

**RESOLUTION NO. 2022-**

**A RESOLUTION OF THE VILLAGE OF PINECREST,  
FLORIDA, AUTHORIZING THE MANAGER TO ENTER  
INTO A CONTRACT WITH BCC ENGINEERING, LLC;  
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Village of Key Biscayne, Florida, a Florida Municipal Corporation, conducted a competitive bidding process for the procurement of Professional Architectural and Engineering Services and awarded a bid to BCC Engineering, LLC; and

WHEREAS, pursuant to Section 2-287 of the Code of Ordinances, the Village Manager is authorized to execute contracts, as entered into by other governmental authorities, provided that the governmental authority has followed a competitive bidding procedure leading to the award of the bid or contract in question; and

WHEREAS, the Village Manager wishes to enter into a contract with BCC Engineering, LLC for design of Stormwater/drainage projects identified in the Stormwater Master plan;

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF PINECREST, FLORIDA, AS FOLLOWS:

Section 1. That the Village Council hereby authorizes the Village Manager, pursuant to Section 2-287 of the Code of Ordinances, to “piggyback” on an existing contract between Village of Key Biscayne, Florida, a Florida Municipal Corporation, and BCC Engineering, LLC (RFQ No. 2021-1101), and enter into an agreement with BCC Engineering, LLC for design of Stormwater/drainage projects identified in the Stormwater Master plan.

Section 2. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 12th day of April, 2022.

\_\_\_\_\_  
Joseph M. Corradino, Mayor

Attest:

\_\_\_\_\_  
Priscilla Torres, CMC  
Village Clerk

Approved as to Form and Legal Sufficiency:

\_\_\_\_\_  
Mitchell Bierman  
Village Attorney




Yocelyn Galiano, ICMA-CM  
Village Manager  
manager@pinecrest-fl.gov

MEMORANDUM  
Office of the Village Manager

DATE: April 6, 2022

TO: The Honorable Mayor and Members of the Village Council

FROM: Yocelyn Galiano, ICMA-CM, Village Manager 

RE: Resolution Awarding Professional Architectural and Engineering Services.

---

The Village will like to enter into an agreement with BCC Engineering, LLC for the provision of Professional Architectural and Engineering Services by piggybacking on an existing agreement from the Village of Key Biscayne, Florida, a Florida municipal corporation, contract RFQ No. 2021-1101.

This contract will be used for design of Stormwater/drainage projects identified in the Stormwater Master plan.

I hereby respectfully recommend the Village Council adopt the attached resolution awarding the contract for the provision of Professional Architectural and Engineering Services to BCC Engineering, LLC.



**CONTINUING PROFESSIONAL SERVICES AGREEMENT**

**BETWEEN**

**THE VILLAGE OF KEY BISCAYNE**

**AND**

**BCC ENGINEERING, LLC**

**THIS AGREEMENT (this “Agreement”) is made effective as of the 1st day of November, 2021 (the “Effective Date”), by and between the VILLAGE OF KEY BISCAYNE, FLORIDA, a Florida municipal corporation, (the “Village”), and BCC ENGINEERING, LLC., a Florida Limited Liability Company (hereinafter, the “Consultant”).**

**WHEREAS**, the Village desires certain professional architectural and engineering services; and

**WHEREAS**, the Consultant will perform professional architectural and engineering services on behalf of the Village, all as further set forth in the Proposal dated February 12, 2021, attached hereto as Exhibit “A,” and the Scope of Services, attached hereto as Exhibit B” (the “Services”); and

**WHEREAS**, the Consultant and Village, through mutual negotiation, have agreed upon a fee for the Services; and

**WHEREAS**, the Village desires to engage the Consultant to perform the Services and provide the deliverables as specified below.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions contained herein, the Consultant and the Village agree as follows:

**1. Scope of Services.**

**1.1.** The Contractor shall furnish the Services and provide deliverables for various project aspects for the Village (each a “Project”), as requested by the Village and detailed in a “Statement of Work” or “Statement of Work” which the Village will provide the Contractor when engaging the Contractor to work on a specific Project in a form

**1.2.** Prior to commencement of work on a specific Project, the Contractor will provide the Village with a fixed lump sum cost for the Services set forth in the Statement of Work calculated using the rates set forth on the Rate Schedule attached hereto as Exhibit “C.”

- 1.3. If the Village approves the fixed lump sum cost for the Project, the Village will provide the Contractor with a Notice to Proceed to perform the Services set forth in the Statement of Work. Contractor acknowledges that it shall not undertake to perform any Services on any Project until it has received from the Village the Notice to Proceed on such Project.
- 1.4. Consultant shall furnish all reports, documents, and information obtained pursuant to this Agreement, and recommendations during the term of this Agreement (hereinafter "Deliverables") to the Village.
- 1.5. The Contractor shall abide by the terms and requirements of the RFP, as though fully set forth herein.

## **2. Term/Commencement Date.**

- 2.1. This Agreement shall become effective upon the Effective Date and shall remain in effect for through three (3) years thereafter, unless earlier terminated in accordance with Paragraph 8. Additionally, the Village Manager may renew this Agreement for two (2) additional one (1) year periods on the same terms as set forth herein upon written notice to the Contractor.
- 2.2. Contractor agrees that time is of the essence and Contractor shall complete the Services within the timeframes set forth in the Statement of Work and the Notice to Proceed for each Project in the manner provided in this Agreement, unless extended by the Village Manager.

## **3. Compensation and Payment.**

- 3.1. Compensation for Services provided by Contractor shall be in accordance with the approved fixed lump sum set forth in the Statement of Work or the Notice to Proceed for such Project, which shall be based on the Rate Schedule attached hereto as Exhibit "C."
- 3.2. During each Project, Consultant shall deliver an invoice to Village no more often than once per month detailing Services completed and the amount due to Consultant under the Statement of Work for such Project. Fees shall be paid in arrears each month, pursuant to Consultant's invoice, which shall be based upon the percentage of work completed for each Project. The Village shall pay the Consultant in accordance with the Florida Prompt Payment Act after approval and acceptance of the Services by the Village Manager.
- 3.3. Contractor's invoices must contain the following information for prompt payment:
  - 3.3.1. Name and address of the Consultant;
  - 3.3.2. Purchase Order number;
  - 3.3.3. Contract number;
  - 3.3.4. Date of invoice;

- 3.3.5. Invoice number (Invoice numbers cannot be repeated. Repeated invoice numbers will be rejected);
- 3.3.6. Name and type of Services;
- 3.3.7. Timeframe covered by the invoice; and
- 3.3.8. Total value of invoice.

Failure to include the above information will result in the delay of payment or rejection of the invoice. All invoices must be submitted electronically to [payables@keybiscayne.fl.gov](mailto:payables@keybiscayne.fl.gov).

#### **4. Subcontractors.**

- 4.1. The Contractor shall be responsible for all payments to any subcontractors and shall maintain responsibility for all work related to the Services and/or any Project.
- 4.2. Contractor may only utilize the services of a particular subcontractor with the prior written approval of the Village Manager, which approval shall be granted or withheld in the Village Manager's sole and absolute discretion.

#### **5. Village's Responsibilities.**

- 5.1. Village shall make available any maps, plans, existing studies, reports, staff and representatives, and other data pertinent to the Services and in possession of the Village, and provide criteria requested by Consultant to assist Consultant in performing the Services.
- 5.2. Upon Consultant's request, Village shall reasonably cooperate in arranging access to public information that may be required for Consultant to perform the Services.

#### **6. Consultant's Responsibilities; Representations and Warranties.**

- 6.1. The Consultant shall exercise the same degree of care, skill and diligence in the performance of the Services as is ordinarily provided by a consultant under similar circumstances. If at any time during the term of this Agreement or within two (2) years from the completion of this Agreement, it is determined that the Consultant's Deliverables or Services are incorrect, not properly rendered, defective, or fail to conform to Village requests, the Consultant shall at Consultant's sole expense, immediately correct its Deliverables or Services.
- 6.2. The Consultant hereby warrants and represents that at all times during the term of this Agreement it shall maintain in good standing all required licenses, certifications and permits required under Federal, State and local laws applicable to and necessary to perform the Services for Village as an independent contractor of the Village. Consultant further warrants and represents that it has the required knowledge, expertise, and experience to perform the Services and carry out its obligations under this Agreement in a professional and first-class manner.

6.3. The Consultant represents that is an entity validly existing and in good standing under the laws of Florida. The execution, delivery and performance of this Agreement by Consultant have been duly authorized, and this Agreement is binding on Consultant and enforceable against Consultant in accordance with its terms. No consent of any other person or entity to such execution, delivery and performance is required.

7. **Conflict of Interest.**

7.1. To avoid any conflict of interest or any appearance thereof, Consultant shall not, for the term of this Agreement, provide any consulting services to any private sector entities (developers, corporations, real estate investors, etc.), with any current, or foreseeable, adversarial issues in the Village.

8. **Termination.**

8.1. The Village Manager, without cause, may terminate this Agreement upon five (5) calendar days' written notice to the Consultant, or immediately with cause.

8.2. Upon receipt of the Village's written notice of termination, Consultant shall immediately stop work on the project unless directed otherwise by the Village Manager.

8.3. In the event of termination by the Village, the Consultant shall be paid for all work accepted by the Village Manager up to the date of termination, provided that the Consultant has first complied with the provisions of Paragraph 8.4.

8.4. The Consultant shall transfer all books, records, reports, working drafts, documents, maps, and data pertaining to the Services and the project to the Village, in a hard copy and electronic format within fourteen (14) days from the date of the written notice of termination or the date of expiration of this Agreement.

9. **Insurance.**

9.1. Consultant shall secure and maintain throughout the duration of this agreement insurance of such types and in such amounts not less than those specified below as satisfactory to Village, naming the Village as an Additional Insured, underwritten by a firm rated A-X or better by A.M. Best and qualified to do business in the State of Florida. The insurance coverage shall be primary insurance with respect to the Village, its officials, employees, agents, and volunteers naming the Village as additional insured. Any insurance maintained by the Village shall be in excess of the Consultant's insurance and shall not contribute to the Consultant's insurance. The insurance coverages shall include at a minimum the amounts set forth in this section and may be increased by the Village as it deems necessary or prudent.

9.1.1. Commercial General Liability coverage with limits of liability of not less than a \$1,000,000 per Occurrence combined single limit for Bodily Injury and Property Damage. This Liability Insurance shall also include Completed Operations and Product Liability coverages and eliminate the exclusion with respect to property under the care, custody and control of Consultant. The General Aggregate Liability limit

and the Products/Completed Operations Liability Aggregate limit shall be in the amount of \$2,000,000 each.

**9.1.2.** Workers Compensation and Employer's Liability insurance, to apply for all employees for statutory limits as required by applicable State and Federal laws. The policy(ies) must include Employer's Liability with minimum limits of \$1,000,000.00 each accident. No employee, subcontractor or agent of the Consultant shall be allowed to provide Services pursuant to this Agreement who is not covered by Worker's Compensation insurance.

**9.1.3.** Business Automobile Liability with minimum limits of \$1,000,000 per occurrence, combined single limit for Bodily Injury and Property Damage. Coverage must be afforded on a form no more restrictive than the latest edition of the Business Automobile Liability policy, without restrictive endorsements, as filed by the Insurance Service Office, and must include Owned, Hired, and Non-Owned Vehicles.

**9.1.4.** Professional Liability Insurance in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, single limit.

**9.2. Certificate of Insurance.** Certificates of Insurance shall be provided to the Village, reflecting the Village as an Additional Insured (except with respect to Professional Liability Insurance and Worker's Compensation Insurance), no later than ten (10) days after award of this Agreement and prior to the execution of this Agreement by Village and prior to commencing Services. Each certificate shall include no less than (30) thirty-day advance written notice to Village prior to cancellation, termination, or material alteration of said policies or insurance. The Consultant shall be responsible for assuring that the insurance certificates required by this Section remain in full force and effect for the duration of this Agreement, including any extensions or renewals that may be granted by the Village. The Certificates of Insurance shall not only name the types of policy(ies) provided, but also shall refer specifically to this Agreement and shall state that such insurance is as required by this Agreement. The Village reserves the right to inspect and return a certified copy of such policies, upon written request by the Village. If a policy is due to expire prior to the completion of the Services, renewal Certificates of Insurance shall be furnished thirty (30) calendar days prior to the date of their policy expiration. Each policy certificate shall be endorsed with a provision that not less than thirty (30) calendar days' written notice shall be provided to the Village before any policy or coverage is cancelled or restricted. Acceptance of the Certificate(s) is subject to approval of the Village.

**9.3. Additional Insured.** Except with respect to Professional Liability Insurance and Worker's Compensation Insurance, the Village is to be specifically included as an Additional Insured for the liability of the Village resulting from Services performed by or on behalf of the Consultant in performance of this Agreement. The Consultant's insurance, including that applicable to the Village as an Additional Insured, shall apply on a primary basis and any other insurance maintained by the Village shall be in excess of and shall not contribute to the Consultant's insurance. The Consultant's insurance shall contain a severability of interest provision providing that, except with respect to the total limits of

liability, the insurance shall apply to each Insured or Additional Insured (for applicable policies) in the same manner as if separate policies had been issued to each.

**9.4. Deductibles.** All deductibles or self-insured retentions must be declared to and be reasonably approved by the Village. The Consultant shall be responsible for the payment of any deductible or self-insured retentions in the event of any claim.

**9.5.** The provisions of this section shall survive termination of this Agreement.

**10. Nondiscrimination.** During the term of this Agreement, Consultant shall not discriminate against any of its employees or applicants for employment because of their race, color, religion, sex, or national origin, and will abide by all Federal and State laws regarding nondiscrimination.

**11. Attorneys Fees and Waiver of Jury Trial.**

**11.1.** In the event of any litigation arising out of this Agreement, the prevailing party shall be entitled to recover its attorneys' fees and costs, including the fees and expenses of any paralegals, law clerks and legal assistants, and including fees and expenses charged for representation at both the trial and appellate levels.

**11.2.** IN THE EVENT OF ANY LITIGATION ARISING OUT OF THIS AGREEMENT, EACH PARTY HEREBY KNOWINGLY, IRREVOCABLY, VOLUNTARILY AND INTENTIONALLY WAIVES ITS RIGHT TO TRIAL BY JURY.

**12. Indemnification.**

**12.1.** Consultant shall indemnify and hold harmless the Village, its officers, agents and employees, from and against any and all demands, claims, losses, suits, liabilities, causes of action, judgment or damages, arising from Consultant's performance or non-performance of any provision of this Agreement, including, but not limited to, liabilities arising from contracts between the Consultant and third parties made pursuant to this Agreement. Consultant shall reimburse the Village for all its expenses including reasonable attorneys' fees and costs incurred in and about the defense of any such claim or investigation and for any judgment or damages arising from Consultant's performance or non-performance of this Agreement.

**12.2.** Nothing herein is intended to serve as a waiver of sovereign immunity by the Village nor shall anything included herein be construed as consent to be sued by third parties in any matter arising out of this Agreement or any other contract. The Village is subject to section 768.28, Florida Statutes, as may be amended from time to time.

**12.3.** The provisions of this section shall survive termination of this Agreement.

**13. Notices/Authorized Representatives.** Any notices required by this Agreement shall be in writing and shall be deemed to have been properly given if transmitted by hand-delivery, by registered or certified mail with postage prepaid return receipt requested, or by a private postal

service, addressed to the parties (or their successors) at the addresses listed on the signature page of this Agreement or such other address as the party may have designated by proper notice.

**14. Governing Law and Venue.** This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. Venue for any proceedings arising out of this Agreement shall be proper exclusively in Miami-Dade County, Florida.

**15. Entire Agreement/Modification/Amendment.**

**15.1.** This writing contains the entire Agreement of the parties and supersedes any prior oral or written representations. No representations were made or relied upon by either party, other than those that are expressly set forth herein.

**15.2.** No agent, employee, or other representative of either party is empowered to modify or amend the terms of this Agreement, unless executed with the same formality as this document.

**16. Ownership and Access to Records and Audits.**

**16.1.** Consultant acknowledges that all inventions, innovations, improvements, developments, methods, designs, analyses, drawings, reports, compiled information, and all similar or related information (whether patentable or not) which relate to Services to the Village which are conceived, developed or made by Consultant during the term of this Agreement (“Work Product”) belong to the Village. Consultant shall promptly disclose such Work Product to the Village and perform all actions reasonably requested by the Village (whether during or after the term of this Agreement) to establish and confirm such ownership (including, without limitation, assignments, powers of attorney and other instruments).

**16.2.** Consultant agrees to keep and maintain public records in Consultant’s possession or control in connection with Consultant’s performance under this Agreement. The Village Manager or her designee shall, during the term of this Agreement and for a period of three (3) years from the date of termination of this Agreement, have access to and the right to examine and audit any records of the Consultant involving transactions related to this Agreement. Consultant additionally agrees to comply specifically with the provisions of Section 119.0701, Florida Statutes. Consultant shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law, for the duration of the Agreement, and following completion of the Agreement until the records are transferred to the Village.

**16.3.** Upon request from the Village’s custodian of public records, Consultant shall provide the Village with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by Chapter 119, Florida Statutes, or as otherwise provided by law.

- 16.4. Unless otherwise provided by law, any and all records, including but not limited to reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of the Village.
- 16.5. Upon completion of this Agreement or in the event of termination by either party, any and all public records relating to the Agreement in the possession of the Consultant shall be delivered by the Consultant to the Village Manager, at no cost to the Village, within seven (7) days. All such records stored electronically by Consultant shall be delivered to the Village in a format that is compatible with the Village's information technology systems. Once the public records have been delivered upon completion or termination of this Agreement, the Consultant shall destroy any and all duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.
- 16.6. Any compensation due to Consultant shall be withheld until all records are received as provided herein.
- 16.7. Consultant's failure or refusal to comply with the provisions of this section shall result in the immediate termination of this Agreement by the Village.
- 16.8. **Notice Pursuant to Section 119.0701(2)(a), Florida Statutes. IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS.**

**Custodian of Records: Jocelyn Brewster Koch**  
**Mailing address: 88 West McIntyre Street**  
**Key Biscayne, FL 33149**  
**Telephone number: 305-365-5506**  
**Email: [jkoch@keybiscayne.fl.gov](mailto:jkoch@keybiscayne.fl.gov)**

17. **Nonassignability.** This Agreement shall not be assignable by Consultant unless such assignment is first approved by the Village Manager. The Village is relying upon the apparent qualifications and expertise of the Consultant, and such firm's familiarity with the Village's area, circumstances and desires.
18. **Severability.** If any term or provision of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each remaining term and provision of this Agreement shall be valid and be enforceable to the fullest extent permitted by law.

19. **Independent Contractor.** The Consultant and its employees, volunteers and agents shall be and remain an independent contractor and not an agent or employee of the Village with respect to all of the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be construed to create a partnership, association or any other kind of joint undertaking, enterprise or venture between the parties.
20. **Compliance with Laws.** The Consultant shall comply with all applicable laws, ordinances, rules, regulations, and lawful orders of public authorities in carrying out Services under this Agreement, and in particular shall obtain all required permits from all jurisdictional agencies to perform the Services under this Agreement at its own expense.
21. **Waiver.** The failure of either party to this Agreement to object to or to take affirmative action with respect to any conduct of the other which is in violation of the terms of this Agreement shall not be construed as a waiver of the violation or breach, or of any future violation, breach or wrongful conduct.
22. **Survival of Provisions.** Any terms or conditions of either this Agreement that require acts beyond the date of the term of the Agreement, shall survive termination of the Agreement, shall remain in full force and effect unless and until the terms or conditions are completed and shall be fully enforceable by either party.
23. **Prohibition of Contingency Fees.** The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person(s), company, corporation, individual or firm, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.
24. **Public Entity Crimes Affidavit.** Consultant shall comply with Section 287.133, Florida Statutes (Public Entity Crimes Statute), notification of which is hereby incorporated herein by reference, including execution of any required affidavit.
25. **Counterparts.** This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterparts shall constitute one and the same instrument.
26. **Conflicts; Order of Priority.** This document without exhibits is referred to as the "Base Agreement." In the event of a conflict between the terms of this Base Agreement and any exhibits or attachments hereto, or any documents incorporated herein by reference, the conflict shall be resolved in the following order of priorities and the more stringent criteria for performance of the Services shall apply:
  - 26.1. First Priority: this Base Agreement;
  - 26.2. Second Priority: Change Orders with later date taking precedence;
  - 26.3. Third Priority: Exhibit C – Rate Schedule;
  - 26.4. Fourth Priority: Exhibit B – Scope of Services;
  - 26.5. Fifth Priority: Exhibit A – Consultant’s Proposal; and
  - 26.6. Sixth Priority: Work Orders, with later date taking precedence.

27. **E-Verify Affidavit.** In accordance with Section 448.095, Florida Statutes, the Village requires all contractors doing business with the Village to register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The Village will not enter into a contract unless each party to the contract registers with and uses the E-Verify system. The contracting entity must provide of its proof of enrollment in E-Verify. For instructions on how to provide proof of the contracting entity's participation/enrollment in E-Verify, please visit: <https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify>. By entering into this Agreement, the Contractor acknowledges that it has read Section 448.095, Florida Statutes; will comply with the E-Verify requirements imposed by Section 448.095, Florida Statutes, including but not limited to obtaining E-Verify affidavits from subcontractors; and has executed the required affidavit attached hereto and incorporated herein.

**[Remainder of page intentionally left blank. Signature pages follow.]**

**E-VERIFY AFFIDAVIT**

In accordance with Section 448.095, Florida Statutes, the Village requires all contractors doing business with the Village to register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The Village will not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

**The contracting entity must provide of its proof of enrollment in E-Verify.** For instructions on how to provide proof of the contracting entity's participation/enrollment in E-Verify, please visit: <https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify>

By signing below, the contracting entity acknowledges that it has read Section 448.095, Florida Statutes and will comply with the E-Verify requirements imposed by it, including but not limited to obtaining E-Verify affidavits from subcontractors.

Check here to confirm proof of enrollment in E-Verify has been attached to this Affidavit.

In the presence of:

Signed, sealed and delivered by:

[Signature]  
Witness #1 Print Name: Vanessa Arango

[Signature]  
Print Name: Victor H. Herrera


[Signature]  
Witness #2 Print Name: Raiza Rubio

Title: Senior Vice President  
Entity Name: BCC Engineering, LLC

**ACKNOWLEDGMENT**

State of Florida  
County of MIAMI DADE

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this 6 day of OCTOBER, 2021, by VICTOR HERRERA (name of person) as SR. VICE PRESIDENT (type of authority) for BCC ENGINEERING, LLC (name of party on behalf of whom instrument was executed).

 Vanessa Arango  
Comm. # GG355985  
Expires: July 17, 2023  
Bonded Thru Aaron Notary  
Notary Public (Print, Stamp, or Type as Commissioned)

- Personally known to me; or
- Produced identification (Type of Identification: \_\_\_\_\_)
- Did take an oath; or
- Did not take an oath

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year as first stated above.

**VILLAGE OF KEY BISCAYNE**

*Steven C. Williamson*

By: \_\_\_\_\_  
Steven C. Williamson  
Village Manager

Attest:

By: *Jocelyn B Koch*  
Jocelyn Brewster Koch  
Village Clerk

Approved as to form and legal sufficiency:

By: *Chad Friedman*  
Weiss Serota Helfman Cole & Bierman, P.L.  
Village Attorney

**Addresses for Notice:**  
Village of Key Biscayne  
Attn: Village Manager  
88 West McIntyre Street  
Key Biscayne, FL 33149  
305-365-5514 (telephone)  
305-365-8936 (facsimile)  
aagha@keybiscayne.fl.gov (email)

**With a copy to:**  
Weiss Serota Helfman Cole & Bierman, P.L.  
Attn: Chad Friedman, Esq.  
Village of Key Biscayne Attorney  
2525 Ponce de Leon Boulevard, Suite 700  
Coral Gables, FL 33134  
cfriedman@wsh-law.com (email)

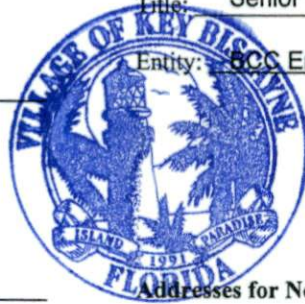
**CONSULTANT**

By: *[Signature]*

Name: Victor H. Herrera

Title: Senior Vice President

Entity: BCC Engineering, LLC



**Addresses for Notice:**

Jose A. Munoz, President  
6401 SW 87th Avenue, Suite 200

Miami, FL 33173

(305) 670-2350 (telephone)

(facsimile)

jmunoz@bcceng.com (email)

**With a copy to:**

Victor H. Herrera

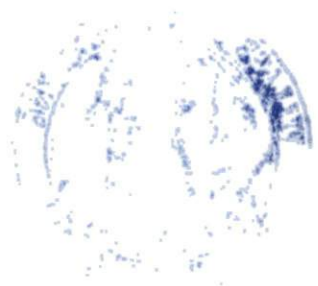
6401 SW 87th Avenue, Suite 200

Miami, FL 33173

(305) 670-2350 (telephone)

(facsimile)

vherrera@bcceng.com (email)



1875

## Search

### Business Name

### Account Status

### Items per page




<a href="#">Employer</a>	<a href="#">Doing Business As</a>	<a href="#">Account Status</a>	<a href="#">Date Enrolled</a>	<a href="#">Date Terminated</a>	<a href="#">Workforce Size</a>	<a href="#">Number of Hiring Sites</a>	<a href="#">Hiring Site Locations (by state)</a>
BCC Engineering, LLC		Open	09/09/2010		100 to 499	1	FL

Showing 1 to 1 of 1 entries. [CSV](#)

## Company Information

<b>Company Name</b> BCC Engineering, LLC	<b>Company ID Number</b> 356458	<b>Doing Business As (DBA) Name</b> --
<b>DUNS Number</b> 021735068		
<b>Physical Location</b>	<b>Mailing Address</b>	
<b>Address 1</b> 6401 SW 87th Ave	<b>Address 1</b> --	
<b>Address 2</b> Suite 200	<b>Address 2</b> --	
<b>City</b> Miami	<b>City</b> --	
<b>State</b> FL	<b>State</b> --	
<b>Zip Code</b> 33173	<b>Zip Code</b> --	
<b>County</b> MIAMI-DADE		
<b>Additional Information</b>		
<b>Employer Identification Number</b> 850540100	<b>Total Number of Employees</b> 100 to 499	<b>Parent Organization</b> --

**EXHIBIT "A"**  
**CONSULTANT'S PROPOSAL**






# Agreement Only 2021-10-05 (Partially Executed) Key Biscayne A-E Services WR

Final Audit Report

2022-01-07

Created:	2022-01-07
By:	Amanda Ashbach (aashbach@keybiscayne.fl.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAzny9KQ7I-iRtmiCoakH7jMY8DB5syh6W

## "Agreement Only 2021-10-05 (Partially Executed) Key Biscayne A-E Services WR" History

-  Document created by Amanda Ashbach (aashbach@keybiscayne.fl.gov)  
2022-01-07 - 2:36:42 PM GMT
-  Document emailed to Steve Williamson (swilliamson@keybiscayne.fl.gov) for signature  
2022-01-07 - 2:37:39 PM GMT
-  Email viewed by Steve Williamson (swilliamson@keybiscayne.fl.gov)  
2022-01-07 - 7:30:01 PM GMT
-  Document e-signed by Steve Williamson (swilliamson@keybiscayne.fl.gov)  
Signature Date: 2022-01-07 - 7:30:47 PM GMT - Time Source: server
-  Agreement completed.  
2022-01-07 - 7:30:47 PM GMT

**EXHIBIT "A"**  
**CONSULTANT'S PROPOSAL**



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## WATER RESOURCES ENGINEERING

REF. #: 2021-08WW



TAB A  
**LETTER OF INTENT**





February 12th, 2021

Village of Key Biscayne | Selection Committee  
88 West McIntyre Street  
Key Biscayne, Florida 33149

## Response to Village of Key Biscayne RFQ No. 2021-08 – Continuing Architectural & Engineering Services - Water Resources Engineering Services

Dear Evaluation Committee:

BCC Engineering, LLC (BCC) is pleased to submit our qualifications to the Village of Key Biscayne to provide Continuing Architectural and Engineering Services under RFQ 2021-08. BCC is committed and proud to successfully present this submittal to deliver Water Resources Engineering Services for the Village.

### MARKETS SERVED

Since our inception in 1994, BCC has continuously served state and local municipalities in similar contracts. As one of the fastest-growing firms with one of the largest local professional workforces in South Florida, BCC is ranked #201 on the Engineering News-Record's (ENR) Top 500 Engineering Design Firms in the United States. Our ability to consistently manage staff to meet project requirements and budget constraints has allowed us to develop long-standing relationships with our clients. Likewise, our successful partnerships on many award-winning Design-Build and conventional projects has granted us exceptional insight into implementing complex stormwater management systems. This is reflected in our repeat business, which is currently allowing us to provide similar Water Resources Engineer services as part of the continuing engineering service contracts with North Bay Village, City of Sunrise, City of Lauderhill, City of Doral, City of Miami, and the City of Miami Beach.

As a Miami-Dade County-headquartered company, we are fully invested in the community and are actively involved in designing stormwater management systems that are sustainable and resilient. This Contract is an exciting opportunity for us to translate our experience in stormwater management projects throughout South Florida and provide added value to the Village that ensures the successful delivery of any Water Resources projects assigned to BCC under this Contract. We can and will deliver excellence under this Contract!!

I will be your Contract Manager for all services BCC provides to the Village. I have been working in the South Florida area for over 15 years with multiple municipalities and agencies in the tri-county area. My experience includes design, construction management, alternative delivery, as well as program management services.

### PROJECT MANAGER



We have assigned one of our most experienced Water Resources Project Manager, **Mr. Alex Vazquez, PE, CFM**, to lead this Contract. Mr. Vazquez has over 36 years of professional engineering experience, emphasizing in Water Resources Program Management, including stormwater management systems analysis, design, and permitting; hydrologic, hydraulic, and water quality modeling; stormwater management master plan development; watershed studies; sea-level rise studies and flooding assessment/mitigation studies.



## PRIME PROPOSER INFORMATION

**Prime Proposer:** BCC Engineering, LLC  
**Location:** 6401 SW 87th Avenue, Suite 200, Miami, FL 33173  
**Representative:** Alex Vazquez, PE, CFM  
**Contact Information:** avazquez@bcceng.com | 305-670-2350

## WHY BCC?

The staff proposed under this contract consists of industry experts in stormwater management and the alternative delivery arena, including a group of water experts that have been responsible for the planning, design, implementation, and construction management of watershed improvements in areas with extremely similar conditions to that of the Village of Key Biscayne. As you'll see in Section E of our proposal, BCC is proposing a proven and innovative approach that relies on state-of-the-art technology/modeling software to develop a customized solution that serves all of the Village residents.

Through this submittal, we document our understanding of the scope of work to be performed and our commitment to deliver quality projects within budget and on schedule to the Village of Key Biscayne. Thank you for your time and consideration. We look forward to your evaluation results and to collaborate with you soon.

Sincerely,

BCC Engineering, LLC  
Victor Herrera, PE  
Senior Vice President



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## WATER RESOURCES ENGINEERING

REF. #: 2021-08WW



TAB F  
**INSURANCE**





# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES WATER RESOURCES ENGINEERING (REF. #: 2021-08WW)



Client#: 97058

BCCENGIN

**ACORD**

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
2/09/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER <b>Greyling Ins. Brokerage/EPIC</b> 3780 Mansell Road, Suite 370 Alpharetta, GA 30022	CONTACT NAME: <b>Carly Underwood</b>		
	PHONE (A/C, No, Ext): <b>770.670.5324</b>	FAX (A/C, No): <b>866.550.4082</b>	
	E-MAIL ADDRESS: <b>carly.underwood@greyling.com</b>		
INSURED <b>BCC Engineering, LLC</b> 6401 SW 87th Avenue, Suite 200 Miami, FL 33173	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : <b>Travelers Indemnity Company of America</b>		<b>25666</b>
	INSURER B : <b>National Union Fire Ins Co of PA</b>		<b>19445</b>
	INSURER C : <b>The Phoenix Insurance Company</b>		<b>25623</b>
	INSURER D : <b>Berkley Insurance Company</b>		<b>32603</b>
INSURER E :			
INSURER F :			

COVERAGES CERTIFICATE NUMBER: 20-21 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR			680002R538648	08/14/2020	08/14/2021	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:						
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$0			BE080728844	08/14/2020	08/14/2021	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			UB002R509597	08/14/2020	08/14/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Professional Liability incl. Pollution Liab.			AEC904088600	07/29/2020	08/14/2021	Per Claim \$6,000,000 Aggregate \$6,000,000

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

CERTIFICATE HOLDER	CANCELLATION
Sample Certificate	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 <i>D. H. Collins</i>

© 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03) 1 of 1  
#S2579406/M2356688

The ACORD name and logo are registered marks of ACORD

CUND1



# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES WATER RESOURCES ENGINEERING (REF. #: 2021-08WW)



	<h2 style="margin: 0;">CERTIFICATE OF LIABILITY INSURANCE</h2>	DATE (MM/DD/YYYY) 12/10/2020  Acct#: 2805069					
<p><b>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.</b></p>							
<p><b>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</b></p>							
<b>PRODUCER</b> Lockton Affinity, LLC P. O. Box 879610 Kansas City, MO 64187-9610	<b>CONTACT NAME:</b> Lockton Affinity, LLC <b>PHONE (A/C.NO Ext):</b> 877-320-9393 <b>FAX (A/C, No):</b> 913-652-7599 <b>E-MAIL ADDRESS:</b> EFM@locktonaffinity.com						
<b>INSURED</b> BCC Engineering 6401 SW 87th Avenue, Suite 200 Miami, FL 33173		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Old Republic Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:					
		<b>NAIC #</b> 24147					
<b>COVERAGES</b>	<b>CERTIFICATE NUMBER</b>	<b>REVISION NUMBER</b>					
<p>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.</p>							
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> Claims <input type="checkbox"/> Occur						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJEC <input type="checkbox"/> LOC <input type="checkbox"/> OTHER						
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS	X	X	L322199 - 20	08/14/2020	08/14/2021	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR CLAIMS- <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) GPBR: 2QL2 Policy provides protection for any and all operations/jobs performed by the named insured where required by written contract. Certificate holder is an Additional Insured where required by written contract. Waiver of Subrogation included by written contract. Insurance is primary and non-contributory.							
<b>CERTIFICATE HOLDER</b>				<b>CANCELLATION</b>			
Proof of Coverage				SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  			

ACORD 25 (2016/03)

© 1988-2016 ACORD CORPORATION. All rights reserved.  
The ACORD name and logo are registered marks of ACORD



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## WATER RESOURCES ENGINEERING

REF. #: 2021-08WW



TAB G  
**LITIGATION STATEMENT**





LITIGATION STATEMENT

BCC Engineering, LLC, through its authorized representative, JOHN KRAMER, hereby states under penalty of perjury that the following list includes, to the best of our knowledge, litigation actions that have been filed against BCC Engineering, LLC ("Respondent") within the last three (3) years, next to applicable case information and status. This statement is only provided to comply with the procurement provisions of the Village of Key Biscayne, particularly Request for Qualifications No. 2021-08 (Continuing Architectural & Engineering Services).

Status	Case Name	Civil Case Number	Case
Open	Jose Florez Garcia v. BCC, Community, Condotte, The De Moya, Finley, Stantec	2018-40072 CA01 - 11th Circuit	Motorcycle Accident on road under construction - Plaintiff sued multiple parties including the prime contractor and various design firms working in the area. BCC was a subconsultant (designer) to the prime contractor.
Open	Simons (Odom Estate) v. FDOT, Community, Obrascon, OHL, BCC, Johnson, Jacobs, Leware	312017CA000881 - 19th Circuit	Accident on road under construction- Plaintiff sued multiple parties including the prime contractor and various design firms working in the area. BCC was a subconsultant (designer) to the prime contractor.
Open - waiting on motion for summary judgment.	Barbera v. Community, The De Moya, Condotte, BCC, Stantec	2017-026700-CA-01 - 11th Circuit	Accident on road under construction- Plaintiff sued multiple parties including the prime contractor and various design firms working in the area. BCC was a subconsultant (designer) to the prime contractor.
Settled	Codi Alan Hall Estate vs Community, BCC,	2019 CA 000254 - 19th Judicial Circuit	Motorcycle accident with truck owned by contractor. Plaintiff sued multiple parties including the prime contractor and various design firms working in the area. BCC was a subconsultant (designer) to the prime contractor.
Fed Case: Dismissed; State Case: Open	Doral 10 vs City of Doral, JVA, EE&G, BCC, et al.	USDC: 1:19-cv-24830-JLK ; State: 2019-083211-CA-01 (11th Cir.)	Contractor allegedly used property of plaintiff by mistake to locate construction materials. Plaintiff sued the City and the prime contractors in the project. BCC scope included design and CEI.
BCC Dismissed	Bacheikov vs Bush, Blanco, Bracken, the City of Miami, FDOT, Ralph Tait, BCC, Bodax, Allied, JFS, Loredp, VMJ, et al.	2018-039660-CA-01 - 11th Circuit.	Pedestrian fell in front sidewalk of house under construction. Plaintiff sued all contractors working in the project. BCC was structural designer for main structure.

BCC Engineering, LLC

By: John Kramer  
Name: John Kramer  
Date: 2/4/21



STATE OF FLORIDA  
COUNTY OF MIAMI DADE

The foregoing instrument was acknowledged before me this 4<sup>th</sup> day of February, 2021, by  
JOHN KRAMER as CFO for BCC Engineering, LLC.

Personally known: X

\_\_\_\_\_  
Notary Public



**Vanessa Arango**  
**Comm. # GG355985**  
**Expires: July 17, 2023**  
**Bonded Thru Aaron Notary**

TAB H  
**WARRANTY**





WARRANTY STATEMENT

BCC Engineering, LLC (the "Company"), through its authorized representative, JOHN KRAMER, hereby warrants that the Company is not insolvent, is not in bankruptcy proceedings or receivership, nor is engaged in or threatened with any litigation or other legal or administrative proceedings of any kind that would have an adverse effect on its ability to perform its obligations under the Contract with the Village of Key Biscayne.

BCC Engineering, LLC

By: [Signature]  
Name: John Kramer  
Date: 2/4/21

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE

The foregoing instrument was acknowledged before me this 4<sup>th</sup> day of February, 2021, by JOHN KRAMER as CFO for BCC Engineering, LLC.

[Signature]  
Notary Public

Personally known: X



Vanessa Arango  
Comm. #GG355985  
Expires: July 17, 2023  
Bonded Thru Aaron Notary



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## WATER RESOURCES ENGINEERING

REF. #: 2021-08WW



# TAB I FORMS





**ADDENDUM ACKNOWLEDGEMENT FORM**

**Solicitation Title:** Continuing Architectural and Engineering Services

**Solicitation No.:** RFQ 2021-08

Listed below are the dates of issue for each Addendum received in connection with this Solicitation:

- Addendum No. 1, Dated 1/27/2021
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_

No Addendum issued for this Solicitation

Firm's Name: BCC Engineering, LLC

Authorized Representative's Name: Victor Herrera, PE

Title: Senior Vice President

Authorized Signature: 



VILLAGE OF KEY BISCAYNE

**RFQ 2021-08**

**Continuing Architectural and Engineering Services**

**Addendum #1**

**Due Date: February 12, 2021**

This addendum is incorporated into and made a part of the above referenced solicitation. The following may include clarifications, revisions, additions, deletions, or answers to questions received relative to the solicitation, which take precedence over the solicitation documents. Underlined word(s) indicate additions. Deletions are indicated by strikethrough.

**Clarifications:**

1. The Proposal deadline is hereby extended to **February 12, 2021, at 4:00 PM.**
2. Section 9.1.4 of the Contract (Insurance) is hereby revised as follows:  
"Professional Liability Insurance in an amount of not less than One Three Million Dollars (\$~~1~~3,000,000.00) per ~~occurrence~~ claim made, single limit."
3. Several questions have arisen with respect to subcontracting under each discipline for this solicitation. To simplify matters, the Village is permitting subcontracting under the following disciplines:
  - a. Architecture
  - b. Civil Engineering
  - c. Construction Engineering & Inspection
  - d. Urban PlanningSubcontracting will not be considered for all other disciplines.
4. Submission requirements on the Procurement Portal were revised to remove the "Personnel Qualifications" section. The matter requested was already covered by the Questionnaire and the "Organizational Chart" and "Resumes for Key Staff" sections.
5. Proposers may include up to two page resumes for the Contract Manager and Project Manager.

**Questions and Answers**

1. Contract, Section 9 (Insurance): Section 9.1.4 provides that Proposer must have "Professional Liability Insurance in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, single limit". As a professional consultant, Proposer's professional liability insurance policy is a "claims made" policy that is renewed annually. Consultant does not, and never has, purchased an "occurrence" professional liability insurance policy. Proposer respectfully requests the Village issue a correction, modification, or amendment to the Contract to allow the Consultant to satisfy the professional liability insurance requirement through a "claims made" policy.

**Response:** See clarification 2 above.

2. Is the Contract Manager and Project Manager considered to be Key Staff positions?

**Response:** Yes.



---

VILLAGE OF KEY BISCAYNE

---

3. In the Key Staff Questionnaire, the form only allows for up to ten (10) key staff members. Are Proposers limited to providing only ten (10) key staff members?

**Response:** No, Proposers may have additional key staff members. If so, provide an attachment in “Questionnaire Attachments” providing the same information for each additional key staff member.

4. How many total Key Staff resumes are you requiring Proposers to provide? Are you only looking for one (1) key staff resume per category of service that the Offeror is submitting for ?

**Response:** Proposers are to submit one resume for each Key Staff member.

5. Are Proposers required to submit qualifications that are inclusive of all twelve (12) service categories, or are Proposers only required to submit qualifications on the service categories of their choosing?

**Response:** Proposers should treat each discipline as though it were a separate proposal. Proposers may submit the same matter in different disciplines if the matter is relevant to both. For example: Proposer may use the same letter of intent in multiple disciplines. The submission requirements are broken out to be modular, allowing the Proposer to modify the discipline specific matter while resubmitting other duplicated proposal elements. Proposer’s are only required to submit for the disciplines of their choosing.

6. On the Questionnaire, Question Set 2 (Client References), is it permissible to use Village of Key Biscayne work as one of the reference projects and use a Village employee as the reference contact?

**Response:** Yes.

7. It is understood that only resumes/qualifications for Contract Manager, Project Manager, and ten (10) Key Personnel. Can additional personnel names be included on the Organizational Chart to illustrate depth of resources, or should we limit our organizational chart to the personnel above?

**Response:** See response to Question 3 above. The organizational chart may include additional personnel.

8. RFQ page 13, item D(a) and D(b) request sections from our questionnaire. Please confirm whether it is necessary to upload the Questionnaire twice or can it be taken from the original Questionnaire upload.

**Response:** These items are included in the Questionnaire. Proposers only need to upload the Questionnaire once.

9. RFQ pages 13 and 14, items C, D, and E each request multiple items (a., b., c.). For example, D Personnel Qualifications, subsection D requests one-page resumes for Key Personnel, and subsection E requests a resume for the Contract Manager. Should the files for subsection D be submitted as a separate PDF from the files for subsection E, or should all content for the major categories be submitted as a single PDF for each section?

**Response:** Where the submission requirements call for specific elements, those should be submitted separately. For example: 3.4D(c) Organizational Chart should be submitted on its own, whereas items 3.4E(a)-(c) should be submitted together in a single pdf.

10. RFP page 13 identifies Section D. Personnel Qualifications, which requests an Organizational Chart and resumes for Key Staff, C.M., and P.M. The upload site on Bonfire has an upload section for Personnel Qualifications, but also has one for “Organizational Chart” and one for “Resumes of Key Staff”. Should the Organizational Chart and resumes for Personnel Qualifications be uploaded, as stated in the RFP? If so, should we repeat in the upload sections for Organization



---

## VILLAGE OF KEY BISCAYNE

---

Chart and Resumes of Key Staff? Conversely, if we are to upload or Organizational Chart section and the resumes to Resumes for Key Staff section, what do we upload to the Personnel Qualifications section?

**Response:** See clarification 4 above.

11. Should we include sub-consultants at this phase of the Procurement process or add them to our team after selection and consultation with the Village on an as-needed basis?

**Response:** See clarification 3 above.

12. Is the Village looking to contract three (3) firms to provide all twelve (12) disciplines, or three (3) firms per discipline?

**Response:** The Village is seeking to establish contracts in each discipline. The Village reserves the right to award or not award as many contracts as it deems appropriate.

13. Who are the incumbents of this contract?

**Response:** Calvin Giordano & Assoc., EAC Consulting, and The Corradino Group

14. Is it possible to be a sub-consultant on a team providing certain disciplines and also pursue those same disciplines separately as a prime consultant?

**Response:** No. If you submit as a prime in any discipline, your firm cannot be a subconsultant on another proposal within that same discipline.

15. Please elaborate on the Sustainability Consulting discipline; do Resilience Design and Sea Level Rise consulting fall under this category?

**Response:** No.

16. Our company name is a re-branding of its previous name, but the company has been in continuous operation providing Architectural and Engineering services for approximately thirty (30) years. Does this satisfy Section 3.2 (1)?

**Response:** If the firm was renamed and the renaming was filed with the State of Florida, and not a new entity, this is acceptable. The firm will need to submit proof that the firm's renaming has been filed with Florida's Division of Corporations.

17. What is the length of the contract term?

**Response:** The initial term is three years with two one-year options that the Village may exercise.

18. If a firm is requesting consideration for multiple disciplines, is it necessary to submit separate complete packages, or can all the disciplines be separated by tabs within one package?

**Response:** It is necessary to submit separate complete packages. However, duplicative matter may be reuploaded to different disciplines.

19. Are sub-consultants permitted, and if so, are they to be included at this time or after selection, if necessary?

**Response:** See clarification 3 above. To the extent practicable, proposed subconsultants should be included at this time.

20. Can the Contract Manager and the Project Manager be the same person?

**Response:** Yes.



---

VILLAGE OF KEY BISCAYNE

---

21. Could the Village please provide their definition of what the Contract Manager would be?

**Response:** The Contract Manager would be the point of contact for the Village on all matters related to the contract. The Village would prefer having a single point of contact rather than communicating with several project managers.

22. Wastewater Engineering is referenced as a Commodity Code but is not listed under any of the Category Scopes. Will the Village be selecting Wastewater Engineers?

**Response:** No.

23. Will the Village ensure us that the firm's financial information will be confidential and not part of the public record?

**Response:** Yes. Proposers must ensure all financial information is marked conspicuously with the label "Confidential."

24. Does the Village have a CIP or proposed list of projects to be undertaken as part of this RFQ?

**Response:** The Village's latest Capital Improvements Plan was included in its FY2021 Budget posted on the Village website under Budget/CIP Documents. The Village also recently got approval of a \$100M bond. Project information supporting the bond was posted to [vkbresilience.org](http://vkbresilience.org). Finally, the intention of these contracts are to use them for any upcoming project that the Village acquires in the next five (5) years that fall within the CCNA limits (under \$4M construction cost or \$500k study activity).

25. Does the Village intend to have separate evaluation committees for each discipline?

**Response:** The Village will have the same evaluation committee for all disciplines, however, they will evaluate and rank each discipline separately.

26. Item K., Litigation Statement in the RFQ states that the respondent must complete and submit the Dispute Disclosure Questionnaire. This form is not attached to the RFQ or posted as a form in the Procurement portal. Could the questionnaire be posted or information be provided on where to locate it?

**Response:** Question Set 3 of the Questionnaire is the Dispute Disclosure Questionnaire. In addition to those questions, Item K requires Proposer to provide a signed notarized statement declaring under penalty of perjury that no litigation or regulatory action has been filed against Proposer's firm in the last three (3) years. There is no form for this statement, it must be written, notarized, and submitted by the Proposer.

27. Sections 4.1 Attachments: the RFQ states that exhibits are attached, but they are not. Could Exhibits B, C, and D be posted?

**Response:** Exhibit B will be the Respondent's Proposal attached after selection, Exhibit C is the Wage Rates, which will be negotiated after the selection, and Exhibit D is the Sample Work Order. Blank copies of all documents are attached to Attachment A- Draft Agreement and will be completed after the selection and negotiation process.

28. Can an individual staff member's experience be used to meet the following requirement: "Respondent must have successfully completed at least three (3) municipal projects within the relevant discipline, demonstrated through three (3) verifiable client references from different entities, within the past five (5) years prior to the issuance of this RFQ?"

**Response:** No.



---

VILLAGE OF KEY BISCAYNE

---

29. The Client References Questionnaire states, « Respondent may not use the same reference for more than one (1) project/contract». Does this mean that two (2) separate projects/contracts containing the same client contact/reference are not allowed?

**Response:** Yes.

30. For Key Staff Questionnaire/Resumes, does the Village want us to submit staff/resumes from Proposed Subcontractors, and if yes, can more than ten (10) Key Staff members be listed?

**Response:** Yes, if they are included as Key Staff members.

31. As specific Task Orders have not been defined, can the “appropriate percentage of the work to be performed” be submitted as TBD?

**Response:** Yes. Proposers may also input N/A.

32. Can multiple potential subcontractors for the same discipline be submitted, as their use would be dependent on a Task Order’s scope and timing?

**Response:** Yes.

33. Under “Eligibility”, the RFQ states, “Respondent must have successfully completed AT LEAST three (3) municipal projects within the relevant discipline, demonstrated through three (3) verifiable client references from different entities, within the past five (5) years prior to the issuance of this RFQ”. The Excel form only has space for three (3) client references. Is a firm permitted to submit more than three (3) examples of past experience / references? If yes, where shall these be submitted in the portal—as an attachment to the Questionnaire?

**Response:** For qualification purposes, please only submit three client references. Proposers are encouraged to include project and contact information with their client list.

34. Does the Village require each staff member’s resume uploaded as a separate file or can they be submitted in one PDF document?

**Response:** Either method is acceptable.

35. Which discipline would be relevant for Geospatial and Subsurface Utility Engineering to be bid under for this solicitation? Or, will those disciplines be part of a forthcoming solicitation if the Village seeks those services?

**Response:** Civil Engineering.

36. Upon completing a submittal, if for example a Landscape Architect may involve a Civil Engineer, would it be the Village’s expectation to put a team together for Civil Engineering as part of the submittal?

**Response:** No, it would not be necessary.

37. The Village has been open to negotiating some of the contract language in the past, including the broad form indemnification. Would this still be an option?

**Response:** Should there be any comments a firm has regarding the contract, they may be added to the firm’s proposal and submitted. A firm cannot make their proposal contingent upon acceptance of alternate conditions to the contract.

38. Our firm has a broad spectrum of services that are provided. If, for example, we were to submit a proposal for Civil Engineering and Landscape Architecture, would Landscape Architecture need to have its own Project Manager or could it be managed by the Civil Engineer’s Project Manager?



---

VILLAGE OF KEY BISCAYNE

---

**Response:** It is the Village's preference to have only one Contract Manager instead of numerous Managers, however that would be allowed.

39. Our firm is primarily a Transportation Engineering firm, however we also provide Structural Design, Electrical Design, Stormwater, and Water and Sewer Services. At this point we are not certain how many specialties we are going to submit for, but will probably be between four (4) and six (6) specialties. Should our firm provide an Organizational Chart for every specialty, or provide just one (1) Organizational Chart with different modules depending on the specialty we are submitting for?

**Response:** The firm can provide one (1) Organizational Chart that is all-inclusive and upload it to each specialty the firm is submitting for.

40. Due to the fact that there are many points on criteria for Personnel and the Project and Contract Managers, would it be acceptable to submit two (2) page resumes for Personnel, instead of one?

**Response:** Yes. See clarification 5 above.

41. There are disciplines listed for Design and for Project/Construction Management. If a firm is selected to perform the Design, would that firm be allowed to perform Design Management and Construction Management, or does that preclude them?

**Response:** No, it is not precluded. However, on some projects, the Village may request one firm to perform the design and another to perform project/construction management.

42. Are there any additional vendor registration requirements with the Village, aside from registering on Bonfire?

**Response:** No, the only additional items the Village would require would be the firm's W9 and insurance once the firm is awarded a contract.

43. Within Section 3.4, Response/Qualifications Package/Requirements, after subsection F (Insurance), it skips to subsection K (Litigation Statement) in the RFQ. Is this a typo or are there missing subsections for G through J?

**Response:** This is a clerical error. Proposers should ignore the missing subsection letters.

44. Would the Village allow a larger Civil Engineering firm team up with a smaller Civil Engineering firm as a subconsultant to strengthen their resources?

**Response:** Yes.

45. Usually we team up as part of an Architectural team for MEP and Fire Protection disciplines. Would the Village require us to submit a proposal separately for MEP and Fire Protection separately and not underneath the Architectural team? Would we have to submit our services as a sub-consultant?

**Response:** You may submit as a subconsultant to the Architectural firm where the Architectural firm serves as prime in the Architectural discipline. However, if your firm desires to submit as prime in the MEP discipline as well, it is free to do so.

46. If a firm provides MEP services, would there be one separate submission for each (Mechanical, Electrical, and Plumbing)?

**Response:** No, MEP services can be submitted under one proposal.



VILLAGE OF KEY BISCAYNE

47. Can a firm be on more than one team as a sub-consultant upon submitting proposals for this solicitation, or is a firm precluded to one (1) team only?

**Response:** A firm is allowed to be on multiple teams for various disciplines. However, a firm cannot submit as a prime and a subconsultant in the same discipline.

48. Does the Village only want firms to submit proposals by themselves for the services they provide without sub-consultants?

**Response:** The Village is seeking Prime Consultants for each category for this solicitation. If, for example, an Architectural firm also provides MEP services, they can submit proposals as a prime consultant for each of those specific categories. Sub-consultants would be part of the team of the prime consultant that submits a proposal for a given category.

49. Would the Structural Engineering category of this solicitation be specific to roadway structures, such as bridges, or just to buildings?

**Response:** Buildings.

50. Page 10 of the RFQ references above water and underwater bridge and structural inspections under Structural Engineering. Will there be any inspection services of this nature required?

**Response:** No.

Acknowledgement:

Victor Herrera, PE  
Name of Signatory

Senior Vice President  
Title

2/10/2021  
Date

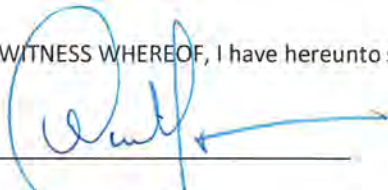
BCC Engineering, LLC  
Name of Respondent




**CERTIFICATE OF AUTHORITY (IF CORPORATION)**

I HEREBY CERTIFY that at a meeting of the Board of Directors of BCC Engineering, LLC, a corporation organized and existing under the laws of the State of Florida, held on the 24th day of April, 2020, a resolution was duly passed and adopted authorizing (Name) Victor Herrera, PE as (Title) Senior Vice President of the corporation to execute bids on behalf of the corporation and providing that his/her execution thereof, attested by the secretary of the corporation, shall be the official act and deed of the corporation. I further certify that said resolution remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this 10, day of February, 2021.

Secretary:   
Print Name: Ariel Millan, PE

President:   
Print Name: Jose A. Munoz, PE

**CERTIFICATE OF AUTHORITY (IF PARTNERSHIP)**

I HEREBY CERTIFY that at a meeting of the Partners of \_\_\_\_\_, a partnership organized and existing under the laws of the State of \_\_\_\_\_, held on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, a resolution was duly passed and adopted authorizing (Name) \_\_\_\_\_ as (Title) \_\_\_\_\_ of the to execute bids on behalf of the partnership and provides that his/her execution thereof, attested by a partner, shall be the official act and deed of the partnership.

I further certify that said partnership agreement remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_, day of \_\_\_\_\_, 20\_\_\_\_.

Partner: \_\_\_\_\_  
Print Name: \_\_\_\_\_

Partner: \_\_\_\_\_  
Print Name: \_\_\_\_\_



**N/A**

**CERTIFICATE OF AUTHORITY (IF INDIVIDUAL)**

I HEREBY CERTIFY that, I (Name) \_\_\_\_\_, individually and doing business as (d/b/a) \_\_\_\_\_ (If Applicable) have executed and am bound by the terms of the Bid to which this attestation is attached.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_, day of \_\_\_\_\_, 20 \_\_\_\_.

Signed: \_\_\_\_\_

Print: \_\_\_\_\_

**In the presence of:**

Witness #1:

Signature: \_\_\_\_\_

Print: \_\_\_\_\_

Witness #2:

Signature: \_\_\_\_\_

Print: \_\_\_\_\_



ACKNOWLEDGMENT

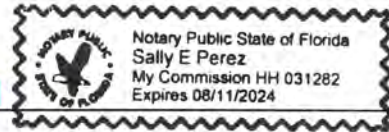
State of Florida

County of Miami-Dade

On this 10th day of February, 2021, before me the undersigned, personally appeared Ariel Millan, PE and Jose A. Muñoz, PE, whose name(s) is/are subscribed to the within instrument, and he/she/they acknowledge that he/she/they executed it.

Witness my hand and official seal:

Sally E. Perez |



Notary Public (Print, Stamp, or Type as Commissioned)

Personally known to me; or

Produced identification (Type of Identification: \_\_\_\_\_)

Did take an oath; or

Did not take an oath



FORM CD  
COMPANY DECLARATION FORM

I certify that any and all information contained in this Response is true. I certify that this Response is made without prior understanding, agreement, or connections with any corporation, firm or person submitting a Response for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. I agree to abide by all terms and conditions of the solicitation and certify that I am authorized to sign for the Respondent's firm. Please print the following and sign your name:

BCC Engineering, LLC

**FIRM NAME**

6401 SW 87th Avenue, Suite 200, Miami, FL 33173

**PRINCIPAL BUSINESS ADDRESS**

305.670.2350

**TELEPHONE**

305.670.2351

**FACSIMILE**

Vherrera@bcceng.com

**EMAIL ADDRESS**

65-0540100

**FEDERAL I.D. NO.  
OR SOCIAL SECURITY NUMBER**

Miami-Dade No. 3427069

**MUNICIPAL BUSINESS TAX RECEIPT  
OR OCCUPATIONAL LICENSE NO.**

Victor Herrera, PE

**NAME**

Senior Vice President

**TITLE**

  
**AUTHORIZED SIGNATURE**



**FORM SEA**  
**SINGLE EXECUTION AFFIDAVITS**

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

THIS FORM COMBINES SEVERAL AFFIDAVIT STATEMENTS TO BE SWORN TO BY THE PROPOSER OR BIDDER AND NOTARIZED BELOW. IN THE EVENT THE PROPOSER OR BIDDER CANNOT SWEAR TO ANY OF THESE AFFIDAVIT STATEMENTS, THE PROPOSER OR BIDDER IS DEEMED TO BE NON-RESPONSIBLE AND IS NOT ELIGIBLE TO SUBMIT A PROPOSAL/BID.

THESE SINGLE EXECUTION AFFIDAVITS ARE SUBMITTED TO THE VILLAGE OF KEY BISCAYNE AND ARE STATEMENTS MADE:

By: Victor Herrera, PE

For (Name of Proposing or Bidding Entity): BCC Engineering, LLC

Whose business address is: 6401 SW 87th Avenue, Suite 200, Miami, FL 33173

And (if applicable) its Federal Employer Identification Number (FEIN) is: 65-0540100

(if the entity does not have an FEIN, include the Social Security Number of the individual signing this sworn statement. SS#: \_\_\_\_\_ )

**Americans with Disabilities Act Compliance Affidavit**

The above named firm, corporation or organization is in compliance with and agrees to continue to comply with, and assure that any subcontractor, or third party contractor under this project complies with all applicable requirements of the laws listed below including, but not limited to, those provisions pertaining to employment, provision of programs and services, transportation, communications, access to facilities, renovations, and new construction.

- The American with Disabilities Act of 1990 (ADA), Pub. L. 101-336, 104 Stat 327, 42 USC 1210112213 and 47 USC Sections 225 and 661 including Title I, Employment; Title II, Public Services; Title III, Public Accommodations and Services Operated by Private entities; Title IV, Telecommunications; and Title V, Miscellaneous Provisions.
- The Florida Americans with Disabilities Accessibility Implementation Act of 1993, Section 553.501-553.513, Florida Statutes:
- The Rehabilitation Act of 1973, 229 USC Section 794;
- The Federal Transit Act, as amended 49 USC Section 1612;
- The Fair Housing Act as amended 42 USC Section 3601-3631.

VM

Proposer Initials



**Public Entity Crimes Affidavit**

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 of 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 or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentations.

I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without 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.

I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

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

Based on information and belief, the statement, which I have marked below, is true in relations to the entity submitting this sworn statement.

**(INDICATE WHICH STATEMENT APPLIES.)**

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with ad 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,  
Form SEA



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 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 1 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.

W  
Proposer Initials

**No Conflict of Interest or Contingent Fee Affidavit**

Proposer warrants that neither it nor any principal, employee, agent, representative nor family member has paid or will pay any fee or consideration that is contingent on the award or execution of a contract arising out of this solicitation. Proposer also warrants that neither it nor any principal, employee, agent, representative nor family member has procured or attempted to procure this contract in violation of any of the provisions of the Miami-Dade County conflict of interest or code of ethics ordinances. Further, Proposer acknowledges that any violation of these warrants will result in the termination of the contract and forfeiture of funds paid or to be paid to the Proposer should the Proposer be selected for the performance of this contract.

M  
Proposer Initials

**Business Entity Affidavit**

Proposer hereby recognizes and certifies that no elected official, board member, or employee of the Village of Key Biscayne (the " Village") shall have a financial interest directly or indirectly in this transaction or any compensation to be paid under or through this transaction, and further, that no Village employee, nor any elected or appointed officer (including Village board members) of the Village, nor any spouse, parent or child of such employee or elected or appointed officer of the Village, may be a partner, officer, director or proprietor of Proposer or Vendor, and further, that no such Village employee or elected or appointed officer, or the spouse, parent or child of any of them, alone or in combination, may have a material interest

Form SEA



in the Vendor or Proposer. Material interest means direct or indirect ownership of more than 5% of the total assets or capital stock of the Proposer. Any exception to these above described restrictions must be expressly provided by applicable law or ordinance and be confirmed in writing by Village. Further, Proposer recognizes that with respect to this transaction or bid, if any Proposer violates or is a party to a violation of the ethics ordinances or rules of the Village, the provisions of Miami-Dade County Code Section 2-11.1, as applicable to Village, or the provisions of Chapter 112, part III, Fla. Stat., the Code of Ethics for Public Officers and Employees, such Proposer may be disqualified from furnishing the goods or services for which the bid or proposal is submitted and may be further disqualified from submitting any future bids or proposals for goods or services to Village.

      
M

Proposer Initials

**Anti-Collusion Affidavit**

1. Proposer/Bidder has personal knowledge of the matters set forth in its Proposal/Bid and is fully informed respecting the preparation and contents of the attached Proposal/Bid and all pertinent circumstances respecting the Proposal/Bid;
2. The Proposal/Bid is genuine and is not a collusive or sham Proposal/Bid; and
3. Neither the Proposer/Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including Affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly with any other Proposer/Bidder, firm, or person to submit a collusive or sham Proposal/Bid, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Proposer/Bidder, firm, or person to fix the price or prices in the attached Proposal/Bid or of any other Proposer/Bidder, or to fix any overhead, profit, or cost element of the Proposal/Bid price or the Proposal/Bid price of any other Proposer/Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Village of Key Biscayne or any person interested in the proposed Contract.

      
M

Proposer Initials

**Scrutinized Company Certification**

1. Proposer certifies that it and its subcontractors are not on the Scrutinized Companies that Boycott Israel List. Pursuant to Section 287.135, F.S., the Village may immediately terminate the Agreement that may result from this RFP at its sole option if the Proposer or its subcontractors are found to have submitted a false certification; or if the Proposer, or its subcontractors are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.
2. If the Agreement that may result from this RFP is for more than one million dollars, the Proposer certifies that it and its subcontractors are also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, F.S. pursuant to Section 287.135, F.S., the Village may immediately terminate the Agreement that may result from this RFP at its sole option if the Proposer, its affiliates, or its subcontractors are found to have submitted a false

Form SEA



certification; or if the Proposer, its affiliates, or its subcontractors are placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

- 3. The Proposer agrees to observe the above requirements for applicable subcontracts entered into for the performance of work under the Agreement that may result from this RFP. As provided in Subsection 287.135(8), F.S., if federal law ceases to authorize the above-stated contracting prohibitions then they shall become inoperative.

Proposer Initials

**Acknowledgment, Warranty, and Acceptance**

- 1. Consultant warrants that it is willing and able to comply with all applicable state of Florida laws, rules and regulations.
- 2. Consultant warrants that it has read, understands, and is willing to comply with all requirements of **Solicitation No. 2021-08** and any addendum/addenda related thereto.
- 3. Consultant warrants that it will not delegate or subcontract its responsibilities under an agreement without the prior written permission of the Village Council or Village Manager, as applicable.
- 4. Consultant warrants that all information provided by it in connection with this Proposal is true and accurate.

Proposer Initials

**Truth in Negotiation Certification**

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Village determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of the final billing or acceptance of the work by the Village, whichever is later.

Proposer Initials

**Sworn Signature of Proposing Entity Representative and Notarization  
for all above Affidavits follows on the next page.**



In the presence of:

Sally E Perez

Witness #1 Print Name: Sally Perez

Carolina Norgaard

Witness #2 Print Name: Carolina Norgaard

Signed, sealed and delivered by:

Victor Herrera

Print Name: Victor Herrera, PE

Title: Senior Vice President

**ACKNOWLEDGMENT**

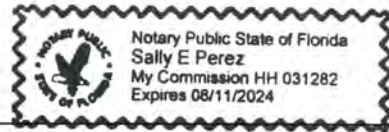
State of Florida

County of Miami-Dade

On this 10th day of February, 2021, before me the undersigned, personally appeared Victor Herrera, PE, whose name(s) is/are subscribed to the within instrument, and he/she/they acknowledge that he/she/they executed it.

Witness my hand and official seal:

Sally Perez |



Notary Public (Print, Stamp, or Type as Commissioned)

Personally known to me; or

Produced identification (Type of Identification: \_\_\_\_\_)

Did take an oath; or

Did not take an oath



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## WATER RESOURCES ENGINEERING

REF. #: 2021-08WW



TAB B  
**PROPOSAL NARRATIVE**





Since our inception in 1994, BCC has continuously served local governments and institutions in similar general services contracts. This experience has fueled our growth, making us one of the largest engineering firms headquartered in South Florida. We are a recognized award-winning consulting firm that has led some of the most complex transportation, infrastructure and general engineering projects in Florida. Our distinctive design approach has earned us a reputation for bold innovation and integration of engineering practice that results in cost-effective, safe and functional designs, and we apply this approach to any project, any size, any discipline, every time.



## UNDERSTANDING YOUR NEEDS

The Village is a thriving community that is presented with the complex challenge of balancing the enjoyment and conservation of its water environment while concurrently having to develop strategies to protect its residents and property from water resources-related issues. Similar to other coastal municipalities, the Village's stormwater problems are accentuated by its low-lying topographical nature. These problems are further amplified because the Village is encompassed by tidal waters, which have detrimental effects on critical infrastructure. Without a strategic plan for the future, the Village will become more susceptible to the ever-increasing impacts of:

- Rising sea-level and groundwater table
- Increasing intensity, frequency, and duration of rainfall events and storm surges
- Increasing magnitude of king tide events
- Deteriorating coastal infrastructure
- Receding seagrass habitat

BCC understands that this Contract's primary purpose is to provide a multitude of Water Resources Engineering services to mitigate these impacts, while also addressing other critical Water Resources Engineering needs. As part of this Contract, BCC will act as an extension of the Village in providing the needed Water Resources Engineering services.

## OUR PROPOSED APPROACH

To address the Village's needs and embrace the Village's visions of livability, resiliency, and prosperity, BCC will implement a collaborative and holistic project approach that will result in adaptive, multi-faceted, and cost-effective stormwater management projects. A robust stormwater modeling tool is needed to assess the current flood protection level of service, evaluate existing drainage conditions, and adequately analyze and design cost-effective stormwater management projects.

BCC's approach includes implementing two-dimensional (2D) modeling software, such as ICPR 4, that eliminates the limitations and inaccuracies of one-dimensional (1D) modeling tools. The Village's overall XP-SWMM model developed as part of the latest Stormwater Master Plan update will be used to establish boundary conditions for the localized 2D models. As part of any stormwater management project assessment, BCC will implement all available Blue/Green Infrastructure Best Management Practices (BMPs) to the maximum extent possible. These BMPs will add additional resiliency and project aesthetics. This approach was successfully implemented to analyze and design a critical Stormwater Management Pump station for North Bay Village.



## HOW DOES THIS BENEFIT THE VILLAGE?

BCC's approach will involve an adaptive approach to Water Resources Engineering, which is supported by dynamic tools that allow us to actively design adaptive projects as conditions and priorities change over time. This will be highly beneficial to the Village due in part to the uncertainties with the timing of sea-level and groundwater rise, scarcity of funding during current times, and an ever-changing climate. Considering that significant capital investments will need to adapt to rising seas, it is imperative to develop innovative, adaptive stormwater management projects that provide the needed resiliency in a cost-effective manner. This approach can help the Village be most efficient with its capital expenses and focus scarce resources on the greatest community benefits.



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## WATER RESOURCES ENGINEERING

REF. #: 2021-08WW



TAB D  
**PERSONNEL QUALIFICATIONS**





- a. Key Staff Questionnaire completed and submitted through Procurement Portal.
- b. No Subcontractors were added to the Subcontractors Questionnaire. Subcontractors Questionnaire submitted through Procurement Portal.



**PRINCIPAL-IN-CHARGE/  
CONTRACT MANAGER**  
 Victor H. Herrera, PE

**PROJECT MANAGER**  
 Alex Vazquez, PE, CFM

**QUALITY CONTROL**  
 Wilfredo Rodriguez, PhD

**STORMWATER SYSTEM  
DESIGN**  
 Alexander George, PE  
 Armando Rodriguez  
 Carlos Formos, EI  
 Misael Ramirez

**STORMWATER  
MODELING**  
 Sebastian Honigfort, PE,  
 ENV SP  
 Viviana Villamizar  
 Tatiana Vargas, EI

**PUBLIC & COUNCIL  
MEETING PRESENTATION**  
 Alex Vazquez, PE, CFM  
 Joanne Prince, PE, ENV SP  
 Sebastian Honigfort, PE, ENV SP

**NPDES PERMITTING**  
 Alex Vazquez, PE, CFM  
 Armando Rodriguez  
 Mohammad Islam, EI

**COMMUNITY RATING SYSTEM**  
 Tatiana Vargas Castilla, EI  
 Sebastian Honigfort, PE, ENV SP

**DESIGN CRITERIA**  
 Joanne Prince, PE, ENV SP  
 Jairo A. Rodriguez, PE  
 Sebastian Honigfort, PE, ENV SP

**Key Personnel Relevant Experience**

	Alex Vazquez, PE, CFM	Alex George, PE	Sebastian Honigfort, PE, ENV SP	Tatiana Vargas Castilla, EI	Joanne Prince, PE, ENV SP
SWMP 2019 Update, Doral, FL	✓		✓	✓	
Installation of 48-inch Diameter Transmission Main for Area "N", Miami, FL	✓				✓
264/268 SW 268/264 Street Connector (E06-PW-06), Miami, FL	✓		✓	✓	✓
North Bay village Pump station, North Bay Village, FL	✓		✓	✓	✓
City of Lauderhill Stormwater Management and Flood Protection Master Plan, Lauderhill FL	✓		✓	✓	
NW 102nd Avenue Improvements, Doral, FL	✓				✓



## Victor H. Herrera, PE

### Contract Manager

**Years Experience:**

17 years

**Education:**

BS in Civil Engineering,  
Florida State University

**Registration:**

Professional Engineer  
Florida No. 71164  
Alabama No. 30849

Pipeline Assessment  
Professional (PACP),  
Florida No. 06-16991

Victor Herrera brings 17 years of experience in the design and implementation of engineering projects. He has strong project experience working with municipalities and leading complex projects. Mr. Herrera has specialized professional competence in parking lots, grading, earthwork, and drainage design, as well as experience in plans processing for permit approval, water and sewer design, geotechnical investigation evaluation, and interpretation of soil borings and recommendations.

Victor is a Senior Vice President with BCC and serves as the Civil Operations Manager for the firm. He is responsible for management, profitability, and direction of the firms staff, establishing and monitoring procedures and processes, adherence to corporate and company policies, project contractual terms and quality control procedures. Victor frequently serves as a Project Principal or Project Director for large or significant projects and is responsible for marking sure that BCC is providing the appropriate technical resources to assure delivery of quality service and products to our clients on time and within budget.

**Relevant Experience:**

**North Bay Village Contract for General Professional Engineering and Architectural Services, Village of North Bay, FL, Reference: Marlon Lobban, (305) 756-7171 Ext.66, mlobban@nbvillage.com** - The project involves several task work orders. The scope of services include, but are not limited to, providing general engineering and architectural services to provide planning, reviews, assessments, reports, studies, design, project permitting, renderings, schedules, cost estimates, construction specifications, project management, construction inspection and construction management for projects such as marine construction, roadway, transportation/traffic signalization, traffic calming, drainage, water, sanitary sewer, site plan, architectural planning and design (incl. Structural, mechanical, electrical and plumbing), sustainability, environmental and landscaping. Project Role: Principal.

**Stormwater Work Program, Miami, FL, Reference: Elyrosa Estevez, PE, CFM, 305-416-1200, EEstevez@ci.miami.fl.us** - Mr. Herrera guided the effort of developing a stormwater work program to address over one hundred existing stormwater structures that were not in compliance with local regulatory criteria. Recommendations were based on engineering feasibility, schedule, and estimates of probable construction costs as well as stormwater requirements of the structure. Elements of the work included utilization of existing data provided by the City, site visits to each structure, developing alternatives that are permissible with the Florida Department of Environmental Protection (FDEP) Underground Injection Control Program and Miami Dade County Department of Environmental Resources Management (DERM), preparing preliminary construction documents and specifications, and compiling a thorough report to be used as a design criteria package for a design/build request for proposal (RFP). Project Role: Project Manager and Owner's Representative.



Victor H. Herrera, PE (Page 2)

**Flagler Street Downtown Beautification - Civil Engineering Services for Roadway, Parking, and Pedestrian Accommodations, Miami, FL, Reference: Bob Beaty, PE, (954-931-6581)/ BobB@Lanzo.org, Hector Badia, (305) 416-1236, HBadia@miamigov.com** - The project involves full roadway reconstruction, sidewalk widening, provision of valet parking system, reconfiguration of on-street parking and coordination with the landscape architect to propose trees in a corridor saturated by underground utilities designed and permitted for relocation. The purpose for this project is to make Flagler Street a more pedestrian-friendly roadway where the street can be closed for events creating a street plaza environment. In addition, several traffic calming measures were introduced including narrowing the travel lanes, decorative high-visibility pedestrian cross walks, and decorative street furniture. The project also included the provision of new hardscape patterns, street lighting design and the re-design of the drainage system to provide a 100-year service life operation. In addition, this project includes extensive utility coordination, new design of the water distribution line and two sanitary sewer gravity lines. Extensive coordination with permitting authorities, Miami-Parking Authority, and Miami Downtown Development Agency (DDA). Project Role: Senior Project Manager.

**Design-Build Services for the Installation of a 48-inch Diameter Transmission Main for "Area N" Package IV-A, Miami, FL, Reference: Alex Retamar, (786) 552-4405, Alex.Retamar@miamidade.gov** - Design-Build services for the installation of approximately 8,800 linear feet of 48-inch diameter P.C.C.P. transmission water main along SW 117th Avenue to connect the County's new 36-inch diameter water transmission main project at SW 152nd Street and SW 127th Avenue. The purpose is to enhance Miami-Dade WASD's water service reliability and address water pressure deficiencies in the County's southern service area. BCC's scope of work included plan-profile design of the 48-inch diameter water main, permitting through various agencies to allow construction, and coordination between WASD, the contractor, and various sub-consultants. Project Role: Principal

**Installation of 12-inch DIP Water Main & Service Reconnection in SW 268 ST from West of SW 139 Ave to East of SW 123 PL, Homestead, FL, Reference: Jose A. Diaz, (786) 552-4383, jose.diaz@miamidade.gov** - The project consists of approximately 7,000 linear feet of new 4-inch to 12-inch water main installation to replace existing cast iron and asbestos pipes, service connections, fire hydrant removal and replacement, trench restoration, pavement restoration and pavement markings. Extensive design, coordination between MDWASD and Miami-Dade County Public Works Department, permitting, bidding and construction services for water main installation. Project Role: Contract Manager

**Upgrade Sewage Pump Station 1002, Homestead, FL, Reference: Tania Fernandez, (305) 592-7283, tfernandez@apcte.com** - Design, permitting, bidding and construction services to upgrade sewage PS 1002 with rehabilitation to existing wet well, two new 34 HP submersible pumps, new valve vault, new electric control panel and electrical equipment, new generator and fuel tank, 6-inch and 8-inch pipes and fittings, fencing and site restoration. The project, located on a small easement, requires close coordination with utility providers due to overhead utilities that cannot be powered down. Upon completion of design, BCC will be responsible for the review of shop drawings, proposed substitutions, reviewing contractor's pay requests, change order analysis, and claims assistance (if any). Project Role: QA/QC.

**Biscayne Landing, City of North Miami, FL, Reference: Darryl Lee, PE, (561) 504-0909, dlee@turnberry.com** - Mr. Herrera lead a team of 18 professionals in the design and permitting for 4,300-linear feet of a new 4-lane spine road on top of an existing landfill. Utility improvements included the design and permitting of a 16-inch sanitary sewer force main and the looping of a 12-inch water main. This site, entailing 184-acres, will ultimately be a mixed-use development consisting of commercial/retail, high rise towers, and other amenity features. Due to the history of the site (old landfill) the design approach required a collaborative effort between design engineers, solid waste specialists, and geotechnical consultants. Project Role: Project Manager/Client Service Manager.



## Alex Vazquez, PE, CFM

### Project Manager

**Years Experience:**

36 years

**Education:**

BS in Civil Engineering,  
University of Florida

**Registration:**

Professional Engineer  
Florida No. 42108

**Certifications:**

Certified Floodplain  
Manager (CFM)

No. US-16-09342

Advanced Work Zone  
Traffic Controls FDOT  
Plans/Specifications  
Preparation

ICPR User Training V3 &  
V4

XP-SWMM User Training  
MIKE

HEC-RAS User Training

MIKE 11 User Training

Alex Vazquez has over 36 years of professional engineering consulting and construction management experience. Mr. Vazquez’s experience encompasses a wide-range of project types including, but not limited to: drainage infrastructure and stormwater management systems analysis, design and permitting; hydrologic, hydraulic and water quality modeling with a wide-variety of water resources numerical models; stormwater management master plan development; watershed studies; sea-level rise studies; flooding assessment/mitigation studies; industrial and commercial site development; design of water/wastewater collection and distribution systems, environmental permitting; construction management; and application of GIS technologies to civil, environmental and water resources engineering projects. Mr. Vazquez has also served as an expert witness on numerous flooding and flood protection level of service litigation cases.

**Relevant Experience:**

**Stormwater Improvements Design for Years 2 and 3, Doral, FL, Carlos Arroyo, (305) 593-6740, carlos.arroyo@cityofdoral.com** - Mr. Vazquez was Project Manager for this project performing drainage analysis, detailed design, and permitting for multiple sites within the City of Doral with existing flooding issues as outlined in the City’s Stormwater Management Master Plan. As part of this contract, Mr. Vazquez analyzed the existing drainage conditions and designed individualized drainage improvements for each site utilizing existing drainage systems with additional French drains. Drainage improvements were made under the maintenance work. Each project entailed prepared plans and specifications for bidding purposes. Mr. Vazquez also supported during the bidding phase and provided post-design services, including periodic site visits, approving payment requisitions, and project close-out services. Project Role: Project Manager, QA/QC.

**Collins Ave. Drainage Pump Station Design, City of Miami Beach, FL, Mario Dominguez, PE, (305) 470-5486, Mario.Dominguez@dot.state.fl.us** - Mr. Vazquez was the Project Manager and was responsible for the stormwater pump station design at Collins Avenue and 23rd Street. The project included the design of the stormwater pump station (pgm) with two (2) 5,200 gallon per minute submersible pumps. The pump station is connected to a retrofitted existing outfall with direct discharge into Indian Creek. A pollution control structure, to provide water quality volume, was provided downstream of the pump station. The design also included incorporating sluice gates at the three water control structures to allow the flexibility of providing emergency bypass in the event that the pumps or power failed during a major storm event. Project Role: Project Manager.

