



**AGENDA
ARCADIA CITY COUNCIL
CITY COUNCIL CHAMBERS
23 NORTH POLK AVENUE, ARCADIA FL**

**TUESDAY, SEPTEMBER 6, 2016
6:00 P.M.**

INVOCATION, PLEDGE, CALL TO ORDER AND ROLL CALL

PRESENTATIONS

1. Proclamation – Rickey Hilton, Friends of Arcadia Airport

CONSENT AGENDA

2. City Council Budget Workshop Minutes for August 9, 2016 (Penny Delaney – City Clerk)
3. City Council Minutes for August 16, 2016 (Penny Delaney – City Clerk)
4. City of Arcadia Municipal Airport July Report (Terry Stewart – City Administrator)
5. Special Event Permit – 2nd Annual Smith Brown Community Day (Terry Stewart – City Administrator)

ACTION ITEMS

6. RFQ2016-01 – Airport Consulting Services Presentations and City Council Selection (Amanda Albritton-Horkey – Fiscal Assistant II)
7. Resolution 2016-13 – Petition for Vacation of Alley Right-of-Way (Jeff Schmucker - Central Florida Regional Planning Council)
8. Resolution 2016-12 – Petition for Adjustment of Number and Location of Driveway Access Points (Jeff Schmucker – Central Florida Regional Planning Council)
9. Waste Water Plant Sand Filter Rehabilitation Project (A.J. Berndt – Utilities Director)

COMMENTS FROM DEPARTMENTS

10. City Marshal
11. City Attorney
12. City Administrator

PUBLIC (Please limit presentation to three minutes)

MAYOR AND COUNCIL REPORTS

ADJOURN

NOTE: Any party desiring a verbatim record of the proceedings of this hearing for the purpose of appeal is advised to make private arrangements therefore.

PLEASE TURN OFF OR SILENCE ALL CELL PHONES

AGENDA No. 1



PROCLAMATION

WHEREAS, the U.S. Air Force Lockheed T-33 was donated to the City of Arcadia in the 1960s; and

WHEREAS, the T-33 was damaged during Hurricane Charley on August 13, 2004; and

WHEREAS, Rickey Hilton of Wingman Aviation purchased a canopy for the T-33 and donated same to the City of Arcadia to be installed on the T-33;

WHEREAS, Jane Hilton of the Arts & Humanities Council agreed to re-paint the insignias on said T-33; and

WHEREAS, Mr. Hilton, Mrs. Hilton and Jake Hilton, son of Rickey and Jane Hilton, members of Friends of Arcadia Airport, the American Legion, and the Arts & Humanities Council donated funds, time and labor to pressure wash the T-33 and to purchase and install tie-downs to secure the aircraft; and

WHEREAS, because of the Hilton Family, the American Legion, the Arts and Humanities Council and members of Friends of Arcadia Airport's dedication and commitment to the T-33 project;

NOW THEREFORE BE IT PROCLAIMED, by the City Council of the City of Arcadia, Florida, that *Rickey Hilton, Jane Hilton, Jake Hilton, the American Legion, the Arts & Humanities Council and members of Friends of Arcadia Airport*, be honored and commended for their dedication to the service of our community.

SO DONE, THIS 6TH DAY OF SEPTEMBER, 2016.

By:

Susan Coker, Mayor

ATTEST:

Penny Delaney, City Clerk

AGENDA No. 2



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: September 6, 2016

DEPARTMENT: Administration

SUBJECT: Minutes from Budget Workshop on August 9, 2016

RECOMMENDED MOTION: Approval of August 9, 2016 Budget Workshop Minutes as presented.

SUMMARY:

FISCAL IMPACT: _____
() Capital Budget
() Operating
() Other

ATTACHMENTS: () Ordinance () Resolution () Budget (x) Other

Department Head: Penny Delaney *PD* Date: 08/26/16

Finance Director (As to Budget Requirements) Date:

City Attorney (As to Form and Legality) Date:

City Administrator: Terry Stewart *[Signature]* Date: *8-26-16*

COUNCIL ACTION: () Approved as Recommended () Disapproved
() Tabled Indefinitely () Tabled to Date Certain _____ () Approved with Modifications

**AGENDA MINUTES
CITY COUNCIL
BUDGET WORKSHOP
CITY OF ARCADIA
TUESDAY, AUGUST 9, 2016
5:00 P.M.**

The following minutes reflect action items of the City Council of the City of Arcadia. For a verbatim copy of the minutes, you may contact City Administration to obtain a copy of the recorded meeting.

INVOCATION, PLEDGE CALL TO ORDER AND ROLL CALL

Pastor Thomas Simmons gave the invocation which was followed by the pledge of allegiance. The Mayor called the meeting to order at approximately 5:00 p.m. and the following members and staff were present:

Arcadia City Council

Mayor Susan Coker
Deputy Mayor Frierson
Councilmember S. Delshay Turner

Councilmember Joseph E. Fink
Councilmember Judy Wertz-Strickland

Arcadia City Staff

City Administrator Terry Stewart
Finance Director Beth Carsten
Fiscal Assistant Amanda Albritton-Horkey
City Clerk Penny Delaney
Marshal Matt Anderson

Golf Course Director Michael Kotzker
Human Resource Manager Linda Lowe
Public Works Director Steve Underwood
Utilities Director A.J. Berndt

City Administrator Terry Stewart thanked the City Council for the opportunity to present the draft budget for their review and consideration. He advised the budget was balanced and while there was an increase in the budget, there was no increase in the recommended millage rate. He further advised there were increases in projected revenues from both the State and, even though the City was currently at the roll back rate, there was only approximately One Thousand and 00/100 Dollars (\$1,000.00) difference between the roll back rate and the current millage rate. He stated the City was fortunate to be able to pick up additional revenue in ad valorem property taxes and projected revenues due to a reduction in assessed values. He advised there were also additional revenues from several State shared revenues. Mr. Stewart advised that the communication service tax went down and he informed Council of adjustments that had been made regarding where some of the expenses were allocated. He stated that the presentation would not be excruciatingly detailed, but instead would present an overview and point out the main elements of each section of the budget. He added that if Council wanted more detail, staff would be more than happy to provide such and answer any questions they may have along the way. Mr. Stewart informed Council that both in the draft budget and the final budget, footnotes

would indicate where changes were made and how various expenses were accounted for. He then turned the presentation over to Finance Director Beth Carsten.

Finance Director Carsten introduced her assistant, Amanda Albritton-Horkey, and began the presentation. Regarding the summary, she pointed out the increase in the general fund compared to last year's general fund and stated it had gone from Four Million Eight Hundred Thirty-Six Thousand Nine Hundred Twenty-Four and 00/100 Dollars (\$4,836,924.00) to Five Million One Hundred Fifty Eight Thousand Nine Hundred Five and 00/100 Dollars (\$5,158,905.00) with a difference of approximately Three Hundred Twenty-One Thousand and 00/100 Dollars (\$321,000.00). She explained that in the general fund, they were contemplating one (1) full-time and four (4) part-time positions which totaled three (3) full-time equivalent positions with additional on-call streets and parks positions. She stated that the Three Hundred Twenty-One Thousand and 00/100 Dollars (\$321,000.00) was a six point six five percent (6.65%) increase over last year and it breaks down to forty-two percent (42%) in salaries, forty-eight percent (48%) in capital improvements and ten percent (10%) in operating expenses. Ms. Carsten pointed out that the total general revenues match the total general funds.

Ms. Carsten advised that one thing used to balance was the surtax funds and that Five Hundred Ninety-One Thousand and 00/100 Dollars (\$591,000.00) and been received from those funds and said funds were unrestricted. She further advised that Three Hundred Thousand and 00/100 Dollars (\$300,000.00) of it was contemplated to balance the general funds and the remainder would stay in and continue to go toward fund balance for Fund 107 which currently has 1.4 million and 00/100 Dollars (\$1,400,000.00) in it. Deputy Mayor Frierson asked where the three (3) part-time positions were and Ms. Carsten advised that one (1) was in administration to assist the City Clerk in organizing records, another one (1) was in administration for code enforcement, one was a position in the cemetery to help with the mowing and upkeep and then a full-time position in the police department for road patrol.

Finance Director Carsten advised the state revenues had gone up from Two Hundred Sixty-Nine Thousand and 00/100 Dollars (\$269,000.00) to Two Hundred Eighty-One Thousand and 00/100 Dollars (\$281,000.00) and the City does not have to get estimations on those as they are received from the State. She explained the franchise electricity tax is based on an estimation from FPL and also based on actual increases that the City has had over the years. At this time, City Administrator Stewart pointed out a typographical error on the proposed budget and advised the shaded area titled as "YTD Used" should have been "YTD Received". Regarding the FPL issue, he explained that in the past, the figures were just replicated from what had been done in the previous year, but now they are looking at actuals of what was actually received, the actuals from previous years and the projections from company. He advised that while the amount was more, he felt they had been reasonably conservative about how it was approached. Ms. Carsten advised the rest of the utility taxes were the same and the water utility tax was based on actuals as well. She pointed out that over the years the same figure had been carried over and after looking into it, she increased the amount due to the City's increases. She also pointed out that the gas tax had historically gone down the last few years. Ms. Carsten advised the communications service tax had dropped considerably last year and it was a little less than last year. Referring back to the fuel tax, Councilmember Fink stated he believed it was a negotiable

item and that the City's is based on population. He further stated that considering the number of service stations within the corporate limits, he felt the City should be getting a larger percentage than what is being given. City Administrator Stewart advised that he would pursue it.

Finance Director Carsten then referred to the federal grants and advised that most of those were regarding the Police Department and she briefly reviewed the grants received. City Administrator Stewart advised there were grants that staff would be applying for and further advised he had spoken with the grant writer regarding the next CDBG grant that would be sought.

Regarding the state shared revenues, Ms. Carsten pointed out that it had gone from Six Hundred Forty-One Thousand Three Hundred Eighty-Two and 00/100 Dollars (\$641,382.00) last year to Seven Hundred Two Thousand and 00/100 Dollars (\$702,000.00). She stated that several of the items had gone up significantly and reminded Council that these were State revenues received. She referenced the FDOT lighting maintenance and traffic light maintenance and stated that she and Mr. Stewart had discussed last year making this its own fund basically where the money will stay within it because it is money received from the state to maintain traffic lights and signals for FDOT. She explained that at the end of the year instead of rolling it into the general fund balance, it will roll into that line item and it can be used for reserve for repairs or whatever may come down the road.

Ms. Carsten pointed out that Marshal Anderson was able to obtain another One Thousand and 00/100 Dollars (\$1,000.00) from the School Board for the school crossing guard so that was added to the Eighteen Thousand and 00/100 Dollar (\$18,000.00) grant fund from the school board.

Finance Director Carsten advised that the total general fund revenues were Five Million One Hundred Fifty-Eight Thousand Nine Hundred Five and 00/100 Dollars (\$5,158,905.00) which is the same number as is listed for the general fund expenditures. She then referred back to the charge backs and stated that they were able to take cost allocations from different departments and charge it back through the enterprise fund to reimburse for things such as payroll, purchasing, airport work, etc. Mr. Stewart stated that in order to make sure the value of the services being provided to those enterprise funds is recouped; they are charged a formulated amount that is then paid to the general fund to offset the costs of that portion of which they are responsible. He advised it had been done in the past, but the formula of doing it had been cleaned up some.

Regarding the legislative expenditures, Ms. Carsten stated that the bottom line had changed substantially because the line item titled "other contractual" was Twenty-Five Thousand and 00/100 Dollars (\$25,000.00) and only Fifteen Thousand and 00/100 Dollars (\$15,000.00) was needed and was placed in administration. She advised items such as funds for traveling, classes and registrations were increased due to use throughout the year. Mayor Coker pointed out that FLC dues were listed twice under line item 30541 and asked if one should have been FLM and Ms. Carsten advised that it should be. Mayor Coker also asked about the shirts that were listed under uniforms and Mr. Stewart advised that a Councilmember had requested shirts.

Deputy Mayor Frierson asked if she was comfortable with the insurance and Ms. Carsten stated they had received a hard number on the health insurance and it only increased four point twenty-five percent (4.25%). She reminded Council that last year it had come in at forty-four percent (44%) which was finally brought down to seven percent (7%). She advised she was still waiting on the final, but last year the City had signed a contract for two (2) years of renewal and it will only increase regarding changes the City has made. She also advised that workman's compensation had gone down a little bit. City Administrator Stewart recognized the work done by the Human Resource Manager who monitors it very closely and advised Council of the employee based safety committee that had been created. He stated that the fact that it had gone down was the result of a proactive stance on the City's part.

Regarding the retirees fund, Ms. Carsten advised this was the payment of health insurance for individuals who had retired and met the requirements of being employed before 2006. She stated there was an increase, but the numbers were hard. She explained that the retirees are required to meet the same requirements of our employees in that if they choose a higher plan than what we have, we only pay the break point (the 95%) and advised it will be followed. Mr. Stewart informed Council that it had been discovered that the City had been paying one hundred percent (100%) on some of the retirees and he stated that were also ensuring that when someone hits social security age that they go on social security as a primary which will also help keep the costs down.

Ms. Carsten explained that in the past, positions were split up among different departments, but now one hundred percent (100%) of a position goes into a department and then it is spread out among the different enterprise departments as needed thereby explaining why the departments may appear heavier. She advised of the new temporary part-time position for the City Clerk to assist with organizing the City records and she informed Council there were also people opting into retirement which changed the figures. Ms. Carsten pointed out areas that increased due to human resources performing screenings and employee physicals that are required. Other areas she pointed out pertained to education and new furniture for several of the administration offices which were much needed.

Councilmember Fink asked if the City offers an incentive to continue education. Ms. Carsten advised that at this time, it is not offered, but they are in the process of coming up with some something and have discussed extensively the importance of it. City Administrator Stewart advised there was no official policy, but would have one for Council to review. He stated he felt it was a very wise thing to do, but felt it needed to be a very clear policy that the classes taken would be a benefit to the City and it had to be predicated upon the funds that the Council has allocated for that purpose in that fiscal year.

The next department discussed was finance and Ms. Carsten stated that the difference in this department mostly had to do with the new employee that was added this year and the budget amendment had not been done to reflect it in the budget. She advised that had the position been added, the amounts would be very close. She also advised that an employee had opted for retirement after the first of the year and a budget amendment has to be done to reflect that as well. She explained there was an addition for computer upgrades in an attempt to get the

software to be the best that it can be. Mayor Coker asked if the cemetery clerk was full-time or part-time and Ms. Carsten stated that she was part-time.

Regarding elections, Ms. Carsten stated the figure listed was the fee that the Supervisor of Elections charges the City.

Regarding legal counsel, Ms. Carsten advised that the City Attorney had spoken with City Administrator Stewart and advised there would be no change to his contract (he did not change it the previous year as well).

The next department discussed was community development and code compliance and Ms. Carsten advised there was a new part-time position under salaries. Mr. Stewart explained that the code enforcement activity had been ratcheted up and right now one person is handling field work, but also the filing and computer work, etc. He stated that rather than hiring another code enforcement officer, the City could get more bang for its buck by having a part-time clerk or person to enable the current officer to invest more field time. Mr. Stewart advised that he would be monitoring it to ensure that the field time is reflected in the work that is done. Finance Director Carsten pointed out that this department combines both the code compliance and the administrative planning portion. She stated that it includes the code officer, the new part-time position that is being contemplated and the person at the front desk who is fifty percent (50%) through this department and fifty percent (50%) through administration, and planning is also a part of the salaries as well. Ms. Carsten advised that under professional services, Central Florida Regional Planning Council, which is the Planner, has agreed to not go up in their contract, so the Twenty Thousand and 00/100 Dollar (\$20,000.00) figure will remain the same.

Mayor Coker had a question regarding the figure listed for inmates and noted the notation that stated inmates were expensed there. City Administrator Stewart advised that it meant the inmates were expensed within that particular line item. Ms. Carsten stated that the contract regarding the inmates was approximately Fifty-Eight Thousand and 00/100 Dollars (\$58,000.00) and it runs through the Streets Department, Public Works, and other areas. She advised they are placed in the budget in departments that it is known they will be working. Ms. Carsten also advised that the line item listing Twenty Thousand and 00/100 Dollars (\$20,000.00) is not all used for inmates, but it also used for tree removal, etc.

The next department addressed was other governmental. Ms. Carsten advised this is where the contingency that is kept for emergencies is listed, along with computer services, server maintenance, computer upgrades, and property and casualty insurance.

Ms. Carsten then addressed the Law Enforcement department. She pointed out that when the budget was prepared last year, they had checked with actuarial and had come up with a percentage for the retirement as to what was allocated to the police department and what was allocated to the fire department for retirees. She advised that they now allocate fifty point five percent (50.5%) to the police department and forty-nine point five percent (49.5%) to the fire department. Ms. Carsten stated that last year the percentage of the contribution was fifty-three point eight percent (53.8%) and this year it is thirty-nine point four percent (39.4%). She

informed Council that the full amount would be Two Hundred Forty-Five Thousand Nine Hundred Seventy-Seven and 39/100 Dollars (\$245,977.39) and when the percentages were done, the part that is allocated to the police department is One Hundred Thirty-Three Thousand Five Hundred Six and 00/100 Dollars (\$133,506.00) and the other percentage would go into the fire control budget. She also advised there is a credit on the books and the Marshal is contemplating using twenty-five percent (25%) of that to go toward the payment which would lessen his payment by Twenty-Five Thousand and 00/100 Dollars (\$25,000.00) which Foster and Foster has agreed and it is okay to use it that way. Ms. Carsten stated that with the one (1) new employee that is being contemplated, the department was at One Million One Hundred Fifty-Four Thousand Eight Hundred Ninety-Seven and 00/100 Dollars (\$1,154,897) and this year the department is at One Million One Hundred Forty-Three Thousand Three Hundred Twenty-Six and 00/100 Dollars (\$1,143,326.00) which is under his salary figures from last year.

Regarding the law enforcement expenditures, Ms. Carsten advised the big increase is under the capital outlay for two (2) new vehicles, the lighting bars for said vehicles and hand held radios. She advised the radios are listed as Three Thousand Eight Hundred and 00/100 Dollars (\$3,800.00) which need to be upgraded and replaced. She advised the department's overall expense budget went from One Million Four Hundred Two Thousand Seven Hundred Fifty-Nine and 00/100 Dollars (\$1,402,759.00) to One Million Four Hundred Fifty Thousand Fifty and 00/100 Dollars (\$1,450,050.00). Marshal Anderson stated that the Nineteen Thousand Four Hundred Ninety-Nine and 00/100 Dollars (\$19,499.00) listed under machinery and equipment is for five (5) portable radios that they carry on their hips. He explained that many were purchased in 1993 and they no longer make parts for them. Marshal Anderson informed Council that the Fifty-Eight Thousand Nine Hundred Seventy-Four and 00/100 Dollars (\$58,974.00) was for the two (2) squad cars and all the emergency equipment for said vehicles.

City Administrator Stewart referred back to the administration executive salaries and pointed out that the amount for this year is less than the amount shown for last year. He stated that part of his contract states that as part of his compensation, he receives compensation in lieu of a benefit which is health insurance. He stated he has his health insurance through another institute so it is not needed. He advised the City had agreed within his contract to reimburse him at whatever cost a regular employee would be. Mr. Stewart stated that at the time the budget was established, they were using a number from the insurance company that established the amount and after Ms. Carsten negotiated with them, the figure was brought down, but it did not get caught so there is approximately a Two Hundred and 00/100 Dollar (\$200.00) difference wherein he was over-reimbursed. He advised he was reimbursing the City for the amount. He then advised that if the cost of insurance for the employee should go up, then his compensation will go up as well. Ms. Carsten advised that the amount contemplated under executive salaries this year has the correct amount that the employees had.

Regarding fire control, Ms. Carsten pointed out the figure that related to the forty-nine point five percent (49.5%) that was referenced earlier. She advised the contract service amount had changed only because the auditor had advised that the way it was being shown in the budget was incorrect and the whole amount of the contract with the County needed to be listed. She stated the whole amount was the amount less Fifty Thousand and 00/100 Dollars (\$50,000.00)

every year. Councilmember Fink stated that future Councils will have to deal with the issue of possibly losing that contractual service and asked when the anticipated date was. Mr. Stewart advised this would not happen for the City at least until the next fiscal year because we were not in a position because it had not been advertised as to what the City was going to do and the Council still must make a final decision about whether to go with the assessment or stay with the current contract. He stated that at some point the City will need to change its assessment whether it changes from the contract or not. Councilmember Fink stated that when it changes, it will be substantial and Mr. Stewart stated that it will be more substantial for the business owners. Mr. Stewart provided a brief explanation as to how the assessments are created and bifurcated. He stated when they redo the assessment allocations; it will reflect a big difference in what it is going to cost businesses going forward. He further stated that he understands that businesses will be quite concerned, but he stated they also must know they have benefited tremendously. Mr. Stewart stated if you took the highest category that existed at the time the current amount was adopted, if the highest category of allocation for a business had been followed, that business, in the years since that was done, has probably benefited to the tune of anywhere from a hundred to a quarter million dollars. Councilmember Wertz-Strickland stated that this decision would probably come about in the year 2017-18 and City Administrator Stewart stated it would be in the early part of 2017.

The next department discussed was the cemetery which falls under Public Works. Finance Director Carsten advised there was a part-time employee contemplated and the inmate amount was listed at Eleven Thousand Four Hundred Ninety-Nine and 00/100 Dollars (\$11,499.00). She then stated there were not a whole lot of other changes in the department. Mr. Stewart stated the part-time employee was for care and maintenance. He advised that after he came to the City, he had received some complaints and after digging in, he discovered the amount of resources that had been allocated to take care of the cemetery had been significantly changed over the years. Regarding the employee who is out there now, Mr. Stewart advised that during the rainy season it is hard for him to keep up with just cutting the grass, much less the other care that needs to be taken there. He stated it is believed that this part-time person will enable the City to do a better job out there. He also advised of policy changes out at the cemetery and referenced the steps that will now be necessary to bury a person at the cemetery. Ms. Carsten informed Council that staff is also implementing fees for such actions as marking the grave and preparing for same.

Ms. Carsten advised that the next department to be discussed was the street department. She reminded Council that earlier in the year they had agreed to allocate money from the street fund to hire two (2) part-time pothole patchers and purchase the equipment for the pothole patching. Regarding the streets and parks departments, she pointed out they were allocating on-call and over-time pay for emergencies and after hour events. She advised that currently one (1) department is responsible for such even though they may not be the one to know about streets or sewer. Ms. Carsten advised there was not a whole lot of difference with the exception of those things. Under the capital outlay, she informed Council that streets had asked for Four Thousand and 00/100 Dollars (\$4,000.00) for a concrete mixer and a five hundred (500) gallon water tank. City Administrator Stewart stated that part of this had to do with sidewalks and also other City projects that might come along. He advised there is so much sidewalk work to be done, staff

cannot do it all and will be farming a lot of it out. He stated they do not have the capacity to do it now because they do not have the equipment.

Regarding the new law going into effect on December 1st regarding salaried employees, Mayor Coker asked if that would affect the City with the overtime pay. City Administrator Stewart stated they expect at least two (2) department directors will be affected by that and it depends on what will be revealed through our compensation and classification study.

Ms. Carsten referred back to line items 30530 and 30590 and advised the road materials had increased due to the pothole patcher and she advised that money had been put into contingency due to issues last year with the street sweeper.

The next department discussed was vehicle and facility maintenance and Ms. Carsten advised not much had changed. She did state that a new computer was needed as the old one had died.

The parks department was discussed and Ms. Carsten advised they were also allocating funds for the on-call. Mr. Stewart stated that some of the expenditures were related to the splash pad and commented on how much it is used. Regarding the splash pad, Ms. Carsten stated that small increases had occurred within the utilities and chemicals. Under capital outlay, she advised that the department is requesting a seventy-two inch (72") mower.

Regarding the mobile home park, Ms. Carsten advised the payroll went down because the person who used to manage the park and collect money is no longer there. She stated staff is now doing it themselves. She further stated that funds had been requested to remove old trailers.

Discussion then turned to the golf course and Ms. Carsten advised that personnel costs had gone down some due to a change in staffing and utilizing a maintenance company that is handling the greens work. She advised contractual went up considerably due to those expenses. She explained that last year they were run through the surtax fund. Ms. Carsten stated that funds had been moved to paint the building this year and was not contemplated for next year. Regarding the capital outlay, she advised that the department had requested funds for the greens mower and to install cart paths. City Administrator Stewart reminded Council that he had made a previous plea to Council to be given the opportunity to turn the golf course around and stated at that time that he estimated it to be a three (3) year project. He advised there is a substantial difference in the course and the greens in the back nine (9) are in excellent shape. He stated that the greens in the front nine (9) are in a transitional phase due to the removal of weeds and bad grass which left patches. He felt the course should be in fairly decent shape by the time the season starts and will continue over the next couple of years to improve even more. Mr. Stewart advised that Mr. Kotzker had presented him with a marketing plan and the next step is to determine how to track all of it and a meeting has been set up to accomplish such. He also advised of a meeting with SFWMD on a plan that will enable the City to connect all of the water resources within the golf course to be able to draw water from those water resources and be able to replenish the water sources with water from the reclaimed system. He advised this was a project on the board for 2018.

Councilmember Wertz-Strickland asked about fees and Mr. Stewart reminded Council that the course was in very bad shape last year and stated it was hard to modify the fees for a product that is not a great product. He stated they were trying to improve the product to get to a place where they can begin to modify the fees. Mr. Kotzker advised he was planning on raising the fees probably by seven percent (7%) or ten percent (10%) across the board since the course is in much better shape. Councilmember Wertz-Strickland asked if the cart paths would be mandatory or if walkers would be allowed and Mr. Kotzker stated he was still going to allow walkers. Mr. Stewart stated he and Mr. Kotzker had discussed selecting a time that says you can only walk after a time certain, but he stated they also need to maximize their ability to gain revenues during the most prime tee times. Incentives and rates were discussed. City Administrator Stewart advised he and Mr. Kotzker were also working to increase the amount of rentals of the banquet hall.

Discussion then turned to the Way Building and Mayor Coker asked about the Thirteen Thousand and 00/100 Dollars (\$13,000.00) referencing the janitor position going from four (4) hours a week to twenty-five (25) hours a week and then the Five Thousand and 00/100 Dollars (\$5,000.00) listed under janitorial services. Finance Director Carsten advised the second figure had to do with the supplies. Mr. Stewart advised Council of a leak regarding the air conditioner that required a carpet cleaner to be called out.

Regarding other transportation, Ms. Carsten explained this was where the FDOT funds that she had discussed earlier would be rolled to in order to keep a reserve. She pointed out that they were contemplating an on-call person for this area. Mr. Stewart advised that their preference is to use a contracted service. He stated the money is allocated to the City from the State of Florida and in the past if the money was not spent, it was rolled over to the general fund balance and that was not right, so if an amount is left over, it should stay within the fund to help offset the costs.

City Administrator Stewart stated that the City is in the midst of a compensation and classification analysis that will make recommendations about how our classification should be categorized and make sure all job descriptions are good. He advised the consultant, who is doing this for the City pro-bono, has been working closely with Human Resource Manager Linda Lowe. He explained Mrs. Lowe had had to create effective job descriptions for many positions and she had done a very good job. He thought the study will show that perhaps some people are not compensated in a fashion that reflects the market and Council will make a decision as to what it wants to do about it. He discussed options available and what he would recommend. Mr. Stewart advised they had budgeted a three percent (3%) across the board increase to help deal with their decision. He stated if Council should make a decision that would cost more than that, then they would need to discuss where it would come from. Councilmember Wertz-Strickland asked if the three percent (3%) were salaries plus matching and Mr. Stewart agreed and advised they had three percent (3%) allocated for it and each fund had the amount allocated to it.

Regarding the small county surtax fund, Ms. Carsten advised that the amount of revenue that will be received will be Five Hundred Ninety-One Thousand and 00/100 Dollars (\$591,000.00) which is more than what was received last year. She explained the transfer out to

general fund would be Three Hundred Thousand and 00/100 Dollars (\$300,000.00) and Two Hundred Ninety-One Thousand and 00/100 Dollars (\$291,000.00) will remain with hopes to be able to put it into the fund balance at the end of the year so the reserves can continue to build.

Ms. Carsten then discussed the road project fund wherein One Million and 00/100 Dollars (\$1,000,000.00) was set aside last year and stated they were looking at doing something similar this year but they will be getting it by taking Five Hundred Thousand and 00/100 Dollars (\$500,000.00) from the surtax fund (Fund 107) and Two Hundred Fifty Thousand and 00/100 Dollars (\$250,000.00) each from the street reserve (Fund 104) and the infrastructure (Fund 103). Mr. Carsten informed Council that in Fund 103, Five Hundred Thousand Two Hundred Sixty-Four and 00/100 Dollars (\$500,264.00) were in reserves after almost Seven Hundred and 00/100 Dollars (\$700.00) came out this year and in Fund 104, Six Hundred Fifty Thousand and 00/100 Dollars (\$650,000.00) were in reserves with almost Five Hundred Eighty-Three Thousand and 00/100 Dollars (\$583,000.00) coming out this year so both funds are able to sustain such. She advised that would continue to put in through the surtax money. Regarding the expenses, Ms. Carsten stated it was being contemplated to use it similar to how it was used this year with Seven Hundred Thousand and 00/100 Dollars (\$700,000.00) of it being allocated to streets and Three Hundred Thousand and 00/100 Dollars (\$300,000.00) to storm water projects.

Regarding water and sewer expenses, Ms. Carsten advised they had gone from Five Million Three Hundred Twenty-Six Nine Hundred Fifteen and 00/100 Dollars (\$5,326,915.00) to Four Million Two Hundred Nine Thousand Eight Hundred Seventy-Two and 00/100 Dollars (\$4,209,872.00). She explained the reason it went down is because \$1.25 Million was added in grants for the videoing grant and Lee Avenue. Mr. Stewart advised there were some significant projects in the water sewer fund that will be brought forward and while they are continuing to seek grants wherever possible, but there is enough money set aside to do some of the lesser projects. Regarding the revenues, the increases were contemplated and the budget was balanced at Four Million Two Hundred Nine Thousand Eight Hundred Seventy-Two and 00/100 Dollars (\$4,209,872.00). Deputy Mayor Frierson asked Ms. Carsten if she had a figure regarding what the three percent (3%) increase would do and Ms. Carsten replied that with both the water and sewer, it would be a One Hundred Twenty-Five Thousand and 00/100 Dollars (\$125,000.00) increase over last year. Deputy Mayor Frierson asked for confirmation that if it was not done, it would have a One Hundred Twenty-Five Thousand and 00/100 Dollars (\$125,000.00) impact on the budget and Ms. Carsten confirmed such. Finance Director Carsten advised that the Four Million Two Hundred Nine Thousand Eight Hundred Seventy-Two and 00/100 Dollars (\$4,209,872.00) does include the Four Hundred Fifty Thousand and 00/100 Dollars (\$450,000.00) of renew and replace that has been done every year and it also includes a contingency of Two Hundred Fifty Thousand Four Hundred Five and 00/100 Dollars (\$250,405.00) which is where the money was placed for the compensation and classification study.

Deputy Mayor Frierson asked Ms. Carsten to remind them how the increases came about from day one (1). Ms. Carsten advised there was a big increase followed by a smaller one and then in 2014-15 the three percent (3%) increase started and Mr. Stewart advised that it was now an automatic three percent (3%) increase unless Council acts to do otherwise. Councilmember

Fink asked for confirmation that it will have gone up thirty-four percent (34%) for water and sewer over the original cost and a twenty-one percent (21%) increase for trash if they proceed with the three percent (3%) increase this year and Ms. Carsten stated she believed that was correct. Deputy Mayor Frierson stated that there will have been a thirty-four percent (34%) increase to the public over a four (4) year period if Council chooses to do this. Mr. Stewart advised that he and the utilities staff has been working with Rural Water Association regarding a rate analysis and was hoping to come back with a rate analysis soon to explain where the City is as far as current rates are concerned. He further advised that several costs items had not been calculated in the budget in the past and provided lift station maintenance as an example. He explained by doing so, the City was strictly reacting to problems with the lift stations instead of being proactive. He advised that there is no telemetry (electronic monitoring system) now, but they did have it at one time. He stated he wanted to ensure that all reasonable and rational costs are considered when the profile is done. Deputy Mayor Frierson stated that she appreciated it, but she did not feel the public cared about a rate study. Mr. Stewart advised that if a cost study was not done, the City would be back to where it was five (5) years ago. Councilmember Fink stated he usually brings this up and has never suggested cutting the legs out from under the department. He further stated that it was very important that Council needs to know exactly how much money is needed to collect to spend rather than simply continue to add three percent (3%). He advised they do not know what the actual cost is because they have not taken the time to do this since it has been in effect. Councilmember Fink stated that they had taken the easy way out just to keep their head above water and felt the public needed to be given a break and provide that any increase over thirty-four percent (34%) is actually needed.

The next department discussed was water treatment plant expenditures and Ms. Carsten advised the department was asking for two (2) new positions (one (1) trainee position and one (1) certified operator position). She pointed out that under capital outlay; staff wanted to paint the water treatment building and the vessels and include a project for their shelving of spare parts. She informed Council that City Administrator Stewart sent out requests to all departments regarding a list of needed things to not just get to make ends meet, but to do the work that needs to be done. She advised that we cannot just sustain ourselves and operate with old equipment and referred back to the requested items. Finance Director Carsten then referred to the debt which contemplated the new water treatment plant re-payments that started this past January which are set forth by the State of Florida. She advised this department's budget went from Eight Hundred Fifty-Six Thousand Four Hundred Eighty-Two and 00/100 Dollars (\$856,482.00) in 2016 to Nine Hundred Seventy-Four Thousand Eight Hundred Fifty-Nine Thousand and 00/100 Dollars (\$974,859.00) of which close to One Hundred Thousand and 00/100 Dollars (\$100,000.00) is capital outlay.

Ms. Carsten turned to the waste water treatment plant and advised they were also requesting two (2) positions (one (1) trainee position and one (1) certified operator position). Mr. Stewart asked Utilities Director A. J. Berndt how long it took to bring a trainee to the point they can be certified and Mr. Berndt advised it is approximately two (2) years. Finance Director Carsten advised that the lift station agreements were contemplated for a contractor to maintain under line item 30340. She pointed out that under capital outlay, they wanted to paint the waste water treatment plant and there is also a need for repairs for the lift stations which is different

than maintenance. City Administrator Stewart advised that the videoing and GIS grant that the City had received has also revealed problems with the lift stations as well.

Discussion then turned to water systems and this department is requesting for one (1) new position and Ms. Carsten advised they have a small crew with not much for back-up. She informed Council they are nearing the end of their meter lease which ends in October of 2016 which means the meters are twenty (20) years old. She explained that under line item 30471, the Twenty Thousand and 00/100 Dollars (\$20,000.00) amount is doubled to Forty Thousand and 00/100 Dollars (\$40,000.00) due to the meters needing to be replaced in addition to the regular amount. Ms. Carsten referred to debt service and pointed out that the amount for the Triton meters had gone down substantially because there is only one (1) payment left. She then referenced the charge back amount which was where the cost allocations show up as expenses for each enterprise fund. She also stated the department was asking for a replacement of a wrecked truck. Utilities Director A.J. Berndt advised a small truck had been involved in an accident and was totaled (employee not found at fault). He stated he was asking for a F150 because the small truck was limited in what it could do. Mr. Stewart stated that to answer a question, the truck was so old that the total value of it with insurance was not going to enable them to either buy a new one or put a substantial amount on another one. He further stated that it was used when they received it.

Ms. Carsten then moved on to sewer systems and advised this department was also asking for another position as they are short staffed as well and a vehicle is being requested also. Mr. Berndt advised the current truck is really old and requested an F250 with toolboxes and a tow package.

Regarding utility billing, Ms. Carsten advised there was not much difference in the personnel costs or the operating expenses, but they were asking for a vehicle for the meter reader. She stated the current vehicle is very old and does not meet their needs for tool storage. She advised the price is off of the State contract and it was for a small pickup.

City Administrator Stewart advised that word was out that the City was looking at privatizing utility billing and he stated that was not accurate. He stated they were looking at a different methodology for providing computer services necessary to do the utility billing work. He further stated it is a different model and will enable them to continue to provide it in house and if they should go to it, it will provide a number of efficiencies and allow them to be more effective, it will allow customers to track usage online and allow them to make alerts to themselves, it will allow staff to keep track of the meters and determine when they are starting to malfunction and it may provide some minor cost savings, but the big issue is effectiveness and efficiency. He advised there was not enough information yet to bring to Council for consideration, but he wanted to mention it to deal with any rumors that the City was getting ready to privatize.

Deputy Mayor Frierson asked Ms. Carsten if the three (3) computers were additional or replacements and Ms. Carsten advised they would be replacements. Ms. Carsten explained the current system used is all offline and they have to go online and even with the upgrades, the

computers were very slow. She advised they have people on the phone or at the window and they have to wait for it to come up very slowly. She further advised one (1) was very urgent and the other two (2) could probably be put off a little bit longer.

Discussion then turned to solid waste and Ms. Carsten advised the revenues were at Seven Hundred Eighty-Nine Thousand Two Hundred Seventy Five and 00/100 Dollars (\$789,275.00) and the expenses match that amount. Councilmember Fink stated that if it goes up, it will go up to nineteen percent (19%) and since the raises took effect, they never had a study on solid waste. City Administrator Stewart advised people were being charged for special pickups, but there was no enabling action on the part of Council to provide for it so staff was stopped from charging for such. He stated they were putting together a fee schedule that will outline all fees with exception of utility rates and police department fees, that Council will approve by resolution that will deal with special pickups and other fees that the City charges. He explained the reason that number was down was because it had been stopped. Ms. Carsten advised it had been stopped in December and stated they could budget amendment it if necessary. She also stated they were asking for one (1) part-time garbage truck driver position to handle the overtime runs.

Finance Director Carsten directed the discussion to the airport and advised of the considerable increase over the 2016 year because of grants. She stated the revenue had gone from Two Hundred Eighty-Three Thousand Four Hundred Fifty-Two and 00/100 Dollars (\$283,452.00) to Five Hundred Seventy-Nine Thousand Four Hundred Fifty-Four and 00/100 Dollars (\$579,454.00). Mayor Coker asked if the Sixty-Five Thousand and 00/100 Dollars (\$65,000.00) for the fuel sales was a real number and Mr. Stewart replied it was not at this time. He advised of a number of problems with the fuel system over the last month or two (2) due to a major lightning storm that took out a number of pieces of electronic equipment to include the pump that has been working intermittently since. He stated he is hoping insurance will cover it and staff is trying to provide the information they need. He advised that the FBO has been buying fuel in very small quantities. He informed Council he was in negotiations with the FBO regarding them considering to change the contract to allow the City to deal with it. He explained that is one of the reasons the fuel prices are high because we are not buying in high enough quantities to keep their prices down. Ms. Carsten pointed out the line item under expenses for fuel and oil of Fifty Thousand and 00/100 Dollars (\$50,000.00) so they were saying they would have a profit of Fifteen Thousand and 00/100 Dollars (\$15,000.00) after they break even.

Ms. Carsten advised there was not much difference other than the air conditioner repair at the terminal building and the grants they are looking to receive. Mr. Stewart advised the grants were what they had already been informed about such as the grass runway drainage grant and the tractor grant.

When asked if there were other questions, Councilmember Fink asked if administration had considered the possibility of a raise to the employees. City Administrator Stewart responded with a qualified yes and stated that it was qualified because he referred back to the compensation and classification study which he believed will show that there needs to be some adjustments in what people are being paid. He further advised they had currently set aside three percent (3%) to

handle it based upon the decisions that Council will make. Councilmember Fink then addressed the Mayor and stated that he felt City Administrator Stewart deserved a raise as well and City Administrator Stewart thanked Councilmember Fink. When asked, Council chose to not proceed with the second workshop.

City Administrator Stewart reminded Council and the public that there are two (2) budget hearings that will allow for any changes within the budget they may wish to make, but it cannot be to increase it. Councilmember Wertz-Strickland stated she does not like rate increases, but if they do not do the three percent (3%) with the request for money for staff and City Administrator, how were they going to increase the budget. City Administrator Stewart advised that would only affect the utility department. He stated the overall impact on the budget would only be within that enterprise fund. He stated that should Council make a decision to make it anything other than the three percent (3%), they would have to determine where the money would come from.

Mayor Coker thanked all the City employees for all their hard work and stated they were doing a great job.

ADJOURN

Councilmember Wertz-Strickland made a motion to adjourn and Councilmember Fink seconded the motion. No discussion followed and it was unanimously, 5/0, approved. Having no further business at this time, the meeting was adjourned at approximately 7:32 P.M.

ADOPTED THIS ___ DAY OF _____, 2016.

ATEST:

By:

Susan Coker, Mayor

Penny Delaney, City Clerk

AGENDA No. 3



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: September 6, 2016

DEPARTMENT: Administration

SUBJECT: Minutes from Regular Meeting on August 16, 2016

RECOMMENDED MOTION: Approval of August 16, 2016 Meeting Minutes as presented.

SUMMARY:

FISCAL IMPACT: _____ () Capital Budget
() Operating
() Other

ATTACHMENTS: () Ordinance () Resolution () Budget (x) Other

Department Head: Penny Delaney *PD* Date: 08/26/16

Finance Director (As to Budget Requirements) Date:

City Attorney (As to Form and Legality) Date:

City Administrator: Terry Stewart *TS* Date: *8-26-16*

COUNCIL ACTION: () Approved as Recommended () Disapproved
() Tabled Indefinitely () Tabled to Date Certain _____ () Approved with Modifications

**AGENDA MINUTES
CITY COUNCIL
CITY OF ARCADIA
TUESDAY, AUGUST 16, 2016
6:00 P.M.**

The following minutes reflect action items of the City Council of the City of Arcadia. For a verbatim copy of the minutes, you may contact City Administration to obtain a copy of the recorded meeting.

