH, JASON SESQ.
10800 Biscayne Blvd
MIAMI, FL 33161

Address Changed: 01/12/2018

Officer/Director Detail

Name & Address

Title MRS.

ROSS, MELISSA
3325 S UNIVERSITY DRIVE, SUITE 111
DAVIE, FL 33328

Title MR.

ROSS, ROBERT
3325 S UNIVERSITY DRIVE, SUITE 111
DAVIE, FL 33328

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| 02/10/2003 -- Domestic Profit | View image in PDF format |

Tab 8 H. Forms and Attachments





DELIVER TO:
City of Sunny Isles Beach
City Clerk
18070 Collins Avenue
Sunny Isles Beach, FL 33160

**REQUEST FOR
QUALIFICATIONS
SECTION 6
RESPONDENT SUBMITTAL
FORMS**

**OPENING: 2:30 P.M.
Tuesday, August 11,
2020**

NOTE: City of Sunny Isles Beach is exempt from all taxes (Federal, State, and Local). Tax Exemption Certificate furnished upon request.

| | | | |
|------------|---|--|--|
| Issued by: | Purchasing Agent Genesis Cuevas | Date Issued: Wednesday, July 8, 2020 | This Qualification Submittal Consists of all required forms, including SF330, Questionnaires, Acknowledgements and Affidavits |
|------------|---|--|--|

Submissions are subject to the Terms and Conditions of this Request for Qualifications and the accompanying Submittal. Such other contract provisions, specifications, drawings or other data as are attached or incorporated by reference in the Submittal, will be received at the office of the City Clerk at the address shown above until the above stated time and date, and at that time, publicly opened for furnishing services described in the accompanying Submittal Requirement.

RFQ No. 20-07-01

Continuing Contract for Professional Services CCNA

Firm Name

Ross Engineering, Inc.

Commodity Code(s):

n/a per Addendum No. 1

**RETURN ONE ORIGINAL AND FOUR COPIES OF QUALIFICATION SUBMITTAL PAGES AND
AFFIDAVITS**

**FAILURE TO SIGN PAGE 38 OF SECTION 6 QUALIFICATION SUBMITTAL WILL RENDER YOUR
SUBMISSION NON-RESPONSIVE**



6.1 ACKNOWLEDGEMENT FORM

NAME OF COMPANY:

Ross Engineering, Inc.

(Name of company submitting RFQ)

CHECK CATEGORY (CATEGORIES) YOU ARE APPLYING FOR:

1- ARCHITECTS ___

2- CIVIL ENGINEERS

3- ELECTRICAL ENGINEERS ___

4- SURVEYORS AND MAPPING ___

5- LEAK DETECTION STUDIES ___

6- MECHANICAL, HVAC & PLUMBING ENGINEERS ___

7 - GEOTECHNICAL ___

8 – STRUCUTRAL ENGINEERS ___

9 – ENVIRONMENTAL ENGINEERS ___

10. CONSTRUCTION ENGINEERING AND INSPECTION (CEI) SERVICES ___



REQUIRED FORMS

PRIME FIRM

| Role | Name of Individual Assigned to Project | Number of Years' Experience | Education, Degree |
|-----------------------|---|-----------------------------|--|
| Principle-in-Charge: | Melissa Ross, MSCE | 20 | BS Civil Eng. Masters Civil Eng |
| Project Manager | Robert J. Ross, PE, LEED AP | 27 | BS Civil Eng. BS Engineering Technology |
| Asst. Project Manager | Samiksha Poudel, EIT Franklyn Garris | 5 3 | BS Civil Eng. BS Civil Eng. |
| Other Key Member | Daniel Sanders Danny De Leon | 16 2 | BS Biological Science BS Civil Eng. |
| Other Key Member | Philip Mills-Lutterodt | 26 | Construction Management |

REFERENCES

| Name | Firm Providing Reference | Phone # | Email Address |
|--------------------------------|--|--------------|-------------------------------------|
| Adria Gonzalez-Leiva, MSCE, PE | Miami-Dade County Parks & Recreation Dept. | 305-755-7852 | adria.gonzalez-leiva2@miamidade.gov |
| Daniel Rey, PE | City of Fort Lauderdale | 954-828-4653 | drey@fortlauderdale.gov |
| Isaac Kovner, City Engineer | City of Delray Beach | 561-243-7341 | kovner@mydelraybeach.com |
| Greg Hill, Project Manager | Florida Power & Light | 386-329-4620 | Gregory.hill@fpl.com |
| Manny Synalovski, AIA, LEED AP | Synalovski Romanik Saye | 954-961-6806 | msynalovski@synalovski.com |