**Stormwater Management Master Plan Development and Sea Level Rise Assessment, Village of Pinecrest, FL, Reference: David Mendez, (305) 669-6916, dmendez@pinecrest-fl.gov** - Mr. Vazquez was the Project Manager and Engineer of



*Alex Vazquez, PE, CFM (Page 2)*

Record of the Village of Pinecrest Stormwater Master Plan development. The Village is a suburban area in Miami-Dade County (County), Florida. Incorporated in 1996, the Village of Pinecrest has a population of over 18,000 (based on the 2010 Census) and has a total area of 7.53 square miles. The Village limits lie within the C-2 and C-100 Basins. The Village did not have a previous Stormwater Master Plan, a complete hydraulic and hydrologic stormwater model of its primary stormwater management systems, or an associated capital improvement plan for stormwater management related projects. **Project Role: Project Manager and Engineer of Record.**

**National Pollutant Discharge Elimination System (NPDES) Program, Monroe County, FL, Reference: Mario Dominguez, PE, (305) 470-5486, Mario.Dominguez@dot.state.fl.us** - Mr. Vazquez was the Project Manager on this project which entailed developing and implementing a Phase II National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4), a 5-year program for the State roads within the City of Key West and Marathon in Monroe County. This continuing contract included assisting District 6 in negotiating the permit conditions with the Florida Department of Environmental Protection (FDEP) and preparing the Notice of Intent (NOI) documents on behalf of District 6. NPDES activities consisted of developing a system-wide NPDES MS4 program for the State roadways within Key West and Marathon's limits. **Project Role: Project Manager.**

**Shorecrest Drainage and Sea Level Rise Study - Phase I, Miami, FL, Reference: Keith Ng, CFM, (305) 416-1298, keithng@miamigov.com** - Mr. Vazquez was the Project Manager and Engineer of Record for performing a pilot drainage feasibility study within one of the most critically impacted areas of Shore Crest, which is located at the northeast end of the City. As part of this drainage feasibility study, the existing condition impacts due to sea-level rise (King Tide events) and groundwater rise with and without rainfall events were evaluated, and planning-level short-term and mid-range solutions were identified and evaluated to determine the most cost-effective and resilient solutions to be considered by the City to address the future

projected sea level and groundwater rise. To establish the current and future flood protection level of service and to evaluate the performance of conceptual stormwater improvement projects, an integrated 1D/2D hydrologic/hydraulic model was developed using the ICPR V4 model. The required capital improvements for the Mid-Range (2050) Planning Horizon include increasing stormwater pipe sizes, expanding stormwater pipe infrastructure reach, adding a stormwater pump station, raising road elevations to a minimum 3.5 feet relative to the North American Datum of 1988 (ft-NAVD), adding backflow preventers for select existing outfalls, grouted select existing outfalls and a raised the seawall to a minimum 3.78 ft-NAVD (the predicted King tide of 2050). **Project Role: Project Manager, Engineer-of-Record.**

**SR 5/MM 74-75 Sea Oats Beach Shoreline Protection Feasibility Report; Islamorada, FL, Mario Dominguez, PE, (305) 470-5486, Mario.Dominguez@dot.state.fl.us** - Mr. Vazquez was the Project Manager for performing a feasibility investigation and report for SR 5/MM 74-75 Sea Oats Beach Shoreline Protection to address the erosion caused by Hurricane Irma. Prior to the start of work, Mr. Vazquez obtained available as-built plans and all available wave data. Mr. Vazquez performed a half-day site visit to validate the available data. Based on the collected information, Mr. Vazquez performed a feasibility analysis of the SR 5/MM 74-75 Sea Oats Beach Shoreline Protection, analyze two (2) alternatives, and presented the findings to the FDOT during a review meeting and submittal of Final Feasibility Report. The selected alternative is currently under design by FDOT in-house staff. **Project Role: Project Manager.**



## Wilfredo Rodriguez, PhD

### Quality Control

#### Years Experience:

37 years

#### Education:

Ph.D. Hydraulic  
Engineering Institute of  
Hydraulic Engineering  
Moscow

BS, MS in Hydraulic  
Engineering,  
Institute of Hydraulic  
Engineering

Mr. Rodriguez has 34 years of experience mainly in the area of transportation with emphasis in stormwater modeling, drainage design, permitting, stormwater management, and roadway design. Many of his projects have been for public agencies such as the Florida Department of Transportation, Miami-Dade County Public Works, Miami Expressway Authority and other cities and municipalities, as well as for private sector clients. Prior to coming to USA, Mr. Rodriguez had eleven years of experience working in a wide range of projects including stormwater management master plan development; water resource studies; hydrology, hydraulics, stormwater quality modeling, stormwater infrastructure analysis and design, drainage and salinity quality modeling for several Cuban governmental agencies. He has extensive modeling experience using one and two-dimensional hydrology/hydraulic analysis modeling, developed by Moscow Hydraulics Institute of Land Reclamation, program "HYDRO" and mathematical modeling in hydraulic management of soil and land reclamation.

As a Senior Designer his responsibilities have included the execution of roadway design, plans preparation, drainage design, stormwater runoff permitting, preliminary engineering studies, pavement design, utilities coordination, maintenance of traffic, roadway lighting design, signing and pavement marking, traffic signalization and traffic planning. He also worked in various capacities on drainage problems for various Cuban governmental agencies. During that time, he wrote several articles published in scientific journals, pertaining to improving drainage and soils in agricultural systems.

#### Relevant Experience:

**SR 826/I-75 Express Lanes Project – Design-Build, Miami-Dade County, FL** - Project includes 13 miles of Express Lanes to be constructed along the SR 826 (Palmetto Expressway) and three miles on I-75 (SR 93). On SR 826, one to two express lanes in each direction will be provided. On I-75, one express lane will be provided in each direction from SR 826 and to NW 170th Street (2.0 miles south of the Miami-Dade/Broward County Line). The improvements consist of widening both SR 826 and I-75 and an elevated structure connecting the Express Lanes on SR 826 to the Express Lanes on I-75. This project includes new drainage, lighting, Intelligent Transportation Systems (ITS), signage, and landscape. Project Role: Senior Drainage Designer.

**SR 821 (HEFT) Widening from South of SW 104th Street (Killian Parkway) to North of SW 72nd Street (Sunset Drive) Design Build, Miami-Dade County, FL** - The project includes the milling, resurfacing, and widening of SR 821/HEFT, which accommodates the future needs for capacity, operational and safety improvements. The project also includes the resurfacing, restoration, and rehabilitation of Sunset Drive, as well as interchange improvements at Kendall Drive. Project Role: Drainage Engineer.



## J. Alexander George, PE

### Stormwater Drainage Engineer

#### Years Experience:

27 years

#### Education:

MBA,  
Loyola University  
(Baltimore, MD) - Beta  
Sigma Gama Honor  
Society

BS in Civil Engineering,  
Bucknell University,  
Lewisburg, PA

#### Registration:

Professional Engineer  
Florida No. 59006

#### Certifications:

Long Range Estimates  
Training, FDOT  
Specifications Training,  
FDOT  
Bridge Scour Practices,  
FDOT/FICE  
HEC-RAS Training, ASCE

Mr. George has over 27 years of drainage and project management experience on public sector transportation and water resources projects. He has served as Senior Drainage Engineer for major and minor projects for Florida Department of Transportation (FDOT) Districts 2, 3, 4, 5, 6, 7 and Florida's Turnpike Enterprise.

Mr. George is skilled in hydrologic and hydraulic modeling; design of stormwater management facilities for limited access, major and minor roadways; design of open channel and closed storm drain systems; Pond Siting Reports; Bridge Hydraulic Reports; scour protection systems; erosion control/Stormwater Pollution Prevention Plans (SWPPP) and water quality improvements to address TMDL requirements in impaired waterbodies.

Mr. George has successfully permitted projects with the US Army Corps of Engineers (ACOE), Florida Department of Environmental Protection (FDEP), St. Johns River Water Management District (SRWMD), Suwannee River Water Management District (SRWMD), Southwest Florida Water Management District (SWFWMD), South Florida Water Management District (SFWMD) and Northwest Florida Water Management District (NFWWMD), and is proficient in the latest FDOT-approved drainage design software.

#### Relevant Experience:

**SR 821 (HEFT) Widening from SW 288th Street (Biscayne Drive) to SW 216th Street (Hainlin Mill Road) – Design-Build, Miami-Dade County, FL** - Final design and preparation of construction plans related to the widening of SR 821 from four lanes to six lanes and in the interim condition, providing two General Purpose Lanes and one Express Lane in each direction. This project also included the design of two inside bridge widenings, 5.1 miles of noise walls, wet and dry detention pond and swales, permitting, safety upgrades (guardrail and pier protection), milling and resurfacing, reconstruction of a toll gantry, traffic control and detours, utility coordination, signing and marking, Intelligent Transportation System (ITS), and lighting. Project Role: Senior Drainage Engineer/Drainage EOR.

**SR 821 (HEFT) Widening North of SW 184th Street (Eureka Drive) to South of SW 104th Street/SR 990 (Killian Parkway) Design-Build, Miami-Dade County, FL** - The project included the design, widening, and reconstruction of SR 821/HEFT, which accommodates the future needs for capacity, operational and safety improvements. Capacity will be provided via the addition of one General Purpose Lane and one Express Lane in each direction through the limits of the project. Reconstruction of the HEFT/SR 874 interchange will modify the northbound configuration of the interchange in order to provide lane continuity for HEFT lanes on the left and SR 874 exiting traffic to the right. Project Role: Senior Drainage Engineer/Drainage EOR for hydraulic modeling of eight bridges using HEC-RAS, scour analysis and preparation of a Bridge Hydraulics Report.



## Sebastian Honigfort, PE, ENV SP Stormwater Modeling Engineer

**Years Experience:**

7 years

**Education:**

MS in Civil Engineering,  
University of South Florida

BS in Environmental  
Engineering,  
Florida Gulf Coast  
University

BS in Civil Engineering,  
Florida Gulf Coast  
University

**Registration:**

Professional Engineer  
Florida No. 88596

**Certifications:**

Envision Sustainability  
Professional

Mr. Honigfort serves as a Project Engineer with experience in Water Resource Engineering, Drainage Design, Geographic Information System (GIS) and Surveying. He supports land development and municipal projects with site design, civil engineering, and drainage analyses. His experience also includes permitting with local government agencies, water management districts, Florida Department of Transportation and Florida Department of Environmental Protection.

Design experience has involved various aspects of infrastructure projects from roadway improvements, to utilities coordination and design, stormwater management facilities, stream stabilization, and site development. Construction experience includes review of shop drawings, cut sheets, site investigations and land surveying.

**Relevant Experience:**

**Groundwater Model Development for Grand Oaks Community, St. Augustine, FL** - Developed 762-acre 2D ICPRv4 drainage model to evaluate groundwater interflow connectivity between proposed stormwater ponds and existing wetlands. Converted existing 1D H&H model to ICPRv4 and added 2D groundwater mechanism. Reduced size of model domain and revised model from single storm event to continuous simulation. Developed pre- and post-development scenarios to assess impact to existing wetland systems. Processed model results using GIS and developed schematics to assist interpretation of results. Composed technical memorandum outlining model modifications, summarizing findings/considerations and identifying areas of concern. *Project Role: Lead Drainage Engineer.*

**Childs Park, 8th Ave S & Vicinity Storm Drainage Improvements, St. Petersburg, FL** - Developed 686-acre SWMM5.1 H&H model to evaluate drainage improvements in the northwest region of the Basin E watershed. Composed stormwater management report, prepared environmental resource permit (ERP) documents, designed storm sewer improvements and organized utility coordination efforts. Managed and reviewed the development of construction plans. *Project Role: Project/Drainage Engineer.*

**Sullivan Ranch Flooding Investigation and Recommendations, Mount Dora, FL** - Conducted flooding investigation/engineering evaluation to identify the cause of stormwater management deficiencies observed within the Sullivan Ranch subdivision and to provide recommendations for potential corrective measures. Developed 360-acre ICPRv4 1D/2D H&H model to assess existing drainage conditions, examine adequacy of original development effort, and to identify the cause of reoccurring drainage problems for ten (10) areas within the neighborhood. Drafted technical memorandum to summarize findings, conclusions and recommendations. Developed conceptual schematics and construction cost estimates for remediation design. *Project Role: Lead Drainage Engineer*



## Tatiana Vargas Castilla, EI

### Water Resources Engineering Designer

**Years Experience:**

6 years

**Education:**

MS in Civil Engineering,  
University of Oklahoma

BS in Civil Engineering,  
Universidad de Los Andes  
Bogota, Colombia

BS in Environmental  
Engineering,  
Universidad de Los Andes  
Bogota, Colombia

**Registration:**

Engineer Intern  
Florida No. 1100021911

Ms. Vargas has 6 years of Water Resources experience. Her experience includes planning, design, and hydraulic and hydrological modeling of complex systems. Her modeling experience include 1D and 2D models which account for sea level rise and specific South Florida parameters. Her broad modeling and design experience extends to water distribution systems and combined and sewer collection systems, including pump station design, forcemain design, and process design of water and wastewater treatment plants. In addition to her technical abilities, Ms. Vargas has an excellent track record as a Project Manager and Project Leader of small to medium projects.

**Relevant Experience:**

**City of Hialeah Gardens Sewer Model Update, Hialeah Gardens, FL** - Sewer Model update of the City of Hialeah Gardens sewer collection system using XPSWMM. This project included data collection, demand and population projection, pattern creation, field monitoring activities, model update, master plan and design recommendations for capital improvement projects. *Project Role: Project Designer.*

**Hydraulic Model Network Update for the Miami-Dade Sewer Collection System, Miami-Dade County, FL** - Supported the Model Update for the Miami-Dade Sewer Collection system using Infoworks ICM. Reviewed As-Built drawings and ArcGIS information in order to update the model. Hydraulic and Hydrologic modeling of present and future conditions in the system in order to improve, optimize and propose capital improvement projects in the system. *Project Role: Project Designer.*

**Integrated Master Plan Update for the Town of Davie, Davie, FL** - Responsible to convert the existing Town of Davie Water and Wastewater models from WaterGEMS and SewerGEMS into InfoWater and InfoSWMM formats, respectively. Updated the Water and Wastewater models based on GIS and as-built drawings information. Reviewed the projected Dry Weather Wastewater Flows (DWF) for the wastewater model. Supported field testing to calibrate each model. Conducted the first run and calibration of the wastewater model. *Project Role: Assistant Professional.*

**Collier County Wastewater Model Update, Collier County, FL** - Responsible to convert the existing Collier County Wastewater model from SewerGEMS to InfoSWMM, updated the wastewater model based on GIS and as-built drawings information. Started the calibration of the model. *Project Role: Assistant Professional.*

**North Miami Beach Force Main Replacement at the effluent of Sunshine Pump Station No. 1, Miami, FL** - Design for the replacement of a 6" force main in ductile iron pipe. Conducted site visits to trace the alignment, reviewed geotechnical information, reviewed codes and standards for the design, created drawing, technical specifications and construction recommendations. *Project Role: Project Designer.*



## Joanne Prince, PE, ENV SP

### Senior Civil Engineer

#### Years Experience:

26 years

#### Education:

BS in Civil Engineering,  
Northwestern University

#### Registration:

Professional Engineer  
Florida No. 53880

#### Certifications:

Envision Sustainability  
Professional

Ms. Prince has over 26 years of management and engineering experience in the fields of water resources, interstate pipelines, ports and maritime facilities, and solid waste management. She has served in various roles including business line manager, department manager, client service manager, project manager and project engineer. Her experience includes engineering design, feasibility studies, financial analyses, asset management, program management, and quality assurance.

#### Relevant Experience:

**City of Doral – No-Name Storm Stormwater Improvements, Doral, FL** - Investigated areas throughout the City that were prone to flooding following heavy rain fall events. Gathered survey and geotechnical data to prepare calculations and prepare schematic designs for exfiltration trenches, paving, grading, curb and gutter as needed. Prepared schematic designs, and cost estimates to be used by the City to procure a contractor for final pricing and construction of the improvements. *Project Role: Project Engineer.*

**City of West Palm Beach Program Management and Water Master Plan, West Palm Beach, FL** - Prestressed concrete pipe assessment and rehabilitation and meter vault replacement. The first involved assessing PCCP failures in pipelines less than 36-inches and developing recommended rehabilitation methods for several types of failures based on their size and location. Assisted the City with selection of a magnetic meter and design of a vault to replace an existing venturi meter and vault enclosure. The new meter will provide more accurate flow data and the larger vault will improve safety, staff access to the meter as well as calibration and testing due to the new pipe configuration within the vault enclosure. *Project Role: Project Engineer.*

**Ocean Outfall Legislation Program, Miami-Dade County, FL** - Worked with design managers and the program quality manager to map the existing quality process, brainstorm ideas for improvement and prepare a revised protocol to provide greater transparency and accountability to all program stakeholders. The revised design review procedure was incorporated into the Program Management Project Execution Plan document. *Project Role: Quality Assurance.*

**National Park Service (NPS): Cape Sable Dam Assessment Study, Everglades National Park, Homestead, FL** - Prepared feasibility study including alternatives to repair damage caused by erosion at two dams constructed along two waterways. The alternatives development included preliminary engineering plans, as well as cost estimates and identification of construction issues. The work sites are very remote and delivery methods including air drops were assessed. As a result of this initial study, the National Park Services obtained ARRA funding to successfully replace the old dams with new and improved facilities for visitors to the park. *Project Role: Project Engineer.*



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## WATER RESOURCES ENGINEERING

REF. #: 2021-08WW



TAB E  
**TECHNICAL APPROACH  
AND UNDERSTANDING**





## PROJECT UNDERSTANDING

The Village is a thriving community that is presented with the complex challenge of balancing the enjoyment and conservation of its water environment while concurrently having to develop strategies to protect its residents and property from water resources-related issues. Similar to other coastal municipalities, the Village's stormwater problems are accentuated by its low-lying topographical nature. These problems are further being amplified by the fact that the Village is encompassed by tidal waters, which have detrimental effects on critical infrastructure. Without a strategic plan for the future, the Village will become more susceptible to the ever-increasing impacts of:

- Rising sea-level and groundwater table;
- Increasing intensity, frequency, and duration of rainfall events and storm surges;
- Increasing magnitude of king tide events;
- Deteriorating coastal infrastructure; and
- Receding seagrass habitat.

BCC understands that this Contract's primary purpose is to provide Water Resources Engineering services to address and mitigate these and other related Water Resources impacts. As outlined in this proposal, the anticipated Water Resources Engineering services will include, but are not limited to:

- Preparing construction drawings and specifications for stormwater systems,
- Preparing stormwater models,
- Providing permitting support associated with the Village's National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) permit,
- Assisting the Village in improving their current Community Rating System (CRS) Class Rating,
- Providing Design Criteria Professional Services, and
- Attending and presenting at public and Village Council meetings.

As part of this Contract, BCC will act as an extension of the Village in providing these and other Water Resources Engineering services.

BCC also understands that in 2020, the Village retained a Consultant as part of RFQ 2020-3 to develop Design Criteria Packages to repair, reconstruct, and improve the stormwater utility systems and roadways throughout the Village. Some of the projects that will be developed under that Contract may require the Water Resources Engineering services outlined above. These project assignments will be executed on a task order basis.

## TECHNICAL APPROACH

The following subsections outline BCC's proven, innovative, and proactive technical approach to the Water Resources Engineering services noted above. This section also summarizes BCC project-specific Project Management approach to ensure that each project is delivered on time, within budget, and with the highest level of quality.

### CONSTRUCTION DRAWINGS AND SPECIFICATIONS FOR STORMWATER SYSTEMS

BCC's design approach for water resources projects will be to accommodate the Village's current and anticipated drainage conditions. Our unique and proven design approach will combine practical concepts with on-the-ground implementation strategies to maximize the service life of stormwater infrastructure, while concurrently improving the quality of life for the Village's residents. We know from experience that successful delivery of complex drainage projects requires implementing five (5) fundamental steps:

- 1 Begin with a design approach that identifies the core project technical issues;
- 2 Break down the project design components to the root challenges of each discipline;
- 3 Focus on simplifying solutions and providing clean, constructible designs;
- 4 Follow through to assure coordination, accountability, and communication among the disciplines so that the individual designs compliment each other and unify to achieve the project goal; and
- 5 Meet with permitting agencies early in the design process to obtain buy-in before proceeding to the detailed design phase.

BCC recognizes that climate change is creating continually evolving conditions, including a new reality to which we must adapt. We can provide a clear roadmap relative to future planning and infrastructure improvements for the Village. Our water resources engineers routinely evaluate the potential impacts of local sea-level/groundwater rise and create flood mitigation roadmaps to address urban and coastal flooding, as well as shoreline erosion. We have specialized experience and capabilities within the water resources engineering industry, which we leverage

to provide dynamic solutions that can be adapted to meet ever-changing environmental conditions.



Flooding on Harbor Drive in Key Biscayne

BCC's design philosophy will intend to provide the Village of Key Biscayne with adaptable project alternatives that meet or exceed the Village's level-of-service (LOS) requirements, while also pro-actively incorporating elements of resiliency and adaptability. BCC's design choices will provide long-term solutions that incorporate key resiliency elements and best management practices (BMPs). To ensure congruency, BCC's design process will provide enough flexibility to seamlessly connect and complement the existing stormwater management infrastructure.

Once the drainage design concept is identified, BCC will prepare 30% design plans. These plans will then be used to attend pre-application meetings with the applicable permitting agencies to ensure that the project is feasible and permissible. BCC will prepare 60%, 90%, and 100% plans and specifications for the Village's review after this point. BCC will use applicable Village and County standards for standard details. BCC will use the Construction Specification (CSI) specifications, implementing any standard Village specifications. BCC will also use the Villages standard contract documents, Division 0 and 1, to complete the construction contract set. Opinion of probable construction cost estimates will be prepared at the 60%, 90%, and 100% design phases, following the approach outline in the project management plan. Throughout the design process, BCC will implement its robust QA/QC approach.

The following sub-sections provide a brief background on the various design elements that must be considered to provide practical solutions to address the Village's current infrastructure deficiencies.

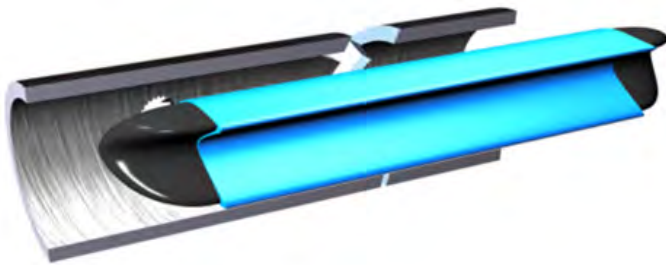
# TECHNICAL APPROACH

## 1 Resilient and Adaptive Design Elements

BCC’s approach focuses on providing solutions that implement strategic design choices and resiliency elements that address the adverse impacts of climate change. In doing so, the quality of life for the Village’s current residents will be enhanced and maintained for all residents, while also accommodating the anticipate infrastructure needs of the Village. These specific elements are discussed in more detail below and are considered for implementation within the bounds of the Village.

### 1.1 Slip-line Existing Storm Sewer

One of the effects of groundwater rise is the increased inflow and infiltration (I&I) of water into the existing storm sewer. Over the pipe’s service life, structural cracks within the material may form due to waste buildup, breaches, or root intrusion. These cracks allow for the inflow of water, which can reduce the conveyance capacity of the pipe and result in accentuated stage elevations upstream in the drainage network.



**Schematic of slip-lining process within host pipe**

As part of our assessment, we will evaluate the condition and drainage capacity of the existing network to determine slip-lining opportunities. More specifically, if the existing pipe sizes are deemed sufficient, but the pipe overall is in a deteriorated state, then a cured-in-place-pipe-liner (CIPP) liner will be proposed and placed into the existing pipe. This will function as a structural “pipe within the original pipe” and will prevent groundwater from entering the system, thereby restoring most of its original capacity. This approach will significantly reduce the cost of improving the existing drainage system as no costs are incurred due to replacement, excavation, or de-watering, particularly in areas of proximity to existing structures.

## 1.2 Blue-Green Stormwater Infrastructure BMPs

As part of our design approach, the BCC will identify opportunities for implementing Blue-Green Infrastructure Best Management Practices (BMPs). These elements will be integrated into the design to store, infiltrate, and evapotranspire excess rainfall, where deemed feasible. Some of these elements may include the following:

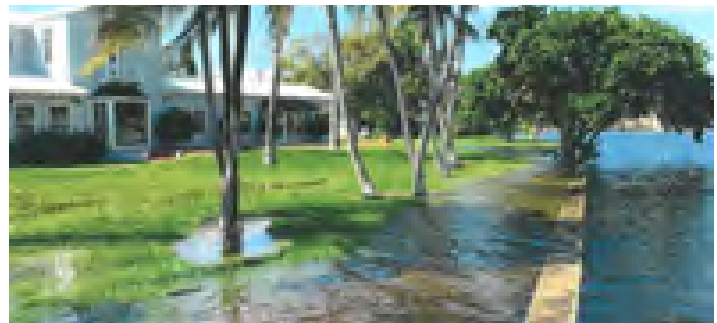
- » Bio-swales
- » Rain gardens
- » Buffer strips
- » Planter boxes
- » Permeable pavement
- » Tree filters



**Sample Blue-Green Infrastructure**

## 1.3 Seawall Raising Assessment

BCC’s long-term guided methodology will also include intentions for raising the existing seawalls. This will help mitigate peak tide conditions, such as King tides, while also minimizing the impacts of storm surge. BCC will assist the Village in establishing an updated minimum elevation for all new seawalls, developing minimum repair thresholds, and providing relevant design documentation to support the necessary ordinance amendment that will be required as part of this effort. Since most of all the seawalls within the Village are privately owned, BCC will work with the Village in establishing criteria through applicable ordinances to work with the residents in raising seawall in a systematic and practical approach.



**Tidal Waters Over topping Seawall**



## TECHNICAL APPROACH

### 2 Drainage System Analysis and Design

As part of the drainage improvement analysis and design, BCC will utilize the latest state-of-the-art modeling software to assess existing and proposed drainage conditions within the Village's bounds. A detailed discussion on the proposed modeling methodology and development process for this stormwater model is provided in the next section.

Once a calibrated/validated existing condition drainage model has been developed, BCC will conduct a thorough assessment of the Village's existing drainage infrastructure to identify areas that do not meet the Village's flood protection level of service (LOS) criteria. This process will include the following tasks:

- Assessing stormwater conveyance capacity (i.e., culverts, ditches, etc.);
- Evaluating drainage capture efficiency (i.e., catch basins, inlets, etc.);
- Identifying inundation areas (i.e., low spots, lack of infrastructure/topographic relief, etc.);
- Identifying inlet spread constraints (i.e., deep channelization between inlets and inlet capacity); and
- Identifying areas where water quality is not being met.

The existing conditions model will serve to identify areas within the study domain that are susceptible to flooding due to drainage limitations in the primary and secondary conveyance systems. In turn, the hydraulic model network will be enhanced, where deemed necessary, to mitigate inundation conditions and LOS deficiencies.

The improvements will ensure adequate drainage to reduce flood hazards exposure and provide sufficient positive drainage to guide floodwaters around and away from existing structures, utilities, and facilities. The effectiveness of the drainage improvements will be based on the individual hydraulic impact on the immediate and surrounding drainage systems. For the purpose of the evaluation, the hydraulic impact will be defined as the magnitude and extent of change in peak stage elevations, total flow volumes, and flow velocities within and surrounding the study area. Inundation flood maps will also be created for the proposed conditions to provide a graphical comparison between the pre-and post-improvement state. When meeting the LOS with a gravity system, BCC will evaluate pump station and drainage injection well alternatives to achieve that goal.

After the final drainage system is defined, BCC will evaluate all potential utility conflicts with the proposed drainage system configuration and refine the drainage system alignments to avoid conflicts with the existing utilities. As part of our design process, BCC will use the most stringent requirements between the Village's Public Works Standards, FDOT drainage design standards, and Miami-Dade County standards. However, BCC will also evaluate the cost differentials between all standards and work with Village staff to determine which standard provides the most cost-effective, adaptive, and resilient solution.

### 3 Roadway Design

When sea-level and groundwater rise cannot be mitigated with standard stormwater management practices, one of the alternatives may include raising roadways, where deemed necessary. As part of this approach, proposed improvements will need to be designed in such a manner as to ensure that raising the road will not create roadway access issues from adjacent properties. In turn, harmonization assessment and design will be a critical element of future projects. Based on our extensive working knowledge and lessons learned from surrounding work efforts, such as the City of Miami Design Criteria Professional project, the following key roadway components and technical aspects will have to be evaluated to complete any water resources projects successfully.

#### 3.1 Proposed Typical Sections

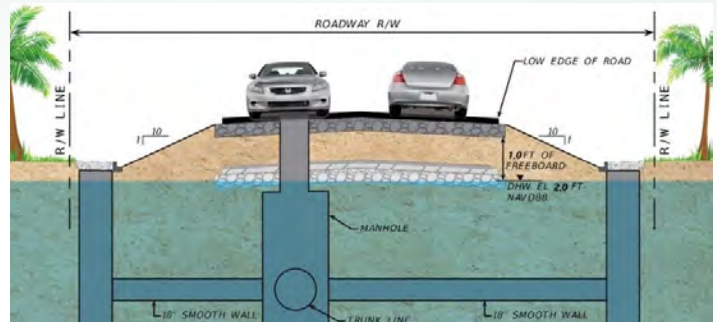
BCC will evaluate the feasibility of a combination of typical sections to accommodate the existing landscaping, side street parking, utilities, solid waste pickup routes, mail delivery, and all other features required for this project. We will coordinate with the Village's staff, the public, and all other stakeholders to ensure that the most appropriate typical section options have been provided. BCC will utilize innovative 3D roadway design modeling to analyze the impacts of raising roadways on specific adjacent properties. In all cases, we will ensure that safe and proper harmonization will be provided between the raised roadway and adjacent properties.

#### 3.2 Driveways & Adjacent Property Harmonization

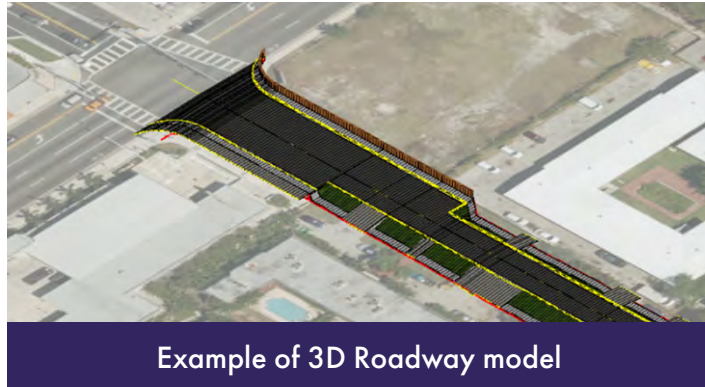
Raising roads throughout the Village will cause a grade differential between the proposed back of curb and existing driveways, necessitating harmonizing various lengths, widths, and materials to match the adjacent properties. For

## TECHNICAL APPROACH

driveways, we will utilize the FDOT Design Manual Chapter 214 to transition back to the existing grade. Also, 3D models of roadways will be developed to better visualize the impacts and serve as a useful tool when conveying the effects to the property owners and stakeholders. BCC has successfully implemented this approach for a similar project within the City of Miami.



**Example of Raised Roadway Section**



**Example of 3D Roadway model**

As can be discerned from the illustration, the 3D model also allows for quick and easy analysis of different design options. This equates to significant time and cost savings to the Village. The model will also facilitate preparing a plan and profile for each driveway to meet all applicable standards. This visualization will facilitate educating the public and Council members.

The challenge is to make the driveway transition smooth enough and not too steep. Steep driveways can damage low profile cars. We will also address drainage issues to ensure that roadway runoff is captured before entering private property. This will be mitigated by using stormwater pump stations to lower the hydraulic grade line to prevent stormwater from encroaching into private properties. We will coordinate with all the property owners within the project limits to determine the most appropriate harmonization into their properties. Where necessary, harmonization will include landscaping restoration. The transition to the existing conditions for pedestrian access shall be evaluated on a case by case basis.

### 3.3 Roadway Geometric Design

Except for Crandon Boulevard, most roadways within the Village's limits will be designed to meet the existing 20 MPH or less Design Speed. The curb returns at the intersections will be designed to ensure that they provide the minimum radius to facilitate turning vehicles.

The proposed roadway profiles are to have a crown elevation of no lower than 3.5 feet (NAVD88). In addition, a minimum 0.3% longitudinal slope will be provided at the gutter line for curb and gutter sections. The 3D corridor modeling for the roadway design ensures that low points at the intersections and crosswalks are avoided. The profile transitions through intersections are also designed for the existing design speed of the respective roadway. The impacts of raising the roadways within the project limits will be carefully analyzed to determine the most cost-effective harmonization solution while ensuring that positive drainage is provided for all adjacent properties.

### 3.4 Pavement Design

Due to the close vicinity of the project to Biscayne Bay, future sea-level rise will play a major role in all our design decisions. The roadway pavement design is no exception. Typically, roadway base clearance is measured from the Seasonal High Ground Water Table Elevation (SHGWT) to the roadway base bottom elevation. However, to ensure sufficient resiliency, BCC will measure base clearance from a future SHGWT, including projected sea-level and groundwater rise elevations. This is to prevent excessive moisture build-up within the base material, resulting in lowered structural stiffness, reduced overall bearing capacity, and diminished service life. Accordingly, this component will govern the roadway profiles.

The challenge would then become striking a balance that ensures the higher roadway elevations will be able to connect to adjacent properties. If, for any reason, providing more than one (1) foot of base clearance is not feasible, BCC will follow AASHTO guidelines to develop a detailed pavement design. This pavement design will use the highest levels of reliability percentage and reduced values for the

## TECHNICAL APPROACH

resilient modulus to provide a stronger pavement template that can withstand higher groundwater levels. The elevation of the roadways within the project limits ensures that the minimum one (1) foot-based clearance is always provided and avoids any reduction on the resilient modulus.

### 3.5 Maintenance of Traffic (MOT)

A detailed Temporary Traffic Control Plan (TTCP) will be prepared to minimize impacts to motorists, adjacent residents, and businesses. We will perform lane closure analysis and coordinate with the Village to determine the peak hour restrictions and limit noise impacts during construction. The proposed reconstruction of the roads will require part of the roadway to facilitate construction. We will provide special detours to route traffic out of the construction zones, while maintaining local access to residents at all times. This will be achieved by closing and constructing one (1) lane of the roadway at a time to minimize the impacts of the construction. Special pedestrian detours will also be provided to route pedestrian traffic out of work zones and ensure an uninterrupted pedestrian flow during construction.

### 4 Construction Contract Documents Preparation

#### 4.1 Construction Administration Services

We will continue to support the Village after the design and permitting to procure a qualified contractor to implement the project. We will work closely with the Village to address requests for clarifications, issue addendums if needed, and ultimately assess the contractors' bids. We will also work closely with the Village through the completion of construction through post-design services. Our focus in post design will be to ensure that construction continues to progress to avoid any project delays. We will have staff dedicated to receiving, delivering, and tracking construction deliverables, such as shop drawings, to ensure a quick and thorough review. Any issues or questions that arise during construction are addressed immediately. We will respond to all RFI's within 48 hours. Our project manager, Mr. Vazquez, and lead technical staff will be involved until the closeout of the project and permits.

### 5 Surveying

BCC understands that the roadway raising will result in critical areas of harmonization that will require highly detailed topographic information. As such, BCC will utilize Drone LiDAR data in conjunction with Terrestrial Mobile LiDAR

(TML) Scanning and traditional ground surveying. BCC will work with GPI to use Riegl VMX-450 Mobile LiDAR Scanner to collect above-ground features. Terrestrial Mobile Targets will be set, and survey located by double occupation base-rover GPS/RTK measurements and by performing a closed level loop between known benchmarks.



EXAMPLE OF MOBILE LIDAR UNIT

The point cloud will be processed and calibrated to the TML Targets and will be then be used to perform the 3D-extraction of the topographic features, including but not limited to driveways, pavements, curbs, ramps, manholes, inlets, valves, etc. Terrestrial Mobile LiDAR will considerably expedite the 3D Survey submittal while improving safety and project accuracies.

### 6 Geotechnical

Our approach to pavement issues and/or rehabilitation due to the rising sea level and groundwater is as follows:

- For asphalt failure issues, a simple milling and resurfacing program would be recommended for those roads that will not need to be raised.
- For issues related to base/subgrade failure as well as lack of sufficient structural number for base or subgrade depending on the materials and other situations, either base reinforcement or full-depth reclamation (FDR) would be recommended. We will work with the Village to determine the best approach to comply with the Village's pavement design standards. Base reinforcement would consist of placing a designed reinforcement element (i.e., geogrid) within the base layer.

FDR includes in-place pulverizing of the existing asphalt and base and subgrade, if needed, to properly blend with appropriate additives/stabilizers (cement and asphalt emulsion) at the designed ratio and placing/compacting the



## TECHNICAL APPROACH

reclaimed materials. This process will provide an improved pavement base layer with a higher structural coefficient to support the new surface asphaltic concrete pavement. Also, placing and compacting can accommodate the amount of required roadway raising. The FDR method is a very cost-effective rehabilitation strategy when compared to conventional pavement reconstruction, considering reusing the existing materials and minimizing hauling pavement materials off and onto the site. Furthermore, the construction using FDR will be significantly faster than total reconstruction and facilitates the maintenance of traffic.

### 7 Utilities

One of the options that will be considered is to elevate the roadways and install drainage systems to address anticipated future drainage conditions to minimize current flooding. However, close coordination with Village's Public Works and Utility Departments must occur to address the following potential conflicts:

#### Water:

- Water valve boxes will have to be raised. Each valve will have to be dug up, and a new valve box riser would have to be installed.
- Fire Hydrants would have to be re-installed to the proper height.
- Water services and meter boxes would have to be raised.
- Water air release valves and flushing valve outlets would also have to be adjusted.
- Private backflow preventers may have to be adjusted as well.

#### Sewer:

- Sewer manholes tops will have to be raised.
- Sewer cleanouts may have to be adjusted.

BCC is extremely familiar with the design and permitting process with WASD, RER, and the Florida Department of Health (FDOH). This is a key differentiator as we will factor in this coordination in our proposed design solutions.

### STORMWATER SYSTEM MODELING

BCC recognizes that at the core of every successful Water Resources project is a comprehensive understanding of the existing drainage system. To facilitate this knowledge, a hydrologic and hydraulic (H&H) model will be utilized to assess the existing stormwater management infrastructure.

It is imperative that this model be holistic and robust as it will form the basis for the evaluation of the Village's current and anticipated drainage conditions, including ever-changing environmental conditions, such as sea-level and groundwater rise. Accordingly, an appropriate methodology and software must be selected to ensure that the Village's drainage features are accurately captured and interpreted, while also considering practicability to account for time and budgetary constraints. Our experience proves extremely valuable in this regard as BCC fully recognizes both the benefits and limitations of analytic and numerical models.

### 1 Modeling Methodology & Approach

BCC also acknowledges that the Village has an existing XP-SWMM model that has been previously used for assessing drainage conditions and evaluating project improvements. It is understood that this model is based on a one-dimensional (1D) modeling methodology. Compared to the more advanced two-dimensional (2D) process, the 1D approach has several drawbacks. For one, it inherently oversimplifies the intricate and inter-connected nature of the overland flow. Care needs to be taken when initially developing the contributing runoff areas (i.e., basins) as they are the critical model component that defines the quantity and routing of all runoff. This process can be time-consuming, and if done incorrectly, may lead to drainage being inadequately routed. This, in turn, can have a detrimental effect on the analysis of existing and proposed conveyance systems as hydraulic performance may be either over- or under-estimated. Also, inter-basin connectivity needs to be adequately accounted for to avoid artificially staging, also known as glass-walling.

It is also worth noting that the 1D approach has limitations in terms of portraying model results. Unlike the 2D method, the results from a 1D model need to be further processed outside of the model software environment to show critical hydrologic and hydraulic information, such as depth of flooding. Not only do these processes require additional time to develop, but they are also not as highly defined as the output from a 2D model. As a result, using the 1D approach to assess the drainage system is less efficient, representative of hydrologic/hydraulic conditions, and more time-consuming than the 2D process.

For these reasons, BCC's approach will include developing a 2D overland flow model integrated with 1D hydraulics.

## TECHNICAL APPROACH

The highly urbanized nature and flat topography of the Village complements the use of this modeling methodology. In recent years, the higher processing capacity of computers and the development of new modeling software have led to the advancement of refined and efficient 2D modeling processes. Compared to the traditional and nowadays outdated 1D basin process, the 2D overland method provides a variety of benefits.

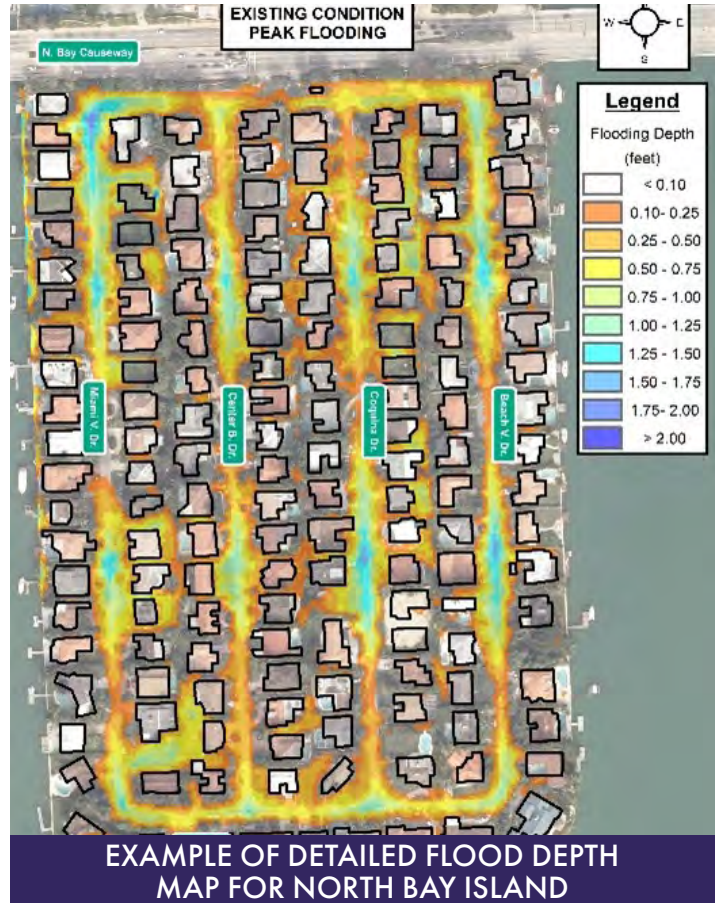


### DEVELOPMENT OF OVERLAND FLOW MESH USING BREAKPOINTS, BREAKLINES & EXTRUSION AREAS

For one, the 1D/2D process provides a more realistic representation of surface flow patterns and velocities that better depict micro-topographic features. Capturing these small variances in elevation is critical, particularly in flat and developed areas, due to localized channeling of flows between structures and along roadways. The 2D approach accounts for these elements by using a flexible triangular mesh based on a specified resolution and several types of landscape and hardscape features. Some of these include land use, topography, and overland flow roughness. In turn, honeycombs (i.e., control volumes) are formed around the triangles' vertices to produce different hydrological responses based on specified parameters and mapping elements. Mass balance is accounted for in each control volume to determine excess rainfall, while the Manning's equation is utilized to calculate runoff velocities using the slopes interpolated from topography along the sides of the mesh triangles.

Another key benefit of the 2D process is that it inherently accounts for the time of concentration ( $T_c$ ) and stage-storage information. This negates the need for supplementary computation, which can be time-consuming, especially when evaluating multiple scenarios for intricate urban areas. The 2D approach also allows for more flexibility when implementing and evaluating proposed improvements

as it does not require adjustment of basin boundaries. Moreover, it provides the opportunity to add model detail, where needed, and reduce model density when not. This results in model development times being expedited and computational times being reduced, leading to an overall more efficient modeling process.



### EXAMPLE OF DETAILED FLOOD DEPTH MAP FOR NORTH BAY ISLAND

An additional benefit of the 2D approach is that it allows for better visualization of model results. This is particularly beneficial for public education and engagement purposes, as it helps convey technical information to a non-technical audience. Critical drainage information, such as depth and duration of flooding, can be readily extracted from the model and overlaying with aerial imagery to show static as well as dynamic runoff conditions. This, in turn, can be supplemented with additional information, such as parcel addresses, that can help residents visualize how flooding will impact their respective properties. Likewise, residents can directly identify and better comprehend how proposed drainage improvements will benefit their and surrounding properties.

## TECHNICAL APPROACH

It is worth noting that BCC has successfully implemented this approach for the North Bay Village’s North Bay Island Stormwater Pump Station Improvement project. As part of that effort, BCC developed an approximately 39 acre, 2D model to evaluate three (3) project alternatives to address existing flooding conditions within the south-east corner of the Island. Other noteworthy projects within the region that have recently effectively implemented the 2D approach include the City of Doral SWMP, City of Delray Beach SWMP, and the City of Miami Shore Crest sea-level rise study. As such, the 2D model will provide a comprehensive and state-of-the-art approach that represents refined overland flow while also accounting for the intricacies of the respective stormwater conveyance system. Also, it will serve as a beneficial education tool that can be used by the Village for public engagement. For these reasons, the 2D overland methodology is proposed to be used for the evaluation of existing and proposed drainage conditions.

The software that will be utilized for this effort consists of the latest version of Streamline Technologies’ Interconnected Channel and Pond Routing model (ICPR v4.07.01). ICPR is the software of choice for many drainage engineers and hydrologists throughout Florida and sees use with various public and private entities, including the South Florida Water Management District (SFWMD) and RER. It is also has been approved by the Federal Emergency Management Agency (FEMA) for the generation of inundation maps within Florida. As such, it will be the preferred software of choice for the project’s modeling effort.

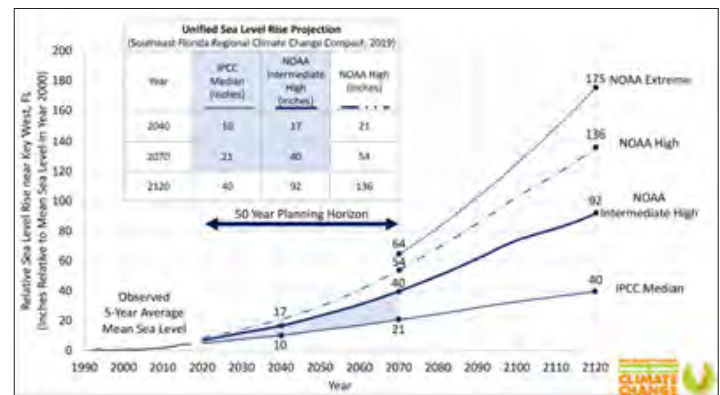
### 2. Data Collection & Evaluation

Developing the existing condition model will consist of obtaining all information relevant to the drainage basin. The project area’s field reconnaissance will be performed to confirm hydraulic features, understand drainage patterns, and identify potential conflicts between the sourced data and existing features. Some of the typical data that will be sourced are shown below.

- » Record Drawings/As-Builts
- » Existing Utilities Information
- » Topographic/Bathymetric Data
- » Soils Information

- » ERP Permit Information
- » Landuse/Landcover Information
- » Aerial Photography
- » Rainfall Data
- » Tidal/Tailwater Conditions
- » Documentation/Evidence of Flooding
- » GIS Infrastructure Inventory/Storm Atlas
- » Sea-Level/Groundwater Rise Projections
- » Repetitive Loss Properties
- » Geotechnical Information

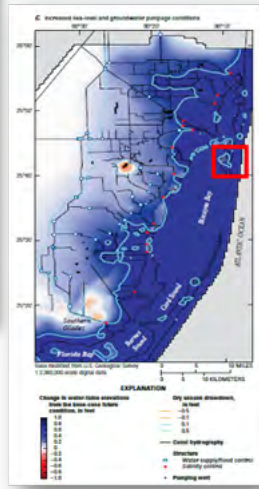
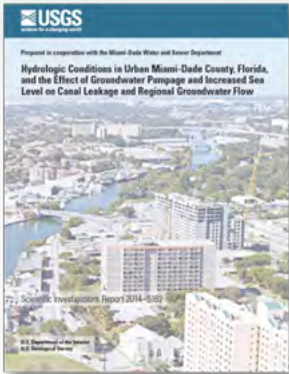
Additionally, with the current climate change trends and the resulting rise in eustatic sea level, public awareness of the importance of sea-level change considerations has increased dramatically. Recognizing relative sea-level change is essential to stormwater management and drainage projects along with coastal communities.



As part of this project, BCC will evaluate recent studies conducted and action plans implemented by various agencies, such as the Southeast Florida Regional Climate Change Compact’s Unified Sea Level Rise Projection, to incorporate future sea-level change projections in the planning, engineering design, and construction of the proposed improvements. BCC will assess all boundary conditions within the model to incorporate this data, where applicable, and will coordinate with the Village to establish a feasible planning horizon, with a minimum of 30-years being recommended. The last XP-SWMM model developed by the Village can establish applicable boundary conditions for some of the local 2D stormwater models.



# TECHNICAL APPROACH



## 3.2 Excess Rainfall Method & Soil Zones

Another critical component of the drainage model will be the selection of a suitable infiltration methodology. In general, this element of the model determines the total amount of rainfall that is anticipated to be infiltrated and stored within the soil (i.e., ground). This directly coincides with the amount of excess rainfall that is expected to be generated over the study domain. The estimated runoff volume is based on various factors, including soil types, groundwater levels, land use/cover, and antecedent conditions. These factors must be adequately defined so that on-site drainage conditions are accurately depicted within the model.

As such, the soil moisture storage capability (S) based approach, which is recommended by the SFWMD, will be followed and implemented. This approach is based on a weighted soil moisture value that establishes the maximum available retention volume within the soil. More specifically, cumulative water storage within the upper soil zone is defined as a function of depth to the water table and soil type. This, in turn, allows for the derivation of curve number (CN) values representing site-specific soil storage, which can be further adjusted to account for and represent future accentuated conditions due to the rise in groundwater. The reference CN values that will be utilized for this effort are provided in the table below.

To appropriately apply these values to the study area, the depth to the water table will be calculated throughout the model domain. This will be performed by subtracting the design high water (DHW) stage from the elevations of the Digital Elevation Model (DEM). The DEM represents topographic land features using a raster graphic that is based on a gridded system. Generally, each square grid has a cell size of 5-feet and represents a single elevation, which reflects the average of all elevations encountered within the respective cell. The elevation information within the DEM is typically derived from LiDAR data.

BCC will also incorporate the findings of a recent Scientific Investigations Report conducted by the United States Geological Survey (USGS), which concluded that there is a one to one (1:1) relationship between sea-level and groundwater rise for coastal area. Consequently, the projected rise in sea-level will be integrated into any design decisions that are influenced by the groundwater table.

The following sections provide a more in-depth discussion on the various hydrologic and hydraulic parameters that will be either sourced or developed as part of the model development process.

## 3 Hydrologic Model Parameterization

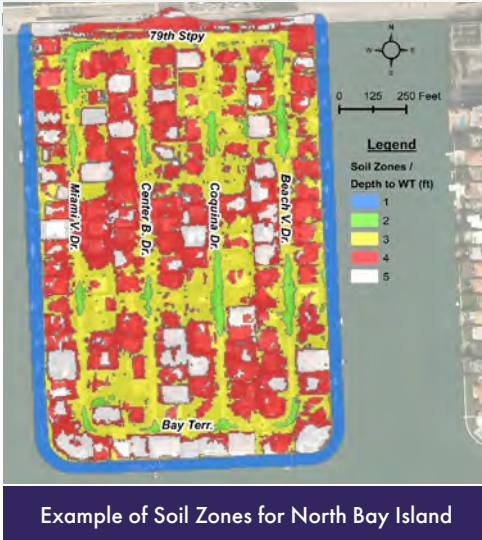
### 3.1 Overland Flow Region

One of the first components that will be defined as part of the 2D model development is the overland flow region, which establishes the model domain. At its core, the overland flow region determines the extent of the drainage analysis. It must be properly delineated to account for all areas that contribute runoff flow to the project limits.

SOIL STORAGE												
Depth to W.T	COASTAL				FLATWOODS				DEPRESSIONAL			
	Uncomp S (in.)	Uncomp CN	Comp S (in.)	Comp CN	Uncomp S (in.)	Uncomp CN	Comp S (in.)	Comp CN	Uncomp S (in.)	Uncomp CN	Comp S (in.)	Comp CN
1	.60	94	.45	96	0.60	94	0.45	96	.060	94	0.45	96
2	2.50	80	1.88	84	2.50	80	1.88	84	2.10	83	1.58	86
3	6.60	60	4.95	67	5.40	65	4.05	71	4.40	69	3.30	75
4	10.90	48	8.18	55	9.00	53	6.75	60	6.80	60	5.10	66

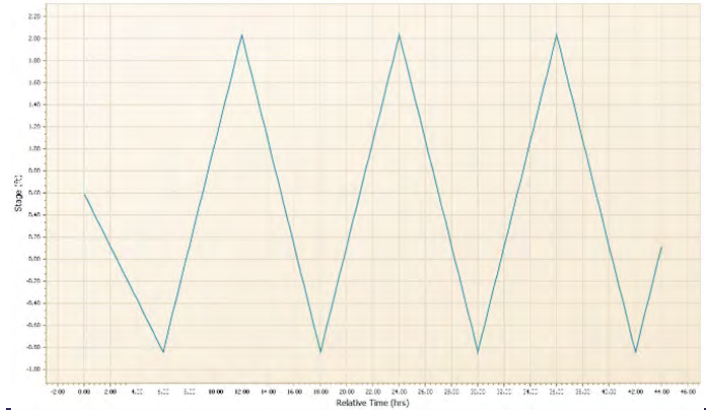
## TECHNICAL APPROACH

Nonetheless, by first determining the surface and the DHW, the depth to the water table is determined. These depths are then subsequently classified into one (1) foot intervals to match the above-referenced CN values. The areas are then entered into the model as soil zones that have corresponding CN values.



Example of Soil Zones for North Bay Island

conservative approach since the storm sewer’s conveyance capacity is inherently restricted by the accentuated tailwater conditions.



Example of Variable Boundary Stage Elevations

### 3.3 Tidal Water Levels & Design High Water

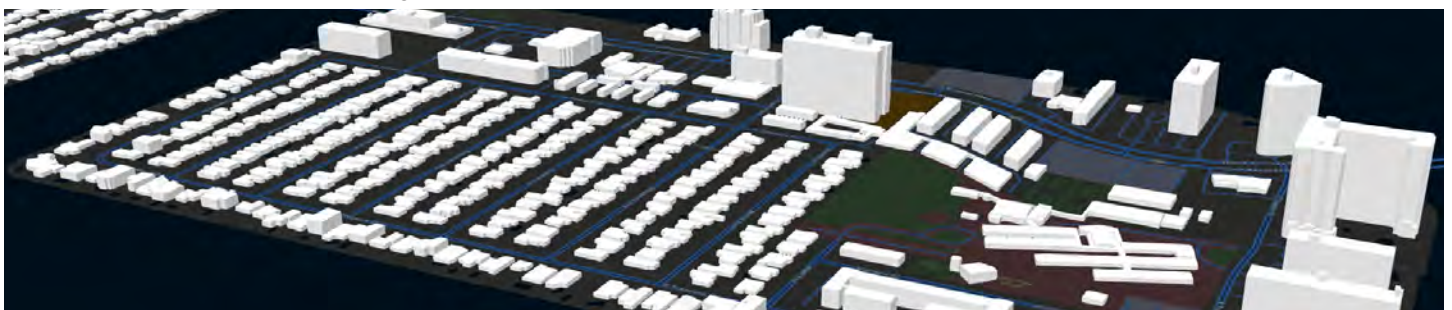
The model’s tidal boundary conditions will be derived from the King tide events observed at the Virginia Key Tidal Station over the past five (5) years (i.e., 2016 through 2020). These King tide events follow a semi-diurnal pattern, resulting in two (2) high and two (2) low water levels being witnessed within a 24-Hour period. In turn, the highest and lowest water levels will be averaged to develop a mean high and low tidal stage for each year. These stages will then further be averaged to determine the respective five (5) year mean high and mean low King tide elevations.

These mean high and mean low stage elevations will then be entered into the model as variable water level boundary stages. More specifically, water levels will be timed in such a manner so that the peak tide stage occurs relative to the peak flows of the drainage system. This will result in the peak tides being set to occur at Hour 12 and 60 for the 24- and 72-Hour storms, respectively. In doing so, constrictive tailwater conditions are placed on the drainage system to reflect a ‘worst-case’ scenario. In general, this is viewed as a

Due to the project being situated within a coastal area, it is understood that the DHW level would be influenced by and coincide with tidal water levels. Therefore, the above-mentioned 5-year mean high elevation will be averaged with the corresponding mean low elevation to determine a site and tidal specific DHW. The DHW will also be coordinate with ongoing stormwater master planning efforts to ensure consistency with that study.

### 3.4 Land Cover & Roughness Zones

Existing land use information and building footprint data will be utilized to establish the land cover and overland roughness zones for the model domain. The applicable information will be entered into a Geographic Information Systems (GIS) environment and then re-classified to represent impervious and pervious zones. Furthermore, the areas will be given attributes according to their land land-use type, including percent (%) impervious, percent (%) DCIA, and Manning’s n roughness values for shallow and deep water conditions.



Example of 3D Building Envelopes to Assess Storm Surge Risks

## TECHNICAL APPROACH

Extrusion areas will also be developed for the study area to represent impediments to overland flow. In essence, these regions represent the footprint of structures that obstruct and re-route runoff flows, such as residential homes and commercial buildings. Polygon shapefiles will be retrieved from the Miami-Dade County GIS online data hub for existing building envelopes. These polygons will then be back-checked against the latest aerial photography, revised, and simplified, as necessary, to represent current field conditions.

### 3.5 Topography & Overland Mesh

Topographic data within the model will be represented using a combination of Miami-Dade County's latest DEM and field data collected via traditional survey and/or TML/aerial LiDAR. The topographic data will be amended, as necessary, and entered into the model in the form of a raster surface. Also, graphical element features will be implemented to properly characterize the terrain of the overland flow region (i.e., project limits).

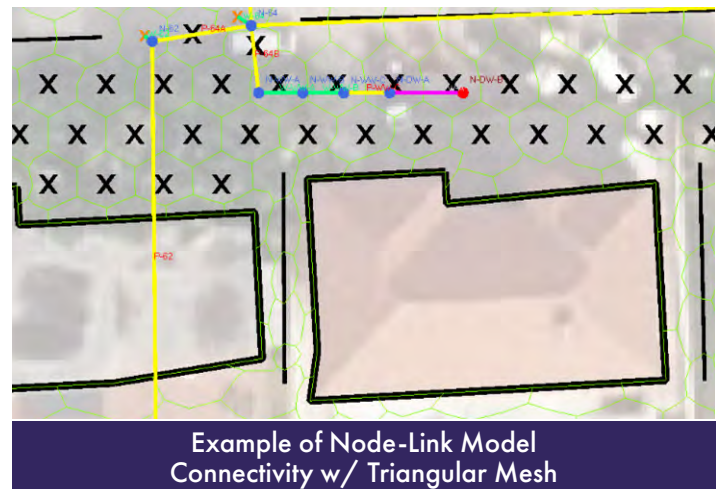
These elements included breakpoints, break lines, and boundary stage lines, which will be used to identify high/low points, valleys/ridgelines, and tidal boundary conditions. Specifically, these features guarantee triangle vertices at critical topographic features, which help define drainage divides and flow paths, thus refining the computational overland flow mesh. Breakpoints will be automatically generated uniformly throughout the model domain using a triangular pattern with triangle side lengths of 15 feet. Conversely, break lines will be manually defined by identifying valleys and ridgelines using the DEM. Lastly, boundary stage lines will be applied for the project limits using the Village's latest XP-SWMM model.

### 3.6 Design Storm Events

Four (4) different design storms will be simulated for the study area. These included the 5- and 10-Year 24-Hour and the 25- and 100-Year 72-Hour rainfall events. Rainfall depths will be derived from SFWMD's isohyetal map and NOAA's point precipitation frequency estimates. In turn, SCS Type II rainfall distribution will be used for the 24-Hour event, while the SFWMD's non-dimensional rainfall distribution will be utilized for the longer duration 72-Hour storms.

### 4 Hydraulic Model Parameterization

The 1D model components will be utilized to represent underground infrastructure as well as groundwater and tidal conditions. At a minimum, seven (7) 1D model components are anticipated to be utilized to represent the Village's stormwater conveyance system. These will include: (1) stage/area nodes, (2) time/stage nodes, (3) 1D interface nodes, (4) pipe links, (5) weir links, (6) drop structure links, and (7) rating curve links.



#### 4.1 Stage/Area Nodes

Stage/area nodes will be utilized to represent catch basins (i.e., grate inlets), manholes, and other applicable drainage infrastructure. Respective storage information for these structures will be derived from dimensions specified in standard details and as-built drawings or available surveys. It should be noted that these storage values will be artificially increased, where necessary, to facilitate model stability.

#### 4.2 Time/Stage Nodes

Time/stage nodes will be used to represent the boundary conditions of the model, including the tidal influence of Biscayne Bay and groundwater levels encountered within the Village. A constant stage elevation will be specified to represent groundwater conditions. Conversely, variable tailwater conditions will be used to represent tidal patterns. As previously mentioned, the tidal stage elevations will be based on a five (5) year average of the highest king tide events measured at NOAA's nearby Virginia Key station (ID: 8723214). It is again worth noting that each peak king tide elevation will have a corresponding lower stage over a 12-hour period, thereby depicting a semi-diurnal tidal pattern.

## TECHNICAL APPROACH

### 4.3 1D Node Interface

The 1D interface nodes will be placed within the model domain to connect the 2D overland surface and 1D underground storm sewer. These nodes will typically be placed adjacent to drainage inlets to allow overland flow to enter the stormwater conveyance system. Close attention will be paid to properly place these nodes at low spots that reflect confluence points, where excess rainfall enters the drainage system.

### 4.4 Weir Links

For catch basin structures, horizontal weirs will be specified with the width and height corresponding to the inlet's perimeter dimensions. The dimensions for these weir links will be sourced from either standard details, as-built drawings, or field measurements. In addition, weir links will also be used to represent the baffle structures, control structure, restrictor plates of pump station systems, and so forth.

### 4.5 Pipe Links

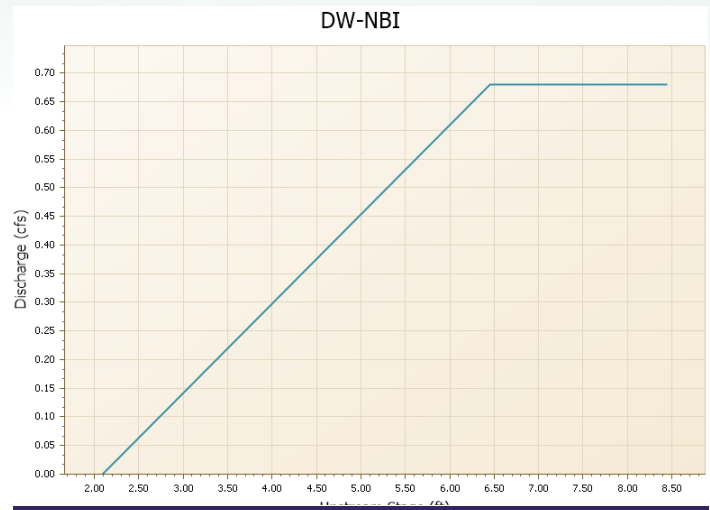
The conveyance capacity of the existing storm sewer system will be simulated using pipe links, which will be used between stage/area, time/stage, and/or 1D interface nodes. Pipe dimensions, materials, and inverts will be sourced from either as-built drawings or field investigations. Moreover, backflow preventers (i.e., check valves) will be represented in the model by specifying 'positive' only flow directions for the respective pipe links.

### 4.6 Drop Structure Links

In their simplest form, a drop structure link is a composite structure that consists of a weir(s) in series with a pipe(s). These link types will be used within the model to represent control structures that are typically found in stormwater management systems to retain or detain excess rainfall within a wet or dry pond.

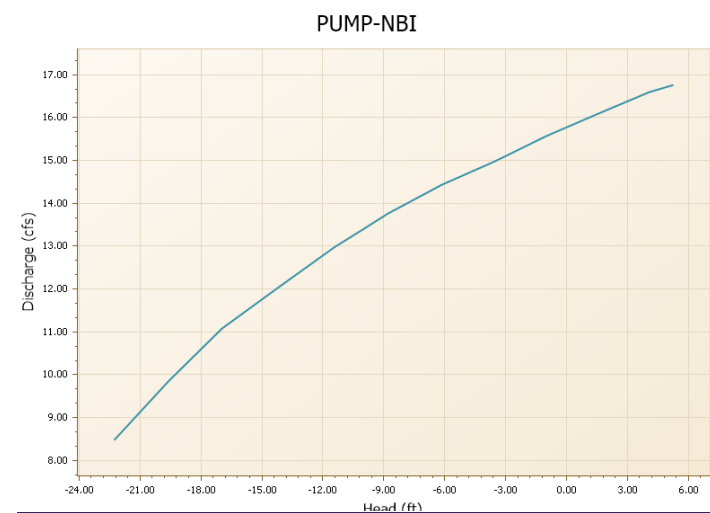
### 4.7 Rating Curve Links

Rating curve links will be utilized in the model to represent both drainage injection wells and stormwater pumps. Each rating curve link will be given an operating table that defines the flow/discharge parameters of the respective structures. For drainage wells, an upstream stage/discharge relationship will be applied in accordance with FDEP design and permitting criteria.



Example of Drainage Well Operating Table

To provide more context, flow into the drainage will only be allowed once both groundwater levels and mounding are taken into consideration. For this, a typical value of 1.5 feet will be applied and added to the groundwater level to account for mounding. Moreover, FDEP restricts the maximum flow capacity of pressurized drainage wells to a stage elevation of 8 feet (NGVD29). As such, discharge into the well will not be allowed to increase and held constant for stage elevations above this value. It should be noted that FDEP will allow the gravity well system to discharge at higher elevations so long as the surrounding ground is higher than 8 feet (NGVD29) or 6.5 feet (NAVD88).



Example of Pump Operating Table

## TECHNICAL APPROACH

In comparison, a head/discharge relationship will be specified for pump station systems. Values provided in the corresponding operating table will be derived from the performance curve of the respective pump model. These values will then further be adjusted to account for the minor losses encountered within the system. Also, a multiplication factor of negative one (-1) will be applied to all head values. The reason being that stages are typically higher on the discharge side of the pump than on the suction sides, resulting in ICPR calculating negative head values.

In turn, this factor will be incorporated to allow the rating curve (i.e., pump) to function properly. It should be noted that this approach will only be followed for the existing pump station systems for which the exact pump model and performance curves will be specified. For the proposed improvements, a more theoretical constant flow rate will be applied to determine the general pump capacity that would be required to address the existing drainage deficiencies. Detailed pump information, such as model type and size, are typically defined and selected during the design phase.

A detailed schematic will be developed to show the node-link connectivity of the existing condition model. This schematic will provide information regarding the location, name, connections of all nodes, and link types. Moreover, model input and output files will be provided, documenting all input parameters and corresponding model results.

### 5 Calibration/Validation Parameters

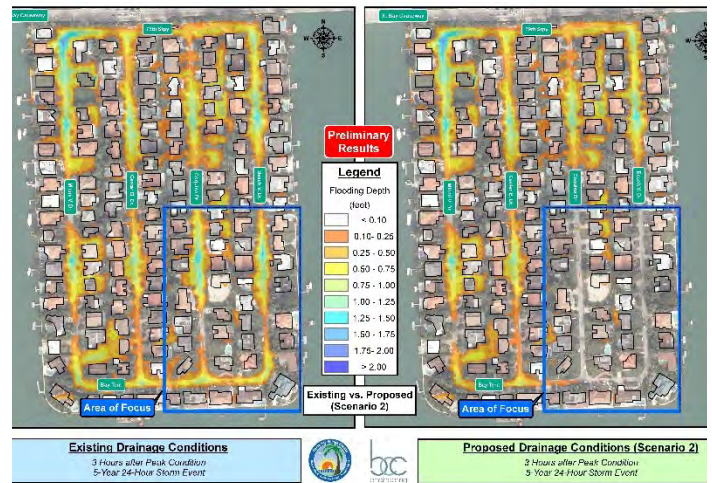
Following the collection and evaluation of available hydrologic data, a brief technical memorandum will be prepared to establish the calibration/validation criteria to be used in the process. This technical memorandum will define the historical storm events that will be used to calibrate/validate the model, the data that will be used to drive the model, and the type of boundary conditions to be used.

Available anecdotal information from the Village staff and residents of recent significant rainfall events will be used for calibration or validation. Historical rainfall depths and highwater marks will also be used to verify the results obtained from the developed models. Flooding stages obtained with the ICPRv4 model for the calibration events

will be compared with data obtained from measured stages, known watermarks, or interviews with residents to verify the relative accuracy of the model.

### 6 Processing & Analysis of Existing Condition Model Results

Once model calibration and validation is completed, BCC will perform design storm event production runs for existing and future land use conditions without future improvement alternatives. The design storm events to be simulated are the 5- and 10-Year 1-Day design storms and 25- and 100- Year 3-Day design storms.



**Example of Flood Depth Comparison between Existing & Proposed Conditions**

From the design storm event production runs, flood maps will be generated by combining model results with the DEM of the project area. BCC will prepare GIS plots showing areas of inundation throughout the Village during the peak of the design storm events. These maps will be prepared within a GIS environment utilizing the depth of flooding information extracted from the output of the ICPRv4 2D model. This method of displaying results not only leads to time savings during the project development process but also provides a great tool to demonstrate high-risk areas. The developed flood plains during the 100-year, 3-day design storm event will also be compared to FEMA flood plain maps as a means of verification.



## TECHNICAL APPROACH

### NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMITTING

BCC understands that the Village has an existing NPDES MS4 Permit (Permit No. FLS000003-003) as a co-Permittee with Miami-Dade County. The stormwater element of the NPDES MS4 permit is administered by the Florida Department of Environmental Protection (FDEP) and is mandated by the Clean Water Act (CWA). This permit allows municipalities within the County to discharge stormwater in accordance with the approved Stormwater Management Programs (SWMPs), effluent limitations, monitoring requirements, etc.

In addition to complying with the permit conditions and implementation of their own SWMPs, permittees must also submit annual reports to the FDEP. Each report is due six months after the reporting period on March 31st. The reporting period covers a 12-month period beginning on October 1st of each year. Furthermore, the Annual Report must include, as an attachment, a report of the Assessment Program, which includes the status of the water quality monitoring plan implementation, a brief description of the assessment program results to date (i.e., water quality monitoring data and/or stormwater pollutant loading from previous reporting years), and an analysis of the data providing a summary of annual trends and a plan for targeting areas of pollutant loading within the MS4. The Village has entered into an agreement with Miami Dade County, through Resolution 2017-34, to allow the County to perform the water quality monitoring plan.

The Annual Report must also document the stormwater infrastructure maintenance activities performed during the reporting period. The inspection and maintenance requirements are listed in Table II.A.1.a of the MS4 Permit. All structural stormwater controls operated by the Village must comply with these requirements and must be included in each annual report. As described in Table II.A.1.a, all dry retention systems, underdrain filter systems, exfiltration trenches, grass treatment swales, dry detention systems, and detention with filtration systems must adhere to the inspection schedule listed in the table.

CONDITION	FREQUENCY OF INSPECTION
New	Annually for 2 years
Existing - no problems	Once every 3 years
Existing - chronic problems	Annually until problems are corrected

Maintenance activities should be performed on an as-needed basis. However, no specific maintenance schedule is provided. While no specific maintenance schedule is provided, suggested maintenance activities include removal of vegetation and debris, removal of sediments, and repairing damages. Where applicable, structures should be maintained according to the manufacturer’s recommendation. FDEP recommended inspection frequencies for the various types of control structures are summarized in the table below.

STRUCTURAL CONTROL	FREQUENCY OF INSPECTION
Alum Injection Systems	Monthly unless historical records specify a different inspection frequency
Pollution Control Boxes	Quarterly, unless historical schedule indicates otherwise
Pump Stations	Semi-annually, or more as needed
Major Outfalls	Annually, unless historic operation records specify a different frequency
Pipes / Culverts	Minimum of 10% of the total number of structures each year. All structures should be inspected at least once every 10 years.
Canals within the MS4 system	Annually
Inlets, Catch Basins, Grates, Ditches, Conveyance Swales, and other Stormwater Conveyances	Minimum of 10% of the total number of structures each year. All structures should be inspected at least once every 10 years.

This information must be gathered and submitted to the County on an annual basis to meet the permit Annual Report requirements. Without a robust data collection and documentation process, this task could be daunting, inefficient, and time-consuming. BCC’s approach is to

## TECHNICAL APPROACH

work with the Village in refining the Village’s GIS database repository to automate the annual reporting process. This process begins with updating and amending the attribute fields within the Village’s stormwater infrastructure GIS Shapefiles to include data required for NPDES tracking and reporting. For example, the number of inspections and maintenance activities per stormwater facility for the reporting year can be amended to the GIS Shapefiles data.



To properly document the inspection and maintenance activities as per the NPDES permit requirements, it is recommended that additional fields be included in these shapefiles to track facilities that have been inspected and/or maintained. This will help to streamline the data processing and reporting by allowing the number of inspection and maintenance activities to be automatically calculated using a simple GIS query. For records that require the total length of inspection or maintenance, such as exfiltration trenches, swales, or pipes/culverts, the length of the shapefile features are already calculated in feet for each shapefile, so a GIS query could easily sum the feature lengths that have been

For GIS point features such as inlets and manholes, the same setup and GIS queries can be performed as shown above in the figure above. However, the total number of features would need to be counted rather than the sum of the lengths.

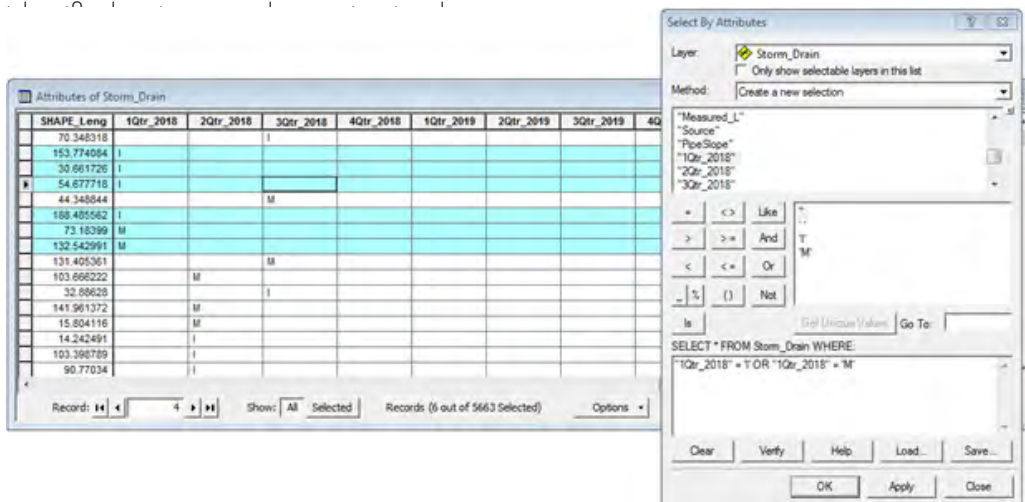
Having this data in the Villages’s GIS database, maps can also be generated showing facilities that were maintained and/or inspected in a given year, in addition to facilities that need to be inspected in the upcoming reporting period. This approach adds a robust automated process to document and report inspection and maintenance activities.

GIS training for Village staff can help with maintaining the stormwater databases and streamlining the data collection and tracking process for the NPDES MS4 Permit annual reporting. BCC recommends maintaining a GIS trained staff, including:

- Maintenance crews who want to know where their facilities are located and dates of previous inspections and/or maintenance activities.
- Utility supervisors who want to manage maintenance teams and monitor the status of operations
- Engineering staff who need quick access to the utility database for modeling
- Managers who need specific metrics for annual planning and reporting

A more advanced solution is to utilize online, app-based mapping tools to allow field crews to generate data from a handheld device such as a smartphone or tablet. Applications such as ArcPad or ArcGIS for Windows Mobile have been used for field investigations for over

a decade. ArcPad provides field-based personnel with the ability to capture, analyze, and display geographic information in the form of industry-standard vector and raster image files in near real-time. While ArcPad is directed more towards GIS-trained professionals, ArcGIS for Windows Mobile application is a task-driven GIS app for Windows tablet devices created for non-GIS trained professionals that typically perform simple data



Sample Shape file Query

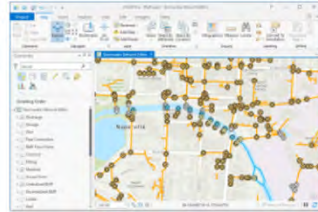
# TECHNICAL APPROACH

collection and field inspection projects. Collector for ArcGIS and Survey 123 are free apps that can also extend the reach of the Village’s stormwater database into the field.

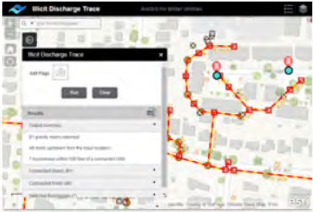
These applications can be configured to match the Village’s field inspection and maintenance log forms. Staff can be trained to use the apps and build dashboards for data tracking in the field. Additionally, secure online GIS tools can be developed for residents to use and report illicit discharges or improper disposal as required by MS4 Permit Part III.A.7.c on the Stormwater Management Program Summary Table. This approach was successfully implemented for the City of Delray Beach.



Stormwater Construction Site Violation



Stormwater Utility Network Configuration



Illicit Discharge Trace



Manhole Inspection

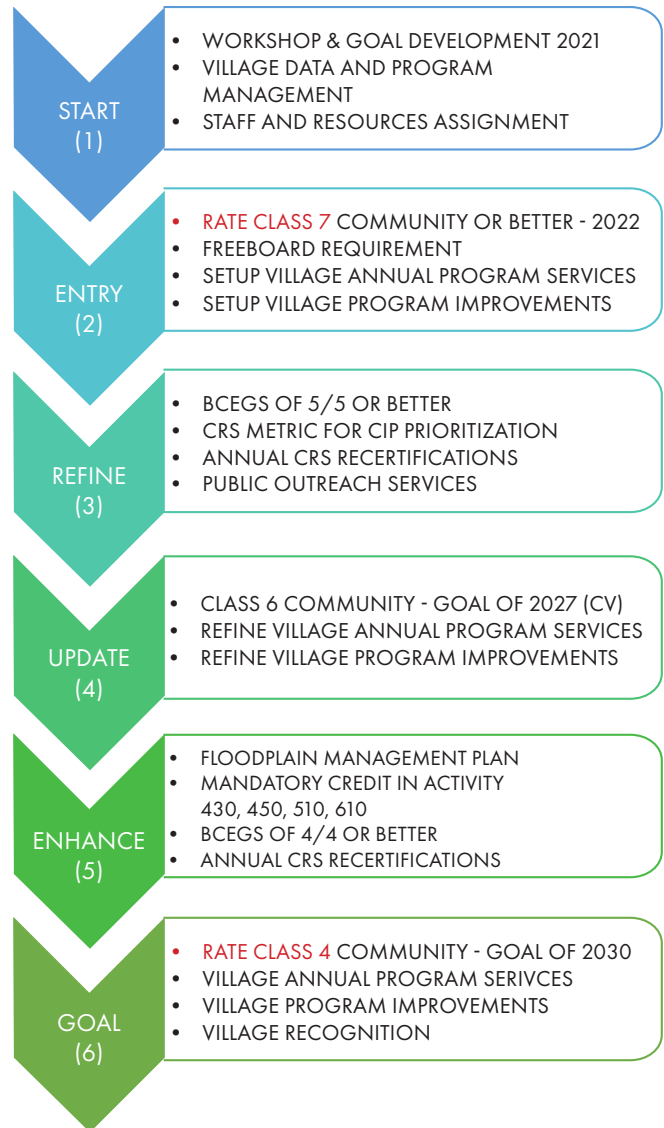
## COMMUNITY RATING SYSTEM

BCC understands that as of October 2020, the Village’s FEMA National Flood Insurance Program (NFIP) Community Rating System (CRS) is at a Class Rating of 7, which provides the residents with an insurance rate reduction of 15% for Special Flood Hazard Areas (SFHA) and 5% for non-SFHA, respectively. Reducing the CRS Class Rating will further reduce the residents’ insurance rates. Therefore, it is critical to implement a strategy in lowering the Village’s CRS Class Rating based on all the flood protection and resilience activities the Village has performed to date, thus providing significant benefits to the community, its residents, businesses, and visitors.

The CRS is a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed the minimum program requirements. As a result, flood insurance premium rates are discounted to

reflect the reduced flood risk resulting from the community actions meeting the three goals of the Community Rating System:

1. Reduce & Avoid Flood Damage to Insurable Properties
2. Strengthen & Support the Insurance Aspects of the NFIP
3. Foster Comprehensive Floodplain Management.



BCC is well versed in the current requirements while equally being on the cutting edge of near-term changes to the CRS program. Our personnel is ready to quickly advise the Village of the potential changes that could further improve the Village’s CRS Class Rating.



## TECHNICAL APPROACH

BCC will evaluate the proposed adaptation strategies developed in the most recent SWMP update with the CRS program to understand how those could help the Village achieve its goal. As a result of the working experiences of the BCC personnel, we are well-positioned to leverage the knowledge obtained through recent client services and regular coordination with the CRS ISO staff.

BCC has prepared an illustration for the strategic pathway proposed to achieve a Class 4, with key milestones and requirements identified within. As a result of this pathway, we will assist the Village by identifying key opportunities for improving their floodplain management, progressively improving their CRS Class Rating, and ultimately leveraging additional savings for flood insurance policyholders.

### DESIGN CRITERIA PROFESSIONAL SERVICES

BCC will support the Village with Design Criteria delivery methods to implement any critical stormwater improvement project. This method integrates design and construction to deliver capital projects in an expedited and cost-effective manner. Our role as the Design Criteria Professional (DCP) is to assist the Village in establishing the design and construction requirements during the procurement of design-build or conventional contracts to ensure the design-builder or selected contractor comply with the Basis of Design Report (BODR) criteria and specifications. As the DCP, our main objective is to work alongside the Village to address all the issues by providing efficient and innovative solutions that can be delivered on time, within budget, and addressing the long-term needs of the community.

In the early stages of the process, the proposed solutions are presented at a conceptual level to be reviewed, vetted, and ultimately approved by all stakeholders. The key to the success of the Design-Build contract is to strike a balance of flexibility (to allow innovation by the final design and contractor) with well-defined elements and goals. With this objective in mind, it is vital to clearly establish the objectives of the Contract and define prescriptive as well as performance/criteria based elements. This is done by preparing the Technical Specifications where all minimum requirements are clearly depicted. By doing so, we can properly and accurately transfer the responsibility and risk to the Design-Builder or Contractor.

### 1. Bid and Award Support

BCC is intimately familiar with the role of the Design Criteria Professional during the Procurement Phase as we have recently acted in this role for the \$600M SR 836/1-395 from West of I-95 to MacArthur Causeway Bridge and the \$8M City of Miami DCP for Repair and Reconstruction of roads city-wide. Design-Build projects are typically procured using a two-step process. Therefore, procurement support services from the DCP will be divided as follows:

#### 1 Procurement Support Services from Advertisement to Tier 1

- This phase consists of the pre-qualification of firms (shortlisting) based on their qualifications and technical experience. Shortlisting several firms augment competition between bidders that results in a reduction of the total project cost. Our role is to assist the Village from advertisement to Tier 1 includes the following key activities:

- Presenting project scope and minimum requirements at the pre-submittal project briefing
- Reviewing, evaluating, and preparing a compliance matrix for Tier 1 Proposals received
- Presenting a compliance matrix at tier one meeting

#### 2 Procurement Support Services from Tier 1 to Tier 2

- The second step includes the issuance of a request for technical and price proposals with the opportunity to present alternative technical concepts (ATC). Prior to the technical and price proposals submittal, the Village will release the Design Criteria Package that will be prepared by BCC for the bidders to obtain specific details on the base bid design criteria. The Contract is awarded on the Best Value Selection (BVS) by combining bid amounts with quantitative scores (selection committee grades oral presentations & technical submittal). Our DCP role is to assist the Village from Tier 1 to Tier 2 as follows:

- Presenting Design Criteria Packages at Tier 2 pre-submittal briefing or site visits
- Reviewing, evaluating, and preparing a compliance matrix for Tier 2 Proposals received
- Providing recommendation as to acceptance of alternate technical proposals (ATC)

## TECHNICAL APPROACH

**3 Procurement Support Services from Tier 2 to Contract Award** - After Design-Builder is selected, BCC will assist the Village during the Contract Award as follows:

- Reviewing Project Schedule and Schedule of Values
- Attending Negotiation Meeting and providing technical support to the Negotiations Committee during the Design-Build Contract negotiations.