INVOCATION, PLEDGE CALL TO ORDER AND ROLL CALL

Pastor David Bedell gave the invocation which was followed by the pledge of allegiance. The Mayor called the meeting to order at approximately 6:00 p.m. and the following members and staff were present:

Arcadia City Council

Mayor Susan Coker
Deputy Mayor Frierson
Councilmember S. Delshay Turner

Councilmember Joseph E. Fink
Councilmember Judy Wertz-Strickland

Arcadia City Staff

City Administrator Terry Stewart
City Clerk Penny Delaney
City Attorney T.J. Wohl
Finance Director Beth Carsten

Human Resource Manager Linda Lowe
Lieutenant Kevin Joens
Jeff Schmucker - CFRPC

CONSENT AGENDA

- Agenda Item 1 – City Council Minutes for Meeting on August 2, 2016**
- Agenda Item 2 – City of Arcadia Municipal Airport June Report**

Mayor Coker advised that there was a change already made on the front page of the date of July 5th and that it had been changed to July 16th (change was read incorrectly, but document reflected the correct date of July 19th). Councilmember Fink made a motion to approve the Consent Agenda with the correction made and Councilmember Wertz-Strickland seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

ACTION ITEMS

- Agenda Item 3 – City Administrator Performance Evaluation**

Human Resource Manager Linda Lowe referred to the report of the Administrator's Performance Evaluation which had been placed in Council's packets. She advised she had

consulted with Mr. Bressner of the Senior Advisors regarding how to relay this to Council and had followed his recommendations. She stated they took the total responses possible and then counted the number of “exceeds expectation”, “meets expectation”, or “needs improvement”. She referenced the number of responses received and the percentages such provided. She advised the overall rating that Mr. Stewart received was “exceeds expectation”. She further advised that out of 150 possible results, 119 were “exceeds expectation” and 31 were “meets expectation”, giving a 79% “exceeds expectation” evaluation. She stated she had also provided to Council information that had been requested regarding current salary with a range from 3 percent (3%) to seven percent (7%). Councilmember Wertz-Strickland made a motion for a five percent (5%) increase and Councilmember Fink seconded the motion. Councilmember Fink stated that he would not normally go over what the rest of the employees were getting, however, Mr. Stewart did not get the two percent (2%) raise last year because he felt he was too new and Councilmember Fink felt this was more than warranted. City Attorney Wohl suggested the motion state the raise amount for the benefit of the public since they do not have access to the information provided to Council. Councilmember Wertz-Strickland amended her motion to include the amount of Four Thousand Seven Hundred Fifty and 00/100 Dollars (\$4,750.00) which would change the total to Ninety-Nine Thousand Seven Hundred Fifty and 00/100 Dollars (\$99,750.00) and Councilmember Fink seconded the amended motion. Mayor Coker advised the year had gone by quickly and with Mr. Stewart’s experience and talents, the City had been moved into a progressive state that they are actually starting to see things happen and she stated she felt blessed to have him at the helm of the ship because it makes Council’s job easier to do. She then thanked Mr. Stewart for his hard work and for getting the staff to work with him in such a great manner. City Administrator Stewart thanked Council and stated that he was exceedingly grateful. He said the year had been great for him and it had been a marvelous experience to work in a community where he can do things to help make a difference in people’s lives in a positive manner. He requested that the increase be held in abeyance until the Council makes a decision as to what it is going to do with the other employees. He felt that at the time the decision is made regarding the compensation and classification study with the other employees, he felt it would be an appropriate time to start receiving the increase. He said he is grateful, but there are a bunch of folks making far less than he does and he asked for their permission to hold the increase in abeyance until such time. Councilmember Wertz-Strickland amended her motion to have Mr. Stewart hold the increase in abeyance until they get through the compensation and classification study and Council moves on what they are going to do with that and Councilmember Fink seconded the motion and stated he would ask that it be considered retroactive to this date. City Attorney Wohl advised this would be an amendment reflected to Mr. Stewart’s employment contract. He referred to the provision that allowed Council to revisit his salary annually based on the performance evaluation and stated he would be bringing it back to them. Councilmember Wertz-Strickland asked if it would be retroactive to August 16, 2016 or to his anniversary date. City Administrator Stewart stated he was perfectly comfortable with today’s date. No discussion followed and it was unanimously, 5/0, approved.

Agenda Item 4 – Appointment of Airport Advisory Committee

City Administrator Stewart advised Council that they had taken recent action to reconfigure how the committee is constructed and what it meets about. He stated that based

upon that change, they had also changed the number of members of that committee to five (5). He explained that because there were members whose terms had expired, if they were interested in being selected again, they had to apply. He further explained because it was possible Council may want to consider others, staff advertised. He stated those names had been provided to Council and staff realizes this is a policy matter for Council to determine. Councilmember Fink nominated Ronald McDonald and Councilmember Wertz-Strickland seconded the motion. No discussion followed and it was unanimously, 5/0, approved. City Administrator Stewart stated staff would notify Mr. McDonald.

Agenda Item 5 – FDOT Tractor Purchase - Joint Participation Agreement FPN 439794-1-94-01 Contract G0D82

City Administrator thanked Project Manager Shelley Peacock for her hard work on this issue. He stated they currently have a tractor which has seen many years of service and the power take-off which is required to power the _____ which cuts the grass is broken. He stated the cost of the repair would probably be more than the tractor's worth. He advised they were renting a tractor from a rental company and had applied to the FDOT for funds up to the amount of One Hundred Thousand and 00/100 Dollars (\$100,000.00) to purchase the tractor and a bush-hog and they had agreed to work together with the City. He informed Council that a part of such was signing a Joint Participation Agreement and while the funds are not yet available to the City, they will be available within the next funding cycle. Mr. Stewart advised that the City would still have to follow all of the purchasing requirements. He further advised they were not approving the purchase tonight, only the Joint Participation Agreement. Deputy Mayor Frierson asked the City Attorney if he had reviewed it and Mr. Wohl advised that the terms are very similar to other Joint Participation Agreements. He stated he had drafted a resolution which approves the Joint Participation Agreement and essentially conveys authority from the Council to the City Administrator and to modify the Joint Participation Agreement as necessary. Councilmember Wertz-Strickland made a motion to approve the signing of the Joint Participation Agreement which will allow Mr. Stewart to work with the FDOT in purchasing a tractor and Councilmember Fink seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Agenda Item 6 – Rental of the South Side of the Old Police Department Building by Tim Vowels – Pulled from Agenda

Mayor Coker advised that Item 6 had been pulled from the agenda.

COMMENTS FROM DEPARTMENTS

Lieutenant Kevin Joens appeared before Council on behalf of Marshal Anderson and advised the department had started the process of the purchase of the two (2) vehicles. He asked if Council or the general public had any questions or concerns and there were none.

City Attorney Wohl addressed the issue regarding Home Owner's Supply that was brought up at the last meeting regarding a building constructed on what is marked as a park on a

plat. He pointed out that the park had never been dedicated or conveyed to the City, but because it is listed as a park on a plat, Florida Case Law dictates that members with a private interest of those who own the property described on the plat and the public may have a claim or have some interest in the area marked park. He further pointed out that nowhere on the plat is that area dedicated to the City. Mr. Wohl advised that the City Clerk and the County had performed an exhaustive search and the documents in Council's packet was the documents produced as a result of those searches. He then reviewed the documents which included the plat, a recent survey and a plat showing Hillsborough Avenue as being closed. He stated that once an alley or street is vacated, from the center line, half goes to the land owner to the west and the other to the east and that part of Hillsborough Avenue had been vacated on October of 1955 in Ordinance 547 (a copy of said ordinance was provided as well in Councils' packets). City Attorney Wohl also provided Council with copies of Resolution 97-5 that cleaned up some vacations in 1966, 1972, 1973 and 1978 which were never recorded and which included the small portion of the alleyway that is to the right of the park area on which one of SESCO's main buildings sits. He then referred Council to the minutes of the June 6, 1989 Council meeting where Mr. and Mrs. Rinehammer asked the City for a quitclaim deed to the triangle-shaped platted park area at the rear of their property because they intended to construct the very building that now sits on it. Mr. Wohl also advised there was discussion of a 100 foot right-of-way from the center line of the old Seaboard Coastline track, but he stated he did not believe it was relevant now because the right-of-way of Highway 17 coming south is identical all the way so if FDOT were to do a taking, it would be done to all of the properties not just the SESCO property. He stated City Council did approve a quitclaim deed of the park to the Rinehammers which is now owned by SESCO. He also produced a letter from then City Administrator Edward Strube to the Rinehammers regarding conditions and zoning issues which also included a quitclaim deed for the park property and a deed for the 100 foot right-of-way, along with a letter from Mr. Strube to the County Building Department advising of compliance to conditions and stating the City had no objection to the building permit for the metal structure that now sits on the park property. Mr. Wohl advised that for marketable title purposes, SESCO will need a quitclaim deed from the City. He explained that for whatever reason it appears the City was waiting on the FDOT to draw up a legal description for the deeds, but regardless, authority was given for the deeds and it was never done. He pointed out that as the City Administrator pointed out, had the deed been properly done, SESCO would have been paying taxes on that triangle-shaped piece of property. He asked if Council wanted to try to get SESCO to pay the taxes but pointed out that the property had never been deeded over to them. City Attorney Wohl advised that SESCO's attorney has been very open and has identified all their issues. Mr. Wohl referenced the survey again and pointed out there were some diminuous encroachments that encroach onto Dickhaut Street and stated that SESCO's attorney has stated that if there is a concern over such, they would like to resolve it as well.

City Administrator Stewart thanked the City Attorney and the City Clerk for all their extensive work and advised the City had been contacted by a title work company regarding the issue. He stated he understood why the property owner wants to resolve it and recommended Council sign the Quitclaim deed. Regarding the property taxes, he advised that he understood the City Attorney's recommendation was based on a legal perspective and he does not argue that it is incorrect, so he could not counter the recommendation to Council, however, there is another encroachment that requires Council take an action. He then asked the City Attorney if SESCO was

asking for vacation of the portion they are encroached upon and Mr. Wohl stated they were only asking if the City had any processes that they could petition for regarding diminutive encroachments. Mr. Stewart asked if the only way to do it was to vacate a portion of right-of-way and Mr. Wohl stated he thought that was the better way to do it. City Administrator Stewart then recommended to Council to vacate a sufficient portion of the right-of-way to resolve the conflict that exists assuming there are no set back issues, but stated that how they chose to accomplish it was up to them. After further discussion, Councilmember Fink stated that while they could theoretically make a case for found money, he did not think they should in this instance regarding the property. Regarding the other encroachments on Dickhaut Street, he believed they should look into it because it had never been addressed by Council. Councilmember Fink made a motion to quitclaim deed the triangular piece of property that is designated as park and take no other action and Councilmember Wertz-Strickland seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Councilmember Fink asked if the City had been formally approached regarding the encroachment issues and City Attorney Wohl advised that it was not a petition and stated that he agrees with the City Administrator that it cannot be brought to their attention and not do anything. He stated he could begin working with the attorney and advise the City Administrator and staff how they can get the issue resolved. Councilmember Fink made a motion for staff to be empowered to deal with the issue of the southern encroachment onto Dickhaut Street and to use the City Attorney sparingly and Councilmember Wertz-Strickland seconded the motion. No discussion followed and it was unanimously, 5/0, approved. City Administrator Stewart stated that they would absolutely bring back a recommendation to Council and he would be judicious in the manner in which they use the City Attorney's services, but he could not see any way that he would bring back a recommendation that did not have the property owner paying for all of their costs.

Finance Director Carsten presented the update for financials as of August 3, 2016 and stated that the revenues received were at eighty-three point five percent (83.5%) and the expenses used were at sixty-three point eight percent (63.8%). City Administrator Stewart advised they were close to wrapping up the fiscal year and based upon what the Finance Director has presented to Council, he felt staff had demonstrated that they have been very judicious about how they are managing the budget and that they might have a minor surplus at the end of the year which would go toward ending fund balance which will be the beginning fund balance for the coming year. He further advised that he had recently sent Council his response to Mr. Santana's message that he had received. Mr. Stewart reminded Council that staff had informed them where that money was coming out of. He advised that correction would be made within the documents that were presented to them for their first public hearing, but, again, they were informed as to where that money was coming from.

City Administrator Stewart advised he had received communication from the University of Florida Bureau of Economic and Business Research fondly known as BEBR. He informed Council that BEBR is known for doing population estimates for various counties and cities in the State of Florida and it is updated on an annual basis. He stated that in 2015, the population for

Arcadia was estimated at 7,610 and for this year it is at 7,628 which is nice because in the past number of years, it had decreased.

Regarding Todd Backer's request to hold a tennis clinic in November of 2016, Mr. Stewart stated that he had received Mr. Backer's written request and such had been passed along to Council. Mr. Stewart asked Council if this was something they would like to do. He reminded Council that Mr. Backer had requested this be a City event due to the expense of obtaining insurance. City Administrator Stewart advised that the City's insurer had indicated that if Council decided to avail itself of Mr. Backer's volunteer services regarding the tennis clinic, he would be considered as any other volunteer and would be covered under the City's policy at no additional charge. Mayor Coker asked if the clinic included children, and if so, would screening be required and Mr. Stewart advised that anytime an individual works with children on behalf of the City, that individual must be screened and have a background check completed and that individual must pass the background check. Mr. Backer advised that he was planning on putting in an application with the school board next month and they automatically do a background check and drug test and he assumed the City could have access to those results. Mr. Stewart advised they could not accept that check and the City had a fiduciary responsibility to do their own. Councilmember Fink asked if Mr. Backer, as a volunteer, would be under the guise of the personnel policy and Mr. Wohl advised he would not be an employee and pointed out that with it being a City sponsored event, it would not just be about any claims as to anything regarding any bodily injury to Mr. Backer, but also to any participants or anyone out there at the event. City Administrator Stewart stated that since Mr. Backer had asked for this to be a City program with himself serving as a volunteer, the City was compelled to exercise reasonable oversight which meant that if Council should decide to proceed with it, staff should provide parameters about exactly what is going to be done, how it is going to be done, etc. Deputy Mayor Frierson asked the Council if the City wanted to go down this road which will open up to others with other activities. No one expressed any thoughts on the matter.

City Administrator Stewart advised of his upcoming article in the newspaper which would provide an update on the road paving. He informed Council that they had completed 13th, 14th, 15th and 16th, along with O'Hara and O'Leary which were previously paved, but had gotten in really bad shape. He advised they paved, for the very first time, the full length of Hodges, paved Sunset, replaced the culverts in all of those locations and had originally planned to pave McKinley, Potter and Lincoln and replace the storm ditch culverts for those streets. He stated they did replace the one on Potter and the rainy season hit and created problems due to heavy rains wiping out some of what was done and it had to be redone. Public Works Director Steve Underwood recommended waiting and doing the other two (2) storm drain culverts after the rainy season is over. He stated they have every intention of doing those and they will be done. He further stated that they also decided to wait on the paving that was to go along with those until they do the culverts. As a result of that, Mr. Stewart advised there was a certain amount of paving work that was then opened to be done. He stated they selected Manatee from Magnolia south to the intersection of Palmetto (the whole intersection). He advised that it appears they are somewhat under budget with that based upon the fact that the sub-base on O'Leary, O'Hara and Hodges were in better shape than they thought so it did not require a great deal of work on the sub-base and due to them getting unit pricing, they may be able to pick up a little bit of extra

paving. He advised they were doing an audit as to where they were in the paving contract and how much is left and he assured Council they would extend the full amount that Council had authorized. He further advised that there is money that was budgeted for this year, but they were going to target that as well because the full amount was not expended. Mr. Stewart stated they would bring back information to Council with a recommendation that they authorize the expenditure of the remaining dollars in the budget to do the additional paving. He advised that the work being done with the One Million and 00/100 Dollar (\$1,000,000.00) grant received from the State on the sewer system is paying dividends because, as Council may recall, they had authorized a grant application for Two Hundred Fifty Thousand and 00/100 Dollars (\$250,000.00) to do some sewer work on Lee Street. He explained that the work that had been done in examining the sewer system had indicated that some of the line that was thought to be deteriorated is actually in pretty good shape so they had moved the location of where they are doing the work along Lee Street and they will be getting more bang for their buck and not spending money to dig the underground up that we do not have to. He stated this will benefit the City in so many ways.

City Administrator Stewart was pleased to announce that the hotpatch machine had arrived the day before and the training took place today. He advised that the process that will be used will be durable and very drivable.

Mr. Stewart then advised that the City had been approached by the School District who indicated that the road in front of their administration building (LaSolona) is significantly deteriorated and there are actual ruts in the asphalt pavement from the buses. He stated staff had asked the contractor, AJAX, which was selected based on a purchasing recommendation, to go over and examine it and based upon the unit prices, there is a cost of Fifty-Four Thousand Four Hundred Ninety-Seven (\$54,497.00) to repair the road work. He advised there is sufficient money within the fund that was budgeted to be able to do it and because it is within a purchasing agreement that Council previously authorized which is still in effect, it does not need to go out for bid. He requested that Council approve staff to proceed with the project. City Administrator Stewart advised that a letter had been sent to the school board to let them know what the project is, how much it is going to cost and asking for their participation. Councilmember Fink made a motion to extend the dollar amount by Fifty-Four Thousand Four Hundred Ninety-Seven (\$54,497.00) to repave LaSolona between Charles and El Verano and Councilmember Wertz-Strickland seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

PUBLIC

Todd Backer stated that if they were going to repave LaSolona, he asked that they take a look at the speed bumps. He advised they go all the way past the School Board offices and City Administrator Stewart advised they would look into it. Deputy Mayor Frierson advised that a tremendous number of children walk along that area and she felt that may be the reason for it. Councilmember Fink asked if the Marshal could verify the need and City Administrator Stewart advised he would work with the Marshal.

MAYOR AND COUNCIL REPORTS

Councilmember Wertz-Strickland stated she had spoken with a lady from the Tobacco-Free Partnership who works out of the Health Department and she advised she wanted to come before the Council to do a presentation. Mr. Stewart asked that she contact him.

She then advised that Ashley Coone also wanted to come before Council to give an update on the Smith-Brown project. Mr. Stewart asked if Council would like for him to contact Ms. Coone to schedule it and they were in agreement with such.

Councilmember Fink stated that the first budget hearing was scheduled for September 6, 2016 at 5:01 p.m. He reminded Council that the last time they did so, they sat for quite a while. He stated he realized nothing could be done about it because it had already be advertised, but he suggested that they change the time for the one on September 20, 2016 to 5:45 p.m. which should be enough time. Councilmember Fink made a motion that the budget meeting for the second reading on September 20, 2016 be re-scheduled for 5:45 p.m. rather than 5:01 p.m. and Councilmember Wertz-Strickland seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

Councilmember Fink referenced the work that Mr. Hilton had done to the plane at Lake Katherine and stated that as he understood it, Mrs. Hilton who is involved in the art league is going to be re-doing the numbers and insignias on the plane. He stated that he found what Mr. Hilton and company was doing typifies what is best with the City of Arcadia and DeSoto County. He advised Mr. Hilton is doing this of his own time and money and suggested issuing a proclamation to thank Mr. Hilton and whoever has helped with the project. Councilmember Fink made a motion to issue a proclamation to thank Mr. Hilton and whoever has helped with the project and Councilmember Wertz-Strickland seconded the motion. No discussion followed and it was unanimously, 5/0, approved.

City Attorney Wohl apologized and stated he had left something out of his report. He stated that there are two (2) outgoing Council Members and it had been brought to his attention as to whether Council Members, on their out-going year, still needed to comply with the four (4) hours of education requirements imposed by the Florida ethics and statutory statute 112 (end of track 16). Mr. Wohl advised that despite the fact that they are on their out-going term, they still needed to comply, as well as those returning next year. Councilmember Fink advised that the League would be sending information for him to do it and it will also be sent to the City Clerk. City Administrator Stewart highly recommended that they take it as it was an honor system. Councilmember Wertz-Strickland advised there would be a class in Wauchula on December 4, 2016 at no charge. Mr. Stewart advised that if they did it via the internet, they would need to validate with the City Clerk that it had been completed.

Mayor Coker reminded everyone of early voting and she also referenced the placing of the canopy on the plane at Lake Katherine. She stated she was impressed with the group coming together to make it happen on the twelfth anniversary of Hurricane Charlie.

ADJOURN

Councilmember Wertz-Strickland made a motion to adjourn and Councilmember Fink seconded the motion. No discussion followed and it was unanimously, 5/0, approved. Having no further business at this time, the meeting was adjourned at approximately 7:22 P.M.

ADOPTED THIS ___ DAY OF _____, 2016.

ATTEST:

By:

Susan Coker, Mayor

Penny Delaney, City Clerk

AGENDA No. 4



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: September 6, 2016

DEPARTMENT: Airport
SUBJECT: City of Arcadia Municipal Airport Report

RECOMMENDED MOTION: Approval of City of Arcadia Municipal Airport Report for the month of July 2016 as presented.

SUMMARY:

FISCAL IMPACT: _____
 Capital Budget
 Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head: Shelley Peacock  Date: 8-25-16

Finance Director (As to Budget Requirements) Date:

City Attorney (As to Form and Legality) Date:

City Administrator: Terry Stewart  Date: 8-26-16

COUNCIL ACTION: Approved as Recommended Disapproved
 Tabled Indefinitely Tabled to Date Certain _____ Approved with Modifications



City of Arcadia Municipal Airport

Monthly Flowage Report- July 2016

To: City Council

Date: August 25, 2016

From: Shelley Peacock

AVFuel gallons sold for July 2,334.92 (Including Eagle Vistas)

Eagle Vistas Gallons Pumped 46.81

Eagle Vistas does not pay \$.07 for each gallon.

2,288.11 /\$.07=\$160.17

Hangar Rent	\$ 8,131.18
Late Fees Collected	\$ 40.00
Vehicle Parking- \$ 30.00/5%	\$1.50
Eagle Vistas LLC (Butler Building)	\$ 1,120.15
Eagle Vistas LLC (FBO Agreement w/ partial waiver)	\$ 844.58
Eagle Vistas Agreement w/Dean Ott \$300.00/5% (Butler Building)	\$13.95
Tie Downs	\$180.00/50%=\$90.00

Total \$10,401.53

Special Notes

Fuel operations in manual mode this month from lightning storm hitting fuel farm.

A2 past due, A10 past due. Sending notices

June \$ 9,084.86

+ 1,316.67

AGENDA No. 5



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: September 6, 2016

DEPARTMENT: Code Enforcement

SUBJECT: 2nd Annual Smith Brown Community Day

RECOMMENDED MOTION: **Motion to approve 2nd Annual Smith Brown Community Day**

SUMMARY: The Smith Brown Community Foundation is requesting to hold a community event that will host a variety of community resources, kid activities, a basketball tournament and outside vendors.

FISCAL IMPACT: None

Capital Budget

Operating

Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head: Carl A. McQuay *CM*

Date: 09/06/16

Finance Director (As to Budget Requirements)

Date:

City Attorney (As to Form and Legality)

Date:

City Administrator: Terry Stewart *TS*

Date: *8-26-16*

COUNCIL ACTION: Approved as Recommended

Disapproved

Tabled Indefinitely Tabled to Date Certain _____

Approved with Modifications

SPECIAL EVENTS

A special event is defined as any event held in the City that is open and advertised to the public or which could limit the normal use and access to an area by the general public, or which is deemed to have an impact on the City rights-of-way or could affect public safety, and which is less than two weeks in duration. These events could be, but are not limited to:

Festivals	Fairs	Carnivals
Flea Markets	Expos	Tent Sales
Walk-a-thons	Parades	Road Races
Tournaments	Pony Rides	Petting Zoos
Concerts	Car Shows	Boat Shows
Battles of the Bands	Fireworks Displays	Public Gatherings

All special events require a **SPECIAL EVENTS PERMIT**. Event organizers shall obtain a Special Event Permit application from the City Administrator's office, to be returned to that office at least thirty (30) days prior to the anticipated date of the event. Any required documentation or attachments should be included with the application. The completed application must include legible information detailing:

- a) A narrative describing the approximate number of people expected to attend;
- b) Whether signs will be placed in the City rights-of-way;
- c) Any special or unusual circumstances (cooking, alcoholic beverages, wildlife, fireworks, carnival type rides, outdoor music, ect.);
- d) Indicate whether additional electrical services will be required, and if so, where;
- e) Whether streets will be closed, or barricades erected;
- f) Include details of traffic control, emergency access and parking arrangements;
- g) Describe the provisions made for collection of trash, garbage, and recycling; and
- h) If applicable, specify the location and indicate whether or not you have the owner's permission to hold the event at that location and provide owner's contact information.

The event sponsor will be responsible for any costs incurred by the City for set-up or clean-up of the event, and any security provided by on-duty law enforcement. The sponsor will have the option of providing its own security, at its own cost, through a private security company or off-duty officers.

All special events are subject to final approval by the City Administrator, Police Department, and possibly the City Council.

INSURANCE – The event organizer shall provide proof of liability insurance coverage naming the City as an additional insured on the Comprehensive General Liability Policy. An Indemnification and Hold Harmless Agreement must be signed by an authorized representative of the organizing group and submitted along with the Certificate of Insurance and application packet.

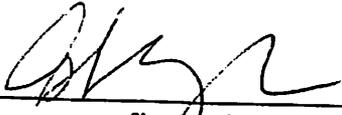
FOOD - ALL food and beverage vendors shall provide copies of their State of Florida Health Department license. All food vendors whose cooking creates grease-laden vapors shall have a mounted certified fire extinguisher.

ALCOHOL - Will alcoholic beverages be sold or consumed on the premises? If yes, organizer or sponsor shall submit a copy of the Florida Alcoholic Beverages Permit 15 days prior to the event. You can download a One/Two/Three day alcohol sales permit from the State at http://www.myfloridalicense.com/dbpr/sto/file_download/file-download-abandt.shtml

USE OF CITY PERSONNEL - If city personnel are used for set-up or clean-up, or for security, outside of normal work hours, it will be the responsibility of the event sponsor to pay the salary of those personnel for the time they spend on the event.

By completing and submitting the attached application, I certify that:

- I have read and agree to abide by the terms and conditions set forth above,
- that I will be designated as the (sole) contact person for the event,
- that I will be responsible for applying for and attaching all required permits and documentation, and
- that I am responsible for any fees which may be incurred as a result of this event.



Signature of Applicant/Event Sponsor

Ashley Coover

PRINTED Name of Above

8/2/16

Date

Contact on 1st ff

Contact Phone #



City of Arcadia
SPECIAL EVENT PERMIT APPLICATION

RECEIVED
AUG 17 REC'D
CITY OF ARCADIA

Date Submitted: 8/3/16
Event Name 2nd Annual Community Day
Event Location Smith Brown Gym + Lawn
Date(s) of Event 10/15/16 Hours of Event 9-1
Expected Attendance 300
Event Sponsor Smith Brown Community Foundation Non-Profit? YES NO
Description of Event 2nd Annual Community Day w/ outside vendors, basketball tournament, etc

Contact Person Marzetta Frazier Telephone () 244-1612

Fax # _____ Email _____

Insurance Carrier _____

Insurance Agent _____ Agent's Phone _____

- Alcoholic Beverages? YES NO
- Tents? YES NO
- Cooking? YES NO
- Outdoor Music? YES NO
- Additional Electric? YES NO
- Carnival Rides? YES NO
- Wildlife? YES NO
- Fireworks? YES NO
- Signs Displayed? YES NO
- Set-up/Clean-up by City? YES NO
- City Police required? YES NO
- Road Closures? YES NO

If Yes, please specify locations: _____

Other Pertinent Information: _____

*****FOR CITY USE ONLY*****

Received by: C. McElroy
City Marshal Approved
City Administrator _____ Approved
City Council _____ Approved

Date: 8/17/16
can Disapproved for Marshall Anderson
_____ Disapproved
_____ Disapproved

INDEMNIFICATION & HOLD HARMLESS

I, Ashley Coone as Board Member of Smith Brown Foundation do hereby agree to hold the City of Arcadia, its agents and employees, harmless and indemnify same from any civil actions or claims of any nature made in connection with the event known as the 2nd Annual Community Day be held at Smith Brown Gymn 10/15/16.

(Printed Name) (Title or Office Held) (Club, organization, group, etc) (Name of Event) (Location) (Date)

By: [Signature]
Printed Name: Ashley Coone
Entity Name: Smith Brown Foundation
Its: _____
Date: 8/2/16

STATE OF FLORIDA
COUNTY OF DE SOTO

Sworn to and subscribed before me this 17 day of August, 2016, by Ashley S. Coone as _____ of _____ who is personally known to me or has produced _____ as identification.

[Signature]
NOTARY PUBLIC

(SEAL)





Laura Marinelarena
Albritton Insurance Services

Laura,

Enclosed you will find a **non-admitted** Commercial Liability quote for The Smith Brown Foundation. The quote number is MSE016G5912.

- Section I-** Details the premiums, taxes and fees associated with this account. In addition, it provides the Underwriting Notes and covers any of the additional underwriting information that might be needed prior to binding or within 21 days of the inception date.
- Section II-** Covers the events, locations, dates and corresponding classifications with exposures.
- Section III-** Lists the required coverage forms, notices, endorsements and exclusions.
- Section IV-** Offers optional coverages that are available to the applicant but are not currently included in the quote.

In addition we have included some materials that will assist in the evaluation of this offer of coverage.

- A pre-filled application that includes the information you have already provided and notates missing information with a black arrow in the margin
- A Point of Sale piece that provides some claims scenarios this account may encounter and a coverage checklist that can be compared to the quotation of another carrier.

For your convenience, an area on page 1 of the quote has been provided to record your requested effective date and which optional coverages you might want to include when you are ready to bind coverage.

We invite you to contact us to discuss the benefits of any coverages, the costs associated or simply to provide feedback! We welcome the opportunity to talk with you about this quote.

Thank you for the opportunity to quote this account!

Sincerely,

MACNEILL GROUP, INC.
(954) 331-4800



MSE016G5912

Quote is valid until 10/23/2016

Re: **The Smith Brown Foundation**

To: Albritton Insurance Services

Attn: Laura Marinelarena
Commission: _____%

From: MACNEILL GROUP, INC.

(954) 331-4800

Please bind effective: _____

Confirm optional coverages:

- Do not include any optional coverages.
 Include the following optional coverages from Section V
 (Taxes & Fees may apply to optional premium if purchased)
 Option 1 - (add: \$50) - Rain Date Coverage
 Option 2 - (add: \$100) - Banner Coverage
 Option 3 - (add: *\$100.00) - Terrorism Coverage
 *See Terrorism Section for Exact Pricing and Terms

Signature: _____

I. PREMIUM AND UNDERWRITING NOTES/REQUIREMENTS

COMMERCIAL LIABILITY POLICY INFORMATION	
Carrier:	Mount Vernon Fire Insurance Company
Status:	Non-admitted
A.M. Best Rating:	A++ (Superior) - IX

GENERAL LIABILITY OCCURRENCE/AGGREGATE	GENERAL LIABILITY PREMIUM	ADDITIONAL COSTS	WHOLESALE BROKER FEE	AMOUNT DUE
<input type="checkbox"/> \$300,000/\$300,000	\$215	\$12.88	\$35.00	\$262.88
<input type="checkbox"/> \$300,000/\$600,000	\$222	\$13.24	\$35.00	\$270.24
<input type="checkbox"/> \$500,000/\$500,000	\$252	\$14.78	\$35.00	\$301.78
<input type="checkbox"/> \$500,000/\$1,000,000	\$258	\$15.09	\$35.00	\$308.09
<input type="checkbox"/> \$1,000,000/\$1,000,000	\$294	\$16.94	\$35.00	\$345.94
<input type="checkbox"/> \$1,000,000/\$2,000,000	\$300	\$17.25	\$35.00	\$352.25

ADDITIONAL QUOTE INFORMATION
Policy Minimum Premium: \$195
Personal & Advertising Injury: Same as the Occurrence Limit
Products Aggregate: See L-535
Damages to Premises Rented: \$100,000
Medical Payments: \$1,000
Refer to Covered Events section for event dates covered

Please contact us with any questions regarding the terminology used or the coverages provided.

Read the quote carefully, it may not match the coverages requested

MSE016G5912

Policy Period is 10/14/2016 to 10/17/2016

ADDITIONAL COSTS INCLUDE:

Florida Service Fee	0.15%
Florida Surplus Lines Tax	5.00%
Wholesaler Broker Fee	\$35.00

Underwriting Notes:

- General Liability limits up to \$5M/\$5M may be available upon request.
- Binding order must be received prior to the start of the event or no coverage will be provided.

Prior to Bind Requirements:

Coverage cannot be bound without the following information. We may modify the terms and/or premiums quoted or rescind this quote if the information provided below or on the completed application materially affects the rating or eligibility of the risk.

- If you have not already provided the mailing address, location address and additional insured information, we will need this information in order to bind coverage.

II. COVERED EVENTS

Event #1 - 14 School Street, Arcadia, FL 34266

Entity Type: (applicant is the host of the event)

Event Coverages: General Liability

Event	Exposure	Start Date	End Date
Fundraiser - Luncheon (applicant is the host of the event) (Liability)	350 Attendees	10/15/2016	10/15/2016
Set-up and/or Take-down Coverage		10/14/2016	10/14/2016
		10/16/2016	10/16/2016

Event Coverages	Exposure	Limit	Premium
Additional Insured - Managers or Lessors of Premises (Liability)	1 Per Additional Insured		Included

Please contact us with any questions regarding the terminology used or the coverages provided.

Read the quote carefully, it may not match the coverages requested

III. REQUIRED FORMS & ENDORSEMENTS**General Liability Endorsements**

2110	(09/10) Service Of Suit	L-536	(09/09) Exclusion - Participation In Athletic Activity, Physical Activity Or Sports
CG0001	(12/07) Commercial General Liability Coverage Form	L-563	(07/03) Set-Up and/or Take-Down Coverage for Special Events
CG0220	(03/12) Florida Changes - Cancellation And Nonrenewal	L-599	(10/12) Absolute Exclusion for Pollution, Organic Pathogen, Silica, Asbestos and Lead with a Hostile Fire Exception
CG2011	(04/13) Additional Insured-Managers or Lessors of Premises	L-607	(02/11) Exclusion For Climbing, Rebounding And Interactive Games And Devices
CG2107	(05/14) Exclusion - Access Or Disclosure Of Confidential Or Personal Information And Data-Related Liability - Limited Bodily Injury Exception Not Included	L-608	(02/11) Exclusion For Firearms, Fireworks And Other Pyrotechnic Devices
CG2136	(03/05) Exclusion - New Entities	L-609	(02/11) Animal Exclusion
CG2139	(10/93) Contractual Liability Limitation	L-610	(11/04) Expanded Definition Of Bodily Injury
CG2144	(07/98) Limitation Of Coverage To Designated Premises Or Project	L-656	(02/06) Extension Of Coverage - Committee Members
CG2147	(12/07) Employment-Related Practices Exclusion	L-686	(10/12) Absolute Exclusion for Liquor and Other Related Liability
IL0017	(11/98) Common Policy Conditions	L-729	(08/09) Exclusion - Violation Of Statutes That Govern E-Mails, Fax, Phone Calls Or Other Methods Of Sending Material Or Informat
IL0021	(09/08) Nuclear Energy Liability Exclusion Endorsement	LLQ100	(07/06) Amendatory Endorsement
L-206	(02/11) Fully Earned Premium Endorsement	LLQ101	(08/06) Expanded Definition Of Employee
L-224	(07/08) Punitive Or Exemplary Damages Exclusion	LLQ102	(08/06) Event Vendor/Exhibitor & Contractor-Exclusion
L-387	(03/06) Exclusion - Mechanical Rides	LLQ-368	(08/10) Separation Of Insureds Clarification Endorsement
L-423	(02/11) Exclusion For Structure Collapse	ME Jacket	(09/10) The Main Event Special Event Commercial Liability Policy Jacket
L-472	(07/08) Exclusion - Injury To Performers Or Entertainers	SPE 300	(05/09) Special Events Property Damage Amendment
L-526	(01/15) Absolute War Or Terrorism Exclusion	SPE-311	(01/15) Who Is An Insured
L-535	(09/02) Exclusion - Products- Completed Operations Hazard	TRIADN	(02/15) Policyholder Disclosure Notice of Terrorism Insurance Coverage

IV. OFFER OF OPTIONAL COVERAGE(S)

Based on the information provided, the following additional coverages are available to this applicant but are not currently included in the quotation. The additional premium may be subject to taxes & fees. For a firm final amount please contact us and we will revise the quote.

	Coverage	Additional Premium
Option 1	Rain Date Coverage	\$50

Important Information

- If this coverage is purchased, add L-562 Rain Date Coverage for Special Events

	Coverage	Additional Premium
Option 2	Banner Coverage	\$100

Please contact us with any questions regarding the terminology used or the coverages provided.

****Read the quote carefully, it may not match the coverages requested****

	Coverage	Additional Premium
Option 3	Terrorism Coverage	\$100.00

Important Information

- Terrorism coverage, per the Terrorism Risk Insurance Program Reauthorization Act of 2015, is available for an additional premium of \$100 or 5% of the total policy premium (10% if insured location is in Miami or Orlando), whichever is greater. When making your decision to purchase Terrorism Coverage, please be aware that coverage for "insured losses" as defined by the Act is subject to the coverage terms, conditions, amount, and limits in this policy applicable to losses arising from events other than acts of terrorism. If not desired attach TRIADN Disclosure Notice of Terrorism Insurance Coverage or add form NTE Notice of Terrorism Exclusion.
- The Terrorism premium shown above has been calculated as a percentage of the quoted coverages. If any coverages are added or removed at binding, the additional premium show above is subject to change.
- This coverage cannot be added mid-term.

Please contact us with any questions regarding the terminology used or the coverages provided.

****Read the quote carefully, it may not match the coverages requested****



Special Events Application

MSE016G5912

You or your agent provided the information used to complete the questions below. Please answer all remaining questions in the space provided. By signing this application you are warranting that all information on this application is true and correct.

I. General Information

Applicant's Name: The Smith Brown Foundation
 Form Of Business: Individual Corporation Partnership LLC Other: Non Profit Corporation
 Mailing Address: 128 W Oak Street
 City: Arcadia State: FL Zip: 34266
 Phone Number: 863-990-0527 Fax Number: _____
 Web Address: _____ E-mail Address: smithbrownfoundation@yahoo.com
 Coverage Desired: General Liability Liquor Liability

Please advise all entities requesting to be added as Additional Insured on this policy: Not Applicable

Complete Name	Address	Interest

Brief Narrative of Event(s)

bar-b-que fundraiser

II. Location Address of the Event(s) and Corresponding Classification(s)

Location #1

Address

City

State

Zip

14 School Street

Arcadia

FL

34266

Years At Current Location: _____

Event	Start Date	End Date	# of Attendees:	# of Consumers:
Fundraiser - Luncheon (applicant is the host of the event)	10/15/2016	10/15/2016	350	

Will the event feature fireworks?

Yes No

Will the event feature firearms?

Yes No

Will high profile individuals or performers attend or perform at your event?

Yes No

Will the event allow overnight accommodations on the event's premises?

Yes No

Will attendees be allowed on mechanical rides or devices at the event?

Yes No

Enter the number of days needed for set-up (excluding the event dates)

1

Enter the set-up start date (mm/dd/yyyy)

10/14/2016

Enter the set-up end date (mm/dd/yyyy)

10/14/2016

Enter the number of days needed for take-down (excluding the event dates)

1

Enter the take-down start date (mm/dd/yyyy)

10/16/2016

Enter the take-down end date (mm/dd/yyyy)

10/16/2016

Are bulldozers, backhoes, excavators or any other types of industrial machinery used for set-up or take-down (small forklifts and light machinery are acceptable)?

Yes No

III. Limit of Insurance

Please select a limit:

Limits of Liability Occurrence/Aggregate

\$500,000/\$500,000

\$500,000/\$1,000,000

\$1,000,000/\$1,000,000

\$1,000,000/\$2,000,000

Additional Quote Information

Personal & Advertising Injury Will match the Occurrence Limit

Products Aggregate See L-535

Damages to Premises Rented \$100,000.00

Medical Payments \$1,000.00

General Liability Limits must be equal to or greater than Liquor Liability Limits.

Classification

Additional Insured - Managers or Lessors of Premises - General Liability

Florida Fraud Statement: Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

Fraud Statement: Any person who knowingly and with intent to defraud any insurance company or other person, files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and may subject such person to criminal and/or civil penalties and other sanctions.

Applicant's Warranty Statement: I warrant that the information provided in this Application, and any amendments or modifications to this Application are true and correct. I acknowledge that the information provided in this Application is material to acceptance of the risk and the issuance of the requested policy by Company. I agree that any claim, incident, occurrence, event or material change in the Applicant's operation taking place between the date this application was signed and the effective date of the insurance policy applied for which would render inaccurate, untrue or incomplete, any information provided in this Application, will immediately be reported in writing to the Company and the Company may withdraw or modify any outstanding quotations and/or void any authorization or agreement to bind the insurance. Company may, but is not required, to make investigation of the information provided in this Application. A decision by the Company not to make or to limit such investigation does not constitute a waiver or estoppel of Company's rights.

I acknowledge that this Application is deemed incorporated by reference in any policy issued by Company in reliance thereon whether or not the Application is attached to the policy.

I acknowledge and agree that a breach of this **WARRANTY STATEMENT** is grounds for Company to declare void any policy or policies issued in reliance thereon and/or deny any claim(s) for coverage thereunder.

Florida Statement: You are agreeing to place coverage in the surplus lines market. Superior coverage may be available in the admitted market and at a lesser cost. Persons insured by surplus lines carriers are not protected under the Florida Insurance Guaranty Act with respect to any right of recovery for the obligation of an insolvent unlicensed insurer.