ACKNOWLEDGEMENT OF ADDENDA

INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

PART I:

LIST BELOW ARE THE DATES OF ISSUE FOR EACH ADDENDUM RECEIVED IN CONNECTION WITH THIS RFQ

Addendum #1, Dated July 17, 2020

Addendum #2, Dated July 28, 2020

Addendum #3, Dated August 3, 2020

Addendum #4, Dated August 7, 2020

Addendum #5, Dated _____

Addendum #6, Dated _____

Addendum #7, Dated _____

Addendum #8, Dated _____

PART II:

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS RFQ

FIRM NAME: Ross Engineering, Inc.

AUTHORIZED SIGNATURE:  DATE: 08-02-2020

TITLE OF OFFICER: Vice President



RESPONDENT SUBMITTAL FORM
RFQ 20-07-01 Continuing Professional Consulting Services (CCNA)

The undersigned Firm proposes and agrees, if this submission is accepted, to enter into an agreement with the City of Sunny Isles Beach to perform and furnish all Services as specified or indicated in the Contract Documents.

The Firm accepts all of the terms and conditions of this Request for Qualifications. This Bid will remain subject to acceptance for 90 days after the day of Bid opening. The Firm agrees to sign and submit the Agreement and other documents as required by the Bidding Requirements within ten days after the date of the City's Notice of Award.

In submitting this response, the Firm represents, as more fully set forth in the Agreement, that:

- The Firm has familiarized himself/herself with the nature and extent of the Contract Documents, Work, site, locality, and all local conditions and Law and Regulations that in any manner may affect cost, progress, performance, or furnishing of the Work.
- The Firm has studied carefully all reports and drawings of subsurface conditions and drawings of physical conditions.
- The Firm has given the City written notice of all conflicts, errors, discrepancies that it has discovered in the Contract Documents and the written resolution thereof by City is acceptable to the Firm.
- This solicitation is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation; the Firm has not directly or indirectly induced or solicited any other Firms to submit a false or sham Bid; the Firm has not solicited or induced any person, firm or corporation to refrain from Bidding; and Firm has not sought by collusion to obtain for itself any advantage over any other Firms or over the City.

The City and the successful Firm will establish completion times for the services described in this Request for Qualifications and the successful Firm agrees that the services will be completed within the time frames agreed upon and stipulated in the individual Notice to Proceed.



Firm Name:

Ross Engineering, Inc.

Street Address:

17670 NW 78th Avenue, Suite 214, Miami, FL 33015

Mailing Address (if different):

n/a

Telephone No. 786-468-8304 Fax No. 305-392-1019

Email Address: marketing@rossengineers.com FEIN No. 4/5-0/5/0/0/4/8/2

** "By signing this document the Responder agrees to all Terms*

Signature:

(Signature of authorized agent)

Print Name: Robert J. Ross, PE, LEED AP

Title: Vice President

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 8/06/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: USI Insurance Services LLC, 2502 N Rocky Point Dr. Suite 400, Tampa, FL 33607, 855 874-1270. CONTACT NAME: SANDRA BURONE, PHONE: 855 874-0777, E-MAIL ADDRESS: sandra.burone@usi.com. INSURER(S) AFFORDING COVERAGE: Travelers Indemnity Company of CT (25682), Travelers Casualty and Surety Company (19038), Hartford Accident & Indemnity Company (22357).

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability (6601B452576), Automobile Liability (20UECKL6700), Umbrella Liability, and Workers Compensation and Employers' Liability (UB8K2361942047G).

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Proprietors/Partners/Executive Officers/Members Excluded: Melissa Ross, Robert Ross

CERTIFICATE HOLDER: City Of Sunny Isles Beach, 18070 Collins Avenue, Sunny Isles Beach, FL 33160. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]

DESCRIPTIONS (Continued from Page 1)

The General Liability policy(s) includes an automatic Additional Insured endorsement that provides Additional Insured status to the Certificate Holder only when there is a written contract that requires such status, and only with regard to work performed on behalf of the named insured.