Our approach to supporting the Village during procurement is proven and can be attested by the success of our previous Design-Build and conventional projects that BCC has managed as the DCP.

### 2. Design Criteria Professional Services During Construction

The role of the DCP during construction may vary depending on the Village's needs. At a minimum, it shall include the following:

1. Attending Pre-Construction Meeting
2. Attending Weekly Construction Meetings
3. Responding to RFIs during the Design Phase of the Design-Build
4. Reviewing plans at 60%, 90%, and 100 % design submittals
5. Reviewing Shop Drawings
6. Reviewing Change Orders
7. Reviewing Pay Requests
8. Provide assistance during Project Certification and Closeout

The activities mentioned above can be expanded at the discretion of the Village. BCC is capable and possesses the staff readily available to perform full construction management and inspection services to support the Village staff at a moment's notice and 24/7. Our approach during construction is flexible and adaptable to the preferences, needs, and requirements of the Village.

### ATTENDANCE AND PRESENTATIONS AT PUBLIC AND VILLAGE COUNCIL MEETINGS

BCC's Project Manager, **Mr. Alex Vazquez, PE, CFM**, will be the main point of contact and lead any presentation at public and Village Council meetings associated with this project. Mr. Vazquez has lead and attended similar types

of meetings for the Village of Pinecrest Stormwater Master Plan Development, City of Doral Stormwater Master Plan update, I-95 and Lantana PD&E project, City of Delray Beach Stormwater Master Plan, and numerous similar projects requiring attending and presenting at public and Village Council Meetings.

For public meetings, BCC's approach embraces an educational component for all meeting to communicate the benefits of each strategy, along with an understanding of how potential improvements may affect the public and stakeholders in the short- and long-term, any impacts on local businesses and critical infrastructure services (utilities, emergency services, etc.), as well as a tentative schedule, if necessary. The local community will need assurances that our recommendations will consider their quality of life and business continuity, as well as will strive to minimize impacts on daily routine, including vehicular and pedestrian access. The approach will also include consideration of the "new normal" from the COVID 19 pandemic.



For these meetings, BCC will consider the following Public Participation Tools during the different phases of the project, as deemed appropriate. Many of these tools will also be used for Village Council meeting presentation where applicable:

**1 Social Media** - This tool includes project newsletters or bulletins, the project website, automated e-mails, and other similar tools to keep stakeholders and residents updated at significant design stages and milestone progression, as well as public meetings and presentations. Neighborhood signage and use of the various social media sites (e.g., news outlets and Facebook) will be evaluated for communications about the project. All information will be prepared in English, Spanish, and additional native languages, as needed.

## TECHNICAL APPROACH



- 2 Real-Time Polling** - The focus of this tool is to organize and facilitate several in-person and online public meetings to educate local residents and other stakeholders about the risks of flooding in their community and present a suite of possible flood resiliency/adaptation strategies. This method uses live audience polling software (e.g., Poll Everywhere) to present images of the resilience solutions and allows the public to indicate their preferences by visual depiction. Social media surveys (e.g., SurveyMonkey) will also be used to solicit input from residents and other stakeholders who cannot attend the public meeting in person.
- 3 Rank and Rate Surveys** - This method can serve as a cross-reference to reaffirm their visual preferences and provide a quantitative measurement by assigning a numeric value to “Rank” and “Rate” a project option.
- 4 Meetings** - BCC will conduct focus groups and/or more general meetings to engage and inform the public. We shall coordinate for briefings upon request with Village staff, businesses within affected areas, residents, Homeowner Associations (HOA), and other interested parties, as needed. Noticing and conduct of meetings will be coordinated with project task milestones so that adequate time is provided prior to key deliverables recordation of all public meetings and surveys.
- 5 Visualizations** - BCC will use and prepare visualizations, including photos, artist rendering, simulations, sketches, 3D models, and computer simulations. These could be used during meetings or web-based communications (e.g., websites and social media outlets) as tangible visions of what the Village adaptation could look like.



## PROJECT MANAGEMENT PLAN

BCC has developed a robust approach to managing and executing assignments. BCC has successfully implemented this approach on numerous similar Water Resources Engineering services as part of the continuing engineering service contracts with North Bay Village, City of Sunrise, City of Lauderdale, City of Doral, City of Miami, and the City of Miami Beach. We have summarized the key elements of this proven approach and will continue to utilize it for future assignments with the Village.

Assignments received under this Contract would follow a systematic approach that begins with the Village requesting a proposal from BCC that includes a specific scope of services, fee estimate, draft project schedule, and applicable reasonable assumptions. Once our proposal has been accepted and a Project Agreement (PA) has been executed, along with the issuance of a Notice to Proceed, BCC will conduct a thorough review of the project to identify critical project issues, which may include, but are not limited to

- Applicable design criteria and standards
- Potential utility conflicts
- Environmental impacts
- Permitting and regulatory requirements
- Aesthetic requirements, and
- Constructability.

Following the desktop review, BCC will conduct a kickoff meeting and initial field visit with the Village's project manager and other Village representatives, including engineering and operations staff. The initial field visit plays a critical role in our approach because it offers an opportunity to receive input from the various disciplines involved in the design and to understand the desired outcome from the end-user. These field visits will serve as a tool for team members to identify potential issues, provide a level of value analysis, and help with coordination between the different design disciplines. Senior Engineers and Designers will utilize information from the field to develop optimal solutions based on their findings and follow-up discussions. Should BCC's recommendation differ from the Village's scope, we will present to the Village's Project Manager for review, discussion, and approval.

Moving forward, our BCC will complete the following tasks:

- Review site plans and scope of work to confirm project limits.
- Issue meeting notes from the kickoff meeting and field

review with key individuals from the project team and the Village.

- Discuss additional infrastructure the Village may want to include to facilitate the development of complete construction documents (or study/report).
- Confirm the applicable design standards and criteria with the Village.
- Begin data collection (surveys, geotechnical data, contamination, existing utilities, and improvements, as-built plans, etc.)
- Develop conceptual/preliminary designs for approval early in the project.
- Identify critical issues and provide solutions to avoid/minimize any adverse impacts.
- Establish points of contact with permitting review agencies
- Perform Subsurface Utility Engineering (SUE) at points of potential conflicts.
- Perform quality control reviews prior to milestone submittals (i.e., 30%, 60%, Permit submittal, etc.)
- Prepare final construction plans or studies and include cost estimates with each phase review.
- Proceed with the preparation of specifications, including special provisions for any items not covered under the standard specifications, and
- Prepare a record computation book and include all back- up information used for critical design calculation

### SCHEDULE AND COST CONTROL

The main purpose of a project schedule is to represent the plan to deliver the project scope over time. In addition to guiding the work, the project schedule is used to communicate with the team when certain work elements and project events are expected to be accomplished. The project schedule is also the tool that links the project elements of work to the resources needed to accomplish that work.

BCC will perform general project management, prepare scheduling and cost control systems. The project schedule will be monitored and documented throughout the following phases: Project Initiation, Planning and Design Phase, Execution and Construction Phase, Substantial Completion, and Project Completion.

The project budget will be closely monitored to manage costs, and any discrepancies will be promptly resolved



# PROJECT MANAGEMENT PLAN

to guarantee there are no unaccounted expenses. The schedule will include deadlines of submittals as well as review time periods in the design phase of the project. During the construction phase, shop drawing reviews, lead times for specialty items will be assessed in an expedited manner, as well as tracking the sequence of construction activities. The overall schedule will define a Critical Path Method (CPM) to ensure on-time completion.

Project schedules will include the following components:

1. All activities
2. A planned start date for the project
3. Planned start dates for each activity
4. Planned finish dates for each activity
5. Planned finish date for the project
6. Resource assignments
7. Calendar based
8. Activity durations
9. The "flow" (sequence) of the various activities
10. The relationships of activities
11. An identified critical path(s)
12. Total and free float

## COST ESTIMATING

Cost estimates will be provided with each submittal in accordance with the guidelines developed by AACE International. A Class 4 cost estimate will be provided at the schematic design, 30 percent design development phase. Following additional refinement of the design and preparation of the 60% detailed design plans, a Class 2 cost estimate will be prepared. The Class 2 estimate has an expected accuracy range of minus 5% to minus 15% on the low side and plus 5% to plus 20% on the high side. A Class 1 estimate will be prepared and provided with the 90 percent permit set design plans. The cost estimate prepared by BCC will be used during the bidding process to compare and check the bid price submitted by the contractor.

ESTIMATE CLASS	Primary Characteristic	Secondary Characteristic			
	LEVEL OF PROJECT DEFINITION Expressed as % of complete definition	END USAGE Typical purpose of estimate	METHODOLOGY Typical estimating method	EXPECTED ACCURACY RANGE Typical variation in low and high ranges (a)	PREPARATION EFFORT Typical degree of effort relative to least cost index of 1 (b)
Class 5	0% to 2%	Concept Screening	Capacity Factored Parametric Models, Judgment, or Analogy	L: -20% to -80% H: +30% to +100%	1
Class 4	7% to 15%	Study or Feasibility	Equipment Factored or Parametric Models	L: -15% to -30% H: +20% to +50%	2 to 4
Class 3	10% to 40%	Budget, Authorization or Commit	Semi-Detailed Unit Costs with Agency Level Line Items	L: -10% to -20% H: +10% to +30%	2.5 to 10
Class 2	30% to 70%	Control or Bid Tender	Detailed Unit Cost with Formed Detailed Take-Off	L: -5% to -15% H: +5% to +20%	4 to 20
Class 1	50% to 100%	Check Estimate or Bid Tender	Detailed Unit Cost with Detailed Take-Off	L: -3% to -10% H: +3% to +15%	8 to 100

Notes: (a) The state of process technology and availability of applicable reference cost data affect the range markedly. The +/- value represents typical percentage variation of actual costs from the cost estimate after application of contingency (typically at a 50% level of confidence) for given scope.  
 (b) If the range index value of "1" represents 0.025% of project costs, then an index value of 100 represents 2.5%. Estimate preparation effort is highly dependent upon the size of the project and the quality of estimating data used.

## QUALITY ASSURANCE/QUALITY CONTROL

Throughout the design and construction process, BCC will follow our stringent Quality Assurance and Quality Control (QA/QC) plan with senior staff involved to guarantee that deliverables are presented in the utmost superior quality. BCC has a standard of providing a high level of service, which requires a well-defined and administered Quality Control Plan to be performed by a qualified Senior Level Engineer or Manager. **The Lead Technical Professional (LTP) Alex Vazquez, PE, CFM, and the Quality Control Reviewer (QCR) will be Wilfredo Rodriguez, PhD.**

**Quality Assurance (QA):** the verification that a project specific Quality Control Plan is being implemented and that the services being provided meet, or surpass, the Client's requirements.

**Quality Control (QC):** ensures that established procedures are followed and the requirements of the scope of services are met in accordance with standards.

**QA/QC Process:** A Quality Control Tracking Stamp shown below is used in the review process documentation. Prior to each submittal, the designated LTP indicates that the checking process is complete and that the item is ready for review. The QCR then performs a thorough review to ensure that all aspects of the work product are complete



## PROJECT MANAGEMENT PLAN

and free from errors and omissions and that any revisions or adjustments to the work item are complete and correct. This review process will follow the Standard Checking Procedure summarized below:

- The **LTP** indicates that the document or plan set is complete and ready for review.
- The **QCR** performs a thorough review of the document or plan set and informs the LTP of any comments.
- The **LTP** indicates concurrence with the corrections and revises the document or plan set as necessary.
- The **LTP** reviews the document or plan set to ensure that all changes have been made.
- The **QCR** performs a final review and verifies the incorporation of all agreed changes.

activities, and accurate cost estimation of all specific activity requirements to develop the project budget. One of the primary success factors for BCC is the attention to detail in work activity requirements, budgeting, and scheduling.

QUALITY CONTROL TRACKING STAMP		
PHASE _____ SUBMITTAL REVIEW		
Lead Technical Professional (LTP) CADD Technician (CT)		Quality Control Reviewer (QCR)
ACTIVITY	INITIALS	DATE
PRODUCTION CHECKING COMPLETE READY FOR QC REVIEW (LTP)		
QC REVIEW (QCR) Correct (Yellow)   Change (Red)		
CONCURRENCE (LTP) Agree (Red Check)   Disagree (Red X-Out)		
CHANGE INCORPORATION (CP & LTP) (CT = Blue Check)   (LTP = Yellow Highlighter)		
VERIFICATION (QCR) Correct (Green Check) Incorrect (Green Circle & Remark)		
<b>BCC ENGINEERING, LLC</b>		

**Wilfredo Rodriguez, PhD, our Quality Control Reviewer**, will carry out the Quality Assurance function by reviewing and approving of the Quality Control Plan, performing random checks of its use, and reviewing finished products before their release using checklists based on Client requirements. The results are documented and included in the project files.

To ensure that a project is developed properly, BCC will apply tools and techniques that will assist in correctly and accurately gathering and evaluating project information to develop a comprehensive project management plan. The success of projects schedule and cost control is typically the result of having well-documented project work activity requirements, accurate scheduling of resources and work



REFERENCE PROJECTS

## SW 268/264 Street Connector (E06-PW-06)



**Reference for:** BCC Engineering, LLC

**Location:** Miami-Dade County, FL

**Contract Amount Awarded to Firm:**  
\$616,578

**Contract Duration:** 2008 to 2011

**Project Owner:** Miami-Dade County  
Department of Transportation and Public  
Works (DTPW)

**Contact:** Fernando Mardones

**Contact Phone:** (305) 375.4455

**Contact Email:** fnando@miamidade.gov

**Project Description:** Project consisted of the improvements to SW 268<sup>th</sup> Street from a four-lane undivided section to a five-lane section from SW 139<sup>th</sup> Avenue to SW 119<sup>th</sup> Avenue with a two-way left turn lane and a four-lane divided section with a median separator from SW 122<sup>nd</sup> Avenue to SW 112<sup>th</sup> Avenue. The project included curb and gutter, sidewalk (in developed sections) and bicycle lanes throughout the project limits. BCC Engineering was responsible for the preparation of design plans, drainage reports, lighting, signing and pavement markings, signals, and permitting.



REFERENCE PROJECTS

## NW 102<sup>nd</sup> Avenue Improvements from NW 66<sup>th</sup> Street to 74<sup>th</sup> Street



**Reference for:** BCC Engineering, LLC

**Location:** Doral, FL

**Contract Amount Awarded to Firm:**  
\$139,840

**Contract Duration:** 2015 to 2019

**Project Owner:** City of Doral

**Contact:** Jorge Gomez, P.E.

**Contact Phone:** (305) 593.6725

**Contact Email:** Gomez@cityofdoral.com

**Project Description:** The project encompasses the design of roadway improvements to NW 102<sup>nd</sup> Avenue from NW 66<sup>th</sup> Street to NW 74<sup>th</sup> Street. Currently NW 102<sup>nd</sup> Avenue within the project limits is a dirt road. The construction plans will provide a three-lane typical section with the 50 feet of currently available Right-of-Way. In order to construct the proposed improvements, Miami-Dade County will dedicate land from the adjacent parcels. Because the project is adjacent to the Miami-Dade Resources Recovery Facility landfill, an Environmental Site Assessment (ESA) was required.



REFERENCE PROJECTS

## North Bay Village Stormwater Pump Station Upgrade



**Reference for:** BCC Engineering, LLC

**Location:** North Bay Village, FL

**Contract Amount Awarded to Firm:**  
\$124,908

**Contract Duration:** 2019 to On-going

**Project Owner:** North Bay Village

**Contact:** Mohan Thampi, PE

**Contact Phone:** (305) 756.7171 ext. 29

**Contact Email:** mthampi@nbvillage.com

**Project Description:** BCC is providing design services for alleviating flooding conditions that have been observed within the south-east bounds of North Bay Island. The project involves the collection and review of pertaining survey information, GIS data, storm sewer record drawings, and drainage well completion reports to facilitate development of a two-dimensional (2D) ICPRv4 hydrologic & hydraulic (H&H) model. The stormwater model covers an area of approximately 44-acres and will serve as the primary analysis tool to evaluate the existing stormwater management system. In turn, the model will be modified to incorporate and evaluate three design concepts to address the documented drainage deficiencies. The model development effort and results of the evaluation will be summarized in a Basis of Design Report (BODR) which will discuss the pre- and post-development drainage conditions while elaborating upon the benefits and disadvantages of each alternative. Moreover, the BODR will highlight considerations and design requirements for project implementation. Following the evaluation phase, BCC will develop 60%, 90% and 100% design documents for the construction of the proposed improvements. In addition, BCC will be coordinating necessary permitting efforts with applicable regulatory agencies, such as FDEP and D-RER, while managing any necessary relocations with applicable private utilities.



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## WATER RESOURCES ENGINEERING

REF. #: 2021-08WW





### Public/Private Sector Clients for the last 3 years

City of Doral  
North Bay Village  
City of Fort Lauderdale  
City of Lauderhill  
City of Miami Beach  
City of Sunrise  
Bay Harbor Islands  
City of Miami  
City of Orlando  
Miami-Dade County (DTPW)  
Miami-Dade Aviation Department  
Miami-Dade County Parks & Recreation Department (PROS)  
Miami-Dade County Fair & Exposition, Inc.  
Port of Miami  
Village of Virginia Gardens  
Mater Academy  
Palmer Trinity School  
Pinecrest Academy  
Riviera Preparatory School  
MDX  
FDOT (3,4,5,6,7)  
Florida Turnpike Enterprise



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## WATER RESOURCES ENGINEERING

REF. #: 2021-08WW





Licenses & Certifications - BCC Engineering, LLC

# State of Florida Department of State

I certify from the records of this office that BCC ENGINEERING, LLC is a limited liability company organized under the laws of the State of Florida, filed on May 8, 2019, effective March 15, 1994.

The document number of this limited liability company is L19000118381.

I further certify that said limited liability company has paid all fees due this office through December 31, 2021, that its most recent annual report was filed on January 31, 2021, and that its status is active.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Thirty-first day of January,  
2021*



*Randy R. Lee*  
Secretary of State

Tracking Number: 1579120583CC

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

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



Licenses & Certifications - BCC Engineering, LLC

000263

## Local Business Tax Receipt

Miami-Dade County, State of Florida  
-THIS IS NOT A BILL - DO NOT PAY

LBT

EXPIRES  
SEPTEMBER 30, 2021

Must be displayed at place of business  
Pursuant to County Code  
Chapter 8A - Art. 9 & 10

3427069

<p><b>BUSINESS NAME/LOCATION</b> BCC ENGINEERING LLC 6401 SW 87TH AVE 200 MIAMI FL 33173</p>	<p><b>RECEIPT NO.</b> RENEWAL 3579001</p>
--	---

<p><b>OWNER</b> BCC ENGINEERING LLC C/O JOSE A MUNOZ</p> <p>Employee(s)    1</p>	<p><b>SEC. TYPE OF BUSINESS</b> 212 P.A./CORP/PARTNERSHIP/FIRM EB7184</p>	<p><b>PAYMENT RECEIVED BY TAX COLLECTOR</b> \$75.00 08/28/2020 FPPU03-20-013114</p>
--	---	---

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.

For more information, visit [www.miamidade.gov/taxcollector](http://www.miamidade.gov/taxcollector)



## Licenses & Certifications - BCC Engineering, LLC

BCC Engineering, LLC  
PE Lic. No.: 7184

The screenshot displays the Florida Department of Business and Professional Regulation (DBPR) Online Services interface. The page is titled "DBPR ONLINE SERVICES" and includes a "Home" link. A navigation menu on the left lists options such as "Search for a Licensee", "Apply for a License", and "View Application Status". The main content area is divided into several sections:

- Licensee Details**
  - Licensee Information**

Name:	BCC ENGINEERING, LLC (Primary Name)
Main Address:	6401 SW 87TH AVENUE SUITE 200 MIAMI Florida 33173
County:	DADE
License Mailing:	
License Location:	
- License Information**

License Type:	Registry
Rank:	Registry
License Number:	7184
Status:	Current
Licensure Date:	04/28/1995
Expires:	
- Special Qualifications**

Qualification Effective
-------------------------
- Alternate Names**

--

At the bottom of the page, there are links for "View Related License Information" and "View License Complaint".



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## WATER RESOURCES ENGINEERING

REF. #: 2021-08WW





BCC's corporate headquarters are in Miami-Dade County. In addition to our Miami office, we maintain offices in Broward County; Orlando; Tampa; Puerto Rico; Dallas, TX; and Atlanta, GA. Our offices are equipped with tools to allow staff to collaborate across offices. Our video conferencing capabilities allow us to host monthly company-wide meetings which are attended by several hundred employees. This capability will allow us to host virtual meetings of any size during the COVID-19 pandemic. In Miami we have a television studio that is used for in-house production. On staff we also have two certified drone operators who are licensed by the Federal Aviation Administration. We use this capability to monitor our projects and their progress and to provide data to our clients.

## FACILITIES

BCC's facilities highlighted below are particularly well-suited to deliver this contract. BCC's Miami office is optimally located to respond to Village assignments or any issues concerning projects located within the Village limits. The office also has a complete graphics department capable of producing any form of media, from roll plots/aerials to public involvement support (Project Fact Sheets, PowerPoint) to proposals. Several meeting rooms, each with a combined capacity of 40+, are available for Team meetings. Meeting rooms have video conference and laptop hook up capability to facilitate communication, collaboration and the distribution of information. Multiple flat screens are extremely useful when multi-tasking between video conference, network/design documentation, reference information, and Internet (aerials, etc.).



## RESOURCES & TECHNOLOGY

In response to the COVID-19 virus, BCC Engineering and members of our team have developed alternate working arrangements that have allowed us to seamlessly deliver services to our clients. Using various technology, we have continued to operate at the same level prior to the spread of the novel corona virus. Our team members are equipped with software to facilitate face to face and virtual meetings. We have deployed file management systems like SharePoint and Project Wise to manage project files across multiple offices and individuals who may not be co-located. To facilitate team interactions.

BCC staff hold daily meetings discuss the status of all active projects and planned work activities. Each of our employees have access to a standard suite of software including the following:

- Microsoft Office – Word, Access, Excel, PowerPoint, SharePoint, One Drive, and One Note
- AutoCAD Civil 3D,
- Auto Storm and Sanitary Analysis
- Adobe
- Zoom
- Microsoft Teams, and
- Project Wise
- Some of our divisions including structures utilize discipline specific software to complete calculations. Within the Civil division, we utilize Arc GIS and various modeling software to analyze collection and distribution systems. We also utilize various 1D, 2D, and 3D hydrologic, hydraulic and water quality models including ICPR, v4, XP-SWMM, HEC-RAS 1D/2D, and BMPTRAINS for stormwater analyses.



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## WATER RESOURCES ENGINEERING

REF. #: 2021-08WW





**PRINCIPAL-IN-CHARGE/  
CONTRACT MANAGER**

Victor H. Herrera, PE



**PROJECT MANAGER**

Alex Vazquez, PE, CFM



**QUALITY CONTROL**

Wilfredo Rodriguez, PhD



**STORMWATER SYSTEM  
DESIGN**

Alexander George, PE  
 Armando Rodriguez  
 Carlos Formos, EI  
 Misael Ramirez



**STORMWATER  
MODELING**

Sebastian Honigfort, PE,  
 ENV SP  
 Viviana Villamizar  
 Tatiana Vargas, EI

**PUBLIC & COUNCIL  
MEETING PRESENTATION**

Alex Vazquez, PE, CFM  
 Joanne Prince, PE, ENV SP  
 Sebastian Honigfort, PE, ENV SP

**NPDES PERMITTING**

Alex Vazquez, PE, CFM  
 Armando Rodriguez  
 Mohammad Islam, EI



**COMMUNITY RATING SYSTEM**

Tatiana Vargas Castilla, EI  
 Sebastian Honigfort, PE, ENV SP



**DESIGN CRITERIA**

Joanne Prince, PE, ENV SP  
 Jairo A. Rodriguez, PE  
 Sebastian Honigfort, PE, ENV SP

**Key Personnel Relevant Experience**

	Alex Vazquez, PE, CFM	Alex George, PE	Sebastian Honigfort, PE, ENV SP	Tatiana Vargas Castilla, EI	Joanne Prince, PE, ENV SP
SWMP 2019 Update, Doral, FL	✓		✓	✓	
Installation of 48-inch Diameter Transmission Main for Area "N", Miami, FL	✓				✓
264/268 SW 268/264 Street Connector (E06-PW-06), Miami, FL	✓		✓	✓	✓
North Bay village Pump station, North Bay Village, FL	✓		✓	✓	✓
City of Lauderhill Stormwater Management and Flood Protection Master Plan, Lauderhill FL	✓		✓	✓	
NW 102nd Avenue Improvements, Doral, FL	✓				✓



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## WATER RESOURCES ENGINEERING

REF. #: 2021-08WW





## Victor H. Herrera, PE

### Contract Manager

#### Years Experience:

17 years

#### Education:

BS in Civil Engineering,  
Florida State University

#### Registration:

Professional Engineer  
Florida No. 71164  
Alabama No. 30849

Pipeline Assessment  
Professional (PACP),  
Florida No. 06-16991

Victor Herrera brings 17 years of experience in the design and implementation of engineering projects. He has strong project experience working with municipalities and leading complex projects. Mr. Herrera has specialized professional competence in parking lots, grading, earthwork, and drainage design, as well as experience in plans processing for permit approval, water and sewer design, geotechnical investigation evaluation, and interpretation of soil borings and recommendations.

Victor is a Senior Vice President with BCC and serves as the Civil Operations Manager for the firm. He is responsible for management, profitability, and direction of the firms staff, establishing and monitoring procedures and processes, adherence to corporate and company policies, project contractual terms and quality control procedures. Victor frequently serves as a Project Principal or Project Director for large or significant projects and is responsible for making sure that BCC is providing the appropriate technical resources to assure delivery of quality service and products to our clients on time and within budget.

#### Relevant Experience:

**North Bay Village Contract for General Professional Engineering and Architectural Services, Village of North Bay, FL, Reference: Marlon Lobban, (305) 756-7171 Ext.66, [mlobban@nbvillage.com](mailto:mlobban@nbvillage.com)** - The project involves several task work orders. The scope of services include, but are not limited to, providing general engineering and architectural services to provide planning, reviews, assessments, reports, studies, design, project permitting, renderings, schedules, cost estimates, construction specifications, project management, construction inspection and construction management for projects such as marine construction, roadway, transportation/traffic signalization, traffic calming, drainage, water, sanitary sewer, site plan, architectural planning and design (incl. Structural, mechanical, electrical and plumbing), sustainability, environmental and landscaping. **Project Role: Principal.**

**Stormwater Work Program, Miami, FL, Reference: Elyrosa Estevez, PE, CFM, 305-416-1200, [EEstevez@ci.miami.fl.us](mailto:EEstevez@ci.miami.fl.us)** - Mr. Herrera guided the effort of developing a stormwater work program to address over one hundred existing stormwater structures that were not in compliance with local regulatory criteria. Recommendations were based on engineering feasibility, schedule, and estimates of probable construction costs as well as stormwater requirements of the structure. Elements of the work included utilization of existing data provided by the City, site visits to each structure, developing alternatives that are permissible with the Florida Department of Environmental Protection (FDEP) Underground Injection Control Program and Miami Dade County Department of Environmental Resources Management (DERM), preparing preliminary construction documents and specifications, and compiling a thorough report to be used as a design criteria package for a design/build request for proposal (RFP). **Project Role: Project Manager and Owner's Representative.**



Victor H. Herrera, PE (Page 2)

**Flagler Street Downtown Beautification - Civil Engineering Services for Roadway, Parking, and Pedestrian Accommodations, Miami, FL, Reference: Bob Beaty, PE, (954-931-6581)/ BobB@Lanzo.org, Hector Badia, (305) 416-1236, HBadia@miamigov.com** - The project involves full roadway reconstruction, sidewalk widening, provision of valet parking system, reconfiguration of on-street parking and coordination with the landscape architect to propose trees in a corridor saturated by underground utilities designed and permitted for relocation. The purpose for this project is to make Flagler Street a more pedestrian-friendly roadway where the street can be closed for events creating a street plaza environment. In addition, several traffic calming measures were introduced including narrowing the travel lanes, decorative high-visibility pedestrian cross walks, and decorative street furniture. The project also included the provision of new hardscape patterns, street lighting design and the re-design of the drainage system to provide a 100-year service life operation. In addition, this project includes extensive utility coordination, new design of the water distribution line and two sanitary sewer gravity lines. Extensive coordination with permitting authorities, Miami-Parking Authority, and Miami Downtown Development Agency (DDA). Project Role: Senior Project Manager.

**Design-Build Services for the Installation of a 48-inch Diameter Transmission Main for "Area N" Package IV-A, Miami, FL, Reference: Alex Retamar, (786) 552-4405, Alex.Retamar@miamidade.gov** - Design-Build services for the installation of approximately 8,800 linear feet of 48-inch diameter P.C.C.P. transmission water main along SW 117th Avenue to connect the County's new 36-inch diameter water transmission main project at SW 152nd Street and SW 127th Avenue. The purpose is to enhance Miami-Dade WASD's water service reliability and address water pressure deficiencies in the County's southern service area. BCC's scope of work included plan-profile design of the 48-inch diameter water main, permitting through various agencies to allow construction, and coordination between WASD, the contractor, and various sub-consultants. Project Role: Principal

**Installation of 12-inch DIP Water Main & Service Reconnection in SW 268 ST from West of SW 139 Ave to East of SW 123 PL, Homestead, FL, Reference: Jose A. Diaz, (786) 552-4383, jose.diaz@miamidade.gov** - The project consists of approximately 7,000 linear feet of new 4-inch to 12-inch water main installation to replace existing cast iron and asbestos pipes, service connections, fire hydrant removal and replacement, trench restoration, pavement restoration and pavement markings. Extensive design, coordination between MDWASD and Miami-Dade County Public Works Department, permitting, bidding and construction services for water main installation. Project Role: Contract Manager

**Upgrade Sewage Pump Station 1002, Homestead, FL, Reference: Tania Fernandez, (305) 592-7283, tfernandez@apcte.com** - Design, permitting, bidding and construction services to upgrade sewage PS 1002 with rehabilitation to existing wet well, two new 34 HP submersible pumps, new valve vault, new electric control panel and electrical equipment, new generator and fuel tank, 6-inch and 8-inch pipes and fittings, fencing and site restoration. The project, located on a small easement, requires close coordination with utility providers due to overhead utilities that cannot be powered down. Upon completion of design, BCC will be responsible for the review of shop drawings, proposed substitutions, reviewing contractor's pay requests, change order analysis, and claims assistance (if any). Project Role: QA/QC.

**Biscayne Landing, City of North Miami, FL, Reference: Darryl Lee, PE, (561) 504-0909, dlee@turnberry.com** - Mr. Herrera lead a team of 18 professionals in the design and permitting for 4,300-linear feet of a new 4-lane spine road on top of an existing landfill. Utility improvements included the design and permitting of a 16-inch sanitary sewer force main and the looping of a 12-inch water main. This site, entailing 184-acres, will ultimately be a mixed-use development consisting of commercial/retail, high rise towers, and other amenity features. Due to the history of the site (old landfill) the design approach required a collaborative effort between design engineers, solid waste specialists, and geotechnical consultants. Project Role: Project Manager/Client Service Manager.



## Alex Vazquez, PE, CFM

### Project Manager

**Years Experience:**

36 years

**Education:**

BS in Civil Engineering,  
University of Florida

**Registration:**

Professional Engineer  
Florida No. 42108

**Certifications:**

Certified Floodplain  
Manager (CFM)

No. US-16-09342

Advanced Work Zone  
Traffic Controls FDOT  
Plans/Specifications  
Preparation

ICPR User Training V3 &  
V4

XP-SWMM User Training  
MIKE

HEC-RAS User Training

MIKE 11 User Training

Alex Vazquez has over 36 years of professional engineering consulting and construction management experience. Mr. Vazquez’s experience encompasses a wide-range of project types including, but not limited to: drainage infrastructure and stormwater management systems analysis, design and permitting; hydrologic, hydraulic and water quality modeling with a wide-variety of water resources numerical models; stormwater management master plan development; watershed studies; sea-level rise studies; flooding assessment/mitigation studies; industrial and commercial site development; design of water/wastewater collection and distribution systems, environmental permitting; construction management; and application of GIS technologies to civil, environmental and water resources engineering projects. Mr. Vazquez has also served as an expert witness on numerous flooding and flood protection level of service litigation cases.

**Relevant Experience:**

**Stormwater Improvements Design for Years 2 and 3, Doral, FL, Carlos Arroyo, (305) 593-6740, carlos.arroyo@cityofdoral.com** - Mr. Vazquez was Project Manager for this project performing drainage analysis, detailed design, and permitting for multiple sites within the City of Doral with existing flooding issues as outlined in the City’s Stormwater Management Master Plan. As part of this contract, Mr. Vazquez analyzed the existing drainage conditions and designed individualized drainage improvements for each site utilizing existing drainage systems with additional French drains. Drainage improvements were made under the maintenance work. Each project entailed prepared plans and specifications for bidding purposes. Mr. Vazquez also supported during the bidding phase and provided post-design services, including periodic site visits, approving payment requisitions, and project close-out services. Project Role: Project Manager, QA/QC.

**Collins Ave. Drainage Pump Station Design, City of Miami Beach, FL, Mario Dominguez, PE, (305) 470-5486, Mario.Dominguez@dot.state.fl.us** - Mr. Vazquez was the Project Manager and was responsible for the stormwater pump station design at Collins Avenue and 23rd Street. The project included the design of the stormwater pump station (pgm) with two (2) 5,200 gallon per minute submersible pumps. The pump station is connected to a retrofitted existing outfall with direct discharge into Indian Creek. A pollution control structure, to provide water quality volume, was provided downstream of the pump station. The design also included incorporating sluice gates at the three water control structures to allow the flexibility of providing emergency bypass in the event that the pumps or power failed during a major storm event. Project Role: Project Manager.

**Stormwater Management Master Plan Development and Sea Level Rise Assessment, Village of Pinecrest, FL, Reference: David Mendez, (305) 669-6916, dmendez@pinecrest-fl.gov** - Mr. Vazquez was the Project Manager and Engineer of



*Alex Vazquez, PE, CFM (Page 2)*

Record of the Village of Pinecrest Stormwater Master Plan development. The Village is a suburban area in Miami-Dade County (County), Florida. Incorporated in 1996, the Village of Pinecrest has a population of over 18,000 (based on the 2010 Census) and has a total area of 7.53 square miles. The Village limits lie within the C-2 and C-100 Basins. The Village did not have a previous Stormwater Master Plan, a complete hydraulic and hydrologic stormwater model of its primary stormwater management systems, or an associated capital improvement plan for stormwater management related projects. *Project Role: Project Manager and Engineer of Record.*

**National Pollutant Discharge Elimination System (NPDES) Program, Monroe County, FL, Reference: Mario Dominguez, PE, (305) 470-5486, Mario.Dominguez@dot.state.fl.us** - Mr. Vazquez was the Project Manager on this project which entailed developing and implementing a Phase II National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4), a 5-year program for the State roads within the City of Key West and Marathon in Monroe County. This continuing contract included assisting District 6 in negotiating the permit conditions with the Florida Department of Environmental Protection (FDEP) and preparing the Notice of Intent (NOI) documents on behalf of District 6. NPDES activities consisted of developing a system-wide NPDES MS4 program for the State roadways within Key West and Marathon's limits. *Project Role: Project Manager.*

**Shorecrest Drainage and Sea Level Rise Study - Phase I, Miami, FL, Reference: Keith Ng, CFM, (305) 416-1298, keithng@miamigov.com** - Mr. Vazquez was the Project Manager and Engineer of Record for performing a pilot drainage feasibility study within one of the most critically impacted areas of Shore Crest, which is located at the northeast end of the City. As part of this drainage feasibility study, the existing condition impacts due to sea-level rise (King Tide events) and groundwater rise with and without rainfall events were evaluated, and planning-level short-term and mid-range solutions were identified and evaluated to determine the most cost-effective and resilient solutions to be considered by the City to address the future

projected sea level and groundwater rise. To establish the current and future flood protection level of service and to evaluate the performance of conceptual stormwater improvement projects, an integrated 1D/2D hydrologic/hydraulic model was developed using the ICPR V4 model. The required capital improvements for the Mid-Range (2050) Planning Horizon include increasing stormwater pipe sizes, expanding stormwater pipe infrastructure reach, adding a stormwater pump station, raising road elevations to a minimum 3.5 feet relative to the North American Datum of 1988 (ft-NAVD), adding backflow preventers for select existing outfalls, grouted select existing outfalls and a raised the seawall to a minimum 3.78 ft-NAVD (the predicted King tide of 2050). *Project Role: Project Manager, Engineer-of-Record.*

**SR 5/MM 74-75 Sea Oats Beach Shoreline Protection Feasibility Report; Islamorada, FL, Mario Dominguez, PE, (305) 470-5486, Mario.Dominguez@dot.state.fl.us** - Mr. Vazquez was the Project Manager for performing a feasibility investigation and report for SR 5/MM 74-75 Sea Oats Beach Shoreline Protection to address the erosion caused by Hurricane Irma. Prior to the start of work, Mr. Vazquez obtained available as-built plans and all available wave data. Mr. Vazquez performed a half-day site visit to validate the available data. Based on the collected information, Mr. Vazquez performed a feasibility analysis of the SR 5/MM 74-75 Sea Oats Beach Shoreline Protection, analyze two (2) alternatives, and presented the findings to the FDOT during a review meeting and submittal of Final Feasibility Report. The selected alternative is currently under design by FDOT in-house staff. *Project Role: Project Manager.*



## Wilfredo Rodriguez, PhD

### Quality Control

#### Years Experience:

37 years

#### Education:

Ph.D. Hydraulic  
Engineering Institute of  
Hydraulic Engineering  
Moscow

BS, MS in Hydraulic  
Engineering,  
Institute of Hydraulic  
Engineering

Mr. Rodriguez has 34 years of experience mainly in the area of transportation with emphasis in stormwater modeling, drainage design, permitting, stormwater management, and roadway design. Many of his projects have been for public agencies such as the Florida Department of Transportation, Miami-Dade County Public Works, Miami Expressway Authority and other cities and municipalities, as well as for private sector clients. Prior to coming to USA, Mr. Rodriguez had eleven years of experience working in a wide range of projects including stormwater management master plan development; water resource studies; hydrology, hydraulics, stormwater quality modeling, stormwater infrastructure analysis and design, drainage and salinity quality modeling for several Cuban governmental agencies. He has extensive modeling experience using one and two-dimensional hydrology/hydraulic analysis modeling, developed by Moscow Hydraulics Institute of Land Reclamation, program "HYDRO" and mathematical modeling in hydraulic management of soil and land reclamation.

As a Senior Designer his responsibilities have included the execution of roadway design, plans preparation, drainage design, stormwater runoff permitting, preliminary engineering studies, pavement design, utilities coordination, maintenance of traffic, roadway lighting design, signing and pavement marking, traffic signalization and traffic planning. He also worked in various capacities on drainage problems for various Cuban governmental agencies. During that time, he wrote several articles published in scientific journals, pertaining to improving drainage and soils in agricultural systems.

#### Relevant Experience:

**SR 826/I-75 Express Lanes Project – Design-Build, Miami-Dade County, FL** - Project includes 13 miles of Express Lanes to be constructed along the SR 826 (Palmetto Expressway) and three miles on I-75 (SR 93). On SR 826, one to two express lanes in each direction will be provided. On I-75, one express lane will be provided in each direction from SR 826 and to NW 170th Street (2.0 miles south of the Miami-Dade/Broward County Line). The improvements consist of widening both SR 826 and I-75 and an elevated structure connecting the Express Lanes on SR 826 to the Express Lanes on I-75. This project includes new drainage, lighting, Intelligent Transportation Systems (ITS), signage, and landscape. Project Role: Senior Drainage Designer.

**SR 821 (HEFT) Widening from South of SW 104th Street (Killian Parkway) to North of SW 72nd Street (Sunset Drive) Design Build, Miami-Dade County, FL** - The project includes the milling, resurfacing, and widening of SR 821/HEFT, which accommodates the future needs for capacity, operational and safety improvements. The project also includes the resurfacing, restoration, and rehabilitation of Sunset Drive, as well as interchange improvements at Kendall Drive. Project Role: Drainage Engineer.



## J. Alexander George, PE

### Stormwater Drainage Engineer

#### Years Experience:

27 years

#### Education:

MBA,  
Loyola University  
(Baltimore, MD) - Beta  
Sigma Gama Honor  
Society

BS in Civil Engineering,  
Bucknell University,  
Lewisburg, PA

#### Registration:

Professional Engineer  
Florida No. 59006

#### Certifications:

Long Range Estimates  
Training, FDOT  
Specifications Training,  
FDOT  
Bridge Scour Practices,  
FDOT/FICE  
HEC-RAS Training, ASCE

Mr. George has over 27 years of drainage and project management experience on public sector transportation and water resources projects. He has served as Senior Drainage Engineer for major and minor projects for Florida Department of Transportation (FDOT) Districts 2, 3, 4, 5, 6, 7 and Florida's Turnpike Enterprise.

Mr. George is skilled in hydrologic and hydraulic modeling; design of stormwater management facilities for limited access, major and minor roadways; design of open channel and closed storm drain systems; Pond Siting Reports; Bridge Hydraulic Reports; scour protection systems; erosion control/Stormwater Pollution Prevention Plans (SWPPP) and water quality improvements to address TMDL requirements in impaired waterbodies.

Mr. George has successfully permitted projects with the US Army Corps of Engineers (ACOE), Florida Department of Environmental Protection (FDEP), St. Johns River Water Management District (SRWMD), Suwannee River Water Management District (SRWMD), Southwest Florida Water Management District (SWFWMD), South Florida Water Management District (SFWMD) and Northwest Florida Water Management District (NFWWMD), and is proficient in the latest FDOT-approved drainage design software.

#### Relevant Experience:

**SR 821 (HEFT) Widening from SW 288th Street (Biscayne Drive) to SW 216th Street (Hainlin Mill Road) – Design-Build, Miami-Dade County, FL** - Final design and preparation of construction plans related to the widening of SR 821 from four lanes to six lanes and in the interim condition, providing two General Purpose Lanes and one Express Lane in each direction. This project also included the design of two inside bridge widenings, 5.1 miles of noise walls, wet and dry detention pond and swales, permitting, safety upgrades (guardrail and pier protection), milling and resurfacing, reconstruction of a toll gantry, traffic control and detours, utility coordination, signing and marking, Intelligent Transportation System (ITS), and lighting. Project Role: Senior Drainage Engineer/Drainage EOR.

**SR 821 (HEFT) Widening North of SW 184th Street (Eureka Drive) to South of SW 104th Street/SR 990 (Killian Parkway) Design-Build, Miami-Dade County, FL** - The project included the design, widening, and reconstruction of SR 821/HEFT, which accommodates the future needs for capacity, operational and safety improvements. Capacity will be provided via the addition of one General Purpose Lane and one Express Lane in each direction through the limits of the project. Reconstruction of the HEFT/SR 874 interchange will modify the northbound configuration of the interchange in order to provide lane continuity for HEFT lanes on the left and SR 874 exiting traffic to the right. Project Role: Senior Drainage Engineer/Drainage EOR for hydraulic modeling of eight bridges using HEC-RAS, scour analysis and preparation of a Bridge Hydraulics Report.



## Sebastian Honigfort, PE, ENV SP Stormwater Modeling Engineer

**Years Experience:**

7 years

**Education:**

MS in Civil Engineering,  
University of South Florida

BS in Environmental  
Engineering,  
Florida Gulf Coast  
University

BS in Civil Engineering,  
Florida Gulf Coast  
University

**Registration:**

Professional Engineer  
Florida No. 88596

**Certifications:**

Envision Sustainability  
Professional

Mr. Honigfort serves as a Project Engineer with experience in Water Resource Engineering, Drainage Design, Geographic Information System (GIS) and Surveying. He supports land development and municipal projects with site design, civil engineering, and drainage analyses. His experience also includes permitting with local government agencies, water management districts, Florida Department of Transportation and Florida Department of Environmental Protection.

Design experience has involved various aspects of infrastructure projects from roadway improvements, to utilities coordination and design, stormwater management facilities, stream stabilization, and site development. Construction experience includes review of shop drawings, cut sheets, site investigations and land surveying.

**Relevant Experience:**

**Groundwater Model Development for Grand Oaks Community, St. Augustine, FL** - Developed 762-acre 2D ICPRv4 drainage model to evaluate groundwater interflow connectivity between proposed stormwater ponds and existing wetlands. Converted existing 1D H&H model to ICPRv4 and added 2D groundwater mechanism. Reduced size of model domain and revised model from single storm event to continuous simulation. Developed pre- and post-development scenarios to assess impact to existing wetland systems. Processed model results using GIS and developed schematics to assist interpretation of results. Composed technical memorandum outlining model modifications, summarizing findings/considerations and identifying areas of concern. *Project Role: Lead Drainage Engineer.*

**Childs Park, 8th Ave S & Vicinity Storm Drainage Improvements, St. Petersburg, FL** - Developed 686-acre SWMM5.1 H&H model to evaluate drainage improvements in the northwest region of the Basin E watershed. Composed stormwater management report, prepared environmental resource permit (ERP) documents, designed storm sewer improvements and organized utility coordination efforts. Managed and reviewed the development of construction plans. *Project Role: Project/Drainage Engineer.*

**Sullivan Ranch Flooding Investigation and Recommendations, Mount Dora, FL** - Conducted flooding investigation/engineering evaluation to identify the cause of stormwater management deficiencies observed within the Sullivan Ranch subdivision and to provide recommendations for potential corrective measures. Developed 360-acre ICPRv4 1D/2D H&H model to assess existing drainage conditions, examine adequacy of original development effort, and to identify the cause of reoccurring drainage problems for ten (10) areas within the neighborhood. Drafted technical memorandum to summarize findings, conclusions and recommendations. Developed conceptual schematics and construction cost estimates for remediation design. *Project Role: Lead Drainage Engineer*



## Tatiana Vargas Castilla, EI

### Water Resources Engineering Designer

#### Years Experience:

6 years

#### Education:

MS in Civil Engineering,  
University of Oklahoma

BS in Civil Engineering,  
Universidad de Los Andes  
Bogota, Colombia

BS in Environmental  
Engineering,  
Universidad de Los Andes  
Bogota, Colombia

#### Registration:

Engineer Intern  
Florida No. 1100021911

Ms. Vargas has 6 years of Water Resources experience. Her experience includes planning, design, and hydraulic and hydrological modeling of complex systems. Her modeling experience include 1D and 2D models which account for sea level rise and specific South Florida parameters. Her broad modeling and design experience extends to water distribution systems and combined and sewer collection systems, including pump station design, forcemain design, and process design of water and wastewater treatment plants. In addition to her technical abilities, Ms. Vargas has an excellent track record as a Project Manager and Project Leader of small to medium projects.

#### Relevant Experience:

**City of Hialeah Gardens Sewer Model Update, Hialeah Gardens, FL** - Sewer Model update of the City of Hialeah Gardens sewer collection system using XPSWMM. This project included data collection, demand and population projection, pattern creation, field monitoring activities, model update, master plan and design recommendations for capital improvement projects. *Project Role: Project Designer.*

**Hydraulic Model Network Update for the Miami-Dade Sewer Collection System, Miami-Dade County, FL** - Supported the Model Update for the Miami-Dade Sewer Collection system using Infoworks ICM. Reviewed As-Built drawings and ArcGIS information in order to update the model. Hydraulic and Hydrologic modeling of present and future conditions in the system in order to improve, optimize and propose capital improvement projects in the system. *Project Role: Project Designer.*

**Integrated Master Plan Update for the Town of Davie, Davie, FL** - Responsible to convert the existing Town of Davie Water and Wastewater models from WaterGEMS and SewerGEMS into InfoWater and InfoSWMM formats, respectively. Updated the Water and Wastewater models based on GIS and as-built drawings information. Reviewed the projected Dry Weather Wastewater Flows (DWF) for the wastewater model. Supported field testing to calibrate each model. Conducted the first run and calibration of the wastewater model. *Project Role: Assistant Professional.*

**Collier County Wastewater Model Update, Collier County, FL** - Responsible to convert the existing Collier County Wastewater model from SewerGEMS to InfoSWMM, updated the wastewater model based on GIS and as-built drawings information. Started the calibration of the model. *Project Role: Assistant Professional.*

**North Miami Beach Force Main Replacement at the effluent of Sunshine Pump Station No. 1, Miami, FL** - Design for the replacement of a 6" force main in ductile iron pipe. Conducted site visits to trace the alignment, reviewed geotechnical information, reviewed codes and standards for the design, created drawing, technical specifications and construction recommendations. *Project Role: Project Designer.*



## Joanne Prince, PE, ENV SP

### Senior Civil Engineer

#### Years Experience:

26 years

#### Education:

BS in Civil Engineering,  
Northwestern University

#### Registration:

Professional Engineer  
Florida No. 53880

#### Certifications:

Envision Sustainability  
Professional

Ms. Prince has over 26 years of management and engineering experience in the fields of water resources, interstate pipelines, ports and maritime facilities, and solid waste management. She has served in various roles including business line manager, department manager, client service manager, project manager and project engineer. Her experience includes engineering design, feasibility studies, financial analyses, asset management, program management, and quality assurance.

#### Relevant Experience:

**City of Doral – No-Name Storm Stormwater Improvements, Doral, FL** - Investigated areas throughout the City that were prone to flooding following heavy rain fall events. Gathered survey and geotechnical data to prepare calculations and prepare schematic designs for exfiltration trenches, paving, grading, curb and gutter as needed. Prepared schematic designs, and cost estimates to be used by the City to procure a contractor for final pricing and construction of the improvements. *Project Role: Project Engineer.*

**City of West Palm Beach Program Management and Water Master Plan, West Palm Beach, FL** - Prestressed concrete pipe assessment and rehabilitation and meter vault replacement. The first involved assessing PCCP failures in pipelines less than 36-inches and developing recommended rehabilitation methods for several types of failures based on their size and location. Assisted the City with selection of a magnetic meter and design of a vault to replace an existing venturi meter and vault enclosure. The new meter will provide more accurate flow data and the larger vault will improve safety, staff access to the meter as well as calibration and testing due to the new pipe configuration within the vault enclosure. *Project Role: Project Engineer.*

**Ocean Outfall Legislation Program, Miami-Dade County, FL** - Worked with design managers and the program quality manager to map the existing quality process, brainstorm ideas for improvement and prepare a revised protocol to provide greater transparency and accountability to all program stakeholders. The revised design review procedure was incorporated into the Program Management Project Execution Plan document. *Project Role: Quality Assurance.*

**National Park Service (NPS): Cape Sable Dam Assessment Study, Everglades National Park, Homestead, FL** - Prepared feasibility study including alternatives to repair damage caused by erosion at two dams constructed along two waterways. The alternatives development included preliminary engineering plans, as well as cost estimates and identification of construction issues. The work sites are very remote and delivery methods including air drops were assessed. As a result of this initial study, the National Park Services obtained ARRA funding to successfully replace the old dams with new and improved facilities for visitors to the park. *Project Role: Project Engineer.*

## Question Set 1: Qualifications

### Question Set 1 Instructions

Please use the Response column for short answers to the question asked and the Comment column to provide additional clarification if necessary. Some questions have been set to not allow a comment. Those questions will be marked red beside the comment indicating a comment is not allowed. For questions that require long answers, please choose the "See Comment" option and include the longer answer in the Comment field.

#	Question	Response	Comment
<b>Contact Information</b>			
1.1.1	What is the name of the individual submitting this Proposal on behalf of your firm?	Victor Herrera, PE	?
1.1.2	What is this person's title?	Senior Vice President	TRUE
1.1.3	Please provide a contact telephone number:	(305) 670-2350	TRUE
1.1.4	Please provide a contact email address:	vherrera@bcceng.com	TRUE
<b>Company Profile</b>			
1.2.1	How many years has your company been in business under its current name and ownership?	27 years	?
1.2.2	How many years has your company provided services consistent with those requested in this RFQ?	?	TRUE
1.2.3	What is your company's primary business?	Professional Engineering and Design Services	TRUE
1.2.4	Type of Company:	Limited Liability Company	The comment must be left blank for this response
1.2.5	Federal Employer Identification Number (FEIN):	65-0540100	TRUE
1.2.6	Date registered to conduct business in Florida:	3/15/1994	TRUE
1.2.7	Primary Office Location:	Miami	TRUE
1.2.8	Local Office Location (If same as primary, please indicate so):	Miami	TRUE
1.2.9	Will all goods/services be provided out of the local office location? If not, then indicate what other office services will be provided from.	Yes	The comment must be left blank for this response
1.2.10	Total Number of Employees:	299	TRUE
<b>Ownership</b>			
1.3.1	Identify all owners or partners of the company (Provide Name, Title, and Percent Ownership):	See Comment	Trivest Partners LP, Owners, 67.9% - Palmetto 5 Holdings, Owners, 20.0% - Employees, 12.0%
1.3.2	Is any identified owner an owner of another company? (If yes, identify the name of the owner and the other company name, and the ownership interest)	Yes	All of the above owners are owners of New Millennium Engineering, Inc., Lakes Engineering, Inc. and New Millennium Design Services, Inc.
<b>Signing Authority</b>			
?			

1.4.1	Identify all individuals authorized to sign on behalf of the company, indicating their level of signing authority: (Include name, title, and signing authority Ex. All, Cost up to \$ Amount, No-Cost, Other)	See Comment	Jorge Gross, Chairman, All - Jose A. Muñoz, President, All - Ariel Millan, Executive Vice President, All - Luis Rodriguez, Senior Vice President, All - Victor Herrera, Senior Vice President, All - Eugenio Ochoa, Vice President, All - Anthony Jorges, Vice President - Director of Roadway, Up to 500,000 - Alfred Luñigados, Vice President - Director of TEO, Up to 500,000 - Daniel J. Raymat, Vice President - Director of Structures, Up to 500,000.00 - David Tinder, Vice President, Up to 500,000.00 - William J. Garcia, Vice President, Up to 500,000.00	TRUE
<b>Contract Information</b>				?
1.5.1	Identify the five (5) most recent contracts in which your company has provided services to other public entities. Include the entity's name and a contact person.	See Comment	1) CEI Services for the multi-project Design Build construction project at multiple locations in Broward County, FDOT District 4 (CA924) - HDR, Jennifer Hunt, (813) 282-2300; 2) Doral Central Park CLOMAR - TWO 1 - City of Doral, Eugene Collings-Bonfill, PE (305) 593-6740 Ext. 6017; 3) NW 38th Av Improvements from NW 15th to NW 19th St CEI (PO #24935) - City of Lauderhill, Danyl Noel, (954) 730-3000; 4) CFX Lake Orange Connector - CFX, Glenn Glenn, PE (407) 690-5000; 5) City of Deltona Traffic Counts - City of Deltona, Ron Paradise, (386) 878-8100	TRUE
<b>Insurance</b>				?
1.6.1	Insurance Carrier Name:	Berkley Insurance Company (PLI)		TRUE
1.6.2	Insurance Carrier Address:	99 Pacific Street, Suite 555E Monterey, CA 93940		TRUE
1.6.3	Provide the number of insurance claims paid out in the last five years:	Confidential Information		TRUE
1.6.4	Provide the total value of insurance claims paid out in the last five years:	Confidential Information		TRUE
1.6.5	Provide insurance representative contact name, telephone, and email address:	Matias Ormaza (770) 220-7687 matias.ormaza@greyling.com		TRUE
1.6.6	Please provide employer modification rating ("EMR"). If no EMR, please explain:	Not Available		TRUE
<b>24 Questions</b>			<b>100.00% Complete</b>	

## Question Set 2: Client References

### Question Set 2 Instructions

"Respondent shall provide the information requested for its verifiable client references as required in the solicitation documents. Respondent may not use the same reference for more than one (1) project/contract and confidential references shall not be included.

References that are listed as subcontractors in the response will not be accepted as references under this solicitation. Entities having an affiliation with the Respondent (i.e. currently parent, subsidiary having common ownership, having common directors, officers or agents or sharing profits or liabilities) will not be accepted as references under this solicitation.

References should be available for contact during normal business hours, 9:00 AM – 5:00 PM, Eastern Time. The Village will attempt to contact each reference by telephone no less than three times. In the event the contact person indicated cannot be reached following three attempts or is unwilling to provide the requested information, the reference will be considered "unverified" for purposes of this RFP. It is the Proposer's responsibility to provide complete and accurate information for each reference, the Village will not correct incorrectly supplied information. No claim of lack of information or error will relieve Respondent of this responsibility.

The Village reserves the right to contact references other than those identified by the Respondent to obtain additional information regarding past performance. Any information obtained as a result of such contact may be used to determine whether or not the Respondent is a "responsible vendor", as defined in section 287.012(25), Florida Statutes, as may be amended from time to time."

#	Question	Response	Comment
<b>Client Reference 1</b>			
2.1.1	Name of Client Organization:	Miami-Dade County, FL	?
2.1.2	Contact Person Name:	Fernando Mardones	TRUE
2.1.3	Contact Person Title:	Project Manager	TRUE
2.1.4	Contact Department:	Trasnsportation and Public Works	TRUE
2.1.5	Contact Telephone:	(305) 375,4455	TRUE
2.1.6	Contact Email:	fnando@miamidadade.gov	TRUE
2.1.7	Contract Start Date:	2008	TRUE
2.1.8	Contract End Date:	2021	TRUE
2.1.9	Contract Value:	\$616,578	TRUE
2.1.10	Is the Contract still active?	No	TRUE
2.1.11	Scope of Work (Provide as much detail as possible):	See Comment	Project consisted of the improvements to SW 268th Street from a four-lane undivided section to a five-lane section from SW 139th Avenue to SW 119th Avenue with a two-way left turn lane and a four-lane divided section with a median separator from SW 122nd Avenue to SW 112th Avenue. The project included curb and gutter, sidewalk (in developed sections) and bicycle lanes throughout the project limits. BCC Engineering was responsible for the preparation of design plans, drainage reports, lighting, signing and pavement markings, signals, and permitting.
<b>Client Reference 2</b>			
2.2.1	Name of Client Organization:	City of Doral	?
2.2.2	Contact Person Name:	Eugene Collings-Bonfill, PE, PSM, PMP	TRUE
2.2.3	Contact Person Title:	Asst. Director of Public Works	TRUE

2.2.4	Contact Department:	Public Works	TRUE
2.2.5	Contact Telephone:	305-593-6740 ex 6017	TRUE
2.2.6	Contact Email:	<a href="mailto:Eugene.Collings@cityofdoral.com">Eugene.Collings@cityofdoral.com</a>	TRUE
2.2.7	Contract Start Date:	2015	TRUE
2.2.8	Contract End Date:	2019	TRUE
2.2.9	Contract Value:	\$139,840	TRUE
2.2.10	Is the Contract still active?	No	TRUE
2.2.11	Scope of Work (Provide as much detail as possible):	See Comment	TRUE
			?
<b>Client Reference 3</b>			
2.3.1	Name of Client Organization:	North Bay Village	TRUE
2.3.2	Contact Person Name:	Marlon Lobban	TRUE
2.3.3	Contact Person Title:	Public Works Director	TRUE
2.3.4	Contact Department:	Public Works	TRUE
2.3.5	Contact Telephone:	(305) 756-7171	TRUE
2.3.6	Contact Email:	<a href="mailto:mlobban@nbvillage.com">mlobban@nbvillage.com</a>	TRUE
2.3.7	Contract Start Date:	2019	TRUE
2.3.8	Contract End Date:	2021	TRUE
2.3.9	Contract Value:	\$124,908	TRUE
2.3.10	Is the Contract still active?	No	TRUE

The project encompasses the design of roadway improvements to NW 102nd Avenue from NW 66th Street to NW 74th Street. Currently NW 102nd Avenue within the project limits is a dirt road. The construction plans will provide a three-lane typical section with the 50 feet of currently available Right-of-Way. In order to construct the proposed improvements, Miami-Dade County will dedicate land from the adjacent parcels. Because the project is adjacent to the Miami-Dade Resources Recovery Facility landfill, an Environmental Site Assessment (ESA) was required.

2.3.11

Scope of Work (Provide as much detail as possible):

See Comment

BCC is providing design services for alleviating flooding conditions that have been observed within the south-east bounds of North Bay Island. The project involves the collection and review of pertaining survey information, GIS data, storm sewer record drawings, and drainage well completion reports to facilitate development of a two-dimensional (2D) ICPv4 hydrologic & hydraulic (H&H) model. The stormwater model covers an area of approximately 44-acres and will serve as the primary analysis tool to evaluate the existing stormwater management system. In turn, the model will be modified to incorporate and evaluate three design concepts to address the documented drainage deficiencies. The model development effort and results of the evaluation will be summarized in a Basis of Design Report (BODR) which will discuss the pre- and post-development drainage conditions while elaborating upon the benefits and disadvantages of each alternative. Moreover, the BODR will highlight considerations and design requirements for project implementation. Following the evaluation phase, BCC will develop 60%, 90% and 100% design documents for the construction of the proposed improvements. In addition, BCC will be coordinating necessary permitting efforts with applicable regulatory agencies, such as FDEP and D-RER, while managing any necessary

33 Questions

100.00% Complete

### Question Set 3: Dispute Disclosure

#### Question Set 3 Instructions

Answer the questions herein with a Yes or No answer. If you answer "Yes", to any of the questions, explain the context surrounding the dispute, the nature of the dispute, the outcome or status of the dispute, and the monetary amounts, delay, or contract extension involved in the comment. If additional explanation is necessary, please upload a separate document with your response under the DD Attachment option. You further acknowledge by submitting a response that all statements made in response to these questions 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 your response.

#	Question	Response	Comment
3.0.1	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?	No	
3.0.2	Has your firm, or any member of your firm, been declared in default, assessed liquidated damages, 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?	No	
3.0.3	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	BCC Engineering, LLC and its subsidiaries provide a wide array of professional services within various states and U.S. Territories, including engineering and consulting services. From time to time and in the ordinary course of business, the Company is subject to various claims, disputes or other legal proceedings typically filed against engineering professionals. All claims are covered by insurance and are not expected to have material adverse effect on the Company's financial statements or impair its ability to
3.0.4	Has your firm or any of its officers, been under investigation, charged, or convicted by any law enforcement agency or public entity for violations of the law, other than traffic violations?	No	
3.0.5	Has your firm, or any of its principals, failed to qualify as a responsible Proposer/Bidder on any solicitation in the past five (5) years?	No	
3.0.6	Has your firm, or any of its principals, declared bankruptcy or reorganized under Chapter 11?	No	
6 Questions		100.00% Complete	

The comment must be left blank for this response

The comment must be left blank for this response

TRUE

The comment must be left blank for this response

The comment must be left blank for this response

The comment must be left blank for this response

## Question Set 4: Key Staff

### Question Set 4 Instructions

Respondent shall answer the following questions for each proposed Key Staff member. Include as much relevant detail as possible for each individual. There are question sets for up to 10 Key Staff members. If your company does not intend on proposing 10 Key Staff members, please insert "N/A" into the Response column for question sets in excess of the team being proposed.

#	Question	Response	Comment	
<b>Contract Manager</b>				?
4.1.1	What is the name of the individual that will serve as the Contract Manager ("CM")?	Victor Herrera, PE		TRUE
4.1.2	What is the CM's job title?	Senior Vice President		TRUE
4.1.3	How many years of experience does the PM have?	16		TRUE
4.1.4	How many years of program/project management experience does the PM have?	13		TRUE
4.1.5	How many years has the PM been employed with your company?	3		TRUE
4.1.6	Please list any relevant licenses (including license number) and certifications the PM has:	Professional Engineer Florida No. 71164, 2010 Alabama No. 30849, 2009 Pipeline Assessment Professional (PACP), Florida 06-16991		TRUE
4.1.7	Does the CM have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	Contract Manger	TRUE
<b>Project Manager</b>				?
4.2.1	What is the name of the individual that will serve as the Program/Project Manager ("PM")?	Alex Vazquez, PE, CFM		TRUE
4.2.2	What is the PM's job title?	Water Resouces Director		TRUE
4.2.3	How many years of experience does the PM have?	36		TRUE
4.2.4	How many years of program/project management experience does the PM have?	25		TRUE
4.2.5	How many years has the PM been employed with your company?	1.5		TRUE
4.2.6	Please list any relevant licenses (including license number) and certifications the PM has:	PE No. 42108 CFM No. US-16-09342		TRUE
4.2.7	Does the PM have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	Mr. Vazquez is currently the project Manager for the City of Lauderhill Stormwater Master Plan update. The project will extend from February 2021 through November 2021. His commitment for this project will be approximately 10 hours per week, allowing 75% availability to work on project assignments associated with this project.	TRUE
<b>Key Staff Member 1</b>				?
4.3.1	Please provide this staff member's name:	Sebastian Honigford, PE, ENV SP		TRUE

4.3.2	Please provide this staff member's job title:	Civil Project Engineer	TRUE
4.3.3	What role will this staff member fill for this contract?	Lead Stormwater Modeling	TRUE
4.3.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes	The comment must be left blank for this response
4.3.5	How many years of experience does this staff member have?	7	TRUE
4.3.6	How many years has this staff member been with their current employer?	1	TRUE
4.3.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Professional Engineer Florida No. 88596 Envision Sustainability Professional	TRUE
4.3.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	No	The comment must be left blank for this response
<b>Key Staff Member 2</b>			?
4.4.1	Please provide this staff member's name:	Wilfredo Rodriguez, Phd	TRUE
4.4.2	Please provide this staff member's job title:	Senior Drainage Designer	TRUE
4.4.3	What role will this staff member fill for this contract?	QA/QC	TRUE
4.4.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes	The comment must be left blank for this response
4.4.5	How many years of experience does this staff member have?	37	TRUE
4.4.6	How many years has this staff member been with their current employer?	4	TRUE
4.4.7	Please list any relevant licenses (including license number) and certifications this staff member has:	N/A	TRUE
4.4.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	No	The comment must be left blank for this response
<b>Key Staff Member 3</b>			?
4.5.1	Please provide this staff member's name:	J. Alexander George, PE	TRUE
4.5.2	Please provide this staff member's job title:	Lead Drainage Engineer	TRUE
4.5.3	What role will this staff member fill for this contract?	Lead Stormwater System Design Engineer	TRUE
4.5.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes	The comment must be left blank for this response

4.5.5	How many years of experience does this staff member have?	27	TRUE
4.5.6	How many years has this staff member been with their current employer?	9	TRUE
4.5.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Professional Engineer Florida No. 59006	TRUE
4.5.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes  US 231 FROM US 98 TO PIPELINE RD., FDOT District 3, 4 hrs a week, contract ending in 2029; SR 30 (US 98) FROM SANTA ROSA CO. LINE TO E OF CODY AVE., FDOT District 3, 12 hrs a week, contract ending in Sep 2021; SR 714 FROM W OF CITRUS BLVD TO SW MARTIN DOWNS BLVD, FDOT District 4, 2 hrs a week, contract ending in May 2021; SR 50 FROM E. OF CR 757 TO E. OF SUMTER/LAKE CO. LINE, FDOT District 5, 2 hrs a week, contract ending in Aug 2021; HOWARD FRANKLAND BRIDGE REPLACEMENT, FDOT District 7, 4 hrs a week, contract ending in 2024; SR 516 - SEGMENT 2. CFX. 4 hrs a week, contract ending in July 2022	TRUE
<b>Key Staff Member 4</b>			?
4.6.1	Please provide this staff member's name:	Armando Rodriguez	TRUE
4.6.2	Please provide this staff member's job title:	Senior Drainage Designer	TRUE
4.6.3	What role will this staff member fill for this contract?	Stormwater System Engineering Designer	TRUE
4.6.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes	The comment must be left blank for this response
4.6.5	How many years of experience does this staff member have?	31	TRUE
4.6.6	How many years has this staff member been with their current employer?	15	TRUE
4.6.7	Please list any relevant licenses (including license number) and certifications this staff member has:	N/A	TRUE
4.6.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	No	The comment must be left blank for this response
<b>Key Staff Member 5</b>			?
4.7.1	Please provide this staff member's name:	Viviana Villamizar	TRUE
4.7.2	Please provide this staff member's job title:	Water Resources Engineering Designer	TRUE
4.7.3	What role will this staff member fill for this contract?	Stormwater Modeling	TRUE
4.7.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes	The comment must be left blank for this response
4.7.5	How many years of experience does this staff member have?	6	TRUE
4.7.6	How many years has this staff member been with their current employer?	2	TRUE

4.7.7	Please list any relevant licenses (including license number) and certifications this staff member has:	N/A		TRUE
4.7.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	City of Doral Stormwater Master Plan, City of Doral, 5 hr/week, March 2021 Stormwater Master Plan, City of Lauderhill, 8 hr/week, November 2021 I-95 / SW 10th Street Interchange, FDOT D4, 6 hr/week, TBD CLOMAR Park, City of Doral, 2 hr/week, March 2021 HEFT Permit Modification, Turnpike, 2 hr/week, March 2021	TRUE
<b>Key Staff Member 6</b>				?
4.8.1	Please provide this staff member's name:	Joanne Prince, PE, ENV SP		TRUE
4.8.2	Please provide this staff member's job title:	Civil Division Manager		TRUE
4.8.3	What role will this staff member fill for this contract?	Design Criteria Lead		TRUE
4.8.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes		The comment must be left blank for this response
4.8.5	How many years of experience does this staff member have?	26		TRUE
4.8.6	How many years has this staff member been with their current employer?	1		TRUE
4.8.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Professional Engineer Florida No. 53880 Envision Sustainability Professional		TRUE
4.8.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	Civil Division Manager	TRUE
<b>Key Staff Member 7</b>				?
4.9.1	Please provide this staff member's name:	N/A		TRUE
4.9.2	Please provide this staff member's job title:	N/A		TRUE
4.9.3	What role will this staff member fill for this contract?	N/A		TRUE
4.9.4	Is this staff member employed by your company? If not, please provide the name of the employer.	N/A		The comment must be left blank for this response
4.9.5	How many years of experience does this staff member have?	N/A		TRUE
4.9.6	How many years has this staff member been with their current employer?	N/A		TRUE
4.9.7	Please list any relevant licenses (including license number) and certifications this staff member has:	N/A		TRUE
4.9.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	N/A		The comment must be left blank for this response
<b>Key Staff Member 8</b>				?

4.10.1	Please provide this staff member's name:	N/A	TRUE
4.10.2	Please provide this staff member's job title:	N/A	TRUE
4.10.3	What role will this staff member fill for this contract?	N/A	TRUE
4.10.4	Is this staff member employed by your company? If not, please provide the name of the employer.	N/A	The comment must be left blank for this response
4.10.5	How many years of experience does this staff member have?	N/A	TRUE
4.10.6	How many years has this staff member been with their current employer?	N/A	TRUE
4.10.7	Please list any relevant licenses (including license number) and certifications this staff member has:	N/A	TRUE
4.10.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	N/A	The comment must be left blank for this response
<b>Key Staff Member 9</b>			?
4.11.1	Please provide this staff member's name:	N/A	TRUE
4.11.2	Please provide this staff member's job title:	N/A	TRUE
4.11.3	What role will this staff member fill for this contract?	N/A	TRUE
4.11.4	Is this staff member employed by your company? If not, please provide the name of the employer.	N/A	The comment must be left blank for this response
4.11.5	How many years of experience does this staff member have?	N/A	TRUE
4.11.6	How many years has this staff member been with their current employer?	N/A	TRUE
4.11.7	Please list any relevant licenses (including license number) and certifications this staff member has:	N/A	TRUE
4.11.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	N/A	The comment must be left blank for this response
<b>Key Staff Member 10</b>			?
4.12.1	Please provide this staff member's name:	N/A	TRUE
4.12.2	Please provide this staff member's job title:	N/A	TRUE
4.12.3	What role will this staff member fill for this contract?	N/A	TRUE

4.12.4	Is this staff member employed by your company? If not, please provide the name of the employer.	N/A	
4.12.5	How many years of experience does this staff member have?	N/A	
4.12.6	How many years has this staff member been with their current employer?	N/A	
4.12.7	Please list any relevant licenses (including license number) and certifications this staff member has.	N/A	
4.12.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solficipation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	N/A	

The comment must be left blank for this response

TRUE

TRUE

TRUE

The comment must be left blank for this response

### Question Set 5: Proposed Subcontractors

#	Question	Response	Comment
<b>Subcontractor 1</b>			
5.1.1	Company Name of Subcontractor:	N/A	TRUE
5.1.2	Subcontractor Address:	N/A	TRUE
5.1.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.1.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 2</b>			
5.2.1	Company Name of Subcontractor:	N/A	TRUE
5.2.2	Subcontractor Address:	N/A	TRUE
5.2.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.2.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 3</b>			
5.3.1	Company Name of Subcontractor:	N/A	TRUE
5.3.2	Subcontractor Address:	N/A	TRUE
5.3.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.3.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 4</b>			
5.4.1	Company Name of Subcontractor:	N/A	TRUE
5.4.2	Subcontractor Address:	N/A	TRUE
5.4.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.4.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 5</b>			
5.5.1	Company Name of Subcontractor:	N/A	TRUE
5.5.2	Subcontractor Address:	N/A	TRUE

5.5.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.5.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 6</b>			
5.6.1	Company Name of Subcontractor:	N/A	TRUE
5.6.2	Subcontractor Address:	N/A	TRUE
5.6.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.6.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 7</b>			
5.7.1	Company Name of Subcontractor:	N/A	TRUE
5.7.2	Subcontractor Address:	N/A	TRUE
5.7.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.7.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 8</b>			
5.8.1	Company Name of Subcontractor:	N/A	TRUE
5.8.2	Subcontractor Address:	N/A	TRUE
5.8.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.8.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 9</b>			
5.9.1	Company Name of Subcontractor:	N/A	TRUE
5.9.2	Subcontractor Address:	N/A	TRUE
5.9.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.9.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 10</b>			
5.10.1	Company Name of Subcontractor:	N/A	TRUE
5.10.2	Subcontractor Address:	N/A	TRUE

5.10.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.10.4	Subcontractor's license number:	N/A	TRUE
40 Questions		100.00% Complete	



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## STRUCTURAL ENGINEERING

REF. #: 2021-08SE



TAB A  
**LETTER OF INTENT**





February 12th, 2021

Village of Key Biscayne | Selection Committee  
88 West McIntyre Street  
Key Biscayne, Florida 33149

## Response to Village of Key Biscayne RFQ No. 2021-08 – Continuing Architectural & Engineering Services - Structural Engineering Services

Dear Evaluation Committee:

BCC Engineering, LLC (BCC) is pleased to submit our qualifications to provide Continuing Architectural and Engineering Services to the Village of Key Biscayne. BCC is committed and we are proud to present this submittal to deliver Structural Engineering Services for the City on any assignment, task, or project.

### MARKETS SERVED

Our firm is comprised of five self-reliant regional offices strategically located to serve our clients. We have two offices in South Florida. This contract will be primarily served out of our headquarters located in Miami-Dade County, which is within a 30-minute drive from the Village offices. BCC serves a variety of clients including municipalities, state, and county governments. BCC provides design and engineering services to the City of Miami Beach, North Bay Village, City of Doral, City of Sunrise, and City of Fort Lauderdale through General Engineering Contracts which are very similar to this RFQ.

### PROJECT MANAGER



We have assigned one of our most experienced Project Managers, **Mr. Christian Aquino, PE** to lead this contract. Mr. Aquino has over 14 years of professional engineering consulting and construction management experience and currently serves as Director of the Building Structures Department. During this time, he has been involved in design development through construction administration for a variety of project types in the private and public sector throughout Florida such as residential, commercial, mixed-use, water/waste water treatment plants, municipal, institutional, parks and recreation, and highway (sign structures and bridges). Drawing from his experience in a wide variety of projects, Christian's personal philosophy is that no matter what type or size a project is, the structural engineer's design should be cost effective, as simple as possible for contractors, and most importantly, achieve the Client's vision.

Mr. Aquino is thoroughly familiar with the needs and required effort on general services contracts. This experience was acquired through his work as a project engineer on general services contracts since the year 2010. Throughout that time, the understanding of the technical, managerial, and staffing requirements general services contracts deserves. Under those contracts, Mr. Aquino has managed and been the engineer of record on a wide variety of projects including, new building designs, bridge rehabilitation, seawall design & rehabilitation, 40-year recertification's, structural assessments, repair and rehabilitation. Projects assigned varied from simple task orders to more complex projects.



**PRIME PROPOSER INFORMATION**

**Prime Proposer:** BCC Engineering, LLC  
**Location:** 6401 SW 87th Avenue, Suite 200, Miami, FL 33173  
**Representative:** Christian Aquino, PE  
**Contact Information:** caquino@bcceng.com | 305-670-2350

We are confident that BCC offers an effective, dynamic, and innovative team for this contract. Our Team pledges to you our two-fold obligation and commitment to the performance of any project. First, we will make sure that you are thoroughly satisfied with our performance, from inception through completion, by providing the Village the highest quality professional services through our clear understanding of the scope of work to be performed. Secondly, we are committing our resources to have any project completed within schedule and budget.

**WHY BCC?**

- On call at a moment’s notice. Whenever one of our Clients has called for a potential project, we have met with the client expeditiously, often the same day.
- No work order has been too small. BCC is always willing to help regardless of the size or type of project.
- All projects have been submitted on-time.
- BCCs experienced staff allows us to perform any structural design i.e. bridges, seawalls, culverts, buildings, pump stations. When it comes to structural design, we are not limited.
- BCC has access to the latest technology in all of our offices to offer virtual connections via our Zoom or Teams rooms and training rooms which are fully equipped with full AV systems; allowing us to remotely connect with the Village and other stakeholders as needed.

Through this submittal, we document our understanding of the scope of work to be performed and our commitment to deliver quality projects within budget and on schedule to the Village of Key Biscayne. Thank you for your time and consideration. We look forward to your evaluation results and to collaborate with you soon.

Sincerely,

BCC Engineering, LLC  
Victor Herrera, PE  
Senior Vice President



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

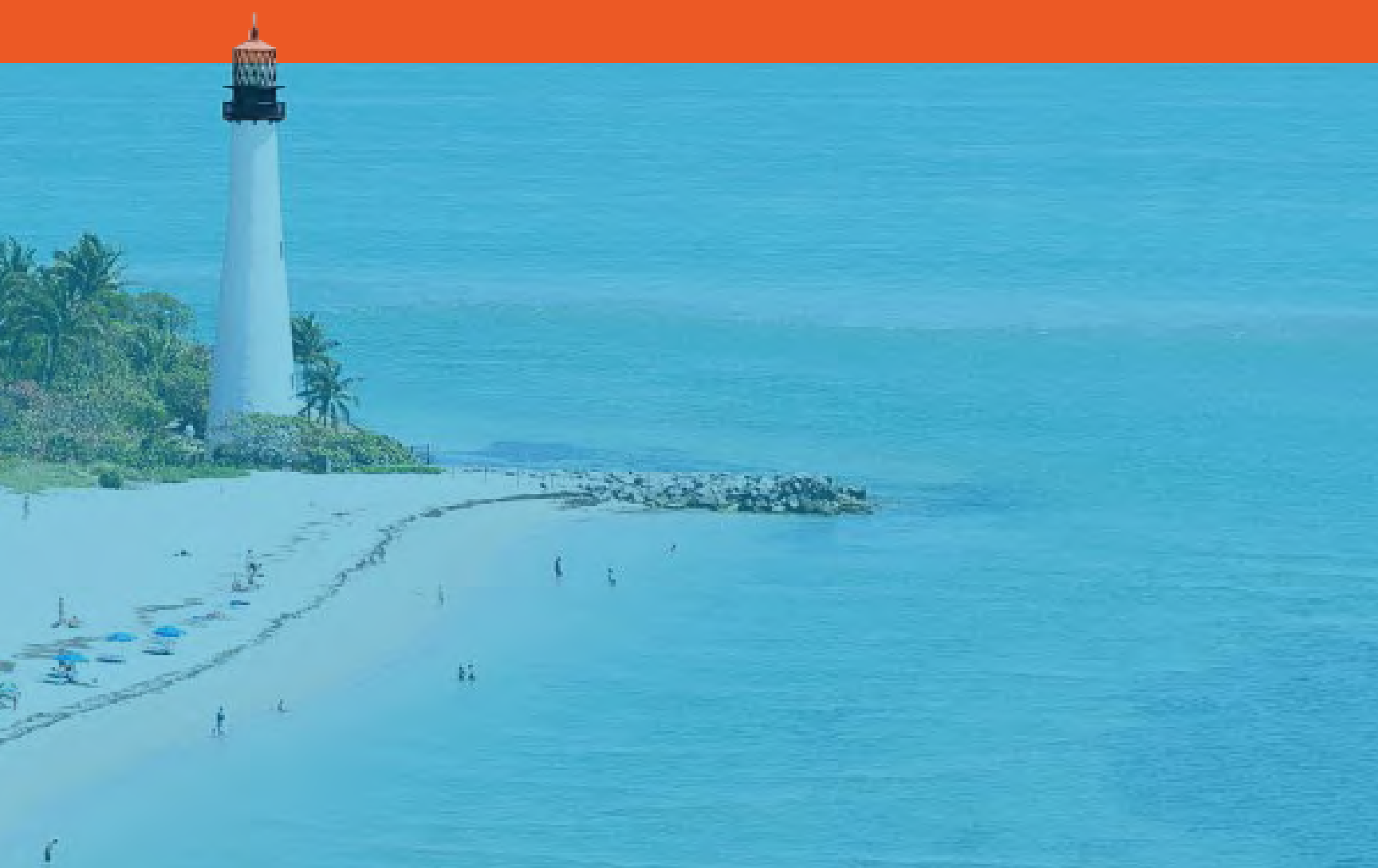
# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## STRUCTURAL ENGINEERING

REF. #: 2021-08SE



TAB F  
**INSURANCE**





# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES STRUCTURAL ENGINEERING (REF. #: 2021-08SE)



Client#: 97058

BCCENGIN

**ACORD**

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
2/09/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER <b>Greyling Ins. Brokerage/EPIC</b> 3780 Mansell Road, Suite 370 Alpharetta, GA 30022	CONTACT NAME: <b>Carly Underwood</b>	
	PHONE (A/C, No, Ext): <b>770.670.5324</b> FAX (A/C, No): <b>866.550.4082</b>	
	E-MAIL ADDRESS: <b>carly.underwood@greyling.com</b>	
INSURED <b>BCC Engineering, LLC</b> 6401 SW 87th Avenue, Suite 200 Miami, FL 33173	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : <b>Travelers Indemnity Company of America</b>	<b>25666</b>
	INSURER B : <b>National Union Fire Ins Co of PA</b>	<b>19445</b>
	INSURER C : <b>The Phoenix Insurance Company</b>	<b>25623</b>
	INSURER D : <b>Berkley Insurance Company</b>	<b>32603</b>
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: 20-21 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			680002R538648	08/14/2020	08/14/2021	EACH OCCURRENCE \$1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person) \$5,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC						PERSONAL & ADV INJURY \$1,000,000
	OTHER:						GENERAL AGGREGATE \$2,000,000
	<b>AUTOMOBILE LIABILITY</b>						PRODUCTS - COMP/OP AGG \$2,000,000
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CLAIMS-MADE		BE080728844	08/14/2020	08/14/2021	BODILY INJURY (Per person) \$
	DED <input checked="" type="checkbox"/> RETENTION \$0						BODILY INJURY (Per accident) \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			UB002R509597	08/14/2020	08/14/2021	PROPERTY DAMAGE (Per accident) \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						
			Y/N <input checked="" type="checkbox"/> N/A				AGGREGATE \$5,000,000
D	<b>Professional Liability incl. Pollution Liab.</b>			AEC904088600	07/29/2020	08/14/2021	E.L. EACH ACCIDENT \$1,000,000
							E.L. DISEASE - EA EMPLOYEE \$1,000,000
							E.L. DISEASE - POLICY LIMIT \$1,000,000
							Per Claim \$6,000,000 Aggregate \$6,000,000

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

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
Sample Certificate	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 <i>D.H. Collins</i>

© 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03) 1 of 1 The ACORD name and logo are registered marks of ACORD  
#S2579406/M2356688

CUND1



# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES STRUCTURAL ENGINEERING (REF. #: 2021-08SE)



	<b>CERTIFICATE OF LIABILITY INSURANCE</b>	Acct#: 2805069	DATE (MM/DD/YYYY) 12/10/2020				
<p><b>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.</b></p>							
<p><b>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</b></p>							
<b>PRODUCER</b> Lockton Affinity, LLC P. O. Box 879610 Kansas City, MO 64187-9610	<b>CONTACT NAME:</b> Lockton Affinity, LLC <b>PHONE (A/C.NO Ext):</b> 877-320-9393 <b>FAX (A/C, No):</b> 913-652-7599 <b>E-MAIL ADDRESS:</b> EFM@locktonaffinity.com						
<b>INSURED</b>	<b>INSURER(S) AFFORDING COVERAGE</b> <b>NAIC #</b> INSURER A: Old Republic Insurance Company      24147 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :						
<p><b>INSURED</b>                  BCC Engineering                  6401 SW 87th Avenue, Suite 200                  Miami, FL 33173</p>							
<b>COVERAGES      CERTIFICATE NUMBER      REVISION NUMBER</b>							
<p>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.</p>							
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> Claims <input type="checkbox"/> Occur						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJEC <input type="checkbox"/> LOC <input type="checkbox"/> OTHER						
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS	X	X	L322199 - 20	08/14/2020	08/14/2021	COMBINED SINGLE LIMIT (Ea accident)      \$1,000,000 BODILY INJURY (Per person)      \$ BODILY INJURY (Per accident)      \$ PROPERTY DAMAGE (Per accident)      \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS- DED      RETENTION \$						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				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT      \$ E.L. DISEASE - EA EMPLOYEE      \$ E.L. DISEASE - POLICY LIMIT      \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) GPBR: 2QL2 Policy provides protection for any and all operations/jobs performed by the named insured where required by written contract. Certificate holder is an Additional Insured where required by written contract. Waiver of Subrogation included by written contract. Insurance is primary and non-contributory.							
<b>CERTIFICATE HOLDER</b>				<b>CANCELLATION</b>			
Proof of Coverage				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  			

© 1988-2016 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## STRUCTURAL ENGINEERING

REF. #: 2021-08SE



TAB G  
**LITIGATION STATEMENT**





LITIGATION STATEMENT

BCC Engineering, LLC, through its authorized representative, JOHN KRAMER, hereby states under penalty of perjury that the following list includes, to the best of our knowledge, litigation actions that have been filed against BCC Engineering, LLC ("Respondent") within the last three (3) years, next to applicable case information and status. This statement is only provided to comply with the procurement provisions of the Village of Key Biscayne, particularly Request for Qualifications No. 2021-08 (Continuing Architectural & Engineering Services).