Applicants Signature*: _____ Title: _____ Date: _____
(Must be Owner, Officer or Partner) (Required) (Required)
Brokers Signature: _____ Date: _____
If your state requires that we have the name and address of your (insured's) authorized Agent or Broker.
Name of Authorized Agent or Broker: _____
Address: _____

**SUBMITTING THIS APPLICATION DOES NOT BIND THE APPLICANT TO PURCHASE INSURANCE.
ACCEPTANCE OF THIS APPLICATION DOES NOT BIND THE COMPANY TO ISSUE INSURANCE.**

Policyholder disclosure notice of Terrorism insurance coverage

You are hereby notified that under the Terrorism Risk Insurance Act ("the Act"), as amended, you have a right to purchase insurance coverage for losses arising out of acts of terrorism. *As defined in Section 102(1) of the Act:* The term "act of terrorism" means any act or acts that are certified by the Secretary of the Treasury, in consultation with the Secretary of Homeland Security, and the Attorney General of the United States, to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals, as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

You should know that any coverage for losses caused by certified acts of terrorism is partially reimbursed by the United States under a formula established by federal law. Under this formula, the United States reimburses 85% through 2015; 84% beginning on January 1, 2016; 83% beginning on January 1, 2017; 82% beginning on January 1, 2018; 81% beginning on January 1, 2019 and 80% beginning on January 1, 2020, of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage. The premium charged for this coverage is provided below and does not include any charges for the portion of loss covered by the federal government under the Act.

Coverage for "insured losses", as defined in the Act, is subject to the coverage terms, conditions, amounts and limits in this policy applicable to losses arising from events other than acts of terrorism.

You should know that the Act, as amended, contains a \$100 billion cap that limits U.S. Government reimbursement, as well as insurers' liability, for losses resulting from certified acts of terrorism when the amount of such losses in any one calendar year exceeds \$100 billion. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced.

You should also know that, under federal law, you are not required to purchase coverage for losses caused by certified acts of terrorism.

REJECTION OR SELECTION OF TERRORISM INSURANCE COVERAGE

Please "X" one of the boxes below and return this notice to the Company.

	I decline to purchase Terrorism Coverage. I understand that I will have no coverage for losses arising from acts of Terrorism.
	I elect to purchase coverage for certified acts of Terrorism for a premium of \$_____.

Note: if you do not respond to our offer and do not return this notice to the Company, you will have no Terrorism Coverage under this policy.

Applicant Name (Print)

Named Insured

Authorized Signature

Date



Special Events Product

YOU ARE VULNERABLE TO SUITS ALLEGING "PROPERTY DAMAGE," "BODILY INJURY" OR "MEDICAL PAYMENTS" CAUSED BY THE NEGLIGENT OPERATIONS OR ACTIVITIES AT YOUR SPECIAL EVENT.

- ▶ If someone trips and falls at your affair, there is the potential you may be facing a significant lawsuit due to their injuries.
- ▶ Property damage to the venues is the most common type of claim we see on special events.
- ▶ One or several attendees could suffer from serious food poisoning and you may be responsible for their medical expenses.

DEPENDING ON THE LAWS IN YOUR STATE, YOU MAY BE HELD LIABLE FOR THE ACTIONS OF INTOXICATED OR UNDERAGE PERSONS YOU SERVED AT YOUR SPECIAL EVENT

- ▶ The negligent service to an intoxicated or underage person can produce substantial verdicts or settlements.
- ▶ Underage drinkers make up a significant portion of alcohol-related traffic crashes.
- ▶ You may also be held responsible for the actions of those selling/serving alcohol for you.
- ▶ Even if you are ultimately cleared of liability, it may cost thousands of dollars to defend a claim.

There are many important coverage features you should have in your Special Event Policy. Why you should place coverage with us:

COVERAGE FEATURES	OUR GROUP	COMPETITORS' POLICY
General Liability Coverage and/or Liquor Liability Coverage available with separate limits	✓	?
Expense outside policy limits	✓	?
No deductibles	✓	?
Coverage for damage to rented premises includes other perils in addition to fire	✓	?
Property owner can be included as an Additional Insured at no additional premium	✓	?
Automatic coverage for volunteers, temporary or leased workers and committee members	✓	?
Extended coverage for events lasting past midnight at no additional premium	✓	?
Specialized Claims Team	✓	?
A.M. Best rated A++ carrier	✓	?

Insure your financial well-being with a stable Company that will be there to pay your claim.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **AUG 28 2014**

THE SMITH BROWN COMMUNITY
FOUNDATION, INC.
C/O ASHLEY COONE
126 W OAK ST
ARCADIA, FL 34266

Employer Identification Number:
59-3547914
DLN:
17053175391004
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
May 15, 2010
Contribution Deductibility:
Yes
Addendum Applies:
Yes

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations

THE SMITH BROWN COMMUNITY

ADDENDUM

Based on the information submitted with your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as shown in the heading of this letter, is retroactive to the date of revocation.

If you have been in existence for at least three years and you have not filed a Form 990 return or notice for three consecutive years, you may soon receive a letter (Notice CPL20A) that we automatically revoked your exempt status, as required by law, for failure to file a return or notice for three consecutive years. This letter will serve to reinstate your exempt status, so you will not need to re-apply. However, you may need to file the appropriate delinquent Forms 990 for all years you have operated as a tax-exempt organization.

AGENDA No. 6



CITY COUNCIL AGENDA ITEM

Requested Council Meeting Date: September 6, 2016

DEPARTMENT: Finance

SUBJECT: Selection Committee recommendation for Airport Consulting Services RFQ #2016-01; Presentations by the two submitting firms

RECOMMENDED MOTION: Motion to approve the final ranking of Airport Consulting Services RFQ#2016-01 to be Firm#1: _____; Firm #2: _____ and to authorize the Negotiation Team to enter into negotiations with the top ranked Firm.

SUMMARY: On April 22, 2016, per direction from City Council, staff issued the Airport Consulting Services RFQ #2016-01 solicitation. The submitted Statement of Qualifications were opened on May 23, 2016. Two firms submitted, Hanson Professional Services and Hole Montes. Evaluations were conducted by staff and both firms were deemed responsive. The Selection Committee was formed prior to issuance of the solicitation and each member was provided copies of both submittals. The first selection committee meeting was on July 20, 2016. Each of the five committee members individually scored each submittal package based on weighted criteria. Based on their scores, the initial short list ranked Hole Motes top ranked firm and Hanson Professional Services second ranked firm. The committee agreed that 50% of the final score would be based on the submittal scores and 50% would be based on the presentations. Presentations were conducted on August 11, 2016 along with a Q & A session. The third meeting was on August 18, 2016 to discuss final scoring. The final short list was ranked with Hole Montes as Firm #1 and Hanson Professional Service as Firm #2. The committee made a motion to recommend the short list to council. The motion was seconded and received a 4-1 vote.

FISCAL IMPACT: () Capital Budget () Operating () Other

ATTACHMENTS: () Ordinance () Resolution () Budget (X) Other

Department Head: Beth Carsten bc Date: 8-26-16
Finance Director (As to Budget Requirements) Date:
City Attorney (As to Form and Legality) Date:
City Administrator: [Signature] Date: 8-26-16

COUNCIL ACTION: () Approved as Recommended () Disapproved
() Tabled Indefinitely () Tabled to Date Certain _____ () Approved with Modifications

**HANSON
PROFESSIONAL
SERVICES**

**STATEMENT OF
QUALIFICATIONS**

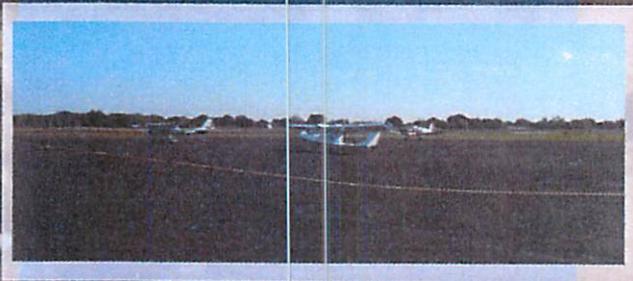
UNBOUND ORIGINAL

Statement of Qualifications

CITY OF ARCADIA

RFQ 2016-01
Airport Consulting
Services

May 23, 2016



Statement of Qualifications
CITY OF ARCADIA
RFQ-2016-01, Airport Consulting Services



May 23, 2016

Ms. Amanda Albritton-Horkey
City of Arcadia Purchasing Department
23 North Polk Avenue
Arcadia, Florida 34266

RE: Statement of Qualifications, City of Arcadia, RFQ 2016-01, Airport Consulting Services

Dear Ms. Albritton-Horkey,

Arcadia Municipal Airport (X06) is an important economic development asset for both the City of Arcadia (City) and DeSoto County (County). The City understands the airport's role and strives to maintain it in a manner that meets or exceeds safety standards while preserving its economic and environmental sustainability.

The City is soliciting a firm or team to assist with projects identified in the recently completed Airport Master Plan Update, prepared by Hanson. Implementation of these projects is key to future airport success. In addition, competition for federal and state grant funds is fierce; X06 must take advantage of every opportunity to identify other funding sources and economic development options to increase airport revenues. You need the right team of professionals, with the best relationships with key agencies and the knowledge to be your trusted advisor. Hanson has been honored to serve in this role for the previous five years and we value the City as our most important client.

The Hanson Team has been assembled specifically with your capital improvement goals in mind. We bring the requisite technical, managerial and administrative experience that will help ensure your success. The Hanson Team strengths includes:

- **Innovative Design Concepts:** Hanson has the professional resources and technical know-how to plan and design projects in a manner that manages project schedules and costs, in compliance with federal, state and local regulations but also expands the limits of traditional planning and design. As an example, with the use of our unmanned aircraft systems (UAS), Hanson has the ability to drastically reduce the time traditional aerial mapping and surveying require. These abilities include volume determinations, flora and fauna observation and topographic surveys – of which can include existing conditions, runway obstruction determinations, construction monitoring and post-construction conditions. This timely and efficient means of data collecting can offer real-time project progress and recognize any future issues that may arise.
- **Value Added Services:** Hanson's staff brings with them over 50 years of direct airport operations and management experience. With this experience, Hanson will continue to offer your projects our excellent long term relationships with FAA, FDOT and local regulatory staff that will improve project definition, and ensure a maximization of available funding opportunities. Additionally, our staff are one call away from helping you with any airport management or best practice related needs that you may have.
- **Quality and Experience of Our Team:** Our team, is headed by our Program/Project Manager, Ron Ridenour; Deputy Project Manager, Jennifer Fehrs, P.E.; Client Services Manager, Michael Moon, AAE; and our Project Principal, Chip Snowden, AAE, CFM. This team, which is primarily local to Arcadia, has the right combination of management and administrative experience, knowledgeable professional engineers and planners with X06 project experience, and a strong commitment to project success, ultimately leading to the safe, effective and economically viable operation of X06.

The Hanson Team is always available, and committed to exceeding your expectations. We look forward to continuing our relationship aimed at achieving your community goals for X06. Working together, we can continue to ensure that the airport remains a valuable community asset. Should you require any additional information, please do not hesitate to contact me directly at 904-219-6559.

Respectfully submitted,
Hanson Professional Services Inc.

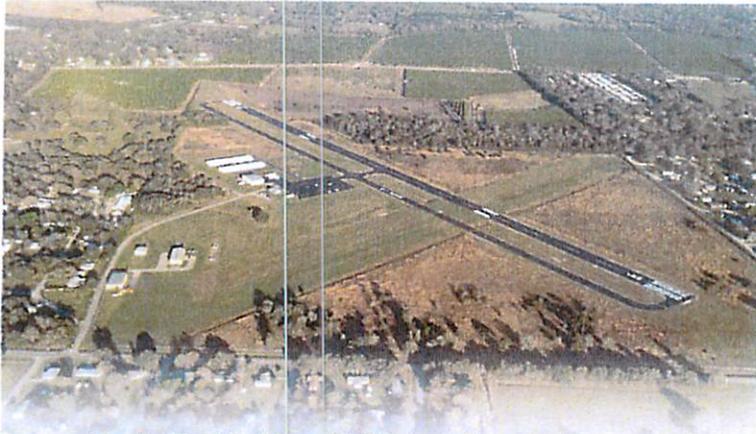

Charles Snowden, AAE, CFM
Aviation Market Principal

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Executive Summary



Arcadia Municipal Airport (X06) is well-positioned to expand its role as an economic engine for the community, and from that standpoint, your capital development goals are our priority. We also understand that an assertive approach to implementing your master plan with the regulatory agencies will result in the best possible financial and economic results for the community.

Hanson has delivered projects and services for X06 over the last five years with an emphasis on staff extension advisory services and on-time, under budget project delivery. During this time, we have learned much about your needs and goals, as well as the critical relationship between the airport, the City of Arcadia (City) and Desoto County (County). We intend to use this gained knowledge to serve as your trusted advisor, should you again show your confidence in choosing our team.

The Hanson Team has been assembled specifically to execute the projects contained in the current airport Master Plan. Since Hanson developed the airport Master Plan on behalf of X06 and the City, we feel that we are uniquely qualified to serve in the project delivery role going forward. Our approach to executing your Capital improvement Plan (CIP) program follows:

Hanson Approach

Hanson understands your airport as well as the community X06 resides in. Being a part of the "Rural Economic Development Initiative" (REDI), X06 and the City have certain funding considerations that other airports do not have. We will continue to help you maximize your funding potential through our professional experience with FAA, FDOT as well as other non-traditional funding agencies. Our overall goal is to help you continue to improve the economic development potential of the airport and the City through implementing creative managerial and funding techniques.

The Hanson Team offers complete turnkey services for each of the projects in your CIP including: implementation planning; environmental (both NEPA and local permitting); water resources; civil design; structural design; architectural design; obstruction identification; land acquisition; survey; and construction related services. In addition to the above, our team also brings a wealth of experience in: grant applications and management; grant agency

advocacy; airport management best practices; and staff extension services.

Program/Project Management

The Hanson team will be led by our local project management staff, located in our Lakewood Ranch office. **Ron Ridenour will serve as Program/Project Manager.** Ron has over 34 years of diversified public and private experience in aviation, roadway and railway transportation engineering projects. Over the last 15 years, he has specialized in managing aviation projects. He will also serve in a project administrator role to ensure proper budget control, proper schedule tracking and billing for all aspects of your capital program, including grant administration. Ron's wealth of experience serving the general aviation airport community in West and Southwest Florida and his significant administrative skills will serve X06 well for the term of this contract.

Jennifer Fehrs, P.E. will serve as the Deputy Project Manager for X06 projects. Jennifer has 14 years' experience in civil design and utilities, and has worked at airports of all sizes. She has a solid resume and passion for serving airports similar to X06. Additionally, Jennifer has worked as a task manager on the recent X06 projects including:

- ▶ Runway Pavement Rejuvenation and Airfield Marking Improvements
- ▶ Airfield Lighting and Electrical Vault

Jennifer will also manage the day to day activities of the design and production staff, and will be responsible for project deliverables.

Ron and Jennifer are local to Arcadia, and both have significant experience with the FAA grant and JACIP programs, administration of FDOT grants and permitting through the Southwest Florida Water Management District (SWFWMD).

Specialty Services

Civil Design: Civil engineering will be handled by Hanson for all related needs. This work will be performed by Jennifer Fehrs, P.E., and Jeff Litherland, P.E., of our Lakewood Ranch office. All civil production work will also be handled by our local Lakewood Ranch staff.

T-Hangars/Storage Hangars: TKDA's Tampa office will handle all of the architectural and structural needs for the project. This work will be performed by John Ahern, P.E. Hanson will provide all civil site design and permitting that would be required to complete any hangar related projects.



Area for New T-hangar Construction

Executive Summary

Environmental: Local environmental permitting will be handled by Sarah Brammell of **Environmental Resource Solutions, Inc. (ERS)**, a certified DBE/MBE firm. Sarah has more than 18 years' environmental experience specifically in West and Southwest Florida. Tricia Fantinato, with TKDA, will assist with NEPA studies and wildlife assessments. If any federal environmental work is required in order to execute the airport CIP program, Rodger Anderson of Hanson will be available to assist as necessary.

Geotechnical: **Cal-Tech Testing, Inc. (Cal-Tech)**, a certified DBE firm, will provide geotechnical and materials testing services. Chad Day has 11 years' experience and will be our primary resource during the course of this contract.

Survey: Liz Gaines, PSM of **E.F. Gaines Surveying Services, Inc. (EFG)** to provide all design related survey services. Liz is a certified DBE/MBE firm from Southwest Florida, and has a long term relationship of providing services to Hanson. Additionally, if needed, Hanson is licensed with the FAA to provide unmanned aircraft system (UAS) "drone" based survey for property evaluations and for airport obstruction removal.

Water and Sewer Utilities: Deputy Project Manager, Jennifer Fehrs, P.E. will provide turnkey concept, design, and permitting for water and sewer utilities.



Property Acquisition Area for Water and Sewer Line Installation

Stormwater Management: Hanson has significant experience in Southwest Florida in working with the SWFWMD. This experience is internal to Hanson, and it resides in our aviation and highway/roadway practices. Ron and Jennifer will utilize their experience in this realm and coordinate other Hanson resources as necessary.

Airport Planning/Implementation Planning: Hanson's experience at X06 in developing the master plan update and CIP program will allow us to understand the project needs as the projects are developed. Additionally, our proficiency in implementation planning, which is taking the project from a broad master plan concept to a focused and implementable concept, will greatly aid in executing your CIP plan. Hanson has significant planning expertise in Florida, led by Timeka Carter with 12 years' experience.

Land Acquisition and Avigation Easement: Ted Piuta with **W.D. Schock Company, Inc. (WDSCO)** will provide any needed land acquisition and avigation easement services as requested by X06. Ted has worked his entire career in the Florida airports market, and has over 35 years' experience providing these services to Florida clients.

Value-Added Services

The Hanson team brings other value added services to this project that can help the airport and City achieve their capital improvement and economic goals. The following are value added services that Hanson can offer:

Airport Management Consulting: Michael Moon, AAE is part of the Hanson Team, and will function as the Client Services Manager on this contract. Mike has 29 years of airport management experience and has recently been involved in our Airports Cooperative Research Project (ACRP), titled, "A Guidebook for Managing Small Airports." With this experience, and his long term collaboration with X06, Mike is available to help with any management related requests or best management practice needs the airport might have.

Airport Property Development: The Hanson team is comprised of airport development professionals with experience in finding non-traditional revenue development potential for both aeronautical and non-aeronautical land parcels.

Airport Survey: The Hanson team has pioneered the new technology of UAS "drone" based airfield and obstruction survey. This new technology which is Geographic Information System (GIS) based allows airports to define their physical premises, at a fraction of the cost of traditional ground crew based survey.



Our Philosophy

Serving our clients and their technical needs are our most important project outcomes. Our team considers the City to be our most important client. Hanson intends to use our past experience at X06 to help you meet all of your stated goals. Our local planning and engineering staff will offer you turnkey services that will exceed your technical expectations, as well as value added services that can help propel the airport forward as the economic development tool that it should be for both City and County.

The Hanson Team Brings You:

- ✓ a local team with a significant vested interest in your success;
- ✓ a long term detailed understanding of your community, your airport and their needs;
- ✓ a highly qualified technical staff with a history of implementing creative planning and design concepts at airports;
- ✓ unparalleled experience in dealing positively with all of the granting and permitting agencies, (federal, State and Local);
- ✓ a group of subconsultants that are mostly local and that Hanson has worked well with in the past; and
- ✓ our company has a history of providing staff extension value added services to the airport.

Experience and Ability

The Hanson Team and our subconsultants have been working together to complete planning, design, construction and environmental projects at numerous Florida airports, including X06 since being brought under contract in 2011. Our approach is structured to keep the core of our successful team together and to focus on issues that are most important to the City:

- ❖ Proven grant management and administrative capabilities and extensive knowledge and experience working with FAA and FDOT staff on matching available funding to project needs; **Hanson's Program/Project Manager, Ron Ridenour has been active in bringing in more than \$10 Million in FAA and FDOT airport improvement grants that have been awarded over the past 10 years.**
- ❖ Experienced planners, engineers, designers and construction managers that have successfully completed recent design and construction projects at X06; **Hanson's Program/Project Manager, Ron Ridenour and Deputy Project Manager, Jennifer Fehrs, P.E. and team professionals and technicians are especially familiar with conditions at X06, and have successfully met the challenges when issues arose during the planning, design or construction phases.**
- ❖ Cost effective project administration, with an eye towards cost control, schedule control and grant administration ensuring every grant is used in the most efficient manner; Hanson's program/project manager also serves the vital function of project coordinator. **Ron's experience in cost, and schedule control, as well as grant administration for his current clients is unmatched.**

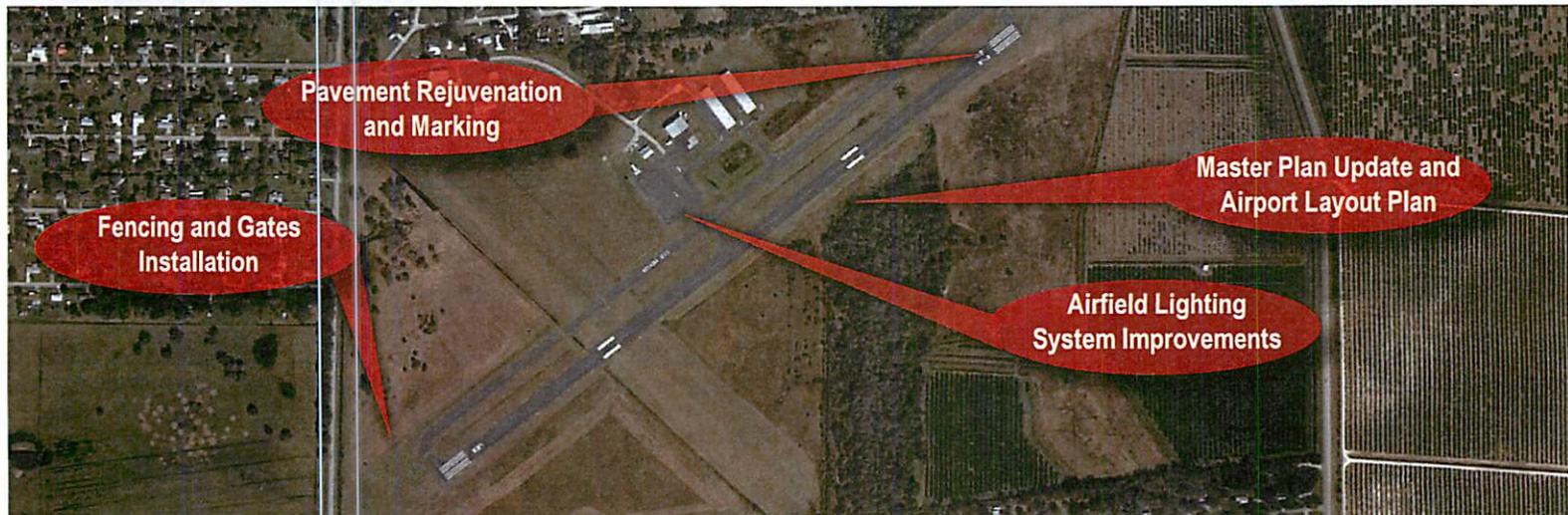
"I just want to drop you a quick note and tell you how great Ron Ridenour has been on this closeout of AIP-18. I know the schedule was very aggressive and he had to get a lot of people to cooperate to get the closeout package done and to meet all of our FAA deadlines. I want you to know what a pleasure he was to work with on this."

email from Jennifer Ganley, P.E.
Program Manager, Orlando Airports District Office
Leesburg International Airport, Extend Runway 31

- ❖ Experienced airport managers serve in the role of staff extension, and provide value added services; Hanson has assisted with development of the Airport's CIP in a manner that elevates funding potential. **Michael Moon, AAE, Client Services Manager**, has assisted staff with programming projects in the Joint Automated Capital Improvement Program (JACIP). **Mike was instrumental in leading a meeting with City staff and the FDOT District 1 staff to secure funding for the airport's security fencing, pavement rejuvenation and marking, and airfield lighting projects.** This meeting also led to the awareness of the city as a Rural Economic Development Initiative (REDI) community which resulted in the city being exempt from providing matching funds for grant projects. **Mike's relationship with the staff at the FAA Orlando Airports District Office was crucial to the issuance of a grant to the City for the Airport Master Plan.**

The extension of staff was also visible when Mike attended a meeting with City staff, the City Attorney and FAA Orlando ADO staff, including Manager Bart Vernace, Assistant Manager Rebecca Henry and Armando Rovira the airport's Program Manager. This meeting resolved issues related to exclusive rights surrounding the lease negotiations for a new Fixed Base Operator at X06.

Projects recently completed are located in all quadrants of the Airport and cross a broad spectrum of planning and engineering design, including environmental and wildlife studies, complex pavement design, construction phasing and observation, construction safety and phasing plan, site development plans, permitting and wetland mitigation.



Experience and Ability

The Hanson Team assigned to X06 projects include:

Hanson Professional Services Inc. (Hanson) is a national employee-owned consulting firm providing a full range of engineering, planning and allied services to public and private clients around the world. The firm, founded in 1954, employs over 390 architects, engineers, land acquisition specialists, planners, scientists, surveyors, construction specialists and technicians. Hanson has provided engineering, planning and construction management services for more than 40 years to airports large and small. Our aviation staff of more than 50 engineers, planners, surveyors and technicians have completed projects in such specialized areas as airport engineering, design and construction, pavement evaluation, lighting, civil and structural design, terminal, hangar and support structure planning, master planning, environmental analysis, and noise compatibility planning and mitigation program implementation.

Hanson is pleased to include the services of several highly qualified local firms. Brief firm introductions of Hanson's team members:

TKDA is an employee-owned engineering, planning, and architecture firm established in 1910. TKDA has operated a strong aviation division since 1943 with a team of airport professionals solely dedicated to airport planning, design, and construction services. This group is supported by TKDA's architecture, facilities engineering, municipal, rail, and surface transportation professionals who work closely with our aviation team to address any project challenges that may arise.

W.D. Schock Company, Inc. (WDSKO) is the recognized leader in noise mitigation, land acquisition, and relocation assistance services. WDSKO is an aviation management and right-of-way Consulting firm specializing in turnkey program management for noise, odor, and expansion related programs for airports, state transportation departments, public works, municipalities, utilities, and private businesses. Since its inception in 1986, WDSKO has successfully acquired over 10,000 parcels and relocated 12,000 displacees on behalf of our clients.

Environmental Resource Solutions, Inc. (ERS) is a woman-owned business headquartered in Jacksonville, Florida, with an additional office in Tampa, Florida. Established in 1996, ERS provides client-based, science-driven, and cost effective environmental services to our clients. Their staff of 11 includes wildlife biologists, wetland scientists, ecologists, marine scientists, botanists, GIS analysts and CADD operators. ERS is certified as a **Disadvantaged Business Enterprise (DBE)** by the Florida, Texas, and Georgia Departments of Transportation and as a **Minority Business Enterprise (MBE)** by the State of Florida, specializing in environmental assessments, planning and permitting.

E.F. Gaines Surveying Services, Inc. (EFG), a certified DBE/MBE firm, is a licensed surveying and mapping firm located in Fort Myers, Florida. The firm has been providing design related surveying services to both public and private sector clients since 2002. Elizabeth F. Gaines, PSM, the owner and founder of the firm, has over 30 years of surveying experience and is well known in the Southwest Florida design community. EFG specializes in providing surveying, mapping and S.U.E. services to engineering and architectural firms as well as public agencies.

Cal-Tech Testing, Inc. (Cal-Tech), a certified DBE firm, was established as an engineering and construction materials testing firm in 1980 and is headquartered in Lake City, Florida, with an office in Jacksonville, Florida. The firm has actively provided construction material testing services to the construction industry in concrete, soil and asphalt for 29 years. They are actively involved in FDOT Construction Engineering and Inspection (CEI) projects throughout North Florida and continues to work on Airports in Florida and Georgia. Cal-Tech offers personnel certified by FDOT, ACI, CMEC, AWS and other appropriate agencies and are familiar with many construction techniques and procedures.



Responsible for:

- ✓ Program Management
- ✓ Project Management
- ✓ Strategic Planning
- ✓ Design Lead
- ✓ Construction Lead
- ✓ Airport Planning
- ✓ Environmental



Responsible for:

- ✓ Hangar Development
- ✓ NEPA and Wildlife Assessment



W.D. Schock Company, Inc.

Responsible for:

- ✓ Land Acquisition
- ✓ Avigation Easements



Responsible for:

- ✓ Environmental Permitting
- ✓ Wetlands



Responsible for:

- ✓ Survey



Responsible for:

- ✓ Geotechnical Engineering
- ✓ Materials Testing

Experience and Ability

Organizational structure is about definition and clarity. We think of this structure as the skeleton supporting the organization and giving it shape. Just as each bone in a skeleton has a function, so does each branch and level of the organizational chart. The various divisions and job roles that make up the structure are part of the plan to make sure the organization performs its vital tasks and goals. Creating a structure with clearly defined roles, functions, scopes of authority and systems help make sure your Team is effectively focused to accomplish each project and task.

Principal Point of Contact:

Ron Ridenour, Program/Project Manager
 Hanson Professional Services Inc.
 9015 Town Center Parkway, Suite 105
 Lakewood Ranch, FL 34202

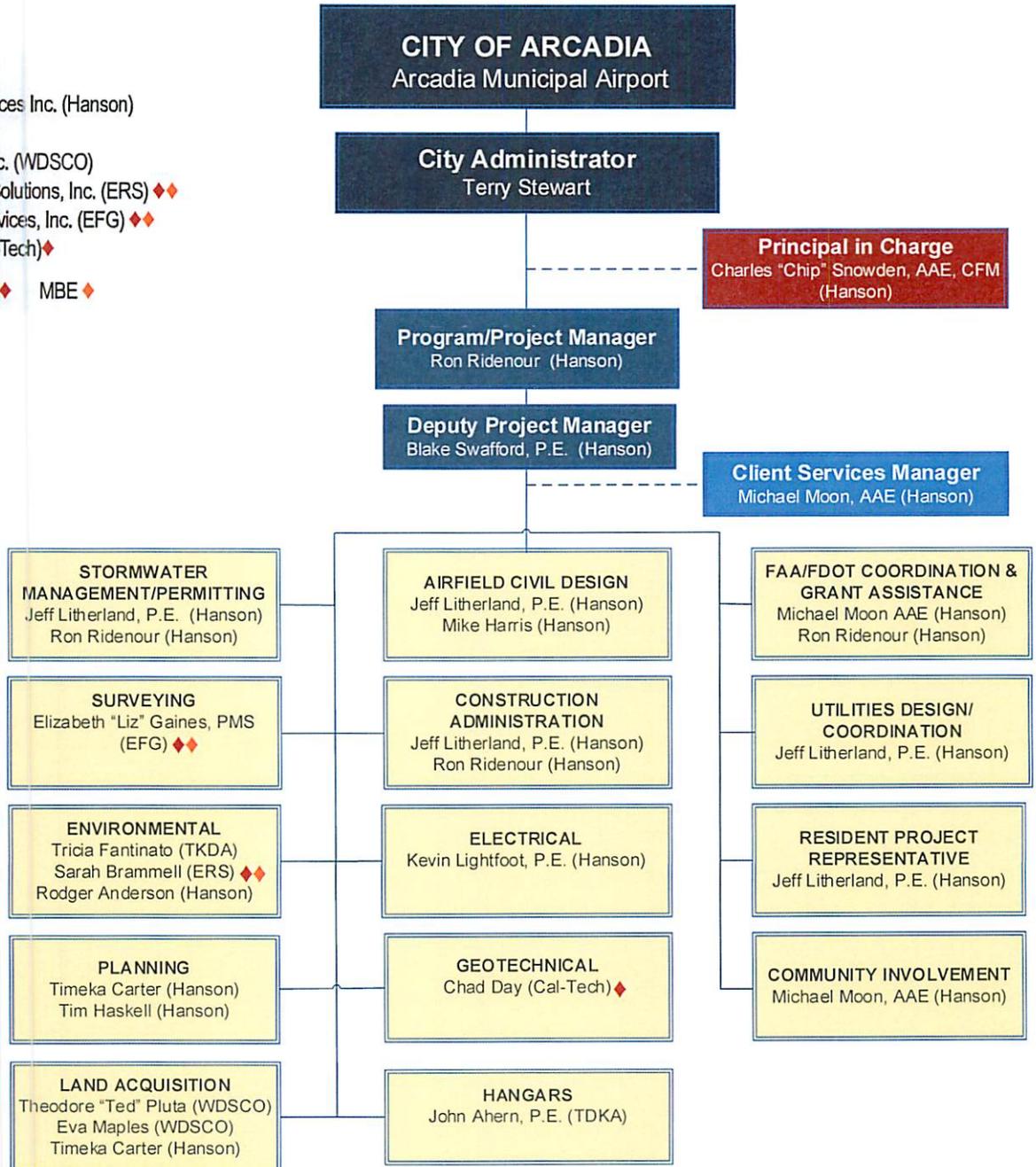
Direct Line: 941.296.0765

Email: rridenour@hanson-inc.com

Key

- Hanson Professional Services Inc. (Hanson)
- TKDA (TKDA)
- W.D. Schock Company, Inc. (WDSCO)
- Environmental Resource Solutions, Inc. (ERS) ◆◆
- E.F. Gaines Surveying Services, Inc. (EFG) ◆◆
- Cal-Tech Testing, Inc. (Ca-Tech) ◆

DBE ◆ MBE ◆



Experience and Ability

Brief resumes of key professionals assigned to this program are included in this section. Standard Form 330 resumes are located in Section 7 Other Information.

Program/Project Manager Ron Ridenour has 34 years of diversified public and private experience in aviation, roadway and railway transportation engineering projects. Over the last 15 years, he has specialized in project management and project coordination services. Ron's experience in project management and coordination services spans from the development of proposals, drafting language for scope of work level of service and task deliverables, negotiating sub consultant agreements, developing master Gantt chart schedules with resource tracking, forward scheduling and cash flow projections, coordination with title companies and appraisals on real property acquisition needs, assisting surveyors in the field, coordination of design details and calculations, review of construction plan sheet documents, attending water management district pre-application meetings and assisting with permit application question responses, participating in the bidding process, drafting addendum language, compiling bid tabulations, completing construction tracking and grant monitoring activities and project closeout reports.

Ron's extensive knowledge and hands-on experience in a variety of civil engineering activities provide him with excellent project management and coordination skills and abilities. In addition, Ron is extremely computer literate with custom database applications for project tracking activities, word processing for detailed report writing along with experience in spreadsheets, presentations, scheduling and GIS application. The combined skills of practical design, bidding, construction and computer applications provide Ron with proven project management capabilities. Sample list of clients:

- » Arcadia Municipal Airport
- » Daytona Beach International Airport
- » Leesburg International Airport
- » Naples Municipal Airport
- » Palm Beach International Airport
- » Punta Gorda Airport
- » St. Lucie County International Airport
- » Sarasota Bradenton International Airport
- » Venice Municipal Airport
- » Vero Beach Regional Airport

Deputy Project Manager Blake Swafford, P.E., is an assistant vice president and senior project manager for Hanson's aviation market. With over 19 years of experience, Blake has comprehensive knowledge in the administration and operation of commercial service and GA airports, airport and aviation related project design, project management, and construction management of aviation projects including runway extensions, runway safety area expansions, taxiway widening and extensions, apron rehabilitations, and terminal improvements.

Blake has served as the director of Silver Comet Field at Paulding Northwest Atlanta Airport and the executive director of the Paulding County Industrial Building Authority in Dallas, Georgia. His responsibilities included the planning, design, construction and operation of the first new airport built in the state of Georgia in over 30 years. As a design consultant, Blake held positions as an airport design engineer and a project engineer, completing dozens of airport improvement projects at airports across the southeastern United States. A few of his relevant projects include:

- » **New Airport Development, Paulding Northwest Atlanta Airport, Dallas GA.** Airport director responsible for planning, design, construction and operation new airport. Oversaw site selection, planning process, environmental permitting, design, construction plan approvals, land acquisition, construction of runways, taxiways, aprons, drainage system, fuel farm, nav aids, terminal building, parking lots, access road utilities and hangars.
- » **Runway 9/27 Safety Area Expansion, Cobb County International Airport, Kennesaw, GA.** Project engineer for a 500-ft. runway safety area expansion. The expansion crossed Noonday Creek requiring a 1,200-ft. concrete cast in place culvert with a 30 degree turn near mid-point.
- » **Runway 4/22 Extension and Parallel Taxiway Extension, Douglas Municipal Airport, Douglas, GA.** Project engineer for the design and construction of a 1,000-ft. runway extension, a 1,000-ft. parallel taxiway extension, an associated runway safety area, runway and taxiway striping plans, runway and taxiway lighting plans, erosion control plans, haul route plans, and construction phasing plans.

Hanson Professional Services, Inc.



Ron Ridenour
Program/Project Manager

Education
A.A./1995/Civil Engineering/Edison
Community College
Professional Registration
Florida Realtor's License

"Ron is always a step ahead of the requests and responsive to our concerns."

Kerry Keith, Senior Director of Airport
Development and Facilities, City of Naples
Airport Authority

Hanson Professional Services, Inc.



Blake Swafford, P.E.
Deputy Project Manager

Education
B.S./1996/Civil Engineering Technology/
Southern Polytechnic State University
M.S./1997/Civil Engineering/University of
Tennessee
Professional Registration
Professional Engineer/FL - in process
Professional Engineer/GA

Professional Affiliations
American Association Airport Executives
Georgia Airport Association
National Business Aviation Association
Paulding Aerospace Alliance

Experience and Ability

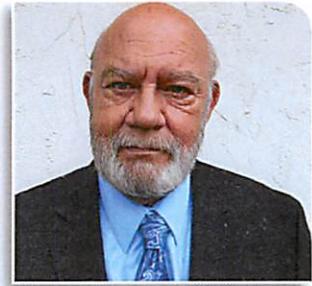
With over 40 years' experience, **Client Services Manager Mike Moon**, has extensive experience in aviation management. He has managed airports in Texas, Illinois, Mississippi and Florida. Mike has oversight experience in a wide variety of capital projects including major runway and taxiway rehabilitation, runway and taxiway lighting and signage, security projects, terminal and air traffic control tower construction, application of pavement dressing conditioner, emergency material arresting system design and land acquisition. He also has experience in lease management, enforcement of rules and regulations, security plans and minimum standards. A partial listing of Mike's relevant projects include:

- » **General Consulting Services, Arcadia Municipal Airport, Arcadia, FL.** Client services manager assisting the City staff with several engineering and planning projects and special event (Aviation Day) planning and coordination.
- » **Airport Development, Martin County Airport/Witham Field, Stuart, FL.** Airport director managing the day to day operations of the airport.
- » **Miscellaneous On-Call Services, Winter Haven Municipal Airport, Gilbert Field, Winter Haven, FL.** Client services manager assisting with maintaining smooth operations during Winter Haven Municipal Airport, Gilbert Field's search for an airport director.
- » **Bult Field Airport, Monee, IL.** Senior aviation consultant initiated and completed numerous tasks to ensure the transition, from a privately owned-public use general aviation airport to government ownership and management, was seamless with no disruptions in services provided to the tenants and the flying public utilizing the airport.

Jeff Litherland, a civil engineer, has extensive knowledge in airport design and construction. He has directly supervised the development of plans, specifications, time and cost estimates as well as construction oversight for more than 50 airport improvement projects. Jeff's experience includes coordination and staging for major embankment and site grading for runways, taxiways, aprons and hangars, automobile parking lots, safety areas and entrance/service roads with both bituminous and concrete paving. A partial listing of his relevant experience includes:

- » **Airport Traffic Control Tower (ATCT), Sarasota Bradenton International Airport, Sarasota, FL.** Resident project representative for the construction of a new air traffic control tower with a 525-square-foot control cab and 9,000-square-foot administrative base building.
- » **8-Place T-Hangar, Crawford Municipal Airport, Robinson, IL.** Construction manager for furnishing, constructing and erecting an eight-place T-Hangar (202 feet 6 inches by 60 feet), complete, including all necessary unclassified excavation, aggregate fill, concrete floors, footings, foundations, coordination and electrical installation.
- » **Relocate Airport Road, Southern Illinois Airport, Carbondale, IL.** Project manager for improvements to three roads at the airport.
- » **Relocate Roads in the Runway Safety Area, Lawrenceville-Vincennes International Airport, Lawrenceville, IL.** Project manager responsible for design and construction administration services to assist the airport in bringing its runway safety areas (RSA) within Federal Aviation Administration compliance by relocating existing roadways outside of the RSA.
- » **ARFF-SRE Building, Southern Illinois Airport, Carbondale, IL.** Design coordinator and construction manager for a 22,000-square-foot pre-engineered metal building (PEMB) for the storage of the airport's snow removal equipment and aircraft rescue and fire fighting equipment
- » **Taxiway Construction, Carmi Municipal Airport, Carmi, IL.** Project manager for 1,925 feet of partial parallel bituminous taxiway construction.

Hanson Professional Services, Inc.



Michael Moon, AAE
Client Services Manager

Education

B.S./1981/Aviation Administration/Indiana State University

Professional Affiliations

American Association of Airport Executives (AAAE)
Southeast Chapter AAEE
Florida Airports Council

Hanson Professional Services, Inc.



Jeff Litherland, P.E.
Senior Aviation Engineer

Education

B.S./1986/Civil Engineering/University of Missouri at Rolla

Professional Registration

Professional Engineer/FL, IL, MO
IDOT Documentation of Contract Quantities/IL
NCEES

"Our project manager takes care of everything and answers all questions in a timely manner. Make projects go smoothly."