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 BENDELL INSURANCE GROUP INC PO Box 164235 Miami, FL 33116-4235 | CONTACT NAME: ANDREW OGHINAN PHONE (A/C, No, Ext): (305) 249-5055 FAX (A/C, No): (305) 249-5057 E-MAIL ADDRESS: big@bendellinsurance.com | | | | | | | | | | | | | | |
|---|---|-------------------------------|-------|------------------------------------|--|------------|--|------------|--|------------|--|------------|--|------------|--|
| INSURED ROSS ENGINEERING, INC 3325 SO UNIVERSITY DR #111 DAVIE, FL 33328 954-318-0624 PH# | <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width:20%;">NAIC#</th> </tr> <tr> <td>INSURER A: LLOYDS OF LONDON</td> <td></td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table> | INSURER(S) AFFORDING COVERAGE | NAIC# | INSURER A: LLOYDS OF LONDON | | INSURER B: | | INSURER C: | | INSURER D: | | INSURER E: | | INSURER F: | |
| INSURER(S) AFFORDING COVERAGE | NAIC# | | | | | | | | | | | | | | |
| INSURER A: LLOYDS OF LONDON | | | | | | | | | | | | | | | |
| INSURER B: | | | | | | | | | | | | | | | |
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| INSURER E: | | | | | | | | | | | | | | | |
| INSURER F: | | | | | | | | | | | | | | | |

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|-----------|----------|----------------------|-------------------------|-------------------------|--|
| | GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC | | | NA | | | EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | | | NA | | | COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | NA | | | EACH OCCURRENCE \$ AGGREGATE \$ |
| | 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 | NA | | | <input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$ |
| A | PROFESSIONAL LIABILITY | | | ANE1014294-19 | 11/30/19 | 11/30/20 | \$1,000,000/\$1,000,000 RETRO DATE 11/30/04 DED. \$5000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
CIVIL ENGINEERING SERVICES

 RE: RFQ NO. 20-07-01

| | |
|---|--|
| CERTIFICATE HOLDER CITY OF SUNNY ISLES BEACH 18070 COLLINS AVE SUNNY ISLES BEACH, FL 33160 | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE |
|---|--|



NON-COLLUSION AFFIDAVIT

City of Sunny Isles Beach
18070 Collins Avenue
Sunny Isles Beach, FL 33160
Telephone: (305) 947-0606 Fax: (305) 949-3113

STATE OF FLORIDA)
COUNTY OF Miami-Dade)

The undersigned being first duly sworn as provided by law, deposes, and says:

This Affidavit is made with the knowledge and intent that it is to be filed with the City of Sunny Isles Beach City Commission and that it will be relied upon by said County, in any consideration which may give to and any action it may take with respect to this Bid.

The undersigned is authorized to make this Affidavit on behalf of,


Ross Engineering, Inc.
(Name of Corporation, Partnership, Individual, etc.)

a, Corporation, formed under the laws of Florida
(Type of Business) (State)

of which he is Vice President
(Sole Owner, Partner, President, etc.)

Neither the undersigned nor any person, firm, or corporation named in above Paragraph 10.2, nor anyone else to the knowledge of the undersigned, have themselves solicited or employed anyone else to solicit favorable action for this Bid by the City, also that no head of any department or employee therein, or any officer of the City of Sunny Isles Beach, Florida is directly interested therein.

This Bid is genuine and not collusive or a sham; the person, firm or corporation named above in Paragraph 10.2 has not colluded, conspired, connived or agreed directly or indirectly with any proposers or person, firm or corporation, to put in a sham Bid, or that such person, firm or corporation, shall refrain from Bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, firm or corporation, to fix the prices of said Bid or Bids of any other proposers; and all statements contained in the Bid or Bids described above true; and further; neither the undersigned, nor the person, firm or corporation named above in Paragraph 10.2, has directly or indirectly submitted said Bid or the contents thereof, or divulged information or data relative thereto, to any association or to any member or agent thereof.