Status	Case Name	Civil Case Number	Case
Open	Jose Florez Garcia v. BCC, Community, Condotte, The De Moya, Finley, Stantec	2018-40072 CA01 - 11th Circuit	Motorcycle Accident on road under construction - Plaintiff sued multiple parties including the prime contractor and various design firms working in the area. BCC was a subconsultant (designer) to the prime contractor.
Open	Simons (Odom Estate) v. FDOT, Community, Obrascon, OHL, BCC, Johnson, Jacobs, Leware	312017CA000881 - 19th Circuit	Accident on road under construction- Plaintiff sued multiple parties including the prime contractor and various design firms working in the area. BCC was a subconsultant (designer) to the prime contractor.
Open - waiting on motion for summary judgment.	Barbera v. Community, The De Moya, Condotte, BCC, Stantec	2017-026700-CA-01 - 11th Circuit	Accident on road under construction- Plaintiff sued multiple parties including the prime contractor and various design firms working in the area. BCC was a subconsultant (designer) to the prime contractor.
Settled	Codi Alan Hall Estate vs Community, BCC,	2019 CA 000254 - 19th Judicial Circuit	Motorcycle accident with truck owned by contractor. Plaintiff sued multiple parties including the prime contractor and various design firms working in the area. BCC was a subconsultant (designer) to the prime contractor.
Fed Case: Dismissed; State Case: Open	Doral 10 vs City of Doral, JVA, EE&G, BCC, et al.	USDC: 1:19-cv-24830-JLK ; State: 2019-083211-CA-01 (11th Cir.)	Contractor allegedly used property of plaintiff by mistake to locate construction materials. Plaintiff sued the City and the prime contractors in the project. BCC scope included design and CEI.
BCC Dismissed	Bacheikov vs Bush, Blanco, Bracken, the City of Miami, FDOT, Ralph Tait, BCC, Bodax, Allied, JFS, Loredo, VMJ, et al.	2018-039660-CA-01 - 11th Circuit.	Pedestrian fell in front sidewalk of house under construction. Plaintiff sued all contractors working in the project. BCC was structural designer for main structure.

BCC Engineering, LLC

By: John Kramer  
Name: John Kramer  
Date: 2/4/21



STATE OF FLORIDA  
COUNTY OF MIAMI DADE

The foregoing instrument was acknowledged before me this 4<sup>th</sup> day of February, 2021, by  
JOHN KRAMER as CFO for BCC Engineering, LLC.



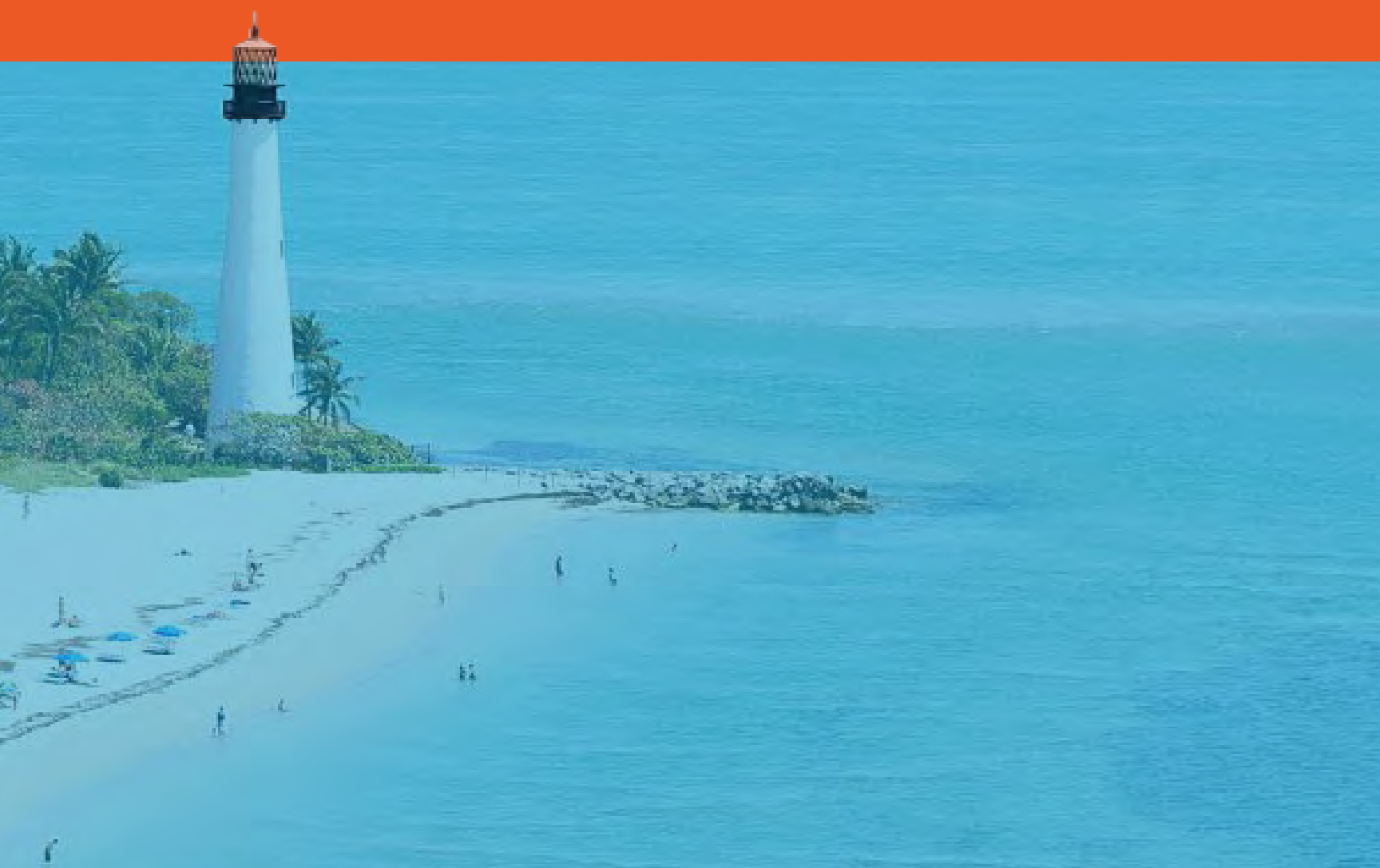
Notary Public

Personally known: X



**Vanessa Arango**  
**Comm. # GG355985**  
**Expires: July 17, 2023**  
**Bonded Thru Aaron Notary**

TAB H  
**WARRANTY**





WARRANTY STATEMENT

BCC Engineering, LLC (the "Company"), through its authorized representative, JOHN KRAMER, hereby warrants that the Company is not insolvent, is not in bankruptcy proceedings or receivership, nor is engaged in or threatened with any litigation or other legal or administrative proceedings of any kind that would have an adverse effect on its ability to perform its obligations under the Contract with the Village of Key Biscayne.

BCC Engineering, LLC

By: [Signature]  
Name: John Kramer  
Date: 2/4/21

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE

The foregoing instrument was acknowledged before me this 4<sup>th</sup> day of February, 2021, by JOHN KRAMER as CFO for BCC Engineering, LLC.

[Signature]  
Notary Public

Personally known: X



Vanessa Arango  
Comm. #GG355985  
Expires: July 17, 2023  
Bonded Thru Aaron Notary



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## STRUCTURAL ENGINEERING

REF. #: 2021-08SE



TAB I  
**FORMS**





**ADDENDUM ACKNOWLEDGEMENT FORM**

**Solicitation Title:** Continuing Architectural and Engineering Services

**Solicitation No.:** RFQ 2021-08

Listed below are the dates of issue for each Addendum received in connection with this Solicitation:

- Addendum No. 1, Dated 1/27/2021
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_

No Addendum issued for this Solicitation

Firm's Name: BCC Engineering, LLC

Authorized Representative's Name: Victor Herrera, PE

Title: Senior Vice President

Authorized Signature: 



VILLAGE OF KEY BISCAYNE

**RFQ 2021-08**

**Continuing Architectural and Engineering Services**

**Addendum #1**

**Due Date: February 12, 2021**

This addendum is incorporated into and made a part of the above referenced solicitation. The following may include clarifications, revisions, additions, deletions, or answers to questions received relative to the solicitation, which take precedence over the solicitation documents. Underlined word(s) indicate additions. Deletions are indicated by strikethrough.

**Clarifications:**

1. The Proposal deadline is hereby extended to **February 12, 2021, at 4:00 PM.**
2. Section 9.1.4 of the Contract (Insurance) is hereby revised as follows:  
"Professional Liability Insurance in an amount of not less than One Three Million Dollars (\$~~1~~3,000,000.00) per ~~occurrence~~ claim made, single limit."
3. Several questions have arisen with respect to subcontracting under each discipline for this solicitation. To simplify matters, the Village is permitting subcontracting under the following disciplines:
  - a. Architecture
  - b. Civil Engineering
  - c. Construction Engineering & Inspection
  - d. Urban PlanningSubcontracting will not be considered for all other disciplines.
4. Submission requirements on the Procurement Portal were revised to remove the "Personnel Qualifications" section. The matter requested was already covered by the Questionnaire and the "Organizational Chart" and "Resumes for Key Staff" sections.
5. Proposers may include up to two page resumes for the Contract Manager and Project Manager.

**Questions and Answers**

1. Contract, Section 9 (Insurance): Section 9.1.4 provides that Proposer must have "Professional Liability Insurance in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, single limit". As a professional consultant, Proposer's professional liability insurance policy is a "claims made" policy that is renewed annually. Consultant does not, and never has, purchased an "occurrence" professional liability insurance policy. Proposer respectfully requests the Village issue a correction, modification, or amendment to the Contract to allow the Consultant to satisfy the professional liability insurance requirement through a "claims made" policy.

**Response:** See clarification 2 above.

2. Is the Contract Manager and Project Manager considered to be Key Staff positions?

**Response:** Yes.



---

VILLAGE OF KEY BISCAYNE

---

3. In the Key Staff Questionnaire, the form only allows for up to ten (10) key staff members. Are Proposers limited to providing only ten (10) key staff members?

**Response:** No, Proposers may have additional key staff members. If so, provide an attachment in “Questionnaire Attachments” providing the same information for each additional key staff member.

4. How many total Key Staff resumes are you requiring Proposers to provide? Are you only looking for one (1) key staff resume per category of service that the Offeror is submitting for ?

**Response:** Proposers are to submit one resume for each Key Staff member.

5. Are Proposers required to submit qualifications that are inclusive of all twelve (12) service categories, or are Proposers only required to submit qualifications on the service categories of their choosing?

**Response:** Proposers should treat each discipline as though it were a separate proposal. Proposers may submit the same matter in different disciplines if the matter is relevant to both. For example: Proposer may use the same letter of intent in multiple disciplines. The submission requirements are broken out to be modular, allowing the Proposer to modify the discipline specific matter while resubmitting other duplicated proposal elements. Proposer’s are only required to submit for the disciplines of their choosing.

6. On the Questionnaire, Question Set 2 (Client References), is it permissible to use Village of Key Biscayne work as one of the reference projects and use a Village employee as the reference contact?

**Response:** Yes.

7. It is understood that only resumes/qualifications for Contract Manager, Project Manager, and ten (10) Key Personnel. Can additional personnel names be included on the Organizational Chart to illustrate depth of resources, or should we limit our organizational chart to the personnel above?

**Response:** See response to Question 3 above. The organizational chart may include additional personnel.

8. RFQ page 13, item D(a) and D(b) request sections from our questionnaire. Please confirm whether it is necessary to upload the Questionnaire twice or can it be taken from the original Questionnaire upload.

**Response:** These items are included in the Questionnaire. Proposers only need to upload the Questionnaire once.

9. RFQ pages 13 and 14, items C, D, and E each request multiple items (a., b., c.). For example, D Personnel Qualifications, subsection D requests one-page resumes for Key Personnel, and subsection E requests a resume for the Contract Manager. Should the files for subsection D be submitted as a separate PDF from the files for subsection E, or should all content for the major categories be submitted as a single PDF for each section?

**Response:** Where the submission requirements call for specific elements, those should be submitted separately. For example: 3.4D(c) Organizational Chart should be submitted on its own, whereas items 3.4E(a)-(c) should be submitted together in a single pdf.

10. RFP page 13 identifies Section D. Personnel Qualifications, which requests an Organizational Chart and resumes for Key Staff, C.M., and P.M. The upload site on Bonfire has an upload section for Personnel Qualifications, but also has one for “Organizational Chart” and one for “Resumes of Key Staff”. Should the Organizational Chart and resumes for Personnel Qualifications be uploaded, as stated in the RFP? If so, should we repeat in the upload sections for Organization



---

## VILLAGE OF KEY BISCAYNE

---

Chart and Resumes of Key Staff? Conversely, if we are to upload or Organizational Chart section and the resumes to Resumes for Key Staff section, what do we upload to the Personnel Qualifications section?

**Response:** See clarification 4 above.

11. Should we include sub-consultants at this phase of the Procurement process or add them to our team after selection and consultation with the Village on an as-needed basis?

**Response:** See clarification 3 above.

12. Is the Village looking to contract three (3) firms to provide all twelve (12) disciplines, or three (3) firms per discipline?

**Response:** The Village is seeking to establish contracts in each discipline. The Village reserves the right to award or not award as many contracts as it deems appropriate.

13. Who are the incumbents of this contract?

**Response:** Calvin Giordano & Assoc., EAC Consulting, and The Corradino Group

14. Is it possible to be a sub-consultant on a team providing certain disciplines and also pursue those same disciplines separately as a prime consultant?

**Response:** No. If you submit as a prime in any discipline, your firm cannot be a subconsultant on another proposal within that same discipline.

15. Please elaborate on the Sustainability Consulting discipline; do Resilience Design and Sea Level Rise consulting fall under this category?

**Response:** No.

16. Our company name is a re-branding of its previous name, but the company has been in continuous operation providing Architectural and Engineering services for approximately thirty (30) years. Does this satisfy Section 3.2 (1)?

**Response:** If the firm was renamed and the renaming was filed with the State of Florida, and not a new entity, this is acceptable. The firm will need to submit proof that the firm's renaming has been filed with Florida's Division of Corporations.

17. What is the length of the contract term?

**Response:** The initial term is three years with two one-year options that the Village may exercise.

18. If a firm is requesting consideration for multiple disciplines, is it necessary to submit separate complete packages, or can all the disciplines be separated by tabs within one package?

**Response:** It is necessary to submit separate complete packages. However, duplicative matter may be reuploaded to different disciplines.

19. Are sub-consultants permitted, and if so, are they to be included at this time or after selection, if necessary?

**Response:** See clarification 3 above. To the extent practicable, proposed subconsultants should be included at this time.

20. Can the Contract Manager and the Project Manager be the same person?

**Response:** Yes.



---

## VILLAGE OF KEY BISCAYNE

---

21. Could the Village please provide their definition of what the Contract Manager would be?

**Response:** The Contract Manager would be the point of contact for the Village on all matters related to the contract. The Village would prefer having a single point of contact rather than communicating with several project managers.

22. Wastewater Engineering is referenced as a Commodity Code but is not listed under any of the Category Scopes. Will the Village be selecting Wastewater Engineers?

**Response:** No.

23. Will the Village ensure us that the firm's financial information will be confidential and not part of the public record?

**Response:** Yes. Proposers must ensure all financial information is marked conspicuously with the label "Confidential."

24. Does the Village have a CIP or proposed list of projects to be undertaken as part of this RFQ?

**Response:** The Village's latest Capital Improvements Plan was included in its FY2021 Budget posted on the Village website under Budget/CIP Documents. The Village also recently got approval of a \$100M bond. Project information supporting the bond was posted to [vkbresilience.org](http://vkbresilience.org). Finally, the intention of these contracts are to use them for any upcoming project that the Village acquires in the next five (5) years that fall within the CCNA limits (under \$4M construction cost or \$500k study activity).

25. Does the Village intend to have separate evaluation committees for each discipline?

**Response:** The Village will have the same evaluation committee for all disciplines, however, they will evaluate and rank each discipline separately.

26. Item K., Litigation Statement in the RFQ states that the respondent must complete and submit the Dispute Disclosure Questionnaire. This form is not attached to the RFQ or posted as a form in the Procurement portal. Could the questionnaire be posted or information be provided on where to locate it?

**Response:** Question Set 3 of the Questionnaire is the Dispute Disclosure Questionnaire. In addition to those questions, Item K requires Proposer to provide a signed notarized statement declaring under penalty of perjury that no litigation or regulatory action has been filed against Proposer's firm in the last three (3) years. There is no form for this statement, it must be written, notarized, and submitted by the Proposer.

27. Sections 4.1 Attachments: the RFQ states that exhibits are attached, but they are not. Could Exhibits B, C, and D be posted?

**Response:** Exhibit B will be the Respondent's Proposal attached after selection, Exhibit C is the Wage Rates, which will be negotiated after the selection, and Exhibit D is the Sample Work Order. Blank copies of all documents are attached to Attachment A- Draft Agreement and will be completed after the selection and negotiation process.

28. Can an individual staff member's experience be used to meet the following requirement: "Respondent must have successfully completed at least three (3) municipal projects within the relevant discipline, demonstrated through three (3) verifiable client references from different entities, within the past five (5) years prior to the issuance of this RFQ?"

**Response:** No.



---

VILLAGE OF KEY BISCAYNE

---

29. The Client References Questionnaire states, « Respondent may not use the same reference for more than one (1) project/contract». Does this mean that two (2) separate projects/contracts containing the same client contact/reference are not allowed?

**Response:** Yes.

30. For Key Staff Questionnaire/Resumes, does the Village want us to submit staff/resumes from Proposed Subcontractors, and if yes, can more than ten (10) Key Staff members be listed?

**Response:** Yes, if they are included as Key Staff members.

31. As specific Task Orders have not been defined, can the “appropriate percentage of the work to be performed” be submitted as TBD?

**Response:** Yes. Proposers may also input N/A.

32. Can multiple potential subcontractors for the same discipline be submitted, as their use would be dependent on a Task Order’s scope and timing?

**Response:** Yes.

33. Under “Eligibility”, the RFQ states, “Respondent must have successfully completed AT LEAST three (3) municipal projects within the relevant discipline, demonstrated through three (3) verifiable client references from different entities, within the past five (5) years prior to the issuance of this RFQ”. The Excel form only has space for three (3) client references. Is a firm permitted to submit more than three (3) examples of past experience / references? If yes, where shall these be submitted in the portal—as an attachment to the Questionnaire?

**Response:** For qualification purposes, please only submit three client references. Proposers are encouraged to include project and contact information with their client list.

34. Does the Village require each staff member’s resume uploaded as a separate file or can they be submitted in one PDF document?

**Response:** Either method is acceptable.

35. Which discipline would be relevant for Geospatial and Subsurface Utility Engineering to be bid under for this solicitation? Or, will those disciplines be part of a forthcoming solicitation if the Village seeks those services?

**Response:** Civil Engineering.

36. Upon completing a submittal, if for example a Landscape Architect may involve a Civil Engineer, would it be the Village’s expectation to put a team together for Civil Engineering as part of the submittal?

**Response:** No, it would not be necessary.

37. The Village has been open to negotiating some of the contract language in the past, including the broad form indemnification. Would this still be an option?

**Response:** Should there be any comments a firm has regarding the contract, they may be added to the firm’s proposal and submitted. A firm cannot make their proposal contingent upon acceptance of alternate conditions to the contract.

38. Our firm has a broad spectrum of services that are provided. If, for example, we were to submit a proposal for Civil Engineering and Landscape Architecture, would Landscape Architecture need to have its own Project Manager or could it be managed by the Civil Engineer’s Project Manager?



---

VILLAGE OF KEY BISCAYNE

---

**Response:** It is the Village's preference to have only one Contract Manager instead of numerous Managers, however that would be allowed.

39. Our firm is primarily a Transportation Engineering firm, however we also provide Structural Design, Electrical Design, Stormwater, and Water and Sewer Services. At this point we are not certain how many specialties we are going to submit for, but will probably be between four (4) and six (6) specialties. Should our firm provide an Organizational Chart for every specialty, or provide just one (1) Organizational Chart with different modules depending on the specialty we are submitting for?

**Response:** The firm can provide one (1) Organizational Chart that is all-inclusive and upload it to each specialty the firm is submitting for.

40. Due to the fact that there are many points on criteria for Personnel and the Project and Contract Managers, would it be acceptable to submit two (2) page resumes for Personnel, instead of one?

**Response:** Yes. See clarification 5 above.

41. There are disciplines listed for Design and for Project/Construction Management. If a firm is selected to perform the Design, would that firm be allowed to perform Design Management and Construction Management, or does that preclude them?

**Response:** No, it is not precluded. However, on some projects, the Village may request one firm to perform the design and another to perform project/construction management.

42. Are there any additional vendor registration requirements with the Village, aside from registering on Bonfire?

**Response:** No, the only additional items the Village would require would be the firm's W9 and insurance once the firm is awarded a contract.

43. Within Section 3.4, Response/Qualifications Package/Requirements, after subsection F (Insurance), it skips to subsection K (Litigation Statement) in the RFQ. Is this a typo or are there missing subsections for G through J?

**Response:** This is a clerical error. Proposers should ignore the missing subsection letters.

44. Would the Village allow a larger Civil Engineering firm team up with a smaller Civil Engineering firm as a subconsultant to strengthen their resources?

**Response:** Yes.

45. Usually we team up as part of an Architectural team for MEP and Fire Protection disciplines. Would the Village require us to submit a proposal separately for MEP and Fire Protection separately and not underneath the Architectural team? Would we have to submit our services as a sub-consultant?

**Response:** You may submit as a subconsultant to the Architectural firm where the Architectural firm serves as prime in the Architectural discipline. However, if your firm desires to submit as prime in the MEP discipline as well, it is free to do so.

46. If a firm provides MEP services, would there be one separate submission for each (Mechanical, Electrical, and Plumbing)?

**Response:** No, MEP services can be submitted under one proposal.



VILLAGE OF KEY BISCAYNE

47. Can a firm be on more than one team as a sub-consultant upon submitting proposals for this solicitation, or is a firm precluded to one (1) team only?

**Response:** A firm is allowed to be on multiple teams for various disciplines. However, a firm cannot submit as a prime and a subconsultant in the same discipline.

48. Does the Village only want firms to submit proposals by themselves for the services they provide without sub-consultants?

**Response:** The Village is seeking Prime Consultants for each category for this solicitation. If, for example, an Architectural firm also provides MEP services, they can submit proposals as a prime consultant for each of those specific categories. Sub-consultants would be part of the team of the prime consultant that submits a proposal for a given category.

49. Would the Structural Engineering category of this solicitation be specific to roadway structures, such as bridges, or just to buildings?

**Response:** Buildings.

50. Page 10 of the RFQ references above water and underwater bridge and structural inspections under Structural Engineering. Will there be any inspection services of this nature required?

**Response:** No.

Acknowledgement:

Victor Herrera, PE  
Name of Signatory

Senior Vice President  
Title

2/10/2021  
Date

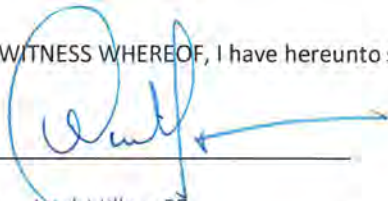
BCC Engineering, LLC  
Name of Respondent




**CERTIFICATE OF AUTHORITY (IF CORPORATION)**

I HEREBY CERTIFY that at a meeting of the Board of Directors of BCC Engineering, LLC, a corporation organized and existing under the laws of the State of Florida, held on the 24th day of April, 2020, a resolution was duly passed and adopted authorizing (Name) Victor Herrera, PE as (Title) Senior Vice President of the corporation to execute bids on behalf of the corporation and providing that his/her execution thereof, attested by the secretary of the corporation, shall be the official act and deed of the corporation. I further certify that said resolution remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this 10, day of February, 2021.

Secretary:   
Print Name: Ariel Millan, PE

President:   
Print Name: Jose A. Munoz, PE

**CERTIFICATE OF AUTHORITY (IF PARTNERSHIP)**

I HEREBY CERTIFY that at a meeting of the Partners of \_\_\_\_\_, a partnership organized and existing under the laws of the State of \_\_\_\_\_, held on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, a resolution was duly passed and adopted authorizing (Name) \_\_\_\_\_ as (Title) \_\_\_\_\_ of the to execute bids on behalf of the partnership and provides that his/her execution thereof, attested by a partner, shall be the official act and deed of the partnership.

I further certify that said partnership agreement remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_, day of \_\_\_\_\_, 20\_\_\_\_.

Partner: \_\_\_\_\_  
Print Name: \_\_\_\_\_

Partner: \_\_\_\_\_  
Print Name: \_\_\_\_\_



**N/A**

**CERTIFICATE OF AUTHORITY (IF INDIVIDUAL)**

I HEREBY CERTIFY that, I (Name) \_\_\_\_\_, individually and doing business as  
(d/b/a) \_\_\_\_\_ (If Applicable) have executed and am  
bound by the terms of the Bid to which this attestation is attached.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_, day of \_\_\_\_\_, 20 \_\_\_\_.

Signed: \_\_\_\_\_

Print: \_\_\_\_\_

**In the presence of:**

Witness #1:

Signature: \_\_\_\_\_

Print: \_\_\_\_\_

Witness #2:

Signature: \_\_\_\_\_

Print: \_\_\_\_\_



ACKNOWLEDGMENT

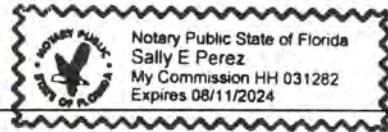
State of Florida

County of Miami-Dade

On this 10th day of February, 2021, before me the undersigned, personally appeared Ariel Millan, PE and Jose A. Muñoz, PE, whose name(s) is/are subscribed to the within instrument, and he/she/they acknowledge that he/she/they executed it.

Witness my hand and official seal:

Sally E. Perez |



Notary Public (Print, Stamp, or Type as Commissioned)

Personally known to me; or

Produced identification (Type of Identification: \_\_\_\_\_)

Did take an oath; or

Did not take an oath



FORM CD  
COMPANY DECLARATION FORM

I certify that any and all information contained in this Response is true. I certify that this Response is made without prior understanding, agreement, or connections with any corporation, firm or person submitting a Response for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. I agree to abide by all terms and conditions of the solicitation and certify that I am authorized to sign for the Respondent's firm. Please print the following and sign your name:

BCC Engineering, LLC

FIRM NAME

6401 SW 87th Avenue, Suite 200, Miami, FL 33173

PRINCIPAL BUSINESS ADDRESS

305.670.2350

TELEPHONE

305.670.2351

FACSIMILE

Vherrera@bcceng.com

EMAIL ADDRESS

65-0540100

FEDERAL I.D. NO.  
OR SOCIAL SECURITY NUMBER

Miami-Dade No. 3427069

MUNICIPAL BUSINESS TAX RECEIPT  
OR OCCUPATIONAL LICENSE NO.

Victor Herrera, PE

NAME

Senior Vice President

TITLE

AUTHORIZED SIGNATURE



**FORM SEA**  
**SINGLE EXECUTION AFFIDAVITS**

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

THIS FORM COMBINES SEVERAL AFFIDAVIT STATEMENTS TO BE SWORN TO BY THE PROPOSER OR BIDDER AND NOTARIZED BELOW. IN THE EVENT THE PROPOSER OR BIDDER CANNOT SWEAR TO ANY OF THESE AFFIDAVIT STATEMENTS, THE PROPOSER OR BIDDER IS DEEMED TO BE NON-RESPONSIBLE AND IS NOT ELIGIBLE TO SUBMIT A PROPOSAL/BID.

THESE SINGLE EXECUTION AFFIDAVITS ARE SUBMITTED TO THE VILLAGE OF KEY BISCAYNE AND ARE STATEMENTS MADE:

By: Victor Herrera, PE

For (Name of Proposing or Bidding Entity): BCC Engineering, LLC

Whose business address is: 6401 SW 87th Avenue, Suite 200, Miami, FL 33173

And (if applicable) its Federal Employer Identification Number (FEIN) is: 65-0540100

(if the entity does not have an FEIN, include the Social Security Number of the individual signing this sworn statement. SS#: \_\_\_\_\_ )

**Americans with Disabilities Act Compliance Affidavit**

The above named firm, corporation or organization is in compliance with and agrees to continue to comply with, and assure that any subcontractor, or third party contractor under this project complies with all applicable requirements of the laws listed below including, but not limited to, those provisions pertaining to employment, provision of programs and services, transportation, communications, access to facilities, renovations, and new construction.

- The American with Disabilities Act of 1990 (ADA), Pub. L. 101-336, 104 Stat 327, 42 USC 1210112213 and 47 USC Sections 225 and 661 including Title I, Employment; Title II, Public Services; Title III, Public Accommodations and Services Operated by Private entities; Title IV, Telecommunications; and Title V, Miscellaneous Provisions.
- The Florida Americans with Disabilities Accessibility Implementation Act of 1993, Section 553.501-553.513, Florida Statutes:
- The Rehabilitation Act of 1973, 229 USC Section 794;
- The Federal Transit Act, as amended 49 USC Section 1612;
- The Fair Housing Act as amended 42 USC Section 3601-3631.

VM

Proposer Initials



**Public Entity Crimes Affidavit**

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 of 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 or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentations.

I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without 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.

I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

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

Based on information and belief, the statement, which I have marked below, is true in relations to the entity submitting this sworn statement.

**(INDICATE WHICH STATEMENT APPLIES.)**

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with ad 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,  
Form SEA



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 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 1 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.

Proposer Initials

**No Conflict of Interest or Contingent Fee Affidavit**

Proposer warrants that neither it nor any principal, employee, agent, representative nor family member has paid or will pay any fee or consideration that is contingent on the award or execution of a contract arising out of this solicitation. Proposer also warrants that neither it nor any principal, employee, agent, representative nor family member has procured or attempted to procure this contract in violation of any of the provisions of the Miami-Dade County conflict of interest or code of ethics ordinances. Further, Proposer acknowledges that any violation of these warrants will result in the termination of the contract and forfeiture of funds paid or to be paid to the Proposer should the Proposer be selected for the performance of this contract.

Proposer Initials

**Business Entity Affidavit**

Proposer hereby recognizes and certifies that no elected official, board member, or employee of the Village of Key Biscayne (the " Village") shall have a financial interest directly or indirectly in this transaction or any compensation to be paid under or through this transaction, and further, that no Village employee, nor any elected or appointed officer (including Village board members) of the Village, nor any spouse, parent or child of such employee or elected or appointed officer of the Village, may be a partner, officer, director or proprietor of Proposer or Vendor, and further, that no such Village employee or elected or appointed officer, or the spouse, parent or child of any of them, alone or in combination, may have a material interest

Form SEA



in the Vendor or Proposer. Material interest means direct or indirect ownership of more than 5% of the total assets or capital stock of the Proposer. Any exception to these above described restrictions must be expressly provided by applicable law or ordinance and be confirmed in writing by Village. Further, Proposer recognizes that with respect to this transaction or bid, if any Proposer violates or is a party to a violation of the ethics ordinances or rules of the Village, the provisions of Miami-Dade County Code Section 2-11.1, as applicable to Village, or the provisions of Chapter 112, part III, Fla. Stat., the Code of Ethics for Public Officers and Employees, such Proposer may be disqualified from furnishing the goods or services for which the bid or proposal is submitted and may be further disqualified from submitting any future bids or proposals for goods or services to Village.

Proposer Initials

**Anti-Collusion Affidavit**

1. Proposer/Bidder has personal knowledge of the matters set forth in its Proposal/Bid and is fully informed respecting the preparation and contents of the attached Proposal/Bid and all pertinent circumstances respecting the Proposal/Bid;
2. The Proposal/Bid is genuine and is not a collusive or sham Proposal/Bid; and
3. Neither the Proposer/Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including Affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly with any other Proposer/Bidder, firm, or person to submit a collusive or sham Proposal/Bid, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Proposer/Bidder, firm, or person to fix the price or prices in the attached Proposal/Bid or of any other Proposer/Bidder, or to fix any overhead, profit, or cost element of the Proposal/Bid price or the Proposal/Bid price of any other Proposer/Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Village of Key Biscayne or any person interested in the proposed Contract.

Proposer Initials

**Scrutinized Company Certification**

1. Proposer certifies that it and its subcontractors are not on the Scrutinized Companies that Boycott Israel List. Pursuant to Section 287.135, F.S., the Village may immediately terminate the Agreement that may result from this RFP at its sole option if the Proposer or its subcontractors are found to have submitted a false certification; or if the Proposer, or its subcontractors are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.
2. If the Agreement that may result from this RFP is for more than one million dollars, the Proposer certifies that it and its subcontractors are also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, F.S. pursuant to Section 287.135, F.S., the Village may immediately terminate the Agreement that may result from this RFP at its sole option if the Proposer, its affiliates, or its subcontractors are found to have submitted a false

Form SEA



certification; or if the Proposer, its affiliates, or its subcontractors are placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

- 3. The Proposer agrees to observe the above requirements for applicable subcontracts entered into for the performance of work under the Agreement that may result from this RFP. As provided in Subsection 287.135(8), F.S., if federal law ceases to authorize the above-stated contracting prohibitions then they shall become inoperative.

Proposer Initials

**Acknowledgment, Warranty, and Acceptance**

- 1. Consultant warrants that it is willing and able to comply with all applicable state of Florida laws, rules and regulations.
- 2. Consultant warrants that it has read, understands, and is willing to comply with all requirements of **Solicitation No. 2021-08** and any addendum/addenda related thereto.
- 3. Consultant warrants that it will not delegate or subcontract its responsibilities under an agreement without the prior written permission of the Village Council or Village Manager, as applicable.
- 4. Consultant warrants that all information provided by it in connection with this Proposal is true and accurate.

Proposer Initials

**Truth in Negotiation Certification**

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Village determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of the final billing or acceptance of the work by the Village, whichever is later.

Proposer Initials

**Sworn Signature of Proposing Entity Representative and Notarization  
for all above Affidavits follows on the next page.**



In the presence of:

Sally E Perez

Witness #1 Print Name: Sally Perez

Carolina Norgaard

Witness #2 Print Name: Carolina Norgaard

Signed, sealed and delivered by:

[Signature]

Print Name: Victor Herrera, PE

Title: Senior Vice President

**ACKNOWLEDGMENT**

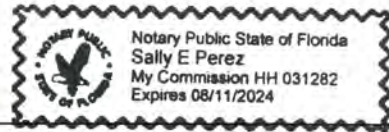
State of Florida

County of Miami-Dade

On this 10th day of February, 2021, before me the undersigned, personally appeared Victor Herrera, PE, whose name(s) is/are subscribed to the within instrument, and he/she/they acknowledge that he/she/they executed it.

Witness my hand and official seal:

Sally Perez |



Notary Public (Print, Stamp, or Type as Commissioned)

Personally known to me; or

Produced identification (Type of Identification: \_\_\_\_\_)

Did take an oath; or

Did not take an oath



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

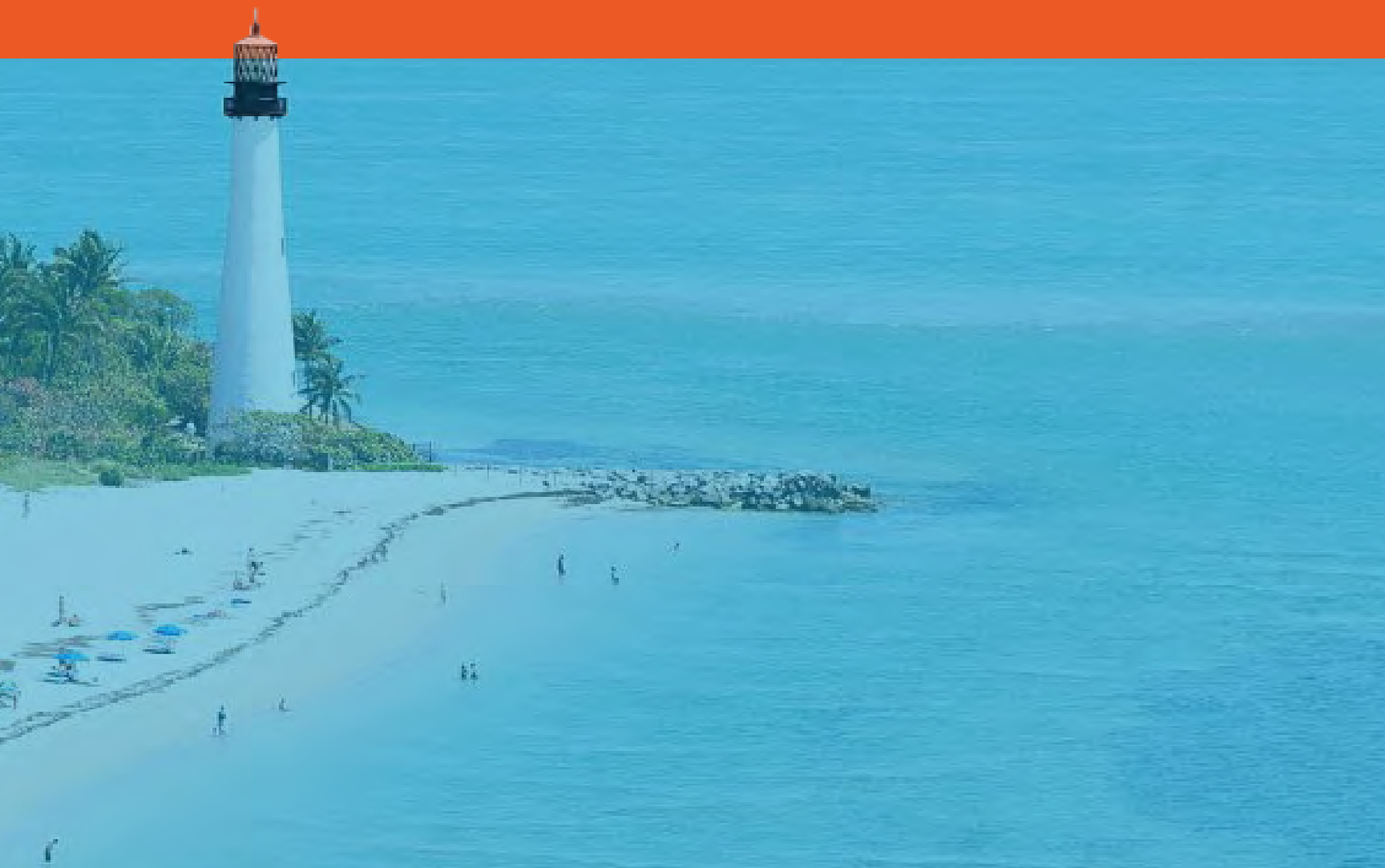
# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## STRUCTURAL ENGINEERING

REF. #: 2021-08SE



TAB B  
**PROPOSAL NARRATIVE**





BCC Engineering LLC (BCC) is pleased to submit our qualifications to provide Structural Engineering Services to the Village of Key Biscayne. BCC is a limited liability company and was established in 1994 as a Florida firm. Since that time, the firm has diligently worked to meet the needs of our public and private sector clients. BCC specializes in providing planning, design, and construction management services for civil, multi-modal transit, complete streets, transportation engineering, structural, and site development projects. **BCC is ranked #201 in 2020's ENR Top 500 Design Firms, and the #5 Top Engineering Firm in South Florida Business Journal's "The List."**



We understand the technical, managerial, and staffing requirements of a general services contract from similar type services recently provided to the City of Fort Lauderdale, City of Sunrise, City of Doral, City of Miami, City of Miami Beach, City of West Park, Village of Pinecrest, FDOT, and others. With over 200 professionals, our firm is able to complete assignments issued simultaneously by the Village. BCC proposes to serve the Village for the services we handle in house directly:

**Structural Engineering Services**

BCC's Structures Team has extensive experience providing professional services for new building designs, building rehabilitation, bridges, and specialty structures such as culverts, pump stations, and seawalls across several market sectors. One of the characteristics that set us apart is our experience and capabilities to provide consulting services for the entire project cycle – from planning, through design, through construction management.

### OUR PROPOSED APPROACH

BCC begins the project by meeting with the Village to identify key project issues, goals, and expectations. BCC would then develop a project work plan that is shared with all stakeholders. The work plan will be a living document that establishes scope, tracks schedule and budget, and documents project decisions, issues, etc. BCC then begins data collection by performing underwater and above water structural inspections. Once all the data is collected, staff will then proceed to prepare construction drawings and specifications suitable for permitting and bidding. The same staff will continue to serve the project through construction administration.

BCC endeavors to continue its legacy of being a dependable, service-oriented structural engineering firm that makes every effort to achieve complete client satisfaction and successfully deliver projects on time and within budget. Our success is defined by reliably and effectively executing client and project goals.

---

**“YOU HAVE BEEN EXTREMELY COOPERATIVE,  
IT IS TRULY A PLEASURE TO WORK WITH BCC.”**

**- YAMILE DOMINGUEZ, DIRECTOR OF CONSTRUCTION, BDI CONSTRUCTION**

---



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## STRUCTURAL ENGINEERING

REF. #: 2021-08SE



TAB D  
**PERSONNEL QUALIFICATIONS**





## CONTINUING ARCHITECTURAL & ENGINEERING SERVICES STRUCTURAL ENGINEERING (REF. #: 2021-08SE)



- a. Key Staff Questionnaire completed and submitted through Procurement Portal.
- b. No Subcontractors were added to the Subcontractors Questionnaire. Subcontractors Questionnaire submitted through Procurement Portal.



**PIC/CONTRACT MANAGER**

Victor Herrera, PE



**PROJECT MANAGER**

Christian Aquino, PE



**QA/QC BUILDING STRUCTURES**

Steven Goldstein,  
PE, SECB, SI



**BUILDING STRUCTURES DESIGN**

Wilfredo Melendez, PE  
Helio Aguirre, EI  
Rolando Pares, EI



**BRIDGE, SEAWALL & SPECIAL STRUCT. DESIGN**

Joan de la Rosa, PE  
Karine Texeira  
Ana Gonzalez, CBI



**QA/QC BRIDGE/SEAWALL STRUCTURES**

Bob Forand, PE

**Key Personnel Relevant Experience**

	Christian Aquino, PE	Steven Goldstein, PE, SECB	Wilfredo Melendez, PE	Helio Aguirre, EI	Rolando Pares, EI	Bob Forand, PE	Joan de la Rosa, PE	Karine Texeira	Ana Gonzalez, CBI
Seawall Master Plan, City of Fort Lauderdale, FL	✓					✓			
The Youth Fair Hurricane Shelter Assessment, Miami-Dade County, FL	✓								
Miami Beach Neptune Residences Rehabilitation, Miami Beach, FL	✓	✓		✓					
San Marco Island Drainage Improvements, Miami, FL	✓	✓							
Fleet Management Seawall Assessment & Repair, Miami Beach, FL	✓					✓	✓		
Flamingo Park Baseball Stadium Assessment, Miami Beach, FL	✓	✓		✓				✓	
Butler Building Reconstruction	✓	✓		✓					
Bridge 876718 Repair, Miami Beach, FL	✓					✓		✓	
Fire Station #2 Training Tower Rehab	✓	✓	✓		✓				
Repair and Rehabilitation West Lake Drive Bridge over the Estelle River - Bridge 865771, City of Fort Lauderdale, FL	✓					✓		✓	



## Victor H. Herrera, PE

### Principal in Charge/Contract Manager

#### Years Experience:

17 years

#### Education:

BS in Civil Engineering,  
Florida State University

#### Registration:

Professional Engineer  
Florida No. 71164  
Alabama No. 30849

Pipeline Assessment  
Professional (PACP),  
Florida No. 06-16991

Victor Herrera brings 17 years of experience in the design and implementation of engineering projects. He has strong project experience working with municipalities and leading complex projects. Mr. Herrera has specialized professional competence in parking lots, grading, earthwork, and drainage design, as well as experience in plans processing for permit approval, water and sewer design, geotechnical investigation evaluation, and interpretation of soil borings and recommendations.

Victor is a Senior Vice President with BCC and serves as the Civil Operations Manager for the firm. He is responsible for management, profitability, and direction of the firms staff, establishing and monitoring procedures and processes, adherence to corporate and company policies, project contractual terms and quality control procedures. Victor frequently serves as a Project Principal or Project Director for large or significant projects and is responsible for marking sure that BCC is providing the appropriate technical resources to assure delivery of quality service and products to our clients on time and within budget.

#### Relevant Experience:

**Staff Augmentation, Florida Department of Environmental Protection - Tallahassee, FL, Reference: Tony McNeal, PE, Program Administrator, (850) 921-7745, [tony.mcneal@dep.state.fl.us](mailto:tony.mcneal@dep.state.fl.us)** - As part of an 18-month assignment, Mr. Herrera was responsible for the following tasks:

- Coordinating with local, state, and federal environmental agencies, as well as project professionals in processing permits.
- Reviewing and issuing permits for construction seaward of the Coastal Construction Control Line (CCCL).
- Providing impact assessments for proposed activities and long-term effects on the beach/dune system.
- Monitoring coastal construction and related activities in five counties (Volusia, Flagler, St. Johns, Duval, and Nassau).
- Providing site inspections for existing and proposed construction sites.
- Reviewing all armoring applications statewide, including seawalls, revetments, geotubes, and all other rigid coastal structures.
- Providing emergency assistance to Walton County following Hurricane Dennis to provide damage assessment as well as approach strategy for reconstruction.
- Coordinating with Florida Fish and Wildlife Conservation Commission, U.S. Fish and Wildlife, and the State of Florida on handling regulatory issues with the construction of rigid structures in the Panhandle.



Victor H. Herrera, PE (Page 2)

**South Pointe Park Pier Project; Miami Beach, FL, Reference: Humberto Alonso (Atkins Client Service Manager), 305-796-7584, humberto.alonso@atkinsgloba.com** - As lead civil engineer and deputy project manager, Mr. Herrera was responsible for management of internal design groups and subconsultants in the development of a new design for South Pointe Park Pier valued at approximately \$5M. In addition to managing the design team, Mr. Herrera is also responsible for client coordination and oversight of permitting efforts with multiple agencies. **Project Role: Lead Civil Engineer and Deputy Project Manager**

**North Bay Village Contract for General Professional Engineering and Architectural Services , Village of North Bay, FL, Reference: Marlon Lobban, (305) 756-7171 Ext.66, mlobban@nbvillage.com** - The project involves several task work orders. The scope of services include, but are not limited to, providing general engineering and architectural services to provide planning, reviews, assessments, reports, studies, design, project permitting, renderings, schedules, cost estimates, construction specifications, project management, construction inspection and construction management for projects such as marine construction, roadway, transportation/traffic signalization, traffic calming, drainage, water, sanitary sewer, site plan, architectural planning and design (incl. Structural, mechanical, electrical and plumbing), sustainability, environmental and landscaping. **Project Role: Principal.**

**Stormwater Work Program, Miami, FL, Reference: Elyrosa Estevez, PE, CFM, 305-416-1200, EEstevez@ci.miami.fl.us** - Mr. Herrera guided the effort of developing a stormwater work program to address over one hundred existing stormwater structures that were not in compliance with local regulatory criteria. Recommendations were based on engineering feasibility, schedule, and estimates of probable construction costs as well as stormwater requirements of the structure. Elements of the work included utilization of existing data provided by the City, site visits to each structure, developing alternatives that are permissible with the Florida Department of Environmental Protection (FDEP) Underground Injection Control Program and Miami Dade County Department of Environmental Resources

Management (DERM), preparing preliminary construction documents and specifications, and compiling a thorough report to be used as a design criteria package for a design/build request for proposal (RFP). **Project Role: Project Manager and Owner's Representative.**

**Biscayne Landing, City of North Miami, FL, Reference: Darryl Lee, PE, (561) 504-0909, dlee@turnberry.com** - Mr. Herrera lead a team of 18 professionals in the design and permitting for 4,300-linear feet of a new 4-lane spine road on top of an existing landfill. Utility improvements included the design and permitting of a 16-inch sanitary sewer force main and the looping of a 12-inch water main. This site, entailing 184-acres, will ultimately be a mixed-use development consisting of commercial/retail, high rise towers, and other amenity features. Due to the history of the site (old landfill) the design approach required a collaborative effort between design engineers, solid waste specialists, and geotechnical consultants. **Project Role: Project Manager/Client Service Manager.**

**Flagler Street Downtown Beautification - Civil Engineering Services for Roadway, Parking, and Pedestrian Accommodations, Miami, FL, Reference: Bob Beaty, PE, (954-931-6581)/ BobB@Lanzo.org, Hector Badia, (305) 416-1236, HBadia@miamigov.com** - The purpose for this project is to make Flagler Street a more pedestrian-friendly roadway where the street can be closed for events creating a street plaza environment. In addition, several traffic calming measures were introduced including narrowing the travel lanes, decorative high-visibility pedestrian cross walks, and decorative street furniture. The project also included the provision of new hardscape patterns, street lighting design and the re-design of the drainage system to provide a 100-year service life operation. In addition, this project includes extensive utility coordination, new design of the water distribution line and two sanitary sewer gravity lines. Extensive coordination with permitting authorities, Miami-Parking Authority, and Miami Downtown Development Agency (DDA). **Project Role: Senior Project Manager.**



## Christopher Aquino, PE

### Project Manager

#### Years Experience:

14 years

#### Education:

MS Civil Engineering,  
University of Miami

BS Civil Engineering  
University of Miami

#### Registration:

Professional Engineer  
Florida No. 74647

Mr. Aquino has 14 years of experience and currently serves as Director of the Building Structures Department. During this time, he has been involved in design development through construction administration for a variety of project types in the private and public sector throughout Florida such as residential (single and multi-family), commercial, mixed-use, waste/waste water treatment, municipal, institutional, parks and recreation, and highway (sign structures and bridges). Mr. Aquino also has experience in repair and rehabilitation projects using conventional and innovative solutions. His Master's thesis focused on concrete rehabilitation of damaged and structurally deficient concrete bridge girders using carbon fiber. Mr. Aquino has also performed in-situ load tests on balconies to determine any structural deficiencies and repair needs.

Drawing from his experience in a wide variety of projects, Christian's personal philosophy is that no matter what type or size a project is, the structural engineer's design should be cost effective, as simple as possible for contractors, and most importantly, achieve the Client's vision.

#### Relevant Experience:

**Bella Isla Apartments, Miami Beach, FL, Reference: Javier Barrera, (305) 639-2053** - BCC is serving as the Structural Engineer-of-Record and Threshold Inspector and is providing Structural Construction Documents, Construction Administration, and Threshold Inspections. Located on 3.5 acres of the northeast corner of Belle Isle, Bella Isla Apartments will be a new 172 unit 5-story luxury rental complex, totaling 310,000 square feet, scheduled to open early 2018. The complex, currently in permitting, consists of a main building with units surrounding a central parking garage with 297 parking spaces and a separate residential building connected with a two-level walkway. The building features a landscaped fourth floor that contains landscaping native to the Everglades with a river-like water feature running through the center. The roof tops will also include private terraces with Jacuzzis for the units below. Access to the roof top terrace, from the units below, will be by a spiral staircase located on the fifth-floor balcony. *Project Role: Project Manager.*

**Geiger Creek Bridge Repair Design-Build Project, Monroe County, FL, Reference: Sean Kauffman, (954) 984-9555** - Project Engineer for compiling the specifications and repair documents for the rehabilitation of existing bridge structure. Repair addressed the extensive spalling of bridge deck, bents and beams. Project offered the unique opportunity for collaboration between contractor (SPS), design engineer (BCC), and researchers (University of Miami). Repair documents proposed using several innovative techniques and materials such as GFRP reinforcing bars. Extensive coordination was required between the specialty contractor, design engineer and researchers. The project also required upgrading existing bridge barriers and guardrails to meet current FDOT design standards. Project funded by ARRA and FODT LAP funds. Repairs to a reinforced concrete bridge located on Boca



*Christian Aquino, PE (Page 2)*

Chica Road at approximately Mile Marker 11 in the Lower Keys – Repairs included extensive concrete spall and steel reinforcement repairs to the superstructure and substructure as well as bridge joints. Responsibilities included assessment of the repairs, contract documents, and post design services in full compliance with federal, state, and local requirements including FDOT LAP and ARRA funding. Unique aspects of the project included enhanced Maintenance of Traffic considerations, permitting due to the environmentally sensitive area, and an innovative “Design Partnership” with the University of Miami to include enhanced monitoring, material sampling and testing, and load testing. Project Role: Project Engineer.

**City of Miami Beach Professional Architectural and Engineering Services – Structural Engineering (Fleet Management Seawall Assessment & Repair), Miami, FL, Reference: David Gomez, (305) 673-7071** - The Fleet Management Facility is located on Terminal Island. The rear of the building is adjacent to Government Cut and has an existing steel sheet pile seawall of approximately 200'. The existing seawall was designed with tie backs that extended into the existing building. The existing concrete walkway between the building and seawall had significant settlement and had a segment that collapsed. BCC Engineering was requested to assess the existing conditions and upon our assessment from land and water, it was determined that the soil beneath the walkway had completely washed away. The existing steel sheet pile had completely weathered away along the waterline for the entire length of the seawall which allowed for washout of the soil. Damage to the existing building wall was also encountered. Based on our field assessment and report, it was recommended a new seawall be immediately constructed. BCC provided structural design, construction administration, and CEI services for a new king pile seawall. The seawall was installed immediately in front of the exist seawall and had a maximum pile depth of 63'. The seawall was constructed with additional, sacrificial steel thickness, and additional coatings for increased service life. Project Role: Project Manager.

**Thompson Fish House, Key West, FL, Reference: Oscar Bello, PE, (954) 730-0707, obello@chenmoore.com** - Project Manager and Engineer-of-Record responsible for

structural calculations, report preparation, and inspections. Project Role: consisted of conducting site visits to document and assess field observations of the existing conditions of the underwater and above grade structure. Based on these observations and assessment, a Structural Condition Assessment Report of the existing historical building which is located in the center of the Historic Seaport at Key West Bight. The report also included repair recommendations which aided the City of Key West in determining the feasibility and cost of rehabilitating the structure while maintaining the dock master and Key West Dry Tortugas Museum operational. Project Role: Project Manager.

**Gallery at River Parc; Miami, FL, Reference: Ivo Fernandez, (786) 879-8882, ivof@modisarchitects.com** - This project involves the design and development of an 11-story, mid-rise, mixed-income housing complex, which includes surface parking, resident amenities, and one hundred fifty (150) affordable and workforce housing units comprised of live/work units, units having one (1) bedroom and one (1) bathroom, and units having two (2) bedrooms and two (2) bathrooms. This project entails additional site features, including landscaping, sidewalk improvements, fencing/screening, and decorative paving at selected areas. This structure is being designed to be certified as a Leadership in Energy and Environmental Design (LEED) building. Professional engineering services consist of providing structural design, construction administration, and threshold inspections. Project Role: Project Engineer.

**City of Fort Lauderdale Structures Consultant - City Park Garage Assessment; Ft. Lauderdale, FL, Reference: Shiau Ching Low, (954) 828-3779, slow@fortlauderdale.gov** - The existing structure is a 7-story parking garage and spans over SE 2nd Street. The structure is comprised of post-tensioned concrete decks and beams supported on reinforced concrete columns and shear walls. BCC provided field assessments to document the existing condition of the structure. A Structural Condition Assessment report summarizing all of the deficiencies was provided. The report categorized repair priorities and associated probable cost estimate. The information provided in the report was used to prepare future maintenance and repair plans to be used by the City. Project Role: Project Manager.



## Steven M. Goldstein, PE, SECB, SI

### Chief Engineer – QA/QC Building Structures

#### Years Experience:

37 years

#### Education:

MBA

Cornell University

MS Civil Engineering,  
Florida International  
University

BS in Civil Engineering  
Cornell University

#### Registration:

Professional Engineer  
Florida No. 44423

Mr. Goldstein has 37 years of experience in the design of buildings and other civil engineering structures. Mr. Goldstein's projects have ranged from high-rise towers, including the tallest building in Florida, large mega-resorts, single-family homes, miscellaneous alterations, repairs and renovations. Mr. Goldstein's designs have included hotels, office buildings, parking garages, condominiums, restaurants and retail establishments, casinos, hospitals and airports. During his career, Mr. Goldstein has advanced to the Chief Engineer of a large structural engineering firm, his tasks have included overseeing the work of Project Managers, performing quality control reviews of projects, preparing proposals and additional service requests, developing company-wide typical details, specifications and general notes, developing design checklists and a quality control manual, reviewing in-house design spreadsheets and approving software and literature purchases.

#### Relevant Experience:

**Schooner Wharf Renovation, Key West, FL** - Structural design of a new building and alterations to two existing buildings. The scope of work consisted of the reconstruction of a historic bar. The project consisted of three buildings: a new two-story building providing back-of-house space such as offices and food and beverage storage, an existing one-story bar, and an existing one-story outdoor dining terrace with rooftop dining. The new building consisted of precast, prestressed concrete planks supported by cast-in-place concrete beams and columns. The existing bar building was refurbished by replacing the existing metal deck roof with concrete planks and casting new columns inside the existing CMU walls. The wood framed dining terrace was strengthened to bring it compliance with the Building Code.

*Project Role: Project Manager - Structures.*

**Key West Ferry Bight Terminal, Miami-Dade and Monroe Counties, FL** - Task Work Order from Districtwide Public Transportation Office Consultant Contract. Contract includes assignments that involve developing traffic control plans for railroad crossing rehabilitation projects, fixed-guideway transit safety inspections, Federal Transit Administration Section 5310 vehicle inspections, aviation maintenance inspections, and review of Regional and State Seaport, Aviation and Rail projects. *Project Role: Mr. Goldstein provided written comments to the City of Key West in reference to the design plans to ensure they met Federal standards and are ready for the construction phase, particularly for all structural elements and documents for the Key West Ferry Bight Terminal.*

**Miami Art Central, Miami-Dade County, FL** - Scope of work entailed bringing this 1945 building, altered without permits in 2004, into compliance with the current Building Code. Services included reviewing original and alteration drawings; performing field investigations to obtain missing information; performing analysis to verify adequacy of completed alterations; and designing retrofits where alterations did not comply with Building Code. *Project Role: Project Manager for modifications to storage and administration building.*



## Wilfredo Melendez, PE, CGC

### Lead Structural Engineer – Building Structures

#### Years Experience:

10 years

#### Education:

MS in Civil Engineering  
University of Florida

BS in Civil Engineering  
University of Florida

#### Registration:

Professional Engineer  
Florida No. 81442

Certified General  
Contractor  
Florida No.  
CGC1513650

Mr. Melendez has 10 years of experience in the design of buildings and over 13 years of experience in the building construction industry as a Certified General Contractor. Mr. Melendez's design experience consist of an array of numerous projects with a design variety of new building structures and historic building structures and components in concrete, reinforced masonry, steel and wood. Duties on these projects encompass the full spectrum of engineering services such as design, analysis, construction documents, investigation, conditions assessment, restoration and renovation, cost estimating, project management, construction administration, special inspection services and peer reviews.

#### Relevant Experience:

**The Harbour – Historic Coconut Grove, Miami, FL** - The project involves site demolition with the exception of two historical boat hanger buildings for the development of three new restaurants and retail shops. Regatta Park will be built simultaneously adjacent to the new buildings and will provide nine acres of green space. The existing parking will be removed and a parking garage with retail space will be built whereby allowing for more green space. The two existing hangers will be historically preserved and converted into retail space. **Project Role: Project Engineer**

**Doral Square, Doral, FL** - Structural design of a three-story retail and restaurant building, including at-grade and elevated parking, of approximately 267,000 square feet. Tenants include 24 Hour Fitness gym, with an elevated pool and spa. The three-story building consists of concrete slabs on precast, prestressed concrete joists, supported by a combination of cast-in-place concrete girders and girders with precast, prestressed soffits. The single-story building consists of steel roof deck on structural joists and joist girders, supported by interior structural steel columns and exterior CMU bearing/shear walls. Buildings include cantilevered structural steel canopies, as well as storefronts supported by structural steel tubes. Foundation system consists of spread footings. **Project Role: Project Manager.**

**Hidden Lakes Apartments, Miami, FL** - Structural design of a five-story residential building and a two-level parking garage. The residential building utilized post tensioned slabs, reinforced concrete columns, reinforced concrete masonry unit and was supported on pile foundations. The parking garage utilized precast prestressed joists and soffit beams, and was supported on spread foundations. BCC provided structural design services, construction administration, and threshold inspections. **Project Role: Project Engineer.**



## Joan De La Rosa, PE

### Lead Structural Engineer – Bridge Structures

**Years Experience:**

17 years

**Education:**

MS in Civil Engineering  
Florida International  
University

BS in Civil Engineering  
Florida International  
University

**Registration:**

Professional Engineer  
Florida No. 74705

Mr. De La Rosa is a Professional Structural Engineer with 17 years of experience in structural design. He is a Project Manager for BCC’s Miami Office. His background includes design, plan production and load ratings for both transportation bridge design and building structure projects. Mr. De La Rosa has served as the Engineer-of-Record (EOR), Project Manager and Project Engineer for various agencies including Florida Department of Transportation (FDOT) Districts 3, 4, 5, 6, 7, Florida Turnpike Enterprise (FTE), Miami-Dade Expressway Authority (MDX) and Miami-Dade County Department of Transportation and Public Works (MDTPW). His bridge design experience includes short span flat slab bridges, AASHTO girder bridges, Florida-I Beam bridges. His experience also includes design and analysis of miscellaneous structures including MSE walls, temporary walls, anchored bulkhead walls, Dynamic Message Sign (DMS), sign structures, box culverts, overhead cantilever and span structures.

**Relevant Experience:**

**SR 826/I-75 Express Lanes Project – Design-Build, Miami-Dade County, FL -** Project includes the addition of approximately 13 miles of Express Lanes to be constructed – 10 miles along the SR 826 (Palmetto Expressway) and three miles on I-75 (SR 93). On SR 826, one to two Express Lanes in each direction will be provided beginning approximately 0.20 miles south of West Flagler Street (south of SR 836) up to a point south of the NW 154th Street Bridge. On I-75, one Express Lane will be provided in each direction from SR 826 and to NW 170th Street (2.0 miles south of the Miami-Dade/Broward County Line). The improvements consisted of widening both SR 826 and I-75, reconstruction on SR 826, new construction in the median of I-75, and an elevated structure connecting the Express Lanes on SR 826 to the Express Lanes on I-75. This project included new drainage, lighting, Intelligent Transportation Systems (ITS), signage, and landscape. **Project Role: Engineer-of-Record for two bridge widenings, three new FIB Bridges and over 70 miscellaneous sign and ITS structures.**

**SR 821 (HEFT) Widening from SW 288th Street (Biscayne Drive) to SW 216th Street (Hainlin Mill Road) – Design-Build, Miami-Dade County, FL -** Final design and preparation of construction plans related to the widening of SR 821 from four lanes to six lanes and in the interim condition providing two General Purpose Lanes and one Express Lane in each direction. This project also included the design of two inside bridge widenings, 5.1 miles of noise walls, wet and dry detention pond and swales, permitting, safety upgrades (guardrail and pier protection), milling and resurfacing, reconstruction of a toll gantry, traffic control and detours, utility coordination, signing and marking, Intelligent Transportation System (ITS) and lighting. **Project Role: Structures Engineer-of-Record.**



## Bob Forand, PE

### Structural Engineer – QA/QC Bridge Structures

#### Years Experience:

23 years

#### Education:

BS Architectural  
Engineering  
University of Miami

#### Registration:

Professional Engineer  
Florida No. 58611

Mr. Forand has worked in the design and management of structural projects for over 23 years. Projects that Mr. Forand has designed or managed include retaining walls, bulkhead walls, overhead sign structures, mast arm signals, and noise barrier walls, bridge projects to include cast-in-place, precast slab unit, AASHTO beam, and Florida-I beam (FIB) bridges, as well as repairs, widenings, rehabilitation, and load ratings. Mr. Forand has also designed or managed condensed schedule projects to include Design-Bid, Design-Build, Task Work Order contracts, and on-call post design contractor support services. Mr. Forand works closely with the project team during all project phases to ensure compliance with design criteria as set forth per client needs and industry standards.

#### Relevant Experience:

**City of Fort Lauderdale Structures Design Consultant Contract (Project No. P12212 Seawall Master Plan), City of Fort Lauderdale, FL** - The City owns approximately 4.3 miles of seawall structures and 2.0 miles of natural banks. This task work order required the assessment of the comprehensive needs of these structures and banks, and development of a Seawall Master Plan. The Plan consisted of individual assessment reports for each component, as well as a report summarizing the findings and recommendations to included feasible solutions, impacts, and cost estimates. Seawall assessments included inspection of existing structures (above and below water), and recommendations for the seawall infrastructure in need of rehabilitation or replacement. The Plan also addressed potential structural modifications and bank needs to address the challenges associated with Sea Level Rise (SLR). BCC completed the assignment on an aggressive four-month schedule in order to have the report finalized so projects could be budgeted for the Fiscal Year. Project Role: Project Manager and Engineer-of-Record.

**Districtwide Structures Repair/Rehab Plans Preparation, Miami-Dade and Monroe Counties, FL** - 26 miscellaneous Task Work Order assignments including inspections and evaluations, scoping reports, bridge repairs (bridge deck cracking, spall repairs, slope stabilization...), structural steel painting, cathodic protection systems, safety and geometry improvements, bridge approach improvements, wingwall repairs and reconstruction, and scour countermeasures. Projects also included maintenance of traffic, public involvement (meetings, outreach), signing, pavement markings, phased construction, and Technical Special Provisions. Post design services included review of shop drawings, Requests for Information (RFI's), material certification, and on-call support to the contractor during construction. Project Role: Project Manager and Engineer-of-Record.



## Helio Aguirre, El

### Structural Designer – Building Structures

#### Years Experience:

4 years

#### Education:

BS in Civil Engineering  
Florida International  
University

#### Registration:

Engineer Intern  
Florida No. 1100023462

Mr. Aguirre received a Bachelor of Science in Civil Engineering from Florida International University with an emphasis on Structural Engineering. Mr. Aguirre's relevant coursework while at FIU included: Structural Analysis, Reinforced Concrete, Steel Design, and Mechanics of Materials. Mr. Aguirre has accrued approximately one year of experience working as an intern on projects involving structural design and analysis. The latter portion of his career has been focused primarily in residential buildings (single family unit).

#### Relevant Experience:

**The Harbour – Coconut Grove, Miami, FL** - Project Engineer responsible for structural calculations and plans preparation. The project consisted of designing the primary structural frame and the structural aspects of the exterior enclosure for two new buildings totaling approximately 47,000 square feet of restaurant and retail space situated on waterfront site along Biscayne Bay. The project also consisted of historically preserving and refurbishing two structural steel hangars, built in 1930's as Pan Am sea plane hangars. One structure will serve as a boat storage facility, one as a retail facility. Existing structural members were surveyed, and repair details were developed for deteriorated areas. Recent additions to original structures were demolished to restore buildings to their original configuration. Exterior metal cladding panels were replaced. The hangar buildings will be integrated into the remainder of the site. Project Role: Structural Designer.

**Neptune Apartment Building Assessment & Repair, Miami Beach, FL** - BCC provided professional services associated with the building rehabilitation design. General scope included "Envelope" repair to eliminate water and moisture intrusion, repair damaged concrete and stucco throughout the exterior of the building, including balconies, concrete railings, ramps, and accent features, making all windows and exterior doors watertight, replacement of exterior lighting with high efficiency, architecturally appropriate fixtures, replace front entrance doors, exterior flooring at entrance, exterior paint, and landscaping. All work is to be performed with careful consideration to the historic classification of the building and cognizant of LEED criteria. Project Role: Structural Engineer Designer.

**Butler Building Reconstruction, City of Fort Lauderdale, FL** - The pipe yard/depot at the Public Works compound is at its maximum capacity. There are no available covered storage spaces to keep components out of the weather. Therefore, this project involved installation of a new prefabricated storage building in the Prospect Wellfield to store equipment and materials for use in utilities projects. BCC completed a two-phase approach to this project. Task 1 involved an engineering evaluation to confirm repair vs. replacement and reuse of the existing building foundations in a new structure. Task 2 involved developing the RFP Criteria package for the City's use in Design-Build delivery and serving as the Owner's Representative throughout the Design-Build process. Project Role: Engineer-of-Record.



## Rolando Pares, El

### Structural Designer – Building Structures

#### Years Experience:

14 years

#### Education:

BS in Civil Engineering  
Polytechnic University

#### Registration:

Engineer Intern  
Florida No. 1100022372

Mr. Pares has accrued approximately 14 years of experience working in construction engineering project management roles, ensuring that projects are scheduled and built in accordance with plans and specifications. The latter portion of his career thus far has been focused primarily in design roles. Mr. Pares received a Bachelor of Science in Civil Engineering from Polytechnic University and is currently an Engineer in Training. Mr. Pares has skills in AutoCAD 2D, SAP2000, ENERCALC, MS Office and Microsoft Project.

#### Relevant Experience:

**Government Center Garage Rehab, Doral, FL** - The Government Center Garage is a three story structure comprised of precast prestressed concrete joists supported by reinforced concrete beams and columns supported on spread foundations. After years of exposure to the South Florida climate, the structure has begun to exhibit signs of distress such as cracks and delaminations with corrosion stains. The project scope consisted of assessing the existing structure and documenting all deficiencies. Based on the assessment, repair documents were prepared. BCC Engineering provided field assessment services, repair plan development, and construction administration. *Project Role: Structural Designer.*

**Historic City Hall Rehab, Miami Beach, FL** - Project consists of assessing the Historic Old City Hall to document any deficiencies. Based on the field assessment, repair plans were developed. BCC Engineering provided field assessment services, repair plan development, and construction administration. *Project Role: Structural Designer.*

**KLA Brickell, Miami, FL** - KLA Academy is an early childhood education facility that offers preschool children an early and easy integration to kindergarten. The project is located on the East side of SW 4th Avenue between SW 11th Street and SW 15th Road. The school will have a 600-student capacity with students ranging from infant to 5th grade. The project consists of the design and construction of a new five-story 91,000 square foot building with one level of underground parking and a roof top terrace. The roof top terrace will have landscaped areas, play area, basketball court, and soccer field. BCC Engineering is the Engineer-of-Record for the Structural design that includes reinforced concrete columns and beams, precast prestressed concrete joists and spread foundations. BCC is also the Threshold Inspector for the project. *Project Role: Structural Designer.*

**Historic City Hall Rehab, Miami Beach, FL** - Project consists of assessing the Historic Old City Hall to document any deficiencies. Based on the field assessment, repair plans were developed. BCC Engineering provided field assessment services, repair plan development, and construction administration. *Project Role: Project Engineer.*



## Karine Teixeira

### Structural Designer – Bridge Structures

#### Years Experience:

7 years

#### Education:

BS in Civil Engineering  
Universidade Federal de  
Vicosa

Ms. Teixeira graduated with her Bachelor of Science in Civil Engineering from the Universidade Federal de Vicosa (UFV), in Brazil. She had the pleasure of studying at the University of Miami (UM) for over a year as part of a science mobility scholarship offered by the Brazilian Government. Through her studies and internships, she has been exposed to a wide range of approaches to the Civil Engineering field.

#### Relevant Experience:

**West Lake Drive Bridge No. 865771, Ft. Lauderdale, FL** - The bridge carries West Lake Drive over Estelle River in Broward County, Florida. The bridge was constructed in 1956 and serves as the sole vehicular access into approximately 85 local residences north of the structure. Beam and pile deficiencies identified in the 12/1/16 "Special-Other Bridge Inspection Report" resulted in a Prompt Corrective Action – Critical Bridge Deficiency letter being sent to the City by the Florida Department of Transportation District 4 (FDOT). A 10-ton weight restriction was placed on the bridge and a Load Rating performed by FDOT. The project scope consists of assessing the condition of the existing bridge by inspecting the top, underside, and underwater of the structure, documenting any deficiencies and providing structural repair documents. BCC was responsible for coordinating all permits, producing signed and sealed structural repair drawings and calculations suitable to file with the building department, a new Load Rating Report and ultimately for bidding and construction. BCC is also responsible for inspecting the contractor's work and reviewing and approving shop drawings. *Project Role: Structural Designer.*

**Bridge 876718 Assessment & Repair, Miami Beach, FL** - The project consists of assessing the condition of the existing FDOT Bridge No. 876718 by inspecting the top and the underside of the structure, documenting any deficiencies and providing structural repair documents. BCC was responsible for coordinating all permits, producing signed and sealed structural repair drawings and calculations suitable to file with the building department and ultimately for bidding and construction. BCC was also responsible for inspecting the contractor's work and reviewing and approving shop drawings. *Project Role: Structural Designer.*

**SE 17th Avenue Bridge Assessment, Miami Beach, FL** - The SE 17th Avenue Bridge is a reinforced concrete superstructure bridge supported by prestressed pile bents. The bridge carries water, sanitary, and gas utilities over the canal. The bridge was recently transferred from the Florida Department of Transportation to the City of Ft. Lauderdale. The goal of the project is to investigate the existing condition of bridge and provide a report of our findings. Our scope included performing above water and under water field inspections of the bridge to map and delineate deficiencies. The results were provided to the City in a Structural Condition Assessment Report. *Project Role: Structural Designer.*



## Ana Gonzalez, CBI

### Senior Bridge Inspector

**Years Experience:**

21 years

**Education:**

Associate of Arts  
Universidade Federal de  
Vicosa

**Registration:**

State of Florida Certified  
Bridge Inspector #  
00398 2003

PADI Master Scuba Diver  
Trainer # 99376

Occupational Scuba  
Diver # 12038

USCG Licensed Captain  
up to 100Ton Vessel

Ms. Gonzalez has over 21 years of experience as a commercial diver and is responsible for supervising, performing, and supporting underwater bridge inspection projects throughout South Florida. For over 17 years, Ms. Gonzalez has been performing underwater bridge inspections. Ms. Gonzalez is also a Florida Master Scuba Diving Instructor, providing instruction course and certification classes.

**Relevant Experience:**

**MIA Bridge Shoring and Bearing Inspection, Miami, FL** - Responsible for the inspection of bearings at both the North and South bridges on the upper level parking area of Miami International Airport. This job was established to replace existing bearings that were deficient and needed immediate replacement. Since the West side bearings of both bridges were in the most deteriorated condition, the West side bearings on both bridges were replaced first. Currently working on the East side of both bridges to replace the existing, deficient bearings.

*Project Role: Senior Bridge Inspector.*

**Indian Creek Bridge Rehabilitation, Indian Creek Village, FL** - Responsible for the topside and underwater inspection of the existing bridge over Indian Creek, which is a pristine navigable waterway, as well as the inspection of the seawall. This Project included the design, plans preparation, specifications, and environmental permitting, for the proposed rehabilitation of the existing structure built in 1930. The Project goal was to use innovative preservation strategies and actions to extend the historical bridge’s useful service life and provide the Village with ample time and opportunity to prepare for its eventual replacement. Required heavy coordination with the Village of Indian Creek, the Department of Environmental Resources Management (DERM), fire & police, Utility Agency Owners (UAOs), and public involvement for the rehabilitation of the Village’s sole means of access. *Project Role: Senior Bridge Inspector.*

**MacArthur Causeway Condition Survey for Port of Miami Tunnel Construction, Miami, FL** - This Project consisted of a detailed pre-construction inspection, post-construction inspection and analysis, and National Bridge Inventory (NBI) inspection of the 18-span, 2,468-foot, continuous, post-tensioned, prestressed concrete girder bridge over the Atlantic Intracoastal Waterway. This comprehensive inspection included underwater structural members, such as piers, footings, columns, and walls, as well as uncased, drilled shafts and exposed piles. *Project Role: Certified Bridge Inspector responsible for the underwater inspection.*

**Bay Harbor Islands Bridge (18-108), Town of Bay Harbor Islands** - Senior Bridge Inspector Responsible for inspecting bridge elements from the waterline to the underdeck and topside. *Project Role: Certified Bridge Inspector.*



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## STRUCTURAL ENGINEERING

REF. #: 2021-08SE



TAB E  
**TECHNICAL APPROACH  
AND UNDERSTANDING**



## APPROACH AND METHODOLOGY

At the core of any successful project is communication; between the customer, staff, and subconsultants. The role of the Project Manager is to provide a direct link of communication between these three entities. An effective Project Manager requires proactive communication and early identification/resolution of project issues. For this contract, the BCC is committing the services of **Mr. Christian Aquino, PE** as the Project Manager and will have full corporate support empowering him to commit company resources as needed to facilitate coordination, direction, and communication between the **Mr. Victor Hererra, PE** (Contract Manager). As Project Manager, Mr. Aquino will:

- Continuous communication with the Contract Manager to ensure expectations are being met and information is being delivered between parties.
- Commit highly competent and experienced professionals to projects and provide them with the necessary resources to assure success.
- Utilize project management tools such as Primavera and Deltek Vision to assure projects are on time and on budget.
- Take a proactive approach in identifying possible issues and presenting early resolution.

Any issue brought to the Village's attention will be accompanied by the Team's recommendations and solutions. The Team will deliver successful projects by implementing the following management activities.

## IMPLEMENTATION PLAN

For each assignment under this contract, the Village of Key Biscayne will communicate directly with the Contract Manager and provide a work order and scope of services. It will be the Project Manager and Team's responsibility to analyze and evaluate the design criteria, constructability, biddability, sequence of construction, aesthetics, utilities, environmental impacts, and permitting. An initial field visit will be used to

elicit input from entities involved in the design (i.e. Village, any applicable sub-consultants, team members). These field visits will serve as a tool for team members to identify potential issues and provide a level of value analysis. Senior Engineers/Designers will meet in the field and agree to optimal solutions based on their findings and follow-up discussions. The team will present our recommendations to the Village's Project Manager during the project kick-off meeting for his/her review, discussion, and approval. Once solutions to issues are agreed upon, plans or studies can proceed through final design and towards construction.



## PROJECT KICK-OFF MEETING

Mr. Aquino will begin with a kick-off meeting to identify key project issues, identify sub-consultants, discuss project purpose and goals, define team member roles and responsibilities, and identify expectations. The planning and scheduling of the kick-off meeting will be coordinated with the Village of Key Biscayne Project Manager.

## PROJECT WORK PLAN

Upon receipt of the Notice to Proceed (NTP), BCC Engineering's Project Manager will prepare a Project Work Plan for distribution among all Team members. The work plan will be a living document that establishes the project requirements; sets the basis for controlling scope, schedule, and budget; describes the principal responsibilities and authority of the project participants; and documents and maintains project decisions and criteria (i.e. variations/exceptions, limits, etc.).