Lorelei Stone, Airport Manager
Carmi Municipal Airport

Experience and Ability

Kevin Lightfoot has more than 30 years of electrical engineering experience. His vast experience includes designing airfield lighting and navigational aid systems, service entrance and power distribution, emergency/standby power systems, motor control systems, lighting, heating and ventilation, lightning protection, surge protection and grounding systems. He has worked on projects for a variety of facilities including airports, railroads, roadways, telecommunication facilities, schools, water and wastewater treatment plants, pump stations and fuel storage and dispensing facilities. A partial listing of his project experience includes:

- » **New Entrance Road and Traffic Study, Winter Haven Municipal Airport, Gilbert Field, Winter Haven, FL.** Electrical engineer responsible for electrical and lighting design for the new entrance road for the airport.
- » **Airfield Signage, Leesburg International Airport, Leesburg, FL.** Electrical engineer responsible for the design of a new airfield signage throughout the airfield.
- » **New Taxilane F, Naples Municipal Airport, Naples, FL.** Electrical engineer for the construction of a new Taxilane F (approximately 450 feet in length and 50 feet in width) off of Taxiway B between the Collier County Sheriff's hangar and the ASG Inc. hangar.
- » **Security Lighting, Naples Municipal Airport, Naples, FL.** Electrical engineer responsible for electrical lead and lighting glare calculations. This project consists of the research and preparation of a vertical lighting analysis and report.
- » **Taxiway D Extension, Naples Municipal Airport, Naples, FL.** Electrical engineer for the construction of an extension to existing Taxiway D.

Rodger Anderson is a biologist with over 20 years of experience conducting habitat assessments, environmental site assessments, noise and air quality analyses and archeological surveys. He has valuable experience performing threatened and endangered species surveys and prepared wetland delineation and mitigation plans. Rodger has been involved with all aspects of environmental documentation including data collection, technical field surveys and technical report documentation. A partial listing of his relevant project experience includes:

- » **Wetland Delineation, Stanton Airport, Stanton, KY.** Environmental lead. Responsible for completing a wetland delineation and associated documents for improvements at the airport including road relocation and extension of runway safety areas.
- » **Environmental Assessment, Bowman Field Airport, Louisville, KY.** Environmental lead. Responsible for preparing the environmental assessment and associated documents for removing approach obstructions off all four ends of the airfield.
- » **Environmental Assessment, St. Louis Downtown Airport, Cahokia, IL.** Environmental lead. Responsible for preparing the environmental assessment and completed wetland delineation, Section 404 permit application, on-site flood plain mitigation, off-site wetland mitigation and wetland permitting and mitigation for airport development.
- » **Environmental Assessment, Marshall County Airport, Lacon, IL.** Environmental lead. Responsible for preparing the environmental assessment and associated documents for extending the primary runway 800 feet and encasing a stream under the extended runway.

Hanson Professional Services, Inc.



Kevin Lightfoot, P.E.
Electrical Engineer

Education

A.S./1983/Science/John A. Logan College
Carterville
B.S./1986/Electrical Engineering/Southern
Illinois University at Carbondale

Professional Registrations

Professional Engineer/FL, IL, IN, KY, LA,
MN, MO, OH, WI
Professional Engineer--Electrical
Engineering/NV, WA

"I have found Kevin to be one of the most technically competent electrical engineers I have worked with. One of his attributes I appreciate is his attention to detail, especially during the submittal process."

William Weigel, Regional Manager, ADB
Airfield Solutions

Hanson Professional Services, Inc.



Rodger Anderson
Environmental Specialist

Education

B.S./1995/Animal/Aquatic Ecology/Iowa
State University

Professional Affiliations

Illinois Lakes Management Association
American Fisheries Society-Illinois
Chapter
American Fisheries Society-Water Quality
Section
American Fisheries Society

"Rodger Anderson worked miracles on this project from start to finish! He went far beyond our expectations. His innovative ideas and expert guidance made it all possible."

Robert McDaniel, former Deputy Director
for Operations and Business Development

Experience and Ability

Timeka Carter, an aviation planner, assists senior staff and project managers with the conducting and coordinating of aviation planning studies including airport master plans, FAR Part 150 noise studies, environmental assessments, sound insulation and land acquisition programs, community involvement and other aviation/airport-related projects. She uses Geographic Information Systems (GIS 10.0), the FAA's Integrated Noise Model (version 6 through 7.0d) and the FAA's new Aviation Environmental Design Tool (AEDT). Timeka provides high level technical support for noise operations monitoring systems (ANOMS version 8) at air carrier and general aviation airports. A partial listing of her project experience includes:

- » **Master Plan Update, Arcadia Municipal Airport, Arcadia, FL.** Airport planner assisting with a comprehensive update to the airport's previous master plan.
- » **Voluntary Land Acquisition and Sound Insulation Program, Martin County Airport/Witham Field, Stuart, FL.** Project planner for project to develop and implement the Martin County Voluntary Land Acquisition and Sound Insulation Program.
- » **Airport Layout Plan (ALP) Update and Narrative Report, Leesburg International Airport, Leesburg, FL.** Project planner for this study updated the airport's 2002 Airport Layout Plan set (ALP), documented changes in activity levels and the physical layout of the airport, and area land use since the 2002 ALP was completed.
- » **Environmental Assessment, New Taxiway A, Valkaria Airport, Valkaria, FL.** Project planner for the preparation of the Environmental Assessment for the construction of New Taxiway A.

With 37 years in the industry, **Tim Haskell's** vast experience includes conducting airport feasibility and environmental studies, preparing airport layout and master plans and acquiring grants and funding for both primary and general aviation airports. Additionally, he has experience in airport site selection and is well-versed in FAA National Plan of Integrated Airport Systems projects. During his first 25 years in airports, Tim served on the planning staff for the city of Chicago and the Metropolitan Nashville Airport Authority (MNA), for which he participated in the planning and phasing of airfield and terminal area development and reconstruction at O'Hare, Midway and Nashville airports. He concluded the airport phase of his career as the director of planning and environmental compliance for the MNA. During the last 10 years, Tim has served as a consultant, serving large executive and small general aviation airports in 10 states and 4 FAA regions. A brief listing of Tim's relevant projects includes:

- » **Master Plan and Airport Layout Plan Update, Valkaria Airport, Valkaria, FL.** Project manager responsible for completing an update to the 2006 Airport Master Plan and Airport Layout Plan update to reflect projects that have been completed since the 2006 study, existing environmental and operating conditions, and maintenance and improvement projects necessary to maintain the airport in a safe and efficient manner consistent with FAA standards and FDOT guidelines.
- » **Air Space Evaluation and Obstruction Mitigation, Tri-Cities Regional Airport, Blountville, TN.** Project manager assisted the airport with the evaluation of identified obstructions to the runway's TERPS surfaces and prepared a mitigation plan.
- » **Area Safety Program, Bowman Field Airport, Louisville, KY.** Senior Planner providing planning services to support the Bowman Field Airport Area Safety Program (BAASP).
- » **Kentucky Statewide Aviation Planning and Engineering, KY.** Planning project manager responsible for leading planning efforts at the 4 state-owned airports, including Runway Safety Area improvements, obstruction mitigation, AWOS siting and a Master Plan for Capital City Airport.
- » **General Consulting, Tullahoma Regional Airport, Tullahoma, TN.** Project manager responsible for developing the CIP to include the ALP, Runway Safety Area/Runway Protection Zone determination, runway length justification report and 405 surveys.

Hanson Professional Services, Inc.



Timeka Carter
Airport Planner

Education
B.S./2003/Aviation Management/Florida
Institute of Technology

"Timeka Carter, Hanson Professional Services, has far exceeded my expectations as part of the C&S team on the Boca Raton Sound Insulation Program. Ms. Carter is well respected by staff and homeowners and has been an invaluable asset during this project."

James Shuler
C&S Companies

Hanson Professional Services, Inc.



Tim Haskell
Senior Airport Planner

Education
B.S./1977/Aviation Administration/
Middle Tennessee State University
MEd./1979/Education/Middle
Tennessee State University

Professional Affiliations
Airports Council International - North
America
American Association of Airport
Executives
Adjunct Faculty: Middle Tennessee
State University and Southern Illinois
University

"Mr. Haskell went above and beyond what was required with our recent ALP update. Our Airport Authority is extremely pleased with his service and coordination of the project with the Tennessee Aeronautics Division."

Jon Glass
Tullahoma Municipal Airport Authority

Experience and Ability

Mike Harris' 16 years of experience includes designing and planning various airport projects performing construction observation and materials testing for airport, highway and building construction projects. He has completed numerous airport planning projects and is knowledgeable regarding airport airspace requirements and obstruction analysis procedures. These projects have included preparing airport layout plans (ALPs) and other exhibits using CADD and GIS software applications. He is well versed in interpreting FAA design standards and advisory circulars, specifically, the FAA AC 150/5300-16, 17 and 18 guidelines required for various airport project. His most notable project experience includes:

- » **Pavement Rejuvenation and Runway Marking Improvements, Arcadia Municipal Airport, Arcadia, FL.** Airport designer for the application of an asphalt pavement rejuvenation product and subsequent pavement markings application for Runway 6/24, taxiway, and apron pavements.
- » **Airfield Lighting System Improvements, Arcadia Municipal Airport, Arcadia, FL.** Airport designer responsible for layout and design of airfield lighting elements to conform to applicable FAA design standards; development and coordination of a construction safety and phasing plan; and preparation of construction documents including plans, specifications and construction cost estimates.
- » **Master Plan Update, Arcadia Municipal Airport, Arcadia, FL.** Airport planner assisting with a comprehensive update to the airport's previous master plan and responsible for preparation of an updated ALP.
- » **Taxiway A and Water Management System Improvement Planning, Design, and Construction, Naples Municipal Airport, Naples, FL.** Airport designer for Taxiway A extension to Runway 23 threshold and the water management system improvements.

Tricia Fantinato has over 20 years of experience in aviation and environmental planning, design, development and operations, as well as in airport and aviation security, safety and emergency management, and airport and aviation risk management. Her project experience includes airport master plans and sustainability studies, environmental assessments and impact statements, site selection, feasibility and reuse studies, safety and security assessments and airspace analysis at airports throughout the United States and the Caribbean. A partial listing of her relevant experience includes:

- » **Enhanced Airport Master Plan Update, Vero Beach Regional Airport (VRB), Vero Beach, FL.** Environmental/Sustainable Planner, working with the City, Airport Staff and Ricondo and Associates, provided an environmental overview of existing conditions based upon the 23 NEPA categories.
- » **Master Plan and AGIS Survey, Southwest Minnesota Regional Airport (MML), Marshall, MN.** Senior Aviation Planner. The Master Plan was developed to provide the Airport Sponsor with recommended short and long-term airport development options.
- » **Enhanced Master Plan, Mankato Regional Airport (MKT), Mankato, MN.** Senior Aviation Planner. The Enhanced MP includes reintroduction of commercial service, expansion of fixed wing and rotorcraft flight training, ATCT requirements; asset and land use management, facility requirements, sustainable planning and safety resource management initiatives as well as an airport business plan to address long-term fiscal development.
- » **Airport Master Plan Update, St. Lucie County International Airport (FPR), FL.** Project Manager/Senior Planner. The Airport Master Plan was developed in conjunction with the Master Stormwater Drainage Plan, FAR Part 139 Commercial Service certification, as well as Commercial Terminal and U.S. Customs and Border Protection architectural development report.
- » **Environmental Overview, Shoreline Stabilization and RSA Compliance Project, Merritt Island Municipal Airport (COI), Titusville-Cocoa Airport Authority, FL.** Senior Planner. The Master Plan identified two major issues at COI: non-standard runway safety area and shoreline erosion.

Hanson Professional Services, Inc.



Mike Harris
Designer

Education
B.S./1999/Public Affairs/Indiana University

Professional Training
AutoCAD
AutoCAD Civil3D
AutoCAD Map3D
ArcGIS
Microstation

TKDA



Tricia Fantinato
Senior Aviation Planner

Education
Juris Doctorate Candidate
Stetson University College of Law/2018
Masters of Aeronautical Science
Specializations in Aerospace Safety
Systems & Aerospace Operations
Embry-Riddle Aeronautical University/1998
Masters of Business Administration Aviation
- Specializations in Airport Management &
Aviation Marketing
Embry-Riddle Aeronautical University/1997
Bachelor of Arts
Le Moyne College/1990

Professional Affiliations
Association for Unmanned Vehicle Aircraft
Systems International (AUVSI)
Airport Consultants Council (ACC):
Safety and Security Technical Committee
Planning and Technical Committee
Sustainability Committee
Government Affairs – Legislative and Regulatory Committee
Globalization Committee
Sustainable Aviation Guidance Alliance
Florida Airports Council (FAC): Security
Committee/ Federal Committee/
General Aviation Committee/Corporate
Committee
Women in Transportation (WTS)

Experience and Ability

John Ahern is Vice President of TKDA's Aviation Division and continues to be directly involved with airport planning and engineering from small general aviation airports to large International Airports. He is experienced in all aspects of airside and landside development and has extensive experience in construction staging and phasing plans to accommodate major construction projects while maintaining airport operations. His experience also includes Airport Layout Plans, Wetland Mitigation, and Airport Zoning.

John is responsible for allocating division resources and also performing quality control and assurance duties. He remains involved with projects and has recently completed a number of perimeter security projects as well as construction phasing efforts at the Denver, Boston, and Salt Lake International Airports. Having worked on numerous apron reconstruction projects at large hub airports has given him excellent experience with minimizing construction impacts on tenant operations. A partial listing of his relevant experience includes:

- » **Hangar Site Taxiway Development and Apron Reconstruction, Waseca Municipal Airport, MN.** Project Principal. Included project formulation, planning, design and construction administration of a new taxiway and building site to support private hangar development.
- » **East Building Area Development, Southwest Minnesota Regional Airport, Marshall, MN.** Project Principal. Planning and design for development of a new quadrant of the airport to accommodate expansion of maintenance facilities, future commercial air service terminal facilities, corporate aircraft hangars, and aviation related industrial facilities.
- » **Large Aircraft Hangar, Morris Municipal Airport, MN.** Project Principal. Construction of a 110-foot by 80-foot aircraft hangar with taxiway extension and apron construction.
- » **Transient Aircraft Hangar and Apron Design, Dodge Center Municipal Airport, MN.** Project Principal. Project Layouts and design options, coordination of utilities, provided design drawing and specifications for a 80-foot by 80-foot pre-engineered metal hangar.

Ted Pluta provides over 35 years of project management experience in the field of land acquisition, relocation, sales assistance, purchase assurance and easement acquisition services. He has played a key role in the implementation of airport noise mitigation programs and right of way projects throughout the State of Florida and around the nation. Ted is also a certified IRWA and NHI instructor specializing in the training and development of right of way professionals. He has instructed basic relocation, advanced relocation and business relocation to State and Federal agencies throughout the US, including the Hawaii Department of Transportation.

Ted currently serves as the program manager for Broward County Aviation Department's (BCAD) Standard Sales Assistance and Conveyance and Release Program for the Fort Lauderdale-Hollywood International Airport. His responsibilities include complete oversight of all program and staff activities, in addition to all community outreach efforts in coordination with BCAD.

Prior to joining W.D. Schock Company, Ted served as project manager for the Palm Beach International Airport's (PBI) land acquisition program where approximately 750 properties were acquired, along with various aviation easement acquisitions. He also served as the project manager for Hillsborough County Aviation Authority's property acquisition and relocation project, along with business relocations for the Drew Park area with the TIA and Vandenberg Airport projects. In addition, Ted was involved in management of the final stages of commercial relocations for the Nevada DOT on Project NEON, which involves the relocation of over 80 businesses and 800 storage units.

Ted has handled complex negotiations for the purchase of properties for Broward County Aviation Department at Ft. Lauderdale-Hollywood International Airport for expansion related programs. He has also managed and worked on several public projects throughout the country including various state DOT's, the National Park Service, Federal Highway Administration, South Florida Management District and many local public agencies.

TKDA



John Ahern, P.E.
Civil Engineer - Hangar
Development

Education
Bachelor of Civil Engineering,
University of Minnesota (1989)

Professional Registrations
Engineer - FL, IL, MI, MN

Professional Affiliations
American Association of Airport
Executives

W.D. Schock Company, Inc.

Theodore "Ted" Pluta
Acquisition/Relocation Agent

Education
University of South Florida
Business Administration
1981

Professional Affiliations
Certified IRWA and NHI instructor
Licensed Florida Real Estate Broker,
International Right of Way Association
American Association of Airport
Executives
Florida Airports Council

Experience and Ability

Eva Maples has over 13 years of project management experience in the field of Land Acquisition and Relocation, Easement Acquisition, Noise Attenuation and Sales Assistance services. Since joining the firm, she has played a key role in the implementation of airport noise mitigation programs and land acquisition projects throughout the Southeast and Mid-Atlantic regions. A partial list of her relevant experience include:

- » **Sales Assistance and Conveyance and Release Program, Fort Lauderdale-Hollywood International Airport, Fort Lauderdale, FL.** Sales Assistant and Easement Acquisition Coordinator
- » **Avigation Easement Acquisition, Sales Assistance, and Purchase Assurance Program, Roanoke Regional Airport, Roanoke, VA.** Project Manager
- » **Residential Sound Insulation Program, Roanoke Regional Airport, Roanoke, VA.** Assistant Project Manager

Sarah Brammell is a qualified Airport Wildlife Biologist with over 18 years of experience as a wildlife biologist/environmental compliance specialist and planner. Her unique experience as an aviation environmental professional offers clients and their stakeholders the expertise to guide them through complicated permitting and environmental compliance process. She provides clients with innovative approaches to hazardous wildlife assessment and management, NEPA documentation, environmental compliance projects, environmental mitigation, and numerous other natural resource projects. Sarah was recently appointed to the Bird Strike Committee USA for a two year term and elected as Chair-elect for fiscal year 2015. Sarah has provided or is providing wildlife hazard services at these commercial service and general aviation airports:

- » Southwest Florida International Airport – CFR Part 139 WHA, Annual Wildlife Hazard Management Training, Wild Hazard Management Plan (WHMP) Update
- » St. Petersburg-Clearwater International Airport – CFR Part 139 WHA and FAA Approved WHMP
- » Miami International Airport – CFR Part 139 WHA Revisions (2009), design review, and landscaping review
- » Page Field—General Aviation WHA
- » Victoria Regional Airport—CFR Part 139 WHA
- » Arlington Municipal Airport—General Aviation WHA and WHMP
- » Sacramento International Airport – CFR Part 139 WHA

Liz Gaines has more than 30 years of experience in boundary, hydrographic, topographic and construction surveys with the last 22 years being in direct management of business, personnel and projects. She has supervised multiple field crews and survey technicians. Liz's professional experience includes managing a wide variety of surveying projects throughout southwest Florida. She has performed boundary, topographic, route, mean high water and erosion control line surveys, prepared subdivision plats and condominium exhibits, coordinated construction layouts and performed GIS (Geographic Information Services) support services. The types of projects she has provided these services for include: roadway and utility design projects; projects involving designs for schools, parks, municipal buildings and airports; residential and golf course communities (single family, multi-family and condominium); stormwater management maps and property appraisal maps (G.I.S. projects). A partial listing of her relevant experience includes:

- » **Various Projects, Naples Municipal Airport, Naples, FL.** Prepare Topographic Surveys for the following design projects: Runway 14-32 Drainage Improvements, GA-AOB Site Improvements, New Taxilane F, Tower Drive Drainage Modifications, Taxiway D Extension and Taxiway A Run-up Apron.
- » **Skyplex Commercial Lease Parcel, Southwest Florida International Airport, Fort Myers, FL.** Prepare a boundary and topographic survey.
- » **ARFF, Parallel Runway and FPL Relocation Projects, Southwest Florida International Airport, Fort Myers, FL.** Provide surveying services.
- » **Perimeter Road Project, Page Field, Fort Myers, FL.** Prepare a topographic survey.

W.D. Schock Company, Inc.

Eva Maples

Acquisition/Relocation Agent

Education

Virginia Polytechnic Institute & State University
Urban & Regional Planning, Masters Studies
Belmont University
Certified Financial Planner
Middle Tennessee State University
B.B.A. Business Management

Environmental Resource Solutions, Inc.



Sarah Brammell

Environmental Scientist

Education

MPA/Environmental Policy/Florida Gulf Coast University/2008
BA/ Biology/Susquehanna University/1996

Professional Certifications

Certificate of Wildlife Hazard Management Training, Embry-Riddle Aeronautical University, 2007; Authorized Gopher Tortoise Agent—State of Florida; ACI-NA Certificate in Environmental Management, 2011; Certified Master Naturalist (Wetlands)

E.F. Gaines Surveying Services, Inc.



Elizabeth "Liz" Gaines, PSM

Surveyor

Education

University of Florida/AA
University of Florida/Coursework in Surveying
University of South Florida/Coursework in Geography

Professional Registrations

1988 / Professional Surveyor & Mapper

Professional Affiliations

Florida Surveying and Mapping Society

Experience and Ability

Chad Day has over 11 years experience in the Soil, Aggregate and Concrete Lab and field-testing. He is also Asphalt Roadway Level II certified. Chad has performed as a Quality Assurance and Quality Control Inspector on Numerous projects as listed below. His experience includes extensive Concrete and Masonry work. He is very familiar with all specifications relating to Concrete, Asphalt, and Soils including laboratory classification Specifications. A partial listing of his relevant experience includes:

- » Catalyst Site, Suwannee County, Construction Materials Inspection
- » Valdosta Airport- Quality Assurance Inspector
- » Gainesville Regional Airport, Gainesville, FL
- » Merritt Island Airport, Merritt Island, FL
- » Flagler County Airport, St. Augustine, FL
- » Lake City Municipal Airport, Lake City, FL
- » Suwannee County Airport, Lake City, FL
- » I-75 Welcome Center- Quality Control Earthwork Inspector
- » FDOT Paint Striping on various jobs
- » Numerous private projects, Materials Testing and Inspection
- » Columbia County School Board Materials Testing Contract

Cal-Tech Testing, Inc.

Chad Day Geotechnical/Construction Materials Technician

Education

Taylor County High School
Taylor County Vocational - Millwright

Professional Certifications

Asphalt Paving Technician – Level I & II
Concrete Field Technician – Grade I
Earthwork Construction Inspector – Level
I & II
Nuclear Radiation Safety Training (CPN)
Concrete Lab Technician – Level I
Quality Control Manager
Qualified Sampler

Chip Snowden is a senior vice president and is the principal for Hanson's aviation market unit. He has more than 34 years of experience in the aviation industry, serving on the airport management and consulting sides of the business. In addition to Chip's strong management capabilities, he has extensive experience in business development, strategic direction and management, and project delivery for the following aviation program emerging practices: public/private partnership transactional services, economic development programs, airport O&M staffing services, airport asset management programs, and airport program management. He offers valuable expertise in his collaborative experience in working with airport operator/ developers, infrastructure funds and governmental entities with the goal of winning and executing major airport privatization programs. Chip's consulting experience also includes working with domestic and international airport owners in developing, airport business plans, management best practices, security programs and "airport cities" property development programs.

Chip has held several high-level airport positions including chief operating officer, director of operations managing day-to-day operations, and planning and development for the Jacksonville Aviation Authority, manager of airport planning and development for the Palm Beach County Department of Airports in West Palm Beach, FL. He was also the global aviation P3 director for a previous employer which gave him experience in due diligence business planning for a variety of airports in Europe, Asia and South America. Additionally, Chip has 25 years' experience managing general airports, including three general aviation airports in the Jacksonville airport system, and three general aviation airports in the Palm Beach County airport system.

Hanson Professional Services, Inc.



Chip Snowden, AAE, CFM Principal in Charge

Education

B.S./1981/Aeronautical Science/Aviation
Management/Embry-Riddle Aeronautical
University
MBA/1985/Embry-Riddle Aeronautical
University
2004/Harvard Senior Management
Development Program

Professional Registrations

Certified Facility Manager (CFM)
Accredited Assoc of Airport Execs (AAE)
Commercial Pilot, Single and Multi-Engine
Aircraft

Experience and Ability

All personnel will be available during the critical times when their role is necessary. Our team is prepared to allocate resources or provide additional staff to keep pace with the City of Arcadia's project demands as they increase over time.

KEY STAFF MEMBER & ROLE	CURRENT (MAJOR) WORK COMMITMENTS & ROLE OF RESPONSIBILITY	ESTIMATED COMPLETION DATES	% OF TIME AVAILABLE FOR X06 PROJECTS
Ron Ridenour Project Manager	1. Naples Municipal Airport, Taxiway A and Holding Bay. Project Coordinator 2. Sarasota Bradenton International Airport, Design and Bidding Project - Fiber Optic Transmission System. Project Manager 3. Naples Municipal Airport, Taxilane F and Tower Drive. Project Coordinator	1. Nov. 2016 2. Sept. 2016 3. Jun. 2016	55%
Blake Swafford, P.E. Deputy Project Manager	1. Bartow Municipal Airport, Airfield Pavement Marking Project. Project Manager 2. Bartow Municipal Airport, Drainage Design Project. Project Manager	1. Dec. 2016 2. Dec. 2016	60%
Mike Moon, AAE Client Services Manager	1. ACRP Small Airport Management Handbook. Lead Investigator 2. Winter Haven Municipal Airport, Road Project. Client Services Manager 3. Bartow Municipal Airport, Marking Project. Client Services Manager	1. Fall 2017 2. Dec. 2016 3. Dec. 2016	60%
Rodger Anderson Environmental Specialist	1. South Suburban Airport, Environmental Services. Task Manager 2. Huntington Airport, Environmental Assessment. Task Manager 3. Bowman Field Airport, Environmental Assessment. Task Manager	1. Jun 2022 2. Feb 2017 3. Aug 2016	30%
Timeka Carter Aviation Planner	1. Bowman Field, Obstruction Removal. Airport Planner 2. ACRP, Small Airport Management Handbook. Airport Planner 3. Martin County Airport/Witham Field, Voluntary Land Acquisition/Sound Insulation Program. Airport Planner	1. Fall 2017 2. Fall 2017 3. Fall 2016	50%
Tim Haskell Senior Aviation Planner	1. Bowman Field, Environmental Assessment. Planner 2. Rough River Airport, Environmental Assessment. Project Manager 3. Stanton-County Powell Airport, Environmental Assessment. Planner	1. Dec. 2017 2. Nov. 2015 3. Jul. 2015	40%
Jeff Litherland, P.E. Senior Aviation Engineer	1. Sarasota Bradenton International Airport, Air Traffic Control Tower. Resident Project Representative	1. May 2017	50%
Mike Harris Designer	1. Sarasota Bradenton International Airport, Obstruction Survey and Airport Airspace Analysis. Designer 2. Naples Municipal Airport, Taxiway A and Holding Bay. Designer 3. Naples Municipal Airport, Taxiway D. Designer	1. Jan 2017 2. Nov. 2016 3. Oct. 2016	65%
Kevin Lightfoot, P.E. Electrical Engineer	1. Various Airports, Airfield Electrical Projects. Electrical Engineer	1. Ongoing	40%
Tricia Fantinato Senior Aviation Planner	1. Waseca Municipal Airport, Master Plan Update and AGIS Survey. Senior Aviation Planner 2. St. James Municipal Airport, Master Plan Update. Senior Aviation Planner 3. Enhanced Master Plan Update. Senior Aviation Planner	1. Apr. 2017 2. Jan. 2017 3. Sep. 2016	25%
John Ahern, P.E. Civil Engineer - T-Hangar Development	1. Dodge Center Municipal Airport, Transient Aircraft Hangar and Apron Design. Project Manager/Project Principal 2. Minneapolis-St. Paul International Airport, PBB Replacement Design. Project Manager/Project Principal	1. Dec. 2016 2. Oct. 2016	20%
Ted Pluta Acquisition/Relocation Agent	1. Fort Lauderdale International Airport Voluntary Sales Assistance and Conveyance and Release Program. Program Manager	1. Oct. 2018	85%
Eva Maples Acquisition/Relocation Agent	1. Fort Lauderdale International Airport Voluntary Sales Assistance and Conveyance and Release Program. Senior Consultant	1. Oct. 2018	85%
Elizabeth "Liz" Gaines, PSM Surveyor	1. Immokalee Undersized Watermain Replacement Project. Principal Surveyor 2. Hendry Creek Park, Boundary and Topographic Survey, Principal Surveyor 3. Buccaneer and Heritage Mobile Home Parks, Boundary and Topographic Survey, Principal Surveyor	1. Aug. 2016 2. Jul. 2016 3. Sep. 2016	50%
Sarah Brammel Environmental Scientist	1. Air National Guard Bird Aircraft Strike Hazard (BASH) Plans, Project Manager 2. Southwest Florida International Airport Wildlife Remediation, Project Manager	1. Mar. 2017 2. Mar. 2017	55%
Chad Day Geotechnical/Construction Materials Testing	1. SR 24@ #3 Channel, FIN: 432194-1-52-01, Contract: E2T70, CMT/Field Services 2. SR 40 FIN#433665-1-52-01 CNT#T5543, CMT/Field Services	1. Aug. 2016 2. Oct. 2016	75%

Past Experience

Hanson takes great pride in our ability to represent airport clients with facilities similar to the Arcadia Municipal Airport, completing projects in a timely and fiscally responsible manner. We are experienced in managing both small and large projects, we understand common construction problems and how to avoid them, and we manage our teams for maximum quality and productivity.

Below is a partial list of current Hanson aviation clients, representing airports ranging from primary commercial service airports to Part 139 relievers to small general aviation facilities. Hanson provides professional services for these clients similar to those for which we are submitting qualifications to the City of Arcadia.

- Arcadia Municipal Airport
- Bartow Municipal Airport
- Blue Grass Airport
- Bowman Field
- DeKalb Taylor Municipal Airport
- Edgar County Airport
- Indianapolis Regional Airport
- Indianapolis International Airport
- Leesburg International Airport
- Lewis University Airport
- Litchfield Municipal Airport
- Macomb Municipal Airport
- Marshall County Airport
- Monroe County Airport
- Mount Vernon Outland Airport
- Murfreesboro Municipal Airport
- Naples Municipal Airport
- Orlando International Airport
- Pekin Municipal Airport
- Quincy Regional Airport
- Rochelle Municipal Airport
- Sarasota Bradenton International Airport
- Shelby County Airport
- Southern Illinois Airport
- South Suburban Airport
- St. Louis Downtown Airport
- St. Louis Regional Airport
- Stanton Airport
- Tri-Cities Regional Airport
- Tri-State Airport
- Valkaria Airport
- Winter Haven Municipal Airport, Gillbert Field

The Hanson Team has completed hundreds of airport projects, including airport layout and master plans, environmental services, land acquisition services, and design and construction services for projects ranging from apron expansions to new runways with associated NAVAIDS. Our Team is comprised of professional engineers, planners and designers with key project experience that relates directly to projects anticipated under this procurement. Key representative projects of the Hanson Team are provided on the following pages.

Why Do You Choose to Work With Hanson?

"Staff qualifications."

Leo Treggi, Former Airport Manager, Leesburg International Airport, current Airport Manager for Winter Haven Municipal Airport client survey response regarding LEE Taxiway A Realignment project

"Hanson's close and successful relationship with Federal and State funding agencies and swift turnaround of design documents has led to project opportunities that other firms could not leverage in time to receive the grants for project implementation."

Steve Borowski, Director of Aviation
Valkaria Airport

Past Experience

ARCADIA MUNICIPAL AIRPORT General Consulting Services

Shelley Peacock, Airport Manager
City of Arcadia
Phone: 863.494.4114
Email: speacock@arcadia-fl.gov

Hanson was selected by the City of Arcadia as the consultant for aviation engineering, planning and construction at Arcadia Municipal Airport for a five-year contract. Hanson has assisted City staff with several engineering and planning projects including security fence and gate design and construction management, runway pavement rejuvenation and marking, electrical vault and airfield lighting improvements, airport master plan update, review of administrative and operational documents, cost estimating and grant procurement, and special event (Aviation Day) planning and coordination. Over the past five years representative projects have included:

Airport Master Plan Update. Hanson assisted the City with a comprehensive update to the airport's previous master plan. The study addressed all necessary requirements, including the need for the following landside improvements: aircraft storage facilities, new fuel farm, apron and T-hangar access pavement improvements, tenant parking, new parallel taxiway, land acquisition, runway extension, new FBO and improved service offerings to tenants and users.

Project cost: \$263,000 **Completed:** 2015

Airfield Lighting System Improvements. The project included the design, bidding and construction for the replacement of airport electrical vault and the runway and taxiway lights with the associated cabling and duct work. Mandatory taxi guidance signs were included at the connecting taxiway intersections with Runway 6/24. Additive alternate bids included furnishing and installing an L-831 abbreviated PAPI on Runway 6 with the associated cabling and duct work, installing a 12-foot wind cone,

furnishing and installing mandatory taxiway guidance signs at the intersections of Runway 6/24 and Runway 13/31, and at the intersection of Taxiway A and Runway 13/31, furnishing and installing a backup constant current regulator for Runway 6/24 and taxiway. Airfield lighting improvements were required because the existing runway and taxiway lighting were not functioning due to age.

Project cost: \$583,000 **Completed:** 2014

Pavement Rejuvenation and Runway Marking Improvements.

Project consisted of design, bidding and construction for the application of an asphalt pavement rejuvenation product and subsequent pavement marking application for runway, taxiway and apron pavements. As a result of magnetic declination, it was necessary to change the Runway 5/23 designation to Runway 6/24 as part of this project. Additional work included pavement marking removal, crack cleaning and sealing and incidentals. This work was required because the Runway 6/24 pavement and markings had deteriorated in the aging process. Rejuvenation serves to preserve and extend life of the existing asphalt pavement. **Project cost:** \$135,000 **Completed:** 2014

Fencing and Gates Installation. Hanson provided design, bidding and construction services for the installation of 5,430 linear feet of a six foot high chain link security fence around the western perimeter of the Airport. Topographical field surveys were included to support the design. The project was bid and awarded to Commercial Fence Contractors, Inc.

Project cost: \$84,450 **Completed:** 2012

Past Experience

NAPLES MUNICIPAL AIRPORT General Consulting Services

Kerry Keith, Senior Director of
Development and Facilities
City of Naples Airport Authority
Phone: 239.643.0733
Email: kkeith@flynaples.com

Taxiway D Extension. This project consists of the construction of an extension to the existing Taxiway D. The extension is from Taxiway C to the intersection of the Runway 5 extension, opposite the Taxiway A1 connector. No intermediate connectors or run-up pads are included. Services include: field surveys, geotechnical subsurface exploration, geometric layouts, pavement design, stormwater management design and permitting, electrical modifications, signage, pavement markings, bidding services and construction plans preparation and specifications.

Project cost: \$2,200,000 **Completed:** May 2017

Tower Drive Drainage Modification. Hanson is responsible for modifying the drainage at the Tower Drive and North Road intersection. The modification will redirect water from the current open channel located on the northeast side of an airside lease parcel to flow through a culvert parallel to North Road. Associated tasks include field surveys, geotechnical exploration, utility coordination, grading, water management and drainage design, water management permitting, landscape design, a criteria package for the restroom, bidding and construction services. **Project cost:** \$585,000 (estimated) **Completed:** Aug 2016 (estimated)

New Taxiway F. Hanson is responsible for the construction of a new Taxiway F (approximately 450 feet in length and 40 feet in width) off of Taxiway B between the Collier County Sheriff's hangar and the ASG Inc. hangar. Associated tasks include field surveys, geotechnical subsurface exploration, geometric layouts, pavement design, stormwater management design and permitting, electrical modifications, signage, pavement markings, bidding and construction services. **Project cost:** \$550,000 (estimated) **Completed:** July 2016

Taxiway A Extension and Water Management System Improvement Planning, Design, and Construction. The project

is an extension of Taxiway A to Runway 23 threshold and state-of-the-art water management system modifications and improvements. The Taxiway A extension has enhanced airport safety and operations by limiting or removing the need to cross an active runway to access the Runway 23 threshold.

Project cost: \$6,200,000 **Completed:** 2015

Facilities Building Improvements. Hanson provided project management and administration services for the facilities maintenance building improvements at the airport.

Project cost: \$25,000 **Completed:** 2015

West Quad Pond. Hanson provided the design bidding and permits for the project. Design objectives included minimizing wildlife attractants or relocating attractants to less hazardous areas; providing additional flood or quality management for airport generated stormwater; and providing design features consistent with the greenway to connect to the project.

Project cost: \$1,198,000 **Completed:** 2015

Runway 14/32 Safety Area Improvements. In response to an FAA Airport Part 139 inspection to correct runway safety area deficiencies related to drainage structures and new grading requirements, Hanson's proposed improvements included the removal of above ground drainage structure headwalls and placement of fill material to meet the new grading requirements. The project also incorporated the advancement of the ongoing master drainage plan to improve water quality and reduce flooding and standing water. The reduction of the flooding and standing water is expected to decrease the attractant of wildlife, a major safety issue at airports.

Project cost: \$3,248,000 **Completed:** 2015

Past Experience

VALKARIA AIRPORT General Consulting Services

Steve Borowski, Director of Aviation
Brevard County
Phone: 321.952.4590
Email: steveborowski@brevardcounty.us

Master Plan and Airport Layout Plan Update. Hanson was responsible for completing an update to the 2006 Airport Master Plan and Airport Layout Plan to reflect projects that have been completed since the 2006 study, existing environmental and operating conditions, and maintenance and improvement projects necessary to maintain the airport in a safe and efficient manner consistent with FAA standards and FDOT guidelines. Tasks included developing forecasts, identifying facility needs, analyzing alternatives, reviewing environmental conditions, creating a financial and implementation plan, and conducting agency and public coordination.

Project cost: \$164,000 **Completed:** 2016

Construct T-hangars and Site Work. Hanson was responsible for the construction of two 16,206 square foot hangar buildings to provide additional aircraft storage for the airport. The site work consisted of filling an existing stormwater management pond and relocating the pond outside of the foot print of the proposed hangars. A trench drain system was used to convey stormwater from the hangar area to the relocated stormwater management area. The project included taxiway access to the approach end of Runway 10. Access to the hangars provided by 9,540 square yards of new 2-inch thick bituminous pavement. The funding for the project was provided by FDOT through a grant. **Project cost:** \$1,855,000 **Completed:** 2014

Runway 10/28 Rehabilitation. Provided the design of Runway 10/28 pavement reconstruction to provide standard structural and functional condition. The existing pavement functionality and structurally was at or near failure and had exceeded its original design life. The May 2011 Pavement Management Plan reports a Pavement Condition Index of 10 for Runway 10/28. The project was designed following FAA requirements for design and construction. Recycled existing materials to the maximum extent practicable. Competitive bids for

constructing the project were solicited in accordance with federal, state and local rules. **Project cost:** \$2,200,000 **Completed:** 2014

Environmental Assessment, New Taxiway A. Hanson prepared the Environmental Assessment (EA) for the construction of New Taxiway A. Major components included agency coordination and public review of aviation activity forecasts; evaluation of project alternatives and the affected environment; environmental consequences. The EA received a FONSI in 2011 after only 11 months of study.

Project cost: \$2,200,000 **Completed:** 2014

Taxiway B and Apron Rehabilitation. The project consisted of the reconstruction of the entire apron pavement and a 25-foot section of existing Taxiway B for B-1 aircraft. It included drainage reconstruction and improvements, helicopter and turbine aircraft fueling hardstands, and grading of the infield to remove wetlands mitigated under an associated project. The project involved recycling the existing base into a stabilized subgrade, constructing new limerock base and constructing a new bituminous surface. The pavement surface was recycled through mixing with in-place soils creating a stabilized base with a CBR of 50. **Project cost:** \$3,200,000 **Completed:** 2013

Construct Taxiway A. Provided the design and construction of a new 25 foot wide parallel Taxiway A to serve primary Runway 14/32. A major portion of this project included mitigation of impacts to jurisdictional wetlands. Off-site mitigation addressed the impacts to associated wetlands. Pavement millings from the apron and Taxiway B rehabilitation project were used to create a stabilized subgrade below the 6-inch limerock base and 2-inch bituminous surface course. **Project cost:** \$3,250,000 **Completed:** 2013

Past Experience

LEESBURG INTERNATIONAL AIRPORT

General Consulting Services

Leo Treggi, Former Airport Manager

Phone: 352.728.9786

Email: ltreggi@mywinterhaven.com

Taxiway A Realignment. Hanson provided design updates, bidding and construction phase services for a realignment of Taxiway A. The project included realigning and extending the taxiway. Hanson provided bidding services, a construction safety and phasing plan, a resident project representative, project engineer site visits, contract documents and construction management manuals; conducted a pre-construction meeting; and evaluated contractor pay requests.

Project cost: \$1,768,000 **Completed:** 2015

ALP Update and Narrative Report. Hanson personnel were responsible for the preparation of an ALP update and narrative report for the Airport. This study updated the airport's 2002 ALP, documented changes in activity levels, the physical layout of the airport and area land use since the 2002 ALP was completed.

Project cost: \$38,000 **Completed:** 2013

Security Fence, Gates and Cameras. Hanson provided design, bidding, construction and closeout services for the installation of security fencing, automated gates and additional security cameras at the airport. Tasks include design, extensive airport tenant coordination meetings for installing approximately 8,500 LF of 6-ft and 8-ft. high new chain link fence. The project is one of the last that was 100% funded by the FDOT under the guidelines of Florida Statute 332.007 (8). **Project cost:** \$602,000 **Completed:** 2013

Air Navigation Approach Survey. Hanson was responsible for an air navigation approach survey for Runway 13/31 at the Leesburg International Airport. The project included establishment of horizontal and vertical control, providing topographic and utility surveys for project design, borrow pit quantity surveys, wetland inventory surveys, and as-built surveys for various ongoing projects including the extension of two runway ends; runway safety area development;

taxiway widening; obstruction analysis; and aerial mapping acquisition and review.