AFFIANT'S NAME

Vice President

AFFIANT'S TITLE

TAKEN, SWORN AND SUBSCRIBED TO BEFORE ME this 2nd day of August, 2022 20

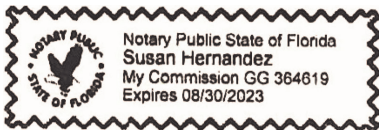
Personally Known or Produced Identification _____;

Type of identification _____

(Affix seal here)



NOTARY PUBLIC (name printed or typed)





PUBLIC ENTITY CRIMES

City of Sunny Isles Beach
18070 Collins Avenue
Sunny Isles Beach, FL 33160
Telephone: (305) 947-0606 Fax: (305) 949-3113

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a) FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

PUBLIC ENTITY CRIMES

Pursuant to the provisions of paragraph (2) (a) of Section 287.133, Florida State Statutes - "A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a Bid on a Contract to provide any goods or services to a public entity, may not submit a Bid on a Contract with a public entity for the construction or repair of a public building or public Work, may not submit Bids on leases of real property to a public entity, may not be awarded to perform Work as a Contractor, supplier, Sub-Contractor, or Consultant under a Contract with any public entity, and may not transact business with any public entity in excess of the threshold amount Category Two of Sec. 287.017, FS for thirty six months from the date of being placed on the convicted vendor list".

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

11.1. This sworn statement is submitted to City of Sunny Isles Beach

by Robert J. Ross, PE, LEED AP, Vice President
[print individual's name and title]

for Ross Engineering, Inc.
[print name of entity submitting sworn statement]

whose business address is:

17670 NW 78th Avenue, Suite 214, Miami, FL 33015

and (if applicable) its Federal Employer Identification number (FEIN) is 45-0500482.
(If the entity had no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)

11.2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any Bid or Contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

11.3. I understand that "convicted" or "conviction" as defined in Para. 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

11.4. I understand that an "affiliate" as defined in Para. 287.133(1)(a), Florida Statutes, means:

- a.) predecessor or successor of a person convicted of a public entity crime; or
- b.) Any entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executors, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair

market value under an arm's length agreement, shall be a prime facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

11.5. I understand that a "person" as defined in Para. 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding Contract and which Bids or applies to Bid on Contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "persons" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of any entity.


11.6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)

X Neither the entity submitting this sworn statement, nor any of it's officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity **has been charged** with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 11.1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY, CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

By: 

(Signature)
Robert J. Ross, PE, LEED AP

(Printed Name)
Vice President

(Title)

Sworn to and subscribed before me this 2nd day of August, 2020, by Robert J. Ross

(AFFIX NOTARY STAMP HERE)





Signature: **Notary Public – State of Florida**

Personally Known X OR Produced Identification _____



EQUAL OPPORTUNITY /
AFFIRMATIVE ACTION

City of Sunny Isles Beach
18070 Collins Avenue
Sunny Isles Beach, FL 33160
Telephone: (305) 947-0606 Fax: (305) 949-3113

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

The contractors and all subcontractors hereby agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.

Signed: _____

Title: _____

Vice President

Firm: _____

Ross Engineering, Inc.

Address: _____

17670 NW 78th Ave., Suite 214, Miami, FL 33015



CONFLICT OF INTEREST

City of Sunny Isles Beach
18070 Collins Avenue
Sunny Isles Beach, FL 33160
Telephone: (305) 947-0606 Fax: (305) 949-3113

CONFLICT OF INTEREST STATEMENT

The award of any contract hereunder is subject to the provisions of Chapter 112, Florida State Statutes. Proposers must disclose with their Bids, the name of any officer, director, partner, associate or agent who is also an officer or employee of the City of Sunny Isles Beach or its agencies.

STATE OF FLORIDA
COUNTY OF Miami-Dade

BEFORE ME, the undersigned authority, personally appeared Robert J. Ross, who was duly sworn, deposes, and states:

18.1. I am the Vice President of Ross Engineering, Inc. with a local office in Miami, Florida and principal office in Davie, Florida.

18.2. The above named entity is submitting a Bid for the City of Sunny Isles Beach, RFQ No. 20-07-01 described as: RFQ Professional services. The Affiant has made diligent inquiry and provides the information contained in this Affidavit based upon his own knowledge.

18.3 The Affiant states that only one submittal for the above Bid is being submitted and that the above named entity has no financial interest in other entities submitting Bids for the same project.

18.4 Neither the Affiant nor the above named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraints of free competitive pricing in connection with the entity's submittal for the above Bid. This statement restricts the discussion of pricing data until the completion of negotiations if necessary and execution of the Contract for this project.

18.5 Neither the entity nor its affiliates, nor any one associated with them, is presently suspended or otherwise ineligible from participation in contract letting by any local, State, or Federal Agency.

18.6 Neither the entity, nor its affiliates, nor any one associated with them have any potential conflict of interest due to any other clients, contracts, or property interests for this project.