## PROJECT REPORTING

The Project Manager will prepare and distribute comprehensive meeting documents (i.e. agendas, sign in sheets, meeting minutes, and telephone logs) in a timely manner. Agendas will be submitted for approval to the Village's Project Manager one week prior to any meeting. Meeting minutes will be distributed within two working days of the conclusion of any meeting. Action items will





include identification of the individuals responsible for follow-up along with the completion dates. Accurate and up to date Monthly Progress Reports will be the primary method for communicating the status of the project on a consistent basis. Progress reports will include an executive summary with accomplishments for the month, projected activities for the following month, and identification of any issues and suggested resolutions. These progress reports will aid in tracking the schedule of the project while maintaining the Village in constant communication and up to date with the project.

## BUDGET MONITORING AND CONTROL

Adhering to established design services and construction budgets is vital in to providing value to the Village. At the start of design, Mr Aquino will meet with our Designers to assure that the Scope has been effectively communicated and that each Designer understands the requirements of the project as well as the respective budgets. During design, the Project Manager will provide constant monitoring and perform quality checks to ensure the budget is controlled. They will prepare Cost Control Reports for every level of the Work Breakdown Structure that will include calculation of "Earned Value" for purposes of invoicing and a comparison of planned vs. actual expenses to help identify variances at the cost accounting level, as needed.

## QUALITY ASSURANCE / QUALITY CONTROL

Quality Assurance and Control begins with BCC's commitment to the Village of Key Biscayne to provide qualified professionals that are experienced in their respective discipline. Quality for our Team begins with leadership. Every client expects it, and for the City, our Project Manager and Team will deliver it. BCC Engineering focuses on five determiners of quality:

- Client Satisfaction
- Compliance with design code and standards
- Technical completeness and accuracy in detail
- On-budget
- On-schedule

This tone is set by our company policies and is reinforced by the work plan that will be prepared at the beginning of

the project. In fact, the ingredients of quality are already built into our Organizational Chart with BCC Engineering's commitment to staff the project with qualified professionals that possess all the required skill sets necessary to ensure a successful project.

## QA/QC REVIEW AND MANAGEMENT

BCC follows a tailored quality system developed through our years of experience. This system was established to provide overall technical leadership and quality control. Each study, design or construction project is assigned a QA/QC team composed of senior staff members with experience and expertise in their relevant disciplines. They review technical and quality engineering aspects at key junctures in the project implementation process in order to guide the project to achieve results that meet the client's expectations.

For this contract, we are pleased to commit the services of Mr. Steven Goldstein, PE, SI as QA/QC Manager. Mr. Goldstein is Chief Engineer with the firm and we are excited that we can offer his considerable experience and knowledge as a seasoned engineer to the City. Mr. Goldstein has over 37 years of consulting design experience including managing projects as a consultant. One would be hard pressed to find an individual with similar qualifications, from the design of miscellaneous site structures (i.e. seawalls, retaining walls, etc.) to high-rise tower projects which have included the tallest building in Florida, Mr. Goldstein has managed and led some of the most significant structural projects in Miami-Dade County and throughout Florida.

Mr. Goldstein will oversee a QA/QC plan, which will achieve production quality through careful development of the work and the continuous checking, concurrence, and verification of all work and documents during their preparation and review. Rework and production errors will be prevented by:

1. The use of quality oriented Responsible Professionals
2. Checking each document before it is used for further development
3. Utilizing a standard check and balance procedure that will provide documentation on the agreement between two



qualified professionals

4. Performing bid-ability, coordination, and constructability reviews. Constructability reviews will seek to eliminate requirements that are impractical, unnecessarily costly, or difficult to build. Coordination reviews will be used to identify and resolve conflicts that may exist among different elements of the project such as utilities and landscape.

Prior to any project submittal, the Project Manager will make sure that all production related checks have been completed and that the document is ready for an independent check by the Quality Control Reviewers. Each document will receive a stamp that tracks when the document was submitted for quality control, when it was reviewed by the Quality Control Reviewer, and when the comments were incorporated into the document and back checked. The Project Manager's responsibility is to make sure that the quality control process has been completed.

The submittal reviews will focus on assuring that the plans are complete, orderly, correct, and appropriate for the intended purpose. Quality Control Reviewers will take into consideration the technical content, the format and presentation. Different colors are used to identify the various stages of the checking process.

- **Yellow** is used by the checker to indicate agreement. All lines, dimensions, and written text are to be yellowed in if correct.
- **Red** is used by the checker to indicate corrections and additions.
- **Green** is used by the back checker to indicate approval of checker's changes, plus additional changes as agreed to by checker.
- **Blue** is used to indicate that changes to the original document have been made.
- **Black** is used for non-record comments or instructions.

A set of check prints will be formalized to document the review process. The QA/QC check prints will be included in the project file and be made available to the City upon request.

## SUB-CONSULTANTS

BCC Engineering anticipates to perform all related structural services for construction documents and construction administration associated with tasks issued by the Village of Key Biscayne regarding work for:

- Building Design
- Bridges
- Coastal Engineering (Seawall Design and Repair)
- Construction Management
- Rehabilitation (Buildings, Structures, Facilities, etc.)
- Structural Design; Special Structures

For the tasks previously listed, we anticipate sub-consultants will be required to complete construction documents and to be provided by the Village or by BCC Engineering under direction of the Village for:

- Coastal Surveys
- Environmental and Coastal Permitting
- Soils & Geologic Studies; Foundations
- Surveying

When design sub-consultants are required, preference will first be given to a Disadvantaged Business Enterprise (DBE) firm. We are not including subconsultants in this submittal; however we will provide verifiable evidence that each subconsultant is a DBE firm when requesting to add that firm to our contract. Being a firm with design-build experience, utilizing sub-consultants that are DBEs have been BCC's priority. In instances where a sub-consultant is not provided by the Village, BCC's Project Manager will provide three (3) firms to the Village's Project Manager for review, discussion, and consideration. Once a sub-consultant firm has been selected, they will be integrated into the design team and follow the approach to the project as previously outlined. BCC requires of its sub-consultants the same level of diligence and care in the performance of services that we expect of ourselves. For tasks under this contract, sub-consultants are expected to submit a quality control program for review and approval by BCC's Project Manager. Mr. Aquino will also monitor each sub-consultant to assure that they comply with our internal QA/QC plan. When all the QA/QC procedures are completed, Mr. Goldstein will perform an audit to insure that this process has taken place.

## PROJECT TIMELINE

The preparation of a comprehensive Project Design Schedule, along with continuous tracking, is one of the most important and fundamental tools for effective project management. For purposes of scheduling and budget control, BCC's approach includes developing and implementing a Work Breakdown Structure (WBS) that identifies tasks based on a logical organization with the flexibility to adjust to the evolution of the project. With input from the Village's Project Manager, the WBS will focus on project deliverables and will be the basis for identifying schedule activities and for monitoring cost. BCC's Project Manager will work with the Village's Project Manager on monthly updates of the Village's maintained project schedule (percent complete, logic ties, identification of negative float recovery, etc.). Throughout the project, we will continuously review and update the schedule. Maintaining projects on schedule is at the core of monitoring and controlling cost.



## PHASING OPTIONS

BCC Engineering has experience with design projects that utilize multiple review submittals (30%, 60%, 100%, etc.) and with one review submittal (Construction Documents). Our Team also has experience in providing separate submittal packages for the same project in an effort to reduce schedule time. An example is submitting a foundation package first so that construction can begin at an earlier stage while the remaining design of the project is being completed. Depending on the size and complexity of a project, BCC Engineering can make recommendations to the Village early as to which Phasing Option is appropriate in maintaining the project schedule and quality assurance while controlling cost.

## TESTING

BCC makes a thorough review of field reports (sub-soil studies, laboratory analysis, etc.) before progressing to the next stage of engineering on a project. Whether in design or during construction, testing is coordinated early and with priority in order to ensure project schedule and quality.

## RISK MITIGATION

On many occasions, BCC has been involved on projects where cost comparison and risk mitigation analysis has been necessary to assist the Customer in making a well-educated decision before progressing from conceptual design. Our staff has the experience in researching the economic viability of each potential solution with regard to technical and cost saving aspects.



[www.bcceng.com](http://www.bcceng.com)

[in](#) [f](#) [@](#) [@](#) [@](#) [@](#) @bcceng



REFERENCE PROJECTS

## Miami Beach Neptune Residences Rehabilitation



**Reference for:** BCC Engineering, LLC

**Location:** Miami Beach, FL

**Contract Amount Awarded to Firm:**  
\$43,000

**Contract Duration:** 2020

**Project Owner:** City of Miami Beach

**Contact:** Pablo "Paul" Gomez

**Contact Phone:** (305) 673.7490

**Contact Email:** PabloGomez@miamibeachfl.gov

**Project Description:** This project is a task work order for the ongoing City of Miami Beach Professional Architectural and Engineering Services (A&E) in specialized categories on an "as needed-basis" Contract. BCC Engineering is providing professional services associated with the building rehabilitation design. General scope includes "Envelope" repair to eliminate water and moisture intrusion, repair damaged concrete and stucco throughout the exterior of the building, including balconies, concrete railings, ramps, and accent features, making all windows and exterior doors watertight, replacement to exterior lighting with high efficiency, architecturally appropriate fixtures, replace front entrance doors, exterior flooring at entrance, exterior paint, and landscaping. Interior design work to include, kitchen cabinet replacement where required, laminate flooring in all units, interior paint throughout, complete bathroom rehab where required, remove carpet from stairs to be finished in polished concrete, remove all carpet from hall ways to be replaced with laminate, and all light fixtures to be replaced with an appropriate style, high efficiency fixtures. All work is to be performed with careful consideration to the historic classification of the building and cognizant to LEED criteria.



REFERENCE PROJECTS

## Flamingo Park Baseball Stadium Assessment



**Reference for:** BCC Engineering, LLC

**Location:** Miami Beach, FL

**Contract Amount Awarded to Firm:**  
\$4,048

**Contract Duration:** 2019

**Project Owner:** City of Miami Beach

**Contact:** Elizabeth Estevez

**Contact Phone:** (305) 673.7272

**Contact Email:** ElizabethEstevez@miamibeachfl.gov

**Project Description:** This project is a task work order for the ongoing City of Miami Beach Professional Architectural and Engineering Services (A&E) in specialized categories on an "as-needed-basis" Contract.

The baseball stadium was originally built in 1966 for approximately 570 seated spectators. The stadium structure consist of steel columns and beams, precast concrete floor plans, and a steel roof structure. Over time, the stadium structure had begun to show signs of distress. The project scope consisted of field assessing the existing structure and providing a report of our findings. The report also included repair recommendations and opinion of probable cost that was used to plan for future repairs.



REFERENCE PROJECTS

## City of Fort Lauderdale Traffic and Transportation Engineering Consultant Services - City Park Garage Assessment



**Reference for:** BCC Engineering, LLC

**Location:** Fort Lauderdale, FL

**Contract Amount Awarded to Firm:**  
\$13,050

**Contract Duration:** 2018

**Project Owner:** City of Fort Lauderdale

**Contact:** Shiau Ching Low

**Contact Phone:** (954) 828.3779

**Contact Email:** slow@fortlauderdale.gov

**Project Description:** This project is a task work order done under the City of Fort Lauderdale Traffic and Transportation Engineering Consultant Services contract.

The existing structure is a 7-story parking garage with 527 parking spots and spans over SE 2nd Street. The structure is comprised of post-tensioned concrete decks and beams supported on reinforced concrete columns and shear walls. BCC provided field assessments to document the existing condition of the structure. A Structural Condition Assessment report summarizing all of the deficiencies was provided. The report categorized repair priorities and associated probable cost estimate. The information provided in the report was used to prepare future maintenance and repair plans to be used by the City.



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## STRUCTURAL ENGINEERING

REF. #: 2021-08SE





**Public/Private Sector Clients for the last 3 years**

City of Doral  
North Bay Village  
City of Fort Lauderdale  
City of Miami Beach  
City of Sunrise  
Bay Harbor Islands  
City of Miami  
City of Orlando  
Miami-Dade County (DTPW)  
Miami-Dade Aviation Department  
Miami-Dade County Parks & Recreation Department (PROS)  
Miami-Dade County Fair & Exposition, Inc.  
Port of Miami  
Village of Virginia Gardens  
Mater Academy  
Palmer Trinity School  
Pinecrest Academy  
Riviera Preparatory School  
MDX  
FDOT (3,4,5,6,7)  
Florida Turnpike Enterprise



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## STRUCTURAL ENGINEERING

REF. #: 2021-08SE





Licenses & Certifications - BCC Engineering, LLC

# *State of Florida Department of State*

I certify from the records of this office that BCC ENGINEERING, LLC is a limited liability company organized under the laws of the State of Florida, filed on May 8, 2019, effective March 15, 1994.

The document number of this limited liability company is L19000118381.

I further certify that said limited liability company has paid all fees due this office through December 31, 2021, that its most recent annual report was filed on January 31, 2021, and that its status is active.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Thirty-first day of January,  
2021*



  
Secretary of State

Tracking Number: 1579120583CC

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

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



Licenses & Certifications - BCC Engineering, LLC

000263

# Local Business Tax Receipt

Miami-Dade County, State of Florida  
-THIS IS NOT A BILL - DO NOT PAY

# LBT

3427069

<b>BUSINESS NAME/LOCATION</b> BCC ENGINEERING LLC 6401 SW 87TH AVE 200 MIAMI FL 33173	<b>RECEIPT NO.</b> RENEWAL 3579001	<b>EXPIRES</b> <b>SEPTEMBER 30, 2021</b> Must be displayed at place of business Pursuant to County Code Chapter 8A - Art. 9 & 10
--	--	--

<b>OWNER</b> BCC ENGINEERING LLC C/O JOSE A MUNOZ	<b>SEC. TYPE OF BUSINESS</b> 212 P.A./CORP/PARTNERSHIP/FIRM EB7184	<b>PAYMENT RECEIVED BY TAX COLLECTOR</b> \$75.00 08/28/2020 FPPU03-20-013114
---	--	--

Employee(s) 1

**This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.**

**The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.**

For more information, visit [www.miamidade.gov/taxcollector](http://www.miamidade.gov/taxcollector)



### Licenses & Certifications - BCC Engineering, LLC

BCC Engineering, LLC  
PE Lic. No.: 7184

The screenshot displays the Florida Department of Business and Professional Regulation (DBPR) Online Services interface. The page title is "DBPR ONLINE SERVICES" with a "Home" link. A navigation menu on the left includes options like "Search for a Licensee", "Apply for a License", and "View Application Status". The main content area is titled "Licensee Details" and contains the following information:

Licensee Information	
Name:	BCC ENGINEERING, LLC (Primary Name)
Main Address:	6401 SW 87TH AVENUE SUITE 200 MIAMI Florida 33173
County:	DADE
License Mailing:	
License Location:	

License Information	
License Type:	Registry
Rank:	Registry
License Number:	7184
Status:	Current
Licensure Date:	04/28/1995
Expires:	

Special Qualifications	
	Qualification Effective

**Alternate Names**

View Related License Information  
View License Complaint



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## STRUCTURAL ENGINEERING

REF. #: 2021-08SE





BCC's corporate headquarters are in Miami-Dade County. In addition to our Miami office, we maintain offices in Broward County, Orlando, Tampa, Puerto Rico, and Dallas, TX and Atlanta, GA. Our offices are equipped with tools to allow staff to collaborate across offices. Our video conferencing capabilities allow us to host monthly company-wide meetings which are attended by several hundred employees. In Miami we have a television studio that is used for in-house production. On staff we also have two certified drone operators who are licensed by the Federal Aviation Administration. We use this capability to monitor our projects and their progress and to provide data to our clients.

In response to the COVID-19 virus, BCC Engineering and members of our team have developed alternate working arrangements that have allowed us to seamlessly deliver services to our clients. Using various technology, we have continued to operate at the same level prior to the spread of the novel corona virus. Our team members are equipped with software to facilitate face to face and virtual meetings. We have deployed file management systems like SharePoint and Project Wise to manage project files across multiple offices and individuals who may not be co-located. To facilitate team interactions,

BCC staff hold daily meetings discuss the status of all active projects and planned work activities. Each of our employees have access to a standard suite of software including the following:

- Microsoft Office – Word, Access, Excel, PowerPoint, SharePoint, One Drive, and One Note
- AutoCAD Civil 3D,
- Auto Storm and Sanitary Analysis
- Adobe
- Zoom
- Microsoft Teams, and
- Project Wise

Structures staff is fully equipped with state of the art computers, plotters, printers, scanners and design software such as AutoCAD Civil 3D, Microstation, GeoPak, Google SketchUp, ETABS, SAP2000, MathCAD, IES Building Suite, CSI Bridge, STAAD, and Atlas LEAP. BCC Engineering prides itself on innovative approaches to solve the difficult challenges faced by our customers. Our staff makes every effort to understand the concerns and needs of the customer and they are committed to providing optimal solutions for all issues involved.





VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## STRUCTURAL ENGINEERING

REF. #: 2021-08SE





**PIC/CONTRACT MANAGER**

Victor Herrera, PE



**PROJECT MANAGER**

Christian Aquino, PE



**QA/QC BUILDING STRUCTURES**

Steven Goldstein,  
PE, SECB, SI



**BUILDING STRUCTURES DESIGN**

Wilfredo Melendez, PE  
Helio Aguirre, EI  
Rolando Pares, EI



**BRIDGE, SEAWALL & SPECIAL STRUCT. DESIGN**

Joan de la Rosa, PE  
Karine Texeira  
Ana Gonzalez, CBI



**QA/QC BRIDGE/SEAWALL STRUCTURES**

Bob Forand, PE

**Key Personnel Relevant Experience**

	Christian Aquino, PE	Steven Goldstein, PE, SECB	Wilfredo Melendez, PE	Helio Aguirre, EI	Rolando Pares, EI	Bob Forand, PE	Joan de la Rosa, PE	Karine Texeira	Ana Gonzalez, CBI
Seawall Master Plan, City of Fort Lauderdale, FL	✓					✓			
The Youth Fair Hurricane Shelter Assessment, Miami-Dade County, FL	✓								
Miami Beach Neptune Residences Rehabilitation, Miami Beach, FL	✓	✓		✓					
San Marco Island Drainage Improvements, Miami, FL	✓	✓							
Fleet Management Seawall Assessment & Repair, Miami Beach, FL	✓					✓	✓		
Flamingo Park Baseball Stadium Assessment, Miami Beach, FL	✓	✓		✓				✓	
Butler Building Reconstruction	✓	✓		✓					
Bridge 876718 Repair, Miami Beach, FL	✓					✓		✓	
Fire Station #2 Training Tower Rehab	✓	✓	✓		✓				
Repair and Rehabilitation West Lake Drive Bridge over the Estelle River - Bridge 865771, City of Fort Lauderdale, FL	✓					✓		✓	



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

## STRUCTURAL ENGINEERING

REF. #: 2021-08SE





## Victor H. Herrera, PE

### Principal in Charge/Contract Manager

#### Years Experience:

17 years

#### Education:

BS in Civil Engineering,  
Florida State University

#### Registration:

Professional Engineer  
Florida No. 71164  
Alabama No. 30849

Pipeline Assessment  
Professional (PACP),  
Florida No. 06-16991

Victor Herrera brings 17 years of experience in the design and implementation of engineering projects. He has strong project experience working with municipalities and leading complex projects. Mr. Herrera has specialized professional competence in parking lots, grading, earthwork, and drainage design, as well as experience in plans processing for permit approval, water and sewer design, geotechnical investigation evaluation, and interpretation of soil borings and recommendations.

Victor is a Senior Vice President with BCC and serves as the Civil Operations Manager for the firm. He is responsible for management, profitability, and direction of the firms staff, establishing and monitoring procedures and processes, adherence to corporate and company policies, project contractual terms and quality control procedures. Victor frequently serves as a Project Principal or Project Director for large or significant projects and is responsible for marking sure that BCC is providing the appropriate technical resources to assure delivery of quality service and products to our clients on time and within budget.

#### Relevant Experience:

**Staff Augmentation, Florida Department of Environmental Protection - Tallahassee, FL, Reference: Tony McNeal, PE, Program Administrator, (850) 921-7745, [tony.mcneal@dep.state.fl.us](mailto:tony.mcneal@dep.state.fl.us)** - As part of an 18-month assignment, Mr. Herrera was responsible for the following tasks:

- Coordinating with local, state, and federal environmental agencies, as well as project professionals in processing permits.
- Reviewing and issuing permits for construction seaward of the Coastal Construction Control Line (CCCL).
- Providing impact assessments for proposed activities and long-term effects on the beach/dune system.
- Monitoring coastal construction and related activities in five counties (Volusia, Flagler, St. Johns, Duval, and Nassau).
- Providing site inspections for existing and proposed construction sites.
- Reviewing all armoring applications statewide, including seawalls, revetments, geotubes, and all other rigid coastal structures.
- Providing emergency assistance to Walton County following Hurricane Dennis to provide damage assessment as well as approach strategy for reconstruction.
- Coordinating with Florida Fish and Wildlife Conservation Commission, U.S. Fish and Wildlife, and the State of Florida on handling regulatory issues with the construction of rigid structures in the Panhandle.



*Victor H. Herrera, PE (Page 2)*

**South Pointe Park Pier Project; Miami Beach, FL, Reference: Humberto Alonso (Atkins Client Service Manager), 305-796-7584, humberto.alonso@atkinsgloba.com** - As lead civil engineer and deputy project manager, Mr. Herrera was responsible for management of internal design groups and subconsultants in the development of a new design for South Pointe Park Pier valued at approximately \$5M. In addition to managing the design team, Mr. Herrera is also responsible for client coordination and oversight of permitting efforts with multiple agencies. **Project Role: Lead Civil Engineer and Deputy Project Manager**

**North Bay Village Contract for General Professional Engineering and Architectural Services , Village of North Bay, FL, Reference: Marlon Lobban, (305) 756-7171 Ext.66, mlobban@nbvillage.com** - The project involves several task work orders. The scope of services include, but are not limited to, providing general engineering and architectural services to provide planning, reviews, assessments, reports, studies, design, project permitting, renderings, schedules, cost estimates, construction specifications, project management, construction inspection and construction management for projects such as marine construction, roadway, transportation/traffic signalization, traffic calming, drainage, water, sanitary sewer, site plan, architectural planning and design (incl. Structural, mechanical, electrical and plumbing), sustainability, environmental and landscaping. **Project Role: Principal.**

**Stormwater Work Program, Miami, FL, Reference: Elyrosa Estevez, PE, CFM, 305-416-1200, EEstevez@ci.miami.fl.us** - Mr. Herrera guided the effort of developing a stormwater work program to address over one hundred existing stormwater structures that were not in compliance with local regulatory criteria. Recommendations were based on engineering feasibility, schedule, and estimates of probable construction costs as well as stormwater requirements of the structure. Elements of the work included utilization of existing data provided by the City, site visits to each structure, developing alternatives that are permissible with the Florida Department of Environmental Protection (FDEP) Underground Injection Control Program and Miami Dade County Department of Environmental Resources

Management (DERM), preparing preliminary construction documents and specifications, and compiling a thorough report to be used as a design criteria package for a design/build request for proposal (RFP). **Project Role: Project Manager and Owner's Representative.**

**Biscayne Landing, City of North Miami, FL, Reference: Darryl Lee, PE, (561) 504-0909, dlee@turnberry.com** - Mr. Herrera lead a team of 18 professionals in the design and permitting for 4,300-linear feet of a new 4-lane spine road on top of an existing landfill. Utility improvements included the design and permitting of a 16-inch sanitary sewer force main and the looping of a 12-inch water main. This site, entailing 184-acres, will ultimately be a mixed-use development consisting of commercial/retail, high rise towers, and other amenity features. Due to the history of the site (old landfill) the design approach required a collaborative effort between design engineers, solid waste specialists, and geotechnical consultants. **Project Role: Project Manager/Client Service Manager.**

**Flagler Street Downtown Beautification - Civil Engineering Services for Roadway, Parking, and Pedestrian Accommodations, Miami, FL, Reference: Bob Beaty, PE, (954-931-6581)/ BobB@Lanzo.org, Hector Badia, (305) 416-1236, HBadia@miamigov.com** - The purpose for this project is to make Flagler Street a more pedestrian-friendly roadway where the street can be closed for events creating a street plaza environment. In addition, several traffic calming measures were introduced including narrowing the travel lanes, decorative high-visibility pedestrian cross walks, and decorative street furniture. The project also included the provision of new hardscape patterns, street lighting design and the re-design of the drainage system to provide a 100-year service life operation. In addition, this project includes extensive utility coordination, new design of the water distribution line and two sanitary sewer gravity lines. Extensive coordination with permitting authorities, Miami-Parking Authority, and Miami Downtown Development Agency (DDA). **Project Role: Senior Project Manager.**



## Christopher Aquino, PE

### Project Manager

#### Years Experience:

14 years

#### Education:

MS Civil Engineering,  
University of Miami

BS Civil Engineering  
University of Miami

#### Registration:

Professional Engineer  
Florida No. 74647

Mr. Aquino has 14 years of experience and currently serves as Director of the Building Structures Department. During this time, he has been involved in design development through construction administration for a variety of project types in the private and public sector throughout Florida such as residential (single and multi-family), commercial, mixed-use, waste/waste water treatment, municipal, institutional, parks and recreation, and highway (sign structures and bridges). Mr. Aquino also has experience in repair and rehabilitation projects using conventional and innovative solutions. His Master's thesis focused on concrete rehabilitation of damaged and structurally deficient concrete bridge girders using carbon fiber. Mr. Aquino has also performed in-situ load tests on balconies to determine any structural deficiencies and repair needs.

Drawing from his experience in a wide variety of projects, Christian's personal philosophy is that no matter what type or size a project is, the structural engineer's design should be cost effective, as simple as possible for contractors, and most importantly, achieve the Client's vision.

#### Relevant Experience:

**Bella Isla Apartments, Miami Beach, FL, Reference: Javier Barrera, (305) 639-2053** - BCC is serving as the Structural Engineer-of-Record and Threshold Inspector and is providing Structural Construction Documents, Construction Administration, and Threshold Inspections. Located on 3.5 acres of the northeast corner of Belle Isle, Bella Isla Apartments will be a new 172 unit 5-story luxury rental complex, totaling 310,000 square feet, scheduled to open early 2018. The complex, currently in permitting, consists of a main building with units surrounding a central parking garage with 297 parking spaces and a separate residential building connected with a two-level walkway. The building features a landscaped fourth floor that contains landscaping native to the Everglades with a river-like water feature running through the center. The roof tops will also include private terraces with Jacuzzis for the units below. Access to the roof top terrace, from the units below, will be by a spiral staircase located on the fifth-floor balcony. *Project Role: Project Manager.*

**Geiger Creek Bridge Repair Design-Build Project, Monroe County, FL, Reference: Sean Kauffman, (954) 984-9555** - Project Engineer for compiling the specifications and repair documents for the rehabilitation of existing bridge structure. Repair addressed the extensive spalling of bridge deck, bents and beams. Project offered the unique opportunity for collaboration between contractor (SPS), design engineer (BCC), and researchers (University of Miami). Repair documents proposed using several innovative techniques and materials such as GFRP reinforcing bars. Extensive coordination was required between the specialty contractor, design engineer and researchers. The project also required upgrading existing bridge barriers and guardrails to meet current FDOT design standards. Project funded by ARRA and FODT LAP funds. Repairs to a reinforced concrete bridge located on Boca



*Christian Aquino, PE (Page 2)*

Chica Road at approximately Mile Marker 11 in the Lower Keys – Repairs included extensive concrete spall and steel reinforcement repairs to the superstructure and substructure as well as bridge joints. Responsibilities included assessment of the repairs, contract documents, and post design services in full compliance with federal, state, and local requirements including FDOT LAP and ARRA funding. Unique aspects of the project included enhanced Maintenance of Traffic considerations, permitting due to the environmentally sensitive area, and an innovative “Design Partnership” with the University of Miami to include enhanced monitoring, material sampling and testing, and load testing. *Project Role: Project Engineer.*

**City of Miami Beach Professional Architectural and Engineering Services – Structural Engineering (Fleet Management Seawall Assessment & Repair), Miami, FL, Reference: David Gomez, (305) 673-7071** - The Fleet Management Facility is located on Terminal Island. The rear of the building is adjacent to Government Cut and has an existing steel sheet pile seawall of approximately 200'. The existing seawall was designed with tie backs that extended into the existing building. The existing concrete walkway between the building and seawall had significant settlement and had a segment that collapsed. BCC Engineering was requested to assess the existing conditions and upon our assessment from land and water, it was determined that the soil beneath the walkway had completely washed away. The existing steel sheet pile had completely weathered away along the waterline for the entire length of the seawall which allowed for washout of the soil. Damage to the existing building wall was also encountered. Based on our field assessment and report, it was recommended a new seawall be immediately constructed. BCC provided structural design, construction administration, and CEI services for a new king pile seawall. The seawall was installed immediately in front of the exist seawall and had a maximum pile depth of 63'. The seawall was constructed with additional, sacrificial steel thickness, and additional coatings for increased service life. *Project Role: Project Manager.*

**Thompson Fish House, Key West, FL, Reference: Oscar Bello, PE, (954) 730-0707, obello@chenmoore.com** - Project Manager and Engineer-of-Record responsible for

structural calculations, report preparation, and inspections. Project Role: consisted of conducting site visits to document and assess field observations of the existing conditions of the underwater and above grade structure. Based on these observations and assessment, a Structural Condition Assessment Report of the existing historical building which is located in the center of the Historic Seaport at Key West Bight. The report also included repair recommendations which aided the City of Key West in determining the feasibility and cost of rehabilitating the structure while maintaining the dock master and Key West Dry Tortugas Museum operational. *Project Role: Project Manager.*

**Gallery at River Parc; Miami, FL, Reference: Ivo Fernandez, (786) 879-8882, ivof@modisarchitects.com** - This project involves the design and development of an 11-story, mid-rise, mixed-income housing complex, which includes surface parking, resident amenities, and one hundred fifty (150) affordable and workforce housing units comprised of live/work units, units having one (1) bedroom and one (1) bathroom, and units having two (2) bedrooms and two (2) bathrooms. This project entails additional site features, including landscaping, sidewalk improvements, fencing/screening, and decorative paving at selected areas. This structure is being designed to be certified as a Leadership in Energy and Environmental Design (LEED) building. Professional engineering services consist of providing structural design, construction administration, and threshold inspections. *Project Role: Project Engineer.*

**City of Fort Lauderdale Structures Consultant - City Park Garage Assessment; Ft. Lauderdale, FL, Reference: Shiau Ching Low, (954) 828-3779, slow@fortlauderdale.gov** - The existing structure is a 7-story parking garage and spans over SE 2nd Street. The structure is comprised of post-tensioned concrete decks and beams supported on reinforced concrete columns and shear walls. BCC provided field assessments to document the existing condition of the structure. A Structural Condition Assessment report summarizing all of the deficiencies was provided. The report categorized repair priorities and associated probable cost estimate. The information provided in the report was used to prepare future maintenance and repair plans to be used by the City. *Project Role: Project Manager.*



## Steven M. Goldstein, PE, SECB, SI

### Chief Engineer – QA/QC Building Structures

#### Years Experience:

37 years

#### Education:

MBA

Cornell University

MS Civil Engineering,  
Florida International  
University

BS in Civil Engineering  
Cornell University

#### Registration:

Professional Engineer  
Florida No. 44423

Mr. Goldstein has 37 years of experience in the design of buildings and other civil engineering structures. Mr. Goldstein's projects have ranged from high-rise towers, including the tallest building in Florida, large mega-resorts, single-family homes, miscellaneous alterations, repairs and renovations. Mr. Goldstein's designs have included hotels, office buildings, parking garages, condominiums, restaurants and retail establishments, casinos, hospitals and airports. During his career, Mr. Goldstein has advanced to the Chief Engineer of a large structural engineering firm, his tasks have included overseeing the work of Project Managers, performing quality control reviews of projects, preparing proposals and additional service requests, developing company-wide typical details, specifications and general notes, developing design checklists and a quality control manual, reviewing in-house design spreadsheets and approving software and literature purchases.

#### Relevant Experience:

**Schooner Wharf Renovation, Key West, FL** - Structural design of a new building and alterations to two existing buildings. The scope of work consisted of the reconstruction of a historic bar. The project consisted of three buildings: a new two-story building providing back-of-house space such as offices and food and beverage storage, an existing one-story bar, and an existing one-story outdoor dining terrace with rooftop dining. The new building consisted of precast, prestressed concrete planks supported by cast-in-place concrete beams and columns. The existing bar building was refurbished by replacing the existing metal deck roof with concrete planks and casting new columns inside the existing CMU walls. The wood framed dining terrace was strengthened to bring it compliance with the Building Code.

*Project Role: Project Manager - Structures.*

**Key West Ferry Bight Terminal, Miami-Dade and Monroe Counties, FL** - Task Work Order from Districtwide Public Transportation Office Consultant Contract. Contract includes assignments that involve developing traffic control plans for railroad crossing rehabilitation projects, fixed-guideway transit safety inspections, Federal Transit Administration Section 5310 vehicle inspections, aviation maintenance inspections, and review of Regional and State Seaport, Aviation and Rail projects. *Project Role: Mr. Goldstein provided written comments to the City of Key West in reference to the design plans to ensure they met Federal standards and are ready for the construction phase, particularly for all structural elements and documents for the Key West Ferry Bight Terminal.*

**Miami Art Central, Miami-Dade County, FL** - Scope of work entailed bringing this 1945 building, altered without permits in 2004, into compliance with the current Building Code. Services included reviewing original and alteration drawings; performing field investigations to obtain missing information; performing analysis to verify adequacy of completed alterations; and designing retrofits where alterations did not comply with Building Code. *Project Role: Project Manager for modifications to storage and administration building.*



## Wilfredo Melendez, PE, CGC

### Lead Structural Engineer – Building Structures

#### Years Experience:

10 years

#### Education:

MS in Civil Engineering  
University of Florida

BS in Civil Engineering  
University of Florida

#### Registration:

Professional Engineer  
Florida No. 81442

Certified General  
Contractor  
Florida No.  
CGC1513650

Mr. Melendez has 10 years of experience in the design of buildings and over 13 years of experience in the building construction industry as a Certified General Contractor. Mr. Melendez's design experience consist of an array of numerous projects with a design variety of new building structures and historic building structures and components in concrete, reinforced masonry, steel and wood. Duties on these projects encompass the full spectrum of engineering services such as design, analysis, construction documents, investigation, conditions assessment, restoration and renovation, cost estimating, project management, construction administration, special inspection services and peer reviews.

#### Relevant Experience:

**The Harbour – Historic Coconut Grove, Miami, FL** - The project involves site demolition with the exception of two historical boat hanger buildings for the development of three new restaurants and retail shops. Regatta Park will be built simultaneously adjacent to the new buildings and will provide nine acres of green space. The existing parking will be removed and a parking garage with retail space will be built whereby allowing for more green space. The two existing hangers will be historically preserved and converted into retail space. **Project Role: Project Engineer**

**Doral Square, Doral, FL** - Structural design of a three-story retail and restaurant building, including at-grade and elevated parking, of approximately 267,000 square feet. Tenants include 24 Hour Fitness gym, with an elevated pool and spa. The three-story building consists of concrete slabs on precast, prestressed concrete joists, supported by a combination of cast-in-place concrete girders and girders with precast, prestressed soffits. The single-story building consists of steel roof deck on structural joists and joist girders, supported by interior structural steel columns and exterior CMU bearing/shear walls. Buildings include cantilevered structural steel canopies, as well as storefronts supported by structural steel tubes. Foundation system consists of spread footings. **Project Role: Project Manager.**

**Hidden Lakes Apartments, Miami, FL** - Structural design of a five-story residential building and a two-level parking garage. The residential building utilized post tensioned slabs, reinforced concrete columns, reinforced concrete masonry unit and was supported on pile foundations. The parking garage utilized precast prestressed joists and soffit beams, and was supported on spread foundations. BCC provided structural design services, construction administration, and threshold inspections. **Project Role: Project Engineer.**



## Joan De La Rosa, PE

### Lead Structural Engineer – Bridge Structures

#### Years Experience:

17 years

#### Education:

MS in Civil Engineering  
Florida International  
University

BS in Civil Engineering  
Florida International  
University

#### Registration:

Professional Engineer  
Florida No. 74705

Mr. De La Rosa is a Professional Structural Engineer with 17 years of experience in structural design. He is a Project Manager for BCC's Miami Office. His background includes design, plan production and load ratings for both transportation bridge design and building structure projects. Mr. De La Rosa has served as the Engineer-of-Record (EOR), Project Manager and Project Engineer for various agencies including Florida Department of Transportation (FDOT) Districts 3, 4, 5, 6, 7, Florida Turnpike Enterprise (FTE), Miami-Dade Expressway Authority (MDX) and Miami-Dade County Department of Transportation and Public Works (MDTPW). His bridge design experience includes short span flat slab bridges, AASHTO girder bridges, Florida-I Beam bridges. His experience also includes design and analysis of miscellaneous structures including MSE walls, temporary walls, anchored bulkhead walls, Dynamic Message Sign (DMS), sign structures, box culverts, overhead cantilever and span structures.

#### Relevant Experience:

**SR 826/I-75 Express Lanes Project – Design-Build, Miami-Dade County, FL -** Project includes the addition of approximately 13 miles of Express Lanes to be constructed – 10 miles along the SR 826 (Palmetto Expressway) and three miles on I-75 (SR 93). On SR 826, one to two Express Lanes in each direction will be provided beginning approximately 0.20 miles south of West Flagler Street (south of SR 836) up to a point south of the NW 154th Street Bridge. On I-75, one Express Lane will be provided in each direction from SR 826 and to NW 170th Street (2.0 miles south of the Miami-Dade/Broward County Line). The improvements consisted of widening both SR 826 and I-75, reconstruction on SR 826, new construction in the median of I-75, and an elevated structure connecting the Express Lanes on SR 826 to the Express Lanes on I-75. This project included new drainage, lighting, Intelligent Transportation Systems (ITS), signage, and landscape. **Project Role: Engineer-of-Record for two bridge widenings, three new FIB Bridges and over 70 miscellaneous sign and ITS structures.**

**SR 821 (HEFT) Widening from SW 288th Street (Biscayne Drive) to SW 216th Street (Hainlin Mill Road) – Design-Build, Miami-Dade County, FL -** Final design and preparation of construction plans related to the widening of SR 821 from four lanes to six lanes and in the interim condition providing two General Purpose Lanes and one Express Lane in each direction. This project also included the design of two inside bridge widenings, 5.1 miles of noise walls, wet and dry detention pond and swales, permitting, safety upgrades (guardrail and pier protection), milling and resurfacing, reconstruction of a toll gantry, traffic control and detours, utility coordination, signing and marking, Intelligent Transportation System (ITS) and lighting. **Project Role: Structures Engineer-of-Record.**



## Bob Forand, PE

### Structural Engineer – QA/QC Bridge Structures

#### Years Experience:

23 years

#### Education:

BS Architectural  
Engineering  
University of Miami

#### Registration:

Professional Engineer  
Florida No. 58611

Mr. Forand has worked in the design and management of structural projects for over 23 years. Projects that Mr. Forand has designed or managed include retaining walls, bulkhead walls, overhead sign structures, mast arm signals, and noise barrier walls, bridge projects to include cast-in-place, precast slab unit, AASHTO beam, and Florida-I beam (FIB) bridges, as well as repairs, widenings, rehabilitation, and load ratings. Mr. Forand has also designed or managed condensed schedule projects to include Design-Bid, Design-Build, Task Work Order contracts, and on-call post design contractor support services. Mr. Forand works closely with the project team during all project phases to ensure compliance with design criteria as set forth per client needs and industry standards.

#### Relevant Experience:

**City of Fort Lauderdale Structures Design Consultant Contract (Project No. P12212 Seawall Master Plan), City of Fort Lauderdale, FL** - The City owns approximately 4.3 miles of seawall structures and 2.0 miles of natural banks. This task work order required the assessment of the comprehensive needs of these structures and banks, and development of a Seawall Master Plan. The Plan consisted of individual assessment reports for each component, as well as a report summarizing the findings and recommendations to included feasible solutions, impacts, and cost estimates. Seawall assessments included inspection of existing structures (above and below water), and recommendations for the seawall infrastructure in need of rehabilitation or replacement. The Plan also addressed potential structural modifications and bank needs to address the challenges associated with Sea Level Rise (SLR). BCC completed the assignment on an aggressive four-month schedule in order to have the report finalized so projects could be budgeted for the Fiscal Year. Project Role: Project Manager and Engineer-of-Record.

**Districtwide Structures Repair/Rehab Plans Preparation, Miami-Dade and Monroe Counties, FL** - 26 miscellaneous Task Work Order assignments including inspections and evaluations, scoping reports, bridge repairs (bridge deck cracking, spall repairs, slope stabilization...), structural steel painting, cathodic protection systems, safety and geometry improvements, bridge approach improvements, wingwall repairs and reconstruction, and scour countermeasures. Projects also included maintenance of traffic, public involvement (meetings, outreach), signing, pavement markings, phased construction, and Technical Special Provisions. Post design services included review of shop drawings, Requests for Information (RFI's), material certification, and on-call support to the contractor during construction. Project Role: Project Manager and Engineer-of-Record.



## Helio Aguirre, El

### Structural Designer – Building Structures

#### Years Experience:

4 years

#### Education:

BS in Civil Engineering  
Florida International  
University

#### Registration:

Engineer Intern  
Florida No. 1100023462

Mr. Aguirre received a Bachelor of Science in Civil Engineering from Florida International University with an emphasis on Structural Engineering. Mr. Aguirre's relevant coursework while at FIU included: Structural Analysis, Reinforced Concrete, Steel Design, and Mechanics of Materials. Mr. Aguirre has accrued approximately one year of experience working as an intern on projects involving structural design and analysis. The latter portion of his career has been focused primarily in residential buildings (single family unit).

#### Relevant Experience:

**The Harbour – Coconut Grove, Miami, FL** - Project Engineer responsible for structural calculations and plans preparation. The project consisted of designing the primary structural frame and the structural aspects of the exterior enclosure for two new buildings totaling approximately 47,000 square feet of restaurant and retail space situated on waterfront site along Biscayne Bay. The project also consisted of historically preserving and refurbishing two structural steel hangars, built in 1930's as Pan Am sea plane hangars. One structure will serve as a boat storage facility, one as a retail facility. Existing structural members were surveyed, and repair details were developed for deteriorated areas. Recent additions to original structures were demolished to restore buildings to their original configuration. Exterior metal cladding panels were replaced. The hangar buildings will be integrated into the remainder of the site. Project Role: Structural Designer.

**Neptune Apartment Building Assessment & Repair, Miami Beach, FL** - BCC provided professional services associated with the building rehabilitation design. General scope included "Envelope" repair to eliminate water and moisture intrusion, repair damaged concrete and stucco throughout the exterior of the building, including balconies, concrete railings, ramps, and accent features, making all windows and exterior doors watertight, replacement of exterior lighting with high efficiency, architecturally appropriate fixtures, replace front entrance doors, exterior flooring at entrance, exterior paint, and landscaping. All work is to be performed with careful consideration to the historic classification of the building and cognizant of LEED criteria. Project Role: Structural Engineer Designer.

**Butler Building Reconstruction, City of Fort Lauderdale, FL** - The pipe yard/depot at the Public Works compound is at its maximum capacity. There are no available covered storage spaces to keep components out of the weather. Therefore, this project involved installation of a new prefabricated storage building in the Prospect Wellfield to store equipment and materials for use in utilities projects. BCC completed a two-phase approach to this project. Task 1 involved an engineering evaluation to confirm repair vs. replacement and reuse of the existing building foundations in a new structure. Task 2 involved developing the RFP Criteria package for the City's use in Design-Build delivery and serving as the Owner's Representative throughout the Design-Build process. Project Role: Engineer-of-Record.



## Rolando Pares, El

### Structural Designer – Building Structures

#### Years Experience:

14 years

#### Education:

BS in Civil Engineering  
Polytechnic University

#### Registration:

Engineer Intern  
Florida No. 1100022372

Mr. Pares has accrued approximately 14 years of experience working in construction engineering project management roles, ensuring that projects are scheduled and built in accordance with plans and specifications. The latter portion of his career thus far has been focused primarily in design roles. Mr. Pares received a Bachelor of Science in Civil Engineering from Polytechnic University and is currently an Engineer in Training. Mr. Pares has skills in AutoCAD 2D, SAP2000, ENERCALC, MS Office and Microsoft Project.

#### Relevant Experience:

**Government Center Garage Rehab, Doral, FL** - The Government Center Garage is a three story structure comprised of precast prestressed concrete joists supported by reinforced concrete beams and columns supported on spread foundations. After years of exposure to the South Florida climate, the structure has begun to exhibit signs of distress such as cracks and delaminations with corrosion stains. The project scope consisted of assessing the existing structure and documenting all deficiencies. Based on the assessment, repair documents were prepared. BCC Engineering provided field assessment services, repair plan development, and construction administration. *Project Role: Structural Designer.*

**Historic City Hall Rehab, Miami Beach, FL** - Project consists of assessing the Historic Old City Hall to document any deficiencies. Based on the field assessment, repair plans were developed. BCC Engineering provided field assessment services, repair plan development, and construction administration. *Project Role: Structural Designer.*

**KLA Brickell, Miami, FL** - KLA Academy is an early childhood education facility that offers preschool children an early and easy integration to kindergarten. The project is located on the East side of SW 4th Avenue between SW 11th Street and SW 15th Road. The school will have a 600-student capacity with students ranging from infant to 5th grade. The project consists of the design and construction of a new five-story 91,000 square foot building with one level of underground parking and a roof top terrace. The roof top terrace will have landscaped areas, play area, basketball court, and soccer field. BCC Engineering is the Engineer-of-Record for the Structural design that includes reinforced concrete columns and beams, precast prestressed concrete joists and spread foundations. BCC is also the Threshold Inspector for the project. *Project Role: Structural Designer.*

**Historic City Hall Rehab, Miami Beach, FL** - Project consists of assessing the Historic Old City Hall to document any deficiencies. Based on the field assessment, repair plans were developed. BCC Engineering provided field assessment services, repair plan development, and construction administration. *Project Role: Project Engineer.*



## Karine Teixeira

### Structural Designer – Bridge Structures

#### Years Experience:

7 years

#### Education:

BS in Civil Engineering  
Universidade Federal de  
Vicosa

Ms. Teixeira graduated with her Bachelor of Science in Civil Engineering from the Universidade Federal de Vicosa (UFV), in Brazil. She had the pleasure of studying at the University of Miami (UM) for over a year as part of a science mobility scholarship offered by the Brazilian Government. Through her studies and internships, she has been exposed to a wide range of approaches to the Civil Engineering field.

#### Relevant Experience:

**West Lake Drive Bridge No. 865771, Ft. Lauderdale, FL** - The bridge carries West Lake Drive over Estelle River in Broward County, Florida. The bridge was constructed in 1956 and serves as the sole vehicular access into approximately 85 local residences north of the structure. Beam and pile deficiencies identified in the 12/1/16 "Special-Other Bridge Inspection Report" resulted in a Prompt Corrective Action – Critical Bridge Deficiency letter being sent to the City by the Florida Department of Transportation District 4 (FDOT). A 10-ton weight restriction was placed on the bridge and a Load Rating performed by FDOT. The project scope consists of assessing the condition of the existing bridge by inspecting the top, underside, and underwater of the structure, documenting any deficiencies and providing structural repair documents. BCC was responsible for coordinating all permits, producing signed and sealed structural repair drawings and calculations suitable to file with the building department, a new Load Rating Report and ultimately for bidding and construction. BCC is also responsible for inspecting the contractor's work and reviewing and approving shop drawings. Project Role: Structural Designer.

**Bridge 876718 Assessment & Repair, Miami Beach, FL** - The project consists of assessing the condition of the existing FDOT Bridge No. 876718 by inspecting the top and the underside of the structure, documenting any deficiencies and providing structural repair documents. BCC was responsible for coordinating all permits, producing signed and sealed structural repair drawings and calculations suitable to file with the building department and ultimately for bidding and construction. BCC was also responsible for inspecting the contractor's work and reviewing and approving shop drawings. Project Role: Structural Designer.

**SE 17th Avenue Bridge Assessment, Miami Beach, FL** - The SE 17th Avenue Bridge is a reinforced concrete superstructure bridge supported by prestressed pile bents. The bridge carries water, sanitary, and gas utilities over the canal. The bridge was recently transferred from the Florida Department of Transportation to the City of Ft. Lauderdale. The goal of the project is to investigate the existing condition of bridge and provide a report of our findings. Our scope included performing above water and under water field inspections of the bridge to map and delineate deficiencies. The results were provided to the City in a Structural Condition Assessment Report. Project Role: Structural Designer.



## Ana Gonzalez, CBI

### Senior Bridge Inspector

**Years Experience:**

21 years

**Education:**

Associate of Arts  
Universidade Federal de  
Vicosa

**Registration:**

State of Florida Certified  
Bridge Inspector #  
00398 2003

PADI Master Scuba Diver  
Trainer # 99376

Occupational Scuba  
Diver # 12038

USCG Licensed Captain  
up to 100Ton Vessel

Ms. Gonzalez has over 21 years of experience as a commercial diver and is responsible for supervising, performing, and supporting underwater bridge inspection projects throughout South Florida. For over 17 years, Ms. Gonzalez has been performing underwater bridge inspections. Ms. Gonzalez is also a Florida Master Scuba Diving Instructor, providing instruction course and certification classes.

**Relevant Experience:**

**MIA Bridge Shoring and Bearing Inspection, Miami, FL** - Responsible for the inspection of bearings at both the North and South bridges on the upper level parking area of Miami International Airport. This job was established to replace existing bearings that were deficient and needed immediate replacement. Since the West side bearings of both bridges were in the most deteriorated condition, the West side bearings on both bridges were replaced first. Currently working on the East side of both bridges to replace the existing, deficient bearings.

*Project Role: Senior Bridge Inspector.*

**Indian Creek Bridge Rehabilitation, Indian Creek Village, FL** - Responsible for the topside and underwater inspection of the existing bridge over Indian Creek, which is a pristine navigable waterway, as well as the inspection of the seawall. This Project included the design, plans preparation, specifications, and environmental permitting, for the proposed rehabilitation of the existing structure built in 1930. The Project goal was to use innovative preservation strategies and actions to extend the historical bridge’s useful service life and provide the Village with ample time and opportunity to prepare for its eventual replacement. Required heavy coordination with the Village of Indian Creek, the Department of Environmental Resources Management (DERM), fire & police, Utility Agency Owners (UAOs), and public involvement for the rehabilitation of the Village’s sole means of access. *Project Role: Senior Bridge Inspector.*

**MacArthur Causeway Condition Survey for Port of Miami Tunnel Construction, Miami, FL** - This Project consisted of a detailed pre-construction inspection, post-construction inspection and analysis, and National Bridge Inventory (NBI) inspection of the 18-span, 2,468-foot, continuous, post-tensioned, prestressed concrete girder bridge over the Atlantic Intracoastal Waterway. This comprehensive inspection included underwater structural members, such as piers, footings, columns, and walls, as well as uncased, drilled shafts and exposed piles. *Project Role: Certified Bridge Inspector responsible for the underwater inspection.*

**Bay Harbor Islands Bridge (18-108), Town of Bay Harbor Islands** - Senior Bridge Inspector Responsible for inspecting bridge elements from the waterline to the underdeck and topside. *Project Role: Certified Bridge Inspector.*

## Question Set 1: Qualifications

### Question Set 1 Instructions

Please use the Response column for short answers to the question asked and the Comment column to provide additional clarification if necessary. Some questions have been set to not allow a comment. Those questions will be marked red beside the comment indicating a comment is not allowed. For questions that require long answers, please choose the "See Comment" option and include the longer answer in the Comment field.

#	Question	Response	Comment
<b>Contact Information</b>			
1.1.1	What is the name of the individual submitting this Proposal on behalf of your firm?	Victor Herrera, PE	?
1.1.2	What is this person's title?	Senior Vice President	TRUE
1.1.3	Please provide a contact telephone number:	(305) 670-2350	TRUE
1.1.4	Please provide a contact email address:	<a href="mailto:vherrera@bcceng.com">vherrera@bcceng.com</a>	TRUE
<b>Company Profile</b>			
1.2.1	How many years has your company been in business under its current name and ownership?	27 years	?
1.2.2	How many years has your company provided services consistent with those requested in this RFQ?	15 years	TRUE
1.2.3	What is your company's primary business?	Professional Engineering and Design Services	TRUE
1.2.4	Type of Company:	Limited Liability Company	The comment must be left blank for this response
1.2.5	Federal Employer Identification Number (FEIN):	65-0540100	TRUE
1.2.6	Date registered to conduct business in Florida:	3/15/1994	TRUE
1.2.7	Primary Office Location:	Miami	TRUE
1.2.8	Local Office Location (if same as primary, please indicate so):	Miami	TRUE
1.2.9	Will all goods/services be provided out of the local office location? If not, then indicate what other office services will be provided from.	Yes	The comment must be left blank for this response
1.2.10	Total Number of Employees:	299	TRUE
<b>Ownership</b>			
1.3.1	Identify all owners or partners of the company (Provide Name, Title, and Percent Ownership):	See Comment	Trivest Partners LP, Owners, 67.9% - Palmetto 5 Holdings, Owners, 20.0% - Employees, 12.0%
1.3.2	Is any identified owner an owner of another company? (if yes, identify the name of the owner and the other company name, and the ownership interest)	Yes	All of the above owners are owners of New Millennium Engineering, Inc., Lakes Engineering, Inc. and New Millennium Design Services, Inc.
<b>Signing Authority</b>			
?			

1.4.1	Identify all individuals authorized to sign on behalf of the company, indicating their level of signing authority. (Include name, title, and signing authority Ex. All, Cost up to \$ Amount, No-Cost, Other)	See Comment	Jorge Gross, Chairman, All - Jose A. Muñoz, President, All - Ariel Millan, Executive Vice President, All - Luis Rodriguez, Senior Vice President, All - Victor Herrera, Senior Vice President, All - Eugenio Ochoa, Vice President, All - Anthony Jorges, Vice President - Director of Roadway, Up to 500,000 - Alfred Lurigados, Vice President - Director of TEO, Up to 500,000 - Daniel J. Raymat, Vice President - Director of Structures, Up to 500,000.00 - David Tinder, Vice President, Up to 500,000.00 - William J. Garcia, Vice President, Up to 500,000.00	TRUE
<b>Contract Information</b>				
1.5.1	Identify the five (5) most recent contracts in which your company has provided services to other public entities. Include the entity's name and a contact person.	See Comment	1) CEI Services for the multi-project Design Build construction project at multiple locations in Broward County, FDOT District 4 (CA924) - HDR, Jennifer Hunt, (813) 282-2300; 2) Doral Central Park CLOMAR - TWO 1 - City of Doral, Eugene Collings-Bonfill, PE (305) 593-6740 Ext. 6017; 3) NW 38th Av Improvements from NW 15th to NW 19th St CEI (PO #24935) - City of Lauderhill, Danyl Noel, (954) 730-3000; 4) CFX Lake Orange Connector - CFX, Glenn Glenn, PE (407) 690-5000; 5) City of Deltona Traffic Counts - City of Deltona, Ron Paradise, (386) 878-8100	TRUE
<b>Insurance</b>				
1.6.1	Insurance Carrier Name:	Berkley Insurance Company (PLI)		TRUE
1.6.2	Insurance Carrier Address:	99 Pacific Street, Suite 555E Monterey, CA 93940		TRUE
1.6.3	Provide the number of insurance claims paid out in the last five years:	Confidential Information		TRUE
1.6.4	Provide the total value of insurance claims paid out in the last five years:	Confidential Information		TRUE
1.6.5	Provide insurance representative contact name, telephone, and email address:	Matias Ormaza (770) 220-7687 matias.ormaza@greyling.com		TRUE
1.6.6	Please provide employer modification rating ("EMR"). If no EMR, please explain:	Not Available		TRUE
<b>24 Questions</b>			<b>100.00% Complete</b>	

## Question Set 2: Client References

### Question Set 2 Instructions

"Respondent shall provide the information requested for the its verifiable client references as required in the solicitation documents. Respondent may not use the same reference for more than one (1) project/contract and confidential references shall not be included.

References that are listed as subcontractors in the response will not be accepted as references under this solicitation. Entities having an affiliation with the Respondent (i.e. currently parent, subsidiary having common ownership, having common directors, officers or agents or sharing profits or liabilities) will not be accepted as references under this solicitation.

References should be available for contact during normal business hours, 9:00 AM – 5:00 PM, Eastern Time. The Village will attempt to contact each reference by telephone no less than three times. In the event the contact person indicated cannot be reached following three attempts or is unwilling to provide the requested information, the reference will be considered "unverified" for purposes of this RFP. It is the Proposer's responsibility to provide complete and accurate information for each reference, the Village will not correct incorrectly supplied information. No claim of lack of information or error will relieve Respondent of this responsibility.

The Village reserves the right to contact references other than those identified by the Respondent to obtain additional information regarding past performance. Any information obtained as a result of such contact may be used to determine whether or not the Respondent is a "responsible vendor", as defined in section 287.012(25), Florida Statutes, as may be amended from time to time."

#	Question	Response	Comment
<b>Client Reference 1</b>			
2.1.1	Name of Client Organization:	City of Miami Beach	TRUE
2.1.2	Contact Person Name:	Pablo Gomez	TRUE
2.1.3	Contact Person Title:	Capital Projects Coordinator	TRUE
2.1.4	Contact Department:	Capital Projects	TRUE
2.1.5	Contact Telephone:	(305) 673-7490	TRUE
2.1.6	Contact Email:	<a href="mailto:pablogomez@miamibeachfl.gov">pablogomez@miamibeachfl.gov</a>	TRUE
2.1.7	Contract Start Date:	2019	TRUE
2.1.8	Contract End Date:	2020	TRUE
2.1.9	Contract Value:	\$600,000	Miami Beach Neptune Residences Rehabilitation
2.1.10	Is the Contract still active?	No	TRUE
2.1.11	Scope of Work (Provide as much detail as possible):	See Comment	<p>This project is a task work order for the ongoing City of Miami Beach Professional Architectural and Engineering Services (A&amp;E) in specialized categories on an "asneeded-basis" Contract.</p> <p>BCC Engineering is providing professional services associated with the building rehabilitation design. General scope includes "Envelope" repair to eliminate water and moisture intrusion, repair damaged concrete and stucco throughout the exterior of the building, including balconies, concrete railings, ramps, and accent features, making all windows and exterior doors watertight, replacement of exterior lighting with high efficiency, architecturally appropriate fixtures, replace front entrance doors, exterior flooring at entrance, exterior paint, and landscaping. Interior design work to include, kitchen cabinet replacement where required, laminate flooring in all units, interior paint throughout, complete bathroom rehab where required, remove carpet from stairs to be finished in polished concrete, remove all carpet from hall ways to be replaced with laminate, and all light fixtures to be replaced with an appropriate style, high efficiency fixtures. All work is to be performed with careful consideration to the historic classification of the building and coadjutant</p>
<b>Client Reference 2</b>			

2.2.1	Name of Client Organization:	City of Miami Beach	TRUE
2.2.2	Contact Person Name:	Elizabeth Estevez	TRUE
2.2.3	Contact Person Title:	Capital Project Coordinator	TRUE
2.2.4	Contact Department:	Capital Projects	TRUE
2.2.5	Contact Telephone:	(305) 673-7272	TRUE
2.2.6	Contact Email:	<a href="mailto:elizabethestevez@miamibeachfl.gov">elizabethestevez@miamibeachfl.gov</a>	TRUE
2.2.7	Contract Start Date:	2019	TRUE
2.2.8	Contract End Date:	2019	TRUE
2.2.9	Contract Value:	\$9,126.40	TRUE
2.2.10	Is the Contract still active?	No	TRUE
2.2.11	Scope of Work (Provide as much detail as possible):	See Comment	TRUE
<p>This project is a task work order for the ongoing City of Miami Beach Professional Architectural and Engineering Services (A&amp;E) in specialized categories on an "as-needed-basis" Contract. The baseball stadium was originally built in 1966 for approximately 570 seated spectators. The stadium structure consist of steel columns and beams, precast concrete floor plans, and a steel roof structure. Over time, the stadium structure had begun to show signs of distress. The project scope consisted of field assessing the existing structure and providing a report of our findings. The report also included repair recommendations and opinion of probable cost that was used to plan for future repairs.</p>			
<b>Client Reference 3</b>			<b>?</b>
2.3.1	Name of Client Organization:	City of Fort Lauderdale	TRUE
2.3.2	Contact Person Name:	Shiau Ching Low	TRUE
2.3.3	Contact Person Title:	City Project Manager	TRUE
2.3.4	Contact Department:	Public Works	TRUE
2.3.5	Contact Telephone:	(954) 828-3779	TRUE
2.3.6	Contact Email:	<a href="mailto:slow@fortlauderdale.gov">slow@fortlauderdale.gov</a>	TRUE
2.3.7	Contract Start Date:	2018	TRUE
2.3.8	Contract End Date:	2018	TRUE
2.3.9	Contract Value:	\$18,550.00	TRUE
2.3.10	Is the Contract still active?	No	TRUE

2.3.11

Scope of Work (Provide as much detail as possible):

See Comment

The existing structure is a 7-story parking garage with 627 parking spots and spans over SE 2nd Street. The structure is comprised of post-tensioned concrete decks and beams supported on reinforced concrete columns and shear walls. BCC provided field assessments to document the existing condition of the structure. A Structural Condition Assessment report summarizing all of the deficiencies was provided. The report categorized repair priorities and associated probable cost estimate. The information provided in the report was used to prepare future maintenance and repair plans to be used by the City.

TRUE

33 Questions

100.00% Complete

### Question Set 3: Dispute Disclosure

#### Question Set 3 Instructions

Answer the questions herein with a Yes or No answer. If you answer "Yes", to any of the questions, explain the context surrounding the dispute, the nature of the dispute, the outcome or status of the dispute, and the monetary amounts, delay, or contract extension involved in the comment. If additional explanation is necessary, please upload a separate document with your response under the DD Attachment option. You further acknowledge by submitting a response that all statements made in response to these questions 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 your response.

#	Question	Response	Comment
3.0.1	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?	No	
3.0.2	Has your firm, or any member of your firm, been declared in default, assessed liquidated damages, 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?	No	
3.0.3	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	BCC Engineering, LLC and its subsidiaries provide a wide array of professional services within various states and U.S. Territories, including engineering and consulting services. From time to time and in the ordinary course of business, the Company is subject to various claims, disputes or other legal proceedings typically filed against engineering professionals. All claims are covered by insurance and are not expected to have material adverse effect on the Company's financial statements or impair its ability to
3.0.4	Has your firm or any of its officers, been under investigation, charged, or convicted by any law enforcement agency or public entity for violations of the law, other than traffic violations?	No	
3.0.5	Has your firm, or any of its principals, failed to qualify as a responsible Proposer/Bidder on any solicitation in the past five (5) years?	No	
3.0.6	Has your firm, or any of its principals, declared bankruptcy or reorganized under Chapter 11?	No	
6 Questions		100.00% Complete	

The comment must be left blank for this response

The comment must be left blank for this response

TRUE

The comment must be left blank for this response

The comment must be left blank for this response

The comment must be left blank for this response

## Question Set 4: Key Staff

### Question Set 4 Instructions

Respondent shall answer the following questions for each proposed Key Staff member. Include as much relevant detail as possible for each individual. There are question sets for up to 10 Key Staff members. If your company does not intend on proposing 10 Key Staff members, please insert "N/A" into the Response column for question sets in excess of the team being proposed.

#	Question	Response	Comment
<b>Contract Manager</b>			
4.1.1	What is the name of the individual that will serve as the Contract Manager ("CM")?	Victor Herrera, PE	?
4.1.2	What is the CM's job title?	Senior Vice President	TRUE
4.1.3	How many years of experience does the PM have?	16	TRUE
4.1.4	How many years of program/project management experience does the PM have?	13	TRUE
4.1.5	How many years has the PM been employed with your company?	3	TRUE
4.1.6	Please list any relevant licenses (including license number) and certifications the PM has:	Professional Engineer Florida No. 71164, 2010 Alabama No. 30848, 2009 Pipeline Assessment Professional (PACP), Florida 06-16991	TRUE
4.1.7	Does the CM have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	Contract Manger
<b>Project Manager</b>			
4.2.1	What is the name of the individual that will serve as the Program/Project Manager ("PM")?	Christian Aquino	?
4.2.2	What is the PM's job title?	Structures Division Manager	TRUE
4.2.3	How many years of experience does the PM have?	14	TRUE
4.2.4	How many years of program/project management experience does the PM have?	5	TRUE
4.2.5	How many years has the PM been employed with your company?	12	TRUE
4.2.6	Please list any relevant licenses (including license number) and certifications the PM has:	PE #74647	TRUE
4.2.7	Does the PM have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	City of Miami Beach; Estimated Committed Hours per month - 8; Two years.
<b>Key Staff Member 1</b>			
4.3.1	Please provide this staff member's name:	Steven Goldstein, PE, SECB, SI	?

4.3.2	Please provide this staff member's job title:	Senior Structural Engineer		TRUE
4.3.3	What role will this staff member fill for this contract?	Quality Assurance/Quality Control Building Structures		TRUE
4.3.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes		The comment must be left blank for this response
4.3.5	How many years of experience does this staff member have?	37		TRUE
4.3.6	How many years has this staff member been with their current employer?	11		TRUE
4.3.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Professional Engineer Florida No. 63111		TRUE
4.3.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	Doral Square, RSP Architects, 4 hrs a week, ending 3/2021; The Harbour – Casual Dining, Grove Bay Investment Group, 4 hrs a week, ending 10/2021; South District Wastewater Treatment Plant, CDM Smith, 12 hrs a week, ending 11/2021; Oceana, Woolems Inc., 8 hrs a week, ending 2/2021; Miami Art Central, Artifex, 2 hrs a week, ending 4/2021; Pump Station 1002, APCTE, 4 hrs a week, ending 4/2021;	TRUE
<b>Key Staff Member 2</b>				?
4.4.1	Please provide this staff member's name:	Wilfredo Melendez, PE		TRUE
4.4.2	Please provide this staff member's job title:	Project Manager		TRUE
4.4.3	What role will this staff member fill for this contract?	Structural Engineer		TRUE
4.4.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes		The comment must be left blank for this response
4.4.5	How many years of experience does this staff member have?	10		TRUE
4.4.6	How many years has this staff member been with their current employer?	2		TRUE
4.4.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Professional Engineer Florida No. 81442 Certified General Contractor Florida No. CGC1513650		TRUE
4.4.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	867 SW 1st, Contract Ends: 02.12.21: 15hr/wk Loredon Lorence Boynes Sr. – Dock Renovation and Expansion, Virgin Islands Port Authority, St. Thomas, Contract Ends: 02.15.2021: 15hr/wk 4168 Garage Repairs & Restoration, Contract Ends: 02.19.2021: 10hr/wk	TRUE
<b>Key Staff Member 3</b>				?
4.5.1	Please provide this staff member's name:	Joan de la Rosa, PE		TRUE
4.5.2	Please provide this staff member's job title:	Structures Division Manager		TRUE
4.5.3	What role will this staff member fill for this contract?	Structural Engineer		TRUE

4.5.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes		The comment must be left blank for this response
4.5.5	How many years of experience does this staff member have?	17		TRUE
4.5.6	How many years has this staff member been with their current employer?	13		TRUE
4.5.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Professional Engineer Florida No. 74705		TRUE
4.5.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	Structures Division Manager	TRUE
<b>Key Staff Member 4</b>				?
4.6.1	Please provide this staff member's name:	Bob Forand, PE		TRUE
4.6.2	Please provide this staff member's job title:	Structures Division Manager		TRUE
4.6.3	What role will this staff member fill for this contract?	Quality Assurance/Quality Control Bridge/Seawall Structures		TRUE
4.6.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes		The comment must be left blank for this response
4.6.5	How many years of experience does this staff member have?	23		TRUE
4.6.6	How many years has this staff member been with their current employer?	12		TRUE
4.6.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Professional Engineer Florida No. 58611		TRUE
4.6.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	Structures Division Manager	TRUE
<b>Key Staff Member 5</b>				?
4.7.1	Please provide this staff member's name:	N/A		TRUE
4.7.2	Please provide this staff member's job title:	N/A		TRUE
4.7.3	What role will this staff member fill for this contract?	N/A		TRUE
4.7.4	Is this staff member employed by your company? If not, please provide the name of the employer.	N/A		The comment must be left blank for this response
4.7.5	How many years of experience does this staff member have?	N/A		TRUE
4.7.6	How many years has this staff member been with their current employer?	N/A		TRUE

4.7.7	Please list any relevant licenses (including license number) and certifications this staff member has:	N/A		TRUE
4.7.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	N/A		The comment must be left blank for this response
<b>Key Staff Member 5</b>				?
4.8.1	Please provide this staff member's name:	N/A		TRUE
4.8.2	Please provide this staff member's job title:	N/A		TRUE
4.8.3	What role will this staff member fill for this contract?	N/A		TRUE
4.8.4	Is this staff member employed by your company? If not, please provide the name of the employer.	N/A		The comment must be left blank for this response
4.8.5	How many years of experience does this staff member have?	N/A		TRUE
4.8.6	How many years has this staff member been with their current employer?	N/A		TRUE
4.8.7	Please list any relevant licenses (including license number) and certifications this staff member has:	N/A		TRUE
4.8.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	N/A		The comment must be left blank for this response
<b>Key Staff Member 7</b>				?
4.9.1	Please provide this staff member's name:	N/A		TRUE
4.9.2	Please provide this staff member's job title:	N/A		TRUE
4.9.3	What role will this staff member fill for this contract?	N/A		TRUE
4.9.4	Is this staff member employed by your company? If not, please provide the name of the employer.	N/A		The comment must be left blank for this response
4.9.5	How many years of experience does this staff member have?	N/A		TRUE
4.9.6	How many years has this staff member been with their current employer?	N/A		TRUE
4.9.7	Please list any relevant licenses (including license number) and certifications this staff member has:	N/A		TRUE
4.9.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	N/A		The comment must be left blank for this response
<b>Key Staff Member 8</b>				?

4.10.1	Please provide this staff member's name:	N/A	TRUE
4.10.2	Please provide this staff member's job title:	N/A	TRUE
4.10.3	What role will this staff member fill for this contract?	N/A	TRUE
4.10.4	Is this staff member employed by your company? If not, please provide the name of the employer.	N/A	The comment must be left blank for this response
4.10.5	How many years of experience does this staff member have?	N/A	TRUE
4.10.6	How many years has this staff member been with their current employer?	N/A	TRUE
4.10.7	Please list any relevant licenses (including license number) and certifications this staff member has:	N/A	TRUE
4.10.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	N/A	The comment must be left blank for this response
<b>Key Staff Member 9</b>			?
4.11.1	Please provide this staff member's name:	N/A	TRUE
4.11.2	Please provide this staff member's job title:	N/A	TRUE
4.11.3	What role will this staff member fill for this contract?	N/A	TRUE
4.11.4	Is this staff member employed by your company? If not, please provide the name of the employer.	N/A	The comment must be left blank for this response
4.11.5	How many years of experience does this staff member have?	N/A	TRUE
4.11.6	How many years has this staff member been with their current employer?	N/A	TRUE
4.11.7	Please list any relevant licenses (including license number) and certifications this staff member has:	N/A	TRUE
4.11.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	N/A	The comment must be left blank for this response
<b>Key Staff Member 10</b>			?
4.12.1	Please provide this staff member's name:	N/A	TRUE
4.12.2	Please provide this staff member's job title:	N/A	TRUE
4.12.3	What role will this staff member fill for this contract?	N/A	TRUE

4.12.4	Is this staff member employed by your company? If not, please provide the name of the employer.	N/A	
4.12.5	How many years of experience does this staff member have?	N/A	
4.12.6	How many years has this staff member been with their current employer?	N/A	
4.12.7	Please list any relevant licenses (including license number) and certifications this staff member has:	N/A	
4.12.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	N/A	

The comment must be left blank for this response

TRUE

TRUE

TRUE

The comment must be left blank for this response

### Question Set 5: Proposed Subcontractors

#	Question	Response	Comment
<b>Subcontractor 1</b>			
5.1.1	Company Name of Subcontractor:	N/A	TRUE
5.1.2	Subcontractor Address:	N/A	TRUE
5.1.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.1.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 2</b>			
5.2.1	Company Name of Subcontractor:	N/A	TRUE
5.2.2	Subcontractor Address:	N/A	TRUE
5.2.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.2.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 3</b>			
5.3.1	Company Name of Subcontractor:	N/A	TRUE
5.3.2	Subcontractor Address:	N/A	TRUE
5.3.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.3.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 4</b>			
5.4.1	Company Name of Subcontractor:	N/A	TRUE
5.4.2	Subcontractor Address:	N/A	TRUE
5.4.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.4.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 5</b>			
5.5.1	Company Name of Subcontractor:	N/A	TRUE
5.5.2	Subcontractor Address:	N/A	TRUE

5.5.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.5.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 6</b>			
5.6.1	Company Name of Subcontractor:	N/A	TRUE
5.6.2	Subcontractor Address:	N/A	TRUE
5.6.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.6.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 7</b>			
5.7.1	Company Name of Subcontractor:	N/A	TRUE
5.7.2	Subcontractor Address:	N/A	TRUE
5.7.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.7.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 8</b>			
5.8.1	Company Name of Subcontractor:	N/A	TRUE
5.8.2	Subcontractor Address:	N/A	TRUE
5.8.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.8.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 9</b>			
5.9.1	Company Name of Subcontractor:	N/A	TRUE
5.9.2	Subcontractor Address:	N/A	TRUE
5.9.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.9.4	Subcontractor's license number:	N/A	TRUE
<b>Subcontractor 10</b>			
5.10.1	Company Name of Subcontractor:	N/A	TRUE
5.10.2	Subcontractor Address:	N/A	TRUE

5.10.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.10.4	Subcontractor's license number:	N/A	TRUE
40 Questions		100.00% Complete	



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

CIVIL ENGINEERING

REF. #: 2021-08CIV



TAB A  
**LETTER OF INTENT**





February 5th, 2021

Village of Key Biscayne | Selection Committee  
88 West McIntyre Street  
Key Biscayne, Florida 33149

## Response to Village of Key Biscayne RFQ No. 2021-08 – Continuing Architectural & Engineering Services - Civil Engineering Services

Dear Evaluation Committee:

BCC Engineering, LLC (BCC) is pleased to submit our qualifications to provide Continuing Architectural and Engineering Services to the Village of Key Biscayne. BCC is committed and we are proud to present this submittal to deliver Civil Engineering Services for the City on any assignment, task, or project.

### MARKETS SERVED

BCC serves a variety of clients including municipalities, state, and county governments. BCC provides design and engineering services to the City of Miami Beach, North Bay Village, City of Doral, City of Sunrise, and City of Fort Lauderdale thru General Engineering Contracts which are very similar to this RFQ. Due to the type of work, we anticipate that survey and geotechnical services will be required. Therefore, we have selected **PSI-Intertek** to provide geotechnical services and **Premiere Design Solutions (PDS)** to provide survey and SUE services. BCC has a long standing and successful working relationship with both firms which extends more than a decade.

The firm's principals and senior engineers bring a wealth of experience to our clients. Our engineers are leaders in the Florida consulting industry. BCC's in-house design and construction staff total over 299, including 127 registered Professional and Senior Engineers, 27 Engineering Interns and two Envision Sustainability Professionals.

**Mr Victor Herrera, PE** will be your Contract Manager for all services BCC provides to the Village. He have been working in the South Florida area for over 15 years with multiple municipalities and agencies in the tri-county area. His experience includes design, construction management, alternative delivery, as well as program management services.

### PROJECT MANAGER



Our project manager, **Mr. Richard Burgess, PE** has over 30 years of experience providing civil engineering services to various clients at the local and state level. He has extensive experience with transportation projects, and he has the knowledge and experience to lead delivery of the project identified in the capital improvement fund including Crandon Boulevard Bike and Pedestrian Improvement, Traffic Circles, Village Center Roadway Re-Design and Parking Improvements, Village Hall Parking. Richard will be supported by key staff from BCC as well as the services of our subconsultants.



## PRIME PROPOSER INFORMATION

**Prime Proposer:** BCC Engineering, LLC  
**Location:** 6401 SW 87th Avenue, Suite 200, Miami, FL 33173  
**Representative:** Richard Burgess, PE  
**Contact Information:** rburgess@bcceng.com | 305-670-2350

BCC's response is fully compliant with the Village's RFQ. Following the Letter of Intent, we have provided a proposal narrative, a summary of our qualifications, personnel qualifications, a technical approach and understanding as well as all required forms and disclosures requested in the RFQ.

## WHY BCC?

- On call at a moment's notice. Whenever one of our Clients has called for a potential project, we have met with the client expeditiously, often the same day.
- No work order has been too small. BCC is always willing to help regardless of the size or type of project.
- All projects have been submitted on-time.
- BCC's experienced staff allows us to perform a wide variety of Civil Engineering services i.e. Construction drawings and specifications, planning and feasibility studies, design for roadways and drainage, regulatory agency permitting. When it comes to civil engineering, we are not limited.
- BCC has access to the latest technology in all of our offices to offer virtual connections via our Zoom or Teams, rooms and training rooms which are fully equipped with full AV systems; allowing us to remotely connect with the Village and other stakeholders as needed.

Through this submittal, we document our understanding of the scope of work to be performed and our commitment to deliver quality projects within budget and on schedule to the Village of Key Biscayne. Thank you for your time and consideration. We look forward to your evaluation results and to collaborate with you soon.

Sincerely,

BCC Engineering, LLC  
Victor Herrera, PE  
Senior Vice President



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

CIVIL ENGINEERING

REF. #: 2021-08CIV



TAB F  
**INSURANCE**







# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES CIVIL ENGINEERING (REF. #: 2021-08CIV)



<b style="font-size: 1.2em;">CERTIFICATE OF LIABILITY INSURANCE</b>		Acct#: 2805069 DATE (MM/DD/YYYY) 12/10/2020					
<p><b>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.</b></p>							
<p><b>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</b></p>							
<b>PRODUCER</b> Lockton Affinity, LLC P. O. Box 879610 Kansas City, MO 64187-9610	<b>CONTACT NAME:</b> Lockton Affinity, LLC <b>PHONE (A/C.NO Ext):</b> 877-320-9393 <b>FAX (A/C, No):</b> 913-652-7599 <b>E-MAIL ADDRESS:</b> EFM@locktonaffinity.com						
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b> 24147					
<b>INSURED</b> BCC Engineering 6401 SW 87th Avenue, Suite 200 Miami, FL 33173		<b>INSURER B :</b> <b>INSURER C :</b> <b>INSURER D :</b> <b>INSURER E :</b> <b>INSURER F :</b>					
<b>COVERAGES</b>	<b>CERTIFICATE NUMBER</b>	<b>REVISION NUMBER</b>					
<p>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.</p>							
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b>						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG
	Claims    Occur						
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	POLICY	PROJEC	LOC				
	OTHER						
A	<b>AUTOMOBILE LIABILITY</b>	X	X	L322199 - 20	08/14/2020	08/14/2021	COMBINED SINGLE LIMIT (Ea accident) <b>\$1,000,000</b> BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	ANY AUTO						
	OWNED AUTOS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
	HIRED AUTOS ONLY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
	SCHEDULED AUTOS						
	NON-OWNED AUTOS						
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	OCCUR CLAIMS-						\$
	DED						\$
	RETENTION \$						\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) GPBR: 2QL2 Policy provides protection for any and all operations/jobs performed by the named insured where required by written contract. Certificate holder is an Additional Insured where required by written contract. Waiver of Subrogation included by written contract. Insurance is primary and non-contributory.							
<b>CERTIFICATE HOLDER</b>				<b>CANCELLATION</b>			
<b>Proof of Coverage</b>				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  			

© 1988-2016 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

CIVIL ENGINEERING

REF. #: 2021-08CIV



TAB G  
**LITIGATION STATEMENT**





LITIGATION STATEMENT

BCC Engineering, LLC, through its authorized representative, JOHN KRAMER, hereby states under penalty of perjury that the following list includes, to the best of our knowledge, litigation actions that have been filed against BCC Engineering, LLC ("Respondent") within the last three (3) years, next to applicable case information and status. This statement is only provided to comply with the procurement provisions of the Village of Key Biscayne, particularly Request for Qualifications No. 2021-08 (Continuing Architectural & Engineering Services).

Status	Case Name	Civil Case Number	Case
Open	Jose Florez Garcia v. BCC, Community, Condotte, The De Moya, Finley, Stantec	2018-40072 CA01 - 11th Circuit	Motorcycle Accident on road under construction - Plaintiff sued multiple parties including the prime contractor and various design firms working in the area. BCC was a subconsultant (designer) to the prime contractor.
Open	Simons (Odom Estate) v. FDOT, Community, Obrascon, OHL, BCC, Johnson, Jacobs, Leware	312017CA000881 - 19th Circuit	Accident on road under construction- Plaintiff sued multiple parties including the prime contractor and various design firms working in the area. BCC was a subconsultant (designer) to the prime contractor.
Open - waiting on motion for summary judgment.	Barbera v. Community, The De Moya, Condotte, BCC, Stantec	2017-026700-CA-01 - 11th Circuit	Accident on road under construction- Plaintiff sued multiple parties including the prime contractor and various design firms working in the area. BCC was a subconsultant (designer) to the prime contractor.
Settled	Codi Alan Hall Estate vs Community, BCC,	2019 CA 000254 - 19th Judicial Circuit	Motorcycle accident with truck owned by contractor. Plaintiff sued multiple parties including the prime contractor and various design firms working in the area. BCC was a subconsultant (designer) to the prime contractor.
Fed Case: Dismissed; State Case: Open	Doral 10 vs City of Doral, JVA, EE&G, BCC, et al.	USDC: 1:19-cv-24830-JLK ; State: 2019-083211-CA-01 (11th Cir.)	Contractor allegedly used property of plaintiff by mistake to locate construction materials. Plaintiff sued the City and the prime contractors in the project. BCC scope included design and CEI.
BCC Dismissed	Bacheikov vs Bush, Blanco, Bracken, the City of Miami, FDOT, Ralph Tait, BCC, Bodax, Allied, JFS, Loredp, VMJ, et al.	2018-039660-CA-01 - 11th Circuit.	Pedestrian fell in front sidewalk of house under construction. Plaintiff sued all contractors working in the project. BCC was structural designer for main structure.

BCC Engineering, LLC

By:   
 Name: John Kramer  
 Date: 2/4/21



STATE OF FLORIDA  
COUNTY OF MIAMI DADE

The foregoing instrument was acknowledged before me this 4<sup>th</sup> day of February, 2021, by  
JOHN KRAMER as CFO for BCC Engineering, LLC.