Project cost: \$102,200 **Completed:** 2012

Airfield Signage. Hanson was responsible for the design of new airfield signage throughout the airfield. Project tasks included the removal of taxi guidance signs, replacing taxi guidance sign panels, and installing new taxi guidance signs on the airport's runways and taxiways with the associated cabling, duct work and vault work. In addition, Hanson removed and replaced runway end identifier lights (REILs) on Runway Ends 13 and 31.

Project cost: \$127,630 **Completed:** 2012

Security Gates and Cameras. The project included 12 new cameras, 1 new vehicle access gate, modifications to 4 pedestrian gates, upgrades to the FBO entrance/exit door to the ramp, installation of video intercom system at FBO, additional security access controls systems at the electrical vault and new fiber optic home run circuits from cameras to the electrical vault.

Project cost: \$397,922 **Completed:** 2011

Mitigated Wetland Removal for Taxiway A Realignment. Hanson provided design, permitting, bidding and construction services for a portion of the Taxiway A realignment project. This project involved the construction of a portion of the realignment of Taxiway A. Only a portion was constructed due to funding. The airport had not secured all the funding required to construct the entire project. However, some funds existed in a current FAA grant. Hanson constructed the removal of the mitigated wetland and placed embankment material for the future full project. Permitting required the purchase of wetland mitigation credits. **Project cost:** \$229,000 **Completed:** 2012

Past Experience

TKDA worked with the City to assess the needs of potential airport tenants for a multi-unit hangar. Our in-house team of professionals provided the architectural, mechanical, structural, electrical, and civil engineering to prepare plans and specifications. By using a 30 percent design, we were able to provide an innovative approach to the bidding process that was able to satisfy the design-bid-build requirements of the FAA, while allowing the contractor to bid the project similar to a design-build project, which in turn allows efficiencies on their end which result in project cost savings to you. Several very competitive bids were received on this project, although ultimately the City chose not to proceed due to the uncertainty of securing short term leases for those hangars.

Project fee: \$40,000 **Completed:** 2011

[Leo Mattson, City of Dodge Center, Phone: 507.374.2575, Ext. 105](#)

TKDA, as a subconsultant, worked with the City of Vero Beach and the Airport staff to prepare an update to the Airport's master plan as well as develop airport sustainable management and comprehensive compatible land use plan. TKDA worked directly with Airport staff, tenants, and other users as well as performed on-site inventory of current environmental and wildlife conditions at the Airport. Using this data along with NEPA criteria outlined in the Environmental Desk Reference for Airport Actions, FAA Orders 5050.4B and 1050.1F, the Airport's wildlife hazard assessment and management plan, and airport technical and economic needs, several options were created to address existing opportunities and enhance long-term economic sustainability of the Airport. The plan focused on an analysis of both airside and landside development alternatives including cost estimates and mitigation options related to proposed development. The update also calculated the highest and best use of existing airport land, as well as evaluated environmental concerns given the airport's role as the main potable water supply for the City of Vero Beach in addition to being part of the Atlantic Coastal Ridge, an ancient shoreline which runs south to St. Lucie County that provides habitat for several threatened, and endangered species of special interest. The master plan also assessed the potential for the Airport to serve regularly scheduled air service and expanded on-demand air charter operations which also includes plans for a multi-use and multi-modal infrastructure to serve on-demand charter and scheduled airline activity. Finally, a comprehensive land-use plan was formulated in an effort to make the Airport, a shopping and entertainment destination for locals and visitors to the region. **Project fee:** \$43,000 **Completed:** 2015

[Ericson Menger, City of Vero Beach, Phone: 772.978.4930](#)

ROANOKE REGIONAL AIRPORT Noise Compatibility Program

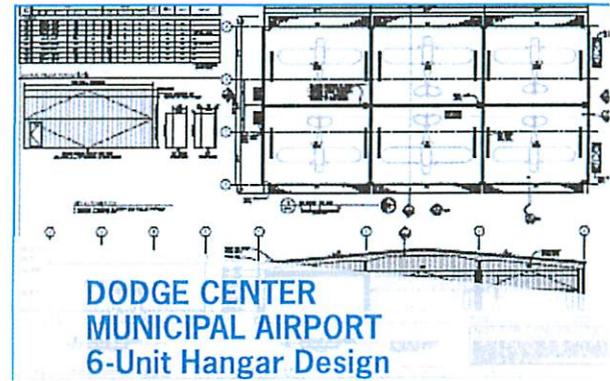
W. D. Schock Company, Inc. (WDSKO) provided "turnkey" services to the Roanoke Regional Airport Authority to implement and manage their Noise Compatibility Program. The program had 165 residential properties eligible for participation and each property owner could elect to participate in one of the three elements, purchase assurance, acquisition of an aviation easement or sound insulation. **The total program cost** was \$4.4 million. The sound insulation option was selected by 141 property owners at construction cost of \$2.97 million. The balance of the properties selected the other two options. **Completed:** 2010

[Efren Gonzalez, Roanoke Regional Airport Authority, Phone: 540.362.1999](#)

SHREVEPORT AIRPORT AUTHORITY Land Acquisition and Relocation Program

WDSKO was responsible for the noise mitigation program which consists of land acquisition and relocation assistance for 246 parcels, property management and demolition oversight on all acquired parcels. The land acquisition portion of the program was focused on an economically depressed area within the 65 DLN noise contour. The area had experienced depressed market values and in some cases significant disrepair of the homes that could only be addressed through acquisition of the property and relocation of the owners of the program area. The firm provided extensive assistance with resolving unique title issues. The staff provided assistance to multiple heirs and/or interest owners as they work through the legal issues required to clear the title and finalize the acquisitions. The program was closed out and all program files were turned over to the Airport in June of 2013. **Project cost:** \$9,000,000 **Completed:** 2013

[Bill Cooksey, Shreveport Regional Airport Authority, Phone: 318.673.5370](#)



Past Experience

JACKSONVILLE AVIATION AUTHORITY Environmental On-Call Contact

Since 1997, Environmental Resource Solutions, Inc. (ERS) has provided the highest quality natural resource consulting services to JAA at all four airports, Jacksonville International Airport (JAX), Cecil Airport (VQQ), Jacksonville Executive at Craig Airport (CRG), and Herlong Recreational Airport (HEG). ERS's knowledge of environmental issues at each airport is unsurpassed. They fully understand the need to maximize aviation-related development while balancing the need for resource protection.



ERS is accustomed to the manner in which "annual" or as-needed type contracts are managed. Since 1997, ERS has served as a sub-consultant under various prime consultants (engineering and environmental) to provide superior environmental consulting services to JAA. ERS has been involved in virtually every project undertaken at each of the four JAA airports, services have included but are not limited to:

- » Aviation Wildlife Hazard Assessment
- » Aviation Wildlife Hazard Management Plan, Audits, and Training
- » Wildlife permitting, surveys, and relocations
- » NEPA Documentation - Environmental Assessments and Categorical Exclusions
- » Preliminary assessments of property for wetlands, sensitive habitat, and protected species
- » Jurisdictional wetland delineations and Federal wetland jurisdictional documentation
- » Wetland Functional Analyses such as the Uniform Mitigation Assessment Method (UMAM), Wetland Rapid Assessment Method (WRAP),
- » Wetlands and protected species permitting
- » Wetland mitigation permitting, design, and implementation
- » Environmentally related construction supervision
- » Wetland monitoring, reporting and maintenance
- » Resource management plans
- » GIS analyses and mapping

ERS is recognized as being experts in wildlife hazard assessment, wildlife hazard training and annual wildlife hazard management plan audits. ERS have three scientists that completed the FAA-approved Wildlife Hazard Management certification course at Embry-Riddle Aeronautical University and meet the requirements for qualified wildlife biologists per FAA Airport Circular (AC) No. 150/5200-36A. ERS provides annual airport personnel training for JAA staff.



ERS is accustomed to managing multiple projects for a sole client. ERS assigns an overall Project Manager who has the ultimate responsibility of all facets of the Contract. ERS has both the management and support strength necessary to provide our clients with not only "available" personnel, but personnel that is senior in nature.

Cost: \$300,000 (starting in 2009 to present) **Completed:** Ongoing

David Dunkley, Environmental Coordinator, Jacksonville Aviation Authority, Phone: 904.741.2744

Past Experience

Although your project team may be augmented with additional personnel for the construction phase, the design team continues to be engaged during the construction phase for continuity. Project designers check shop drawings and submittal information for conformity to the contract documents and the design intent. Project designers are consulted in processing requests for information and requests for supplemental instruction and utilized in observations of construction.

Following the construction phase of each project, the design and construction teams collaborate once more to develop a "lessons learned" document for use on future projects.

Current and anticipated workload for Hanson's Key Team professionals is illustrated on page 16. The Hanson Team's anticipated future workload over the next 12 months for the professionals shown in our organizational chart is illustrated in Figure 1.

All personnel will be available during the critical times when their role is necessary. Our team is prepared to allocate resources or provide additional staff to keep pace with City of Arcadia's program demands as they increase over time.

We have a reputation for developing accurate project estimates that will be within an acceptable range of the contractor's bids. Many years of experience in project estimating allows our staff the ability to provide dependable estimates for budgetary purposes.



Figure 1

When you choose Hanson you can expect professional, knowledgeable, attentive and experienced people, with a willingness and availability to address your issues on your schedule, not ours. We have experienced personnel available in the key disciplines required, and our references will attest to our on-time services. The table below represents a partial listing of completed projects illustrating Hanson's past project performance.

Hanson's Past Project Performance

Project Name	Proposed Completion	Actual Completion	Engineer's Estimate	Low Bid	Final Construction Cost
Arcadia Municipal Airport					
Reconstruct Runway Lights, Taxiway Lights and Electrical Vault	5/1/14	3/18/14	\$582,834	\$581,439	\$581,439
Leesburg International Airport					
Airport Layout Plan Update and Narrative Report	8/17/13	5/1/13	\$38,034 (fee)	N/A	N/A
Runway 13/31 Extension	6/30/10	6/30/13	\$2,993,650	\$2,507,020	\$2,053,529
Naples Municipal Airport					
Runway 14/32 Safety Area Improvements	10/1/15	9/25/15	\$3,100,000	\$2,977,064	\$2,888,367
Taxiway A Extension and Water Management System Improvement Planning, Design, and Construction	6/1/15	4/30/15	\$4,100,000	\$3,948,489	\$3,414,742
West Quad Pond	10/1/15	9/25/15	\$950,000	\$839,342	\$925,111
Valkaria Airport					
Construct Taxiway A	8/1/13	7/31/13	\$1,239,903	\$1,156,245	\$1,100,278
Construct T-Hangars	11/15/13	11/4/13	\$2,811,180	\$1,855,157	\$1,833,060
Airfield Marking and NAVAIDS	6/23/10	6/15/10	\$94,310	\$78,278	\$78,278

Past Experience

Companies Hanson has Worked With

Below is a partial list of companies Hanson has worked with on significant airport projects.

QUANTUM SPATIAL, INC.

Bob VanderMeer, Transportation Lead, 920.912.6263

Relationship – QSI has served as a sub-consultant to Hanson on several aviation related projects (APF, SRQ, LEE, BOW, SUA and many others).

Significant Activities/Accomplishments – QSI is the largest, most technically advanced full-service geospatial solutions provider in North America. QSI provides aerial imagery acquisition and obstruction evaluation analysis for various airport imagery surfaces.

CAL-TECH TESTING, INC.

Chad Day, Field Services Manager, 385.752.5456

Relationship - Cal-tech has served as a sub-consultant to Hanson on several aviation related projects (APF, LEE). Cal-Tech is a Disadvantaged Business Enterprise)

Significant Activities/Accomplishments – Cal-Tech provides geotechnical engineering and construction materials testing fields. Agencies such as the Florida Department of Transportation, and the Federal Aviation Administration have come to know and recognize Cal-Tech as a reputable engineering and testing firm.

E.F. GAINES SURVEYING SERVICES, INC.

Elizabeth Gaines, PSM, President, 239.418.0126

Relationship – EFG has served as a sub-consultant to Hanson on aviation related projects at Naples (APF). EFG is a Disadvantaged Business Enterprise)

Significant Activities/Accomplishments – EFG provides a full range land surveying services. EFG is trained and badged to work at Airports. In addition, EFG provides survey deliverables in AutoCAD Land Development and Civil 3D formats.

EG SOLUTIONS, INC.

Scott Brady, P.E., Project Manager, 941.567.1622

Relationship - EGS has served as a sub-consultant to Hanson on several aviation related projects (APF, X59, SRQ, BOW). EGS is a Disadvantaged Business Enterprise)

Significant Activities/Accomplishments - Provided specialty services including, complex geotechnical, paving, program management, and water management permitting and design services.

GFA INTERNATIONAL, INC.

Dennis McCoy, P.E., Engineering Department Manager
239.489.2443

Relationship - GFA has served as a sub-consultant to Hanson on aviation related projects at Naples (APF).

Significant Activities/Accomplishments - GFA provides geotechnical services for design and construction Quality Assurance testing. Their services include construction material testing and inspection services. They are experienced with working at Airports have been in business since 1988.

LEO A. DALY

Denis Goeser, AIA, NCARB, Senior Associate, Senior Architect, 402.390.4241

Relationship - Hanson served as a sub-consultant to Leo A. Daly providing site civil design, bidding and construction services associated with the new Air Traffic Control Tower at Sarasota Bradenton International Airport (SRQ).

Significant Activities/Accomplishments - Hanson and Leo A. Daly worked closely together as a team on several versions of the site layout for the new Air Traffic Control Tower facility with the Federal Aviation Administration. Several concepts were developed and review to coordinate the site layout with the new tower and new base building. All utilities and communications systems required close coordination.

Litigation, Major Disputes, Contract Defaults and Liens

Hanson is involved in legal proceedings and claims in the ordinary course of its business. In the opinion of management, these actions will not result in any significant loss to the company not covered by insurance or have an adverse impact on its ability to provide professional services to its clients.

We have had no legal actions in the past five years in which we have been:

- ✧ A debtor in bankruptcy; or
- ✧ A respondent in an administrative action for deficient performance on a project or in violation of a statute or related to service reliability; or
- ✧ A defendant in any criminal action; or
- ✧ A principal of a bond for which a surety had provided contract performance or compensation to an obligee of the bond due to deficient performance under a contract or in violation of a statute or related to service reliability; or
- ✧ A defendant or respondent in a governmental inquiry or action regarding accuracy of preparation of financial statements or disclosure documents.

Past Experience

Why should the City of Arcadia award a contract for said services to Hanson?

The Hanson Team is the best choice for this assignment.

- ✓ **Professionals and Firms with Proven Team Success** - The Hanson Team has been assembled to continue to meet your needs and exceed expectations.
- ✓ **You know us – and we know you!** Our Team is familiar with your operating procedures, safety and security programs. Our Team of planners and engineers are familiar with the features of your airport and existing conditions.
- ✓ **We have been by your side helping you develop your work program with FDOT (JACIP)**, assisting you with your Airport Master Plan and instrumental in aiding the City in obtaining project funding. We are local to the Arcadia area and just a phone call away.
- ✓ **Team organization prioritizes direct lines of communication between the City and key team members.** Assignments will be tracked from cradle to grave by Hanson's Program/Project Manager utilizing tracking procedures that will streamline project management, administrative functions and result in a clean project/grant closeout.
- ✓ **Team leadership has a proven record of success procuring and managing State and FAA grants:**
 - » Program/Project Manager, Ron Ridenour and Deputy Project Manager, Jennifer Fehrs, P.E. Their knowledge of state and federal regulations and strong relationships with regulatory professionals at all levels means, if there's a way to accomplish a seemingly out-of-reach project or goal, they can find a way to get it done and probably under grant!
- ✓ Team planners, engineers, designers and construction managers have **successfully completed recent projects at X06** and have worked as a team completing similar projects at other Florida airports.
- ✓ **The Hanson Team is an extension of City Staff** - Mike Moon, AAE, a former Airport Manager at Martin County Airport/Witham Field and X06's Client Services Manager offers a unique perspective and skillset to the Airport. He will continue to provide airport managerial support to X06 in day-to-day operations, future planning and as a resource to tap for guidance on airport design and construction projects.
- ✓ **Strong Professional References** – We highly encourage the City to contact our project references as well as FAA ADO and FDOT program managers. Clients and peers recognize the expertise and accomplishments of our professionals and those of our teammates as a consistent resource to provide timely and quality strategies to address challenging project and funding issues.

THE HANSON TEAM STANDS READY TO BEGIN WORK ON ARCADIA MUNICIPAL AIRPORT ASSIGNMENTS IMMEDIATELY!

Project Approach and Cost Control

Background and Introduction

In 2015, Hanson completed Arcadia Municipal Airport's (X06) Master Plan and Airport Layout Plan set. The plan was approved by FAA and FDOT and serves as a guide for airport operations and improvements through the year 2033. Prior to approval of the latest Airport Master Plan and Airport Layout Plan set, Hanson had completed several projects at the Airport including Airport Fencing and Gates Installation, a Pavement Conditioner and Marking Project, and an Airfield Lighting System Improvement Project which included the design and installation of precision approach path indicator lights (PAPIs) on Runway 6/24.

Currently, Hanson is assisting the Airport in obtaining FAA Grant funding for the Design and Permitting of Taxiway B. The need for this project is apparent as the Airport does not have paved access from the hangars on the north side of the Airport to connect to Runway 6/24. The Taxiway B project will provide direct paved access from the hangars on the north side of the Airport to paved Runway 6/24. This project will also serve to open additional areas of the airport for hangar construction resulting in economic growth.

Other future projects are planned to continue the City of Arcadia's vision for the Airport. They include Airfield paving and pavement rehabilitation projects, construction of T-hangars and associated taxiways, extension of water and sewer mains to provide needed infrastructure to the Airport, addition of an Automated Surface Observing System (ASOS), land acquisition, construction of 60'X60' box hangars, construction of perimeter fencing in the east quadrant of the Airport, and extension of Runway 6/24.



Proposed area for new AWOS

The request for Statement of Qualifications solicits architectural, engineering and planning services for future planned projects in addition to grant procurement and management support services along with Joint Automated Capital Improvement Program (JACIP) planning. The Hanson Team has viewed ourselves as an extension of the City of Arcadia and X06 staff for the past 5 years. Our team is uniquely qualified and has a proved track record with X06 demonstrating that we can successfully complete the anticipated project assignments and exceed your



Runway depression to be addressed during next Runway 6/24 Rehabilitation Project

expectations. Our approach to accomplishing the specific projects and overcoming potential project challenges is outlined in this section.

Current Conditions and Project Challenges

Existing X06 property is approximately 210 acres of land located on the southeast side of Arcadia, about two miles from the city center. The Airport is located in the City of Arcadia, south of State Route 70, west of State Route 31 and is accessible by SE A.C. Polk Drive which is off Airport Road. X06 is a non-towered airport that is operational 24 hours per day, seven days per week. X06 is a public use general aviation airport owned by the City of Arcadia, Florida and administered by the City Administrator and City Council. An Airport Advisory Committee (AAC) advises the City Administrator on matters pertaining to the Airport as requested.

DeSoto County and subsequently the City of Arcadia in accord with Florida Department of Transportation is part of the Rural Economic Development Initiative (REDI) which assists rural communities like Arcadia, in improving their economies. Hanson understands the importance of the Airport's capital improvement program and the integral role the Airport plays as an economic engine for the community.

Hanson's project approach recognizes the economic difficulties of the community as a primary challenge and will incorporate our previous success in obtaining project funding to assist in the growth of the Airport which in turn will elevate the growth of the community as a whole.

The Hanson Team's approach will continue to be assertive in pursuing and obtaining funding for the capital improvement projects indicated in the Airport Master Plan by advocating on behalf of the Airport to FAA and FDOT. We will continue to support Airport Management, with the Hanson team as an extension of the City and Airport staff and provide immediate responsiveness to City and Airport staff.

Project Approach and Cost Control

Having prepared the Airport's Master Plan, the Hanson Team has a strong understanding of the scope of this RFQ and the capital improvement projects that are essential to the growth of X06 and the community. Our team is committed to performing all tasks in a timely and cost effective manner. Our approach is structured to focus on methods to implement the design and construction projects most important to the City. We anticipate a process that incorporates the following principal steps:

Step 1 – Project Planning and Programming

The Airport Master Plan and FDOT's JACIP identify the airport capital improvement projects. The projects included in the FDOT JACIP will be reviewed and evaluated based upon economic opportunities, safety or capacity concerns and the availability of FAA funding. Projects may be added to the JACIP, or programmed for future funding years based upon projects competitiveness and consideration of federal and state priorities. DeSoto County is a REDI County, since the City of Arcadia is within DeSoto County, there is no element of a local match in funding a capital improvement project.

The challenges of funding airport projects are that there is always more to do than typical funding sources can support. Projects need to be prioritized and discussed with FAA, FDOT and the Airport. Creative strategies to identify and procure other sources of project funding are critical. Hanson has assisted several airport sponsors with the procurement of development grants from sources other than FAA and FDOT.

Step 2 - Scope and Schedule Development

Once a project has been prioritized, the next step includes the development of a project scope, fee and schedule. Meetings with FAA, FDOT, and the Airport would discuss the desired design parameters and the details to be included in the project. At this point, the design team would perform a site visit of proposed project location to identify any design challenges or considerations up front that can't be seen by looking at something only on paper. Doing this during the scope development phases saves costly design changes during the design effort. During this phase, staff resources are selected to best fit the project. Public participation and awareness are also an important aspect of this stage. Funding availability and the

schedule for funding the project will assist in the preparation of FAA Grant Applications. At the end of this step, a scope, fee and schedule are finalized and funding is secured. Execution of prime and sub-agreements is accomplished, and notice to proceed is issued.

Step 3 - Develop a Project Specific Project Management Plan

After the Notice to Proceed is issued and before any design work begins, a detailed Project Management Plan (PMP) is written. The PMP is an essential part of every Hanson project and indicates how the project will be managed. It includes a project budget breakdown, list of project deliverables, a list of the assigned project staff/team, a plan for managing production responsibilities, and a schedule. This essential step ensures a project is on time and on/under budget. It is a useful tool for communication to the team and assists in measuring progress, managing the services providing, anticipating potential problems and avoiding project delays and change orders. The plan for Quality Assurance for the project is outlined in the PMP and accounts for any specific client quality assurance requirements.

Step 4 – Airport Project Phases

A typical Airport capital improvement project, such as the design, bidding, permitting and construction of Taxiway B, will include the following five principal phases:

Preliminary Phase

This phase involves a project kick-off meeting with the FAA, FDOT, Airport, Hanson, and subconsultants to review the project scope, identify lines of communication, roles and responsibilities. This phase may also include based on the project requirements, procuring and preparing surveys, geotechnical engineering investigations, field investigations, data collection, and engineering/architectural studies that are needed for developing a conceptual design schematics and sketches. Preliminary layouts and estimates of construction costs may also be included during the preliminary phase.

Design Phase

This step encompasses all activities required to undertake and accomplish a full and complete project design in conjunction with the required FAA and/or FDOT specifications and regulations.



New Taxiway B Construction Area

Project Approach and Cost Control

Examples of activities include conducting and attending meetings and design conferences to obtain information and to coordinate and resolve design matters; performing any engineering or special environmental studies; preparing preliminary Engineer's Report and recommendations pertaining to the design; preparing detailed plans, specifications, cost estimates, design/bidding/construction schedules; obtaining permits as required for the specific project; performing design calculations as needed to substantiate the design; and preparing all necessary FAA 7460 forms and construction safety plans. Quality Assurance is a part of this and every juncture of the project.

Bidding

The bidding phase incorporates activities such as preparing the final engineer's estimate of construction cost for the designed project; addressing and answering all Requests for Information (RFIs) during the bidding process; attending the pre-bid meeting; preparing addendums as needed for the project; evaluating the bids that are received; and providing a written recommendation to the Airport regarding the award of the bid.

Construction

The construction phase encompasses all basic services rendered after the award of the construction contract, including, but not limited to the following activities: providing consultation and advice during construction; representing the Airport and participating in pre-construction conferences; reviewing/approving submittals and shop drawings for compliance with the design drawings; clarifying construction questions and issuing (if necessary) clarification drawings or directives; inspecting work in progress for adherence to the design specifications and confirming quantities; providing appropriate reports to the Airport (i.e. daily inspection reports, permits or other documentation pertaining to the project); reviewing, analyzing and approving laboratory and test reports of materials and equipment; reviewing pay requests, change orders and/or supplemental agreements; determining amounts owed to contractors and assisting the Airport in the preparation of payment requests for amounts reimbursable from grant projects; observing or reviewing performance tests required by the specifications; making final inspections and submitting punch lists along with a report of the completed project to the sponsor; and review operation and maintenance manuals. If the project is FAA funded, an on-site construction management, project inspection, safety inspection and material testing will be part of the construction services phase.

Project Close-out

For projects that are FAA funded, a Final Engineer's Report is prepared and submitted to the FAA along with the submittal of electronic record drawings and submittal of one (1) paper copy of the record drawings. For projects that are FDOT funded, project

certification of completion forms are completed and signed by the Engineer of Record and the Airport.

Cost Control

Project cost control is one of the most important project management activities to ensure a project is delivered within the cost expectations that were established in the preliminary phase of the project. Cost control consists of measuring costs and comparing to a baseline. The key to retaining control of the project's costs is taking positive action where necessary. Common cost metrics are used for assessing a project's cost position including the original budget associated with the project scope; the current allowed budget which is the current approved financial baseline that the project must be delivered within which may vary from the original budget, the actual cost which equates to the actual project expenditures evaluated at any stage of the project; and the final forecasted cost includes the estimate to complete the project assessed from any given stage of the project.

Project changes can bring a level of dynamics to budgets which need to be managed effectively. The Hanson Team has a proven track record for effectively managing project costs. The success of a project is dependent on the integration of project cost control into the project definition and execution strategy. Our cost control effectiveness is best illustrated by our prior performance on projects shown in the table located on Page 24.

Quality Assurance/ Quality Control Program

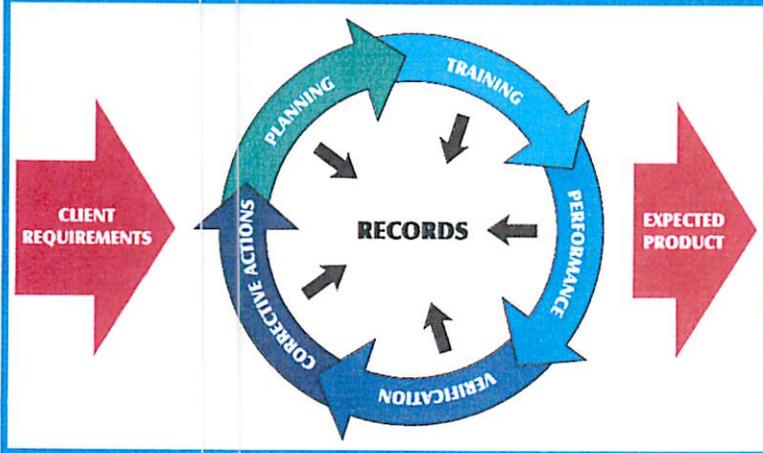
The Hanson Team is committed to quality assurance/quality control (QA/QC) and information management. At Hanson, quality is not an "add on" at the end of a project.

Quality is an integral part of the company's culture. Managing the information flow between all parties is a critical part of successful airport planning and design projects. Our quality control and communication process will be managed by Ron Ridenour, but the individual employees are personally responsible for the quality of their work on your projects. Each Hanson team member has their own internal quality control process governed by our Corporate Quality Assurance Program which will come into play on every project, meshing with the overall Hanson team approach to the benefit of the Airport through a cooperative effort and commitment to quality by all personnel. The team's management controls process is value seeking – we find the most cost-effective solutions to realize your goals in planning, design, and the construction of the project.



Project Approach and Cost Control

The Hanson Corporate Quality Assurance Program is based on the basic requirements of American National Standard AMSE NQA-1, modified to focus on engineering and scientific services offered to our clients. The program provides a planned and systematic approach for the accomplishment of work consisting of five elements or components that include: planning, training, performance, verification and corrective action. As illustrated below, the input into the system consists of Client Requirements and the output is the client's Expected Product. The activities of each element are documented in records to provide evidence of implementation and completion. Our goal is to do the right job right the first time.



In the comprehensive QA approach, a Quality Assurance Project Plan (QAPP) will be executed for this contract with the City. It will incorporate the provisions of our corporate quality assurance manual and will cover the overall contract/project quality requirements, and will be implemented at the task level for each project.

The Hanson team fully understands the complexity of managing numerous sub-consultants and the on-going tasks associated with this project. As a means of ensuring strict quality management, the QAPP will include at a minimum the following provisions:

- ❏ Project communications and coordination requirements, including coordination commitments with the Airport staff.
- ❏ Roles and responsibilities of each key team member.
- ❏ Internal standards and formats for team deliverables to achieve project QC requirements.
- ❏ Provisions for internal senior technical specialty review for each project deliverable prior to delivery to the Arcadia airport staff and other agency review staff.

The next step in managing the controls process is planning the project execution. As your Project Manager, Ron Ridenour working closely with Jennifer Fehrs, P.E., as the Deputy Project Manager, to develop a work plan that accounts for project scope, objectives, schedule, deliverables,

tasks, budgets, skills and staff required to execute the project. Throughout the project, the team will continue to communicate with you and internally to be proactive and anticipate issues early that may affect the project. In addition, as appropriate we will coordinate with the Airport, FDOT and FAA during project development to minimize costly changes during the agency review process and obtain FAA and FDOT consent.

Our familiarity and experience with FAA Advisory Circulars, FAA Specifications and FDOT Standards, further allows us to produce quality design and construction documents meeting the development needs of X06. Using our experienced personnel, we are confident the design plans and specifications will clearly indicate the design intent to the review agencies and meet criteria for approval to continue the economic growth and development at X06.

Before the finished design and construction documents are submitted to you or to the agencies for review, an independent review will be conducted by a seasoned staff member who is not involved in the day-to-day production of the documents. This independent review provides a "fresh set of eyes" for the project to ensure the planning documents are clear and comprehensive. We continue our communication process throughout the agency review, to keep you informed and expeditiously address any agency comments so you can move quickly from the planning stages, to the design phase, then to the bidding and construction stage, and ultimately the project closeout phase.

References

Hanson's past performance clearly demonstrates our capability to accomplish the work that meet our client's desired goals. Below is a partial listing of client references for whom we performed professional engineering services. Additional references can be provided upon request.

Kerry Keith, Senior Director of Airport Development and Facilities

City of Naples Airport Authority

160 Aviation Drive N.
Naples, FL 34104
Phone: 239.643.0733
Email: kkeith@flynaples.com

**Leo Treggi, Airport Director
Winter Haven Municipal Airport**

2073 Highway 92 West
Winter Haven, FL 33881
Phone: 836.298.4551
Email: ltreggi@mywinterhaven.com

**Rick Solomon, Engineering Assistant
Sarasota Manatee Airport Authority**

6000 Airport Circle
Sarasota, FL 34243-2105
Phone: 941.359.2770 Ext. 4271
Email: rick.solomon@srq-airport.com

**Steve Borowski, Director of Aviation
Brevard County**

2865 Greenbrooke Street
Valkaria, FL 32950
Phone: 321.952.4590
Email: steve.borowski@brevardcounty.us

**Terry Beacham, Assistant Director
Bartow Municipal Airport**

P.O. Box 650
Bartow, FL 33831
Phone: 863.533.1195
Email: tbeacham@bartow-airport.com

"The billing format used by Hanson team members, specifically Ron Ridenour, is the best we have seen. It greatly simplifies the accounting and FAA/FDOT reimbursement process."

Kerry Keith, client survey response regarding Naples Municipal Airport Taxiway A and Water Management System Improvement, Planning, Design and Construction Project

"We have found Hanson's versatility, responsiveness and professional expertise to be of the highest caliber and would recommend them to any Airport requiring innovative and creative solutions to any planning and engineering issues."

Rick Solomon, Engineering Assistant, Sarasota Manatee Airport Authority, Numerous Projects including services for planning, stormwater compliance certification, engineering and construction inspection services

"I just want to say thank you and to all the people who worked on it. It is a wonderful document!!!"

Steve Borowski, Director of Aviation
Valkaria Airport Master Plan and
Airport Layout Plan project

References

2015 Client Survey



Project name: LEE - Realign Taxiway "A"

Client: Winter Haven Municipal Airport

Hanson's project manager: Ron Ridenour, Jr.

Name of person completing survey: Leo Treggi

Phone number: (352) 728-9786 Email: ltreggi@mywinterhaven.com

Please check the appropriate box:	1 Unsatisfactory	2 Needs Improvement	3 Acceptable	4 Good	5 Excellent	Not Applicable
1. Quality of service					X	
2. Timeliness of service					X	
3. Meeting your needs					X	
4. Handling of problems					X	
5. Skills of staff					X	
6. Billing procedures					X	

Please use this area to add any comments you might have to help us improve our service or to expand on an area that you rated above.

Ron is a great project manager. I can always be sure that things will get done when I have Ron working on a project.

Is there anything you would like us to do differently or better (i.e. – timely notification regarding scope changes; adequate communication during the project's duration; better project management; other)?

No.

Did our staff listen to your questions and/or concerns and provide solutions that were resourceful and innovative? (If yes, please explain).

Yes. Ron is very resourceful and he goes the extra mile to solve problems and provide quality services.

Do you have any upcoming challenges or projects that we may be of assistance?

Yes.

Why do you choose to work with Hanson?

Staff Qualifications.

Hanson currently has a sustainable development policy. Is this something that is important to you?

Yes.

May we use your comments in our promotions? **Yes** No

Would you like to receive our *Insight* client newsletter via e-mail? **Yes** No

We appreciate your input.

References

2015 Client Survey



Project name: Taxiway A Extension and Water Management Improvement Project

Client: Naples Airport Authority

Hanson's project manager: Ron Ridenour

Name of person completing survey: Kerry Keith

Phone number: 239-643-0733 Email: kkeith@flynaples.com

Please check the appropriate box:	1 Unsatisfactory	2 Needs Improvement	3 Acceptable	4 Good	5 Excellent	Not Applicable
1. Quality of service					X	
2. Timeliness of service					X	
3. Meeting your needs					X	
4. Handling of problems					X	
5. Skills of staff					X	
6. Billing procedures					X	

Please use this area to add any comments you might have to help us improve our service or to expand on an area that you rated above.

We could not expect any better service than that provided by Ron Ridenour and Sheryl Pinkard

Is there anything you would like us to do differently or better (i.e. – timely notification regarding scope changes; adequate communication during the project's duration; better project management; other)?

Just keep doing what you have been doing.

Did our staff listen to your questions and/or concerns and provide solutions that were resourceful and innovative? (If yes, please explain).

Ron is always a step ahead of the requests and responsive to our concerns

Do you have any upcoming challenges or projects that we may be of assistance?

Our biggest current challenge is the planning for future development and agreement by our board to those plans

Why do you choose to work with Hanson?

Hanson was chosen by our Board as our general consultant initially for the Taxi A project. Staff supported that decision and continues to support the renewal of the contract along with the relationship between Hanson and EG Solutions.

Hanson currently has a sustainable development policy. Is this something that is important to you?

Yes, currently working on an ACRP committee to "Sustainability at Small commercial and GA Airports"

May we use your comments in our promotions? **Yes** No

Would you like to receive our *Insight* client newsletter via e-mail? **Yes** No

We appreciate your input.

References

March 11, 2016

To Whom It May Concern:

Hanson Professional Services, Inc. has worked on numerous projects for the Sarasota Manatee Airport Authority. The scope of the work they have undertaken has included planning, storm water compliance certification, engineering and construction inspection services.

Hanson was the consultant responsible for completing the Biennial Traffic Study for the Development of Regional Impact (a state mandated analysis) which allowed the airport to move forward with numerous capital projects.

In addition, Hanson serves as the Airports Consultant on storm water management and permitting compliance issues. We have found Hanson's versatility, responsiveness and professional expertise to be of the highest caliber and would recommend them to any Airport requiring innovative and creative solutions to any Planning and Engineering issues.

Sincerely,



Ricky A. Solomon
Engineering Assistant
Sarasota Manatee Airport Authority

References



FLORIDA'S SPACE COAST

VALKARIA AIRPORT



2865 GRIENBROOKE STREET
VALKARIA, FL 32950

PH: (321) 952 - 4590
FAX: (321) 952 - 4592

October 3, 2011

RE: Hanson Professional Service Inc.

To Whom it May Concern:

The Brevard County Board of Commissioners brought Hanson Professional Services under contract in 2009 to provide engineering and planning services for Valkaria Airport. We have found their experience and expertise to be invaluable in many areas. Hanson's engineers and planners are experienced pilots and understand the issues and challenges of airport projects from the perspective of an aircraft operator as well as professional engineers/planners. This aspect of their knowledge has proven valuable on almost all of our project endeavors. Also, Hanson's close and successful relationship with Federal and State funding agencies and swift turnaround of design documents has lead to project opportunities that other firms could not leverage in time to receive needed grants for project implementation.

The following is a list of projects Hanson has assisted Brevard County with since coming on board:

- Airport marking, segmented circle and beacon design
- Environmental Assessment for new parallel Taxiway A (completed and received a Finding of No Significant Impact (FONSI) in under 12 months)
- New Taxiway A design and construction services
- Apron and taxiway rehabilitation design and construction
- Boundary survey & Exhibit "A" Property Map
- T-Hangar design
- On-call planning and design services

We have been extremely pleased with Hanson's responsiveness and technical expertise. Hanson's staff has exhibited a very thorough understanding of FAA and Florida DOT planning, design and construction standards in addition to in depth knowledge of Florida's environmental policies and regulatory processes.

I am pleased to strongly recommend Hanson Professional Services to anyone seeking professional aviation planning and engineering services. If you have any questions about our experience working with Hanson, please give me a call at 321.952.4590

Sincerely,

Stephen Borowski
Brevard County Director of Aviation

DBE Participation

One of the goals of Hanson's program is to enhance economic development through the growth and development of Disadvantaged Business Enterprises (DBE) and small businesses. It is the City of Arcadia's policy to support DBE and small business participation on projects and practice nondiscrimination based on race, color, creed, handicap, sex or national origin in the award or performance of contracts. As a result, the City of Arcadia has established a DBE goal of 10% participation.

Hanson is committed to achieving or exceeding this goal throughout our contract obligations. Hanson has an established policy to ensure that DBEs, as defined in 49 CFR Part 26, and other minority businesses have an equal opportunity to receive and participate in awarded DOT-assisted contracts. Our policy includes seeking out and using properly certified DBE firms and other small businesses that may contribute to various project tasks.

As part of the professional engineering services associated with planning, design, permitting, bidding and construction services, Hanson has included the following DBE firms as team members:

Minority Firm	Minority Certificate	Service to Provide
Environmental Resource Solutions, Inc.	DBE/MBE	Wetlands
E.F. Gaines Surveying Services, Inc.	DBE/MBE	Professional Land Surveying Services
Cal-Tech Testing, Inc.	DBE	Geotechnical Engineering Services, Materials Testing

For contractors who submit bids for construction projects, Hanson's policy includes specification requirements for DBE participation. The bidding procurement documents include the requirement for the contractor to meet the 10% participation goal. Upon submittal of the bids, Hanson conducts sufficient analysis to check and confirm DBE participation.



Environmental Resource Solutions, Inc.



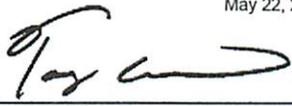
Office of Supplier Diversity
OSD
State of Florida

State of Florida
*Minority, Women &
Service-Disabled Veteran*
Business Certification

E. F. Gaines Surveying Services, Inc.

Is certified under the provisions of
287 and 295.187, Florida Statutes for a period from:

May 22, 2015 to May 22, 2017



Torey Alston, Executive Director

Florida Department of Management Services
Office of Supplier Diversity

Office of Supplier Diversity • 4050 Esplanade Way, Suite 380 • Tallahassee, FL 32399-0950 • 850.487.0915 • www.osd.dms.state.fl.us

E. F. Gaines Surveying Services, Inc.

20202016 WorFOCUS Report

Florida UCP DBE Directory

Number of Records Returned: 1
Selection Criteria:
Vendor: CAL-TECH TESTING INC

Vendor Name: CAL-TECH TESTING INC
DBE Certification: CERTIFIED **MBE Certification:** Certified
DBA: **Partner Name:**
Business Description: LABORATORY TESTING SERVICES, UNDERGROUND MODIFICATIONS-SINK HOLE, SOIL STABILIZATION, CEMENT, CHEMICAL, POLYURETHANE AND VOID GROUTING

Mailing Address: 3308 BW BR-217
LANE CITY, FL 32154-

Contact Name: ANNY STALVEY **Phone:** (904) 705-3833 **Fax:** (904) 702-6488
Email: ANNY@CALTECHTESTING.COM

Statewide Availability: Y

Certified NAICS:
238990 All Other Specialty Trade Contractors
841300 Testing Laboratories

Run on: 02/28/2018
Page: 1

http://www.state.fl.us/dms/tda_app/worFOCUS.html 1/1

Cal-Tech Testing, Inc.