18.7 I certify that no member of the entity's ownership or management is presently applying for any employee position or actively seeking an elected position with the City of Sunny Isles Beach.

18.8 I certify that no member of the entity's ownership or management, or staff has a vested interest in any aspect of the City of Sunny Isles Beach.

18.9 In the event that a conflict of interest is identified in the provision of services, I, on behalf of the above named entity, will immediately notify the City of Sunny Isles Beach.

Dated this 2nd day of August, 2020.

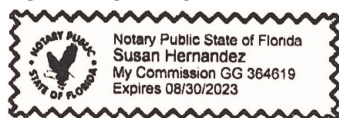

AFFIANT

Robert J. Ross, PE, LEED AP, Vice President
Print or Type Name and Title

Sworn to and subscribed before me this 2nd day of August, 2020.

Personally Known _____ OR _____
 Produced Identification _____; Type of Identification _____

NOTARY PUBLIC STATE OF FLORIDA







DISPUTE DISCLOSURE

City of Sunny Isles Beach
18070 Collins Avenue
Sunny Isles Beach, FL 33160
Telephone: (305) 947-0606 Fax: (305) 949-3113

DISPUTE DISCLOSURE FORM

Answer the following questions by placing a "X" after "Yes" or "No". If you answer "Yes", please explain in the space provided, or on a separate sheet attached to this form.

19.1. Has your firm or any of its officers, received a reprimand of any nature or been suspended by the Department of Professional Regulations or any other regulatory agency or professional associations within the last five (5) years?

YES _____ NO X

19.2. Has your firm, or any member of your firm, been declared in default, terminated or removed from a contract or job related to the services your firm provides in the regular course of business within the last five (5) years?

YES _____ NO X

19.3. Has your firm had against it or filed any requests for equitable adjustment, contract claims, Bid protests, or litigation in the past five (5) years that is related to the services your firm provides in the regular course of business?

YES _____ NO X If yes, state the nature of the request for equitable adjustment, contract claim, litigation, or protest, and state a brief description of the case, the outcome or status of the suit and the monetary amounts of extended contract time involved.

I hereby certify that all statements made are true and agree and understand that any misstatement or misrepresentation or falsification of facts shall be cause for forfeiture of rights for further consideration of this Bid for the City of Sunny Isles Beach.

Ross Engineering, Inc.

Firm

Authorized Signature

08-02-2020

Date

Robert J. Ross, PE, LEED AP, Vice President

Print or Type Name and Title



ANTI-KICKBACK

City of Sunny Isles Beach
18070 Collins Avenue
Sunny Isles Beach, FL 33160
Telephone: (305) 947-0606 Fax: (305) 949-3113

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)
)
COUNTY OF Miami-Dade)

I, the undersigned, hereby duly sworn and deposed say that no portion of this sum herein Bid will be paid to any employees of the City of Sunny Isles Beach or its elected officials as a commission, kickback, reward or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

By: 

Title: Vice President

The foregoing instrument was acknowledged before me this 2nd day of August, 2020, by Robert J. Ross, PE, LEED AP [name of person], as Vice President [type of authority], for Ross Engineering, Inc. [name of party on behalf of whom instrument was executed].

AFFIX NOTARY STAMP HERE:





Notary Public – State of Florida

Susan Hernandez

Print or Type Commissioned Name

Personally Known X OR Produced Identification _____
Type of Identification Produced _____



CONTRACTOR ANTI-BOYCOTT CERTIFICATION

[PURSUANT TO FLORIDA STATUTE § 215.4725]

I, Robert J. Ross, on behalf of Ross Engineering, Inc.,
Print Name Company Name

certifies that Ross Engineering, Inc. does not:
Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel list; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Cuba or Syria.

Signature

Vice President

Title

August 2, 2020

Date

ADDENDUM # 1

DATE: Friday, July 17, 2020

TO: ALL PLANHOLDERS

FROM: Purchasing Administrator

BID NO.: RFQ 20-07-01 Continuing Professional Consulting Services (CCNA)

SUBJECT: Addendum No. 1

BID SUBMITTAL DEADLINE: Tuesday, August 11, 2020 at 2:30 PM

Please attach this addendum to the documents in your possession and include the Acknowledgement of Addenda form with your response incorporated with the Request for Qualifications.

Revisions: (Note: Deletions will be indicated by ~~strikethrough~~, additions will be indicated with **bold font**):

Q1. We do not have an architecture license, but do have a landscape architecture license and would like to submit for landscape architecture services. Please confirm that a registered Landscape Architecture firm can submit under Category 1—Architects.