Notary Public

Personally known: X



**Vanessa Arango**  
**Comm. # GG355985**  
**Expires: July 17, 2023**  
**Bonded Thru Aaron Notary**

TAB H  
**WARRANTY**





**WARRANTY STATEMENT**

BCC Engineering, LLC (the "Company"), through its authorized representative, JOHN KRAMER, hereby warrants that the Company is not insolvent, is not in bankruptcy proceedings or receivership, nor is engaged in or threatened with any litigation or other legal or administrative proceedings of any kind that would have an adverse effect on its ability to perform its obligations under the Contract with the Village of Key Biscayne.

BCC Engineering, LLC

By: [Signature]  
Name: John Kramer  
Date: 2/4/21

STATE OF FLORIDA  
COUNTY OF MIAMI - DADE

The foregoing instrument was acknowledged before me this 4<sup>th</sup> day of February, 2021, by JOHN KRAMER as CFO for BCC Engineering, LLC.

[Signature]  
Notary Public

Personally known: X



**Vanessa Arango**  
**Comm. #GG355985**  
**Expires: July 17, 2023**  
**Bonded Thru Aaron Notary**



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

CIVIL ENGINEERING

REF. #: 2021-08CIV



TAB I  
**FORMS**





**ADDENDUM ACKNOWLEDGEMENT FORM**

**Solicitation Title:** Continuing Architectural and Engineering Services

**Solicitation No.:** RFQ 2021-08

Listed below are the dates of issue for each Addendum received in connection with this Solicitation:

- Addendum No. 1, Dated 1/27/2021
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_
- Addendum No. \_\_\_\_\_, Dated \_\_\_\_\_

No Addendum issued for this Solicitation

Firm's Name: BCC Engineering, LLC

Authorized Representative's Name: Victor Herrera, PE

Title: Senior Vice President

Authorized Signature: 



VILLAGE OF KEY BISCAYNE

**RFQ 2021-08**  
**Continuing Architectural and Engineering Services**  
**Addendum #1**  
**Due Date: February 12, 2021**

This addendum is incorporated into and made a part of the above referenced solicitation. The following may include clarifications, revisions, additions, deletions, or answers to questions received relative to the solicitation, which take precedence over the solicitation documents. Underlined word(s) indicate additions. Deletions are indicated by strikethrough.

**Clarifications:**

1. The Proposal deadline is hereby extended to **February 12, 2021, at 4:00 PM.**
2. Section 9.1.4 of the Contract (Insurance) is hereby revised as follows:  
"Professional Liability Insurance in an amount of not less than One Three Million Dollars (\$~~1~~3,000,000.00) per ~~occurrence~~ claim made, single limit."
3. Several questions have arisen with respect to subcontracting under each discipline for this solicitation. To simplify matters, the Village is permitting subcontracting under the following disciplines:
  - a. Architecture
  - b. Civil Engineering
  - c. Construction Engineering & Inspection
  - d. Urban PlanningSubcontracting will not be considered for all other disciplines.
4. Submission requirements on the Procurement Portal were revised to remove the "Personnel Qualifications" section. The matter requested was already covered by the Questionnaire and the "Organizational Chart" and "Resumes for Key Staff" sections.
5. Proposers may include up to two page resumes for the Contract Manager and Project Manager.

**Questions and Answers**

1. Contract, Section 9 (Insurance): Section 9.1.4 provides that Proposer must have "Professional Liability Insurance in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, single limit". As a professional consultant, Proposer's professional liability insurance policy is a "claims made" policy that is renewed annually. Consultant does not, and never has, purchased an "occurrence" professional liability insurance policy. Proposer respectfully requests the Village issue a correction, modification, or amendment to the Contract to allow the Consultant to satisfy the professional liability insurance requirement through a "claims made" policy.

**Response:** See clarification 2 above.

2. Is the Contract Manager and Project Manager considered to be Key Staff positions?

**Response:** Yes.



---

## VILLAGE OF KEY BISCAYNE

---

3. In the Key Staff Questionnaire, the form only allows for up to ten (10) key staff members. Are Proposers limited to providing only ten (10) key staff members?

**Response:** No, Proposers may have additional key staff members. If so, provide an attachment in “Questionnaire Attachments” providing the same information for each additional key staff member.

4. How many total Key Staff resumes are you requiring Proposers to provide? Are you only looking for one (1) key staff resume per category of service that the Offeror is submitting for ?

**Response:** Proposers are to submit one resume for each Key Staff member.

5. Are Proposers required to submit qualifications that are inclusive of all twelve (12) service categories, or are Proposers only required to submit qualifications on the service categories of their choosing?

**Response:** Proposers should treat each discipline as though it were a separate proposal. Proposers may submit the same matter in different disciplines if the matter is relevant to both. For example: Proposer may use the same letter of intent in multiple disciplines. The submission requirements are broken out to be modular, allowing the Proposer to modify the discipline specific matter while resubmitting other duplicated proposal elements. Proposer’s are only required to submit for the disciplines of their choosing.

6. On the Questionnaire, Question Set 2 (Client References), is it permissible to use Village of Key Biscayne work as one of the reference projects and use a Village employee as the reference contact?

**Response:** Yes.

7. It is understood that only resumes/qualifications for Contract Manager, Project Manager, and ten (10) Key Personnel. Can additional personnel names be included on the Organizational Chart to illustrate depth of resources, or should we limit our organizational chart to the personnel above?

**Response:** See response to Question 3 above. The organizational chart may include additional personnel.

8. RFQ page 13, item D(a) and D(b) request sections from our questionnaire. Please confirm whether it is necessary to upload the Questionnaire twice or can it be taken from the original Questionnaire upload.

**Response:** These items are included in the Questionnaire. Proposers only need to upload the Questionnaire once.

9. RFQ pages 13 and 14, items C, D, and E each request multiple items (a., b., c.). For example, D Personnel Qualifications, subsection D requests one-page resumes for Key Personnel, and subsection E requests a resume for the Contract Manager. Should the files for subsection D be submitted as a separate PDF from the files for subsection E, or should all content for the major categories be submitted as a single PDF for each section?

**Response:** Where the submission requirements call for specific elements, those should be submitted separately. For example: 3.4D(c) Organizational Chart should be submitted on its own, whereas items 3.4E(a)-(c) should be submitted together in a single pdf.

10. RFP page 13 identifies Section D. Personnel Qualifications, which requests an Organizational Chart and resumes for Key Staff, C.M., and P.M. The upload site on Bonfire has an upload section for Personnel Qualifications, but also has one for “Organizational Chart” and one for “Resumes of Key Staff”. Should the Organizational Chart and resumes for Personnel Qualifications be uploaded, as stated in the RFP? If so, should we repeat in the upload sections for Organization



---

## VILLAGE OF KEY BISCAYNE

---

Chart and Resumes of Key Staff? Conversely, if we are to upload or Organizational Chart section and the resumes to Resumes for Key Staff section, what do we upload to the Personnel Qualifications section?

**Response:** See clarification 4 above.

11. Should we include sub-consultants at this phase of the Procurement process or add them to our team after selection and consultation with the Village on an as-needed basis?

**Response:** See clarification 3 above.

12. Is the Village looking to contract three (3) firms to provide all twelve (12) disciplines, or three (3) firms per discipline?

**Response:** The Village is seeking to establish contracts in each discipline. The Village reserves the right to award or not award as many contracts as it deems appropriate.

13. Who are the incumbents of this contract?

**Response:** Calvin Giordano & Assoc., EAC Consulting, and The Corradino Group

14. Is it possible to be a sub-consultant on a team providing certain disciplines and also pursue those same disciplines separately as a prime consultant?

**Response:** No. If you submit as a prime in any discipline, your firm cannot be a subconsultant on another proposal within that same discipline.

15. Please elaborate on the Sustainability Consulting discipline; do Resilience Design and Sea Level Rise consulting fall under this category?

**Response:** No.

16. Our company name is a re-branding of its previous name, but the company has been in continuous operation providing Architectural and Engineering services for approximately thirty (30) years. Does this satisfy Section 3.2 (1)?

**Response:** If the firm was renamed and the renaming was filed with the State of Florida, and not a new entity, this is acceptable. The firm will need to submit proof that the firm's renaming has been filed with Florida's Division of Corporations.

17. What is the length of the contract term?

**Response:** The initial term is three years with two one-year options that the Village may exercise.

18. If a firm is requesting consideration for multiple disciplines, is it necessary to submit separate complete packages, or can all the disciplines be separated by tabs within one package?

**Response:** It is necessary to submit separate complete packages. However, duplicative matter may be reuploaded to different disciplines.

19. Are sub-consultants permitted, and if so, are they to be included at this time or after selection, if necessary?

**Response:** See clarification 3 above. To the extent practicable, proposed subconsultants should be included at this time.

20. Can the Contract Manager and the Project Manager be the same person?

**Response:** Yes.



---

VILLAGE OF KEY BISCAYNE

---

21. Could the Village please provide their definition of what the Contract Manager would be?

**Response:** The Contract Manager would be the point of contact for the Village on all matters related to the contract. The Village would prefer having a single point of contact rather than communicating with several project managers.

22. Wastewater Engineering is referenced as a Commodity Code but is not listed under any of the Category Scopes. Will the Village be selecting Wastewater Engineers?

**Response:** No.

23. Will the Village ensure us that the firm's financial information will be confidential and not part of the public record?

**Response:** Yes. Proposers must ensure all financial information is marked conspicuously with the label "Confidential."

24. Does the Village have a CIP or proposed list of projects to be undertaken as part of this RFQ?

**Response:** The Village's latest Capital Improvements Plan was included in its FY2021 Budget posted on the Village website under Budget/CIP Documents. The Village also recently got approval of a \$100M bond. Project information supporting the bond was posted to [vkbresilience.org](http://vkbresilience.org). Finally, the intention of these contracts are to use them for any upcoming project that the Village acquires in the next five (5) years that fall within the CCNA limits (under \$4M construction cost or \$500k study activity).

25. Does the Village intend to have separate evaluation committees for each discipline?

**Response:** The Village will have the same evaluation committee for all disciplines, however, they will evaluate and rank each discipline separately.

26. Item K., Litigation Statement in the RFQ states that the respondent must complete and submit the Dispute Disclosure Questionnaire. This form is not attached to the RFQ or posted as a form in the Procurement portal. Could the questionnaire be posted or information be provided on where to locate it?

**Response:** Question Set 3 of the Questionnaire is the Dispute Disclosure Questionnaire. In addition to those questions, Item K requires Proposer to provide a signed notarized statement declaring under penalty of perjury that no litigation or regulatory action has been filed against Proposer's firm in the last three (3) years. There is no form for this statement, it must be written, notarized, and submitted by the Proposer.

27. Sections 4.1 Attachments: the RFQ states that exhibits are attached, but they are not. Could Exhibits B, C, and D be posted?

**Response:** Exhibit B will be the Respondent's Proposal attached after selection, Exhibit C is the Wage Rates, which will be negotiated after the selection, and Exhibit D is the Sample Work Order. Blank copies of all documents are attached to Attachment A- Draft Agreement and will be completed after the selection and negotiation process.

28. Can an individual staff member's experience be used to meet the following requirement: "Respondent must have successfully completed at least three (3) municipal projects within the relevant discipline, demonstrated through three (3) verifiable client references from different entities, within the past five (5) years prior to the issuance of this RFQ?"

**Response:** No.



---

VILLAGE OF KEY BISCAYNE

---

29. The Client References Questionnaire states, « Respondent may not use the same reference for more than one (1) project/contract». Does this mean that two (2) separate projects/contracts containing the same client contact/reference are not allowed?

**Response:** Yes.

30. For Key Staff Questionnaire/Resumes, does the Village want us to submit staff/resumes from Proposed Subcontractors, and if yes, can more than ten (10) Key Staff members be listed?

**Response:** Yes, if they are included as Key Staff members.

31. As specific Task Orders have not been defined, can the “appropriate percentage of the work to be performed” be submitted as TBD?

**Response:** Yes. Proposers may also input N/A.

32. Can multiple potential subcontractors for the same discipline be submitted, as their use would be dependent on a Task Order’s scope and timing?

**Response:** Yes.

33. Under “Eligibility”, the RFQ states, “Respondent must have successfully completed AT LEAST three (3) municipal projects within the relevant discipline, demonstrated through three (3) verifiable client references from different entities, within the past five (5) years prior to the issuance of this RFQ”. The Excel form only has space for three (3) client references. Is a firm permitted to submit more than three (3) examples of past experience / references? If yes, where shall these be submitted in the portal—as an attachment to the Questionnaire?

**Response:** For qualification purposes, please only submit three client references. Proposers are encouraged to include project and contact information with their client list.

34. Does the Village require each staff member’s resume uploaded as a separate file or can they be submitted in one PDF document?

**Response:** Either method is acceptable.

35. Which discipline would be relevant for Geospatial and Subsurface Utility Engineering to be bid under for this solicitation? Or, will those disciplines be part of a forthcoming solicitation if the Village seeks those services?

**Response:** Civil Engineering.

36. Upon completing a submittal, if for example a Landscape Architect may involve a Civil Engineer, would it be the Village’s expectation to put a team together for Civil Engineering as part of the submittal?

**Response:** No, it would not be necessary.

37. The Village has been open to negotiating some of the contract language in the past, including the broad form indemnification. Would this still be an option?

**Response:** Should there be any comments a firm has regarding the contract, they may be added to the firm’s proposal and submitted. A firm cannot make their proposal contingent upon acceptance of alternate conditions to the contract.

38. Our firm has a broad spectrum of services that are provided. If, for example, we were to submit a proposal for Civil Engineering and Landscape Architecture, would Landscape Architecture need to have its own Project Manager or could it be managed by the Civil Engineer’s Project Manager?



---

## VILLAGE OF KEY BISCAYNE

---

**Response:** It is the Village's preference to have only one Contract Manager instead of numerous Managers, however that would be allowed.

39. Our firm is primarily a Transportation Engineering firm, however we also provide Structural Design, Electrical Design, Stormwater, and Water and Sewer Services. At this point we are not certain how many specialties we are going to submit for, but will probably be between four (4) and six (6) specialties. Should our firm provide an Organizational Chart for every specialty, or provide just one (1) Organizational Chart with different modules depending on the specialty we are submitting for?

**Response:** The firm can provide one (1) Organizational Chart that is all-inclusive and upload it to each specialty the firm is submitting for.

40. Due to the fact that there are many points on criteria for Personnel and the Project and Contract Managers, would it be acceptable to submit two (2) page resumes for Personnel, instead of one?

**Response:** Yes. See clarification 5 above.

41. There are disciplines listed for Design and for Project/Construction Management. If a firm is selected to perform the Design, would that firm be allowed to perform Design Management and Construction Management, or does that preclude them?

**Response:** No, it is not precluded. However, on some projects, the Village may request one firm to perform the design and another to perform project/construction management.

42. Are there any additional vendor registration requirements with the Village, aside from registering on Bonfire?

**Response:** No, the only additional items the Village would require would be the firm's W9 and insurance once the firm is awarded a contract.

43. Within Section 3.4, Response/Qualifications Package/Requirements, after subsection F (Insurance), it skips to subsection K (Litigation Statement) in the RFQ. Is this a typo or are there missing subsections for G through J?

**Response:** This is a clerical error. Proposers should ignore the missing subsection letters.

44. Would the Village allow a larger Civil Engineering firm team up with a smaller Civil Engineering firm as a subconsultant to strengthen their resources?

**Response:** Yes.

45. Usually we team up as part of an Architectural team for MEP and Fire Protection disciplines. Would the Village require us to submit a proposal separately for MEP and Fire Protection separately and not underneath the Architectural team? Would we have to submit our services as a sub-consultant?

**Response:** You may submit as a subconsultant to the Architectural firm where the Architectural firm serves as prime in the Architectural discipline. However, if your firm desires to submit as prime in the MEP discipline as well, it is free to do so.

46. If a firm provides MEP services, would there be one separate submission for each (Mechanical, Electrical, and Plumbing)?

**Response:** No, MEP services can be submitted under one proposal.



VILLAGE OF KEY BISCAYNE

47. Can a firm be on more than one team as a sub-consultant upon submitting proposals for this solicitation, or is a firm precluded to one (1) team only?

**Response:** A firm is allowed to be on multiple teams for various disciplines. However, a firm cannot submit as a prime and a subconsultant in the same discipline.

48. Does the Village only want firms to submit proposals by themselves for the services they provide without sub-consultants?

**Response:** The Village is seeking Prime Consultants for each category for this solicitation. If, for example, an Architectural firm also provides MEP services, they can submit proposals as a prime consultant for each of those specific categories. Sub-consultants would be part of the team of the prime consultant that submits a proposal for a given category.

49. Would the Structural Engineering category of this solicitation be specific to roadway structures, such as bridges, or just to buildings?

**Response:** Buildings.

50. Page 10 of the RFQ references above water and underwater bridge and structural inspections under Structural Engineering. Will there be any inspection services of this nature required?

**Response:** No.

Acknowledgement:

Victor Herrera, PE  
Name of Signatory

Senior Vice President  
Title

2/10/2021  
Date

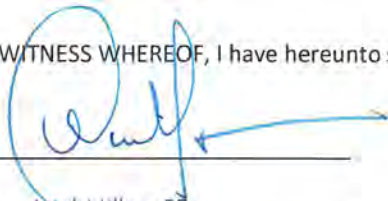
BCC Engineering, LLC  
Name of Respondent




**CERTIFICATE OF AUTHORITY (IF CORPORATION)**

I HEREBY CERTIFY that at a meeting of the Board of Directors of BCC Engineering, LLC, a corporation organized and existing under the laws of the State of Florida, held on the 24th day of April, 2020, a resolution was duly passed and adopted authorizing (Name) Victor Herrera, PE as (Title) Senior Vice President of the corporation to execute bids on behalf of the corporation and providing that his/her execution thereof, attested by the secretary of the corporation, shall be the official act and deed of the corporation. I further certify that said resolution remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this 10, day of February, 2021.

Secretary:   
Print Name: Ariel Millan, PE

President:   
Print Name: Jose A. Munoz, PE

**CERTIFICATE OF AUTHORITY (IF PARTNERSHIP)**

I HEREBY CERTIFY that at a meeting of the Partners of \_\_\_\_\_, a partnership organized and existing under the laws of the State of \_\_\_\_\_, held on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, a resolution was duly passed and adopted authorizing (Name) \_\_\_\_\_ as (Title) \_\_\_\_\_ of the to execute bids on behalf of the partnership and provides that his/her execution thereof, attested by a partner, shall be the official act and deed of the partnership.

I further certify that said partnership agreement remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_, day of \_\_\_\_\_, 20\_\_\_\_.

Partner: \_\_\_\_\_  
Print Name: \_\_\_\_\_

Partner: \_\_\_\_\_  
Print Name: \_\_\_\_\_



**N/A**

**CERTIFICATE OF AUTHORITY (IF INDIVIDUAL)**

I HEREBY CERTIFY that, I (Name) \_\_\_\_\_, individually and doing business as (d/b/a) \_\_\_\_\_ (If Applicable) have executed and am bound by the terms of the Bid to which this attestation is attached.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_, day of \_\_\_\_\_, 20 \_\_\_\_.

Signed: \_\_\_\_\_

Print: \_\_\_\_\_

**In the presence of:**

Witness #1:

Signature: \_\_\_\_\_

Print: \_\_\_\_\_

Witness #2:

Signature: \_\_\_\_\_

Print: \_\_\_\_\_



ACKNOWLEDGMENT

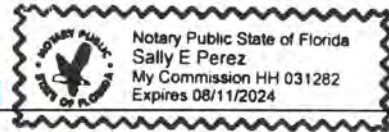
State of Florida

County of Miami-Dade

On this 10th day of February, 2021, before me the undersigned, personally appeared Ariel Millan, PE and Jose A. Muñoz, PE, whose name(s) is/are subscribed to the within instrument, and he/she/they acknowledge that he/she/they executed it.

Witness my hand and official seal:

Sally E. Perez |



Notary Public (Print, Stamp, or Type as Commissioned)

Personally known to me; or

Produced identification (Type of Identification: \_\_\_\_\_)

Did take an oath; or

Did not take an oath



**FORM CD  
COMPANY DECLARATION FORM**

I certify that any and all information contained in this Response is true. I certify that this Response is made without prior understanding, agreement, or connections with any corporation, firm or person submitting a Response for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. I agree to abide by all terms and conditions of the solicitation and certify that I am authorized to sign for the Respondent's firm. Please print the following and sign your name:

BCC Engineering, LLC

**FIRM NAME**

6401 SW 87th Avenue, Suite 200, Miami, FL 33173

**PRINCIPAL BUSINESS ADDRESS**

305.670.2350

**TELEPHONE**

305.670.2351

**FACSIMILE**

Vherrera@bcceng.com

**EMAIL ADDRESS**

65-0540100

**FEDERAL I.D. NO.  
OR SOCIAL SECURITY NUMBER**

Miami-Dade No. 3427069

**MUNICIPAL BUSINESS TAX RECEIPT  
OR OCCUPATIONAL LICENSE NO.**

Victor Herrera, PE

**NAME**

Senior Vice President

**TITLE**

  
**AUTHORIZED SIGNATURE**



**FORM SEA**

**SINGLE EXECUTION AFFIDAVITS**

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

**THIS FORM COMBINES SEVERAL AFFIDAVIT STATEMENTS TO BE SWORN TO BY THE PROPOSER OR BIDDER AND NOTARIZED BELOW. IN THE EVENT THE PROPOSER OR BIDDER CANNOT SWEAR TO ANY OF THESE AFFIDAVIT STATEMENTS, THE PROPOSER OR BIDDER IS DEEMED TO BE NON-RESPONSIBLE AND IS NOT ELIGIBLE TO SUBMIT A PROPOSAL/BID.**

**THESE SINGLE EXECUTION AFFIDAVITS ARE SUBMITTED TO THE VILLAGE OF KEY BISCAYNE AND ARE STATEMENTS MADE:**

By: Victor Herrera, PE

For (Name of Proposing or Bidding Entity): BCC Engineering, LLC

Whose business address is: 6401 SW 87th Avenue, Suite 200, Miami, FL 33173

And (if applicable) its Federal Employer Identification Number (FEIN) is: 65-0540100

(if the entity does not have an FEIN, include the Social Security Number of the individual signing this sworn statement. SS#: \_\_\_\_\_ )

**Americans with Disabilities Act Compliance Affidavit**

The above named firm, corporation or organization is in compliance with and agrees to continue to comply with, and assure that any subcontractor, or third party contractor under this project complies with all applicable requirements of the laws listed below including, but not limited to, those provisions pertaining to employment, provision of programs and services, transportation, communications, access to facilities, renovations, and new construction.

- The American with Disabilities Act of 1990 (ADA), Pub. L. 101-336, 104 Stat 327, 42 USC 1210112213 and 47 USC Sections 225 and 661 including Title I, Employment; Title II, Public Services; Title III, Public Accommodations and Services Operated by Private entities; Title IV, Telecommunications; and Title V, Miscellaneous Provisions.
- The Florida Americans with Disabilities Accessibility Implementation Act of 1993, Section 553.501-553.513, Florida Statutes:
- The Rehabilitation Act of 1973, 229 USC Section 794;
- The Federal Transit Act, as amended 49 USC Section 1612;
- The Fair Housing Act as amended 42 USC Section 3601-3631.

VM

Proposer Initials



**Public Entity Crimes Affidavit**

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 of 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 or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentations.

I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without 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.

I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

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

Based on information and belief, the statement, which I have marked below, is true in relations to the entity submitting this sworn statement.

**(INDICATE WHICH STATEMENT APPLIES.)**

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with ad 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,  
Form SEA



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 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 1 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.

Proposer Initials

**No Conflict of Interest or Contingent Fee Affidavit**

Proposer warrants that neither it nor any principal, employee, agent, representative nor family member has paid or will pay any fee or consideration that is contingent on the award or execution of a contract arising out of this solicitation. Proposer also warrants that neither it nor any principal, employee, agent, representative nor family member has procured or attempted to procure this contract in violation of any of the provisions of the Miami-Dade County conflict of interest or code of ethics ordinances. Further, Proposer acknowledges that any violation of these warrants will result in the termination of the contract and forfeiture of funds paid or to be paid to the Proposer should the Proposer be selected for the performance of this contract.

Proposer Initials

**Business Entity Affidavit**

Proposer hereby recognizes and certifies that no elected official, board member, or employee of the Village of Key Biscayne (the " Village") shall have a financial interest directly or indirectly in this transaction or any compensation to be paid under or through this transaction, and further, that no Village employee, nor any elected or appointed officer (including Village board members) of the Village, nor any spouse, parent or child of such employee or elected or appointed officer of the Village, may be a partner, officer, director or proprietor of Proposer or Vendor, and further, that no such Village employee or elected or appointed officer, or the spouse, parent or child of any of them, alone or in combination, may have a material interest

Form SEA



in the Vendor or Proposer. Material interest means direct or indirect ownership of more than 5% of the total assets or capital stock of the Proposer. Any exception to these above described restrictions must be expressly provided by applicable law or ordinance and be confirmed in writing by Village. Further, Proposer recognizes that with respect to this transaction or bid, if any Proposer violates or is a party to a violation of the ethics ordinances or rules of the Village, the provisions of Miami-Dade County Code Section 2-11.1, as applicable to Village, or the provisions of Chapter 112, part III, Fla. Stat., the Code of Ethics for Public Officers and Employees, such Proposer may be disqualified from furnishing the goods or services for which the bid or proposal is submitted and may be further disqualified from submitting any future bids or proposals for goods or services to Village.

MM

Proposer Initials

**Anti-Collusion Affidavit**

1. Proposer/Bidder has personal knowledge of the matters set forth in its Proposal/Bid and is fully informed respecting the preparation and contents of the attached Proposal/Bid and all pertinent circumstances respecting the Proposal/Bid;
2. The Proposal/Bid is genuine and is not a collusive or sham Proposal/Bid; and
3. Neither the Proposer/Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including Affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly with any other Proposer/Bidder, firm, or person to submit a collusive or sham Proposal/Bid, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Proposer/Bidder, firm, or person to fix the price or prices in the attached Proposal/Bid or of any other Proposer/Bidder, or to fix any overhead, profit, or cost element of the Proposal/Bid price or the Proposal/Bid price of any other Proposer/Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Village of Key Biscayne or any person interested in the proposed Contract.

MM

Proposer Initials

**Scrutinized Company Certification**

1. Proposer certifies that it and its subcontractors are not on the Scrutinized Companies that Boycott Israel List. Pursuant to Section 287.135, F.S., the Village may immediately terminate the Agreement that may result from this RFP at its sole option if the Proposer or its subcontractors are found to have submitted a false certification; or if the Proposer, or its subcontractors are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.
2. If the Agreement that may result from this RFP is for more than one million dollars, the Proposer certifies that it and its subcontractors are also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, F.S. pursuant to Section 287.135, F.S., the Village may immediately terminate the Agreement that may result from this RFP at its sole option if the Proposer, its affiliates, or its subcontractors are found to have submitted a false

Form SEA



certification; or if the Proposer, its affiliates, or its subcontractors are placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

- 3. The Proposer agrees to observe the above requirements for applicable subcontracts entered into for the performance of work under the Agreement that may result from this RFP. As provided in Subsection 287.135(8), F.S., if federal law ceases to authorize the above-stated contracting prohibitions then they shall become inoperative.

Proposer Initials

**Acknowledgment, Warranty, and Acceptance**

- 1. Consultant warrants that it is willing and able to comply with all applicable state of Florida laws, rules and regulations.
- 2. Consultant warrants that it has read, understands, and is willing to comply with all requirements of **Solicitation No. 2021-08** and any addendum/addenda related thereto.
- 3. Consultant warrants that it will not delegate or subcontract its responsibilities under an agreement without the prior written permission of the Village Council or Village Manager, as applicable.
- 4. Consultant warrants that all information provided by it in connection with this Proposal is true and accurate.

Proposer Initials

**Truth in Negotiation Certification**

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Village determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of the final billing or acceptance of the work by the Village, whichever is later.

Proposer Initials

**Sworn Signature of Proposing Entity Representative and Notarization  
for all above Affidavits follows on the next page.**



In the presence of:

Sally E Perez

Witness #1 Print Name: Sally Perez

Carolina Norgaard

Witness #2 Print Name: Carolina Norgaard

Signed, sealed and delivered by:

Victor Herrera

Print Name: Victor Herrera, PE

Title: Senior Vice President

**ACKNOWLEDGMENT**

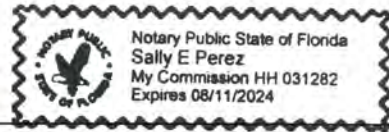
State of Florida

County of Miami-Dade

On this 10th day of February, 2021, before me the undersigned, personally appeared Victor Herrera, PE, whose name(s) is/are subscribed to the within instrument, and he/she/they acknowledge that he/she/they executed it.

Witness my hand and official seal:

Sally Perez |



Notary Public (Print, Stamp, or Type as Commissioned)

Personally known to me; or

Produced identification (Type of Identification: \_\_\_\_\_)

Did take an oath; or

Did not take an oath



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

CIVIL ENGINEERING

REF. #: 2021-08CIV



TAB B  
**PROPOSAL NARRATIVE**





Since our inception in 1994, BCC has continuously served local governments and institutions in similar general services contracts. This experience has fueled our growth, making us one of the largest engineering firms headquartered in South Florida. We are a recognized award-winning consulting firm that has led some of the most complex transportation, infrastructure and general engineering projects in Florida. Our distinctive design approach has earned us a reputation for bold innovation and integration of engineering practice that results in cost-effective, safe and functional designs, and we apply this approach to any project, any size, any discipline, every time.



### UNDERSTANDING OF THE VILLAGE'S GOALS

The Village's Five-Year Capital Improvement Plan is focused on protecting the beaches and natural resources for the enjoyment of its residents and many tourists who visit throughout the year. Several proposed projects will beautify, upgrade and enhance safety along major thoroughfares within the Village. The improvements planned by the Village "will preserve quality of life, protect property value, and provide the Village with the competitive advantage that will secure our future" As a barrier island, the Village's infrastructure is very vulnerable to storms and hurricanes and planned projects seek to address these vulnerabilities. The ability to provide essential services in any situation is of prime importance to the Village Council and leadership. Through our work with North Bay Village, which is located on a barrier island like Key Biscayne, BCC staff is keenly aware of the challenges posed by these unique locations. The competing needs to address climate change while continuing to invest in infrastructure can create the need for significant investments which must be delivered in an economical and affordable manner. The propensity for low lying areas to flood on sunny days or following rain-fall events requires well thought solutions that will provide long term benefits.

As one of Miami-Dade County's most livable municipalities, the Village strives to provide its residents with exceptional facilities and that is reflected in the Capital Improvement Plan. The proposed improvements include upgrades to the community center, recreation facilities, play fields, parks, and public safety facilities.

### EXPECTED OUTCOMES

BCC understands the challenges that elected officials and staff face in meeting commitments to residents to deliver infrastructure projects. We are ready and able to assist the Village in delivering the projects identified in the capital plan. Our project manager and key staff have worked on complete street projects, site development projects and a wide variety of civil and transportation projects.

### FIRM APPROACH TO SERVICE

With every assignment, BCC strives to meet the needs of our client and deliver the requested scope, on time and within budget. We have developed an organizational structure and internal processes and procedures to successfully meet the needs of our clients. Delivery of engineering services will be led by our project manager, Richard Burgess. Our contract manager and Principal will meet regularly with Village staff to solicit feedback on our performance. Mr. Ariel Millan will serve as the Quality Assurance and Quality Control lead for the contract. In his role, he will verify that all company processes and procedures are being followed. The Technical Approach and Understanding provides additional detail on BCC's approach to service.

**“IT IS FULLY REALIZED THAT ON OCCASIONS YOU HAVE GONE OVER AND ABOVE THAT OF WHICH WAS EXPECTED OF YOU IN YOUR EFFORTS TO PROVIDE THE BEST POSSIBLE SERVICE TO THE CITY OF DORAL.”**

**- MR. ALBERT P. CHILDRESS, DORAL CITY MANAGER**



VILLAGE OF KEY BISCAINE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

CIVIL ENGINEERING

REF. #: 2021-08CIV

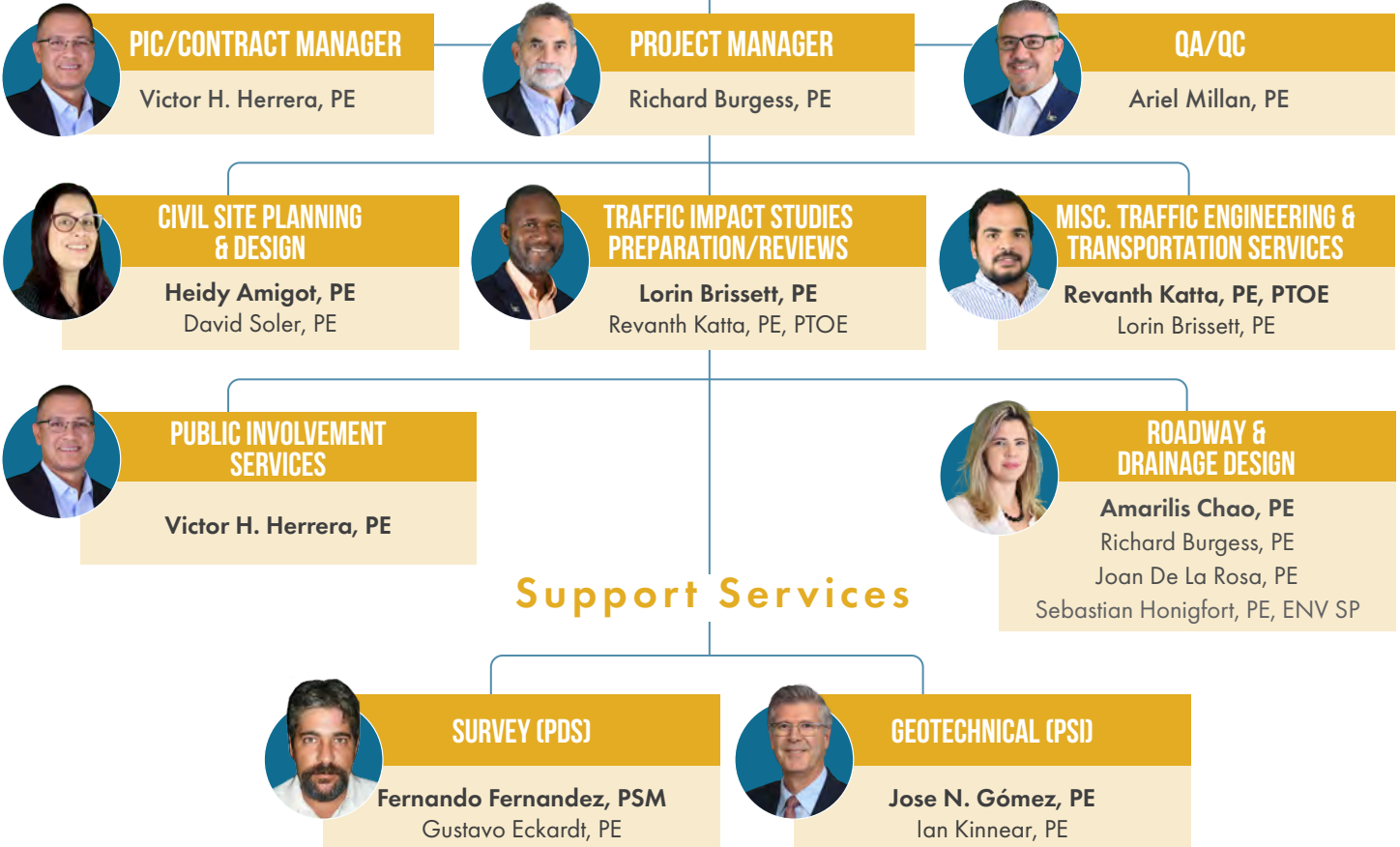


TAB D  
**PERSONNEL QUALIFICATIONS**





- a. Key Staff Questionnaire completed and submitted through Procurement Portal.
- b. Subcontractors were added to the Subcontractors Questionnaire. Subcontractors Questionnaire submitted through Procurement Portal.



(PDS) Premiere Design Solutions, Inc. (PSI) Professional Service Industries, Inc.

Key Personnel Relevant Experience	Richard Burgess, PE	Heidy Amigot	David Soler	Lorin Brissett, PE	Revanth Katta, PE	Amarilis Chao, PE
NW 74th Street New Traffic Signals at NW 97th Avenue and NW 102nd Avenue, Doral, FL	✓					✓
Installation of 48-inch Diameter Transmission Main for Area "N", Miami, FL		✓	✓			
Flagler Streetscape Beautification Project, City of Miami, FL	✓	✓	✓			
North Bay Village Contract for General Professional A/E Services, North Bay Village, FL		✓	✓			
Design Criteria Package for Repair and Reconstruction of Citywide Roads, City of Miami, FL	✓					✓
NW 102nd Avenue Improvements, Doral, FL	✓					✓



## Victor H. Herrera, PE

### Principal in Charge/Contract Manager / Public Involvement

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
17 years

**Education:**  
BS in Civil Engineering,  
Florida State University

**Registration:**  
Professional Engineer  
Florida No. 71164  
Alabama No. 30849

Pipeline Assessment  
Professional (PACP),  
Florida No. 06-16991

Victor Herrera brings 17 years of experience in the design and implementation of engineering projects. He has strong project experience working with municipalities and leading complex projects. Mr. Herrera has specialized professional competence in parking lots, grading, earthwork, and drainage design, as well as experience in plans processing for permit approval, water and sewer design, geotechnical investigation evaluation, and interpretation of soil borings and recommendations.

Victor is a Senior Vice President with BCC and serves as the Civil Operations Manager for the firm. He is responsible for management, profitability, and direction of the firms staff, establishing and monitoring procedures and processes, adherence to corporate and company policies, project contractual terms and quality control procedures. Victor frequently serves as a Project Principal or Project Director for large or significant projects and is responsible for marking sure that BCC is providing the appropriate technical resources to assure delivery of quality service and products to our clients on time and within budget.

**Relevant Experience:**

**North Bay Village Contract for General Professional Engineering and Architectural Services, Village of North Bay, FL, Reference: Marlon Lobban, (305) 756-7171 Ext.66, mlobban@nbvillage.com** - The project involves several task work orders. The scope of services include, but are not limited to, providing general engineering and architectural services to provide planning, reviews, assessments, reports, studies, design, project permitting, renderings, schedules, cost estimates, construction specifications, project management, construction inspection and construction management for projects such as marine construction, roadway, transportation/traffic signalization, traffic calming, drainage, water, sanitary sewer, site plan, architectural planning and design (incl. Structural, mechanical, electrical and plumbing), sustainability, environmental and landscaping. **Project Role: Principal.**

**Stormwater Work Program, Miami, FL, Reference: Elyrosa Estevez, PE, CFM, 305-416-1200, EEstevez@ci.miami.fl.us** - Mr. Herrera guided the effort of developing a stormwater work program to address over one hundred existing stormwater structures that were not in compliance with local regulatory criteria. Recommendations were based on engineering feasibility, schedule, and estimates of probable construction costs as well as stormwater requirements of the structure. Elements of the work included utilization of existing data provided by the City, site visits to each structure, developing alternatives that are permissible with the Florida Department of Environmental Protection (FDEP) Underground Injection Control Program and Miami Dade County Department of Environmental Resources Management (DERM), preparing preliminary construction documents and specifications, and compiling a thorough report to be used as a design criteria package for a design/build request for proposal (RFP). **Project Role: Project Manager and Owner's Representative.**



Victor H. Herrera, PE (Page 2)

**Flagler Street Downtown Beautification - Civil Engineering Services for Roadway, Parking, and Pedestrian Accommodations, Miami, FL, Reference: Bob Beaty, PE, (954-931-6581)/ BobB@Lanzo.org, Hector Badia, (305) 416-1236, HBadia@miamigov.com** - The project involves full roadway reconstruction, sidewalk widening, provision of valet parking system, reconfiguration of on-street parking and coordination with the landscape architect to propose trees in a corridor saturated by underground utilities designed and permitted for relocation. The purpose for this project is to make Flagler Street a more pedestrian-friendly roadway where the street can be closed for events creating a street plaza environment. In addition, several traffic calming measures were introduced including narrowing the travel lanes, decorative high-visibility pedestrian cross walks, and decorative street furniture. The project also included the provision of new hardscape patterns, street lighting design and the re-design of the drainage system to provide a 100-year service life operation. In addition, this project includes extensive utility coordination, new design of the water distribution line and two sanitary sewer gravity lines. Extensive coordination with permitting authorities, Miami-Parking Authority, and Miami Downtown Development Agency (DDA). Project Role: Senior Project Manager.

**Design-Build Services for the Installation of a 48-inch Diameter Transmission Main for "Area N" Package IV-A, Miami, FL, Reference: Alex Retamar, (786) 552-4405, Alex.Retamar@miamidade.gov** - Design-Build services for the installation of approximately 8,800 linear feet of 48-inch diameter P.C.C.P. transmission water main along SW 117th Avenue to connect the County's new 36-inch diameter water transmission main project at SW 152nd Street and SW 127th Avenue. The purpose is to enhance Miami-Dade WASD's water service reliability and address water pressure deficiencies in the County's southern service area. BCC's scope of work included plan-profile design of the 48-inch diameter water main, permitting through various agencies to allow construction, and coordination between WASD, the contractor, and various sub-consultants. Project Role: Principal

**Installation of 12-inch DIP Water Main & Service Reconnection in SW 268 ST from West of SW 139 Ave to East of SW 123 PL, Homestead, FL, Reference: Jose A. Diaz, (786) 552-4383, jose.diaz@miamidade.gov** - The project consists of approximately 7,000 linear feet of new 4-inch to 12-inch water main installation to replace existing cast iron and asbestos pipes, service connections, fire hydrant removal and replacement, trench restoration, pavement restoration and pavement markings. Extensive design, coordination between MDWASD and Miami-Dade County Public Works Department, permitting, bidding and construction services for water main installation. Project Role: Contract Manager

**Upgrade Sewage Pump Station 1002, Homestead, FL, Reference: Tania Fernandez, (305) 592-7283, tfernandez@apcte.com** - Design, permitting, bidding and construction services to upgrade sewage PS 1002 with rehabilitation to existing wet well, two new 34 HP submersible pumps, new valve vault, new electric control panel and electrical equipment, new generator and fuel tank, 6-inch and 8-inch pipes and fittings, fencing and site restoration. The project, located on a small easement, requires close coordination with utility providers due to overhead utilities that cannot be powered down. Upon completion of design, BCC will be responsible for the review of shop drawings, proposed substitutions, reviewing contractor's pay requests, change order analysis, and claims assistance (if any). Project Role: QA/QC.

**Biscayne Landing, City of North Miami, FL, Reference: Darryl Lee, PE, (561) 504-0909, dlee@turnberry.com** - Mr. Herrera lead a team of 18 professionals in the design and permitting for 4,300-linear feet of a new 4-lane spine road on top of an existing landfill. Utility improvements included the design and permitting of a 16-inch sanitary sewer force main and the looping of a 12-inch water main. This site, entailing 184-acres, will ultimately be a mixed-use development consisting of commercial/retail, high rise towers, and other amenity features. Due to the history of the site (old landfill) the design approach required a collaborative effort between design engineers, solid waste specialists, and geotechnical consultants. Project Role: Project Manager/Client Service Manager.



## Richard Burgess, PE

### Project Manager

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
27 years

**Education:**  
MS in Civil Engineering,  
Florida International  
University

BS in Civil Engineering,  
Florida International  
University

**Registration:**  
Professional Engineer  
Florida No. 54774

Mr. Burgess is part of BCC’s Miami Highway Division and has more than 27 years of Roadway Design and Project Management experience. Areas of expertise include major and minor design projects for FDOT, County governments, and various other agencies and municipalities throughout the State and include numerous transportation projects from large roadway design to small intersection improvements. Extensive familiarity with Florida design standards, procedures, practices, and guidelines. Mr. Burgess’ highway background focuses on urban arterials and secondary roadway geometry, vertical alignment, utility relocations, Temporary Traffic Control (TTC), signing & pavement marking (SPM) and is proficient of FDOT plans production including specifications and digital delivery.

**Relevant Experience:**

**City of Miami SW Streetscape, Miami, FL, Reference: Aida Curtis, (305) 442-1774, aida@curtisrogers.com** - This City of Miami SW Streetscape project involves the identification of opportunities for additional landscape plantings within the southwest portion of the City of Miami through modifications to current facilities, including the addition of medians, reduction of lane widths, construction of bulb outs, removal of parking, and even removal of travel lanes. Project Role: Project Manager.

**City of Miami - Design Criteria Package for Repair and Reconstruction of Citywide Roads, Miami, FL, Reference: Achmed Valdes, 305-416-1620, avaldes@miamigov.com** - This City of Miami project may include, but is not limited to, developing a Design Criteria Package that addresses drainage improvements, stormwater modeling, reconstruction, milling and resurfacing, sidewalks, Americans with Disabilities Act (ADA) compliant ramps, curbs and/or gutters, pavement markings and striping, roadway signage, utility coordination, and limited landscaping services. The Scope of Services also include surveying, geotechnical investigations and testing, and related services necessary for the preparation of the Design Criteria Package for a variety of different streets and intersections located throughout the City of Miami that are currently in very poor conditions and require reconstruction and/or repairs. Project Role: Project Manager.

**Village of Virginia Gardens Continuing Services Contract – TWO #1 Bicycle & Pedestrian Improvements & Ludlam Canal pathway Improvements, Miami-Dade, FL, Reference: Butch Martin, (305) 871-6104, bmartin@virginiagardens-fl.gov** - Project encompasses the design of pedestrian facilities improvements along NW 67th Avenue, NW 38th Street and NW 37th Street. Including extending a Shared Use Path along the south side of NW 38th Street. The roadway improvements included milling and resurfacing, and minor drainage. As part of this project a traffic study was completed to obtain approval from Miami-Dade County to make NW 67th Avenue one-way within the project limits. As FDOT is providing Local Agency Program (LAP) construction funding, coordination



*Richard Burgess, PE (Page 2)*

and plans approval are per FDOT LAP guidelines. Project Role: Project Manager and Engineer-of-Record.

**City of Doral Continuing Professional Services - TWO #3 NW 102nd Avenue Improvements, Doral, FL, Reference: Eugene Collins-Bonfill, PE, (305) 593-6740, Eugene.Collings@cityofdoral.com** - Project encompasses the design of roadway improvements to NW 102nd Avenue from NW 66th Street to NW 74th Street. Previously NW 102nd Avenue within the project limits was a single lane dirt road. The construction plans provide a three-lane typical section within the 50 feet of currently available Right-of-Way. In order to construct the proposed improvements, coordination Miami-Dade County was required to dedicate land from the adjacent parcels. Because the project is adjacent to the Miami-Dade Resources Recovery Facility landfill, an Environmental Site Assessment (ESA) was required. Project Role: Project Manager and Engineer-of-Record.

**SR 845/Powerline Road 3R, Broward County, FL, Reference: Thuc Le, PE, (954) 777-4552, thuc.le@dot.state.fl.us** - This 1.23-mile corridor is classified as urban other principal arterial, traversing within the City of Fort Lauderdale, between north of SR 838/Sunrise Boulevard to north of NW 19th Street in Broward County. The existing typical section consists of six 11 feet wide travel lanes typically separated by a 15.5 foot raised median with a posted speed limit of 40 MPH. The project included coordination with the City for a Complete Street lane reduction to accommodate bike lanes. Project Role: Project Manager and Engineer-of-Record.

**Districtwide Miscellaneous PE Design Consultant Miami-Dade County, FL, Reference: Ivette Funtanellas, PE, (305) 470 5270, ivette.funtanellas@dot.state.fl.us**

- **TWO No. 3: State Road No. 826 Various Ramps at SR 924 and I-75** - 3R Project involving pavement rehabilitation on three ramps within the SR 826 - I-75 interchange totaling 0.4 miles in length. The scope also includes signing and marking improvements, as well as upgrades to roadside barriers. Project Role: Project Manager.

**Design-Build Services for the Installation of a 48-inch Diameter Transmission Main for "Area N" (Contract No. DB14-WASD-03), Miami, FL, Reference: Juan Muniz, (305) 592-7283, jmuniz@apcte.com** - Design-Build services for the installation of a 48-inch diameter transmission main to connect to the departments new 36-inch diameter water transmission main project at SW 152nd Street and SW 127th Avenue. Project Role: Sr. Project Engineer for Traffic Control Plans.

**SR 112, NW 32nd Ave and Golden Glades Interchange (GGI) Park and Ride Warning Gates System to I-95 Express Lanes, Miami-Dade County, FL, Reference: Sergio Bravo, PE, (305) 640-7344, sergio.bravo@dot.state.fl.us** - Mr. Burgess served as Engineer-of-Record for the roadway component of this design build project on a limited access facility. The project roadway component included removal and replacement of 300 feet of median barrier wall along the SR 112/Airport Expressway and construction of seven warning gates for the SR 112 exit ramp to the I-95 Express lanes. The project entailed preparation of roadway and Traffic Control Plans for the barrier wall replacement, warning signs, and warning gates on SR 112. Project Role: Roadway Engineer-of-Record.

**Lyons Road from S of C-14 canal to Sawgrass Expressway, Broward County, FL, Reference: Brad Salisbury, PE, (954) 777-4160, brad.salisbury@dot.state.fl.us** - The project is an off-system MPO Bicycle and Sidewalk Mobility project that requires widening of the existing pavement between 4 and 7 feet to accommodate bike lanes. The corridor is classified as an urban principal arterial approximately 4.9 miles in length, within the City of Coconut Creek from South of the C-14 Canal to SR 869/Sawgrass Expressway in Broward County. Project scope includes the submittal of Traffic Control Plans, and Quality Control reviews of roadway geometry to support the in-house design team, as well as utility coordination, signing & pavement markings (S&PM), signalization, lighting, and surveying. Project Role: Engineer of Record (EOR) for the S&PM.



## Ariel Millan, PE

### Quality Control/Quality Assurance

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
27 years

**Education:**  
MS in Civil Engineering,  
Florida International  
University

BS in Civil Engineering,  
Florida International  
University

**Registration:**  
Professional Engineer  
Florida No. 54572

Mr. Millan has 26 years of professional highway engineering experience. Mr. Millan's abilities encompass a broad range of skill sets from roadway geometrics and drainage design to the development of an effective traffic control plan. Mr. Millan's roadway experience includes Restoration, Resurfacing and Rehabilitation (3R) projects, urban curb and gutter roadway reconstruction projects, rural highways with flush shoulders and limited access facilities with complex urban interchanges. Mr. Millan's drainage experience includes the design and permitting of open and closed drainage systems with swales, cross drains, retention ponds, storm sewer systems, and exfiltration systems. In addition to his technical abilities, Mr. Millan is a highly effective Project Manager and Task Leader and is well aware of the effort required to successfully complete roadway design projects including coordination with the client, subconsultants, permitting agencies, contractors and various design disciplines. Mr. Millan also provides supervision of design/production personnel, and the systematic implementation of an effective quality control/quality assurance plan (QA/QC).

**Relevant Experience:**

**Flagler Street Downtown Beautification - Civil Engineering Services for Roadway, Parking, and Pedestrian Accommodations, Miami, FL** - The project involved full roadway reconstruction, sidewalk widening, provision of valet parking system, reconfiguration of on-street parking, and coordination with the landscape architect to propose trees in a corridor saturated by underground utilities designed and permitted for relocation. The purpose for this project was to make Flagler Street a more pedestrian-friendly roadway where the street can be closed for events creating a street plaza environment. In addition, several traffic calming measures were introduced including narrowing the travel lanes, decorative high-visibility pedestrian cross walks, and decorative street furniture. The project also included the provision of new hardscape patterns, street lighting design, and the drainage re-design of the drainage system to provide a 100-year service life operation. In addition, this project included extensive utility coordination, the new design of the water distribution line, and two sanitary sewer gravity lines. Extensive coordination with permitting authorities, Miami-Parking Authority and Miami Downtown Development Agency (DDA).  
*Project Role: Project Manager and Engineer-of-Record.*

**SW 62nd Avenue from SW 70th Street to SW 64th Street, Miami-Dade County, FL** - Roadway Design for the reconstruction of approximately ½ mile of a five-lane urban arterial to include on-street parallel parking and wide promenade sidewalk, landscaping, and ADA improvements. BCC Engineering provided engineering design services which included roadway design, drainage design and permitting, signing and pavement markings, lighting design, and signalization design. The project also required the development of several alternatives and extensive public involvement. *Project Manager and Engineer-of-Record for the final design.*



## Heidi Amigot, PE

### Civil Project Engineer

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
6 years

**Education:**  
BS in Civil Engineering,  
Florida International  
University

**Registration:**  
Professional Engineer  
Florida No. 88545

Civil Project Engineer with 6 years of experience in planning, design, permitting, procurement and construction of engineering projects. Has worked on several projects involving Design-Build, site development, storm water, water main, reuse main, and sanitary sewer utilities. Experienced in open-cut and horizontal directional drill pipeline installation. Currently serves as the Communication Chair of the Florida Section American Water Works Association (FSAWWA) Region VII.

#### **Relevant Experience:**

**Diana Drive Roadway & Drainage Improvements, Hallandale Beach, FL** - Mrs. Amigot was an Engineer Intern assisting in the design and project coordination to perform a traffic study and develop design concepts for the Diana Drive Roadway and Drainage Improvements project. The limits of the Project included both Diana Drive and a parallel Frontage Road located just north of Diana Drive, from Golden Isles Drive to SE 26th St. The length of the project was approximately 1,715 linear feet. The objectives of the proposed concepts were to analyze both the existing and proposed traffic conditions, maximize parking, create landscaping opportunities, and provide ADA access and pedestrian sidewalk by promoting a safe environment for vehicular and pedestrian traffic. Along with the approved typical section and improvements to the safety and accommodations to the community by adding a traffic circle and speed humps, proposed drainage infrastructure will improve the existing flooding issues with the addition of exfiltration trench system. **Project Role: Engineer Intern.**

**Palmer Park South Parking Lot Drainage Improvements, South Miami, FL** - Mrs. Amigot was the Civil Designer assisting in the design of the reconstruction of Palmer Park's south parking lot and installation of new exfiltration trench system to attenuate existing flooding. Palmer Park is located at 6100 SW 67th Ave in Miami-Dade County. The Park's entrance to the baseball fields floods due to clay erosion and deficiency of drainage infrastructure. The design considers existing historical flow from adjacent properties contributing to runoff accumulation during storm events and provides erosion control solutions. **Project Role: Civil Designer.**

**West Parking Lot Reconstruction, Davie, FL** - Mrs. Amigot was the Civil Designer assisting in the design of the reconstruction of the College's west parking lot located adjacent to College Avenue and SW 30th St. The parking lot area to be improved consists of raising the existing grades, modifying the perimeter roadway alignment, new pavement, new drainage system, landscape and lighting. The drainage infrastructure will include exfiltration trench system meeting the required pre-treatment volume and ultimately discharging to the College surface water management system as permitted by SFWMD and CBWCD. **Project Role: Civil Designer.**



## David Soler, PE

### Senior Civil Project Engineer

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
25 years

**Education:**  
BS in Civil Engineering,  
Florida International  
University

**Registration:**  
Professional Engineer  
Florida No. 68468

Mr Soler is a Civil engineer experienced in site design of commercial, recreational, industrial, and residential facilities. Over twenty four (24) years of experience performing advanced civil site layout and grading design for buildings, roadways, and parking facilities; sanitary and storm sewer design; and recreational facilities design, including bicycle trails and passive parks. Past duties include the preparation of conceptual and final engineering documents, including plan drawings and project specifications. Have also provided construction administration services, including project supervision, technical inspections, assessments, and preparation of progress reports.

**Relevant Experience:**

**Parks Bond Program Management Services, Doral, FL** - BCC partnered with AECOM were selected as the Program Management Team for the City of Doral Parks Bond Program. The City's residents passed the General Obligation Parks Bond for \$150 million that would help fund the construction of future Doral park projects. The bond funded projects include Doral Central Park, White Course - Walk to Park, Morgan Levy Park, Doral Meadow Park, Trails & Tails Park, and Cultural Arts Center. Park improvements consist of green spaces, nature areas, sports fields, play areas, infrastructure, an aquatic facility, community center, multi-purpose rooms, cultural amenities, walking/biking trails, specialty recreation areas, and safety features. The Parks Bond Program will also fund the addition and renovation of 5-mile multi-purpose trails throughout the City and an elevated pedestrian bridge passing over NW 41st Street along NW 117 Ave. BCC is currently providing pre-construction services, project management, and project coordination on the 8 projects that will be constructed over the coming years. ***Project Role: Senior Project Manager.*** Projects include:

- **Doral Cultural Arts Center** - The building will include a large art gallery space, a flexible multi-purpose room, multiple outdoor courtyards, a catering area, dedicated vehicular drop-off area and public restrooms. The project will enhance the existing park site amenities with addition of an accessible rooftop plaza, an amphitheater, and public garden spaces. Provided project administration services, including design and construction meetings, general project coordination, documentation of all aspect of the project, performed site inspections, maintained meeting notes, and monitored project progress.

**Port of Miami Bond Engineering Report, Miami, FL** - Duties include inspection of cargo areas, roadways, and parking lot pavement conditions with support from seaport staff. Preparation of inspection report assessed using ASTM Standard Test Method for Airport Pavement Condition Surveys D-5340. ***Project Role: Senior Civil Engineer.***



## Lorin R.C. Brissett, PE

### Senior Transportation Engineer

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
24 years

**Education:**  
MS in Civil Engineering,  
Georgia Institute of  
Technology

BS in Civil Engineering,  
The City College of New  
York

**Registration:**  
Professional Engineer  
Florida No. 56846

Mr. Brissett has 24 years of Transportation Engineering experience. Mr. Brissett is an experienced project manager with special emphasis in traffic engineering, transportation facilities planning, traffic analyses and studies as well as process mapping and development of transportation engineering/planning systems. His technical strengths include traffic safety and operations, transportation planning and impact studies and modeling of transportation networks. He has analyzed and managed various projects for public and private sector clients.

Mr. Brissett has experience in making presentations to various stakeholders in matters related to transportation engineering and planning. He has extensive knowledge of and facility with various professional, engineering and planning software including: CORSIM Microsimulation, Synchro, HCS, AutoCAD, and the Florida Standard Urban Transportation Model Structure-FSUTMS Travel Demand Software (running on the Cube Voyager platform).

#### **Relevant Experience:**

**Districtwide Metropolitan Planning Organization Support, Miami-Dade County, FL** - Provided engineering support services for the performance of diverse planning and administrative services necessary to administer the MPO/TPO Program within the FDOT District 6 geographic boundaries. This was a Task Work Order contract providing services including document reviews, technical reviews, and general in-house support to FDOT. Other could include assisting the Miami-Dade Transportation Planning Organization meet all federal requirements to secure and maintain funding for the implementation of their Unified Planning Work Program (UPWP) as well as the five-year Transportation Improvement Program (TIP) and Long Range Transportation Program for the metropolitan planning area. **Project Role:** **Contract Manager.**

**Design Evaluation Safety Study - Update, SR 5 / Dixie Highway from SW 37th Avenue to Ponce de Leon Blvd, Miami-Dade County, FL** - As part of a cost savings initiative, BCC Engineering LLC updated the Benefit-Cost and Net Present Value analyses for proposed safety improvements along SR 5 / Dixie Highway from SW 37th Avenue to Ponce de Leon Boulevard. The safety study identified improvements to mitigate fixed object/run-off the road crashes and was performed according to the procedures outlined in the FDOT's Manual on Uniformed Traffic Studies (MUTS), the FDOT Design Manual, the Manual on Uniform Traffic Control Devices (MUTCD) and the Highway Safety Improvements Program Guidelines (HSIPG). The 1800' study segment reported close to 300 crashes during the three-year review period and was on the 2009 High Crash List with a high crash confidence level of 99.99%. Prior to the construction of the safety improvements, various cost saving initiatives were proposed making it necessary to reevaluate the safety analysis and update the Benefit-Cost and Net Present Value Analyses. **Project Role: Engineer of Record, Safety Analysis Update.**



## Revanth Katta, PE, PTOE

### Transportation Engineer

**Firm:**  
**BCC Engineering**  
 (BCC)

**Years Experience:**  
 6 years

**Education:**  
 MS in Civil Engineering,  
 University of Florida

BS in Civil Engineering,  
 National Institute of  
 Technology, Calicut, India

**Registration:**  
 Professional Engineer  
 Florida No. 85922

Professional Traffic  
 Operations Engineer  
 No. 4622

Mr. Katta has hands-on experience in conducting traffic analysis and operations, safety studies, transportation planning and modeling, Advanced Traffic Management System (ATMS) Intelligent Transportation Systems (ITS), and design-build projects. Mr. Katta has experience in transportation planning projects and specializes in using computer software for traffic engineering analysis, with practical work experience conducting the level of service and other capacity analyses. He also had Traffic/ITS internship experience, where he worked closely with Traffic and ITS engineers to ensure reliability, quality and satisfaction for each project. Duties have included analysis of preparing schematics and analyzing engineering data, offering recommendations for traffic and driving policies, designing transit and analyzing the effect of transit areas. His coursework included traffic engineering, transportation systems analysis, traffic flow theory, advanced urban transportation planning and transportation models. Software experience includes Synchro, CORSIM, Highway Capacity Software (HCS), Microsoft Office, AutoCAD (Computer-aided design software), MicroStation, Statistical Package for the Social Sciences (SPSS), and C++ Programming language and had experience using Highway Capacity Manual (HCM), Manual on Uniform Traffic Control Devices (MUTCD) and Institute of Transportation Engineers (ITE) Trip Generation Manuals.

**Relevant Experience:**

**I-195 from SR 112 from 12th Avenue to SR 907/Alton Road, Miami, FL** - The purpose of the study is to evaluate existing conditions and deficiencies, identify needs, and develop and evaluate improvement concepts. The study includes the evaluation of study interchanges, interchange influence areas, and ramps to identify deficiencies focusing on reoccurring bottle neck. *Project Role: Transportation Analyst.*

**SR 976/Bird Road from SR 821/HEFT to SR 5/US 1/South Dixie Highway Roadway ID 87044000 - MP 0.000 to MP 8.466 Corridor Study; Miami-Dade, FL** - SR 976/SW 40 Street/Bird Road is an important east west corridor in Miami-Dade County, linking residential communities to Miami’s urban core. The study corridor includes City of Miami, City of South Miami, City of Coral Gables, and unincorporated areas of Miami-Dade County, providing a connection to employment centers as well as to SR 821/Homestead Extension Florida’s Turnpike, SR 826/Palmetto Expressway, and SR 5/US 1. BCC will perform a corridor study along SR 976/SW 40 Street/Bird Road from SR 821/Homestead Extension of Florida’s Turnpike (HEFT) to SR 5/US 1/South Dixie Highway which will analyze existing conditions to identify recurring congestion locations and evaluate multimodal transportation improvement needs based on future travel demand. Finally, the study will identify conceptual improvements for congested locations along the limits of the study and provide recommendations for subsequent detailed studies. *Project Role: Transportation Analyst.*



## Amarilis Chao, PE

### Civil/Roadway Engineer

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
14 years

**Education:**  
BS in Civil Engineering,  
University of Havana

**Registration:**  
Professional Engineer  
Florida No. 86357

Ms. Chao has over 14 years of experience with paving and drainage design, water and sewer, force main collection system designs, urban arterials, secondary roadway geometry, vertical alignment, utility relocations, Temporary Traffic Control (TTC), signing & pavement marking (SPM). Areas of expertise include major and minor design projects for FDOT, County governments, and various other agencies and municipalities throughout the State and include numerous transportation projects from large roadway design to small intersection improvements. Ms. Chao has excellent planning and coordination skills and works well in a team environment.

**Relevant Experience:**

**City of Miami - Design Criteria Package for Repair and Reconstruction of Citywide Roads, Miami, FL** - This City of Miami project may include, but is not limited to, developing a Design Criteria Package that addresses drainage improvements, stormwater modeling, reconstruction, milling and resurfacing, sidewalks, Americans with Disabilities Act (ADA) compliant ramps, curbs and/or gutters, pavement markings and striping, roadway signage, utility coordination, and limited landscaping services. The Scope of Services also include surveying, geotechnical investigations and testing, and related services necessary for the preparation of the Design Criteria Package for a variety of different streets and intersections located throughout the City of Miami that are currently in very poor conditions and require reconstruction and/or repairs. Project Role: Project Engineer.

**City of Miami SW Streetscape, Miami, FL** - This City of Miami SW Streetscape project involves the identification of opportunities for additional landscape plantings within the southwest portion of the City of Miami through modifications to current facilities, including the addition of medians, reduction of lane widths, construction of bulb outs, removal of parking, and even removal of travel lanes. Project Role: Project Engineer.

**City of Doral Continuing Professional Services - TWO #3 NW 102nd Avenue Improvements, Doral, FL** - Project encompasses the design of roadway improvements to NW 102nd Avenue from NW 66th Street to NW 74th Street. Previously NW 102nd Avenue within the project limits was a single lane dirt road. The construction plans provide a three-lane typical section within the 50 feet of currently available Right-of-Way. In order to construct the proposed improvements, coordination Miami-Dade County was required to dedicate land from the adjacent parcels. Because the project is adjacent to the Miami-Dade Resources Recovery Facility landfill, an Environmental Site Assessment (ESA) was required. Project Role: Project Engineer.



## Joan De La Rosa, PE

### Structural Engineer

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
17 years

**Education:**  
MS in Civil Engineering,  
Florida International  
University

BS in Civil Engineering,  
Florida International  
University

**Registration:**  
Professional Engineer  
Florida No. 74705

Mr. De La Rosa is a Professional Structural Engineer with 17 years of experience in structural design. He is a Project Manager for BCC's Miami Office. His background includes design, plan production and load ratings for both transportation bridge design and building structure projects. Mr. De La Rosa has served as the Engineer-of-Record (EOR), Project Manager and Project Engineer for various agencies including Florida Department of Transportation (FDOT) Districts 3, 4, 5, 6, 7, Florida Turnpike Enterprise (FTE), Miami-Dade Expressway Authority (MDX) and Miami-Dade County Department of Transportation and Public Works (MDTPW). His bridge design experience includes short span flat slab bridges, AASHTO girder bridges, Florida-I Beam bridges. His experience also includes design and analysis of miscellaneous structures including MSE walls, temporary walls, anchored bulkhead walls, Dynamic Message Sign (DMS), sign structures, box culverts, overhead cantilever and span structures.

#### **Relevant Experience:**

##### **Districtwide General Consultant Engineering Services Contract, Districtwide, FL**

- The project consisted of providing General Engineering Consultant services for a wide range of engineering, survey, architectural, landscaping, technical, management and administrative services as needed to assist in the execution of the District 6 Work Program. The Department requested Consultant services on an as needed basis through the issuance of a Task Work Order for the support of Transportation Development including Design, Right of Way Administration, Program Management and Intermodal System Development; and may also include Professional Services Contractual support as necessary to support Operations. Operations consists of Traffic Operations, Maintenance and Construction. **Project Role: Structural Project Manager.**

- **TWO No 3: Golden Glades Interchange Improvements** - Owners Representative support for several Golden Glades Interchange design projects. BCC Engineering will provide the FDOT District 6 support services during the Design Phase of multiple projects aimed to improve the Golden Glades Interchange.

##### **SR 821 (HEFT) Widening from SW 288th Street (Biscayne Drive) to SW 216th Street (Hainlin Mill Road) - Design-Build, Miami-Dade County, FL**

- Final design and preparation of construction plans related to the widening of SR 821 from four lanes to six lanes and in the interim condition providing two General Purpose Lanes and one Express Lane in each direction. This project also includes the design of two inside bridge widenings, 5.1 miles of noise walls, wet and dry detention pond and swales, permitting, safety upgrades (guardrail and pier protection), milling and resurfacing, reconstruction of a toll gantry, traffic control and detours, utility coordination, signing and marking, Intelligent Transportation System (ITS) and lighting. **Project Role: Structures Engineer-of-Record.**



## Sebastian Honigfort, PE, ENV SP

### Drainage Engineer

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
7 years

**Education:**  
MS in Civil Engineering,  
University of South Florida

BS in Environmental  
Engineering,  
Florida Gulf Coast  
University

BS in Civil Engineering,  
Florida Gulf Coast  
University

**Registration:**  
Professional Engineer  
Florida No. 88596

Mr. Honigfort serves as a Project Engineer with experience in Water Resource Engineering, Drainage Design, Geographic Information System (GIS) and Surveying. He supports land development and municipal projects with site design, civil engineering, and drainage analyses. His experience also includes permitting with local government agencies, water management districts, Florida Department of Transportation and Florida Department of Environmental Protection.

Design experience has involved various aspects of infrastructure projects from roadway improvements, to utilities coordination and design, stormwater management facilities, stream stabilization, and site development. Construction experience includes review of shop drawings, cut sheets, site investigations and land surveying.

#### **Relevant Experience:**

**Idlewild Drive Ditch Conversion to Culvert with Shallow Swale, Dunedin, FL** - Conducted assessment of drainage conditions for an existing ditch system within the Cedar Creek watershed. Converted the City's Master Collection System Plan model from ICPRv3 to ICPRv4. Modified model to evaluate replacement of ditch with culvert system and overlying shallow swale. Composed technical memorandum summarizing findings, considerations and requirements for project implementation. Designed storm sewer improvements and managed development of construction plans. Prepared environmental resource permit (ERP) documents and managed utility coordination effort. **Project Role: Project/Lead Drainage Engineer.**

**Groundwater Model Development for Grand Oaks Community, St. Augustine, FL** - Developed 762-acre 2D ICPRv4 drainage model to evaluate groundwater interflow connectivity between proposed stormwater ponds and existing wetlands. Converted existing 1D H&H model to ICPRv4 and added 2D groundwater mechanism. Reduced size of model domain and revised model from single storm event to continuous simulation. Developed pre- and post-development scenarios to assess impact to existing wetland systems. Processed model results using GIS and developed schematics to assist interpretation of results. Composed technical memorandum outlining model modifications, summarizing findings/considerations and identifying areas of concern. **Project Role: Lead Drainage Engineer.**

**Trotter Road Reconstruction, Largo, FL** - Developed a 108-acre ICPRv3 H&H model to facilitate design of drainage improvements for a 0.70-mile roadway segment. Proposed improvements included potable water, reclaim water and sanitary sewer relocations. Coordinated with private utilities to address conflicts. Coordinated permitting with the SWFWMD. Assisted in the development and review of the construction drawings. Reviewed shop drawings, processed FDEP partial clearances, conducted site visits and responded to RFI's. **Project Role: Project/Drainage Engineer.**



## Gustavo Eckardt, PE

### Survey Lead

**Firm:**  
Premiere Design  
Solutions (PDS)

**Years Experience:**  
18 years

**Education:**  
BS in Civil Engineering,  
University of North  
Carolina

**Registration:**  
Professional Engineer  
Florida No. 67553

**Certifications**  
Project Management  
Scheduling

ADA

Traffic Control and  
Maintenance

Mr. Eckardt is a professional engineer registered in the states of Florida with over 18 years of experience in Civil Engineering, land development, topographic surveys and roadway design. Mr. Eckardt currently serves as Director of Engineering for Premiere Design Solutions, Inc. (PDS) responsible for overseeing surveying and engineering project production, quality control and making sure our Clients' needs are incorporated into our engineering design. Mr. Eckardt has been a project manager for professional engineering and surveying services work assigned to PDS. Mr. Eckardt's experience in the public sector includes design for new and existing infrastructure utilities in different municipalities throughout South East Florida. For these types of projects Mr. Eckardt has designed roadway improvements projects for Miami-Dade Public Works, Miami-Dade Transit, Broward County Transit, Mr. Eckardt has also designed potable water and sanitary sewer collection systems for the Miami-Dade Water and Sewer Department. He has a vast experience in utility coordination, subsurface utility investigation and GIS projects.

**Relevant Experience:**

**Various Roadway Intersections Surveys, Miami-Dade County, FL** - This project was to provide roadway intersection improvements at five different roadway intersections throughout Miami-Dade County. Mr. Eckardt was tasked with managing the topographic surveys which required the completion of five separated Specific Purpose Surveys with a very aggressive schedule. Each location included all visible relevant topographic features along the proposed site area, Right-Of-Way research and preparation, plat research and the submittal drawing were required to follow standards provided by the Client. Mr. Eckardt provided project coordination between client and survey crew, and ensured all production was geared towards this project, with adequate staff levels, and deliver in a timely manner to meet the aggressive schedule required in this project. Mr. Eckardt also conducted QA/QC reviews on deliverables on this project. **Project Role: Project Manager.**

**Medley Fire rescue Facility Survey, Medley, FL** - This project was to replace the perimeter fence after the existing fence was damaged by recent storm events. The project site was an existing and Active Fire rescue Facility, of about 6.4 Acres, owned and maintained by Miami-Dade County. A specific purpose survey was conducted by Mr. Eckardt was the project manager on this project and coordinated between survey crew, user department and client. Mr. Eckardt also conducted QA/QC reviews on deliverables on this project. **Project Role: Project Manager.**



## Fernando Fernandez, PSM

### Senior Surveyor

**Firm:**

**Premiere Design Solutions (PDS)**

**Years Experience:**

20 years

**Education:**

BS in Hydrogeology Engineering,  
Kazakh National Technical University

**Registration:**

Professional Land Surveyor and Mapper,  
License No. LS 6765

Mr. Fernandez has over twenty years of field data verification, collection and surveying experience. Mr. Fernandez is a professional proficient in the use of different kinds of Data Collectors, Total Station and other surveying equipment, and is familiar with the process to develop Topographic Surveys and As-Built Drawings Miami-Dade County and Broward County, conducting surveys of above ground features and utility verifications, roadway surveys, construction stake-out and utility project as-builts. Mr. Fernandez is a diligent worker with knowledge of Autocad and various tools of the trade, with the ability to manage multiple tasks, work on projects autonomously, and work as required to meet deadlines. Mr. Fernandez is a Florida Registered Land Surveyor and participates personally on field data collection of all assignments under his control, qualifying him as a Surveyor with extensive field knowledge and experience.

**Relevant Experience:**

**Various Roadway Intersections Surveys, Miami-Dade County, FL** - This project was to provide roadway intersection improvements at five different roadway intersections throughout Miami-Dade County. Mr. Fernandez was tasked with the topographic surveys which required the completion of five separated Specific Purpose Surveys with a very aggressive schedule. Each location included all visible relevant topographic features along the proposed site area, Right-Of-Way research and preparation, plat research and the submittal drawing was required to follow standards provided by the Client, including layers, line weights, colors, symbols, etc., as required by Miami-Dade County. **Project Role: Surveying Lead.**

**Medley Fire rescue Facility Survey, Medley, Miami-Dade County, FL** - This project was to replace the perimeter fence after the existing fence was damaged by recent storm events. The project site was an existing and Active Fire rescue Facility, of about 6.4 Acres, owned and maintained by Miami-Dade County. A specific purpose survey was conducted by Mr. Fernandez which included all visible relevant topographic features along the proposed site boundary, physical boundary demarcations, legal description, marking property corners, existing property lines and recorded easements and plat information as available in readily available public information records. Mr. Fernandez led the field crew collecting data and developed topographic drawing deliverables. **Project Role: Surveying Lead.**

**Citywide CIP Water & Sewer Improvement Surveys, City of Opa-Locka, FL** - This project includes the topographic route surveys for over 200,000 LF of roadway to receive water and sewer improvements as part of the Capital Improvements Program (CIP) throughout the City of Opa-Locka. PDS is part of the Team to provide design criteria packages for the letting of this work. Mr. Fernandez is the Lead Surveyor and is responsible for the production of survey drawings, collecting all ROW data, above ground features and elevations. **Project Role: Surveying Lead.**



## Jose N. Gómez, PE, D.GE, F.ASCE

### Chief Geotechnical Engineer

**Firm:**  
**Professional Service Industries (Intertek-PSI)**

**Years Experience:**  
40 years

**Education:**  
MS in Civil Engineering,  
Geotechnical Emphasis,  
Georgia Institute of  
Technology

BS in Civil Engineering,  
Pontifical Xavierian  
University, Bogota,  
Colombia

**Registration:**  
Professional Engineer  
Florida No. 78289

Mr. Gómez has provided geotechnical recommendations, forensic engineering, value engineering and peer reviews for site preparation, earthwork, excavations, retaining structures, embankments, dams and levees, ports, slope stability and foundation design for numerous civil engineering projects across the Americas and the Caribbean. He has managed teams of engineers, geologists, specialists on other disciplines, and surveyors for the successful completion of many designs and/or construction of large civil projects and related works. These management tasks were performed both during the in-office design stage, and in the field for implementation during construction. Mr. Gómez extensive experience has included his active and lead participation in projects development as a field engineer, lead design engineer and resident manager (QA director).

**Relevant Experience:**

**Miami World Center Block A, Miami, FL** - Proposed 47-story residential tower (530 units total). PSI completed a field exploration and geotechnical evaluation. The scope of services included drilling soil borings, performing laboratory testing, and preparing a detailed geotechnical engineering report. *Project Role: Geotechnical Engineer of Record.*

**Design Criteria Professional for Repair and Reconstruction of Citywide Roads, Miami, FL** - PSI's geotechnical data report provided the information collected in the field corresponding to 18 pavement cores, three Standard Penetration Tests (SPT), and three Percolation Tests, performed to the southeast area of Miami. *Project Role: Geotechnical Engineer of Record.*

**NW 114th Ave & NW 58th St. Intersection Improvements, City of Doral, Miami-Dade County, FL** - The proposed project consists of the expansion of the existing right-turn turn lane of the northbound side of Northwest 114th Avenue at the intersection with Northwest 58th Street in the City of Doral, Miami-Dade County, Florida. The proposed right-turn lane will be expanded to the south side and slightly realigned to the east. To allow for the proposed turn-lane realignment to the east, the project will also encompass the construction/ installation of a culvert structure at the existing water canal located along the south side of Northwest 58th Street. *Project Role: Geotechnical Engineer of Record.*



## Ian Kinnear, PE

### Chief Geotechnical Engineer

**Firm:**  
Professional Service  
Industries (Intertek-PSI)

**Years Experience:**  
45+ Years

**Education:**  
BS in Civil Engineering,  
Heriot-Watt University,  
Edinburgh, Scotland

**Registration:**  
Professional Engineer  
Florida No. 32614

Mr. Kinnear has over 45 years of international engineering experience. He has planned and performed geotechnical explorations for a multitude of building, roadway, and infrastructure design projects. He provides consultation in soils and foundation engineering to public and private sector clients for a variety of buildings, pipelines, roadways, and theme park related projects. Mr. Kinnear is versed in the design and construction of projects supported on high-capacity piles and a recognized practitioner in the field of constructing over soft/highly compressible organic soils. He has consulted on some of the more complex/challenging projects nationwide and has been involved with some of the most significant civil engineering projects in Florida. As Senior Technical Professional within PSI, he is responsible for quality control and technical recommendations presented in the Company's numerous geotechnical engineering reports.

#### Relevant Experience:

**Opa Locka Airport Tenant Parcel, Geotechnical Engineering Report Peer Review, Opa Locka, FL** - The project included the construction of a one-story office building and two pre-engineered hangers. Overall, the initial geotechnical recommendations were found to be reasonable and appropriate for the planned construction and the prevailing soil/rock conditions however, it was advised that the client could choose to consider some of the piling recommendations included in our report. Project Role: Geotechnical Peer Review.

**Foundation Subgrade Considerations, Fuel Island and Canopy, Fort Lauderdale, FL** - The property contains complex subsurface conditions due to former limestone mining activities at the site. PSI referenced several geotechnical engineering evaluations and studies that were formerly completed at the site. Per client request, our review was directed at assessing if excavation and replacement filling is an option for the fuel island/canopy area thereby foregoing the need for rigid inclusions. Project Role: Geotechnical Peer Review.

**Proposed Sabal Trail Transmission Gas Pipeline, Alabama, Georgia, Florida Role: Geotechnical Engineer of Record** - The proposed Sabal Trail project, a 36-inch diameter gas pipeline from Alabama to Orlando with particular emphasis on Karst conditions, includes approximately 474 miles of interstate natural gas pipeline (55 miles in Alabama, 196 miles in Georgia, 214 miles in Florida) and, initially, at least two compressor stations at the beginning and end of the pipeline system. The pipeline will be capable of transporting 1 billion cubic feet per day or more of natural gas to serve local distribution companies, industrial users and natural gas-fired power generators in the Southeast markets. A unique feature of this pipeline system will be its ability to utilize, or parallel, a variety of existing utility and transportation corridors (including the utilization of an existing pipeline system in Alabama), significantly reducing overall impacts for construction and operation. Project Role: Geotechnical Engineer of Record.



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

CIVIL ENGINEERING

REF. #: 2021-08CIV



TAB E  
**TECHNICAL APPROACH  
AND UNDERSTANDING**





The Village of Key Biscayne has developed a capital plan to meet the community and resident's needs thru the construction and upgrade of facilities. The plan identifies and prioritizes upgrades to the island's natural and built infrastructure to address climate change and sea level rise. On November 3, 2020 residents of the Village approved the VKB Resilience General Obligation Bond Referendum. Approval of the referendum allows the Village to issue financing, up to \$100 Million to build resilience projects to protect their assets and infrastructure from climate-related threats. The Village is proactively addressing this threat to protect the community, quality of life, businesses, and residents. The Village has devised a three-pronged approach to resiliency planning – **Mitigate | Protect | Harden**. The first round of projects identified by the Village will address each of these strategic goals.

The BCC team can provide civil engineering services to assist the Village in identifying, designing, and constructing the necessary improvements. Each of the proposed strategies may include upgrades to roadways, stormwater, water and sewer pipelines, and other improvements – parking, landscaping, bicycle paths, pedestrian improvements, lighting, telecommunications, smart cities, etc.

The BCC Team will work with Village staff to understand the underlying drivers for a project, whether it be improvements to facilities based on age, condition, or resident feedback or other causes. Once we have an understanding of the problem a range of potential solutions will be developed for presentation to Village staff to assist in creating a scope of work.

## APPROACH TO THE CONTRACT

BCC will always seek first to understand the needs, goals and objectives of a particular project. Our approach to this project begins with an understanding of the Village's capital plan and the underlying drivers for the plan.

The Village of Key Biscayne is a vibrant and young city in an environmentally sensitive and challenging location seeking to provide it's residents with outstanding public facilities while addressing existing and future environmental threats. The Village's low elevation and location between Biscayne Bay and the Atlantic Ocean make it particularly vulnerable to tropical storms and hurricanes. The Village is bounded by Crandon Park and Bill Baggs Cape Florida State Park which

generate vehicular traffic within the Village in addition to the normal residential and commercial traffic. The parks are managed by Miami Dade County and the State of Florida directly, therefore the Village has limited control over traffic generated by them.