Other Information

REQUIRED FORMS

- Acknowledgement of Receipt of Addendums
- Qualifications Statement Form
- Hold Harmless Form
- Drug Free Workplace Form
- Certification Regarding Debarment
- Public Entity Crimes Form
- Non-Collusion Agreement
- Conflict of Interest



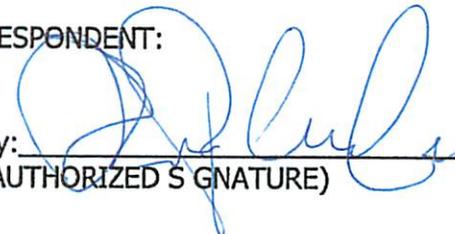
**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM
CITY OF ARCADIA
AIRPORT CONSULTING SERVICES
SOLICITATION #RFQ2016-01**

Were Addendum issued on this Solicitation? Yes X No

I (We) hereby acknowledge receipt of the following Addendum/Addenda issued in reference to this solicitation by listing the Addendum by number, date and signing the form:

- Addendum 1 Date: 5/10/16
- Addendum Date:

RESPONDENT:

By:  _____
(AUTHORIZED SIGNATURE)

John P. Coombe, P.E., S.E.
(Printed Name of Signer)

Executive Vice President
(Title of Signer)

May 17, 2016
(Date Signed)

**QUALIFICATIONS STATEMENT
CITY OF ARCADIA
AIRPORT CONSULTING SERVICES
SOLICITATION #RFQ2016-01**

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

SUBMITTED TO: PURCHASING DEPARTMENT
ADDRESS: 23 NORTH POLK AVENUE
ARCADIA, FLORIDA 34266

CIRCLE ONE

SUBMITTED BY: Hanson Professional Services Inc.

Corporation

NAME: John P. Coombe, P.E., S.E., Executive Vice President

Partnership

ADDRESS: 9015 Town Center Parkway, Suite 105, Lakewood Ranch, FL 34202

Individual

PRINCIPAL OFFICE: 1525 South Sixth Street, Springfield, IL 62703

Joint Venture

Other

1. State the true, exact, correct and complete name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the Proposer is:

Hanson Professional Services Inc.

The address of the principal place of business is: 9015 Town Center Parkway, Suite 105
Lakewood Ranch, FL 34202

2. If the Proposer is a corporation, answer the following:

- a. Date of Incorporation: 1964
- b. State of Incorporation: Delaware
- c. President's name: Jeffery T. Ball
- d. Vice President's name: Please see attached.
- e. Secretary's name: John P. Coombe
- f. Treasurer: Jo Ellen Keim
- g. Name and address of Resident Agent: Corporate Service Company, 1201 Hays Street,
Tallahassee, FL 32301 (Leon County)

3. If Proposer is an individual or a partnership, answer the following:

- a. Date of organization: N/A

b. Name, address and ownership units of all partners:

N/A

c. State whether general or limited partnership:

N/A

4. If Proposer is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:

N/A

5. If Proposer is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.

6. How many years has your organization been in business under its present business name?

15 Years

a. Under what other former names has your organization operated?

Walter E. Hanson and Associates; Walter E. Hanson and Company; Hanson Engineers Incorporated

7. Indicate registration, license numbers or certificate numbers for the businesses or professions which are the subject of the proposal. Please attach certificate of competency and/or state registration.

Please see attached.

8. Have you ever failed to complete any work awarded to you? If so, state when, where and why?

No

9. Within the last five (5) years, has any officer or partner of your organization ever been an officer or partner of another organization when it failed to complete a contract? If so, explain fully.

No

10. State the names, telephone numbers and last known addresses of three (3) businesses with the most knowledge of work which you have performed, and to which you refer (governmental entities are preferred as references).

COMPANY NAME	CONTACT	ADDRESS	
City of Naples Airport Authority	Kerry Keith, Senior Director of Development and Facilities	160 Aviation Drive N. Naples, FL 34104	Email kkeith@flynaples.com
			Telephone 239.643.0733
Sarasota Manatee Airport Authority	Rick Solomon, Engineering Assistant	6000 Airport Circle Sarasota, FL 34243	Email rick.solomon@srq-airport.com
			Telephone 941.359.2770 Ext. 4271
Bartow Municipal Airport	Terry Beacham, Assistant Director	P.O. Box 650 Bartow, FL 33831	Email tbeacham@bartow-airport.com
			Telephone 863.533.1195

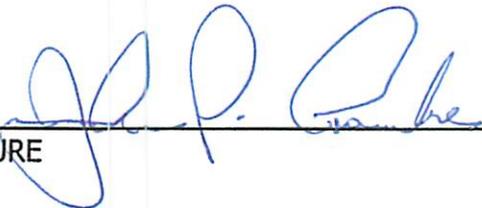
13. List the pertinent experience of the key individual of your organization (continue on insert sheet, if necessary).

Please see attached pertinent experience for Charles Snowden, AAE, CFM.

14. State the name of the individual who will have personal supervision of the services:

Charles Snowden, AAE, CFM, Aviation Market Principal

THE OFFEROR ACKNOWLEDGES AND UNDERSTANDS THAT THE INFORMATION CONTAINED IN RESPONSE TO THIS QUALIFICATIONS STATEMENT SHALL BE RELIED UPON BY OWNER IN AWARDING THE CONTRACT AND SUCH INFORMATION IS WARRANTED BY OFFEROR TO BE TRUE. THE DISCOVERY OF ANY OMISSION OR MISSTATEMENT THAT MATERIALLY AFFECTS THE OFFEROR'S QUALIFICATION TO PERFORM UNDER THE CONTRACT SHALL CAUSE THE OWNER TO REJECT THE PROPOSAL, AND IF AFTER THE AWARD TO CANCEL AND TERMINATE THE AWARD AND/OR CONTRACT.



SIGNATURE

State of Florida
County of Manatee

On this the 17 day of May, 2016, before me, the undersigned Notary Public of the State of Florida, personally appeared John P. Coombe, P.E., S.E. and (Name(s) of individual(s) who appeared before Notary) whose name(s) in/ are Subscribed to the within instrument, and he/she/they acknowledge that he/she/they executed it.



NOTARY PUBLIC, STATE OF FLORIDA



NOTARY PUBLIC
SEAL OF OFFICE:

(Name of Notary Public: Print, stamp, or type as commissioned.)

Personally known to me, or

Produced identification:

DID take the oath, or

DID NOT take the oath.

KEY PERSONNEL RESUME

Charles "Chip" Snowden, AAE, CFM, is a senior vice president and is the principal for Hanson's aviation market unit. He has more than 30 years of experience in the aviation industry serving on both the airport management and consulting sides of the business. In addition to Chip's strong management capabilities, he has extensive experience in business development, strategic direction and management, and project delivery for the following aviation program emerging practices: public/private partnership transactional services; economic development programs; O&M staffing services; airport asset management programs; and airport program management. He offers valuable expertise in his collaborative experience in working with airport operator/developers, infrastructure funds and governmental entities with the goal of winning and executing major airport privatization programs. Chip's consulting experience also includes working with domestic and international airport owners in developing; airport business plans, management best practices, security programs, and "airport cities" property development programs.

Chip has held several high-level airport positions including chief operating officer, director of operations managing planning and development for the Jacksonville Aviation Authority, manager of airport planning and development for the Palm Beach County Department of Airports in West Palm Beach, FL. He was also the Global Aviation P3 director and project manager on the P3 initiative for the South Suburban Airport, near Chicago, IL. A partial listing of Chip's relevant project experience includes:

Jacksonville Aviation Authority, Airport Development, Jacksonville, FL. Director of Operations/Chief Operating Officer. Directed daily activities of 230 FTE employees at the four Aviation Authority airports; JIA, Craig, Cecil Field and Herlong Airports. Primary areas of responsibility included: all O&M activities for JIA and the three general aviation airports; direct oversight for a \$400 million terminal expansion program; directed all airport planning; facility management and maintenance; property development for the 10,000 plus acres of the four authority airports; air service/air trade development; airline rates and charges management; police department and security management. Assumed the responsibilities of the Chief Executive Officer, in his absence. Managed a \$65 million revenue budget and a \$40 million expense budget. Worked directly with the Jacksonville Chamber of Commerce in bringing Embraer, Boeing and Northrup Grumman to Cecil Field, and worked to develop the Authorities air trade program by assisting in bringing Southwest, AirTran and JetBlue airlines to Jacksonville. Other duties included; business and economic development activities, airport security coordinator, grant administration and the resulting legislative coordination, media contact for, operational issues, budgetary, financial and administrative management, and stakeholder and tenant management.

Jacksonville Aviation/Port Authority, Airport Development, Jacksonville, FL. Manager of Aviation Planning and Development, duties included; terminal expansion project manager, coordinated the capital improvement programs for the four airports, coordination of development activities with tenants, outside agencies, politicians and the community, managed all airport planning activities, managed the grant and legislative programs, managed public outreach programs, coordinated the conversion of NAS Cecil Field to a civilian airport.

Palm Beach County Department of Airports, Airport Development, West Palm Beach, FL. Manager, Airport Planning and Development responsible for; all planning and development activities at Palm Beach International and three outlying general aviation airports, managed all architectural and engineering design activities, responsible for developing airports property including foreign trade zone development, air cargo development, and development of non-aviation land uses, developed public involvement and public information programs to support aviation development initiatives, provided planning and engineering support for large capital improvement programs including a \$200 million terminal expansion and a \$150 million new general aviation airport.

Miami International Airport, Airport Development, Miami, FL. Responsibilities included; technical planning and project development for Miami International and five outlying general aviation airports, served as general airport planning consultant to the Dade County Aviation Department. As project planner, projects included master planning, system and site planning, financial feasibility, airfield and navaid layout and analysis, apron utilization planning, airside and landside signage, terminal area planning, airspace planning, capacity analysis, noise and environmental planning, construction administration, and grant administration.

Dade County Aviation Department, Miami International Airport, Miami, FL. Administrative Assistant, Airside Operations – Miami International Airport. Responsibilities included; shift supervision and scheduling for 130 airport operations personnel and administration of airport operations activities. Supervised access and ramp control operations, coordination of security and terminal area technical systems. Assisted in safety during construction operations and the airfield self-inspection program.



**Charles "Chip"
Snowden, AAE, CFM**
Project Manager

Education

B.S./1981/Aeronautical Science/Aviation Management/Embry-Riddle Aeronautical University
MBA/1985/Embry-Riddle Aeronautical University
2004/Harvard Senior Management Development Program

Professional Registrations

Certified Facility Manager (CFM)
Accredited American Assoc. of Airport Execs. (AAE)
Commercial Pilot, Single and Multi-Engine Aircraft

Professional Affiliations

American Association of Airport Executives (AAAE)
Florida Chamber of Commerce Leadership of Jacksonville
Served as Airport Advisor for the United States government in Romania for four weeks in both 1998 and 1999
Florida Safe Airports Council
Served as Adjunct Instructor Embry-Riddle Aeronautical University, subjects: Airport Planning and Design, Airport Management
Florida Airports Council
Airports Council International



KEY PERSONNEL RESUME

Representative Projects:

South Suburban Airport, Will County, IL. Project director for the feasibility/business plan/privatization plan for the proposed 3rd air carrier airport in the Chicago metro area.

Washington State Department of Transportation, Aviation Funding Study, Statewide, WA. Project director for a very creative research and analysis program aimed at finding innovative opportunities for closing the State's aviation funding gap.

Houston Airport System, Asset Management Plan, Houston, TX. Responsible for developing a roadmap and strategic airport maintenance asset management plan.

Atlanta Hartsfield International Airport, Facility O&M Program, Atlanta, GA. Project principal and transition manager for a 5-year Facility O&M program for the 7.5 million square feet and 90 FTE staff for the Hartsfield Atlanta International Airport terminal.

Belo Horizonte, Brazil. Airport Management Advisor for Tancredo Neves International Airport in support of the privatization of a Federal Airport. Specific work included; development of an airport city plan, development of business and strategic plans, security planning, air service development planning, and development of a corporatization plan.

CSIA Airport, Airport Expansion Program, Mumbai, India. Planning and operations lead on program management team for the \$2.5 billion dollar airport expansion program.

Midway Airport, Chicago, IL. Operations Due Diligence Advisors to the Morgan Stanley/Airports de Paris joint venture, supporting their bid for the privatization of Midway Airport.

Georgetown Municipal Airport, Business Plan, Georgetown, TX. Served as project director for the Georgetown Municipal Airport business plan.

**Charles "Chip"
Snowden, AAE, CFM
(Continued)**



**HOLD HARMLESS
CITY OF ARCADIA
AIRPORT CONSULTING SERVICES
SOLICITATION #RFQ2016-01**

Consultants shall indemnify and hold harmless the City, and the City's officers and employees from and against any and all liability, costs, losses, and damages (including but not limited to reasonable attorney's fees) arising out of or to the extent caused by the negligence, recklessness or intentionally wrongful conduct of Consultant and other persons employed by or utilized by Consultant in their performance under this Agreement.

Type of Organization (Please Check One): Individual Ownership Joint Venture
 Partnership Corporation Corporation

Name of Proposing Firm:

Hanson Professional Services Inc.

Mailing Address:

9015 Town Center Parkway, Suite 105, Lakewood Ranch, FL 34202

Location Address:

9015 Town Center Parkway, Suite 105

City & State: Lakewood Ranch, FL **ZIP:** 34202

Telephone: 941-342-6321 **Fax Number:** 941-379-6474

Name/Title of person authorized to bind the Company: John P. Coombe, P.E., S.E., Executive Vice President

Signature of person authorized to bind the Company: 

Date: May 17, 2016

DRUG-FREE WORKPLACE CERTIFICATION

Please complete Part I or Part II as applicable.

In order to be given preference in the award process for having implemented a drug-free workplace program prior to the bid/proposal submission date, the bidder/proposer is requested to certify that as part of their drug-free workplace program, they have:

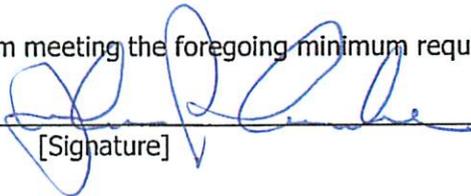
1. Published a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specified the actions that will be taken against employees for violations of such prohibition.
2. Informed employees about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

Part I - PROGRAM IMPLEMENTED

I certify that I/we have established a drug-free workplace Program meeting the foregoing minimum requirements.

John P. Coombe, P.E., S.E., Executive Vice President

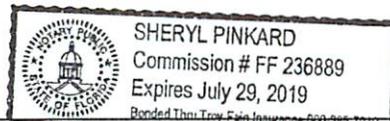
[Printed, typed name]


[Signature]

State of Florida
County of Manatee

The foregoing instrument was acknowledged before me this 17 day of May, 2016, by
, who is personally known to me or who presented _____ as identification, and who (did) (did not)
take an oath.


[Signature of Notary Public]



[Printed, typed or stamped name of Notary Public]

FF 236889
[Commission Number of Notary Public]

Part II - PROGRAM NOT IMPLEMENTED

A program meeting the above stated requirements has not been established or has not been fully implemented prior to bid/proposal closing date, and therefore I/we are not eligible for certification as a drug-free workplace.

[Signature]

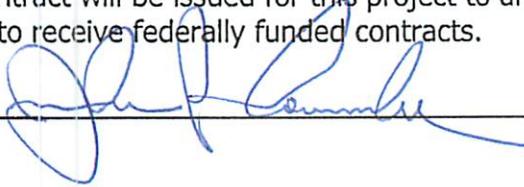
[Date]

**SWORN STATEMENT PURSUANT TO SECTION
287.133(3)(a),
DEBARMENT CERTIFICATION
CITY OF ARCADIA
AIRPORT CONSULTING SERVICES
SOLICITATION #RFQ2016-01**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
AND OTHER RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that is and its principles:
- a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by an Federal department or agency;
 - b) Have not within a three-year period preceding this been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statues or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this proposal had one or more public transactions (Federal, State or Local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
- (3) No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.

Signature



Executive Vice President

Title

Hanson Professional Services Inc.

Contractor/Firm

9015 Town Center Parkway, Suite 105, Lakewood Ranch, FL 34202

Address

**FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES
CITY OF ARCADIA AIRPORT CONSULTING SERVICES
SOLICITATION #RFQ2016-01**

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

1. This sworn statement is submitted to City of Arcadia, Florida, a Municipal Corporation, 23 N. Polk Ave., Arcadia, FL 34266 by John P. Coombe, P.E., S.E., Executive Vice President
[print individual's name and title]

for Hanson Professional Services Inc. whose business
[print name of entity submitting sworn statement]

address is 9015 Town Center Parkway, Suite 105, Lakewood Ranch, FL 34202

_____ and (if applicable) it's Federal Identification Number

(FEIN) is 37-0844717 (If the entity has no FEIN, include the Social Security

Number of the individual signing this sworn statement _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or 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 any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. 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.

4. 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.

5. 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, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **[Indicate which statement applies.]**

**NON-COLLUSION AFFIDAVIT
CITY OF ARCADIA
AIRPORT CONSULTING SERVICES
SOLICITATION #RFQ2016-01**

By signing this offer, the vendor/consultant certifies that this offer is made independently and free from collusion. Vendor shall disclose below any City of Arcadia officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Arcadia officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules. Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City of Arcadia Purchasing Policy.

NAME	RELATIONSHIPS
N/A	

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

AFFIDAVIT
STATE OF FLORIDA, COUNTY OF Manatee

BEFORE ME, the undersigned authority, personally came and appeared,
John P. Coombe, P.E., S.E., who after being duly sworn, deposed and said that he is the
fully authorized Executive Vice President of Hanson Professional Services Inc.
(hereinafter referred to as affiant), and said affiant further said:

(1) That affiant has not and will not employ any person either directly or indirectly, to secure the public contract under which he is to receive payment, other than persons regularly employed by the affiant whose service in connection with the project or in securing the public contract are in the regular course of their duties for the affiant; and

(2) That no part of the contract price was paid or will be paid to any person for soliciting the contract,

other than the payment of normal compensation to persons regularly employed by the affiant whose services with the project are in the regular course of their duties for the affiant.

AFFIANT

SWORN TO AND SUBSCRIBED BEFORE ME ON THIS 17 DAY OF May, 2016.
NOTARY PUBLIC

AFFIANT

Company Name: Hanson Professional Services Inc.

Address: 9015 Town Center Parkway, Suite 105, Lakewood FL, 34202

Phone Number: 941-342-6321

Signature: [Handwritten Signature]

NON-COLLUSION AFFIDAVIT IN THE STATE OF Florida IN THE
COUNTY OF Manatee being first duly sworn, on oath, says that the bid

above submitted is a genuine and not a sham or collusive bid or made in the interest of or on behalf of any person not therein named, and s/he further says that the said Bidder has not directly or indirectly induced or solicited any Bidder on the above work or supplies to put in a sham bid, or any other person or corporation to refrain from bidding, and that said Bidder has not in any manner sought by collusion to secure her/himself an advantage over any other bidder or bidders. Subscribed and sworn before me this 17 day of May, 2016 NOTARY PUBLIC in and for the State of Florida

Signature [Handwritten Signature: Sheryl Pinkard]

Seal



**CONFLICT OF INTEREST FORM
CITY OF ARCADIA
AIRPORT CONSULTING SERVICES
SOLICITATION #RFQ2016-01**

F.S. §112.313 places limitations on public officers (including advisory board members) and employees' ability to contract with the City either directly or indirectly. Therefore, please indicate if the following applies:

PART I.

I am an employee, public officer or advisory board member of the City
_____ **(List Position Or Board)**

I am the spouse or child of an employee, public officer or advisory board member of the City

Name: _____

An employee, public officer or advisory board member of the City, or their spouse or child, is an officer, partner, director, or proprietor of Respondent or has a material interest in Respondent. "Material interest" means direct or indirect ownership of more than 5 percent of the total assets or capital stock of any business entity. For the purposes of [§112.313], indirect ownership does not include ownership by a spouse or minor child.

Name: _____

Respondent employs or contracts with an employee, public officer or advisory board member of the City

Name: _____

None of The Above

PART II:

Are you going to request an advisory board member waiver?

I will request an advisory board member waiver under §112.313(12)

I will NOT request an advisory board member waiver under §112.313(12)

N/A

The City shall review any relationships which may be prohibited under the Florida Ethics Code and will disqualify any vendors whose conflicts are not waived or exempt.

BUSINESS NAME: Hanson Professional Services Inc.

NAME (PER AUTHORIZED TO BIND THE COMPANY): John P. Coombe, Executive Vice President

SIGNATURE:  **DATE:** May 17, 2016

**RESPONDENT'S CERTIFICATION
CITY OF ARCADIA
AIRPORT CONSULTING SERVICES
SOLICITATION #RFQ2016-01**

I have carefully examined the Request for Qualifications.

I hereby propose to furnish the services specified in the Request for Qualifications. I agree that my submittal will remain firm for a period of at least 90 days in order to allow the City adequate time to evaluate the submittals and determine a ranking of the most qualified firms.

I certify that all information contained in this submittal is truthful. I further certify that I am duly authorized to provide this submittal on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the Agreement.

I further certify, under oath, that this submittal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation tendering a submittal for the same service; that no officer, employee or agent of the City of Arcadia or any other respondent is interested in said submittal; and that the undersigned executed this Respondent's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

Hanson Professional Services, Inc.

NAME OF BUSINESS

SIGNATURE

John P. Coombe, P.E., S.E., Executive Vice President

NAME & TITLE, TYPED OR PRINTED

MAILING ADDRESS: 9015 Town Center Parkway, Suite 105

CITY: Lakewood Ranch

STATE, ZIP CODE: FL, 34202

(941) 342-6321

TELEPHONE NUMBER

jcoombe@hanson-inc.com

EMAIL ADDRESS

Other Information

PROOF OF INSURANCE LETTER



Other Information

STANDARD FORM 330



ARCHITECT – ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)
RFQ 2016-01

PART II – GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (OR BRANCH OFFICE) NAME Hanson Professional Services Inc.			3. YEAR ESTABLISHED 2007	4. DUNS NUMBER 807-745-265
2b. STREET 9015 Town Center Parkway, Suite 105			5. OWNERSHIP	
2c. CITY Lakewood Ranch	2d. STATE FL	2e. ZIP CODE 34202	a. TYPE Corporation	
6a. POINT OF CONTACT NAME AND TITLE Ron Ridenour, Project Manager			b. SMALL BUSINESS STATUS No	
6b. TELEPHONE NUMBER 941.296.0765		6c. E-MAIL ADDRESS rridenour@hanson-inc.com		
8a. FORMER FIRM NAME(S) (If any)			8b. YR. ESTABLISHED	8c. DUNS NUMBER

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
12	Civil Engineers	75	2	A05	Airports; Nav aids; Airport Lighting; Aircraft	5
	Airport Engineers / Planners	14	2	A06	Airports; Terminals; Hangars; Freight	1
15	Construction Inspectors	6	1	I02	Industrial Processes; Quality Control	1
	Special Consultants	14	1	H07	Highways; Streets; Airfield Paving; Parking	1
58	Technicians / Analysts	43	1	T02	Testing & Inspection Services	1
02	Administrative	61	4	C15	Construction Management	1
				R03	Railroad and Rapid Transit	1
				W02	Water Resources; Hydrology; Ground Water	1
				P05	Planning (Community; Regional; Areawide &	1
				C10	Commercial Building; (low rise); Shopping	1
				H11	Housing (Residential, Multifamily,	1
				P06	Planning (Site, Installation and Project)	1
				T03	Traffic & Transportation Engineering	1
				E09	Environmental Impact Studies, Assessments	1
	Other Employees	178	0			
	Total	391	11			

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

12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE 	b. DATE 5/18/16
c. NAME AND TITLE Charles Snowden, AAE, CFM, Aviation Market Principal	

ARCHITECT – ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (if any)

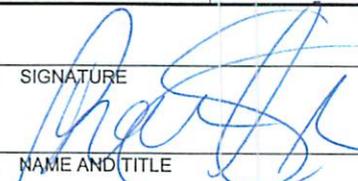
PART II – GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (OR BRANCH OFFICE) NAME Hanson Professional Services Inc.				3. YEAR ESTABLISHED 1974	5. DUNS NUMBER 06-251-4104
2b. STREET 1601 Belvedere Road, Suite 303 South				5. OWNERSHIP	
2c. CITY West Palm Beach		2d. STATE FL	2e. ZIP CODE 33406		
6a. POINT OF CONTACT NAME AND TITLE Timeka Carter, Aviation Planner				a. TYPE Corporation	
6b. TELEPHONE NUMBER 561.471.9370		6c. E-MAIL ADDRESS tcarter@hanson-inc.com			
8a. FORMER FIRM NAME(S) (if any)				8b. YR. ESTABLISHED	8c. DUNS NUMBER

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees (1) FIRM (2) BRANCH		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
	Commissioning Specialists	9	2	A05	Airports; Nav aids; Airport Lighting; Aircraft	3
	Airport Engineers / Planners	14	2	E02	Educational Facilities; Classrooms	2
58	Technicians / Analysts	43	1		Military Facilities; Armory	2
				A06	Airports; Terminals; Hangars; Freight	1
				E07	Energy Conservation; New Energy Sources	1
				R06	Rehabilitation (Buildings; Structures;	1
				H09	Hospitals & Medical Facilities	1
				M05	Military Design Standards	1
					Electrical Design; Studies	1
				O01	Office Building; Industrial Parks	1
				P12	Power Generation, Transmission,	1
				H07	Highways; Streets; Airfield Paving; Parking	1
				H04	Heating, Ventilating, Air Conditioning	1
				C10	Commercial Building; (low rise); Shopping	1
				L06	Lighting (Exteriors; Street; Memorials;	1
				H11	Housing (Residential, Multifamily,	1
				H10	Hotels; Motels	1
				J01	Judicial and Courtroom Facilities	1
				A01	Acoustics; Noise Abatement	1
				G01	Garages; Vehicle Maintenance Facilities;	1
	Other Employees	325	0	E09	Environmental Impact Studies, Assessments	1
	Total	391	5	C12	Communications Systems; TV; Microwave	1

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

12. AUTHORIZED REPRESENTATIVE The foregoing is a statement of facts.		
a. SIGNATURE 	c. DATE 5/18/16	
c. NAME AND TITLE Charles Snowden, AAE, CFM, Aviation Market Principal		

ARCHITECT – ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)
RFQ 2016-01

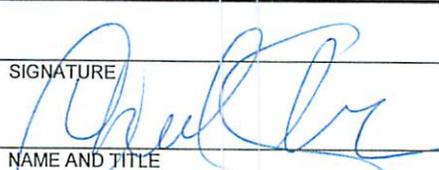
PART II – GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (OR BRANCH OFFICE) NAME Hanson Professional Services Inc.			3. YEAR ESTABLISHED 1954	6. DUNS NUMBER 04-422-9284
2b. STREET 1525 S. Sixth St.			5. OWNERSHIP	
2c. CITY Springfield			2d. STATE IL	2e. ZIP CODE 62703
6a. POINT OF CONTACT NAME AND TITLE Robert Waller, Assistant Vice President			a. TYPE Corporation	
6b. TELEPHONE NUMBER (217) 788-2450 x3237			b. SMALL BUSINESS STATUS No	
6c. E-MAIL ADDRESS rwaller@hanson-inc.com			7. NAME OF FIRM (If block 2a is a branch office)	
8a. FORMER FIRM NAME(S) (If any)			8b. YR. ESTABLISHED	8c. DUNS NUMBER

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
12	Civil Engineers	75	15	H07	Highways; Streets; Airfield Paving; Parking	7
57	Structural Engineers	21	9	P12	Power Generation, Transmission,	6
	Land Acquisitionists	11	7	R06	Rehabilitation (Buildings; Structures;	5
48	Project Managers	23	6	R03	Railroad and Rapid Transit	5
62	Water Resources Engineers	11	6	B02	Bridges	5
	Airport Engineers / Planners	14	4	S10	Surveying; Platting; Mapping; Flood Plain	4
21	Electrical Engineers	7	3	A06	Airports; Terminals; Hangars; Freight	4
42	Mechanical Engineers	12	4	A05	Airports; Nav aids; Airport Lighting; Aircraft	4
24	Environmental Scientists	5	4	E02	Educational Facilities; Classrooms	4
38	Land Surveyors	7	3	P06	Planning (Site, Installation and Project)	4
27	Foundation / Geotechnical	8	3	S05	Soils & Geologic Studies; Foundations	3
07	Biologists	4	2	W02	Water Resources; Hydrology; Ground Water	3
60	Transportation Engineers	15	3	H09	Hospitals & Medical Facilities	3
23	Environmental Engineers	4	3	I02	Industrial Processes; Quality Control	3
30	Geologists	4	2	D01	Dams (Concrete; Arch)	3
10	Chemical Engineers	1	1	D02	Dams (Earth; Rock); Dikes; Levees	3
	Commissioning Specialists	9	1	E09	Environmental Impact Studies, Assessments	3
	Traffic Modelers	2	1	W03	Water Supply; Treatment and Distribution	3
58	Technicians / Analysts	43	17	M02	Materials Handling Systems; Conveyors;	3
02	Administrative	61	37	C15	Construction Management	3
	Other Employees	54	19	S04	Sewage Collection, Treatment & Disposal	3
Total		391	150	I03	Industrial Waste Treatment	3

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

12. AUTHORIZED REPRESENTATIVE The foregoing is a statement of facts.	
a. SIGNATURE 	d. DATE 5/18/16
c. NAME AND TITLE Charles Snowden, AAE, CFM, Aviation Market Principal	

ARCHITECT – ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (if any)
RFQ 2016-01

PART II – GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (OR BRANCH OFFICE) NAME Hanson Professional Services Inc.			3. YEAR ESTABLISHED 2005	7. DUNS NUMBER 19-034-8206
2b. STREET 2615 Medical Center Parkway, Suite 1560			5. OWNERSHIP	
2c. CITY Murfreesboro	2d. STATE TN	2e. ZIP CODE 37129	a. TYPE Corporation	
6a. POINT OF CONTACT NAME AND TITLE Timothy Haskell, Senior Aviation Planner			b. SMALL BUSINESS STATUS No	
6b. TELEPHONE NUMBER (615) 871-7249 x4110		6c. E-MAIL ADDRESS thaskell@hanson-inc.com		
8a. FORMER FIRM NAME(S) (if any)			8b. YR. ESTABLISHED	8c. DUNS NUMBER

9. EMPLOYEES BY DISCIPLINE

10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS

a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
	Airport Engineers / Planners	14	2	A05	Airports; Navaids; Airport Lighting; Aircraft	2
				H01	Harbors; jetties; Piers; Ship Terminal	2
				P05	Planning (Community; Regional; Areawide &	1
				H07	Highways; Streets; Airfield Paving; Parking	1
				A06	Airports; Terminals; Hangars; Freight	1
				P06	Planning (Site, Installation and Project)	1
				A02	Aerial Photography; Airborne Data and	1
				E09	Environmental Impact Studies, Assessments	1
					Training	1
				R03	Railroad and Rapid Transit	1
	Other Employees	377	0			
	Total	391	2			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)

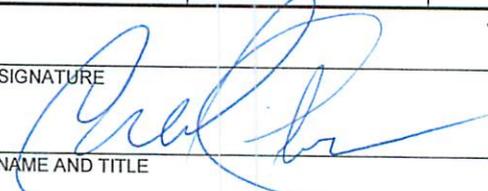
PROFESSIONAL SERVICES REVENUE INDEX NUMBER

a. Federal Work	0
b. Non-Federal Work	3
c. Total Work	3

1. Less than \$100,000
2. \$100,000 to less than \$250,000
3. \$250,000 to less than \$500,000
4. \$500,000 to less than \$1 million
5. \$1 million to less than \$2 million
6. \$2 million to less than \$5 million
7. \$5 million to less than \$10 million
8. \$10 million to less than \$25 million
9. \$25 million to less than \$50 million
10. \$50 million or greater

12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE 	e. DATE 5/18/16
---	--------------------

c. NAME AND TITLE
Charles Snowden, AAE, CFM, Aviation Market Principal

ARCHITECT - ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)
RFQ2016-01

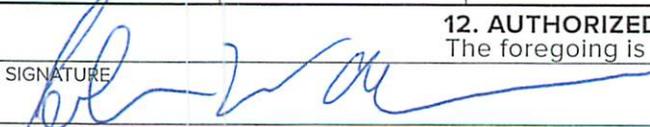
PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (OR BRANCH OFFICE) NAME TKDA			3. YEAR ESTABLISHED 1910	4. DUNS NUMBER 829914295
2b. STREET 4377 Commercial Way #208			5. OWNERSHIP a. TYPE Employee-owned b. SMALL BUSINESS STATUS	
2c. CITY Spring Hill	2d. STATE FL	2e. ZIP CODE 34606		
6a. POINT OF CONTACT NAME AND TITLE Tricia M. Fantinato			7. NAME OF FIRM (If block 2a is a branch office)	
6b. TELEPHONE NUMBER 352.610.9303	6c. E-MAIL ADDRESS tricia.fantinato@tkda.com			
8a. FORMER FIRM NAME(S) (If any) Toltz Engineering Company Toltz, King and Day			8b. YR. ESTABLISHED	8c. DUNS NUMBER

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (See below)
		(1) FIRM	(2) BRANCH			
02	Administrative	32	0	A05	Airports; Nav aids; Airport Lighting	6
06	Architect	19	0	A06	Airports; Terminals & Hangars	5
08	CADD Technical	33	0	B02	Bridges	6
12	Civil Engineer	53	0	C11	Community Facilities	4
21	Electrical Engineer	7	0	C15	Construction Management	4
34	Hydrologist	1	0	E02	Educational Facilities	5
37	Interior Designer	3	0	E03	Electrical Studies and Design	3
38	Land Surveyor	3	0	F02	Field Houses; Gyms; Stadiums	4
39	Landscape Architect	2	0	G01	Garages; Vehicle Maintenance Fac	3
42	Mechanical Engineer	7	0	H07	Highway; Streets; Airfields; Parking	7
47	Planner: Urban/Regional	3	2	H11	Housing	2
57	Structural Engineer	11	0	I01	Industrial Buildings; Manufacturing	7
58	Technician/Analyst	65	0	I03	Industrial Waste Treatment	4
60	Transportation Engineer	1	0	L03	Landscape Architecture	3
62	Water Resources Engineer	2	0	L06	Lighting (exteriors; streets)	3
				O01	Office Buildings; Industrial Parks	5
				P05	Planning	2
				P11	Postal Facilities	1
				R03	Railroad; Rapid Transit	7
				T03	Transportation Engineering	3
				U03	Utilities	4
				W03	Water Supply; Treatment	5
	Total	242	2			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER	
a. Federal Work	3	1. Less than \$100,000	6. \$2 million to less than \$5 million
b. Non-Federal Work	9	2. \$100,00 to less than \$250,000	7. \$5 million to less than \$10 million
c. Total Work	9	3. \$250,00 to less than \$500,000	8. \$10 million to less than \$25 million
		4. \$500,00 to less than \$1 million	9. \$25 million to less than \$50 million
		5. \$1 million to less than \$2 million	10. \$50 million or greater

12. AUTHORIZED REPRESENTATIVE The foregoing is a statement of facts	
a. SIGNATURE 	b. DATE 05/11/2016
c. NAME AND TITLE John W. Ahern, PE - Vice President, Aviation	

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)
RFQ2016-01

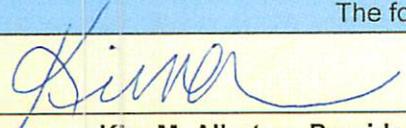
PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (OR BRANCH OFFICE) NAME  Environmental Resource Solutions, Inc.			3. YEAR ESTABLISHED 1996	4. DUNS NUMBER 015597339
2b. STREET 8711 Perimeter Park Blvd, Suite 1			5. OWNERSHIP	
2c. CITY Jacksonville	2d. STATE Florida	2e. ZIP CODE 32216	a. TYPE Florida Corporation, TIN #593391028	
6a. POINT OF CONTACT NAME AND TITLE Kim M. Allerton, President			b. SMALL BUSINESS STATUS Small/woman owned	
6b. TELEPHONE NUMBER (904) 285-1397	6c. E-MAIL ADDRESS kallerton@ersenvironmental.com		7. NAME OF FIRM (If block 2a is a branch office) N/A	
8a. FORMER FIRM NAME(S) (If any) N/A			8b. YR. ESTABLISHED	8c. DUNS NUMBER

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	2		C14	Conservation & Resource Mgmt	1
07	Biologists	3	1	E01	Ecological & Archeological Investigations	3
19	Ecologist	1		E09	Environmental Impact Studies, Assessment or Statements	4
24	Environmental Scientist	4		E10	Environmental/Natural Resource Mapping	3
08	CADD/GIS	2		E11	Environmental Planning	2
	Other Employees					
Total		13	1			

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

12. AUTHORIZED REPRESENTATIVE The foregoing is a statement of facts.	
a. SIGNATURE 	b. DATE 16 May 2016
c. NAME AND TITLE Kim M. Allerton, President	

ARCHITECT – ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (if any)

RFQ 2016-01

PART II – GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

A. CONTRACT INFORMATION

2a. FIRM (OR BRANCH OFFICE) NAME E.F. Gaines Surveying Services, Inc.			3. YEAR ESTABLISHED 2002	4. DUNS NUMBER 10-0610372
2b. STREET 5235 Ramsey Way, Suite 10			5. OWNERSHIP	
2c. CITY Fort Myers	2d. STATE Florida	2e. ZIP CODE 33907	a. TYPE Corporation	
6a. POINT OF CONTACT NAME AND TITLE Elizabeth F. Gaines, PSM, President			b. SMALL BUSINESS STATUS Small Business Concern	
6b. TELEPHONE NUMBER 239-418-0126		6c. EMAIL ADDRESS Liz@EFGaines.com		7. NAME OF FIRM (If block 2a is a branch office) N/A
8a. FORMER FIRM NAME(S) (if any) Elizabeth F. Gaines, PSM (Sole Proprietor) E.F. Gaines Surveying Services (Sole Proprietor)			8b. YEAR ESTABLISHED 1999 2000	8c. DUNS NUMBER 10-0610372 10-0610372

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see b below)
		(1) Firm	(2) Branch			
02	Administrative	1		C16	Construction Surveying	1
08	CADD Technician	1		G03	Geodetic Surveying	1
38	Land Surveyor	1		H13	Hydrographic Surveying	1
58	Technician	4		L02	Land Surveying	1
				S10	Surveying, Platting, Mapping	1
				T04	Topographic Surveying & Mapping	3
	TOTAL	7				

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

12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE 	b. DATE May 12, 2016
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c. NAME AND TITLE Elizabeth F. Gaines, PSM, President
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Other Information

**PROFESSIONAL LICENSES FOR ALL REGISTERED ENGINEERS
PROFESSIONAL LICENSES FOR HANSON PROFESSIONAL SERVICES INC.**



Other Information

Licenses

State of Florida
Board of Professional Engineers
 Attests that
Jennifer Maria Fehrs, P.E.



Is licensed as a Professional Engineer under Chapter 471, Florida Statutes
 Expiration: 2/28/2017
 Audit No: 228201704679

P.E. Lic. No.
68308

Jennifer Fehrs, P.E.

State of Florida
Board of Professional Engineers
 Attests that
Jeffery Scott Litherland, P.E.



Is licensed as a Professional Engineer under Chapter 471, Florida Statutes
 Expiration: 2/28/2017
 Audit No: 228201700762

P.E. Lic. No.
52199

Jeff Litherland, P.E.

State of Florida
Board of Professional Engineers
 Attests that
Kevin N. Lightfoot, P.E.



Is licensed as a Professional Engineer under Chapter 471, Florida Statutes
 Expiration: 2/28/2017
 Audit No: 228201703348

P.E. Lic. No.
71773

Kevin Lightfoot, P.E.



The screenshot shows the BPR Online Services interface. The user is logged in as John Ahern, P.E. The page displays license details for a Professional Engineer license. The license number is 12229, and the expiration date is 02/28/2017. The license is issued by the State of Florida, Department of Agriculture and Consumer Services, Division of Customer Services, Board of Professional Surveyors and Mappers. The license holder's name is John Ahern, and the license is for the profession of Professional Engineer. The license is currently active.

John Ahern, P.E.



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

License No: LS4576
 Expiration Date: February 28, 2017

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

ELIZABETH F GAINES
 5235 RAMSEY WAY STE 10
 FORT MYERS, FL 33907-2125


 ADAM B. PUTNAM
 COMMISSIONER OF AGRICULTURE

This is a copy of the professional surveyor and mapper license and shall be all services provided in compliance with Chapter 472, Florida Statutes.

Elizabeth Gaines, PSM

Other Information

State of Florida
Board of Professional Engineers
Attests that
Hanson Professional Services Inc.

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

Expiration: 2/28/2017
Audit No: 228201702880


CA Lic. No:
7961

State of Florida
Department of State

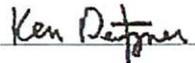
I certify from the records of this office that HANSON PROFESSIONAL SERVICES INC. is a Delaware corporation authorized to transact business in the State of Florida. qualified on October 3, 1997.

The document number of this corporation is F97000005188.

I further certify that said corporation has paid all fees due this office through December 31, 2016. that its most recent annual report uniform business report was filed on January 13, 2016. 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 Thirteenth day of January,
2016*


Secretary of State



Tracking Number: CC7468269637

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

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

**HOLE
MONTES**

**STATEMENT OF
QUALIFICATIONS**

STATEMENT OF QUALIFICATIONS

RFQ 2016-01

CITY OF ARCADIA AIRPORT CONSULTING SERVICES

May 23, 2016



Engineering · Planning · Surveying



TAB 1 - EXECUTIVE SUMMARY

Firm's Introduction: Hole Montes has played a significant role in the growth of southwest Florida since the firm's inception 50 years ago. Founded in Naples, Florida, in 1966, the firm was originally established as Stanley W. Hole & Associates. In 1974, the firm's name was expanded to Hole Montes & Associates, Inc. and subsequently simplified to Hole Montes, Inc.

Hole Montes has permanent offices in Naples and Fort Myers and employs more than 57 professional and support staff. Hole Montes' Naples office is located at 950 Encore Way, Naples, Florida 34110, with 34 employees and the Fort Myers office is located at 6200 Whiskey Creek Drive, Ft. Myers, Florida, 33919 with 23 employees.

Hole Montes is recognized as a premier regional aviation and transportation engineering firm. During the past decade, our firm has provided transportation engineering services for nearly 500 projects, with construction costs of more than \$500 million in southwest Florida.