A1. The City is currently not soliciting for landscape architecture services under this continuing RFQ.

Q2. Is LEED accreditation required if the respondent has and includes their professional license or is LEED accreditation required in addition to license?

A2. LEED accreditation would be in addition to professional license.

Q3. Re: SECTION 1: INSTRUCTIONS TO RESPONDENTS / GENERAL TERMS AND CONDITIONS, 1.24 CERTIFICATE (S) OF INSURANCE: "At the time of Firms submission the Firm must submit certificates of insurance as outlined in the General Conditions section. All required insurances shall name the City of Sunny Isles Beach as additional insured and such insurance shall be issued by companies authorized to issue insurance in the State of Florida." Do certificates naming the City as an additional insured need to be submitted with the RFQ response or are specimen certificates evidencing proof of coverage acceptable, provided the required certificates are submitted in the event of contract award?

A3. Evidence of proof of coverage is acceptable at the time of submittal however, upon contract award the COI must have the City listed as an additional insured.

Q4. Section 2.6.1 LICENSING REQUIREMENTS: "At a minimum, Respondents must have at least one (1) team member accredited in the United States Green Building Council Leadership in Energy and Environmental Design (LEED)." Is Envision Sustainability Professional (ENV SP) certification acceptable as a substitute? As civil engineers, this certification is more applicable to our potential scopes of work than LEED.

A4. Yes for engineering disciplines.

Q5. Section 5.0 FORMAT: E. Qualification Information and Assigned Personnel requests submission of "Form SF330, include Part I and Part II" and F. Firm References and Similar Work Completed requests submission of Qualification Statement, resumes for proposed

personnel, project experience, organizational chart, etc. As these items are included in the SF 330, does the City want the information repeated in both sections?

A5. Firms may submit the SF 330 in lieu of resumes.

Q6. Section 5.0 FORMAT, F. Firm References and Similar Work Completed, “The title and a brief description of each project and/or service shall include:... Item e. - Past 5 years copies of executed agreements made between your firm and local municipalities, with a scope similar to this RFQ. If sub-consultants are a part of the proposed work plan, include items A through E for each firm, including an organizational chart showing the relationship between the responding firm and the sub firm(s).” Does the City want executed agreements included for each project submitted as relevant experience, for each firm (prime and subs)? They are generally lengthy.

A6. Due to the length of these agreements, if your firm has an active contract/PO within the past 5 years with local municipalities please state the agency’s name, project scope and contract amount in lieu of attaching the contract(s).

Q7. Does the City want copies of professional licenses included in Section E. Qualification Information and Assigned Personnel or Section H. Forms and Attachments?

A7. Section E.

Q8. Pg. 12 of the above referenced RFQ states on page 12 (see attached) that at least 1 Team member must be LEED Accredited. However we are a Structural Engineering Firm and as such LEED is not applicable to our services. Therefore no one on our staff is LEED Accredited. Please advise if this precludes our firm from submitting for this solicitation. Thank you.

A8. No, LEED would apply to architectural prime consultants.

Q9. We are an environmental consulting firm interested in pursuing the subject RFQ for the “Environmental Engineering” discipline. However, Section 2.6.1 of the RFQ appears to eliminate us from eligibility and so I’m writing for some clarification. We are not an engineering, architecture, or landscape architecture firm. Our services are not regulated by the Florida Department of Business and Professional Regulation and so we could not meet the requirements of the last bullet of section 2.6.1, although we are properly registered and in compliance with the State of Florida (Division of Corporations). Is it the City’s intent for the “Environmental Engineering” discipline to only be serviced by licensed engineering firms?

I recognize the scope could be interpreted to focus on Phase I/Phase II Environmental Assessments, in which case we would not be qualified. But the broad description of “monitoring and mitigation, environmental studies and reports” and the permitting scope are commonly used to describe our work, albeit associated with wetlands, protected wildlife species, and water quality. I wanted to be sure this wasn’t an opportunity we were missing due to a technicality the City didn’t intend.

A9. Environmental firms must comply with the requirements set forth in Section 2.6.1. of the RFQ, including that they be registered and in compliance with the State of Florida in addition to being licensed and registered with the Department of Business and Professional Regulation to practice in their profession in the State of Florida.