BCC Engineering LLC will lead the services required under this contract as the prime consultant/engineer. We have two subconsultants, PSI-Intertek and Premiere Design Solutions Inc. to provide geotechnical engineering and survey and mapping services. The data provided by our subconsultants will be integral in the design and engineering of civil engineering projects. Based on our experience with other clients and projects, we felt it would be most efficient not to contract those services separately. BCC has worked with both firms for many years on a host of projects. The BCC Team has:

- The technical qualifications needed to design and engineer the civil projects identified in the capital plan.
- Staff resources to be responsive to Village needs and requests, including execution of multiple concurrent assignments.
- A highly experienced project manager with complete streets experience.
- A multidisciplinary firm that brings additional resources that may be helpful to the Village including CEI, transportation planning, transportation engineering, and construction and project management.
- Local experience working with stakeholders and permitting agencies including Miami-Dade County – RER, WASD, Transit and Public Works, FDEP, Department of Health, FDOT, SFWMD, and USACE.

## APPROACH TO THE PROJECT

As noted earlier, we believe it is critical that we fully comprehend the Village's approved Capital Improvement Program (CIP) and Resiliency program. Therefore, our comprehensive analysis of the Village's Capital Improvements Plan and Resiliency program helped us understand the vision or the Village's future. Addressing the threats posed by sea level rise and climate change are driving the capital improvement plan as well as continuing to meet the needs of the community whether it be new and expanded facilities like the recreation center and new library to serve residents.



## Requested Services

The projects identified in the Village's CIP may include the following services based on the individual requirements of each project.

### Construction drawings and specifications and Planning and feasibility studies

Following issuance of a task order, the BCC team will hold a kick-off meeting with the Village's project manager prior to beginning work on preliminary drawings, specifications, engineer's opinion of probable construction cost or other work products. Depending on the project complexity, construction drawings could be prepared and issued at the 30%, 60%, and 90% level of completion. The Village may choose to prepare planning and feasibility studies prior to development of construction drawings and specifications under a separate task order. However, preparation of a planning and feasibility study could be included as a first step in a task order before preparing drawings and specifications. On a recent project for the City of Sunrise, the City chose to have BCC prepare a planning and feasibility study prior to initiation of design to assess different options before preparing construction drawings and specification. This approach allows the City to evaluate the efficacy of different options, their costs and potential impacts to residents.

### Design for roadways and drainage

The BCC Team has prepared numerous designs for roadways and drainage as well as regional stormwater management plans. Some of our recent roadway design and drainage experience has included projects for the City of Doral, North Bay Village and City of Miami.

- NW 102 Avenue (NW 66th Street to NW 74th Street) Design
- Pavement Rehabilitation NW 117th Avenue
- Subsurface Utility Engineering (SUE) for NW 74th Street
- Government Center Garage Repair
- NW 102 Avenue CEI/Post Design Services
- ADA and Sidewalk Improvements Phase I and II
- North Bay Island Stormwater Pump Station

## Cost Estimating

Cost estimating is required to assist in the fair evaluation of bids received in response to the construction drawings and specifications issued by BCC. As such in accordance with AACE requirements, the BCC team will prepare appropriate cost estimates to accompany each submittal of drawings and specifications. With the 30% submittal a Class IV estimate will be prepared. A Class II estimate will accompany the 90% submittal and following completion of permitting, the BCC Team will prepare a Class I estimate which is expected to be within 5 to 10 percent of the bid price for a project.

## Regulatory Agency Permitting

BCC's work with various municipalities, state and county governments puts our staff in regular contact with many regulatory agencies. We have permitted projects with the following agencies:

- United States Army Corps of Engineers USACE
- Florida Department of Environmental Protection FDEP
- Florida State Department of Health (DOH)
- South Florida Water Management District SFWMD
- Miami-Dade Water and Sewer Department (WASD), Transit and Public Works (DTPW), and Regulatory and Economic Resources (RER)
- Various municipalities including the City of Bal Harbour, City of Miami, Miami Dade County Building Department, North Bay Village, and City of Miami Beach.

## Construction Administration and Management Services

Construction administration and management services are provided on a limited basis for most civil engineering projects as owners typically hire a resident engineer or construction engineering inspector to oversee the construction phase. Our typical services during construction include shop drawing review and approval, attendance at periodic site visits, substantial and final construction inspections if requested, and certification, and close out of permits.



## Attendance and presentations at public meetings and at Village Council meetings

From time to time, the BCC Team is called upon to attend public meetings or council meetings to assist staff in presenting engineering projects, reports or findings to elected officials, residents and stakeholders. In addition to attending such meetings, we often assist staff by preparing presentations to be shown at these meetings. The BCC Team also conducts public meetings on behalf of our clients to solicit feedback from stakeholders and residents. For several roadway projects in the City of Doral, our project manager attended public meetings with City staff to hear residents concerns and assist staff in responding to them.

When we can reasonably anticipate that this level of support will be required, we often include it in our scope of work to avoid the need for future change orders.

## PROJECT MANAGEMENT

The keys to success for a contract of this type where numerous Task Work Orders (TWO) will fall under the umbrella of one master contract hinges on sound project management practices. Each TWO will be treated as an independent project whose success depends on:

- Committing highly competent and experienced professionals and providing them with the necessary resources to assure success.
- Utilizing project management and communication tools such as Primavera, Deltek Vision, and Microsoft Teams to assure projects are on time, on budget and all Team members are on the same page.
- Continuous communication with the Village's Project Manager to ensure expectations are being met and information is flowing between parties.
- Taking a proactive approach that emphasizes the early resolution of project issues and a philosophy focused on providing value-added services.

As discussed earlier, our Project Management Approach is to establish the project requirements; set the basis for controlling scope, schedule, and budget of the project tasks; and describe the principal responsibilities and authority of the project participants. We understand the requirements to successfully meet project goals within predetermined schedules and budget constraints and are committed to meeting those goals.

We will develop contract documents that focus on the functionality, cost effectiveness, biddability, and maintainability of the final product. BCC uses a "hands on" Project Management approach to effectively complete each assignment. Our streamlined production Team, along with state-of-the-art resources allows us to complete project assignments in record time, with a high level of technical proficiency, and professional quality.

## Task Work Order Development

Upon receipt of a request for services, **Victor Herrera, PE** our Contract Manager will schedule a meeting with the Village's Project Manager to discuss the proposed scope of services and will schedule a field visit to fine tune the scope of services. The initial field review will include video recordings and pictures of existing conditions to help document and define project issues and deficiencies. After the field meeting, we will coordinate with the Village's Project Manager to finalize the scope.

Described below is a set of management activities that BCC will deploy to manage work orders assigned under this contract.

## Project Reporting

BCC will distribute meeting minutes within five working days of the conclusion of any meeting. Action items resulting from the meeting will be identified and will include a responsible individual for the action and a date when the action is to be completed. Action items will be entered into a tracking database and will be reviewed by our Project Manager on a weekly basis. Monthly status reports will include cost and schedule updates, variance analyses, recommended corrective actions, and updated forecasts. The status report will also include an executive summary with narratives regarding the accomplishments for the month, projected activities for the following month, and identification of issues along with suggested approaches and resolutions.

## Project Schedule

The BCC Team will develop and present a project schedule as part of any proposal to the Village. We will receive input from the Village's Project Manager, further detail the schedule, and finalize the development of logical and achievable tasks. Throughout the project, we will continuously review and update the schedule. Any issues with the project will trigger a positive response from BCC. We will analyze



the impacts to the schedule, develop a recovery plan and present it to the Village’s Project Manager for approval.

BCC utilizes Microsoft Project Management software for preparation of project schedules.

### Budget Monitoring and Control

BCC will develop and implement a Work Breakdown Structure (WBS) based on a logical organization of the work with the flexibility to adjust to the evolution of the project. The WBS will include all tasks in our scope of work and any overall management tasks. The WBS will form the basis for identifying schedule activities and monitoring cost. We will also develop standard cost control reports for every level of the WBS, consistent with the schedule and will track original budget, earned value, approved changes, current budget, current expenditures, estimate to complete, pending changes, and anticipated changes. The cost reports will compare planned versus actual expenses and will identify variance at the cost account level. Our project manager will review and monitor the project’s performance on a monthly basis.

### Quality Review and Management

Quality Assurance and Quality Control begins with BCC’s commitment to the Village of Key Biscayne to provide qualified professionals that are experienced in all required disciplines. Quality for our Team begins at the top. Every client expects it, and for the City, our Project Manager and our Team will deliver it. BCC focuses on six fundamental elements of a quality submittal:

- Client satisfaction
- Compliance with design code and standards
- Technical completeness and accuracy in detail
- Delivering on the scope of work
- On-budget performance, and
- On-schedule performance

The tone is set by our company policies and is reinforced by the work plan that will be prepared at the beginning of the project. The ingredients of quality are already built into our Team with the commitment to staff the project with qualified professionals that possess the required skill sets necessary to assure a successful project.

### QA/QC Review and Management

BCC follows a quality system developed through our staff’s years of experience delivering hundreds of projects to public clients. This system was established to provide overall technical leadership and quality control.

For this project, we are pleased to commit **Mr. Ariel Millan, PE** as our Lead QA/QC Manager. Mr. Millan is a principal and we are excited that we can offer his considerable experience and knowledge. Mr. Millan has over 20 years of design experience including managing projects as a consultant. One would be hard pressed to find an individual with similar qualifications, from the design of local roads to complex highways and interstate projects, Mr. Millan has managed and led some of the most significant roadway projects in Miami-Dade County and throughout Florida. Mr. Millan will oversee the QA/QC plan including monitoring our project team and verifying implementation of our quality plan.

Our quality assurance plan achieves deliverable quality through careful development of the work and the continuous checking, concurrence, and verification of all work and documents during their preparation and review. Rework and production errors will be prevented by; 1) the use of quality-oriented Responsible Professionals, 2) checking each document before it is used for further development, 3) utilizing a standard check-and-balance checking procedure that will provide documentation on the agreement between two qualified professionals and 4) performing biddability, coordination, and constructability reviews.

QUALITY CONTROL TRACKING STAMP		
PHASE _____ SUBMITTAL REVIEW		
Lead Technical Professional (LTP) CADD Technician (CT)		Quality Control Reviewer (QCR)
ACTIVITY	INITIALS	DATE
PRODUCTION CHECKING COMPLETE READY FOR QC REVIEW (LTP)		
QC REVIEW (QCR) Correct (Yellow)   Change (Red)		
CONCURRENCE (LTP) Agree (Red Check)   Disagree (Red X-Out)		
CHANGE INCORPORATION (CP & LTP) (CT = Blue Check)   (LTP = Yellow Highlighter)		
VERIFICATION (QCR) Correct (Green Check) Incorrect (Green Circle & Remark)		
<b>BCC ENGINEERING, LLC</b>		



Constructability reviews will seek to eliminate requirements that are impractical, costly, or difficult to build. Prior to any project submittal, the Project Manager will make sure that all engineering-related checks have been completed and that the document is ready for an independent check by the Quality Control Reviewers. Each document will receive a QC stamp that tracks when the document was submitted, reviewed, when the comments were incorporated and when the implementation was back checked.

Submittal reviews will focus on assuring that plans are complete and appropriate for the intended purpose. Quality Control Reviewers will take into consideration the technical content, the format and presentation. Different colors are used to identify the various stages of the checking process.

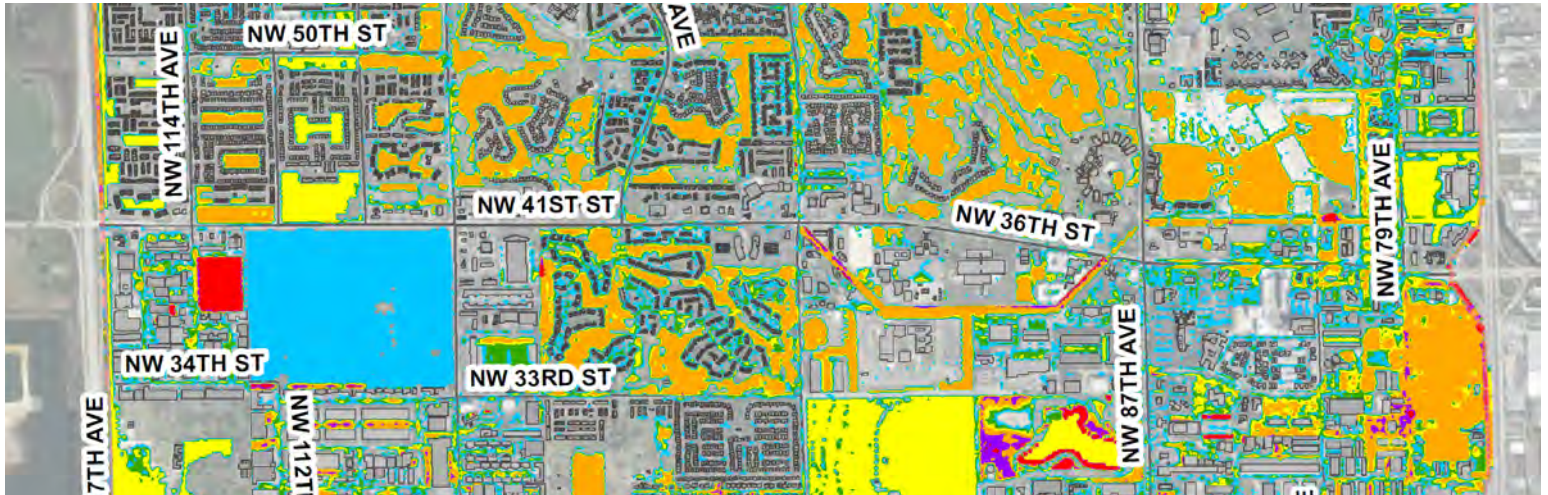
### **Sub-Consultant Quality Control**

BCC requires of its sub-consultants the same level of diligence and care in the performance of services that we expect of ourselves. For planning and design related services, subconsultants are expected to submit a quality control program for review and approval by our Project Manager Mr. Richard Burgess.



REFERENCE PROJECTS

## City of Doral Continuing Professional Services



**Reference for:** BCC Engineering, LLC

**Location:** Doral, FL

**Contract Amount Awarded to Firm:**  
\$740,625

**Contract Duration:** 2015 to 2020

**Project Owner:** City of Doral

**Contact:** Eugene Collings-Bonfill P.E.

**Contact Phone:** (305) 213.9969

**Contact Email:** Eugene.Collings@cityof-doral.com

**Project Description:** This continuing services contract includes work for various departments of the city. The scope of services includes, but is not limited to, providing general engineering services for miscellaneous planning, design and/or construction management projects, such as roadways, drainage, structural, bridge, electrical, mechanical, traffic engineering, civil/site planning, water and sewer, environmental assessments and engineering, permitting, land use and zoning, architectural design and space planning. This contract also includes Construction Engineering and Inspections (CEI) services, threshold inspections, plans review, and landscape architecture services. Below some of the task orders issued under this contract:

Stormwater Master Plan	\$183,150
NW 102 Avenue Design	\$177,020
Grant Writing Services	\$4,865
Structural Condition Assessment for City Hall Parking Garage	\$7,478
Pavement Rehab at NW 117th	\$12,635
SUE Services for NW 74th Street	\$7,080
Government Center Garage Repair	\$6,754
NW 112th Ave Legal Sketch	\$5,206
Appraisal & Sketch	\$9,165
LAP Mgmt Sup - Canal Bank	\$26,390
Grant Writing Support for 2018 FL Forestry Grant	\$5,351
Appraisal Updates	\$4,950
NW 102 Ave CEI/Post Designs	\$155,528
Tree Information & Education	\$20,796
NW 74th Signals Post Design/CEI	\$94,264
Tree Inventory (Phase 2)	\$14,993
Splash Pad	\$5,000



REFERENCE PROJECTS

## Everglades Holiday Park Bridge Replacement



**Reference for:** BCC Engineering, LLC

**Location:** Broward County, FL

**Contract Amount Awarded to Firm:**  
\$1.3 Million

**Contract Duration:** 2012 to 2020

**Project Owner:** Broward County &  
South Florida Water Management District

**Contact:** Martin Gross P.E.

**Contact Phone:** (954) 370.3810

**Contact Email:** mgross@broward.org

**Project Description:** The project consisted of improving access to Everglades Holiday Park, including the replacement of an existing single-lane, three span steel girder bridge spanning the L-33 Canal. The existing bridge is owned by the South Florida Water Management District (SFWMD) as it provides access to the pump stations northwest of the bridge. Initial plans involved the replacement of the existing bridge with two singlelane bridges constructed under separate contracts. BCC Engineering was contracted by Broward County to perform a Bridge Development Report (BDR) to analyze design alternatives and prepare contract plans for the "first" bridge. During the BDR phase, BCC recommended an innovative alternate solution involving replacing the existing bridge with a single twolane structure, demonstrated benefits include cost savings, value, and minimizing disruption.

REFERENCE PROJECTS

## MDX Design-Build Dolphin Station Park-and-Ride Transit Terminal Facility



**Reference for:** BCC Engineering, LLC

**Location:** Miami-Dade County, FL

**Contract Amount Awarded to Firm:**  
\$17,162,007

**Contract Duration:** 2016 to 2019

**Project Owner:** Miami-Dade Expressway  
Authority (MDX)

**Contact:** Juan Toledo, P.E.

**Contact Phone:** (305) 637.3277 ext. 2115

**Contact Email:** jtoledo@mdxway.com

**Project Description:** This Miami-Dade Expressway Authority (MDX) Design-Build project involved the design and development of the Dolphin Station Park-and-Ride Transit Terminal Facility, a new facility west of the Dolphin Mall in West Miami-Dade County, Florida. This project consisted of the planning, design, permitting, and construction activities necessary to complete the transit terminal facility and its access road from NW 12th Street, which will be known as Dolphin Station Road. This project included 804 organized, safe, accessible, and convenient parking spaces, bus bays and bus layover bays, continuous bus bay canopy, outdoor seating, bicycle storage, electric vehicle charging stations, parking management system and bus information system, transit hub building with passenger waiting areas and accommodations for retail, driver's break lounge, accommodations for ticket vending machines, landscaping, fencing, roadway and parking lighting, kiss-and-ride drop-off areas, security surveillance system, and gateway pylon features. The Miami-Dade County Department of Transportation and Public Works (DTPW) received an Envision® Silver Award from the Institute for Sustainable Infrastructure (ISI) for this project. This is Miami-Dade County's first-ever Envision® award at any level for a public project in the county.



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

CIVIL ENGINEERING

REF. #: 2021-08CIV





**Public/Private Sector Clients for the last 3 years**

City of Doral  
North Bay Village  
City of Fort Lauderdale  
City of Miami Beach  
City of Sunrise  
Bay Harbor Islands  
City of Miami  
City of Orlando  
Miami-Dade County (DTPW)  
Miami-Dade Aviation Department  
Miami-Dade County Parks & Recreation Department (PROS)  
Miami-Dade County Fair & Exposition, Inc.  
Port of Miami  
Village of Virginia Gardens  
Mater Academy  
Palmer Trinity School  
Pinecrest Academy  
Riviera Preparatory School  
MDX  
FDOT (3,4,5,6,7)  
Florida Turnpike Enterprise



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

CIVIL ENGINEERING

REF. #: 2021-08CIV





Licenses & Certifications - BCC Engineering, LLC

# *State of Florida Department of State*

I certify from the records of this office that BCC ENGINEERING, LLC is a limited liability company organized under the laws of the State of Florida, filed on May 8, 2019, effective March 15, 1994.

The document number of this limited liability company is L19000118381.

I further certify that said limited liability company has paid all fees due this office through December 31, 2021, that its most recent annual report was filed on January 31, 2021, and that its status is active.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Thirty-first day of January,  
2021*



  
Secretary of State

Tracking Number: 1579120583CC

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

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



Licenses & Certifications - BCC Engineering, LLC

000263

# Local Business Tax Receipt


Miami-Dade County, State of Florida  
-THIS IS NOT A BILL - DO NOT PAY

LBT

**EXPIRES**  
**SEPTEMBER 30, 2021**  
Must be displayed at place of business  
Pursuant to County Code  
Chapter 8A - Art. 9 & 10

3427069

<b>BUSINESS NAME/LOCATION</b> BCC ENGINEERING LLC 6401 SW 87TH AVE 200 MIAMI FL 33173	<b>RECEIPT NO.</b> RENEWAL 3579001
--	--



<b>OWNER</b> BCC ENGINEERING LLC C/O JOSE A MUNOZ	<b>SEC. TYPE OF BUSINESS</b> 212 P.A./CORP/PARTNERSHIP/FIRM EB7184	<b>PAYMENT RECEIVED BY TAX COLLECTOR</b> \$75.00 08/28/2020 FPPU03-20-013114
---	--	--

Employee(s) 1

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.

For more information, visit [www.miamidade.gov/taxcollector](http://www.miamidade.gov/taxcollector)



### Licenses & Certifications - BCC Engineering, LLC

BCC Engineering, LLC  
PE Lic. No.: 7184

The screenshot shows the Florida DBPR Online Services interface. The top navigation bar includes the DBPR logo and 'DBPR ONLINE SERVICES Home'. A left sidebar contains a menu with options like 'Search for a Licensee', 'Apply for a License', and 'View Application Status'. The main content area is titled 'Licensee Details' and contains the following information:

Licensee Information	
Name:	BCC ENGINEERING, LLC (Primary Name)
Main Address:	6401 SW 87TH AVENUE SUITE 200 MIAMI Florida 33173
County:	DADE
License Mailing:	
License Location:	

License Information	
License Type:	Registry
Rank:	Registry
License Number:	7184
Status:	Current
Licensure Date:	04/28/1995
Expires:	

Special Qualifications	
	Qualification Effective

**Alternate Names**

View Related License Information  
View License Complaint



Licenses & Certifications - Premiere Design Solutions, Inc.

# *State of Florida*

## *Department of State*

I certify from the records of this office that PREMIERE DESIGN SOLUTIONS, INC is a corporation organized under the laws of the State of Florida, filed on June 19, 2007, effective June 18, 2007.

The document number of this corporation is P07000070993.

I further certify that said corporation has paid all fees due this office through December 31, 2021, that its most recent annual report/uniform business report was filed on January 27, 2021, and that its status is active.

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

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Twenty-seventh day of  
January, 2021*



  
Secretary of State

Tracking Number: 6882050103CC

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

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




Licenses & Certifications - Premiere Design Solutions, Inc.

<b>Local Business Tax Receipt</b>		<b>LBT</b>
Miami-Dade County, State of Florida -THIS IS NOT A BILL - DO NOT PAY		
7173590	<b>RECEIPT NO.</b>	<b>EXPIRES</b>
<b>BUSINESS NAME/LOCATION</b>	RENEWAL	SEPTEMBER 30, 2021
FERNANDEZ FERNANDO PSM	7452713	Must be displayed at place of business
2701 SW 3RD AVE STE 101B		Pursuant to County Code
MIAMI, FL 33129		Chapter 8A - Art. 9 & 10
<b>OWNER</b>	<b>SEC. TYPE OF BUSINESS</b>	<b>PAYMENT RECEIVED</b>
FERNANDEZ FERNANDO PSM	212 PROFESSIONAL	<b>BY TAX COLLECTOR</b>
C/O PREMIERE DESIGN SOLUTIONS		60.00 08/25/2020
INC.	LS6765	CREDITCARD-20-069744

**This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.**

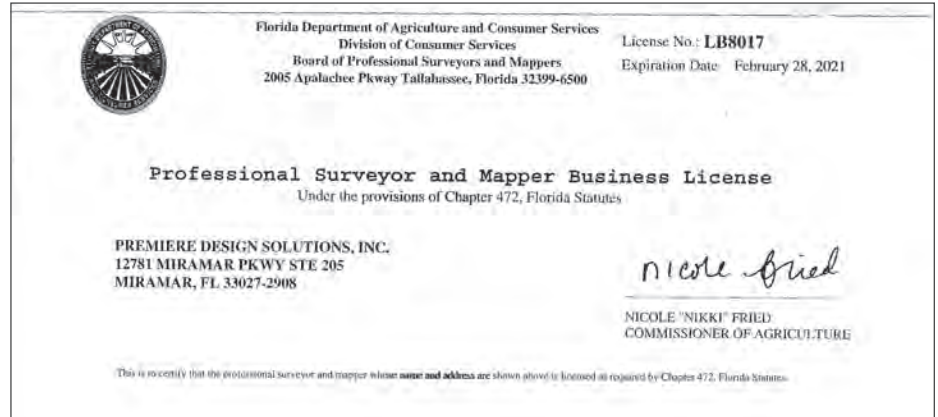
The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.  
For more information, visit [www.miamidade.gov/taxcollector](http://www.miamidade.gov/taxcollector)





Licenses & Certifications - Premiere Design Solutions, Inc.

Premiere Design Solutions, Inc.  
PE Lic. No.: LB8017





Licenses & Certifications - Professional Service Industries, Inc.

# *State of Florida*

## *Department of State*

I certify from the records of this office that PROFESSIONAL SERVICE INDUSTRIES, INC. is a Delaware corporation authorized to transact business in the State of Florida, qualified on July 1, 1983.

The document number of this corporation is 856982.

I further certify that said corporation has paid all fees due this office through December 31, 2021, that its most recent annual report/uniform business report was filed on January 5, 2021, and that its status is active.

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

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Fifth day of January, 2021*



*Ronald R. DeSantis*  
**Secretary of State**

Tracking Number: 1844760775CU

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

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



Licenses & Certifications - Professional Service Industries, Inc.

000056

# Local Business Tax Receipt

Miami-Dade County, State of Florida  
-THIS IS NOT A BILL - DO NOT PAY

# LBT

11338

**BUSINESS NAME/LOCATION**  
PROFESSIONAL SERVICE INDUSTRIES INC  
7950 NW 64TH ST  
MIAMI FL 33166

**RECEIPT NO.**  
RENEWAL  
11338

**EXPIRES**  
**SEPTEMBER 30, 2021**  
Must be displayed at place of business  
Pursuant to County Code  
Chapter 8A - Art. 9 & 10

**OWNER**  
PROFESSIONAL SVC INDUSTRIES INC

**SEC. TYPE OF BUSINESS**  
212 P.A./CORP/PARTNERSHIP/FIRM  
EB0003684

**PAYMENT RECEIVED  
BY TAX COLLECTOR**  
\$75.00 07/27/2020  
FPPU09-20-005693

Employee(s) 1

**202021**

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.

For more information, visit [www.miamidade.gov/taxcollector](http://www.miamidade.gov/taxcollector)



Licenses & Certifications - Professional Service Industries, Inc.

Professional Service Industries,  
Inc.  
PE Lic. No.: 3684

Ron DeSantis, Governor

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**PROFESSIONAL SERVICE INDUSTRIES, INC.**  
545 E ALGONQUIN ROAD  
ATTN: LINDA ELLIS  
ARLINGTON HEIGHTS IL 60005

**LICENSE NUMBER: CA3684**

**EXPIRATION DATE: FEBRUARY 28, 2021**

Always verify licenses online at [MyFloridaLicense.com](http://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.



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

CIVIL ENGINEERING

REF. #: 2021-08CIV





BCC's corporate headquarters are in Miami-Dade County. In addition to our Miami office, we maintain offices in Broward County, Orlando, Tampa, Dallas, TX, Atlanta, GA, and Puerto Rico. Our offices are equipped with tools to allow staff to collaborate across offices. Our video conferencing capabilities allow us to host monthly company-wide meetings which are attended by several hundred employees. In Miami we have a television studio that is used for in-house production. On staff we also have two certified drone operators who are licensed by the Federal Aviation Administration. We use this capability to monitor our projects and their progress and to provide data to our clients.

In response to the COVID-19 virus, BCC Engineering and members of our team have developed alternate working arrangements that have allowed us to seamlessly deliver services to our clients. Using various technology, we have continued to operate at the same level prior to the spread of the novel corona virus. Our team members are equipped with software to facilitate face to face and virtual meetings. We have deployed file management systems like SharePoint and Project Wise to manage project files across multiple offices and individuals who may not be co-located. To facilitate team interactions.

BCC staff hold daily meetings to discuss the status of all active projects and planned work activities. Each of our employees have access to a standard suite of software including the following:

- Microsoft Office – Word, Access, Excel, PowerPoint, SharePoint, One Drive, and One Note
- AutoCAD Civil 3D,
- Auto Storm and Sanitary Analysis
- Adobe
- Zoom
- Microsoft Teams, and
- Project Wise
- Some of our divisions including structures utilize discipline specific software to complete calculations. Within the Civil division, we utilize Arc GIS and various modeling software to analyze collection and distribution systems. We also utilize various 2D and 3D models including ICPR for stormwater analyses.

BCC brings additional technical expertise in construction engineering inspection (CEI) that could benefit the services performed under this contract. Our staff of inspectors have managed a wide variety of projects, everything from transportation, to pump stations, wastewater treatment plants, complex structures, transit projects, moveable bridges, express lane projects, urban construction, complex foundations, drainage, and retaining walls. The team is experienced in multiple project delivery methods including traditional Design-Bid-Build, Design-Build, Design-Build-Finance, alternate bidding with bonus incentives, construction oversight, owner's representative, special inspections, and threshold inspections.





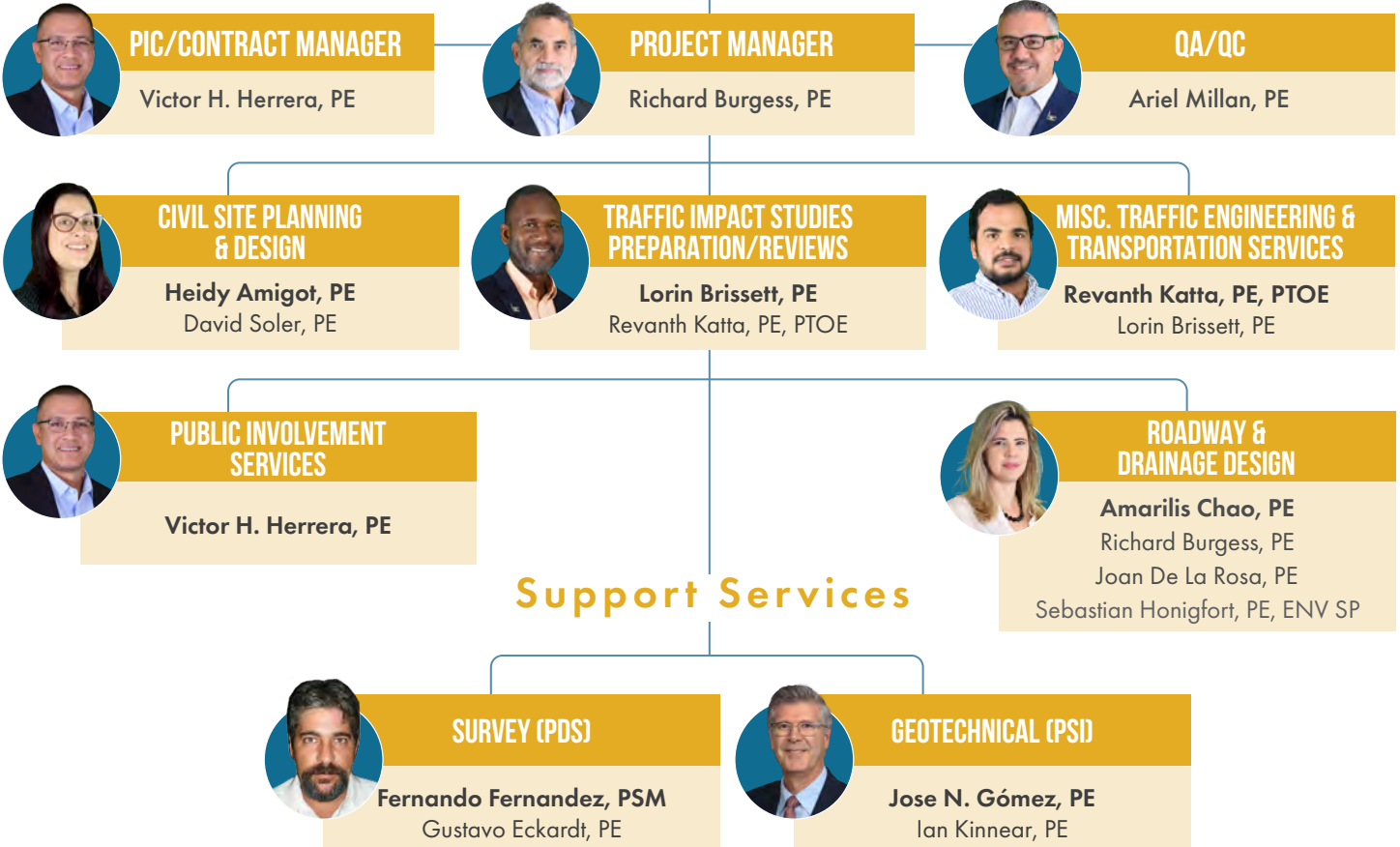
VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

CIVIL ENGINEERING

REF. #: 2021-08CIV





(PDS) Premiere Design Solutions, Inc. (PSI) Professional Service Industries, Inc.

Key Personnel Relevant Experience	Richard Burgess, PE	Heidy Amigot	David Soler	Lorin Brissett, PE	Revanth Katta, PE	Amarilis Chao, PE
NW 74th Street New Traffic Signals at NW 97th Avenue and NW 102nd Avenue, Doral, FL	✓					✓
Installation of 48-inch Diameter Transmission Main for Area "N", Miami, FL		✓	✓			
Flagler Streetscape Beautification Project, City of Miami, FL	✓	✓	✓			
North Bay Village Contract for General Professional A/E Services, North Bay Village, FL		✓	✓			
Design Criteria Package for Repair and Reconstruction of Citywide Roads, City of Miami, FL	✓					✓
NW 102nd Avenue Improvements, Doral, FL	✓					✓



VILLAGE OF KEY BISCAIYNE | REQUEST FOR QUALIFICATIONS NO. 2021-08

# CONTINUING ARCHITECTURAL & ENGINEERING SERVICES

CIVIL ENGINEERING

REF. #: 2021-08CIV





## Victor H. Herrera, PE

### Principal in Charge/Contract Manager / Public Involvement

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
17 years

**Education:**  
BS in Civil Engineering,  
Florida State University

**Registration:**  
Professional Engineer  
Florida No. 71164  
Alabama No. 30849

Pipeline Assessment  
Professional (PACP),  
Florida No. 06-16991

Victor Herrera brings 17 years of experience in the design and implementation of engineering projects. He has strong project experience working with municipalities and leading complex projects. Mr. Herrera has specialized professional competence in parking lots, grading, earthwork, and drainage design, as well as experience in plans processing for permit approval, water and sewer design, geotechnical investigation evaluation, and interpretation of soil borings and recommendations.

Victor is a Senior Vice President with BCC and serves as the Civil Operations Manager for the firm. He is responsible for management, profitability, and direction of the firms staff, establishing and monitoring procedures and processes, adherence to corporate and company policies, project contractual terms and quality control procedures. Victor frequently serves as a Project Principal or Project Director for large or significant projects and is responsible for marking sure that BCC is providing the appropriate technical resources to assure delivery of quality service and products to our clients on time and within budget.

**Relevant Experience:**

**North Bay Village Contract for General Professional Engineering and Architectural Services, Village of North Bay, FL, Reference: Marlon Lobban, (305) 756-7171 Ext.66, mlobban@nbvillage.com** - The project involves several task work orders. The scope of services include, but are not limited to, providing general engineering and architectural services to provide planning, reviews, assessments, reports, studies, design, project permitting, renderings, schedules, cost estimates, construction specifications, project management, construction inspection and construction management for projects such as marine construction, roadway, transportation/traffic signalization, traffic calming, drainage, water, sanitary sewer, site plan, architectural planning and design (incl. Structural, mechanical, electrical and plumbing), sustainability, environmental and landscaping. Project Role: Principal.

**Stormwater Work Program, Miami, FL, Reference: Elyrosa Estevez, PE, CFM, 305-416-1200, EEstevez@ci.miami.fl.us** - Mr. Herrera guided the effort of developing a stormwater work program to address over one hundred existing stormwater structures that were not in compliance with local regulatory criteria. Recommendations were based on engineering feasibility, schedule, and estimates of probable construction costs as well as stormwater requirements of the structure. Elements of the work included utilization of existing data provided by the City, site visits to each structure, developing alternatives that are permissible with the Florida Department of Environmental Protection (FDEP) Underground Injection Control Program and Miami Dade County Department of Environmental Resources Management (DERM), preparing preliminary construction documents and specifications, and compiling a thorough report to be used as a design criteria package for a design/build request for proposal (RFP). Project Role: Project Manager and Owner's Representative.



Victor H. Herrera, PE (Page 2)

**Flagler Street Downtown Beautification - Civil Engineering Services for Roadway, Parking, and Pedestrian Accommodations, Miami, FL, Reference: Bob Beaty, PE, (954-931-6581)/ BobB@Lanzo.org, Hector Badia, (305) 416-1236, HBadia@miamigov.com** - The project involves full roadway reconstruction, sidewalk widening, provision of valet parking system, reconfiguration of on-street parking and coordination with the landscape architect to propose trees in a corridor saturated by underground utilities designed and permitted for relocation. The purpose for this project is to make Flagler Street a more pedestrian-friendly roadway where the street can be closed for events creating a street plaza environment. In addition, several traffic calming measures were introduced including narrowing the travel lanes, decorative high-visibility pedestrian cross walks, and decorative street furniture. The project also included the provision of new hardscape patterns, street lighting design and the re-design of the drainage system to provide a 100-year service life operation. In addition, this project includes extensive utility coordination, new design of the water distribution line and two sanitary sewer gravity lines. Extensive coordination with permitting authorities, Miami-Parking Authority, and Miami Downtown Development Agency (DDA). Project Role: Senior Project Manager.

**Design-Build Services for the Installation of a 48-inch Diameter Transmission Main for "Area N" Package IV-A, Miami, FL, Reference: Alex Retamar, (786) 552-4405, Alex.Retamar@miamidade.gov** - Design-Build services for the installation of approximately 8,800 linear feet of 48-inch diameter P.C.C.P. transmission water main along SW 117th Avenue to connect the County's new 36-inch diameter water transmission main project at SW 152nd Street and SW 127th Avenue. The purpose is to enhance Miami-Dade WASD's water service reliability and address water pressure deficiencies in the County's southern service area. BCC's scope of work included plan-profile design of the 48-inch diameter water main, permitting through various agencies to allow construction, and coordination between WASD, the contractor, and various sub-consultants. Project Role: Principal

**Installation of 12-inch DIP Water Main & Service Reconnection in SW 268 ST from West of SW 139 Ave to East of SW 123 PL, Homestead, FL, Reference: Jose A. Diaz, (786) 552-4383, jose.diaz@miamidade.gov** - The project consists of approximately 7,000 linear feet of new 4-inch to 12-inch water main installation to replace existing cast iron and asbestos pipes, service connections, fire hydrant removal and replacement, trench restoration, pavement restoration and pavement markings. Extensive design, coordination between MDWASD and Miami-Dade County Public Works Department, permitting, bidding and construction services for water main installation. Project Role: Contract Manager

**Upgrade Sewage Pump Station 1002, Homestead, FL, Reference: Tania Fernandez, (305) 592-7283, tfernandez@apcte.com** - Design, permitting, bidding and construction services to upgrade sewage PS 1002 with rehabilitation to existing wet well, two new 34 HP submersible pumps, new valve vault, new electric control panel and electrical equipment, new generator and fuel tank, 6-inch and 8-inch pipes and fittings, fencing and site restoration. The project, located on a small easement, requires close coordination with utility providers due to overhead utilities that cannot be powered down. Upon completion of design, BCC will be responsible for the review of shop drawings, proposed substitutions, reviewing contractor's pay requests, change order analysis, and claims assistance (if any). Project Role: QA/QC.

**Biscayne Landing, City of North Miami, FL, Reference: Darryl Lee, PE, (561) 504-0909, dlee@turnberry.com** - Mr. Herrera lead a team of 18 professionals in the design and permitting for 4,300-linear feet of a new 4-lane spine road on top of an existing landfill. Utility improvements included the design and permitting of a 16-inch sanitary sewer force main and the looping of a 12-inch water main. This site, entailing 184-acres, will ultimately be a mixed-use development consisting of commercial/retail, high rise towers, and other amenity features. Due to the history of the site (old landfill) the design approach required a collaborative effort between design engineers, solid waste specialists, and geotechnical consultants. Project Role: Project Manager/Client Service Manager.



## Richard Burgess, PE

### Project Manager

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
27 years

**Education:**  
MS in Civil Engineering,  
Florida International  
University

BS in Civil Engineering,  
Florida International  
University

**Registration:**  
Professional Engineer  
Florida No. 54774

Mr. Burgess is part of BCC’s Miami Highway Division and has more than 27 years of Roadway Design and Project Management experience. Areas of expertise include major and minor design projects for FDOT, County governments, and various other agencies and municipalities throughout the State and include numerous transportation projects from large roadway design to small intersection improvements. Extensive familiarity with Florida design standards, procedures, practices, and guidelines. Mr. Burgess’ highway background focuses on urban arterials and secondary roadway geometry, vertical alignment, utility relocations, Temporary Traffic Control (TTC), signing & pavement marking (SPM) and is proficient of FDOT plans production including specifications and digital delivery.

**Relevant Experience:**

**City of Miami SW Streetscape, Miami, FL, Reference: Aida Curtis, (305) 442-1774, aida@curtisrogers.com** - This City of Miami SW Streetscape project involves the identification of opportunities for additional landscape plantings within the southwest portion of the City of Miami through modifications to current facilities, including the addition of medians, reduction of lane widths, construction of bulb outs, removal of parking, and even removal of travel lanes. Project Role: Project Manager.

**City of Miami - Design Criteria Package for Repair and Reconstruction of Citywide Roads, Miami, FL, Reference: Achmed Valdes, 305-416-1620, avaldes@miamigov.com** - This City of Miami project may include, but is not limited to, developing a Design Criteria Package that addresses drainage improvements, stormwater modeling, reconstruction, milling and resurfacing, sidewalks, Americans with Disabilities Act (ADA) compliant ramps, curbs and/or gutters, pavement markings and striping, roadway signage, utility coordination, and limited landscaping services. The Scope of Services also include surveying, geotechnical investigations and testing, and related services necessary for the preparation of the Design Criteria Package for a variety of different streets and intersections located throughout the City of Miami that are currently in very poor conditions and require reconstruction and/or repairs. Project Role: Project Manager.

**Village of Virginia Gardens Continuing Services Contract – TWO #1 Bicycle & Pedestrian Improvements & Ludlam Canal pathway Improvements, Miami-Dade, FL, Reference: Butch Martin, (305) 871-6104, bmartin@virginiagardens-fl.gov** - Project encompasses the design of pedestrian facilities improvements along NW 67th Avenue, NW 38th Street and NW 37th Street. Including extending a Shared Use Path along the south side of NW 38th Street. The roadway improvements included milling and resurfacing, and minor drainage. As part of this project a traffic study was completed to obtain approval from Miami-Dade County to make NW 67th Avenue one-way within the project limits. As FDOT is providing Local Agency Program (LAP) construction funding, coordination



*Richard Burgess, PE (Page 2)*

and plans approval are per FDOT LAP guidelines. Project Role: Project Manager and Engineer-of-Record.

**City of Doral Continuing Professional Services - TWO #3 NW 102nd Avenue Improvements, Doral, FL, Reference: Eugene Collins-Bonfill, PE, (305) 593-6740, Eugene.Collings@cityofdoral.com** - Project encompasses the design of roadway improvements to NW 102nd Avenue from NW 66th Street to NW 74th Street. Previously NW 102nd Avenue within the project limits was a single lane dirt road. The construction plans provide a three-lane typical section within the 50 feet of currently available Right-of-Way. In order to construct the proposed improvements, coordination Miami-Dade County was required to dedicate land from the adjacent parcels. Because the project is adjacent to the Miami-Dade Resources Recovery Facility landfill, an Environmental Site Assessment (ESA) was required. Project Role: Project Manager and Engineer-of-Record.

**SR 845/Powerline Road 3R, Broward County, FL, Reference: Thuc Le, PE, (954) 777-4552, thuc.le@dot.state.fl.us** - This 1.23-mile corridor is classified as urban other principal arterial, traversing within the City of Fort Lauderdale, between north of SR 838/Sunrise Boulevard to north of NW 19th Street in Broward County. The existing typical section consists of six 11 feet wide travel lanes typically separated by a 15.5 foot raised median with a posted speed limit of 40 MPH. The project included coordination with the City for a Complete Street lane reduction to accommodate bike lanes. Project Role: Project Manager and Engineer-of-Record.

**Districtwide Miscellaneous PE Design Consultant Miami-Dade County, FL, Reference: Ivette Funtanellas, PE, (305) 470 5270, ivette.funtanellas@dot.state.fl.us**

- **TWO No. 3: State Road No. 826 Various Ramps at SR 924 and I-75** - 3R Project involving pavement rehabilitation on three ramps within the SR 826 - I-75 interchange totaling 0.4 miles in length. The scope also includes signing and marking improvements, as well as upgrades to roadside barriers. Project Role: Project Manager.

**Design-Build Services for the Installation of a 48-inch Diameter Transmission Main for "Area N" (Contract No. DB14-WASD-03), Miami, FL, Reference: Juan Muniz, (305) 592-7283, jmuniz@apcte.com** - Design-Build services for the installation of a 48-inch diameter transmission main to connect to the departments new 36-inch diameter water transmission main project at SW 152nd Street and SW 127th Avenue. Project Role: Sr. Project Engineer for Traffic Control Plans.

**SR 112, NW 32nd Ave and Golden Glades Interchange (GGI) Park and Ride Warning Gates System to I-95 Express Lanes, Miami-Dade County, FL, Reference: Sergio Bravo, PE, (305) 640-7344, sergio.bravo@dot.state.fl.us** - Mr. Burgess served as Engineer-of-Record for the roadway component of this design build project on a limited access facility. The project roadway component included removal and replacement of 300 feet of median barrier wall along the SR 112/Airport Expressway and construction of seven warning gates for the SR 112 exit ramp to the I-95 Express lanes. The project entailed preparation of roadway and Traffic Control Plans for the barrier wall replacement, warning signs, and warning gates on SR 112. Project Role: Roadway Engineer-of-Record.

**Lyons Road from S of C-14 canal to Sawgrass Expressway, Broward County, FL, Reference: Brad Salisbury, PE, (954) 777-4160, brad.salisbury@dot.state.fl.us** - The project is an off-system MPO Bicycle and Sidewalk Mobility project that requires widening of the existing pavement between 4 and 7 feet to accommodate bike lanes. The corridor is classified as an urban principal arterial approximately 4.9 miles in length, within the City of Coconut Creek from South of the C-14 Canal to SR 869/Sawgrass Expressway in Broward County. Project scope includes the submittal of Traffic Control Plans, and Quality Control reviews of roadway geometry to support the in-house design team, as well as utility coordination, signing & pavement markings (S&PM), signalization, lighting, and surveying. Project Role: Engineer of Record (EOR) for the S&PM.



## Ariel Millan, PE

### Quality Control/Quality Assurance

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
27 years

**Education:**  
MS in Civil Engineering,  
Florida International  
University

BS in Civil Engineering,  
Florida International  
University

**Registration:**  
Professional Engineer  
Florida No. 54572

Mr. Millan has 26 years of professional highway engineering experience. Mr. Millan's abilities encompass a broad range of skill sets from roadway geometrics and drainage design to the development of an effective traffic control plan. Mr. Millan's roadway experience includes Restoration, Resurfacing and Rehabilitation (3R) projects, urban curb and gutter roadway reconstruction projects, rural highways with flush shoulders and limited access facilities with complex urban interchanges. Mr. Millan's drainage experience includes the design and permitting of open and closed drainage systems with swales, cross drains, retention ponds, storm sewer systems, and exfiltration systems. In addition to his technical abilities, Mr. Millan is a highly effective Project Manager and Task Leader and is well aware of the effort required to successfully complete roadway design projects including coordination with the client, subconsultants, permitting agencies, contractors and various design disciplines. Mr. Millan also provides supervision of design/production personnel, and the systematic implementation of an effective quality control/quality assurance plan (QA/QC).

**Relevant Experience:**

**Flagler Street Downtown Beautification - Civil Engineering Services for Roadway, Parking, and Pedestrian Accommodations, Miami, FL** - The project involved full roadway reconstruction, sidewalk widening, provision of valet parking system, reconfiguration of on-street parking, and coordination with the landscape architect to propose trees in a corridor saturated by underground utilities designed and permitted for relocation. The purpose for this project was to make Flagler Street a more pedestrian-friendly roadway where the street can be closed for events creating a street plaza environment. In addition, several traffic calming measures were introduced including narrowing the travel lanes, decorative high-visibility pedestrian cross walks, and decorative street furniture. The project also included the provision of new hardscape patterns, street lighting design, and the drainage re-design of the drainage system to provide a 100-year service life operation. In addition, this project included extensive utility coordination, the new design of the water distribution line, and two sanitary sewer gravity lines. Extensive coordination with permitting authorities, Miami-Parking Authority and Miami Downtown Development Agency (DDA).  
*Project Role: Project Manager and Engineer-of-Record.*

**SW 62nd Avenue from SW 70th Street to SW 64th Street, Miami-Dade County, FL** - Roadway Design for the reconstruction of approximately ½ mile of a five-lane urban arterial to include on-street parallel parking and wide promenade sidewalk, landscaping, and ADA improvements. BCC Engineering provided engineering design services which included roadway design, drainage design and permitting, signing and pavement markings, lighting design, and signalization design. The project also required the development of several alternatives and extensive public involvement. *Project Manager and Engineer-of-Record for the final design.*



## Heidi Amigot, PE

### Civil Project Engineer

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
6 years

**Education:**  
BS in Civil Engineering,  
Florida International  
University

**Registration:**  
Professional Engineer  
Florida No. 88545

Civil Project Engineer with 6 years of experience in planning, design, permitting, procurement and construction of engineering projects. Has worked on several projects involving Design-Build, site development, storm water, water main, reuse main, and sanitary sewer utilities. Experienced in open-cut and horizontal directional drill pipeline installation. Currently serves as the Communication Chair of the Florida Section American Water Works Association (FSAWWA) Region VII.

#### **Relevant Experience:**

**Diana Drive Roadway & Drainage Improvements, Hallandale Beach, FL** - Mrs. Amigot was an Engineer Intern assisting in the design and project coordination to perform a traffic study and develop design concepts for the Diana Drive Roadway and Drainage Improvements project. The limits of the Project included both Diana Drive and a parallel Frontage Road located just north of Diana Drive, from Golden Isles Drive to SE 26th St. The length of the project was approximately 1,715 linear feet. The objectives of the proposed concepts were to analyze both the existing and proposed traffic conditions, maximize parking, create landscaping opportunities, and provide ADA access and pedestrian sidewalk by promoting a safe environment for vehicular and pedestrian traffic. Along with the approved typical section and improvements to the safety and accommodations to the community by adding a traffic circle and speed humps, proposed drainage infrastructure will improve the existing flooding issues with the addition of exfiltration trench system. **Project Role: Engineer Intern.**

**Palmer Park South Parking Lot Drainage Improvements, South Miami, FL** - Mrs. Amigot was the Civil Designer assisting in the design of the reconstruction of Palmer Park's south parking lot and installation of new exfiltration trench system to attenuate existing flooding. Palmer Park is located at 6100 SW 67th Ave in Miami-Dade County. The Park's entrance to the baseball fields floods due to clay erosion and deficiency of drainage infrastructure. The design considers existing historical flow from adjacent properties contributing to runoff accumulation during storm events and provides erosion control solutions. **Project Role: Civil Designer.**

**West Parking Lot Reconstruction, Davie, FL** - Mrs. Amigot was the Civil Designer assisting in the design of the reconstruction of the College's west parking lot located adjacent to College Avenue and SW 30th St. The parking lot area to be improved consists of raising the existing grades, modifying the perimeter roadway alignment, new pavement, new drainage system, landscape and lighting. The drainage infrastructure will include exfiltration trench system meeting the required pre-treatment volume and ultimately discharging to the College surface water management system as permitted by SFWMD and CBWCD. **Project Role: Civil Designer.**



## David Soler, PE

### Senior Civil Project Engineer

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
25 years

**Education:**  
BS in Civil Engineering,  
Florida International  
University

**Registration:**  
Professional Engineer  
Florida No. 68468

Mr Soler is a Civil engineer experienced in site design of commercial, recreational, industrial, and residential facilities. Over twenty four (24) years of experience performing advanced civil site layout and grading design for buildings, roadways, and parking facilities; sanitary and storm sewer design; and recreational facilities design, including bicycle trails and passive parks. Past duties include the preparation of conceptual and final engineering documents, including plan drawings and project specifications. Have also provided construction administration services, including project supervision, technical inspections, assessments, and preparation of progress reports.

**Relevant Experience:**

**Parks Bond Program Management Services, Doral, FL** - BCC partnered with AECOM were selected as the Program Management Team for the City of Doral Parks Bond Program. The City's residents passed the General Obligation Parks Bond for \$150 million that would help fund the construction of future Doral park projects. The bond funded projects include Doral Central Park, White Course - Walk to Park, Morgan Levy Park, Doral Meadow Park, Trails & Tails Park, and Cultural Arts Center. Park improvements consist of green spaces, nature areas, sports fields, play areas, infrastructure, an aquatic facility, community center, multi-purpose rooms, cultural amenities, walking/biking trails, specialty recreation areas, and safety features. The Parks Bond Program will also fund the addition and renovation of 5-mile multi-purpose trails throughout the City and an elevated pedestrian bridge passing over NW 41st Street along NW 117 Ave. BCC is currently providing pre-construction services, project management, and project coordination on the 8 projects that will be constructed over the coming years. ***Project Role: Senior Project Manager.*** Projects include:

- **Doral Cultural Arts Center** - The building will include a large art gallery space, a flexible multi-purpose room, multiple outdoor courtyards, a catering area, dedicated vehicular drop-off area and public restrooms. The project will enhance the existing park site amenities with addition of an accessible rooftop plaza, an amphitheater, and public garden spaces. Provided project administration services, including design and construction meetings, general project coordination, documentation of all aspect of the project, performed site inspections, maintained meeting notes, and monitored project progress.

**Port of Miami Bond Engineering Report, Miami, FL** - Duties include inspection of cargo areas, roadways, and parking lot pavement conditions with support from seaport staff. Preparation of inspection report assessed using ASTM Standard Test Method for Airport Pavement Condition Surveys D-5340. ***Project Role: Senior Civil Engineer.***



## Lorin R.C. Brissett, PE

### Senior Transportation Engineer

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
24 years

**Education:**  
MS in Civil Engineering,  
Georgia Institute of  
Technology

BS in Civil Engineering,  
The City College of New  
York

**Registration:**  
Professional Engineer  
Florida No. 56846

Mr. Brissett has 24 years of Transportation Engineering experience. Mr. Brissett is an experienced project manager with special emphasis in traffic engineering, transportation facilities planning, traffic analyses and studies as well as process mapping and development of transportation engineering/planning systems. His technical strengths include traffic safety and operations, transportation planning and impact studies and modeling of transportation networks. He has analyzed and managed various projects for public and private sector clients.

Mr. Brissett has experience in making presentations to various stakeholders in matters related to transportation engineering and planning. He has extensive knowledge of and facility with various professional, engineering and planning software including: CORSIM Microsimulation, Synchro, HCS, AutoCAD, and the Florida Standard Urban Transportation Model Structure-FSUTMS Travel Demand Software (running on the Cube Voyager platform).

#### **Relevant Experience:**

**Districtwide Metropolitan Planning Organization Support, Miami-Dade County, FL** - Provided engineering support services for the performance of diverse planning and administrative services necessary to administer the MPO/TPO Program within the FDOT District 6 geographic boundaries. This was a Task Work Order contract providing services including document reviews, technical reviews, and general in-house support to FDOT. Other could include assisting the Miami-Dade Transportation Planning Organization meet all federal requirements to secure and maintain funding for the implementation of their Unified Planning Work Program (UPWP) as well as the five-year Transportation Improvement Program (TIP) and Long Range Transportation Program for the metropolitan planning area. **Project Role:** **Contract Manager.**

**Design Evaluation Safety Study - Update, SR 5 / Dixie Highway from SW 37th Avenue to Ponce de Leon Blvd, Miami-Dade County, FL** - As part of a cost savings initiative, BCC Engineering LLC updated the Benefit-Cost and Net Present Value analyses for proposed safety improvements along SR 5 / Dixie Highway from SW 37th Avenue to Ponce de Leon Boulevard. The safety study identified improvements to mitigate fixed object/run-off the road crashes and was performed according to the procedures outlined in the FDOT's Manual on Uniformed Traffic Studies (MUTS), the FDOT Design Manual, the Manual on Uniform Traffic Control Devices (MUTCD) and the Highway Safety Improvements Program Guidelines (HSIPG). The 1800' study segment reported close to 300 crashes during the three-year review period and was on the 2009 High Crash List with a high crash confidence level of 99.99%. Prior to the construction of the safety improvements, various cost saving initiatives were proposed making it necessary to reevaluate the safety analysis and update the Benefit-Cost and Net Present Value Analyses. **Project Role: Engineer of Record, Safety Analysis Update.**



## Revanth Katta, PE, PTOE

### Transportation Engineer

**Firm:**  
**BCC Engineering**  
 (BCC)

**Years Experience:**  
 6 years

**Education:**  
 MS in Civil Engineering,  
 University of Florida

BS in Civil Engineering,  
 National Institute of  
 Technology, Calicut, India

**Registration:**  
 Professional Engineer  
 Florida No. 85922

Professional Traffic  
 Operations Engineer  
 No. 4622

Mr. Katta has hands-on experience in conducting traffic analysis and operations, safety studies, transportation planning and modeling, Advanced Traffic Management System (ATMS) Intelligent Transportation Systems (ITS), and design-build projects. Mr. Katta has experience in transportation planning projects and specializes in using computer software for traffic engineering analysis, with practical work experience conducting the level of service and other capacity analyses. He also had Traffic/ITS internship experience, where he worked closely with Traffic and ITS engineers to ensure reliability, quality and satisfaction for each project. Duties have included analysis of preparing schematics and analyzing engineering data, offering recommendations for traffic and driving policies, designing transit and analyzing the effect of transit areas. His coursework included traffic engineering, transportation systems analysis, traffic flow theory, advanced urban transportation planning and transportation models. Software experience includes Synchro, CORSIM, Highway Capacity Software (HCS), Microsoft Office, AutoCAD (Computer-aided design software), MicroStation, Statistical Package for the Social Sciences (SPSS), and C++ Programming language and had experience using Highway Capacity Manual (HCM), Manual on Uniform Traffic Control Devices (MUTCD) and Institute of Transportation Engineers (ITE) Trip Generation Manuals.

**Relevant Experience:**

**I-195 from SR 112 from 12th Avenue to SR 907/Alton Road, Miami, FL** - The purpose of the study is to evaluate existing conditions and deficiencies, identify needs, and develop and evaluate improvement concepts. The study includes the evaluation of study interchanges, interchange influence areas, and ramps to identify deficiencies focusing on reoccurring bottle neck. *Project Role: Transportation Analyst.*

**SR 976/Bird Road from SR 821/HEFT to SR 5/US 1/South Dixie Highway Roadway ID 87044000 - MP 0.000 to MP 8.466 Corridor Study; Miami-Dade, FL** - SR 976/SW 40 Street/Bird Road is an important east west corridor in Miami-Dade County, linking residential communities to Miami’s urban core. The study corridor includes City of Miami, City of South Miami, City of Coral Gables, and unincorporated areas of Miami-Dade County, providing a connection to employment centers as well as to SR 821/Homestead Extension Florida’s Turnpike, SR 826/Palmetto Expressway, and SR 5/US 1. BCC will perform a corridor study along SR 976/SW 40 Street/Bird Road from SR 821/Homestead Extension of Florida’s Turnpike (HEFT) to SR 5/US 1/South Dixie Highway which will analyze existing conditions to identify recurring congestion locations and evaluate multimodal transportation improvement needs based on future travel demand. Finally, the study will identify conceptual improvements for congested locations along the limits of the study and provide recommendations for subsequent detailed studies. *Project Role: Transportation Analyst.*



## Amarilis Chao, PE

### Civil/Roadway Engineer

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
14 years

**Education:**  
BS in Civil Engineering,  
University of Havana

**Registration:**  
Professional Engineer  
Florida No. 86357

Ms. Chao has over 14 years of experience with paving and drainage design, water and sewer, force main collection system designs, urban arterials, secondary roadway geometry, vertical alignment, utility relocations, Temporary Traffic Control (TTC), signing & pavement marking (SPM). Areas of expertise include major and minor design projects for FDOT, County governments, and various other agencies and municipalities throughout the State and include numerous transportation projects from large roadway design to small intersection improvements. Ms. Chao has excellent planning and coordination skills and works well in a team environment.

**Relevant Experience:**

**City of Miami - Design Criteria Package for Repair and Reconstruction of Citywide Roads, Miami, FL** - This City of Miami project may include, but is not limited to, developing a Design Criteria Package that addresses drainage improvements, stormwater modeling, reconstruction, milling and resurfacing, sidewalks, Americans with Disabilities Act (ADA) compliant ramps, curbs and/or gutters, pavement markings and striping, roadway signage, utility coordination, and limited landscaping services. The Scope of Services also include surveying, geotechnical investigations and testing, and related services necessary for the preparation of the Design Criteria Package for a variety of different streets and intersections located throughout the City of Miami that are currently in very poor conditions and require reconstruction and/or repairs. Project Role: Project Engineer.

**City of Miami SW Streetscape, Miami, FL** - This City of Miami SW Streetscape project involves the identification of opportunities for additional landscape plantings within the southwest portion of the City of Miami through modifications to current facilities, including the addition of medians, reduction of lane widths, construction of bulb outs, removal of parking, and even removal of travel lanes. Project Role: Project Engineer.

**City of Doral Continuing Professional Services - TWO #3 NW 102nd Avenue Improvements, Doral, FL** - Project encompasses the design of roadway improvements to NW 102nd Avenue from NW 66th Street to NW 74th Street. Previously NW 102nd Avenue within the project limits was a single lane dirt road. The construction plans provide a three-lane typical section within the 50 feet of currently available Right-of-Way. In order to construct the proposed improvements, coordination Miami-Dade County was required to dedicate land from the adjacent parcels. Because the project is adjacent to the Miami-Dade Resources Recovery Facility landfill, an Environmental Site Assessment (ESA) was required. Project Role: Project Engineer.



## Joan De La Rosa, PE

### Structural Engineer

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
17 years

**Education:**  
MS in Civil Engineering,  
Florida International  
University

BS in Civil Engineering,  
Florida International  
University

**Registration:**  
Professional Engineer  
Florida No. 74705

Mr. De La Rosa is a Professional Structural Engineer with 17 years of experience in structural design. He is a Project Manager for BCC's Miami Office. His background includes design, plan production and load ratings for both transportation bridge design and building structure projects. Mr. De La Rosa has served as the Engineer-of-Record (EOR), Project Manager and Project Engineer for various agencies including Florida Department of Transportation (FDOT) Districts 3, 4, 5, 6, 7, Florida Turnpike Enterprise (FTE), Miami-Dade Expressway Authority (MDX) and Miami-Dade County Department of Transportation and Public Works (MDTPW). His bridge design experience includes short span flat slab bridges, AASHTO girder bridges, Florida-I Beam bridges. His experience also includes design and analysis of miscellaneous structures including MSE walls, temporary walls, anchored bulkhead walls, Dynamic Message Sign (DMS), sign structures, box culverts, overhead cantilever and span structures.

#### **Relevant Experience:**

##### **Districtwide General Consultant Engineering Services Contract, Districtwide, FL**

- The project consisted of providing General Engineering Consultant services for a wide range of engineering, survey, architectural, landscaping, technical, management and administrative services as needed to assist in the execution of the District 6 Work Program. The Department requested Consultant services on an as needed basis through the issuance of a Task Work Order for the support of Transportation Development including Design, Right of Way Administration, Program Management and Intermodal System Development; and may also include Professional Services Contractual support as necessary to support Operations. Operations consists of Traffic Operations, Maintenance and Construction. **Project Role: Structural Project Manager.**

- **TWO No 3: Golden Glades Interchange Improvements** - Owners Representative support for several Golden Glades Interchange design projects. BCC Engineering will provide the FDOT District 6 support services during the Design Phase of multiple projects aimed to improve the Golden Glades Interchange.

##### **SR 821 (HEFT) Widening from SW 288th Street (Biscayne Drive) to SW 216th Street (Hainlin Mill Road) - Design-Build, Miami-Dade County, FL**

- Final design and preparation of construction plans related to the widening of SR 821 from four lanes to six lanes and in the interim condition providing two General Purpose Lanes and one Express Lane in each direction. This project also includes the design of two inside bridge widenings, 5.1 miles of noise walls, wet and dry detention pond and swales, permitting, safety upgrades (guardrail and pier protection), milling and resurfacing, reconstruction of a toll gantry, traffic control and detours, utility coordination, signing and marking, Intelligent Transportation System (ITS) and lighting. **Project Role: Structures Engineer-of-Record.**



## Sebastian Honigfort, PE, ENV SP Drainage Engineer

**Firm:**  
**BCC Engineering**  
(BCC)

**Years Experience:**  
7 years

**Education:**  
MS in Civil Engineering,  
University of South Florida

BS in Environmental  
Engineering,  
Florida Gulf Coast  
University

BS in Civil Engineering,  
Florida Gulf Coast  
University

**Registration:**  
Professional Engineer  
Florida No. 88596

Mr. Honigfort serves as a Project Engineer with experience in Water Resource Engineering, Drainage Design, Geographic Information System (GIS) and Surveying. He supports land development and municipal projects with site design, civil engineering, and drainage analyses. His experience also includes permitting with local government agencies, water management districts, Florida Department of Transportation and Florida Department of Environmental Protection.

Design experience has involved various aspects of infrastructure projects from roadway improvements, to utilities coordination and design, stormwater management facilities, stream stabilization, and site development. Construction experience includes review of shop drawings, cut sheets, site investigations and land surveying.

**Relevant Experience:**

**Idlewild Drive Ditch Conversion to Culvert with Shallow Swale, Dunedin, FL -** Conducted assessment of drainage conditions for an existing ditch system within the Cedar Creek watershed. Converted the City's Master Collection System Plan model from ICPRv3 to ICPRv4. Modified model to evaluate replacement of ditch with culvert system and overlying shallow swale. Composed technical memorandum summarizing findings, considerations and requirements for project implementation. Designed storm sewer improvements and managed development of construction plans. Prepared environmental resource permit (ERP) documents and managed utility coordination effort. **Project Role: Project/Lead Drainage Engineer.**

**Groundwater Model Development for Grand Oaks Community, St. Augustine, FL -** Developed 762-acre 2D ICPRv4 drainage model to evaluate groundwater interflow connectivity between proposed stormwater ponds and existing wetlands. Converted existing 1D H&H model to ICPRv4 and added 2D groundwater mechanism. Reduced size of model domain and revised model from single storm event to continuous simulation. Developed pre- and post-development scenarios to assess impact to existing wetland systems. Processed model results using GIS and developed schematics to assist interpretation of results. Composed technical memorandum outlining model modifications, summarizing findings/ considerations and identifying areas of concern. **Project Role: Lead Drainage Engineer.**

**Trotter Road Reconstruction, Largo, FL -** Developed a 108-acre ICPRv3 H&H model to facilitate design of drainage improvements for a 0.70-mile roadway segment. Proposed improvements included potable water, reclaim water and sanitary sewer relocations. Coordinated with private utilities to address conflicts. Coordinated permitting with the SWFWMD. Assisted in the development and review of the construction drawings. Reviewed shop drawings, processed FDEP partial clearances, conducted site visits and responded to RFI's. **Project Role: Project/Drainage Engineer.**



## Gustavo Eckardt, PE

### Survey Lead

**Firm:**

**Premiere Design Solutions (PDS)**

**Years Experience:**

18 years

**Education:**

BS in Civil Engineering,  
 University of North Carolina

**Registration:**

Professional Engineer  
 Florida No. 67553

**Certifications**

Project Management  
 Scheduling

ADA

Traffic Control and  
 Maintenance

Mr. Eckardt is a professional engineer registered in the states of Florida with over 18 years of experience in Civil Engineering, land development, topographic surveys and roadway design. Mr. Eckardt currently serves as Director of Engineering for Premiere Design Solutions, Inc. (PDS) responsible for overseeing surveying and engineering project production, quality control and making sure our Clients’ needs are incorporated into our engineering design. Mr. Eckardt has been a project manager for professional engineering and surveying services work assigned to PDS. Mr. Eckardt’s experience in the public sector includes design for new and existing infrastructure utilities in different municipalities throughout South East Florida. For these types of projects Mr. Eckardt has designed roadway improvements projects for Miami-Dade Public Works, Miami-Dade Transit, Broward County Transit, Mr. Eckardt has also designed potable water and sanitary sewer collection systems for the Miami-Dade Water and Sewer Department. He has a vast experience in utility coordination, subsurface utility investigation and GIS projects.

**Relevant Experience:**

**Various Roadway Intersections Surveys, Miami-Dade County, FL** - This project was to provide roadway intersection improvements at five different roadway intersections throughout Miami-Dade County. Mr. Eckardt was tasked with managing the topographic surveys which required the completion of five separated Specific Purpose Surveys with a very aggressive schedule. Each location included all visible relevant topographic features along the proposed site area, Right-Of-Way research and preparation, plat research and the submittal drawing were required to follow standards provided by the Client. Mr. Eckardt provided project coordination between client and survey crew, and ensured all production was geared towards this project, with adequate staff levels, and deliver in a timely manner to meet the aggressive schedule required in this project. Mr. Eckardt also conducted QA/QC reviews on deliverables on this project. **Project Role: Project Manager.**

**Medley Fire rescue Facility Survey, Medley, FL** - This project was to replace the perimeter fence after the existing fence was damaged by recent storm events. The project site was an existing and Active Fire rescue Facility, of about 6.4 Acres, owned and maintained by Miami-Dade County. A specific purpose survey was conducted by Mr. Eckardt was the project manager on this project and coordinated between survey crew, user department and client. Mr. Eckardt also conducted QA/QC reviews on deliverables on this project. **Project Role: Project Manager.**



## Fernando Fernandez, PSM

### Senior Surveyor

**Firm:**

**Premiere Design Solutions (PDS)**

**Years Experience:**

20 years

**Education:**

BS in Hydrogeology Engineering,  
Kazakh National Technical University

**Registration:**

Professional Land Surveyor and Mapper,  
License No. LS 6765

Mr. Fernandez has over twenty years of field data verification, collection and surveying experience. Mr. Fernandez is a professional proficient in the use of different kinds of Data Collectors, Total Station and other surveying equipment, and is familiar with the process to develop Topographic Surveys and As-Built Drawings Miami-Dade County and Broward County, conducting surveys of above ground features and utility verifications, roadway surveys, construction stake-out and utility project as-builts. Mr. Fernandez is a diligent worker with knowledge of Autocad and various tools of the trade, with the ability to manage multiple tasks, work on projects autonomously, and work as required to meet deadlines. Mr. Fernandez is a Florida Registered Land Surveyor and participates personally on field data collection of all assignments under his control, qualifying him as a Surveyor with extensive field knowledge and experience.

**Relevant Experience:**

**Various Roadway Intersections Surveys, Miami-Dade County, FL** - This project was to provide roadway intersection improvements at five different roadway intersections throughout Miami-Dade County. Mr. Fernandez was tasked with the topographic surveys which required the completion of five separated Specific Purpose Surveys with a very aggressive schedule. Each location included all visible relevant topographic features along the proposed site area, Right-Of-Way research and preparation, plat research and the submittal drawing was required to follow standards provided by the Client, including layers, line weights, colors, symbols, etc., as required by Miami-Dade County. **Project Role: Surveying Lead.**

**Medley Fire rescue Facility Survey, Medley, Miami-Dade County, FL** - This project was to replace the perimeter fence after the existing fence was damaged by recent storm events. The project site was an existing and Active Fire rescue Facility, of about 6.4 Acres, owned and maintained by Miami-Dade County. A specific purpose survey was conducted by Mr. Fernandez which included all visible relevant topographic features along the proposed site boundary, physical boundary demarcations, legal description, marking property corners, existing property lines and recorded easements and plat information as available in readily available public information records. Mr. Fernandez led the field crew collecting data and developed topographic drawing deliverables. **Project Role: Surveying Lead.**

**Citywide CIP Water & Sewer Improvement Surveys, City of Opa-Locka, FL**

- This project includes the topographic route surveys for over 200,000 LF of roadway to receive water and sewer improvements as part of the Capital Improvements Program (CIP) throughout the City of Opa-Locka. PDS is part of the Team to provide design criteria packages for the letting of this work. Mr. Fernandez is the Lead Surveyor and is responsible for the production of survey drawings, collecting all ROW data, above ground features and elevations. **Project Role: Surveying Lead.**



## Jose N. Gómez, PE, D.GE, F.ASCE

### Chief Geotechnical Engineer

**Firm:**  
**Professional Service Industries (Intertek-PSI)**

**Years Experience:**  
40 years

**Education:**  
MS in Civil Engineering,  
Geotechnical Emphasis,  
Georgia Institute of  
Technology

BS in Civil Engineering,  
Pontifical Xavierian  
University, Bogota,  
Colombia

**Registration:**  
Professional Engineer  
Florida No. 78289

Mr. Gómez has provided geotechnical recommendations, forensic engineering, value engineering and peer reviews for site preparation, earthwork, excavations, retaining structures, embankments, dams and levees, ports, slope stability and foundation design for numerous civil engineering projects across the Americas and the Caribbean. He has managed teams of engineers, geologists, specialists on other disciplines, and surveyors for the successful completion of many designs and/or construction of large civil projects and related works. These management tasks were performed both during the in-office design stage, and in the field for implementation during construction. Mr. Gómez extensive experience has included his active and lead participation in projects development as a field engineer, lead design engineer and resident manager (QA director).

**Relevant Experience:**

**Miami World Center Block A, Miami, FL** - Proposed 47-story residential tower (530 units total). PSI completed a field exploration and geotechnical evaluation. The scope of services included drilling soil borings, performing laboratory testing, and preparing a detailed geotechnical engineering report. *Project Role: Geotechnical Engineer of Record.*

**Design Criteria Professional for Repair and Reconstruction of Citywide Roads, Miami, FL** - PSI's geotechnical data report provided the information collected in the field corresponding to 18 pavement cores, three Standard Penetration Tests (SPT), and three Percolation Tests, performed to the southeast area of Miami. *Project Role: Geotechnical Engineer of Record.*

**NW 114th Ave & NW 58th St. Intersection Improvements, City of Doral, Miami-Dade County, FL** - The proposed project consists of the expansion of the existing right-turn turn lane of the northbound side of Northwest 114th Avenue at the intersection with Northwest 58th Street in the City of Doral, Miami-Dade County, Florida. The proposed right-turn lane will be expanded to the south side and slightly realigned to the east. To allow for the proposed turn-lane realignment to the east, the project will also encompass the construction/ installation of a culvert structure at the existing water canal located along the south side of Northwest 58th Street. *Project Role: Geotechnical Engineer of Record.*



## Ian Kinnear, PE

### Chief Geotechnical Engineer

**Firm:**  
**Professional Service Industries (Intertek-PSI)**

**Years Experience:**  
45+ Years

**Education:**  
BS in Civil Engineering,  
Heriot-Watt University,  
Edinburgh, Scotland

**Registration:**  
Professional Engineer  
Florida No. 32614

Mr. Kinnear has over 45 years of international engineering experience. He has planned and performed geotechnical explorations for a multitude of building, roadway, and infrastructure design projects. He provides consultation in soils and foundation engineering to public and private sector clients for a variety of buildings, pipelines, roadways, and theme park related projects. Mr. Kinnear is versed in the design and construction of projects supported on high-capacity piles and a recognized practitioner in the field of constructing over soft/highly compressible organic soils. He has consulted on some of the more complex/challenging projects nationwide and has been involved with some of the most significant civil engineering projects in Florida. As Senior Technical Professional within PSI, he is responsible for quality control and technical recommendations presented in the Company's numerous geotechnical engineering reports.

#### **Relevant Experience:**

**Opa Locka Airport Tenant Parcel, Geotechnical Engineering Report Peer Review, Opa Locka, FL** - The project included the construction of a one-story office building and two pre-engineered hangers. Overall, the initial geotechnical recommendations were found to be reasonable and appropriate for the planned construction and the prevailing soil/rock conditions however, it was advised that the client could choose to consider some of the piling recommendations included in our report. *Project Role: Geotechnical Peer Review.*

**Foundation Subgrade Considerations, Fuel Island and Canopy, Fort Lauderdale, FL** - The property contains complex subsurface conditions due to former limestone mining activities at the site. PSI referenced several geotechnical engineering evaluations and studies that were formerly completed at the site. Per client request, our review was directed at assessing if excavation and replacement filling is an option for the fuel island/canopy area thereby foregoing the need for rigid inclusions. *Project Role: Geotechnical Peer Review.*

**Proposed Sabal Trail Transmission Gas Pipeline, Alabama, Georgia, Florida Role: Geotechnical Engineer of Record** - The proposed Sabal Trail project, a 36-inch diameter gas pipeline from Alabama to Orlando with particular emphasis on Karst conditions, includes approximately 474 miles of interstate natural gas pipeline (55 miles in Alabama, 196 miles in Georgia, 214 miles in Florida) and, initially, at least two compressor stations at the beginning and end of the pipeline system. The pipeline will be capable of transporting 1 billion cubic feet per day or more of natural gas to serve local distribution companies, industrial users and natural gas-fired power generators in the Southeast markets. A unique feature of this pipeline system will be its ability to utilize, or parallel, a variety of existing utility and transportation corridors (including the utilization of an existing pipeline system in Alabama), significantly reducing overall impacts for construction and operation. *Project Role: Geotechnical Engineer of Record.*

## Question Set 1: Qualifications

### Question Set 1 Instructions

Please use the Response column for short answers to the question asked and the Comment column to provide additional clarification if necessary. Some questions have been set to not allow a comment. Those questions will be marked red beside the comment indicating a comment is not allowed. For questions that require long answers, please choose the "See Comment" option and include the longer answer in the Comment field.

#	Question	Response	Comment
<b>Contact Information</b>			
1.1.1	What is the name of the individual submitting this Proposal on behalf of your firm?	Victor Herrera, PE	?
1.1.2	What is this person's title?	Senior Vice President	TRUE
1.1.3	Please provide a contact telephone number:	(305) 670-2350	TRUE
1.1.4	Please provide a contact email address:	<a href="mailto:vherrera@bcceng.com">vherrera@bcceng.com</a>	TRUE
<b>Company Profile</b>			
1.2.1	How many years has your company been in business under its current name and ownership?	27 years	?
1.2.2	How many years has your company provided services consistent with those requested in this RFQ?	15 years	TRUE
1.2.3	What is your company's primary business?	Professional Engineering and Design Services	TRUE
1.2.4	Type of Company:	Limited Liability Company	The comment must be left blank for this response
1.2.5	Federal Employer Identification Number (FEIN):	65-0540100	TRUE
1.2.6	Date registered to conduct business in Florida:	3/15/1994	TRUE
1.2.7	Primary Office Location:	Miami	TRUE
1.2.8	Local Office Location (if same as primary, please indicate so):	Miami	TRUE
1.2.9	Will all goods/services be provided out of the local office location? If not, then indicate what other office services will be provided from.	Yes	The comment must be left blank for this response
1.2.10	Total Number of Employees:	299	TRUE
<b>Ownership</b>			
1.3.1	Identify all owners or partners of the company (Provide Name, Title, and Percent Ownership):	See Comment	Trivest Partners LP, Owners, 67.9% - Palmetto 5 Holdings, Owners, 20.0% - Employees, 12.0%
1.3.2	Is any identified owner an owner of another company? (If yes, identify the name of the owner and the other company name, and the ownership interest)	Yes	All of the above owners are owners of New Millennium Engineering, Inc., Lakes Engineering, Inc. and New Millennium Design Services, Inc.
<b>Signing Authority</b>			
?			

1.4.1	Identify all individuals authorized to sign on behalf of the company, indicating their level of signing authority; (Include name, title, and signing authority Ex. All, Cost up to \$ Amount, No-Cost, Other)	See Comment	Jorge Gross, Chairman, All - Jose A. Muñoz, President, All - Ariel Millan, Executive Vice President, All - Luis Rodriguez, Senior Vice President, All - Victor Herrera, Senior Vice President, All - Eugenio Ochoa, Vice President, All - Anthony Jorges, Vice President - Director of Roadway, Up to 500,000 - Alfred Lurigados, Vice President - Director of TEO, Up to 500,000 - Daniel J. Raymat, Vice President - Director of Structures, Up to 500,000.00 - David Tinder, Vice President, Up to 500,000.00 - William J. Garcia, Vice President, Up to 500,000.00	TRUE
<b>Contract Information</b>				
1.5.1	Identify the five (5) most recent contracts in which your company has provided services to other public entities. Include the entity's name and a contact person.	See Comment	1) CEI Services for the multi-project Design Build construction project at multiple locations in Broward County, FDOT District 4 (CA924) - HDR, Jennifer Hunt, (813) 282-2300; 2) Doral Central Park CLOMAR - TWO 1 - City of Doral, Eugene Collings-Bonfill, PE (305) 593-6740 Ext. 6017; 3) NW 38th Av Improvements from NW 15th to NW 19th St CEI (PO #24935) - City of Lauderhill, Danyl Noel, (954) 730-3000; 4) CFX Lake Orange Connector - CFX, Glenn Glenn, PE (407) 690-5000; 5) City of Deltona Traffic Counts - City of Deltona, Ron Paradise, (386) 678-8100	TRUE
<b>Insurance</b>				
1.6.1	Insurance Carrier Name:	Berkley Insurance Company (PLI)		TRUE
1.6.2	Insurance Carrier Address:	99 Pacific Street, Suite 555E Monterey, CA 93940		TRUE
1.6.3	Provide the number of insurance claims paid out in the last five years:	Confidential Information		TRUE
1.6.4	Provide the total value of insurance claims paid out in the last five years:	Confidential Information		TRUE
1.6.5	Provide insurance representative contact name, telephone, and email address:	Matias Ormaza (770) 220-7687 matias.ormaza@greying.com		TRUE
1.6.6	Please provide employer modification rating ("EMR"). If no EMR, please explain:	Not Available		TRUE
<b>24 Questions</b>			<b>100.00% Complete</b>	

## Question Set 2: Client References

### Question Set 2 Instructions

"Respondent shall provide the information requested for its verifiable client references as required in the solicitation documents. Respondent may not use the same reference for more than one (1) project/contract and confidential references shall not be included.