Hole Montes offers full service civil engineering services in the following disciplines:

- Transportation/Aviation
- Planning
- Surveying
- Land Development/Site Engineering
- Stormwater Management Engineering
- Construction Administration
- Construction Engineering Inspection
- Utility Engineering
- Water/Wastewater Engineering

Our Aviation Engineering Department formally dates back to the mid 1990's. Currently, Hole Montes is the General Consultant Collier County Airport Authority and has provided engineering services for the City of Naples Airport Authority and Lee County Port Authority. We have completed more than 200 airport projects in southwest Florida in the past ten years.

Staff: Hole Montes provides a staff of professional engineers and technical support, as well as, surveying services. The staff has experience on airport projects in southwest Florida and the expertise to undertake complex projects. The staff is familiar with local conditions and contractors and has the experience with Southwest Florida Water Management District to obtain the necessary permits on time. Hole Montes' staff has the experience of working with the FAA and FDOT and meeting their standards for airport improvements. This includes performing surveys and preparation of CADD drawings that comply with the FAA AGIS system. Hole Montes' engineers regularly attends workshops sponsored by the FAA and FDOT and maintains a current library of their standards.

Underlying Philosophy: Client-Oriented Approach

Hole Montes, Inc. offers the City of Arcadia (City) an approach that focuses on providing personal service. The key element of this approach is to meet the client's need which includes having a single point of contact, being responsive, and having access to qualified personnel and resources.

It is recognized that a strong project manager, who can be the main point of contact, provides the City with quick and direct access to the team and improves communication. The project manager and his staff act as an extension of the City staff. This team is familiar with the operations of area airports and has extensive experience in complying with the safety and security requirements.

Of the utmost importance is our team approach to each and every project assigned. Constant and accurate communication with City staff, other consultants, stakeholders, and others will often decide the difference to a project's success.

Understanding Of Work To Be Performed

Hole Montes understands that the primary function of Arcadia Municipal Airport work is to fully manage and coordinate each and every task assigned. These tasks will vary in size and some will have challenging schedules; however, each task must be completed on time. Project budgets will be established for each task and each task must be completed on budget. The work will generally include engineering and/or architectural services in conjunction with the operation, maintenance and development of the airport. The work may require a wide range of services including concept refinement, cost estimating, designing, permitting and construction administration. To meet the requirements of these tasks, the project manager will be responsible for managing both in-house staff and required sub-consultants. The tasks also require meeting local, state and federal codes and, especially, the requirements for airports established by FDOT and FAA. The tasks require a team approach and coordination with other General Consultants and City staff.

On-call Responsiveness of the Project Manager and Firm

A key to the success of Hole Montes and the project manager is focusing on providing personal service to clients. This includes being available for prompt response to the clients' needs. With its offices strategically located, the HM team can respond quickly to the needs of the City.

Willingness of the Project Manager and Firm to Accept All Assignments (no job too small)

As an airport consultant, Hole Montes recognizes that the needs and budgets of its clients are both small and large. Hole Montes has always graciously accepted each assignment from its Aviation clients and will continue to do so for the City of Arcadia.

Timeliness of Completing Quick-turn Assignments

Hole Montes and your project manager understand that the design of certain projects needs to be accelerated. This is often the case in meeting FAA funding constraints. Hole Montes has demonstrated the effectiveness in accelerating the design for the other projects. The design team will commit themselves and worked with City staff to complete the design in required to meet the FAA's schedule. Hole Montes will meet the challenge and complete the schedule on time.

Ability to Meet Project Budget & Scheduling Demands

Hole Montes is committed to meet project scheduling and budgeting demands. Key factors in meeting this goal include the following:

- Clearly identify project requirements early that will be used in establishing budgets and schedules;
- Build in allowance for unforeseen conditions and escalation in construction costs;
- Consultant will prepare independent cost estimates and reconcile differences;
- Monitor project changes and keep design team, and City informed of impact.

Schedules are plotted on charts that show each element of the task and submittal due dates. The charts include the interactions between team members, City staff, and approving agencies. Budgets are reviewed at each submittal. These documents are continuously monitored throughout the duration of the project.

Knowledge of TSA, FAA & FDOT Regulations and Requirements

Hole Montes maintains a current library of all the advisory circulars and orders applicable to airport design. Hole Montes has successfully completed over 20 projects in the past ten years that required compliance of the regulations and standards. Hole Montes is also very familiar with FAA & FDOT grant requirements including quarterly reports and close-out documentation. Hole Montes remains current with the TSA, FAA and FDOT requirements through attendance of FAA/FDOT Consultant work shops, conferences and on-line updates to FAA Advisory Circulars.

We thank the City of Arcadia for providing this opportunity to be of service and look forward to a positive response.

TAB 2 - EXPERIENCE AND ABILITY

Hole Montes takes pride in the role that we have in the regional aviation field over the past two decades. The Table below gives a brief snapshot of the breadth and scope of the work that Hole Montes has completed at

the following regional airports:

- Southwest Florida International Airport (RSW)
- Page Field Airport (FMY)
- Immokalee Regional Airport (IMM)
- Marco Island Executive Airport (MKY)
- Naples Municipal Airport (APF)

PROJECT TYPE	RSW	FMY	IMM	MKY	APF
ENVIRONMENTAL STUDIES, PERMITS, MITIGATION	→	→	→	→	→
STORMWATER IMPROVEMENTS	→	→	→	→	→
GIS PROGRAMMING & SURVEYS	→	→	→	→	→
FACILITY PROTECTION	→	→			→
ACCESS ROAD	→	→	→		→
EXHIBIT A – PROPERTY MAP		→	→	→	
AIRPORT FENCING	→	→	→	→	→
VEGETATION & WILDLIFE MANAGEMENT	→	→	→	→	→
AIRPORT LAYOUT PLAN UPDATE			→	→	→
RUNWAY	→	→	→	→	
TAXIWAY	→	→	→	→	→
APRON	→	→	→	→	→
ROADWAY	→	→	→	→	→
AIRFIELD ELECTRICAL	→	→	→	→	→
AIRFIELD SIGNAGE	→	→	→	→	→
PAVEMENT MARKING	→	→	→	→	→
CORPORATE HANGAR	→	→	→		→
T-HANGAR		→	→	→	→
TERMINAL RENOVATION	→	→		→	→
VEHICLE PARKING	→	→	→		→
UTILITY DEVELOPMENT	→	→	→	→	→
LANDSCAPING	→	→	→		→
BUILDING SYSTEMS	→	→	→	→	→
COMMUNICATION SYSTEMS	→	→	→		→
NAVIGATIONAL AIDES	→	→	→	→	→

In the following pages, particularly in Tab 3, we will detail specific projects as they relate to the Scope of

Work outline in the RFQ.

PROJECT MANAGEMENT TEAM

Tim Parker, P.E., CM Project Manager

Tim has 30 years of engineering and project management experience in the areas of airport engineering, civil/environmental engineering, aerospace engineering, public/private development and flight operations. Tim's airport engineering experience includes airfield design, airfield pavement projects, T-hangars and box hangars, runway safety area improvements, NAVAIDs, helipad design and site approval, cost estimates, preparation of plans and specifications, phasing, signage, pavement marking, and airspace coordination. He is a licensed commercial pilot with an instrument rating and an aircraft owner/builder.

Tim is familiar with the FDOT JACIP process and frequently works in conjunction with airport managers and FDOT staff to develop well thought out Capital Improvement Plans which are a key step in obtaining funding for airport projects.

His knowledge of FAA, FARs and Advisory Circulars is extensive. Tim is highly effective in interpreting FAA design standards and matching this knowledge with typical flight operational needs at GA airports. He was recently successfully in convincing the FAA that maintaining existing runway and taxiway widths at a General Aviation airport was appropriate based on specific operational needs at that airport. The initial guidance from the FAA was that the runway width should be reduced by 50 feet and the taxiway width by 15 feet.

Tim's workload commitment over the next year includes providing design and technical support services for the rehabilitation of runways and taxiways at Page Field, Fort Myers, Florida. The first phase of this project is currently out for bid and construction is anticipated to start January 2017. Based on the current scope of services for this project Tim expected to be utilized 50 to 60% of his time on this project. Tim and the entire Hole Montes team are dedicated to your success and will be available to assist you on any future assignment.

Tim's Background and experience are a perfect fit for assignments at Arcadia Airport because of his ...

Familiarity with the City of Arcadia and the Arcadia Airport. – Tim has been involved in numerous assignments at Arcadia and knows current airport conditions.

Understanding of Local Regulatory and permitting Issues – Tim's experience as a former FL DEP staffer means he is highly effective in the interpretation of local, state and federal environmental regulations and how they might impact Arcadia Airport projects. He has received approval on an airport related Environmental Resource Permit in less than 45 days with no official request for addition information.

Understanding of Future Planned Projects – Tim has followed the progression of Arcadia Airport and is familiar with the desired planned improvements and how these projects interrelate.

Accessibility and Availability – Tim understands the importance of being accessible and available. His location in the Fort Myers office means that he is about an hour away and is available through cell phone and e-mail.

Professional Affiliations - Tim is affiliated with numerous professional and recreational aviation organizations including the Florida Airport Council, American Association of Airport Executives, AOPA, EAA and various flying clubs and airport support groups.

Luc Carriere, P.E. Deputy Project Manager

Luc Carriere has over 30 years of experience in providing airport consulting services. He served as project manager for general consultant services for the City of Naples Airport Authority from 1996 – 2004 and from 2009 – 2012 has maintained an excellent working relationship with the Authority staff.

Luc has also served as the project manager for the general consultant services provided to the Lee County Port Authority (LCPA) for the past 15 years. During this period, he managed over 150 airport projects for LCPA.

Luc has served as the project manager for the general consultant services provided to the Collier County Airport Authority starting from 1994 and was reselected in 1999, 2004 and 2009. Over the past 19 years, he has successfully completed numerous projects at the County's three airports located in Immokalee, Everglades City and Marco Island. He continues to serve the Collier County as the project manager to the on-call general consultant.

TAB 2 - EXPERIENCE AND ABILITY

LOCATION

Hole Montes has two offices strategically located to serve the City of Arcadia. The Fort Myers office will be the responsible office for projects assigned to this contract, but when necessary to fulfill timely project goals, staff from Naples office may be called upon. As illustrated below, drive time from the Ft. Myers office to Arcadia Municipal Airport is just over 1 hour.

Personnel from both HM's offices are networked together and share files and data on a daily basis. This virtual cooperation can also be extended to the City and subconsultants through real time file sharing.

RESPONSIBLE OFFICE

Engineering / Land Planning / Survey

Fort Myers, FL Office
6200 Whiskey Creek Dr.
Fort Myers, FL 33919
Phone: 239.985.1200
Fax: 239.985.1260



Corporate Headquarters

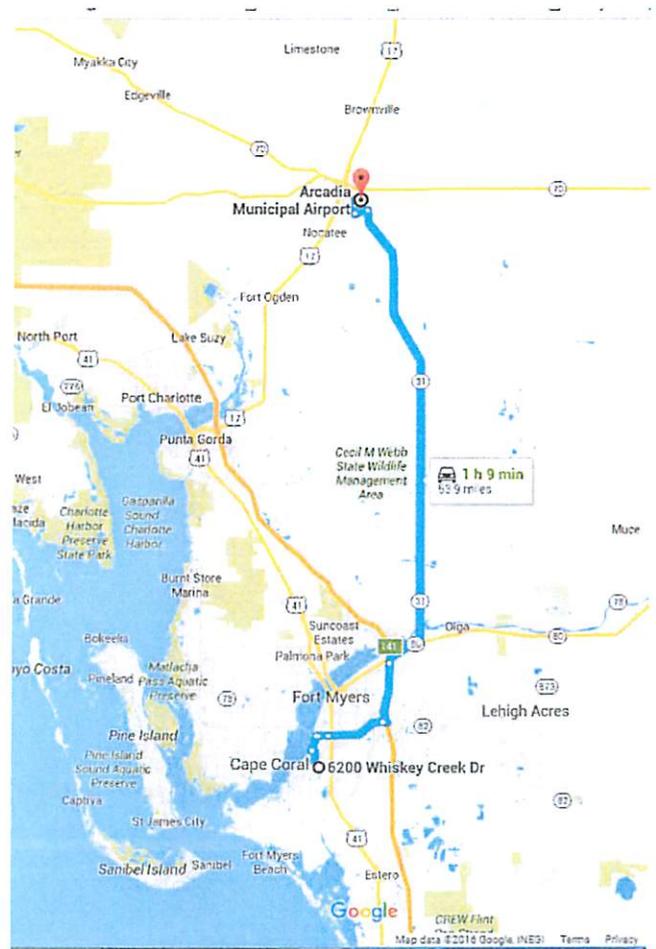
Naples, FL Office
950 Encore Way
Naples, FL 34110
Phone: 239.254.2000
Fax: 239.254.2099



As demonstrated during our past performance, the Hole Montes team is quite easy to contact. We have a policy of efficient client response time and are readily available in person, over the phone or through email.

Services provided by the Fort Myers office include:

- Transportation (including Aviation) design, permitting, planning, construction administration and project administration
- Roadway Design
- CAD Design
- Permitting and Mitigation
- Cost estimates
- Surveying
- Airspace studies
- Design work on Utility Development
- Stormwater Improvements
- Access Roads
- Hangars
- Self fuelers



TAB 2 - EXPERIENCE AND ABILITY

SUBCONSULTANTS

Hole Montes has included the following firms as subconsultants responsible for specific disciplines:

- James E. Boughton, Architect (JEB)
- Boylan Environmental Consultants (BEC) as our Environmental resource and is a MBE
- Montgomery Group for Planning related issues and is a MBE.

Hole Montes has successfully completed numerous projects with all of these firms in the past and will bring these successful working relationships to Arcadia Municipal Airport's projects.



JAMES E. BOUGHTON, ARCHITECT

Mr. Boughton has over 35 years of experience in the architectural design profession; with the last 25 years in the state of Florida. Throughout his Florida career, whether leading his own firm or as principal and director of marketing for the Fletcher Thompson Architect & Engineering (FTAE) Florida office, Mr. Boughton has been responsible for overall project design and management, new business development and firm administration. Airport projects in southwest Florida that Mr. Boughton was responsible for during his tenure with FTAE include:

Naples Municipal Airport:

U.S. Custom Facility, Observation Tower, Sidewalk Canopy as part of G.A. vehicle parking expansion; J.V. Airpark Hangar and; Sterling Aviation Hangar

Immokalee Regional Airport:

Federal Cargo Inspection Station/Hangars; Manufacturing Incubator Bldg. #2 and; Developed Architectural Standards



BOYLAN ENVIRONMENTAL CONSULTANTS, INC.

Since 1989 Boylan Environmental Consultants, Inc. (BEC) has been providing environmental consulting services to both private and governmental entities. The company's corporate office is located in Lee County, Florida. The services provided by the company include wetland and wildlife surveys, environmental planning and permitting, impact assessments, habitat management plans and design of mitigation and water quality restoration projects. BEC has been located in southern Florida since the company's inception. The resulting experience and familiarity with south Florida has provided BEC an added expertise specific to this area. The advantages of this expertise range from specific knowledge of the flora and fauna of the area to a familiarity with the needs and requirements of the regulations agencies.

Since its inception, BEC has provided environmental consulting services for an extensive number of projects. The projects include residential, commercial, industrial, agricultural and governmental activities. The staff of BEC has a priority of providing all its clients, the required services in a timely and economical fashion. The range in scope of services has been from minor general permits to full environmental services for major projects. BEC also provides the necessary support services during construction and after development, such as cost estimation, construction advisory services, wetland and indigenous monitoring and implementation of species and habitat management plans.

Services provided include:

- Ecological Sciences
- Impact Assessment
- Restoration and Mitigation Design
- Wildlife Habitat Management Planning and Permitting
- Environmental Land Use Permitting assistance
- Local, State and Federal Permitting assistance
- Post Permit Compliance and Monitoring

TAB 2 - EXPERIENCE AND ABILITY

MONTGOMERY CONSULTING GROUP, INC.



MONTGOMERY
CONSULTING GROUP
PLANNING | ENVIRONMENTAL | ENGINEERING
TRANSPORTATION | AVIATION | INFRASTRUCTURE

For over 20 years since forming in 1995,

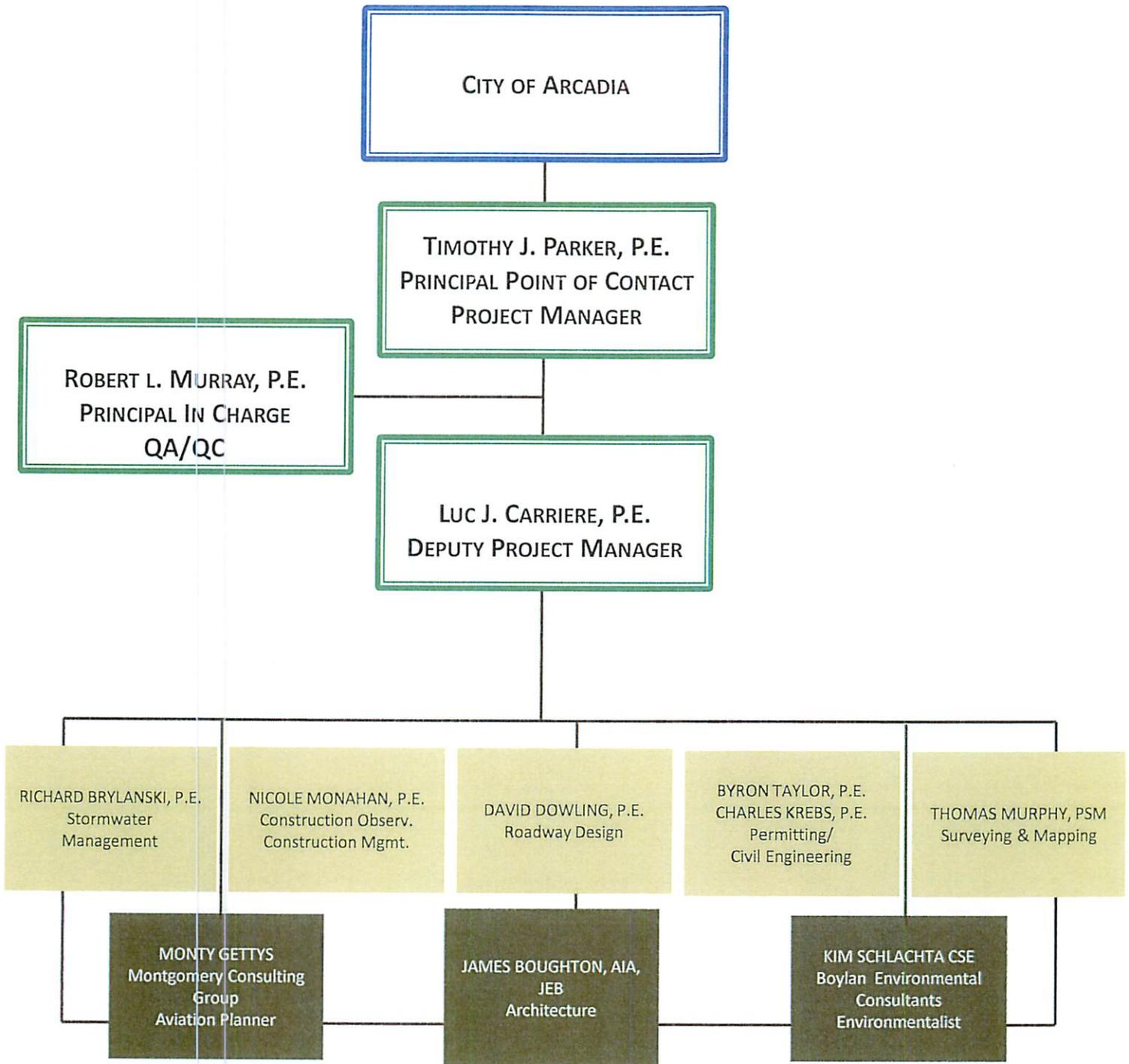
Montgomery Consulting Group, Inc. (MCG) has provided airport planning and consulting services to airport management, domestic and foreign governmental agencies, architectural/engineering firms, and multi-national lending agencies. MCG staff includes aviation planners, transportation planners, data collectors, civil engineers, software developers, information solutions developers, cost consultants, computer programmers, GIS analysts, CAD technicians, graphic designers, noise analysts, land use analyst, cost estimators, and technical administrators. MCG is actively involved in airport development throughout Florida and the southeast. MCG provides the experienced airport consulting and planning services required to support an expanding aviation industry. MCG is a privately owned Florida corporation, based in Winter Park, FL.

Montgomery Consulting Group, Inc. has the capabilities of providing the following professional services, and will do so as required:

- Airport Planning and Consulting
- Asset Management System Development
- Cost Consulting
- Data Collection and Analysis
- Disadvantage Business Enterprise (DBE/ACDBE) Goal Setting and Support Services
- Economic Impact Assessments and Economic Development Planning

MCG is currently certified as a Disadvantaged Business Enterprise (DBE) by Florida Department of Transportation and a Minority Business Enterprise (MBE) by Florida Department of Management Services.

TAB 2 - EXPERIENCE AND ABILITY



TAB 2 - EXPERIENCE AND ABILITY



Timothy J. Parker, P.E., CM

Project manager, Principal Point of Contact

Mr. Parker has extensive airport engineering and construction management experience for a wide range of commercial service and general aviation airport projects. His project management experience includes airport engineering, civil/environmental engineering, aerospace engineering, public and private development. As a licensed commercial pilot he understands airport needs from a pilot's perspective.

A longtime resident of southwest Florida with prior experience as an environmental regulator have proven to be very beneficial when dealing with difficult and complex permitting issues. His experience ranges from small security fencing projects to multimillion dollar projects at general aviation and commercial service airports.

Airfield Pavement

- Valkaria Airport – Runway 10-28 Reconstruction, New Parallel Taxiway A, Apron Rehabilitation/Reconstruction
- Arcadia Municipal Airport – Runway, Taxiway and Apron Pavement Rejuvenation
- Orlando International Airport – Taxiway B, B2, B10, J, Y, Z improvements to support Airbus A-380.
- Leesburg International Airport – Realignment of portions of Taxiway A & K
- Martin County Airport – Runway 12-30 Engineered Material Arresting System and Pavement Conditioner
- Page Field Airport – GA Ramp and Taxiway C & E.
- Ft. Lauderdale International Airport – Runway 9L/27R pavement evaluation
- Tampa International Airport – pavement evaluation for airside pavements: Design and construction for Taxiway D and E; construction service for Taxiway W Rehabilitation.
- St. Lucie County International Airport – Runway Rehabilitation Design and width justification, Runway 9-27

Airfield Marking, Signage and Lighting

- Arcadia Municipal Airport – Runway, taxiway lighting and signage system with new electrical vault & PAPI
- Martin County Airport – New PAPIs and REILs

Total Years Experience: 32
Years with Hole Montes: 1.5

Hangars

- Venice Municipal Airport – T hangar design and construction
- Valkaria Airport – Two 16,200 square foot T hangar buildings with an attached large box hangar at one end

Drainage

- Valkaria Airport – Stormwater improvements and wetland mitigation
- Southwest Florida International Airport- Limited site preparation for South Runway
- Pompano Beach Airpark – Master Drainage Plan
- Miami International Airport – Stormwater Pollution Prevention Plan for Runway 8R/26L Rehabilitation.
- Martin County Airport – Environmental Resource Permit for Engineered Material Arresting System Installation

Fencing and Security Improvements

- Arcadia Municipal Airport – New Security Fencing
- St. Lucie County International Airport – Security System Improvements

Utilities and Access Road Improvements

- Flagler County Airport - Airport Access Rd. Feasibility Study
- Martin County Airport – Utility and Access Rd Improvement:

Helipads

- Page Field – Helicopter Parking Pad for multiple helicopters
- St. Joseph Hospital – Helicopter landing pad, permitting and design

Education

Bachelor of Science in Aeronautical and Astronautical Engineering, University of Illinois, Urbana, Illinois

Master of Science in Management, Troy State University, Troy, Alabama

Professional Registration

Professional Engineer, Florida, #50062

Professional Associations

American Association of Airport Executives, Certified Member (CAA)
Aircraft Owners and Pilots Association
Florida Airports Council
Experimental Aircraft Association

TAB 2 - EXPERIENCE AND ABILITY



Luc J. Carriere, P.E.

Deputy Project Manager

Mr. Carriere is responsible for the airport services of Hole Montes, Inc. in Florida and serves as senior designer and project manager on various projects from planning through construction.

His airport experience extends over 33 years with emphasis on management, design and construction of airport projects. As project manager, Mr. Carriere has managed multiple sub-consultants to the successful completion of the projects. As a designer, he has experience with many facets of projects for the development of airport. The following represents key airport projects that Mr. Carriere has managed:

Airfield Pavement

- Naples Municipal Airport – Commercial apron expansion; taxiway D-2; Part 77 Obstruction Removal.
- Page Field Airport – parallel taxiways and apron; expansion; Pavement Management System.
- Southwest Florida International Airport – Runway 6-24 and Taxiway A Rehabilitation; Cargo Road Rehabilitation; Taxiway F Enhanced Markings; Ground Penetrating Radar (GPR) pavement evaluation.
- Immokalee Regional Airport (Immokalee, FL) – Parallel Taxiways; GA Apron.
- Martha's Vineyard Airport (Martha's Vineyard, MA) - Full Depth Reclamation of Runway 15-33; Full Depth Reclamation of Runway 6-24.
- Portland International Jetport (Portland, ME) - Commercial Apron Expansion and Reconstruction

Airfield Lighting and Signage

- Naples Municipal Airport – Replacement of airfield lighting system and signage and vault improvement.
- Page Field – New taxiway lighting, new airfield signage and new emergency generator.
- Southwest Florida International Airport – New taxiway edge and centerline and runway TDZ and centerline lighting system.
- Immokalee Regional Airport – Replacement of runway and taxiway edge lighting and signage and new electrical vault.

Total Years Experience: 40

Years with Hole Montes: 15

Buildings

- Marco Island Executive Airport – Revamp and expand terminal building and T hangars.
- Immokalee Regional Airport – New GA Terminal, Hangars and industrial buildings.
- Southwest Florida International Airport – Terminal expansion conceptual study and maintenance facility.
- Page Field Airport – New GA Terminal buildings, and hangars.
- Naples Municipal Airport – US Customs Facility

Environmental

- Immokalee Regional Airport – Conceptual ERP for entire airport (1,386 acres) and construction ERP for first phase (165 acres) including U.S. Army Corp. permit.
- Marco Island Executive Airport – SFWMD and U.S. Army Corp. permit for parallel taxiway and apron expansion including wetland impact mitigation.
- Page Field Airport – SFWMD permits for new GA Terminal project, North Quadrant corporate hangar development and apron expansion / T-Hangar.

Planning

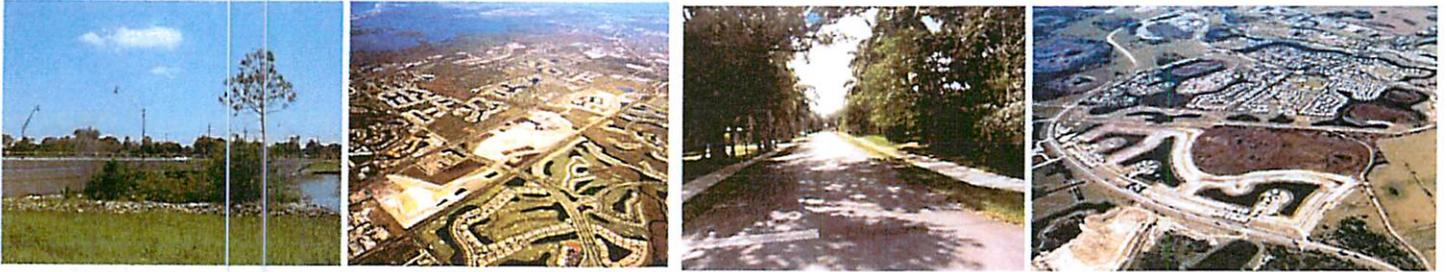
- Immokalee Regional Airport – Master Plan Update.
- Marco Island Executive Airport – Master Plan Update
- Martha's Vineyard Airport, MA – Master Plan Update.
- Portland International Airport, ME – Master Plan Update.
- Southwest Florida International Airport – Forecast and Demand Capacity Analysis.

Education

Bachelor of Science, Civil Engineering,
New Jersey Institute of Technology

Professional Registration

Professional Engineer, Florida 48701



Richard E. Brylanski, P.E.

Stormwater Management

Mr. Brylanski serves many private and public clients in various capacities involved with the design, permitting and construction of transportation, major stormwater management and land development projects.

Hole Montes, Inc. provides general consulting services for municipalities in which Mr. Brylanski is chiefly involved with, including Lee and Sarasota counties and the cities of North Port, Sarasota, and Fort Myers. Past services provided customary project design management of capital improvements projects to consultant services of Development Review Committee (DRC) expert services, design of recreation trails/sidewalks, regional and neighborhood drainage improvements, transportation enhancements, streetscaping, parks and utility redevelopment.

Hole Montes has prepared sewer and water revitalization projects for municipalities including Sarasota County and the City of Fort Myers. As part of these large projects, the firm reconstructed the large existing neighborhoods, provided new utility systems and services, and renovated the associated roadways and drainage. Mr. Brylanski provided drainage design review and liaison services with the Public Works staff and general public.

Mr. Brylanski was involved with the NPDES permit application to EPA for Lee County. Hole Montes assisted Lee County with the application of the Municipal Separate Storm Sewer System (MS4) to United States Environmental Protection Agency (EPA) – implemented in Phase 1. Part 1 included mapping of the public storm system south of Daniels Parkway providing dry weather field testing of outfall locations and data mapping for Lee County infrastructure. Part 2 of the application included preparing a Proposed Management Program for monitoring and detecting illicit discharges of MS4's, code enforcement and inspection procedures, updating local permitting procedures, guidelines for public education programs, and maintenance schedules for structural controls.

Total Years Experience: 32

Years with Hole Montes: 27

Mr. Brylanski also prepared the master stormwater management planning documents included in the Lee County Surface Water Management Master Plan, specifically for the Cow Slough, Hendry Creek, Estero River, Halfway Creek, Olga Creek, and Leitner Creek watersheds. The focus of the studies analyzed the existing conveyances utilizing HEC-1/HEC-HMS, and HEC-2/HEC-RAS hydrologic and hydraulic modeling to determine capacity of the existing streams, determine allowable discharge rates of contributory areas for use by Lee County and SFWMD in future permitting review efforts, and cited beneficial improvements to improve capacity and stream conveyance levels of service.

Specific Aviation Projects Includes:

- FMY: North Quad Development Design & Permitting
- FMY: SE Apron Expansion
- FMY: Phase IV T-Hangers
- FMY: GA Terminal Taxiways and Apron
- RSW: Maintenance Facility
- FMY: GA Terminal, Landside Design and Permitting
- RSW: Parking Expansion
- FMY: North Quad Lease Development
- RSW: Skyplex

Education

Florida Institute of Technology,
Bachelor of Science in Civil Engineering, 1984

Professional Registration

Professional Engineer, Florida #42339



Byron N. Taylor, P.E.
Project Engineer

Total Years Experience: 15
Years with Hole Montes: 15

Mr. Taylor is a Project Engineer in the Fort Myers Land Development Department. His experience and education are in civil design, hydrology, and environmental engineering. He is responsible for preparation of engineering reports, permit applications, computer modeling, and site design. Mr. Taylor is experienced in hydrological modeling and AutoCAD design. Programs currently being used include AutoCAD, Pond Pack, and Water GEMS.

Gateway West Links East, Fort Myers, Florida

Coordination with Lee County included: Water Main Extension, Sewer Main Extension, Lift Station Design and Design of Turn Lanes

Project Experience

Collier County Wastewater Basin 305

The project entails the rehabilitation of 60+ pump stations to bring both the check valve and plug valve from the valve vault to above ground and the inspection and rehabilitation of three master pump stations (MPS305, MPS308, and MPS309). Hole Montes is responsible for analyzing flows to determine pump sizes and potentially installing booster pumps versus the traditional wet well. The scope of this project also includes the business case for the relocation of MPS308 feasibility study and the western interconnect which entails analyzing and designing a phase of force main interconnect which would allow more flow and greater flexibility for Collier County to send flows to either the North Treatment Plant or the South Treatment Plant. Mr. Taylor is the Project Manager.

Meadowpark Elementary School; Charlotte County, FL

Originally built in the 1960's on a 12+ acre site, the original building was demolished in 2009. Hole Montes provided civil design services, site development, and stormwater design for the new 2-story, 85,621 square foot LEED gold certified building.

Signature Projects

- City of North Port (water and sewer line expansion projects)
- Sarasota County (Water and sewer line expansion projects)
- Lee Memorial Cancer Center
- 21st Century Oncology Headquarter
- Cleveland Clinic (Nunner Engineering & Owner Rep.)
- Miromar Lakes Outlet Mall Phase IV
- College Point Expansion
- Gateway Parcel 35- Outdoor Storage
- Gateway West Links East
- Gateway Soccer Park Restroom
- Gateway Charter High School
- O-A-K Office Expansion
- Timber Ridge Phase III (WCI)
- Tangomar at Coconut Road MPD (H.G. Coconut LLC) –

Education

University of Florida,
Bachelor of Science in Civil Engineering, 2001

Professional Registration

Professional Engineer, Florida #63931

Miromar Lakes Beach & Golf Club, Estero, Florida

Hole Montes is providing the site and civil design and permitting services as Miromar expands its Development of Regional Impact (DRI) project by approximately 500 acres. The additional phase requires the assessment of important issues related to the core infrastructure including stormwater management, earthwork, roadway network, land planning and environmental mitigation. Coordination with Lee County has included water main extension, sewer main extension, lift station design and access connection points to Treeline Avenue and median cuts.



David W. Dowling, P.E.

Roadway Design

Mr. Dowling is a civil engineer in the transportation engineering division in the firm's Fort Myers office. He is familiar with all aspects of road design, and has experience working on interstate highways, county roads, and city streets.

Mr. Dowling returns to Hole Montes after working with Stanley Consultants (June 2008 – June 2013). Experience includes marketing, roadway design, PD&E studies, and site development. In addition, responsibilities as a project manager include establishing and maintaining project design scopes, schedules and budgets, sub-consultant coordination, providing daily communication with clients, and aiding with public concerns. His technical background includes establishing roadway alignments, drainage design, cost estimating, utility coordination, quantity summation, maintenance of traffic, signing and marking plans, construction inspection, field surveying, and quality control reviews.

He is proficient in AutoCAD/Civil 3D, Eagle Point, Autoturn, GuideSigns, Microstation, Geopak and Excel software. Mr. Dowling has also obtained his FDOT Advanced Work Zone Traffic Control certification.

Previous projects with Hole Montes include:

- Lee County Alico Road Six-laning – US 41 to I-75
- Lee County Sandy Lane (now via Coconut Point) Four lane – Williams Road to Corkscrew Road.
- Lee County Corkscrew Road 6/4 Lane Improvements (East of Ben Hill Griffin Pkwy)
- Collier County Livingston Road 6/4 Lane Improvements (Phase 4)
- Collier County Lakeland Avenue Road and Bridge
- Collier County Logan Boulevard – Vanderbilt Beach Road to Immokalee Road
- Collier County Immokalee Road Six-laning – US 41 to I-75
- Collier County Immokalee Road/I-75 Interchange Improvements
- City of Marco Island Intersection Improvement: San Marco/Heathwood/Bald Eagle Improvement

Total Years Experience: 21
Years with Hole Montes: 10

Prior to his return to Hole Montes he was responsible for:

- Collier County US41 –CR/SR 951 Intersection Capacity Improvements (which included a major design change PD&E Reevaluation) and SR 951 RRR Improvement
- Collier County Immokalee Sidewalks (LAP Funding)
- Lee County Beth Stacey – Business Way Roundabout Intersection Improvements
- Lee County Alico Road Alignment Study
- Lee County Crystal-Plantation Roundabout Design
- Sarasota County Bus Stop and Sidewalk Enhancements (LAP Funding)
- Lakeland, Florida Lakeland McIntosh Coal Yard
- Bonita Springs, W. Terry Roadway Improvements
- Collier County US41 – SR/CR 951 Intersection Improvement Study
- Collier County Golden Gate Blvd. Roadway Widening
- USACE Middle East District IDIQ General A-E Services for facilities at various locations within MED's AOR
- Qatar, Kuwait USACE Middle east District Air Force UMMC Program, AFCENT FY11 P-341 Projects

Education

B.S., Civil Engineering, The Ohio State University, 1994

Professional Registration

Professional Engineer, Florida, #56587

Professional Engineer, Ohio, #64002

Professional Certifications:

Advanced Work Zone Traffic Control

Professional Affiliations:

Florida Engineering Society

American Society of Civil Engineers

Southwest Florida Chapter of ITE

Chi Epsilon (National Civil Engineering Honor Society)

TAB 2 - EXPERIENCE AND ABILITY



Nicole Monahan, P.E.

Construction Observation & Management

Mrs. Monahan has 20 years of progressively responsible experience in both marine and transportation engineering. Since joining Hole Montes in June of 2007, she has continued to provide project management services to Lee County on several large on-going construction projects and providing project supervision on a major utility project for the City of Fort Myers.

During the 8½ years Mrs. Monahan spent at Lee County Department of Transportation, she managed numerous large scale transportation projects in southwest Florida. Her duties included negotiation and management of consultant design contracts, technical review of plans, creation of construction bid documents, project management during construction, interaction with permitting agencies, and participation in the land acquisition process including negotiations with property owners. These projects include:

- Gunnery Road Widening – SR 82 to Lee Boulevard
- Daniels Parkway Extension – Gateway Boulevard to SR 82
- Del Prado Parkway Extension – US 41 to Slater Road
- Three Oaks Extension South – The Brooks to East Terry St.
- Three Oaks Widening – Alico Road to Corkscrew Road
- Corkscrew Road Four Laning – Sandy Lane to I-75
- Three Oaks Parkway Ext – Corkscrew Road to Williams Road
- Alico Road Improvements – US 41 to I-75
- Imperial Street Widening – East Terry St. to Bonita Beach Road
- Bonita Beach Road Improvements – Mango Drive to I-75
- East Terry Street Improvements – I-75 to Bonita Grande Drive
- Cypress Lake Drive Widening-Summerlin Road to US 41
- Treeline Ave. Ext. & Widening-Colonial Blvd. to Daniels Pkwy
- Livingston/Imperial Street Ext.-Bonita Beach Rd. to Co. Line
- Bi-County Corridor Study-Colonial Blvd./Veterans Pkwy./Burnt Store Rd.
- Captiva Drive/Andy Rosse Lane Drainage Improvements

Hole Montes, with Mrs. Monahan as Project Manager, provided project management during the bidding and construction phase of a 0.9 mile extension of Estero Parkway from Three Oaks Parkway to Ben Hill Griffin Parkway including a four lane bridge over I-75. this project. Coordination with the ongoing IROX project and FDOT was crucial during the construction of the project. The bridge required the placement of 16 steel tub girders over and adjacent to the interstate. The installation of these

Total Years Experience: 23

Years with Hole Montes: 9

beams required the interstate to be closed on numerous occasions and a high level of coordination on press releases, maintenance of traffic placement, detour routes, and construction timing. This roadway serves as a reliever to Corkscrew Road and provides a more direct access between the Three Oaks community and FGCU.

Hole Montes provided construction engineering and inspection services for the widening of Gladiolus Drive from Winkler Road to Pine Ridge Road and the widening of Bass Road from Gladiolus Drive to Healthpark Circle. The Hole Montes team, headed up by Mrs. Monahan, provided daily inspections of roadway construction activities, onsite density testing, construction contract administration, bi-weekly progress meetings, meeting with property owners and coordination between the contractor and Lee County. Phase 1 of the project traversed between several new, gated residential communities. Noise, dust and impact to the communities' entrances were factors. Phase 2 traversed an older, lower income neighborhood of single family homes with driveways that directly access Gladiolus Drive. Access to all these individual homes had to be maintained throughout the project. An elementary school and day care are located directly adjacent to the project with students crossing the construction site during their daily commute. Mrs. Monahan maintained an open line of communication with the school before and throughout the roadway construction.

Education

Bachelor of Science, Civil Engineering
Bachelor of Science, Architectural Engineering
University of Miami, 1992

Professional Registration

Professional Engineer, Florida #52766

Professional Certifications:

Advanced Work Zone Traffic Control, July 2008
FDEP Stormwater Management Inspector, May 2013

Professional Affiliations:

APWA-Southwest Florida Branch

TAB 2 - EXPERIENCE AND ABILITY



Thomas M. Murphy, P.S.M. Survey Division

Total Years Experience: 32
Years with Hole Montes: 30

Mr. Murphy is a licensed Professional Surveyor and Mapper (P.S.M.), and is responsible for various types of surveys including Boundary, Topographic, Right-of-Way Mapping, Mean High Water Line, Hydrographic Surveys and Construction layout on many large public and private development projects.

In Mr. Murphy's many years of surveying for Hole Montes, Inc. he has surveyed thousands of acres in Southwest Florida. He has managed major surveying projects for both public and private clients including, Collier County Transportation, Collier County Public Schools, Fiddler's Creek, Quail West, Lee County Transportation, Miromar Lakes Beach and Golf Club and Naples Community Hospital.

Mr. Murphy has also provided surveying services for airports in southwest Florida. He is well acquainted with the safety and security requirements when working at commercial and general aviation airports. Mr. Murphy is also familiar with the FAA requirement for surveys as established in the Advisory Circulars. Examples of projects where Mr. Murphy provided surveying services include:

G.A. Terminal – Page Field Airport, Ft. Myers, Florida

Mr. Murphy managed the survey of the west quadrant of Page Field Airport including Fowler Street for the development of the G.A. Terminal Complex. The survey included tying the end and intersection points of the two runways into the national geodetic datum. Coordination with the air traffic control tower was needed when working in the runway safety areas and ILS critical area.