Q10. We are pursuing the Civil Engineering Category. Civil engineering projects may require geotechnical, survey, environmental, and/or materials testing services, etc. Does the City want us to submit a team with these potential subconsultants or use the firms selected in those categories under this solicitation if awarded a task order requiring those disciplines?

A10. Yes, please submit your list of sub-consultants.

Q11. Page 33 of the RFQ asks for Commodity Codes. Does this refer to the categories or does the City want NAICS codes listed on the form?

A11. You may leave this section blank.

Q12. Does the City require separate submittals for pursuing multiple scopes?

A12. No, just make sure to indicate in section 6.1 the categories your firm is applying for.

Q13. Can we submit only for the marine structures aspect of the Structural Engineering scope? Or would we have to pursue the entire category, including building structures?

A13. You will need to submit for full structural services.

Q14. Is it possible to submit under coastal/marine engineering being that that is our area of expertise?

A14. Firm may submit under Environmental Engineering category.

Q15. In the RFQ on page 1, it states all questions are due on Friday, July 17, 2020 by 5:00 PM. On page 3 it states, "All questions regarding this Request for Qualifications No. 20-07-01 shall be directed in writing to Mauricio Betancur, CMC, City Clerk, Friday, July 24, 2020."

Can you please clarify if questions are due on July 17, 2020 by 5:00 PM or July 24, 2020?

A15. The questions due date is Friday, July 24, 2020.

Q16. Landscape Architect is listed under licensing requirements on page 11 - 12 of the RFQ, which category should Landscape Architecture submit under?

A16. The City is currently not soliciting for landscape architecture services under this continuing RFQ.

Q.17 Surveyors and Mapping is listed in the scope of services, on page 11 - 12 it does not state licensing requirements for Surveying. To pursue for Surveyors and Mapping, can you please clarify if the firm and/or individual needs to be licensed?

A17. The firm and/or individual needs to be registered in the State of Florida to engage in the practice of surveying and mapping under this contract.

Q18. Under 2.6.1 Licensing Requirements, it states that the firm shall possess at minimum one of the following licenses; however, on the list, it also states that "at a minimum, respondents must have at least one LEED certified professional. Do you require all respondents to have a LEED certified professional in the team?

A18. Please refer to question # 8.

Q19. What would be scope of the LEED certified professional?

A19. Please refer to question # 8.

Q20. Subconsultants may be inherent to work for several of the categories listed. For example, Civil Engineering may often require other support services (i.e. Survey, Geotechnical, MEP, Structural, Architecture, etc.). Shall we include any/all subconsultants we may need in order to accomplish any given task under this contract?

A20. Yes, please submit your list of sub-consultant(s).

Q21. Please elaborate on what , specifically. The City is looking for under Item E (i.e. performance records of key personnel, work orders, copies of contracts). Are contracts being requested or work orders for specific projects undertaken under continuing service contracts?

A21. Please refer to question # 6.

Q22. Does The City want individual project references or continuing service contracts references for this RFP?

A22. Please refer to question # 6.

Q23. Please elaborate on the first paragraph under Section E. Please differentiate which questions are geared towards key personnel and which questions are geared towards the firm, as they cannot be interchanged.

A23. This information may be filled out according to the SF 330.

Q24. Please elaborate on the following statement on page 31:
"If sub-consultants are a part of the proposed work plan, include items A through E for each firm, including an organizational chart showing the relationship between the responding firm and the sub firm(s)."

A24. Please include sub-consultant(s) qualifications as well with RFQ response, as required on page 31.

ADDENDUM # 2

DATE: Tuesday, July 28, 2020

TO: ALL PLANHOLDERS

FROM: Purchasing Administrator

BID NO.: RFQ 20-07-01 Continuing Professional Consulting Services (CCNA)

SUBJECT: Addendum No. 2

BID SUBMITTAL DEADLINE: Tuesday, August 11, 2020 at 2:30 PM

Please attach this addendum to the documents in your possession and include the Acknowledgement of Addenda form with your response incorporated with the Request for Qualifications.

Revisions: (Note: Deletions will be indicated by ~~strikethrough~~, additions will be indicated with **bold font**):

Q1. Will there be a pre-bid meeting/conference for this RFQ?

A1. No.

Q2. Section 2, 2.1 mentions Architectural, Civil Engineering, Electrical Engineering, Structural Engineering among other professional services. Does the city anticipate a need for Mechanical, Plumbing, Fire Protection Engineering?