References that are listed as subcontractors in the response will not be accepted as references under this solicitation. Entities having an affiliation with the Respondent (i.e. currently parent, subsidiary having common ownership, having common directors, officers or agents or sharing profits or liabilities) will not be accepted as references under this solicitation.

References should be available for contact during normal business hours, 9:00 AM – 5:00 PM, Eastern Time. The Village will attempt to contact each reference by telephone no less than three times. In the event the contact person indicated cannot be reached following three attempts or is unwilling to provide the requested information, the reference will be considered "unverified" for purposes of this RFP. It is the Proposer's responsibility to provide complete and accurate information for each reference, the Village will not correct incorrectly supplied information. No claim of lack of information or error will relieve Respondent of this responsibility.

The Village reserves the right to contact references other than those identified by the Respondent to obtain additional information regarding past performance. Any information obtained as a result of such contact may be used to determine whether or not the Respondent is a "responsible vendor", as defined in section 287.012(25), Florida Statutes, as may be amended from time to time."

#	Question	Response	Comment
<b>Client Reference 1</b>			
2.1.1	Name of Client Organization:	City of Doral	?
2.1.2	Contact Person Name:	Eugene Collins-Bonfill, PE	TRUE
2.1.3	Contact Person Title:	Assistant Public Works Director/Chief of Engineering	TRUE
2.1.4	Contact Department:	Public Works	TRUE
2.1.5	Contact Telephone:	(305) 593-6740	TRUE
2.1.6	Contact Email:	<a href="mailto:Eugene.Collings@cityofdoral.com">Eugene.Collings@cityofdoral.com</a>	TRUE
2.1.7	Contract Start Date:	2015	TRUE
2.1.8	Contract End Date:	2020	TRUE
2.1.9	Contract Value:	\$740,625	TRUE
2.1.10	Is the Contract still active?	No	TRUE
2.1.11	Scope of Work (Provide as much detail as possible):	See Comment	TRUE
<b>Client Reference 2</b>			
2.2.1	Name of Client Organization:	Broward County & South Florida Water Management District	?
2.2.2	Contact Person Name:	Martin Gross, PE	TRUE
2.2.3	Contact Person Title:	Supervisor	TRUE

2.2.4	Contact Department:	Engineering Unit	TRUE
2.2.5	Contact Telephone:	(954) 370-3810	TRUE
2.2.6	Contact Email:	<a href="mailto:mcross@broward.org">mcross@broward.org</a>	TRUE
2.2.7	Contract Start Date:	2012	TRUE
2.2.8	Contract End Date:	2020	TRUE
2.2.9	Contract Value:	\$1.3 Million	TRUE
2.2.10	Is the Contract still active?	No	TRUE
2.2.11	Scope of Work (Provide as much detail as possible):	See Comment	TRUE
<p>The project consisted of improving access to Everglades Holiday Park, including the replacement of an existing single-lane, three span steel girder bridge spanning the L-33 Canal. The existing bridge is owned by the South Florida Water Management District (SFWMD) as it provides access to the pump stations northwest of the bridge. Initial plans involved the replacement of the existing bridge with two singlelane bridges constructed under separate contracts. BCC Engineering was contracted by Broward County to perform a Bridge Development Report (BDR) to analyze design alternatives and prepare contract plans for the "first" bridge. During the BDR phase, BCC recommended an innovative alternate solution involving replacing the existing bridge with a single twolane structure, demonstrated the benefits (to include cost savings, value, minimizing disruption).</p>			
<b>Client Reference 3</b>			?
2.3.1	Name of Client Organization:	Miami-Dade Expressway Authority (MDX)	TRUE
2.3.2	Contact Person Name:	Juan Toledo, PE	TRUE
2.3.3	Contact Person Title:	Deputy Executive Director / Director of Engineering	TRUE
2.3.4	Contact Department:	Engineering	TRUE
2.3.5	Contact Telephone:	305) 637 3277 ext. 2115	TRUE
2.3.6	Contact Email:	<a href="mailto:jtoledo@mdxway.com">jtoledo@mdxway.com</a>	TRUE
2.3.7	Contract Start Date:	2016	TRUE
2.3.8	Contract End Date:	2019	TRUE
2.3.9	Contract Value:	\$17,162,007	TRUE
2.3.10	Is the Contract still active?	No	TRUE

2.3.11

Scope of Work (Provide as much detail as possible):

See Comment

This Miami-Dade Expressway Authority (MDX) Design-Build project involved the design and development of the Dolphin Station Park-and-Ride Transit Terminal Facility, a new facility west of the Dolphin Mall in West Miami-Dade County, Florida. This project consisted of the planning, design, permitting, and construction activities necessary to complete transit terminal facility and its access road from NW 12th Street, which will be known as Dolphin Station Road. This project included 804 organized, safe, accessible, and convenient parking spaces, bus bays and bus layover bays, continuous bus bay canopy, outdoor seating, bicycle storage, electric vehicle charging stations, parking management system and bus information system, transit hub building with passenger waiting areas and accommodations for retail, driver's break lounge, accommodations for ticket vending machines, landscaping, fencing, roadway and parking lighting, kiss-and-ride drop-off areas, security surveillance system, and gateway pylon features. The Miami-Dade County Department of Transportation and Public Works (DTPW) received an Envision® Silver Award from the Institute for Sustainable Infrastructure (ISI) for this project. This is Miami-Dade County's first-ever Envision® award at any level for a public

TRUE

33 Questions

100.00% Complete

### Question Set 3: Dispute Disclosure

#### Question Set 3 Instructions

Answer the questions herein with a Yes or No answer. If you answer "Yes", to any of the questions, explain the context surrounding the dispute, the nature of the dispute, the outcome or status of the dispute, and the monetary amounts, delay, or contract extension involved in the comment. If additional explanation is necessary, please upload a separate document with your response under the DD Attachment option. You further acknowledge by submitting a response that all statements made in response to these questions 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 your response.

#	Question	Response	Comment
3.0.1	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?	No	
3.0.2	Has your firm, or any member of your firm, been declared in default, assessed liquidated damages, 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?	No	
3.0.3	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	BCC Engineering, LLC and its subsidiaries provide a wide array of professional services within various states and U.S. Territories, including engineering and consulting services. From time to time and in the ordinary course of business, the Company is subject to various claims, disputes or other legal proceedings typically filed against engineering professionals. All claims are covered by insurance and are not expected to have material adverse effect on the Company's financial statements or impair its ability to
3.0.4	Has your firm or any of its officers, been under investigation, charged, or convicted by any law enforcement agency or public entity for violations of the law, other than traffic violations?	No	
3.0.5	Has your firm, or any of its principals, failed to qualify as a responsible Proposer/Bidder on any solicitation in the past five (5) years?	No	
3.0.6	Has your firm, or any of its principals, declared bankruptcy or reorganized under Chapter 11?	No	
6 Questions		100.00% Complete	

The comment must be left blank for this response.

The comment must be left blank for this response.

TRUE

The comment must be left blank for this response.

The comment must be left blank for this response.

The comment must be left blank for this response.

## Question Set 4: Key Staff

### Question Set 4 Instructions

Respondent shall answer the following questions for each proposed Key Staff member. Include as much relevant detail as possible for each individual. There are question sets for up to 10 Key Staff members. If your company does not intend on proposing 10 Key Staff members, please insert "N/A" into the Response column for question sets in excess of the team being proposed.

#	Question	Response	Comment
<b>Contract Manager</b>			
4.1.1	What is the name of the individual that will serve as the Contract Manager ("CM")?	Victor Herrera, PE	?
4.1.2	What is the CM's job title?	Senior Vice President	TRUE
4.1.3	How many years of experience does the PM have?	16	TRUE
4.1.4	How many years of program/project management experience does the PM have?	13	TRUE
4.1.5	How many years has the PM been employed with your company?	3	TRUE
4.1.6	Please list any relevant licenses (including license number) and certifications the PM has:	Professional Engineer Florida No. 71164, 2010 Alabama No. 30849, 2009 Pipeline Assessment Professional (PACP), Florida 06-16991	TRUE
4.1.7	Does the CM have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	Contract Manger TRUE
<b>Project Manager</b>			
4.2.1	What is the name of the individual that will serve as the Program/Project Manager ("PM")?	Richard Burgess, PE	?
4.2.2	What is the PM's job title?	Roadway Project Manager	TRUE
4.2.3	How many years of experience does the PM have?	27	TRUE
4.2.4	How many years of program/project management experience does the PM have?	21	TRUE
4.2.5	How many years has the PM been employed with your company?	3	TRUE
4.2.6	Please list any relevant licenses (including license number) and certifications the PM has:	Professional Engineer Florida No. 54774, 1999	TRUE
4.2.7	Does the PM have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	Bicycle and Pedestrian Improvements; Virginia Gardens, FL; Client: Village of Virginia Gardens - 80 Hrs., July 2021 Design Criteria Package for Very Poor Streets; City of Miami, FL; Client: City of Miami - 120 Hrs., December 2021 SW Streetscape and Street Tree Master Plan; City of Miami, FL; Client: City of Miami - 120 Hrs., June 2021 US 231, Panama City, FL; Client FDOT - 90 Hours, March 2021 TRUE
<b>Key Staff Member 1</b>			
4.3.1	Please provide this staff member's name:	Ariel Millan, PE	?
			TRUE

4.3.2	Please provide this staff member's job title:	Executive Vice President		TRUE
4.3.3	What role will this staff member fill for this contract?	Quality Assurance/Quality Control		TRUE
4.3.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes		The comment must be left blank for this response
4.3.5	How many years of experience does this staff member have?	27		TRUE
4.3.6	How many years has this staff member been with their current employer?	16		TRUE
4.3.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Professional Engineer Florida No. 54572		TRUE
4.3.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	Executive Vice President	TRUE
<b>Key Staff Member 2</b>				?
4.4.1	Please provide this staff member's name:	Heidy Amigot, PE		TRUE
4.4.2	Please provide this staff member's job title:	Civil Project Engineer		TRUE
4.4.3	What role will this staff member fill for this contract?	Civil Project Engineer		TRUE
4.4.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes		The comment must be left blank for this response
4.4.5	How many years of experience does this staff member have?	6		TRUE
4.4.6	How many years has this staff member been with their current employer?	2		TRUE
4.4.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Professional Engineer Florida No. 88545		TRUE
4.4.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	City of Sunrise approx 20 hrs a week contract term 2020 to 2026	TRUE
<b>Key Staff Member 3</b>				?
4.5.1	Please provide this staff member's name:	Lorin Brissett, PE		TRUE
4.5.2	Please provide this staff member's job title:	Planning Division Manager		TRUE
4.5.3	What role will this staff member fill for this contract?	Senior Transportation Engineer		TRUE
4.5.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes		The comment must be left blank for this response

4.5.5	How many years of experience does this staff member have?	24		TRUE
4.5.6	How many years has this staff member been with their current employer?	6		TRUE
4.5.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Professional Engineer Florida No. 56846		TRUE
4.5.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	Planning Division Manager	TRUE
<b>Key Staff Member 4</b>				?
4.6.1	Please provide this staff member's name:	Revanth Katta, PE, PTOE		TRUE
4.6.2	Please provide this staff member's job title:	Transportation Engineer		TRUE
4.6.3	What role will this staff member fill for this contract?	Transportation Engineer		TRUE
4.6.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes		The comment must be left blank for this response
4.6.5	How many years of experience does this staff member have?	6		TRUE
4.6.6	How many years has this staff member been with their current employer?	6		TRUE
4.6.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Professional Engineer Florida No. 85922 Professional Traffic Operations Engineer No. 4622		TRUE
4.6.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	Client: City of Daytona, FL; Project Duration: 2018 to 2023 Approx 30 hour per month commitment	TRUE
<b>Key Staff Member 5</b>				?
4.7.1	Please provide this staff member's name:	Luis Rodriguez, PE		TRUE
4.7.2	Please provide this staff member's job title:	Director of Roadway		TRUE
4.7.3	What role will this staff member fill for this contract?	Public Involvement		TRUE
4.7.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes		The comment must be left blank for this response
4.7.5	How many years of experience does this staff member have?	19		TRUE
4.7.6	How many years has this staff member been with their current employer?	15		TRUE
4.7.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Professional Engineer Florida No. 63983		TRUE

4.7.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	Director of Roadway	TRUE
<b>Key Staff Member 6</b>				?
4.8.1	Please provide this staff member's name:	Amarilis Chao, PE		TRUE
4.8.2	Please provide this staff member's job title:	Roadway Project Engineer		TRUE
4.8.3	What role will this staff member fill for this contract?	Roadway Project Engineer		TRUE
4.8.4	Is this staff member employed by your company? If not, please provide the name of the employer.	Yes		The comment must be left blank for this response
4.8.5	How many years of experience does this staff member have?	14		TRUE
4.8.6	How many years has this staff member been with their current employer?	13		TRUE
4.8.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Professional Engineer Florida No. 86357		TRUE
4.8.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	Yes	Bicycle and Pedestrian Improvements; Virginia Gardens, FL; Client: Village of Virginia Gardens - 160 Hrs., July 2021 Design Criteria Package for Very Poor Streets; City of Miami, FL; Client: City of Miami - 120 Hrs., December 2021 SW Streetscape and Street Tree Master Plan; City of Miami, FL; Client: City of Miami - 180 Hrs., June 2021 US 231; Panama City, FL; Client FDOT - 120 Hrs., March 2021	TRUE
<b>Key Staff Member 7</b>				?
4.9.1	Please provide this staff member's name:	Fernando Fernandez, PSM		TRUE
4.9.2	Please provide this staff member's job title:	Survey Chief		TRUE
4.9.3	What role will this staff member fill for this contract?	Survey Lead		TRUE
4.9.4	Is this staff member employed by your company? If not, please provide the name of the employer.	No	Premiere Design Solutions (PDS)	TRUE
4.9.5	How many years of experience does this staff member have?	20		TRUE
4.9.6	How many years has this staff member been with their current employer?	8		TRUE
4.9.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Florida PSM # LS6765		TRUE
4.9.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	N/A		The comment must be left blank for this response
<b>Key Staff Member 8</b>				?
4.10.1	Please provide this staff member's name:	Jose N. Gómez, PE		TRUE

4.10.2	Please provide this staff member's job title:	Chief Geotechnical Engineer		TRUE
4.10.3	What role will this staff member fill for this contract?	Chief Geotechnical Engineer		TRUE
4.10.4	Is this staff member employed by your company? If not, please provide the name of the employer.	No	Professional Service Industries, Inc. (Intertek-PSI)	TRUE
4.10.5	How many years of experience does this staff member have?	40		TRUE
4.10.6	How many years has this staff member been with their current employer?	1.5		TRUE
4.10.7	Please list any relevant licenses (including license number) and certifications this staff member has:	Professional Engineer, Florida #78289, 2014		TRUE
4.10.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	N/A		The comment must be left blank for this response
<b>Key Staff Member 9</b>				?
4.11.1	Please provide this staff member's name:	N/A		TRUE
4.11.2	Please provide this staff member's job title:	N/A		TRUE
4.11.3	What role will this staff member fill for this contract?	N/A		TRUE
4.11.4	Is this staff member employed by your company? If not, please provide the name of the employer.	N/A		The comment must be left blank for this response
4.11.5	How many years of experience does this staff member have?	N/A		TRUE
4.11.6	How many years has this staff member been with their current employer?	N/A		TRUE
4.11.7	Please list any relevant licenses (including license number) and certifications this staff member has:	N/A		TRUE
4.11.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	N/A		The comment must be left blank for this response
<b>Key Staff Member 10</b>				?
4.12.1	Please provide this staff member's name:	N/A		TRUE
4.12.2	Please provide this staff member's job title:	N/A		TRUE
4.12.3	What role will this staff member fill for this contract?	N/A		TRUE
4.12.4	Is this staff member employed by your company? If not, please provide the name of the employer.	N/A		The comment must be left blank for this response

4.12.5	How many years of experience does this staff member have?	N/A	
4.12.6	How many years has this staff member been with their current employer?	N/A	
4.12.7	Please list any relevant licenses (including license number) and certifications this staff member has.	N/A	
4.12.8	Does the this staff member have any concurrent commitments to other contracts during the proposed term of the contract being awarded in this solicitation? If yes, please provide the client name, estimated committed hours, and the period of engagement (contract term).	N/A	

TRUE

TRUE

TRUE

The comment must be left blank for this response

94 Questions 100.00% Complete

### Question Set 5: Proposed Subcontractors

#	Question	Response	Comment	
<b>Subcontractor 1</b>				
5.1.1	Company Name of Subcontractor:	Premiere Design Solutions Inc		TRUE
5.1.2	Subcontractor Address:	2701 SW 3RD AVE STE 101B, MIAMI, FL 33129		TRUE
5.1.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	On an as needed basis	Survey and Mapping	TRUE
5.1.4	Subcontractor's license number:	Professional Surveyor and Mapper Business Certificate #LB8017		TRUE
<b>Subcontractor 2</b>				
5.2.1	Company Name of Subcontractor:	Professional Service Industries, Inc. (Intertek-PSI)		TRUE
5.2.2	Subcontractor Address:	7950 NW 64th Street, Miami, FL 33166		TRUE
5.2.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	On an as needed basis	Geotechnical Engineering and Testing Services	TRUE
5.2.4	Subcontractor's license number:	FL PE #3684		TRUE
<b>Subcontractor 3</b>				
5.3.1	Company Name of Subcontractor:	N/A		TRUE
5.3.2	Subcontractor Address:	N/A		TRUE
5.3.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A		TRUE
5.3.4	Subcontractor's license number:	N/A		TRUE
<b>Subcontractor 4</b>				
5.4.1	Company Name of Subcontractor:	N/A		TRUE
5.4.2	Subcontractor Address:	N/A		TRUE
5.4.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A		TRUE
5.4.4	Subcontractor's license number:	N/A		TRUE
<b>Subcontractor 5</b>				
5.5.1	Company Name of Subcontractor:	N/A		TRUE
5.5.2	Subcontractor Address:	N/A		TRUE

5.5.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.5.4	Subcontractor's license number.	N/A	TRUE
<b>Subcontractor 6</b>			
5.6.1	Company Name of Subcontractor.	N/A	TRUE
5.6.2	Subcontractor Address:	N/A	TRUE
5.6.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.6.4	Subcontractor's license number.	N/A	TRUE
<b>Subcontractor 7</b>			
5.7.1	Company Name of Subcontractor.	N/A	TRUE
5.7.2	Subcontractor Address:	N/A	TRUE
5.7.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.7.4	Subcontractor's license number.	N/A	TRUE
<b>Subcontractor 8</b>			
5.8.1	Company Name of Subcontractor.	N/A	TRUE
5.8.2	Subcontractor Address:	N/A	TRUE
5.8.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.8.4	Subcontractor's license number.	N/A	TRUE
<b>Subcontractor 9</b>			
5.9.1	Company Name of Subcontractor.	N/A	TRUE
5.9.2	Subcontractor Address:	N/A	TRUE
5.9.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.9.4	Subcontractor's license number.	N/A	TRUE
<b>Subcontractor 10</b>			
5.10.1	Company Name of Subcontractor.	N/A	TRUE
5.10.2	Subcontractor Address:	N/A	TRUE

5.10.3	Provide the approximate percentage of the work to be performed by this subcontractor and describe their scope of work in the comment.	N/A	TRUE
5.10.4	Subcontractor's license number.	N/A	TRUE
40 Questions		100.00% Complete	

**EXHIBIT “B”**  
**SCOPE OF SERVICES**

**1. Definitions**

- 1.1 Additional Services:** Those services, in addition to the Basic Services in this Agreement, which the Consultant shall perform at the Village’s option and when authorized by a Statement of Work(s) issued in accordance with this Agreement.
- 1.2 Agreement:** This written Agreement between the Village and the Consultant, including the Appendices attached hereto and all Amendments and Statements of Work issued by the Village hereunder.
- 1.3 Allowance:** Stated dollar amount(s) may be included in this Agreement for the purpose of funding portions of the Services or the Work. Allowances are included in this Agreement to pay for Additional Services, Reimbursable Expenses, or Inspector General Services. Services paid from Allowances shall be authorized by a Statement of Work prior to commencement of the work under the Statement of Work.
- 1.4 Amendment:** Written modification to this Agreement executed by the Village and Consultant covering changes, additions, or reductions in the terms of this Agreement.
- 1.5 Basic Services:** Those services that the Consultant shall perform in accordance with the terms of this Agreement as directed and authorized by a Statement of Work(s). Any Services not specifically addressed as Additional Services are considered Basic Services.
- 1.6 Change Order:** A written agreement executed by the Village, the Contractor, and the Contractor’s Surety if necessary, covering modifications to the Contract.
- 1.7 Constructability:** The optimum use of construction knowledge and experience in planning, design, procurement, and field operations to achieve overall Project objectives.
- 1.8 Construction Cost:** Actual cost of the Work established in the Contract Documents, as may be amended from time to time.
- 1.9 Contract Documents:** The legal agreement between the Village and the Contractor for performance of Work. The documents prepared by the Consultant in accordance with the requirements of a Statement of Work(s) issued hereunder that form the basis for which the Village can receive bids for the Work included in the documents. The Contract Documents shall include, but not necessarily be limited to, the Invitation to Bid/Request for Proposals, Bid Form, Bid Bond, Surety Performance and Payment Bond, General Conditions, Special Provisions, Technical Specifications, and Plans together with all Addenda, and subsequent Change Orders, and Statements of Work.
- 1.10 Contractor:** The firm, company, corporation, or joint venture contracting with the Village for performance of Work covered in the Contract Documents.
- 1.11 Days:** Reference made to Days shall mean consecutive calendar days.
- 1.12 Defect(s):** Refers to any part of the Work that does not follow the Contract Documents, does not meet the requirements of a reference standard, test or inspection specified in the Contract Documents, does not properly function, is broken, damaged or of inferior quality, or is incomplete. The adjective “defective” when it modifies the words “Work” or “work” shall have the same connotation as Defect.

## EXHIBIT “B”

### SCOPE OF SERVICES

- 1.13 Design Schedule and Cost Management Plan (DSCMP):** A progress schedule and earned value measurement plan for the design deliverables that will be developed by the Consultant in accordance with the Project and schedule provided by the Village. The DSCMP shall meet all Project milestones in the Village-provided schedule and shall be approved by the Project Manager. The DSCMP earned value procedures are based upon the agreed weighted percentage values of the deliverables for each phase of Basic Services.
- 1.14 Direct Salaries:** Monies paid at regular intervals to personnel other than principals of the Consultant directly engaged by the Consultant on the Project, as reported to the Director of United States Internal Revenue Service and billed to the Village hereunder on a Multiple of Direct Salaries basis pursuant to a Statement of Work for Additional Services under this Agreement. Personnel directly engaged on the Project by the Consultant may include architects, engineers, designers, and specifications writers engaged or assisting in research, design, production of drawings, specifications and related documents, and other services pertinent to the Project Elements.
- 1.15 Opinions of Probable Cost (OPC):** The latest approved written estimate of Construction Cost to the midpoint of construction broken down by the Division format developed by the Construction Specification Institute (CSI) or unit price bid items, including construction allowance contingencies, submitted to the Village, in a format provided by the Village, in fulfillment of the requirement(s) of this Agreement.
- 1.16 Plans:** The drawings prepared by the Consultant, which show the locations, characters, dimensions, and details of the Work to be done and which are parts of the Contract Documents.
- 1.17 Program:** The initial description of a Project that comprises line drawings, narrative, cost estimates, Project Budget, etc., provided by the Village and furnished to the Consultant.
- 1.18 Project:** Project Elements and components of the Project Elements and Services set forth in this Agreement.
- 1.19 Project Budget:** Estimated cost for the Project, prepared by the Village as part of the Program, including the estimated Construction Cost. The Project Budget may, from time to time, be revised or adjusted by the Village, at its sole discretion, to accommodate approved modifications or changes to the Project or the scope of work.
- 1.20 Project Element:** A part of the Project for which Services are to be provided by the Consultant pursuant to this Agreement or by other consultants employed by the Village.
- 1.21 Project Manager (PM):** The individual designated by the Village to represent the Village during the design and construction of the Project.
- 1.22 Punch List:** A running list of defects in the Work as determined by the Consultant with input from the Field Representative and the Project Manager. The initial edition of the Punch List is modified in succeeding editions to reflect corrected and completed work as well as newly observed defects, until the time of Final Acceptance.
- 1.23 Record Drawings (As-Built Drawings):** Reproducible drawings showing the final completed Work as built, including any change to the Work performed by the Contractor pursuant to the Contract Documents, which the Consultant considers significant based on marked-up as-built prints, drawings, and other data furnished by the Contractor.

## EXHIBIT “B”

### SCOPE OF SERVICES

- 1.24 Reimbursable Expenses:** Those expenses delineated in Section 5.11.4, “Reimbursable Expenses” of this Agreement, which are separately approved by the Village that are incurred by the Consultant in the fulfillment of this Agreement and which are to be compensated to the Consultant in addition to the compensation for Basic Services.
- 1.25 Review Set:** A partial or complete set of Contract Documents, provided by the Consultant in accordance with the Statement of Work, at the specified percentage of completion of a phase of the Basic Services as provided for in this Agreement, on which the Village may provide written review comments and acceptance of Services. Any review will be general in nature and shall not constitute a detailed checking of the Consultant’s work nor relieve the Consultant of the responsibility for the completeness and accuracy of its Services.
- 1.26 Services:** All services, work and actions by the Consultant performed pursuant to or undertaken under this Agreement.
- 1.27 Value Analysis (VA):** The systematic application of recognized techniques for optimizing both cost and performance in a new or existing facility or to eliminating items that add cost without contributing to required functions.
- 1.28 Work:** All labor, materials, tools, equipment, services, methods, procedures, etc., necessary or convenient to performance by the Contractor of all duties and obligations imposed by the Contract Documents, and representing the basis upon which the total consideration is paid or payable to the Contractor for the performance of such duties and obligations.
- 1.29 Statement of Work:** A written order (consecutively numbered for reference and control purposes) initiated by the Project Manager in accordance with this Agreement, and countersigned by the Village Manager and by the Consultant, directing the Consultant to perform or modify the performance of any portion of the Services.

## **2. Scope of Services**

### **2.1 Start of Work**

No Services under this Agreement shall be performed by the Consultant prior to the receipt of an appropriate Statement of Work. Each Statement of Work shall specify the scope of work, time for completion, deliverables, and total compensation for the services authorized.

### **2.2 Basic Services**

The Consultant agrees to furnish or cause to be furnished to the extent authorized by a Statement of Work all architectural and engineering professional services, as further specified below, designated as Basic Services, in the phases delineated and described herein unless modified by the Statement of Work, for the design, construction administration, project management, and satisfactory completion of the Project. The Consultant shall be responsible for correction of any errors, omissions, and/or ambiguities as determined by the Project Manager.

The Consultant shall furnish sufficient personnel, equipment, and facilities and shall work such hours as necessary to assure such completion. The Consultant may be required to perform all or some of the services presented in this Agreement, depending on the needs of the Village. The Services will be provided on an on-going as needed basis.

The Consultant will phase the Work required to complete a Project so that each Project is designed and constructed in the most logical, efficient, and cost-effective manner.

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

Consultant must coordinate with the residents as necessary to review, discuss and resolve the design and any issues that may arise. The Consultant must advise the Village of its plans to coordinate with residents for approval prior to engaging residents.

#### **2.2.1 Submittals**

The Consultant shall submit to the Village the deliverables listed within an issued Statement of Work in a format approved by the Village. The Village reserves the right to reject all or part of any submittals that are not complete in their content or do not meet the satisfaction of the Project Manager. The Consultant shall be totally responsible for any additional costs resulting, from such rejections and shall not be entitled to additional compensation therefor.

The Consultant shall submit hard and electronic format, as specified herein or otherwise by the Village, copies of all documents required under each Project phase for review, comments, and approval by the Village. The electronic submittal required under this Agreement shall be in a format acceptable to the Village.

At the request of the Village, the Consultant shall schedule a review(s) of all plans and documents with the Project Manager at the end of each Project phase, prior to initiating the next phase.

#### **2.2.2 Opinions of Probable Cost**

The Consultant shall submit Opinions of Probable Cost (OPCs), as described in the Definitions, at the request of the Village. This shall be considered part of the Consultant’s compensation for Basic Services. As part of its OPC, the Consultant shall assist the Village in identifying Project Elements that are eligible for Federal/State grant-in-aid participation. The Consultant shall assist in reviewing applications prepared by the Village and the Project Manager. If meetings with grant agencies are required, attendance at such meetings will be compensated by the Village as Additional Services.

The Consultant’s OPC (including construction contingency allowance), broken down by specification sections or unit prices, shall include any adjustments necessary for projected award dates, changes in requirements, or general market conditions. A Statement of Work to proceed with development of Construction Document may not be issued if the OPC, as submitted by the Consultant exceeds the total Village allocated funds for the construction of the Project. No further progress payment shall be made should the OPC in any Project phase exceed the Budget, until an alternate design is provided at no additional compensation, to bring the cost within the Project Budget limitations.

Recommendations for reducing the scope of the Project in order to bring the estimated costs within Project Budget limitations, in the event that the OPC exceeds Project Budget limitations, the Consultant must update its documentation, at no additional cost to the Village, to reflect this reduced scope. Any OPC prepared by Consultant represents a reasonable estimate of cost in Consultant’s best judgment as a professional familiar with the local construction industry.

#### **2.2.3 Drawings**

Throughout all Project phases, all drawings shall be produced electronically using AutoCAD software, which shall be within two (2) years of the latest release. The Consultant must submit all original working drawings in an electronic vector format with an “.dwg” drawing extension. Within the drawing, all external reference files must be bound into one file that represents each of the drawings (hardcopy/prints) in the construction document set. With each submittal, all

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

supporting electronic files, such as images, fonts, and line types, shall be included with the drawings.

The Village retains all rights to further use of all electronic drawings as well as blocks, linotypes, layering convention and any other information contained in the electronic drawings that are needed to reproduce the drawings in the construction document set.

#### **2.3 Project Phases**

##### ***2.3.1 Concept and Data Validation Phase***

Based on drawings, preliminary budget, and design guidelines provided by the Village, the Village may issue a Statement of Work to Consultant to verify the accuracy and adequacy of all available information for the Project. Such verification shall include, but not be limited to, the following areas:

###### ***2.3.1.1 Project***

Consultant shall examine the information and documents provided by the Village and shall confirm user requirements and determine requirements for additional studies, verify the physical/spatial characteristics of the Project, and the completeness of the information and documents.

Consultant may be required to prepare written descriptions of the various options and participate in presentations to multiple groups explaining alternative options. Sufficient detail must be provided to support the presentation materials. If Consultant is requested to participate in presentations, attendance at such meetings will be compensated by the Village as Additional Services.

###### ***2.3.1.2 Record Drawings***

The Consultant shall examine, and verify all as-built conditions as to their completeness and accuracy as depicted on the Record Drawings furnished by the Village

###### ***2.3.1.3 Project Budget***

The Consultant shall examine in detail, the estimated construction costs furnished by the Village. Should this cost verification reveal serious discrepancies and/or deficiencies that would impact the Project and its subsequent stages of development, the Consultant shall inform the Village in writing as to the adequacy of funds required to complete the Project through the construction phase.

###### ***2.3.1.4 Surveys***

The Consultant shall verify the survey information provided by the Village and incorporate such information into the design. The Consultant shall be responsible for obtaining any additional survey information that is required for the completion of the Project and was not provided by the Village.

###### ***2.3.1.5 Soils Investigation***

The Consultant shall prepare a soils investigation plan for use in determining soil characteristics required for proper design of the Project Elements. The plan shall show the number, spacing, and depth of borings required and shall specify such other tests and investigations as may be necessary to provide information prerequisite to the Project’s design. The Consultant shall specify, locate, and coordinate the specific borings and tests to be performed by others and shall interpret the results for application to the Project.

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

#### *2.3.1.6 Discrepancies Between Existing and Depicted Conditions*

Any discrepancies between the actual, existing conditions and conditions depicted on drawings or other information provided by the Village shall be noted by the Consultant. The actual, existing conditions shall then be incorporated into the Contract Documents. The Village shall be informed, in writing, of any discrepancy between actual and depicted conditions.

#### *2.3.1.7 Deficiencies of Information*

The Consultant shall inform the Village, in writing, of any deficiencies, other than discrepancies from actual, existing conditions found during verification, in the as-built conditions, utility information, survey information and/or soils investigation which are deemed necessary to provide a satisfactory basis on which to perform the Basic Services. Upon agreement of the deficiencies by the Village, the Village may then issue a Statement of Work directing the Consultant to perform the necessary investigations and develop the required additional information as an Additional Service.

At its sole option, the Village may direct a geotechnical engineering company, and independent engineering testing laboratory, a survey company, or other firm(s) under contract with the Village to provide the necessary services for the Consultant. The Consultant shall be responsible for verification of the validity, interpretation, coordination, application, and use of all supplemental information, signed and sealed, provided by any such independent consultant.

#### **2.3.2 Schematic Design Phase**

Upon written confirmation from the Consultant that all elements of the Project have been identified and the Village’s cost estimates have been verified, the Village may issue a Statement of Work to prepare Schematic Design Documents.

The Consultant shall review the verified Project with the Project Manager, other Village representatives as applicable, and all agencies or other governmental authorities having permitting or other approval authority with respect to the Project. If authorized in writing by the Project Manager, Project Elements or components, and suggestions of such agencies regarding required procedures, are to be followed by the Consultant. Necessary inclusions shall be made when preparing the Design Development and Contract Documents. Upon completion of the agencies’ reviews, the Consultant shall detail in writing the recommendations of the agencies to the Village and shall modify the suggested plan as appropriate and resubmit it for Village review, further modification, and for approval and agreement by the Village. As part of this phase, the Consultant shall prepare and submit deliverables including, but not limited to, the following:

##### *2.3.2.1 Site Plan*

A site plan(s) of the Project, at a scale to be specified by the Village, showing the Project Elements, existing facilities, and proposed projects pertinent to or interfacing with other projects and with the remainder of the Basic Services under this Agreement.

##### *2.3.2.2 Schematic Design Studies*

The Schematic Design Studies shall consist of all plans, elevations, sections, perspectives, etc., as required to show the scale and relationship of the design concept to surrounding facilities and other Project Elements plus a narrative report, setting forth in appropriate detail, the criteria to be used

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

in preparing the Contract Documents for the Project Elements and identifying all major equipment and systems required, including alternative items as appropriate, and Work Sequencing Schedules.

These Schematic Design studies are preliminary in nature and scope. They shall be further defined, and amplifying details shall be developed, by the Consultant during subsequent phases of the Basic Services.

The Village will make a determination, based on the Schematic Design studies and narrative report, of what equipment and systems will be used. In addition, the Village will, based on the investigations and recommendations developed by the Consultant, determine which equipment and other items the Village will purchase outside the Contract for this Project. Should the Village decide to purchase equipment and materials separately and furnish them to the Contractor, the Consultant shall, as part of the Basic Services, provide detailed programming and scheduling, perform follow-on liaison with vendors with respect to availability and delivery, and provide any other such Services with respect to such separately purchased and furnished equipment as would otherwise be required had said equipment not been separately purchased and furnished.

#### *2.3.2.3 Drainage*

The Consultant shall prepare a preliminary drainage plan showing the direction and quantities of flows to each drain. The Schematic Design narrative report shall provide drainage calculations in sufficient details to give assurance that the Project can be used under approved design storm conditions.

#### *2.3.2.4 Barricades, Signing, Marking and Lighting*

The Consultant shall prepare, as necessary, a preliminary maintenance of traffic plan and construction operations safety plan that show how the Work can be accomplished within operational constraints. It shall delineate the nature, extent, and location of site access, required temporary barricading, signing, marking, and lighting for the Project.

#### *2.3.2.5 Work Sequence and Staging Plan*

The Consultant shall develop a Work Staging Plan, as requested by the Village, to avoid adverse impacts to residents or Village operations and shall advise the Village, in writing, of any adverse impacts, if any, and estimated increase in Project costs that would result from such staging plan. The Consultant shall develop a Work Sequencing Schedule showing the sequence of construction and the relative time frame within the overall construction period. Alternative plan(s) and associated cost(s) shall also be developed and submitted, along with an analysis by the Consultant of pertinent factors and relative merits of each plan. The Village shall decide which plan to use.

#### *2.3.2.6 Outline Specification*

The Consultant shall prepare an outline specification that will describe the architectural and engineering requirements, earthwork, utility adjustments and relocations, drainage foundations, mechanical, electrical, utilities, lighting, signalization, signage, markings, external finishes, painting, fire protection systems, plumbing, and other incidental and special equipment being proposed for the Project, all of which will be considerations in the cost estimate.

#### *2.3.2.7 Opinion of Probable Construction Cost*

The Consultant shall submit an OPC for the Project. The OPC shall include the estimated costs of constructed or acquired facilities and improvements in such detail as required by the Village

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

including each class of equipment, operational systems, and any other direct costs that may be included in the Project by the Village.

#### ***2.3.3 Design Development***

Upon confirmation to proceed from the Village, the Consultant shall prepare Design Development documents from the approved Schematic Design documents. The Design Development documents consist of Drawings, Outline Specifications, Work Sequencing Schedules, and other documents as may be necessary to fix and describe the size and character of the systems and components to be included in the Project. The systems, components, and associated controls shall integrate with and be of like character to those typically found in similar projects unless otherwise specifically approved by the Village in writing. Should the need for additional plans and/or programs become apparent during the course of developing Design Development documents, then such additional plans and programs shall be prepared and included within the Design Development documents.

##### ***2.3.3.1 Bid Package***

Unless otherwise stipulated in a Statement of Work, it is the Village’s intent to bid the Project in one package. The Village, though, reserves the right to direct that a Project be divided into as many contracts as required by operational constraints, adjacent project scheduling, or other reasons as determined by the Village.

##### ***2.3.3.2 Value Analysis***

Upon request by the Village, the Consultant shall conduct a Value Analysis, including life cycle cost analysis and recommendations to maximize value. The Village may request Consultant to present its findings to Village representatives, Village Council, or other stakeholders.

##### ***2.3.3.3 Submissions***

The Consultant shall submit all documents required for the Design Development documents for review and comments by the Village. The Design Development documents shall also include updates to the OPC. These updates shall be based upon the approved size and character of the components of the Project Elements and the incorporation of Village approved recommendations. If the OPC indicates that the Project cost shall be more than the approved OPC in the Schematic Design Phase, then no further progress payment shall be made until an alternate design is provided, at no additional compensation, to bring the OPC within or below the approved OPC in the Schematic Design Phase. The Village may, in its sole discretion, waive this requirement. The Consultant shall not proceed to the Contract Document Phase until all comments have been addressed and the appropriate written approvals have been received from the Village.

##### ***2.3.3.4 Exhibits***

The Consultant shall prepare any exhibits required to convey the intent of the design for presentation to the Village for the Village and any other stakeholders’ review. The Consultant shall resolve all comments, including a follow-up presentation if required.

##### ***2.3.3.5 Permitting Review***

The Consultant shall also, to the extent applicable based on refinements and amplifications effected during the Design Development Phase, review pertinent documents with agencies having permitting or other approval authority with respect to the Project, including those agencies previously consulted in earlier phases, to obtain reviews of such agencies. The Consultant shall

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

report in writing the findings of such reviews and provide recommendations for approval by the Village relative to such findings for implementation by the Consultant.

#### **2.3.4 Contract Documents**

Upon written direction from the Village, the Consultant shall proceed with the development of Contract Documents from the approved Design Development documents, or other documents provided by the Village. Unless otherwise specified in a Statement of Work, Consultant shall prepare 30%, 75%, and 100%, Contract Documents for review and comment by the Village.

##### *2.3.4.1 30% Contract Documents*

The Consultant shall submit all documents required under this phase for review and comments by the Village. The 30% Contract Documents submittal shall apply to all applicable disciplines including, but not limited to, architectural, structural, mechanical/HVAC/plumbing/fire protection, electrical, and civil. The 30% Contract Documents submittal shall also include updates to the OPC. If the OPC indicates the cost will be higher than the prior approved OPC, then no further progress payments shall be made until the Consultant provides an alternate design at no additional cost to the Village. The Village may, in its sole discretion, waive this requirement. The Consultant shall not proceed to development of 75% Contract Documents until all comments have been addressed and the appropriate written approvals have been received from the Village.

##### *2.3.4.2 75% Contract Documents*

Upon approval of the 30% Contract Documents, the Consultant shall prepare 75% Contract Documents. Using the documents prepared under this Article, the Consultant shall submit for review the necessary portions of the Contract Documents to authorities, including, but not limited, County, State, and/or Federal, having jurisdiction over the Project by law or contract with the Village. Said documents shall be sufficient to be permitted as applicable by such authorities.

The Consultant shall develop a coordinated plan of execution for this Phase, which will include an outline, or index, of the contents of the Contract Documents along with a schedule(s) for completion.

The Consultant shall prepare Plans in a manner that will ensure clarity of line work, notes and dimensions when reduced to 50% of the original size. After acceptance by the Village, the Plans shall become part of the Contract Documents. The Technical Specifications shall provide that a system of quality control and quality assurance be a requirement of the work. The quality control and quality assurance system shall provide procedures to be used by the Contractor and the Consultant to assure the quality of all materials, equipment systems, and furnishings function as intended and are equal to or better than called for in the specifications.

The Consultant shall submit all documents required under this phase for review and comments by the Village. The 75% Contract Documents submittal shall apply to all applicable disciplines including, but not limited to, architectural, structural, mechanical/HVAC/plumbing/fire protection, electrical, and civil. The 75% Contract Documents submittal shall also include updates to the OPC. If the OPC indicates the cost will be higher than the prior approved OPC, then no further progress payments shall be made until the Consultant provides an alternate design at no additional cost to the Village. The Village may, in its sole discretion, waive this requirement. The Consultant shall not proceed to development of 100% Contract Documents until all comments have been addressed and the appropriate written approvals have been received from the Village.

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

#### *2.3.4.3 100% Contract Documents*

Upon approval of the 75% Contract Documents, the Consultant shall prepare 100% Contract Documents.

The Consultant shall submit all documents required under this phase for review and comments by the Village. The 100% Contract Documents submittal shall apply to all applicable disciplines including, but not limited to, architectural, structural, mechanical/HVAC/plumbing/fire protection, electrical, and civil. The 100% Contract Documents submittal shall also include updates to the OPC. If the OPC indicates the cost will be higher than the prior approved OPC, then no further progress payments shall be made until the Consultant provides an alternate design at no additional cost to the Village. The Village may, in its sole discretion, waive this requirement. The Consultant shall not proceed to development of Bid Documents until all comments have been addressed and the appropriate written approvals have been received from the Village.

#### *2.3.5 Bidding and Award of Contracts*

After review by the Village of the 100% Contract Documents, the Consultant shall respond to all comments in writing within seven (7) calendar days after receipt of the comments from the Village, acknowledging acceptance of the comments that will be incorporated into the documents during the Bidding and Award of Contracts phase and identifying the rejection of comments not to be incorporated as approved by the Village.

The Consultant shall assemble and submit a consolidated set of 100% Contract Documents for back-check by the Village. This set will reflect the revisions required after the 100% review by the Village.

The Consultant shall recommend and justify to the Village the overall Project Contract Time, Phasing, Interim Completion Time(s), the amounts of liquidated damages, and any allowances to be incorporated into the Contract Documents.

Upon request from the Village, the Consultant shall assist the Village in obtaining bids, responding in writing to Bidders' inquiries, preparation of addenda, evaluation of Bids and Bidders, and awarding of a Contract(s) for all or a portion of the Work that was bid pursuant to the Contract Documents. The Consultant shall also attend and participate in pre-bid conferences and/or bid openings upon request by the Village.

If the lowest responsive Base Bid for a Project exceeds the total authorized construction budget provided to the Consultant, as may be modified from time to time prior to soliciting bids, by 10% or more, then the Village may direct the Consultant to revise the scope of construction to bring the OPC within the total authorized construction budget at no additional cost to the Village.

#### *2.3.6 Construction Administration*

Upon receipt of a Statement of Work for Construction Administration Services, the Consultant shall provide the Services as set forth herein. The Construction Administration Services shall commence upon receipt of the Statement of Work and end when the final request for payment from the Contractor has been approved by the Village, the Consultant has submitted its Report of Contract Completion, the As-Built Drawings have been received by the Village, and all other Services required, including warranty-related services, has been completed.

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

#### *2.3.6.1 Field Visits and Observations Reports*

The Consultant shall approve the overall progress schedule, schedule of shop drawings submissions, schedule of values, and other schedules required of the Contractor under the Contract Documents. The Consultant shall visit the Work at least once per week, unless otherwise stated in the Statement of Work, evaluate the work for compliance with the Contract Documents, prepare and submit to the Village a detailed written and sequentially numbered report of the observed conditions of the Work, the progress of the Work, and other Work observations, as found or made during each visit to the Work. Such report shall be submitted to the Village at least monthly, unless otherwise stated in the Statement of Work, or more frequently on an interim basis if necessary to prevent or mitigate any increase in Project costs or damages to the Village. The Consultant will not be held responsible for the means, method, techniques, sequences or procedures used, or for safety precautions and programs, in connection with the Work performed by the Contractor, but shall immediately report to the Village any observations of conditions, which in his/her judgment would endanger persons or property or which might result in liabilities to the Village.

#### *2.3.6.2 Certificates for Payment*

The Consultant shall review and certify the amounts due the Contractor and issue Certificates for Payment in such amounts. The Consultant’s certification for payment shall constitute a representation to the Village, based on the Consultant’s evaluation of the Work and on the data comprising the Contractor’s Application for Payment, that the Work has progressed to the point indicated and that, to the best of the Consultant’s knowledge, information, and belief, the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject to minor deviations from the contract documents correctable prior to completion and to specific qualifications indicated by the Consultant. Such certification shall be based on the Consultant’s review and acceptance of the following, nonexclusive list:

1. An evaluation of the Work for conformance with the Contract Documents;
2. The verification of the Contractor’s measurements for work satisfactorily completed;
3. The results of any subsequent test required by the Contract Documents;
4. The review of as-built drawings to determine completeness and accuracy up to the date of the pay request;
5. Any specific qualifications stated in the request for payment; and
6. The confirmation of the cost of labor, materials, and equipment for cost-plus work including disputed work.

#### *2.3.6.3 Review of Claims*

The Consultant shall assist the Project Manager and other Village personnel or consultants in reviewing and evaluating all Contractor’s claims relating to the cost, execution, and progress of the Work and on all other matters or questions related thereto, including, but not limited to, any change orders, Statements of Work, and potential Statements of Work.

#### *2.3.6.4 Special Inspections*

The Consultant shall have authority to require special inspection or testing of any Work questioned as to conformity with the Contract Documents whether or not such Work has been fabricated and delivered to the Project, or installed and completed.

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

#### *2.3.6.5 Review of Shop Drawings and As-Builts*

The Consultant shall promptly review and approve shop drawings, samples, and other submissions of the Contractor(s) for conformance with the design concept of the Project Element(s) and for compliance with the information given in the Contract Documents. The Consultant shall render decisions, issue interpretations, and issue correction orders within the times specified in the Contract Documents or, absent such specification, on such timely basis so as not to delay the progress of Work as depicted in the approved construction schedule.

Should the Consultant fail to perform these services within the time frames specified in the Contract Documents or, if no time frames are specified, in a timely manner so that such failure causes a delay in the progress of the Work, the Consultant shall be liable for any damages to the Village resulting from such delay including, but not limited to, damages related to delays and inefficiencies incurred by the Contractor for which the Village may be responsible.

#### *2.3.6.6 Revisions to Contract Documents*

The Consultant shall revise Plans, specifications and other Contract Documents as necessary, shall review Change Orders, Statements of Work, and other appropriate documentation prepared by the Project Manager, and shall assist the Project Manager and Village in negotiations with the Contractor(s) with respect to all changes in the Work. If the need to revise Plans, specifications and other Contract Documents and/or to review Change Orders, Statements of Work, and other documentation is a result directly or indirectly of errors, omissions, and/or ambiguities in the Services rendered by the Consultant, including Sub-consultants, then such work shall be provided by the Consultant at no additional cost to the Village.

#### *2.3.6.7 Substantial Completion and Final Acceptance*

The Consultant shall, prior to Substantial Completion of the Work, inspect the Work with the Project Manager, to determine initial Punch List items and to ensure that all Work has been commissioned in accordance with the requirements of the Contract Documents. The Consultant shall re-inspect the work with the Project Manager as many times thereafter as is needed to establish a time of Substantial Completion. The Consultant shall review each edition of the Punch List before it is issued by the Project Manager. The Punch List shall record defects observed in the Work and incomplete commissioning in first and succeeding visits, and defects corrected (recorded by striking items from the punch list or by identifying items as corrected).

##### a. Contractor’s Closeout Submittals and Actions

The Consultant shall review the Project Manager’s record of closeout submittals and actions for concurrence.

##### b. Determination of Substantial Completion

When the Punch List has been reduced to the point at which, in the judgment of the Consultant and Project Manager, the Work can be immediately utilized for its intended purpose, division of responsibility for carryover items from the Contractor to Village has been set forth, and all Punch List items are judged to be capable of completion in not more than 60 days or such other time as may be otherwise approved by the Village, upon recommendation of the Project Manager, the Consultant shall review, concur, and upon approval by the Village, set the date of Substantial Completion.

**EXHIBIT “B”**  
**SCOPE OF SERVICES**

**c. Certificate of Occupancy**

If a Certificate of Occupancy is required on the Project, the Consultant and Project Manager shall not certify the Work as substantially complete until a Certificate of Occupancy has been issued in accordance with the Florida Building Code.

**d. Determination That the Work is Not Substantially Complete**

If the required submittals and actions by the Contractor are deficient, or if in the judgment of the Project Manager the Work will not be ready for final acceptance within the time parameters specified herein, the Consultant shall notify the Project Manager, the Village, and the Contractor in writing that Substantial Completion cannot be declared, and include a list of deficient Contractor’s submittals, deficient Contractor’s actions, defective or incomplete items in the Work, and any other supporting reasons the Project Manager and/or the Consultant may wish to state.\

**e. Retainage for Uncompleted Work**

The Consultant shall review and concur with the Project Manager’s recommendation of an amount to be held as retainage that will ensure that the Village can employ other contractors to complete each item of work in the event of the Contractor’s failure to complete. Upon approval by the Village, this retainage for uncompleted work shall be deducted from the retainage amount otherwise due the Contractor at the time of Substantial Completion. Retainage for uncompleted work will not be paid until the Contractor completes all uncompleted items.

**f. Final Acceptance**

When in the judgment of the Project Manager and the Consultant the Work is complete, the date of Final Acceptance shall be set by the Village.

**g. Post-Final Acceptance**

The Consultant shall furnish to the Village at the Consultant’s expense a final, complete, and fully updated record set of documents. The record drawings shall be submitted in the following formats:

- Two (2) sets of 30” x 42” Electrostatic black line prints; and
- Two (2) sets of electronic drawings:
  - Based on submission date, the .dwg version must be within two years of the AutoCad version currently available. Transmission may be through CD, DVD, or external hard drive.

The complete set of Record Drawings shall include all pertinent shop drawings as well as the Plans included in the Contract Documents as adjusted to comply with the as-built Work. The Consultant shall verify that all Record Drawings prepared by the Contractor are prepared in a manner that will ensure clarity of line work, notes, and dimensions. The Consultant shall provide a certification of the quality of all equipment and systems that are part of the finished work.

The Consultant shall furnish to the Village in an electronic database (Microsoft Excel 2000 or later) an index, summary, and copies of all warranty documents required to be furnished by Contractor under the consolidated Contract Documents. The Project Manager and Contractor will be responsible for providing an index and summary list of equipment by serial number and indicate for each the warranties, the term, conditions, and the purported legal enforcement and recourse

## EXHIBIT “B”

### SCOPE OF SERVICES

rights of the Village as indicated by the language in the Warranty. This list shall be reviewed by the Consultant.

The Consultant shall inspect the entire Project thirty (30) days prior to the expiration of the warranties. The Consultant shall report its findings to the Village sufficiently prior to the end of the warranty period to enable the Village to issue an action report to the Contractor prior to expiration of the warranty period. The Consultant’s report shall be complete with specific recommendations covering any portion of the Work to be repaired or replaced.

In addition to the requirements set forth above, the Consultant shall perform those duties of the Consultant as set forth in the Contract Documents.

#### **2.3.7 Meetings and Reports**

##### *2.3.7.1 Meetings*

As part of providing the Basic Services, the Consultant shall attend all meetings wherein information relating to the Basic Services is discussed, and shall provide consultation to the Village regarding such information. These meetings shall include, but shall not necessarily be limited to, regularly scheduled meetings concerning design coordination, and such other meetings, whether regularly scheduled or specially called, as may be necessary to enable the Consultant to coordinate his/her Services with, and provide information to and/or obtain information from, the Village, its consultants and contractors, and all others with whom coordination or liaison must take place in order to fulfill the intent and purposes of this Agreement and the Contract Documents. Unless otherwise directed by the Village, the Consultant shall prepare and disseminate in a timely manner meeting notices and agenda, briefing materials, meeting minutes, meeting reports, etc., appropriate to such meetings.

##### *2.3.7.2 Reports*

In addition to any specific reports called for elsewhere in this Agreement, the Consultant shall submit to the Village a monthly progress report of the status and/or results of all Services required to be performed under this Agreement. This Report shall be submitted with the invoice for Services performed during the corresponding period. Each report shall include but not be limited to: a brief narrative the progress made during the previous month and the estimated incremental and total percentages of each assigned Project Element that have been completed; any problem(s) encountered during the month and any actions taken to solve or alleviate the problem(s); any changes which may have occurred in the projected dates of the events; a statement from the Consultant as to each Project Element that the Project is either on schedule or the Project Element is not on schedule and should the latter be stated, then the Consultant shall also state the length of delay and the reasons for the delay. The Consultant shall explicitly state recommendations for alleviating the delay and in subsequent monthly progress reports state whether or not the delay has been alleviated. Such report shall also relate the aggregate services performed to the total compensation paid and payable to the Consultant hereunder for each Phase of the Basic Service as set forth in the corresponding invoice for payment.

#### **2.4 Statement of Work**

When the Village has determined that a specific phase of a Project or a Project is to proceed, the Village will request the Consultant prepare a Statement of Work Proposal on a form provided by the Village. The Village will provide a preliminary scope of work for the Consultant to base its

## EXHIBIT “B”

### SCOPE OF SERVICES

Statement of Work Proposal from, and the Village and Consultant may have preliminary meetings to further define the Scope of Services and to resolve any questions.

The Statement of Work Proposal must include the proposed Scope of Services, total time for performance, time for per of each task, phase or deliverable, staffing, including proposed hours per individual and/or classification, proposed fees, Subconsultants, and deliverable items and/or documents.

The Village may accept, reject, or negotiate revisions to the Statement of Work Proposal. Upon conclusion of negotiations, the Consultant may be required to submit a final, revised Statement of Work Proposal. Upon approval of the Statement of Work Proposal, the Village Manger will issue an executed Statement of Work for the Project. The Village reserves the right to terminate negotiations and not issue a Statement of Work to Consultant.

Request for a Statement of Work Proposal shall not be construed as a guarantee of work. It is understood that a Statement of Work may be issued under this Agreement at the sole discretion of the Village, and that the Consultant has no expectation, entitlement, right to or privilege to receive a Statement of Work for any Project or task. The Village reserves at all times the right to perform any or all Professional Services in-house, or with other private professional architects or engineers as provided by Section 287.055, Florida Statutes, as amended, (Consultants' Competitive Negotiation Act) or to discontinue or withdraw any or all Projects or tasks or to exercise any other choice allowed by law.

### **3. Additional Services**

#### **3.1 General**

Services categorized below as “Additional Services” may be specified and authorized by Village and are normally considered to be beyond the scope of the Basic Services. Additional Services must be authorized in a Statement of Work and will be compensated for as provided in **Section 5**, Compensation & Payments.

#### **Examples**

Except as may be specified in this Agreement, Additional Services may include, but are not limited to the following:

Appraisals: Investigation and creation of detailed appraisals and valuations of existing facilities, and surveys or inventories in connection with construction performed by Village.

Specialty Design: Any additional special professional services not included in the Scope of Services.

Extended Testing & Training: Extended assistance beyond that provided under Basic Services for the initial start-up, testing, adjusting and balancing of any equipment or system; extended training of Village’s personnel in operation and maintenance of equipment and systems, and consultation during such training; and preparation of operating and maintenance manuals, other than those provided by the Contractor, subcontractor, or equipment manufacturer. Provide Commissioning Services as part of systems start-up.

Major Revisions: Making major revisions to drawings and specifications resulting in or from a change in Scope of Work, when such revisions are inconsistent with written approvals or instructions previously given by Village and are due to causes beyond the control of Consultant.

## EXHIBIT “B”

### SCOPE OF SERVICES

(Major revisions are defined as those changing the Scope of Work and arrangement of spaces and/or scheme and/or any significant portion thereof).

Expert Witness: Preparing to serve or serving as an expert witness in connection with any arbitration proceeding or legal proceeding, providing, however, that Consultant cannot testify against Village in any proceeding during the course of this Agreement.

Miscellaneous: Any other services not otherwise included in this Agreement or not customarily furnished in accordance with generally accepted engineering practice related to construction.

#### **3.2 Additional Design**

The Village may, at its option, elect to proceed with additional design work, which shall be handled in accordance with the requirement for Additional Services.

#### **3.3 Project Management**

The Village may request the Consultant to act as Project Manager for Projects not designed by the Consultant. In such circumstances the Service will be compensated as an Additional Service. Project Management Services shall be conducted in accordance with the following provisions:

##### **3.3.1 General**

Project Manager shall coordinate, attend, conduct, record, and assist the Village at all Project meetings. Project Manager shall direct the Consultant (Project Engineer or Architect) or Contractor to prepare meeting minutes. In the absence of meeting minutes prepared by others, Project Manager will provide the Village with minutes from such meetings. Project Manager shall review for accuracy the minutes of such meetings prepared by either the Consultant, Contractor, or others. Project Manager shall clarify, amend and report any discrepancies affecting the Project.

Project Manager, in general, shall coordinate all Project matters. The Project Manager shall develop and continuously update a Master Schedule (for each Project). This shall include:

- All development, design and construction activities conducted by:
  - Consultant(s)
  - Village (Staff, Council, or other Village representatives)
  - Project Manager
  - Additional third-party consultants (if any)
  - Contractor(s)
- All activities required for
  - Agency interface, reviews, and approvals
  - Additional consultant selection
  - Project development
  - Planning, design, bidding, construction, and occupancy

Project Manager shall also prepare 30-day look-ahead task schedules for each project and on a continuous basis.

##### ***3.3.1.1 Roles and Responsibilities Matrix***

Project Manager shall develop a comprehensive roles and responsibility matrix (for each Project). This matrix shall define all tasks related to the activities above (for each project) and clearly define

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

who is responsible, who is to be informed/consulted and who has approval authority. This matrix will be updated each time a role changes or a task is added.

Throughout Project development, Project Manager shall utilize the roles and responsibility matrix to identify any third-party resources required. Should an additional resource be required, the Project Manager shall define their scope of work and recommend a method of procurement (in accordance with Village requirements) for Village approval. Project Manager shall then develop specifications and coordinate with Village Procurement staff to draft any RFQ's/RFP's required for selection and facilitate the Village's solicitation, evaluation, selection and contracting of successful parties.

#### *3.3.1.2 Reports*

Project Manager shall furnish to the Village reports containing: (a) the status of each Project; (b) a comparison of the Project budget to costs incurred through the date of the report; (c) a comparison of the Project schedule to the work actually completed through the date of the report; (d) any revision to the Project schedule or Project Budget made during the period covered by the report; (e) a summary of change orders made during the period covered by the report; (f) a list of all pending change orders and all outstanding issues requiring action or approval by Village; (g) the status of any governmental requirements and activities required to facilitate approval of the Project; and (h) any other reports concerning the Project as Village may reasonably request.

#### *3.3.1.3 Financial Oversight*

Project Manager shall provide financial oversight services for each Project, including but not limited to (a) preparing budgets; (b) preparing monthly variance reports; (c) monthly Project payment application processing related to assembling, reviewing and forwarding to Village for payment the invoices from the Consultant and Contractor and other consultants; and (d) processing and coordinating the payment for applications for payment. Project Manager shall provide such reports in an electronic format in a form acceptable to Village.

#### *3.3.2 Construction Phase Services*

Project Manager shall provide continuous onsite management services, including being responsible for the coordination of all construction activity, including recommending various alternative courses of action when construction contractors are not performing work in accordance with the contract documents. Project Manager shall conduct weekly onsite coordination meetings and daily quality control. Project Manager shall coordinate with the Contractors for site access control.

##### *3.3.2.1 Pre-construction meeting*

Project Manager shall conduct a general pre-construction meeting prior to the start of construction and in-depth pre-construction meetings with all major trade contractors prior to the start of their work activities.

##### *3.3.2.2 Village Representation*

Project Manager shall represent the Village in its communications with the Consultant(s) and Contractor(s); schedule, attend, and conduct progress meetings, regular on-site meetings to review construction progress and pay requests and to provide appropriate recommendations to the Village concerning the Village's decisions on construction matters, including, where necessary, alternative

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

designs or materials; and coordinate, review and advise the Village concerning, change orders, submittals, and requests for information.

#### *3.3.2.3 Review of Change Orders, Schedules, Budgets, and Applications for Payment*

Project Manager shall: (i) assist and review the processing of change orders, (ii) advise Village concerning the necessity for, scope of and recommended cost of change orders, and (iii) negotiate, on Village’s behalf, all change orders with Contractor for Village approval. The final Project Budget and/or Project Schedule, as applicable, will be revised to reflect approved change orders.

Project Manager shall review applications for payment by Consultant(s) and Contractor, review and certify certificates for payment issued by Consultant(s) and make written recommendations to Village concerning payment. Project Manager’s certification for payment shall constitute a representation to the Village that, to the best of the Project Manager’s knowledge, information, and belief, the work has progressed to the point indicated and the quality of the work is in accordance with the Contract Documents. The issuance of a certificate for payment shall further constitute a representation that the Contractor or Consultant is entitled to payment in the amount certified.

In conjunction with the Contractor who has prime contractual responsibility, the Project Manager shall additionally review and advise the Village concerning the adequacy of the Contractor’s personnel and equipment, and the availability of materials and supplies to meet the Contractor’s schedules in relation to the Project Schedule.

Project Manager shall direct prime Contractor(s) (and others, where appropriate) to prepare and update a critical path schedule for completion of the applicable work. In the event of delays impacting the critical path schedule, Project Manager shall make recommendations to Village for corrective action by Contractor and review Contractor’s recommendations for corrective action.

Project Manager shall advise the Village concerning the procurement of materials by Contractor regarding budget and schedule implications.

#### *3.3.2.4 Review and Approval of Shop Drawings and Product Data*

Project Manager shall coordinate Consultant review and approval of shop drawings, product data and other submittals by a Contractor.

Project Manager shall obtain from Contractor record drawings or, if required by the applicable Project construction contract, As-Built drawings, as construction completes.

#### *3.3.2.5 Contract Enforcement*

Project Manager shall enforce each Contractor’s contract to maintain a daily log containing the number of workers, equipment, work accomplished, daily weather, problems encountered and other relevant data as the Village may require. Although Project Manager shall not guarantee the performance by Contractor, Project Manager shall recommend courses of action to the Village when Village or Project Manager becomes aware that requirements of any Project Contract Documents are not being fulfilled, or when Contractor falls behind in its schedule; shall communicate recommendations, as directed by the Village, to Contractor on behalf of the Village; shall monitor Contractor's performance of such recommendations; and shall report Contractor's progress to the Village on at least a monthly basis.

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

#### *3.3.2.6 Nonconforming Work*

Project Manager shall notify the Village in writing, with photos and supporting documentation, if Project Manager becomes aware that the work of Contractor is not being performed in accordance with the requirements of the Contract Documents. As appropriate, Project Manager shall, with written authorization from the Village, require additional inspection or testing of the work in accordance with the provisions of the Contract Documents, whether or not such work is covered, installed or completed. Project Manager shall review any and all test reports and notify the Village, the Consultant and the Contractor, as appropriate, of deficiencies in the work of which Project Manager becomes aware and shall advise the Village of projected consequences of such default and shall make recommendations to Village with respect thereto. With the written authorization of Village, Project Manager shall reject work which does not conform to the requirements of the applicable Contract Documents.

#### *3.3.2.7 Substantial Completion and Final Acceptance*

Project Manager shall attend on-site review of each Project to confirm substantial and final completion of the construction of the Project, and notify Village when Project Manager believes the work under a Project construction contract is substantially complete and that a Punch List should be prepared.

Project Manager shall coordinate with the Consultant in its review of the work to enable the Consultant to determine the date of Substantial Completion. At the Substantial Completion by Contractor of the work, Project Manager shall monitor the Consultant in its inspection of the work and preparation of a detailed Punch List specifying any items which require completion, installation, correction or repair. Project Manager will consult with Village and/or Consultant(s) in connection with recommendations for the rejection and replacement of all nonconforming work, as appropriate.

Project Manager shall complete the final close-out of each Project by: (i) obtaining, or causing the Contractor to obtain, all government approvals required for the legal use and occupancy of the Project, (ii) obtaining all warranties, guarantees, bonds, insurance certificates, installation manuals, and other items required pursuant to the Project construction contracts, (iii) obtaining all affidavits, waivers, and releases the Contractors are required to provide pursuant to the Project construction contracts to achieve final completion of the Project, (iv) analyzing all claims (including change order disputes and other claims for extra compensation) asserted by the Contractors and the Consultants, (v) collecting and/or otherwise resolving any and all back charge claims that Village may assert against any Consultant or Contractors, including assistance with any legal proceedings instituted by Village and/or any Consultant or Contractor, and/or (vi) representing Village at meetings and/or inspections scheduled by Village and held to resolve problems relating to design, physical condition or operation of the Project to seek enforcement of warranties.

#### *3.3.2.8 Testing and Start-up*

Together with the Consultant and Village, Project Manager shall monitor and observe the testing and start-up of all utilities, systems and equipment for a Project and review test reports.

**EXHIBIT “B”**  
**SCOPE OF SERVICES**

*3.3.2.9 Safety and Security*

While performing the Work, the Project Manager shall promptly inform the Village if the Project Manager becomes aware of any security concerns and/or unsafe conditions.

**4. Reimbursable Expenses**

**4.1 General**

Reimbursable Expenses cover those services and items authorized by Village in addition to the Basic and Additional Services and consist of actual, direct expenditures made by Consultant and the Subconsultant for the purposes listed below. Transportation, travel and per diem expenses within Dade, Broward, or Palm Beach Counties must not be considered as reimbursable expenses under this Agreement.

Additional Reimbursable Expenses include, but are not limited to:

Communications Expenses: Identifiable communication expenses approved by the Project Manager, long distance telephone, courier and express mail between Consultant’s various permanent offices and Subconsultant. Consultant’s field office at the Project site is not considered a permanent office.

Reproduction, Photography: Cost of printing, reproduction or photography, beyond that which is required by or of Consultant’s part of the work, set forth in this Agreement.

Surveys: Site surveys and special purpose surveys costs authorized by the Village.

Geotechnical Investigation: Identifiable Soil Borings and Reports and testing costs authorized by the Village.

Fees: All permit fees, review fees and other similar fees paid to regulatory agencies for approvals directly attributable to the Project.

**4.2 Subconsultant Reimbursables**

Reimbursable Subconsultant expenses are limited to the items described above when the Subconsultant’s agreement provides for reimbursable expenses and when such agreement has been previously approved, in writing, by the Village Manager and subject to all budgetary limitations of the Village and requirements of this Agreement.

**5. Compensation and Payments**

**5.1 Method of Compensation**

The fees for Professional Services for the Project and each Statement of Work must be determined by one of the following methods or a combination thereof, at the option of the Village Manager or designee, with the consent of the Consultant.

A Lump Sum, which may include not to exceed components in accordance with Section 5.4.1 below.

An Hourly Rate, in accordance with Section 5.4.2 below and at the rates set forth in the Agreement.

A Percentage of Construction Cost, in accordance with Section 5.4.3 below.

## EXHIBIT “B”

### SCOPE OF SERVICES

A Statement of Work for Additional services will be determined by one of the following methods or a combination thereof, at the option of the Village Manager or designee, with the agreement of the Consultant.

1. A Lump Sum, which may include not to exceed components in accordance with 5.4.1 below.
2. An Hourly Rate, in accordance with 5.4.2 below and at the rates set forth in the Agreement.

#### **5.2 Consultant Not To Exceed**

Absent an amendment to the Agreement or to any specific Statement of Work, any maximum dollar or percentage amounts stated for compensation must not be exceeded. In the event they are so exceeded, the Village must have no liability or responsibility for paying any amount of such excess, which will be at Consultant’s own cost and expense.

#### **5.3 Wage Rates**

##### **5.3.1 Fee Basis**

All fees and compensation payable under this Agreement must be formulated and based upon the certified negotiated Wage Rates stated in Exhibit C of the Agreement. Said Wage Rates are the effective direct hourly rates, as approved by the Village, of Consultant and Subconsultant employees in the specified professions and job categories that are to be utilized to provide the services under this Agreement, regardless of manner of compensation.

Should the Consultant intend to utilize personnel or Subconsultants for a Project where the Wage Rates have not been established, the Consultant must request that the Village add the person or Subconsultant’s wage rates to Exhibit C. The Village may require that the Consultant provide documentation substantiating the request.

##### **5.3.2 Employees and Job Classifications**

Form SC identifies the professions, job categories and/or employees expected to be used during the term of this Agreement. These may include engineers, landscape architects, professional interns, designers, CADD technicians, project managers, GIS and environmental specialists, specification writers, clerical/administrative support, and others engaged in the Work. In determining compensation for a given Scope of Work, the Village reserves the right to recommend the use of Consultant employees at particular Wage Rate levels. Consultant must not include any profession, job category or employees in a Statement of Work Proposal that do not appear on Form SC. Consultant must submit a request to the Village to add such to Form SC prior to the submittal of any affected Statement of Work Proposal.

##### **5.3.3 Multiplier**

For Work assigned under this Agreement, a maximum multiplier of 2.9 for home office and 2.4 for field must apply to Consultant’s hourly Wage Rates in calculating compensation payable by the Village. Should the Consultant have an approved multiplier with the State of Florida or Miami Dade County, the Village may elect to utilize either of these multipliers should they be less than above stipulated rates. Said multiplier is intended to cover Consultant’s employee benefits (e.g. sick leave, vacation, holiday, unemployment taxes, retirement, medical, insurance and unemployment benefits) and Consultant’s profit, and overhead including, without limitation, office rent, local telephone and utility charges, office and drafting supplies, depreciation of

## EXHIBIT “B”

### SCOPE OF SERVICES

equipment, professional dues, subscriptions, stenographic, administrative and clerical support, management and supervisory responsibilities, time or travel and subsistence not directly related to a Project. The multiplier must not be applied to the Principal, owner, or partner of the Consultant except where they are preparing drawings or specifications, preparing a study report, or similar tasks.

#### 5.3.4 Calculation

Said Wage Rates are to be utilized by Consultant in calculating compensation payable for a Statement of Work Proposals requested by Village. Consultant must identify job classifications, available staff and projected man-hours required for the proper completion of tasks and/or groups of tasks, milestones and deliverables identified in a request for a Statement of Work Proposal.

#### 5.3.5 Wage Rate Adjustments

The Consultant may request an adjustment to the Wage Rates on an annual basis. Such request may only be made where there has been an actual increase in a Wage Rate(s) by the Consultant. The Village may also adjust the or where the Village Manager determines that extenuation circumstances exist. The maximum the Wage Rates depicted in Exhibit C may be adjusted at the Consultant’s request must be based on the Miami – Fort Lauderdale Consumer Price Index issued by the U.S. Department of Labor, Bureau of Labor Statistics. Such adjustment must be calculated by multiplying the ratio of the index in effect at that time divided by the previous year’s index by the hourly rate entries in the Wage Rate Schedule to determine the adjusted Wage Rate Schedule. In no event must the Wage Rate increase by more than three percent (3%) in any one year period.

### 5.4 Computation of Fees and Compensation

The Village agrees to pay the Consultant, and the Consultant agrees to accept for services rendered pursuant to this Agreement, fees computed by one or a combination of the methods outlined above, as applicable, in the following manner:

#### 5.4.1 Lump Sum

Compensation for a Scope of Work will typically be a Lump Sum, either a Fixed Fee or Not to Exceed Fee as deemed appropriate by the Village, to be mutually agreed upon in writing by the Village and the Consultant and stated in a Statement of Work. Lump Sum, and Lump Sum not to Exceed methods of compensation are the preferred methods of compensation. The Lump Sum or Lump Sum not to Exceed will be calculated utilizing the Wage Rates established in Exhibit C. Such Fee(s) will be subject to validation by the Village and the Village may request additional information to substantiate the Fee(s).

**Lump Sum Fixed Fee:** must be the total amount of compensation to be paid to the Consultant for the Services performed on a specific Project, or phase or task under a Statement of Work. Payments to the Consultant must be based on a percentage of completion basis.

**Lump Sum Not to Exceed Fee** must establish the maximum amount of compensation to be paid to the Consultant for the Services performed on a specific Project, or phase, or task under a Statement of Work. Payments to the Consultant must be based on the actual work effort required to complete the Project, phase or task.

**Guaranteed Maximum Lump Sum:** must be the total maximum fee amount payable by Village wherein certain aspects, tasks or allowances may not be defined, quantified and

## EXHIBIT “B”

### SCOPE OF SERVICES

calculated at the time of a Statement of Work issuance. A Guaranteed Maximum Lump Sum compensation may represent a combination of Fixed Fees for professional services and not to exceed allowances for Reimbursable Expenses or Additional Services.

**Lump Sum Fee Adjustment:** Where the Village authorizes a substantial or material change in the Scope of Work, the Lump Sum Base Fee may be equitably adjusted by mutual consent of the parties, which must be reflected in an amendment to the Statement of Work.

Lump Sum Fees must be calculated by Consultant utilizing the Wage Rates established in Exhibit C of the Agreement.

#### 5.4.2 Hourly Rate Fees

Hourly Rate Fees must be those rates for Consultant and Subconsultant employees identified in Exhibit C, Wage Rates. All hourly rate fees will include a maximum not to exceed figure, inclusive of all costs expressed in the contract documents. The Village shall have no liability for any fee, cost or expense above this figure.

Hourly Rate Fees shall be used only in those instances where the parties agree that it is not possible to determine, define, quantify and/or calculate the complete nature, and/or aspects, tasks, man-hours, or milestones for a particular Project or portion thereof at the time of a Statement of Work issuance. In such cases, the Village will establish an Allowance in the Statement of Work that must serve as a Not to Exceed Fee for the Work to be performed on an Hourly Rate Basis.

Consultant must maintain records acceptable to the Village to track the hours of work performed by each person.

#### 5.4.3 Percentage of Construction Cost

This is a percentage fee based on the Project Budget as mutually agreed upon in writing by the Village and the Consultant and stated in a Statement of Work or Notice to Proceed

### 5.5 Reimbursable Expenses

Any fees for authorized reimbursable expenses must not include charges for any expenses identified in Section 5.3.3, Multiplier. All reimbursable services must be billed to the Village at direct cost expended by the Consultant. Village authorized reproductions in excess of sets required at each phase of the Work will be a Reimbursable Expense.

The Village will reimburse the Consultant for authorized Reimbursable Expenses pursuant to the limitations of this Agreement as verified by supporting documentation deemed appropriate by Village Manager or designee including, without limitation, detailed bills, itemized invoices and/or copies of cancelled checks.

### 5.6 Fees for Additive or Deductive Alternates

The design of additive and deductive alternates contemplated as part of the original Scope for a Project as authorized by the Village Manager will be considered as part of Basic Services. The design of additive and deductive alternates that are beyond the original Scope of Work and construction budget must be authorized through a Statement of Work and must be billed to Village as Additional Services. The fees for alternates will be calculated by one of the three methods outlined above, as mutually agreed by the Village Manager and the Consultant.

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

#### **5.7 Fees for Additional Services**

The Consultant may be authorized to perform Additional Services for which additional compensation and/or Reimbursable Expenses, as defined in this Agreement.

##### **Determination of Fee**

The compensation for such services will be one of the methods described herein: mutually agreed upon Lump Sum; Hourly Rate with a Not to Exceed Limit, or Percentage of Construction Cost.

#### **5.8 Procedure and Compliance**

An independent and detailed Statement of Work or an Amendment to a previously issued Statement of Work must be required to be issued and signed by the Village Manager for each additional service requested by the Village. The Statement of Work will specify the fee for such service and upper limit of the fee, which must not be exceeded, and must comply with the Village’s regulations, including the Purchasing Ordinance, the Consultant’s Competitive Negotiation Act, and other applicable laws.

#### **5.9 Payment Exclusions**

Consultant must not be compensated by Village for revisions and/or modifications to drawings and specifications, for extended construction administration, or for other work when such work is due to errors or omissions of Consultant as determined by Village.

#### **5.10 Fees Resulting From Project Suspension**

If a Project is suspended for the convenience of the Village for more than three (3) months or terminated without any cause in whole or in part, during any Phase, the Consultant must be paid for services duly authorized, performed prior to such suspension or termination, together with the cost of authorized reimbursable services and expenses then due, and all appropriate, applicable, and documented expenses resulting from such suspension or termination. If the Project is resumed after having been suspended for more than three months, the Consultant’s further compensation must be subject to renegotiations.

#### **5.11 Payments to the Consultant**

##### **5.11.1 Payments Generally**

Payments for Basic Services may be requested monthly in proportion to Services performed during each Phase of the Work. Subconsultant fees and Reimbursable Expenses must be billed to the Village in the actual amount paid by Consultant. Consultant must utilize the Village standard Consultant Invoice Form that will be provided to the Consultant.

Payment will be made in accordance with Florida Statute Chapter 218, Part VII, Local Government Prompt Payment Act, after receipt of Consultant’s invoice, after receipt of Consultant’s invoice, which must be accompanied by sufficient supporting documentation and contain sufficient detail, to allow a proper audit of expenditures, should Village require one to be performed. If Consultant is entitled to reimbursement of travel expenses, then all bills for travel expenses must be submitted in accordance with Section 112.061, Florida Statutes. Consultant must submit all requests for payment using the Village’s standard Consultant Invoice form.

## EXHIBIT “B”

### SCOPE OF SERVICES

#### **5.11.2 For Comprehensive Basic Services**

For those Projects and Statements of Work contain multiple phases or task, payments must not exceed the amount stipulated for each phase and the aggregate payment must not exceed the total value of the Statement of Work

#### **5.11.3 Billing – Hourly Rate**

Invoices submitted by Consultant must be sufficiently detailed and accompanied by supporting documentation to allow for proper audit of expenditures. When Services are authorized on an Hourly Rate basis, the Consultant must submit for approval by the Village Manager, a duly certified invoice, giving names, classification, salary rate per hour, hours worked and total charge for all personnel directly engaged on a Project, phase or task. , Reimbursable Services Cost should then be added to the sum for the total charges for the personnel. The Consultant must attach to the invoice all supporting data for payments made to and incurred by Subconsultants engaged on the Project. In addition to the invoice, the Consultant must, for Hourly Rate authorizations, submit a progress report giving an update on the completion of the Project and/or the applicable phase or task.

#### **5.11.4 Reimbursable Expenses**

##### **1. General**

Reimbursable Expenses are those items authorized by the Village outside of or in addition to the Scope of Work as identified in the Statement of Work (as Basic Services and/or Additional Services) and consist of actual expenditures made by the Consultant and the Consultant’s Subconsultants for the following:

##### **2. Transportation:**

Identifiable transportation expenses in connection with the Project, subject to Section 112.061, Florida Statutes, as amended, excluding, however, all, general automobile transportation expenses within Miami-Dade, and Broward counties. Transportation expenses to locations outside the Miami-Dade-Broward-Palm Beach County area or from locations outside the Miami-Dade-Broward area will not be reimbursed unless specifically pre-authorized in writing by the Village Manager.

##### **3. Travel and Per Diem:**

Identifiable per diem, meals and lodging, lodging, taxi fares and miscellaneous travel-connected expenses for Consultant’s personnel are subject to Section 112.061 Florida Statutes as amended. Meals for class C travel inside Miami-Dade or Broward County will not be reimbursed. Meals and lodging expenses will not be reimbursed for temporarily relocating Consultant’s employees from one of Consultant’s offices to another office if the employee is relocated for more than five (5) consecutive working days. Lodging will be reimbursed only for room rates equivalent to Holiday Inn, Howard Johnson or Ramada Inn. Governmental lodging or meals will not be reimbursed that result from travel within Miami-Dade, Broward or Palm Beach Counties. Travel and per diem expenses are subject to the prior approval of the Village Manager.

##### **4. Communication Expenses:**

Identifiable communication expenses approved, in writing and in advance by the Village Manager, including long distance telephone, courier and express mail between the Consultant’s various permanent offices. The Consultant’s field office at the Project site is not considered a permanent office. Express mail or courier services are to be used only where there are significant time constraints.

##### **5. Reproduction, Photography:**

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

Cost of printing, reproduction or photography, which is required by or of Consultant to deliver services, set forth in this Agreement.

#### **6. Permit Fees:**

All Permit fees paid to regulatory agencies for approvals directly attributable to the Project. These permit fees do not include those permits required to be paid by the construction Contractor.

#### **7. Reimbursements to Subconsultants:**

Reimbursable Subconsultant expenses are limited to the items described above when the Subconsultant agreement provides for reimbursable expenses and when such agreement has been previously approved in writing by the Village Manager and subject to all budgetary limitations of the Village and requirements of this Agreement.

**EXHIBIT "C"**  
**RATE SCHEDULE**

Village of Key Biscayne  
Continuing Architectural & Engineering Services

**CIVIL ENGINEERING- 2**

**STRUCTURAL ENGINEERING- 1**

**WATER RESOURCES ENGINEERING- 3**

Title	Hourly Rate
Contract Manager/Principal	\$205.00
Architect	N/A
CADD/Computer Technician	\$78.00
Chief Designer	\$115.00
Designer	\$75.00
Graphic Designer	\$62.60
Inspector/Engineer Intern	\$69.00
Landscape Architect	N/A
Landscape Architect Intern	N/A
Landscape Designer/Landscape Planner	N/A
Landscape Inspector	N/A
Planner	\$86.00
Project Engineer	\$127.00
Project Architect	N/A
Project Landscape Architect	N/A
Project Manager	\$190.00
Project Planner	N/A
Secretary/Clerical	\$49.00
Senior Architect	N/A
Senior Inspector/Senior Engineer Intern	\$84.00
Senior Landscape Architect	N/A
Senior Landscape Inspector	N/A
Senior Planner	\$151.00
Senior Project Engineer	\$175.00

Name of the Firm:\_\_\_BCC Engineering\_\_\_