A2. This will be covered under the Architecture category as a sub-consultant to the Prime or within the Architecture Firm.

Q3. Does the city know how many firms will be selected for each of the disciplines mentioned in Section 2, 2.1.

A3. No, we do not have a minimum or maximum number for firms per category.

Q4. Under Section 2.6 – “The successful firm must have a minimum of five (5) years business experience....”

Question: Does the five years infer five years as a registered company or LLC, or experience in running a business?

A4. The firm must have a minimum of 5 years in their respective discipline.

Q5. Under Section 2.6.1 – “....the firm shall possess at minimum one of the following licenses....”

State of Florida Surveying and Mapping license is not listed.

Question: Was this license omitted from the list in error?

A5. The firm and/or individual needs to be registered in the State of Florida to qualify and engage in the practice of surveying and mapping under this contract.

Q6. Under Section 2.6.1 – “At a minimum, Respondents must have at least one team member accredited in the United States Green Building Council Leadership in Energy and Environmental Design (LEED)”

Question: Whereas Surveying and Mapping is not a design discipline, is the LEED certification required for a Surveying and Mapping team member?

A6. No, LEED would apply to architectural prime consultants.

Q7. Please clarify that subconsultants are required to provide an individual title page, individual table of contents, an individual approach and cover letter for the RFQ submittal for one team.

Q24. Please elaborate on the following statement on page 31:

“If sub-consultants are a part of the proposed work plan, include items A through E for each firm, including an organizational chart showing the relationship between the responding firm and the sub firm(s).”

A24. Please include sub-consultant(s) qualifications as well with RFQ response, as required on page 31.

A. Title Page

B. Table of Contents

C. Cover Letter and Executive Summary

D. Project Approach and Understanding

E. Qualification Information and Assigned Personnel

A7. If sub-consultants are a part of the proposed work plan, include items A through E for each firm, including an organizational chart showing the relationship between the responding firm and the sub firm(s).

a. Client Name, Address, Contact, Phone and Fax Numbers and valid e-mail address;

b. Project Title;

c. Description of work performed, including the project location; and

d. Year completed.

e. Past 5 years copies of executed agreements made between your firm and local municipalities, with a scope similar to this RFQ.

Please refer to addendum # 1 regarding executed contracts.

ADDENDUM # 3

DATE: Monday, August 03, 2020

TO: ALL PLANHOLDERS

FROM: Purchasing Administrator

BID NO.: RFQ 20-07-01 Continuing Professional Consulting Services (CCNA)

SUBJECT: Addendum No. 3

BID SUBMITTAL DEADLINE: Tuesday, August 11, 2020 at 2:30 PM

Please attach this addendum to the documents in your possession and include the Acknowledgement of Addenda form with your response incorporated with the Request for Qualifications.

Revisions: (Note: Deletions will be indicated by ~~strikethrough~~, additions will be indicated with **bold font**):

Q1. Section 2, 2.1 mentions Architectural, Civil Engineering, Electrical Engineering, Structural Engineering among other professional services. Does the city anticipate a need for Mechanical, Plumbing, Fire Protection Engineering?

A2. This will be covered under the Architecture category as a sub-consultant to the Prime or within the Architecture Firm.

Based on the RFQ and attached 6.1 Form, my firm was hoping to submit for MEP services which are listed out separate from Architecture. The wording in the RFQ makes it seem as though you can submit for services labeled 1 through 10 in Form 6.1.

Can we not submit without an Architecture prime for this RFQ?

A1. Yes, you may submit separately.

ADDENDUM # 4

DATE: Friday, August 07, 2020

TO: ALL PLANHOLDERS

FROM: Purchasing Administrator

BID NO.: RFQ 20-07-01 Continuing Professional Consulting Services (CCNA)

SUBJECT: Addendum No. 4

BID SUBMITTAL DEADLINE: ~~Tuesday, August 11, 2020 at 2:30 PM~~

Extended to: Tuesday, August 18, 2020

Please attach this addendum to the documents in your possession and include the Acknowledgement of Addenda form with your response incorporated with the Request for Qualifications.

Revisions: (Note: Deletions will be indicated by ~~strikethrough~~, additions will be indicated with **bold font**):

Q1. We kindly request that an extension be considered for the above subject solicitation.

A1. The RFQ opening has been extended to Tuesday, August 18, 2020 at 2:30 PM.



Thank you!



Submitted by:
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