Obstruction Survey – Naples Municipal Airport, Naples FL

Mr. Murphy managed the surveying services provided by Hole Montes to evaluate potential manmade and natural obstructions to the FAA airspace in the approaches to the runways at Naples Municipal Airport. Remote features including tree tops were located in the dimension utilizing triangulation procedures. The survey required coordination with airport operations to maintain FAA/TSA security requirements and safety for aircrafts.

Fiber Optic Duct, Southwest Florida International Airport

Hole Montes Survey Department provided the as-built location of the Fiber Optic Duct connecting the Control Tower to the Radar Site at the Southwest Florida International Airport. This work was contracted through the FAA Atlanta, Engineering Center. The project included the location of the existing improvements along the mile long corridor.

Pondella Road Waterline, Fort Myers, FL

Hole Montes provided design services for a new 24" water main along Pondella Road between US-41 and Old US-41. This project included a complete Right-of Way design survey of this very heavily traveled roadway and preparation of sketch and legal descriptions for necessary easements.

Signature Projects

- RSW Cargo Ramp, Fort Myers, Lee County, Florida
- Fiber Optic Duct, RSW Airport, Fort Myers, Florida
- QE Hangar at Naples Municipal Airport, Naples, Florida
- Audubon Country Club, Collier County, Florida
- Brighton Gardens by Marriott, Collier County, Florida
- Fiddler's Creek, Collier County, Florida
- Hunter's Ridge, Lee County, Florida
- Longshore Lake Community Development, Collier County, Florida
- Meadowbrook Community Development
- North Naples Medical Park, Collier County, Florida
- Olde Cypress, Collier County, Florida
- Pelican Sound, Collier County, Florida
- Port-of-the-Islands, Naples, (Collier County), Florida
- Quail West, Collier County, Florida
- Quail West, Lee County, Florida
- Springs Plaza, Lee County, Florida

Professional Registration

Professional Surveyor and Mapper, Florida

Professional Affiliations

- Florida Society of Professional Land Surveyors / Lee Chapter
- National Society of Professional Surveyors



JAMES E. BOUGHTON, AIA, LEED AP

Principal



Jim Boughton has over 35 years of experience in the architectural design profession; with the last 25 years in the state of Florida. He served as project architect and senior associate with a national architectural firm in Dallas, Texas with major emphasis in education and commercial architecture before relocating to Naples, Florida in 1987.

As a member of the largest architectural firms in Collier County he was responsible for the design and management of a wide range of projects including elaborate residences, retail, commercial, institutional, retirement/skilled nursing facilities and religious projects.

From 1992 to 2008, he was the President of Boughton Architects, Inc., a full service architectural firm serving a wide range of commercial and residential clients throughout Southwest Florida. During this period the firm grew to 12 members under his leadership.

In 2008, Boughton Architects merged with Fletcher Thompson, a regional architecture and engineering firm from the northeast and for 3 years served as principal and director of marketing for the Fletcher Thompson Florida office. Fletcher Thompson focused on healthcare, education and commercial architecture during this period.

In late 2010, after completing his tenure with Fletcher Thompson, Jim opened a new architectural office as James E. Boughton, Architect. Since that time he has focused on residential and healthcare design for retirement communities, retail, commercial and religious architecture.

Mr. Boughton is responsible for overall project design and management, new business development and firm administration.

Representative projects:

U.S. Customs Facility, Naples Airport, Naples, FL *

- New 4,000 SF secure customs facility to serve private flights into the Naples Airport.

Sterling Aviation , Naples Airport, Naples, FL *

- New 26,000 SF pre-engineered hangar with interior office and conference space.

Airpark Joint Venture Hangar, Naples Airport, Naples, FL*

- New 33,600 SF pre-engineered double hangar with interior office space.

Naples Airport Canopy , Naples Airport, Naples, FL *

- Pedestrian canopies at General Aviation Building, linking parking lots with building

* Previous experience

Education

Kent State University, Bachelor of Architecture

Professional Registration

Registered in the states of Florida and Texas
NCARB Certified
LEED Accredited Professional

Professional Affiliations

American Institute of Architects

Public Services

Naples North Rotary Club
DSAC (Collier County Development Services Advisory Committee)
City of Naples Code Enforcement Board (past member)
Fire Review Task Force Collier County (past member)

James E Boughton, Architect

760 Clarendon Court
Naples, FL 34109
(239) 821-7600

jboughton@REVnaples.com



CURRENT RESPONSIBILITIES

As president of Boylan Environmental Consultants, Inc., Ms. Schlachta is responsible for all management facets of the firm and supervision of all professional and technical staff. The Clientele Ms. Schlachta works with include the private and public sectors.

RELEVANT EXPERIENCE

Since 1998, Ms. Schlachta has managed projects, conducted fieldwork, and produced reports and applications for environmental land use planning, permitting and development. These projects include due diligence assessments for land acquisition purposes, assistance with environmental land planning, coordination on permitting and mitigation design for wetlands and wildlife, and compliance monitoring of projects during and after construction.

PROJECT EXPERIENCE

- Artesa MPUD: Corps and SFWMD Permitting, FWS/FWC coordination on Florida Panther impacts, Gopher Tortoise relocation and wetland mitigation design in Collier County
- Bonita 75 CPD: Commercial Land Use Permitting in the City of Bonita Springs
- Camp Keais and Shaggy Strand: Wetland Monitoring for Collier Enterprises in Collier County
- Coconut Point/Simon Suncoast Mall: Environmental Permit Compliance and Monitoring
- Lee County Halfway Creek Water Quality Improvements: DEP and Corps Permitting for a Restoration Plan in Lee County
- Imperial Marsh: Permit Compliance and Monitoring for Lee County Mitigation Site in Lee County
- Pine Ridge Center: Corps and SFWMD Permitting, coordination on RCW habitat, Monitoring and Compliance in Collier County
- S.R. 31 Improvements: Caracara Survey and Monitoring for FDOT project in Charlotte County.
- SR 78 & SR 29 Realignment: SEIR and Environmental Permitting for FDOT in Hendry
- Tamiami Crossing CPD: Land Use Permitting and Environmental Permitting in Collier County
- Wulfert Point Estates: SFWMD Permitting and Wildlife Coordination on Gopher Tortoise and Bald Eagle.
- County

**Kimberly Schlachta, CSE
President**

Experience:

- 18+ Years

Education:

- Auburn University, BS 1997

Professional Affiliations:

- Florida Association of Environmental Professionals
- National Association of Environmental Professionals
- Society of Wetland Scientists
- Ecological Society of America
- Soils and Water Conservation Society
- Association of Southeastern Biologists
- The Wildlife Society - Florida

Certification:

- Certified Senior Ecologist - Ecological Society of America
- FWC – Permit GTA-09-00021
Gopher Tortoise Authorized Agent

Areas of Expertise:

- Vegetation and Habitat Mapping utilizing ACAD, GPS
- Corps and State Wetland Delineation
- Impact Assessment
- Wildlife Surveys and Relocations
- Gopher Tortoise Surveys, Bucket Trapping, Excavation & Relocation
- Wildlife Habitat Management Planning and Permitting
- Habitat Restoration and Mitigation Design
- Environmental Land Use Permitting and Rezoning
- Local, State and Federal Environmental Permitting
- Post Permit Compliance and Monitoring
- Planning and Management of Gopher Tortoise Relocation Sites

Contact Information:

Boylan Environmental Consultants
11000 Metro Parkway, Suite 4
Fort Myers, Florida 33966
Telephone: (239) 418-0671
Fax: (239) 418-0672
Email: kims@boylanenv.com
Web: www.boylanenv.com



Monty Gettys has over thirty (30) years of experience in airport planning, environmental analysis and economic development planning for transportation, aviation, and infrastructure projects. Ms. Gettys has significant recent and relevant expertise in noise compatibility planning, airport land use issues both on and off airport property, environmental assessments, public outreach, airport economic development, airport business planning and cost consulting expertise for airside and landside projects.

Her areas of expertise include:

- Airfield Planning including:
 - Airfield Capacity Planning, Airport Facility Planning, Airport Master Planning,
 - Aviation Stakeholder Research & Coordination, and
 - Airport Sustainability Planning.
- Capital Improvement Planning including:
 - Cost Consulting,
 - Identification of Funding Sources, and
 - Financial Analyses and Infrastructure Financing.
- Economic Impact Analysis
- Environmental Assessments including
 - NEPA requirements for Environmental Assessments and Impact Statements, and
 - Noise Compatibility Planning.
- Land Use Analyses including:
 - Air Cargo Development and Maintenance, Repair and Overhaul Development (MRO),
 - Highest and Best Use, and
 - Airport City Concept Planning.
- Public Outreach
- Industry Research



EDUCATION

Master of Business Administration in Aviation
Embry Riddle Aeronautical University
Daytona Beach, FL
1990

Bachelor of Science in Civil Engineering
Michigan State University
East Lansing, MI
1983

SPECIALIZATIONS

Senior Project Management
Airport Planning
Public Outreach
Compatibility Planning

PROFESSIONAL ORGANIZATIONS

Airport Consultants Council
Florida Airports Council

INDUSTRY EXPERIENCE

The following examples highlight Ms. Gettys' variety of recent airport planning expertise:

- **North Perry Airport, Pembroke Pines, FL - Master Plan Update** – Developed comprehensive airport master plan update, including airport layout plan, economic impact analysis, leasing and development standards, business plan and update of minimum standards. Developed and executed tenant and pilot questionnaires to gain input for needs analysis.
- **Ft. Lauderdale Executive Airport, FL - Environmental Assessment – Lifting of Weight Restriction on Main Runway** – Responsible for tenant survey to document forecast changes based on lifting of 60,000 lb. dual wheel weight limit, completion of FAA Environmental Assessment Form (mini-EA).



- **Cecil Field, FL – Maintenance, Repair, Overhaul (MRO) Market Survey and Incentives Program** – Responsible for research on MRO incentives at U.S. airports, lead developer and implementer of market survey and benchmark comparison of MRO marketing opportunities.
- **ACRP Project 02-35 Research Methods for Understanding Aircraft Noise Annoyance and Sleep Disturbance** - Assisted in developing a survey instrument to measure community reaction to aircraft noise, and developed a protocol to address public questions regarding the telephone and mailed survey data collection process. Developed questions to engage and query airport staff regarding their airport and community relationship.
- **ACRP Project 02-37 Integrated Noise Model Accuracy for General Aviation Aircraft** - Responsible for conducting a web-based survey of FAA Integrated Noise Model (INM) users, developed a database of individuals to survey, developed questions, created a web-based survey, documented the results, and produced a memorandum describing present “state-of-the practice” of the INM use. Followed-up the web-based survey with a telephone survey with select respondents who identified concerns and documented identified issues.
- **Naples Municipal Airport, Naples, FL – FAR Part 150 Study** - Responsible for land use documentation of Part 150 study including identifying, analyzing, and evaluating compatible land use strategies, and a review of Implementation and effectiveness of land use measures.
- **Dallas-Ft. Worth International Airport, TX - Air Cargo Marketing Analyses** - Responsible for identifying volumes between potential gateways including research, analysis of Commerce data, and development country-by-country volumes of import and export air cargo for presentation to air carriers.
- **Ft. Lauderdale Executive Airport, Ft. Lauderdale, FL – Compatibility Ordinance and Zoning Evaluation** – Reviewed land use and existing zoning districts and other relevant city ordinance regarding airport compatibility issues to promote compatible land use development. Evaluated and identified the implementation for change process and managed the development of the GIS database for land use and determined ordinance and zoning related to airport compatibility.
- **Ft. Lauderdale–Hollywood International Airport, FL – FAR Part 150 Noise Study and Land Use Policies** – Providing land use analysis and development of land use strategies and mitigation policies associated with the Part 150 project. Responsibilities include GIS database development, estimates of impacted population, land use analysis, and development of Noise Exposure Maps (NEMs)
- **Boston Logan International Airport, MA - Environmental Impact Statement Review and Public Participation Program** - Lead Planner as part of the EIS/EIR process for the airside improvements at Boston Logan International Airport taking a lead role in the public participation program in the airside review committee (ARC). Acting as a technical advisor to the Citizen Advisory Committee (CAC), which is composed of members from over 24 communities surrounding Logan Airport. The airside improvements include the development of a new runway, taxiway improvements, peak period pricing, and other regional transportation issues.

OVERVIEW OF HOLE MONTES

Since 1966, Hole Montes has been meeting the engineering needs of southwest Florida. The firm has full-service engineering offices in Naples and Fort Myers and is strategically positioned to provide the City of Arcadia with the design and management expertise necessary to achieve success for your projects. Whether your next project requires environmental engineering, land planning, permitting, zoning, storm water management design, transportation design, or surveying and mapping, our project managers are seasoned professionals who have the expertise, training and availability to assist the City in achieving a successful conclusion.

Aviation and Transportation Engineering — Hole Montes' Transportation Engineering division is managed by Robert L. Murray, P.E., Senior Vice President and Principal. The division has been recognized as one of Southwest Florida's leading providers of aviation and transportation engineering design and inspection services for many years. The division has provided professional design and management services for some of the area's most populated roadways and for every municipal airport in Lee and Collier counties, including Southwest Florida International Airport and Naples Municipal Airport. From road widenings to roadway extensions; from bridge replacements to runway extensions; from hangars to sidewalks and intersection improvements, Hole Montes continues to play a key part of the growth management plan for southwest Florida.

Survey and Mapping — From the beginning, our Surveying and Mapping division, under the direction of Thomas M. Murphy, P.S.M., has also been instrumental in the growth of Southwest Florida. Over the years, the Surveying and Mapping division has provided professional services range from residential surveys, boundary and topographic surveys, construction surveys, right-of-way route and design surveys, specific purpose surveys, hydrographic surveys, legal descriptions and subdivision platting. The field crews are equipped with the latest technology to ensure accuracy and efficiency.

Environmental Engineering — Hole Montes' Environmental Engineering division is managed by Ronald E. Benson Jr., Ph.D., P.E., Senior Vice President and Principal. Over the course of his many years with the firm, Dr. Benson has assembled a veteran team of water, wastewater and water reuse design professionals who, individually, are

leaders in their profession and, as a team, offer unparalleled local design expertise. The projects designed and managed by the Environmental Engineering division range in size from regional wastewater treatment facilities to complex municipal water treatment plants, major utility relocations, and planning for water, sewer and reuse distribution systems. Currently, Hole Montes serves as the General Engineering Consultant/Engineer of Record for four of the largest public utility providers in Southwest Florida, including Collier and Lee counties.

Construction Engineering Inspection — Rounding out Hole Montes' range of professional service options is the firm's Construction Engineering Inspection (CEI) division. This division has provided a broad range of CEI services for both large-scale and small-scale projects throughout Collier, Lee, Sarasota, Hendry and DeSoto counties.

Land Development, Site Engineering and Planning — Whether it is a fraction of an acre or thousands of acres, the Hole Montes team of seasoned land development planners and engineers has the ability to convert a conceptual land plan into an engineered and economically feasible design. From the earliest planning stages, through preliminary design, permitting, final design and production of construction drawings, all our engineers and related specialists have one goal—to meet the client's needs.

Planning — Led by Robert J. Mulhere, F.A.I.C.P., Planning Director, the firm provides expertise to both public and private sector clients, with significant expertise in public policy development and strategies and securing land use entitlement for projects ranging in size from just a few acres to several thousand acres. Specific areas of expertise include: growth management policy, zoning and land development regulations; economic development and diversification; natural resource protection; urban design and neighborhood planning, including strategies for promoting infill development and redevelopment, cluster and compact mixed-use development; rural lands and agricultural issues; transfer of development rights and other innovative incentive driven and performance based regulatory programs; site planning, design, and development consultation; ordinance writing; and, conflict resolution, expert testimony, and public facilitation.

RELEVANT EXPERIENCE: PAVING, TAXIWAYS AND RUNWAY EXPERIENCE

**Runway 6-24 & Taxiway A Rehabilitation
Southwest Florida International Airport (RSW),
Fort Myers, Fla.**

Description: The rehabilitation of the runway project included the milling of the top course of the existing runway pavement (12,000'x150') and overlay. New touchdown zone (TDZ) and centerline lights were installed in the runway. The runway pavement was marked and grooved to meet FAA standards.

The rehabilitation of the parallel taxiway included the milling of the top course and overlay for the center 10,000'. The outer 1,000' at each end was treated with a polymer modified bituminous slurry seal. New taxiway centerline, edge lights, and airfield signs were included. Thirteen connecting taxiways were also rehabilitated. To accommodate the rehabilitation of the runway, the taxiway was widened and converted into a 10,000'x150' temporary runway.

The project also included coordination between the Authority and FAA in establishing instrument approach procedures for the temporary runway and with the airport users (airline, freight and general aviation) on the use of the airfield during each phase.
Total Project Cost: \$26,400,000
Start and Completion Dates: 2002 through 2006.
Contact: Adam Nguyen Lee County Port Authority, (239) 590-4610

**Runway 17-35 and Apron Rehabilitation
Marco Island Executive Airport (MKY)
Collier County, Fla**

Description: Design, bid and construction phases for the rehabilitation of Runway 17-35 and a portion of apron at the Marco Island Executive Airport. The project includes new airfield lighting, signage and NAVAIDs, fill and grading improvements to runway safety area (RSA) and object free area (ROFA) and drainage improvements. Since MKY only has one runway, construction phasing was critical to minimize closure of airport.

HM was responsible for the coordination of FDEP and Collier County permit applications along with compliance with U.S. Corps of Engineers permit, and project justification to FDOT and FAA and assistance with grant applications.
Cost: \$7,000,000 (includes construction)
Project Date: December 2012 to August 2014

**GA Terminal Parallel Taxiways and Apron;
Page Field Airport (FMY) ; Fort Myers, FL**

Description: HM provided project management and engineering services associated with the development of Taxiways C and E and the aprons for the new GA terminal complex (Base Ops) at Page Field Airport (FMY), including conceptual and final design production of construction documents for two separate bid packages. The project included design of airfield pavements, drainage, airfield lighting and signage, and acquiring all the necessary permits from Lee County and South Florida Water Management District. The taxiway package was issued for construction first and included a (4,639' x 50') taxiway, parallel to Runway 5-23 and a (1,468' x 35') taxiway parallel to Runway 13-31. The project included the installation of over 9,000 LF of storm drain and creation of 26 acres of dry detention area as well as the required relocation of the glide slope and regrading of glide slope critical area. The aircraft apron was constructed under the second phase and included 600,000 SF of bituminous pavement for fixed wing aircraft and 18,000 SF of PCC pavements for helicopter parking. The project also includes taxiway edge lighting, signage and high mast ramp lighting. HM provided engineering services construction administration, including the resident inspection during the paving operation for the taxiway project.

Total Project Cost: \$15,500,000
Start and Completion Dates: 2002 through July 2009
Contact: Adam Nguyen Lee County Port Authority, (239) 590-4610



Photo courtesy of Lee County Port Authority

PAVING, TAXIWAYS AND RUNWAY EXPERIENCE (CONT.)

Air Cargo Ramp /Taxiway Rehabilitation at RSW; Fort Myers, FL.

Description: HM provided engineering services for the design and construction to rehabilitate 315,000 SF bituminous portion of ramp & two (560'x75') taxiways. The construction of the project was divided into two phases to maintain cargo operations and access to the general aviation apron throughout construction. The project consisted of removal of existing pavement, regrading limerock base and placing new P-401 bituminous pavement.

Total Project Cost: \$1,000,000

Start and Completion Dates: 2003 through 2004

Contact: Adam Nguyen, Lee County Port Authority (239) 590-4610

Rehabilitation of Runways 5-23 and 13-31 and Associated Taxiways, FMY, Fort Myers, FL.

The project includes providing analysis, design, bidding and construction documents in support airfield pavement rehabilitation for 2 runways and associated Taxiways and Ramps. Currently in the design and grant funding stage. Hole Montes was successful in maximizing funding eligibility for portions of the project with FAA grants while other portions will be funded through FDOT grants and LCPA funds. Other improvements include drainage improvements, replacement of culverts under the runways, replacement of airfield lighting and signage system including new vault and installation of new NAVAIDs .

Total Project Cost: \$38 Million est.

Start/Completion: 2014 – Ongoing

Contact: Adam Nguyen, Lee County Port Authority (239) 590-4610

Southeast Apron Expansion, FMY, Fort Myers, FL.

HM provided the engineering, survey and landscape architectural services for the design, permitting and construction phases for the rehabilitation and expansion of the Southeast Apron at Page Field. The apron expansion provided over 235,000 SF. of additional apron plus reconstruction of a portion of the existing apron. The project included drainage improvements as well as high mast apron lighting and airfield security fencing. The self service fuel farm was relocated and an aircraft maintenance facility was constructed as part of the improvements. HM obtained the permits from Lee County Community Development and the South Florida Water Management District.

Southeast Apron Expansion (cont.)

Total Project Cost: \$2,000,000

Start and Completion Dates: 2003 through 2006.

Contact: Adam Nguyen, Lee County Port Authority (239) 590-4610



Runway 9-27 Rehabilitation at Immokalee Regional Airport (IMM); Immokalee, FL.

Design, bid, and construction phases for the rehabilitation of airfield pavements for 5,000'x 150' runway and multiple taxiways (3,600'x50') including shifting the runway 450' east. In addition to the rehabilitation of the runway, the project includes new taxiways, hold and blast pads, new airfield lighting, signage and NAVAIDs and drainage improvements. HM was responsible for obtaining permits from SFWMD and Collier County and, project justification to FAA and FDOT and assistance with grant applications and administration.

Cost: \$8,800,000 (includes construction)

Project Date: December 2012 to November 2014

Contact: Justin E. Lobb, Airport Manager, Collier County Aviation Authority, (239) 642-7878 Ext 35

Taxiway Extension; Everglades Airpark (X-01), Everglades City, Florida

Description: Extension of taxiway (400' x 35') at X-01 to complete parallel taxiway. Extension crosses wetlands that require geotextile fabric to support pavement and aircrafts. Project included services for design and bid.

Cost: \$290,000 (includes construction)

Project Date: March 2012 to April 2013

Contact: Justin E. Lobb, Airport Manager, Collier County Aviation Authority, (239) 642-7878 Ext 35

T- HANGARS AND METAL BUILDINGS

Hole Montes managed the engineering services for the design and construction of the following projects:

At Page Field (FMY) Fort Myers, Florida:

- Phase III T-hangars (30 units)
- Phase IV T-hangars (70 units)
 - 1201 x 120' Metal Building bulk hangar
 - 240' x 120' metal building bulk hangar

Contact: Adam Nguyen, Lee County Port Authority (239) 590-4610

At Naples Municipal Airport (APF) Naples, Florida

- T-hangars (48 unit)
- Corporate Hangars (60'x 60') condo style 31 units
- Corporate hangars 120' x 120' (3 ea)

Contact: Kerry Keith (239) 643-1827, Naples Airport Authority

At Marco Island Executive Airport (MKY), Marco Island, Florida

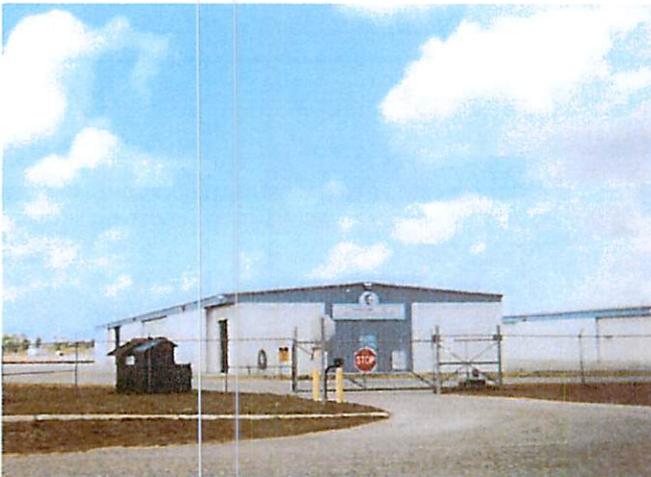
- T-hangars (8 units)

Contact: Justin E. Lobb, Airport Manager, Collier County Aviation Authority, (239) 642-7878 Ext 35

At Immokalee Regional Airport (IMM)

- T-hangar (12 units)
- 60' x 75' metal building Bulk hangar
- Corporate hangars 60' x 60' condo style (2units)

Contact: Justin E. Lobb, Airport Manager, Collier County Aviation Authority, (239) 642-7878 Ext 35



UTILITY ENGINEERING: WATER AND SEWER

At Immokalee Regional Airport (IMM) Hole Montes provided the engineering services for the *extension of the access road, Airpark Boulevard*, including all utilities and an 11-acres surface water management lake to support both airside and landside development. Hole Montes was the lead consultant for the project conducted to promote economic development in the manufacturing industry by offering an incubator support facility which is designed to provide an environment where fledging industries can grow and prosper.

Contact: Justin E. Lobb, Airport Manager, Collier County Aviation Authority, (239) 642-7878 Ext 35

Utility design was a component for many of the successful projects completed at Page Field (FMY). Some of these include:

- 4,400' water main extension to serve Phase IV hangars
- 1,000' sanitary sewer extension and pump station for North Quadrant
- 1,200' water main extension for new GA Terminal Project
- 700' sanitary sewer, 500' force main and pump station for GA terminal project
- 500' water main extension for Phase III T hangars

Contact: Adam Nguyen, Lee County Port Authority (239) 590-4610



ROADWAY DESIGN AND LAND ACQUISITION

Cargo Road Improvements, Southwest Florida International Airport (RSW), Fort Myers, FL. HM provided the engineering, survey and environmental services for the design, bid and construction phases for the rehabilitation of 4,400' of Cargo Road, the extension of 3,800' of the airfield perimeter road and installation of airfield security fencing. The rehabilitation to Cargo Road included widening and mill and overlay. HM obtained the necessary permits from Lee County Community Development and the South Florida Water Management District. The construction was phased to maintain secured access from Midfield Terminal to the north side of the airport including Air Cargo Ramp and ARFF.

Role of Firm: Prime Consultant responsible for project management, design, permitting and construction administration and inspection.

Total Project Cost: \$2,400,000

Start and Completion Dates: 2003 through 2005

Contact: Adam Nguyen, Lee County Port Authority (239) 590-4610

RSW I-75 Airport Access Improvements; Lee County, FL HM provided program management and administration for the design, right of way mapping and permitting of a Collector Distributor Roadway System and the Airport Access Road to provide a direct connection from I-75 to the new Midfield Terminal at Southwest Florida International Airport. This project was fully coordinated with other FDOT design projects in the area. Hole Montes also lead the effort of coordinating the voluntary Right of Way acquisition on behalf of the FDOT. All acquired lands would become part of the Limited Access Right of Way of I 75.

Total Construction Cost: \$93,000,000

Start and Completion Dates: 2004 - March 2012

Contact: Emily Underhill, P.E., Lee County Port Authority, (239) 590-4601

ASOS/NAVAIDs

Runway 18-36 Lighting Rehabilitation at Immokalee Regional Airport, Immokalee, Florida

Description: Rehabilitation of existing lighting system for Taxiway A, installation of new REILs and PAPIs for both approaches to Runway 18-36, and replace rotating beacon and homerun cable for Runway 18-36 airfield lighting circuit. HM was responsible for design, bidding and construction phase of the project. This included management of electrical sub-consultant for field investigation and electrical vault modification and coordination with FAA and FDOT for funding.

Cost: \$213,000

Project Date: August 2010 to August 2012

Contact: Justin E. Lobb, Airport Manager, Collier County Aviation Authority, (239) 642-7878 Ext 35



EVIDENCE OF SUCCESSFUL TRACK RECORD

Since 1966, Hole Montes, Inc. has held fast to the business philosophies and professional practices handed down by our founders: to be one of the most trusted and reliable full-service engineering firms in Southwest Florida. Customer satisfaction and service; technical expertise; quality of deliverables; and dedicated project management are such principles.

The best evidence of our successful track record would be Client retention and longevity. As discussed previously, Hole Montes has provided service to Collier County Aviation Authority since 1999, to Lee County Port Authority since 2001 and the Naples Airport Authority for 12 of the last 20 years. These Clients have entrusted HM with a variety of projects garnered through Continuing Service Contracts and larger projects through the RFQ/RFP process.

The firm prefers to pursue projects rather than commendations but one that is a source of great pride is the FDOT Outstanding Airport Project for 2007 for the LCPA's RSW Runway 6/24 and Taxiway A Rehabilitation project.



PROFESSIONAL RELATIONSHIPS

Hole Montes has worked with a variety of Program Management, Project Management, Engineering and Construction Management firms. These include:

Owen-Ames-Kimball Company (O-A-K) was the CM for LCPA during many of the previously listed projects. They worked with HM on the GA Terminal complex at Page Field and on the Marco Island Airport Runway Rehabilitation project for Collier County. Additionally, ChrisTel Construction was CM on some of the LCPA projects.

HM served as program manager for RSW- Rehab of Runway 6-24 with AECOM & URS.

A few recent projects illustrating HM's commitment to On time and within Budget projects for past 5 years include:

- IMM: Rehabilitation of Runway 9-27 (Justin Lobb)
- MKY: Runway 17-35 and Apron Rehabilitation (Justin Lobb)
- FMY: GA Terminal Complex (Adam Nguyen)
- X01: Parallel Taxiway (Justin Lobb)

STATEMENT OF LITIGATION

Hole Montes has had NO litigation, major disputes, contract defaults nor liens in the last five (5) years.

WHY AWARD CONTRACT TO HOLE MONTES

Much like Goldilocks and the Three Bears, Hole Montes believes that you will find our firm "just right". We are not a mammoth national/international firm with hundreds, if not thousands of engineers on staff but none that live in your neighborhood. Nor are we a small boutique firm with a limited number of engineers who often times are not able to accommodate the City's requirements and needs. What we are is a southwest Florida-based, multi-disciplinary engineering firm that specializes in Aviation Engineering who has successfully completed projects for airports just like Arcadia Municipal Airport.

We are small enough to be responsive and mobile and large enough to meet the requirements of your largest project. Other reasons include:

- On-call Responsiveness of the Project Manager, Deputy Project Manager and Staff
- Willingness of the Project Manager and Firm to Accept All Assignments (no job too small)
- Timeliness of Completing Quick-turn Assignments
- Meets Project Budget & Scheduling Demands
- Knowledge of Local Codes, Regulations and Permit Requirements.
- Knowledge of TSA, FAA & FDOT Regulations and Requirements
- Ability to Work with Other Consultants/Contractors Team Approach

TAB 4 - PROJECT APPROACH AND COST CONTROL

GENERAL APPROACH AND SPECIAL ISSUES AND RESOLUTION PLANS

The general approach to project development will be to work closely with City of Arcadia, FDOT and FAA to determine project priorities and potential funding sources. The starting point for this process will be Airport Master Plan which was recently approved by the City of Arcadia.

Special issues to consider are the limited funding available from the City budget to fund major airport projects and the limited, but expanding, revenue sources currently existing at the airport.

The City has been very successful recently in obtaining full grant funding for various airport projects. These projects have included the fencing project, the pavement conditioner and marking project, and the new airport lighting and electrical vault project. The success in this area is in part due to the fact the FAA and FDOT had a long period of time when Arcadia did not request, nor receive, FDOT and FAA grants. This coupled with the fact that the Arcadia struggles economically as do many farming and ranching communities removed from the coastal areas of Florida.

The positive changes that have occurred at Arcadia Airport in recent years are impressive in both attitude and potential. A new FBO has come on-board and provides a new perspective and energy to the airport. They bring a national and international clientele to the area that puts Arcadia "on the map" for many that previously were unaware that Arcadia existed. These students, from faraway places, spend money within the community and enhance Arcadia's economy.

The Friends of Arcadia have prevailed in moving the FAA to accept the fact that fly-in camping is truly an aviation activity. The press and recognition that Arcadia Airport has been getting in this area is impressive. AOPA is using Arcadia Airport as an example of what needs to be done to keep General Aviation alive and well. Others have tried the promotion of fly-in camping, but none have been as successful as Arcadia.

Arcadia is also fortunate to have aircraft maintenance services available at its airport despite the fact that it has historically had a very low number of annual operations. In moving forward the airport needs to support these types of aviation-related services and activities to continue to grow the economic potential of the airport.

The goal moving forward should be to continue to work closely with the FAA and FDOT to maximize their participation when possible and work to find innovative ways to move projects forward by finding alternate funding sources while supporting and promoting existing tenants and promoting opportunities for future tenants.

Despite the historically low, but increasing, operations numbers at Arcadia Airport it is working hard to move mountains as it relates to general aviation advancements and serve as a model to other small GA airports throughout the United States.

The HM team looks forward to working with the highly motivated individuals associated with Arcadia Airport to move the City and the airport forward with their goals.



TAB 4 - PROJECT APPROACH AND COST CONTROL

Maintaining Coordination with City Staff and Procedures to be used to be Implemented to Track Project Progress.

The best method of coordination with City Staff is actual face to face contact when possible. Based on Hole Montes' close proximity to Arcadia this can easily be accomplished. This primary method will be supplemented with phone contacts and e-mail coordination. Arcadia Airport is a frequent destination for the Project Manager on weekends in his spare time. He likes the pancake breakfasts and AOPA presentations and will keep up to speed on activities at the airport at times outside normal work hours.

Status reports will be provided to City Staff as requested. Members of the HM team will be available to provide updates to the City Council as deemed appropriate.

Experience and Ability to Meet Challenges of General Aviation airports.

Hole Montes and the listed project manager have extensive experience in meeting the Challenges of General Aviation Airports from a technical and engineering perspective. Hole Montes has served the needs of numerous GA Airports in Southwest Florida Including: Immokalee, Marco Island, Naples, Everglades City, and Page Field Airports. The Project Manager's GA experience includes; Valkaria, Page Field, Flagler County, Winter Haven, Leesburg, Venice, Everglades City, Martin County, Pompano Beach and Arcadia Airports.

To completely understand the issues and challenges at General Aviation Airports, it takes more than being able to address just the technical aspects of a project. To truly understand the challenges and issues faced by General Aviation Airports today you need become involved at a deeper level and gain the perspective of the airport users and tenants. Most GA airports have an unwelcoming attitude toward unfamiliar persons. At Arcadia, from the time you enter its environs, you feel

completely welcome. Strangers and familiars alike are greeted with an authentic friendliness that is hard to duplicate. A welcoming atmosphere is what all airports should strive for weather you enter from the airside of landside. Arcadia has made large strides in this approach.

The major challenges facing General Aviation are:

- The aging pilot population.
- The declining number of active/licensed pilots.
- The cost associated with flying activity.
- The amount of training and flight time required to become a professional airline pilot.
- Security measures that create an unfriendly atmosphere at GA airports.

The PM is an active pilot, aircraft owner, aircraft builder, former flight test engineer and has been a tenant and user at numerous airports across Florida. He is an active member of AOPA, EAA, Florida Airports Council, and American Association of Airport Executives. He subscribes to a wide range of GA magazines and is acutely aware of current trends in GA.

Employees at the FAA and FDOT Aviation offices that provide airport grants typically are not active pilots. To be successful in obtaining grants for airport projects it helps to have someone that can address the technical aspects of pavement design, water and sewers systems, stormwater permitting/design, hangar design/construction; while at the same time understanding the airport from the pilot's perspective.

TAB 4 - PROJECT APPROACH AND COST CONTROL

Hole Montes and our subconsultants have handled airport design projects at numerous Florida General Aviation Airports. Many of these projects were completed on very strict schedules. Others required our firm to be extremely responsive in reacting to dynamic schedules. The experience of these successful projects have at least three common components. First, having adequate staff assigned to the project to perform the tasks needing to be accomplished. Second, the experience of these key individuals. Third, the sense of duty and persistence with which those key individuals perform their assignments.

Cost Control

As your Project Manager/Engineer, Tim has the expertise and proficiency for maintaining effective project control through a structured project management plan. He manages and directs the activities of the support staff for the assigned projects and is responsible for seeing that all work activities proceed as planned and the budget and schedule requirements for the projects stay on track. Tim receives input and meets with project task managers on weekly basis in order to review the project work in progress. On a weekly basis, budget expenditures are compared with the schedule results to determine if the level of effort and achieved results are consistent with the elapsed schedule for each activity, adjustments are made at this time if necessary.

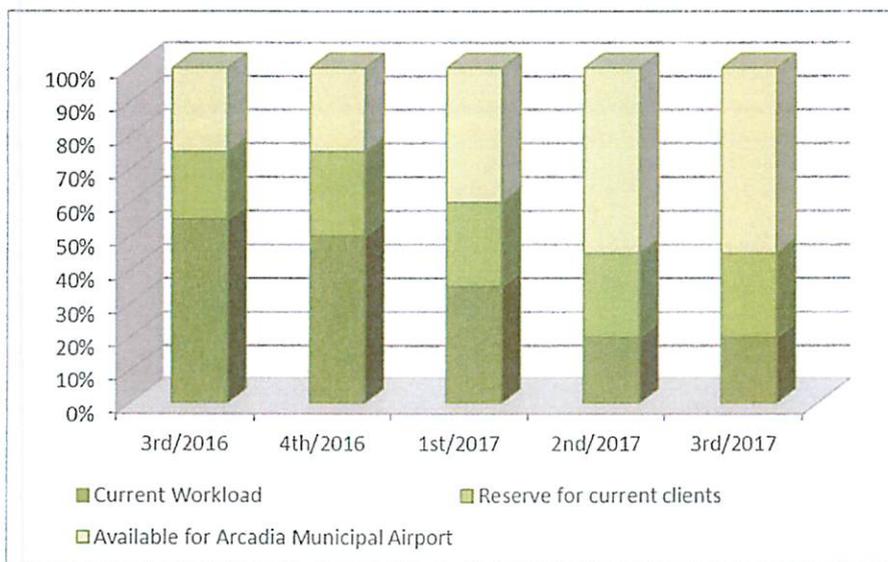
Quality Control/Quality Assurance

All planning and design activities performed by the Hole Montes Team are subject to rigid quality standards. Each project will be organized and managed by Tim Parker, Project Manager with over 30-years of airport and aviation experience and has demonstrated competence and ability to control the quality of all technical efforts.

Through a strong Project Management Plan, we will set in place the systems necessary to control work products prepared by the overall team. We will require that any and all subconsultants employ a similar QA/QC program within their respective organizations. To verify compliance, Hole Montes will continuously coordinate with subconsultants, to document their adherence to their internal programs.

In addition to our formal QA/QC procedures, we are able to ensure efficient coordination and strict quality control because our multi-disciplined staff has worked together as a team on many similar projects in the past. Our key personnel are highly skilled at anticipating potential conflicts and eliminating them in advance. Our use of a common CADD system further minimizes the potential for coordination error.

The success of any project is dependent on available staffing. The graph below shows current and projected workload for the Fort Myers office. Based on the current commitments, Tim Parker and the entire Hole Montes team will have available time to dedicate to the City of Arcadia and ensure success on any future assignment.



Hole Montes submits the following professional references:

Collier County Airport Authority
Justin Lobb, Airports Manager
2005 Mainsail Drive
Naples, Florida 34144
Phone: 239.642.7878 Ext. 35
E-mail: JustinLobb@colliergov.net

Lee County Department of Transportation
Sarah Clarke, Senior Project Manager
1500 Monroe Street
Fort Myers 33901
Phone: 239.533.8718
E-mail: sclarke@leegov.com

Lee County Port Authority
Hector Yanez, P.E.,
Department Director Engineering & Construction
11000 Terminal Access Rd., Ste. 8671
Ft. Myers, FL 33913
Phone: 239.590.4605
E-mail: hyanez@flylcpa.com

Owens-Ames-Kimball Company (O-A-K)
Leo Smith, Project Manager
11941 Fairway Lakes Drive
Fort Myers, Florida 33913
Phone: 239.561.4141
E-mail: lsmith@oakfl.com

Naples Airport Authority
Chris Rozansky, Executive Director
160 Aviation Drive North
Naples, FL 34104
Phone: 239.643.0733
E-mail: crozansky@flynaples.com

TAB 6 – DBE PARTICIPATION

Hole Montes is serious in providing disadvantage businesses the maximum opportunity to participate in the performance of work and Hole Montes assures the City that DBE and W/MBE (DBE) firms will have maximum opportunities under this agreement. Hole Montes has a long and well founded relationship with both local and state DBE firms and those nationwide and has been involved with the DBE program mandated by the federal government since inception.

Today, Hole Montes has an extensive network of DBE consultants that have already provided services for successful projects. As part of our success story, Hole Montes has utilized DBE firms for over \$1 Million in the past ten years. In addition, Hole Montes has identified and provided assistance to qualifying firms that have not yet completed the DBE certification process.

The illustration below shows DBE participation for Lee County Port Authority over the past 5 years.

For the immediate benefit of the City, HM has included two DBE firms: Montgomery Consulting Group and Boylan Environmental Consultants.

PROJECT	DBE	ASSIGNMENT	% OF CONTRACT
FMY-AV FUEL SIGN DESIGN	HIGHSPANS ENGINEERING, INC.	SIGN STRUCTURAL DESIGN	68%
RSW-RWY 6 APPR. OBSTRUCT. EVAL.	PINE ISLAND CONSULTING, INC.	ENVIRONMENTAL	27%
RSW-ASR 11-AREA DEV. EVALUATION	TRISTATE PLANNING & ENGINEERING, INC.	FAA AIRSPACE	71%
RSW-TERMINAL TRAFFIC COUNT	FLORIDA TRANSPORTATION ENGINEERING	TRAFFIC COUNT	62%
RSW TAXI LIMO BLDG. FIRE HYDRANT	TKW CONSULTING ENGINEERS INC.	CIVIL ENGINEERING	80%
RSW-MTC PHASE I EXPANSION	RICONDO & ASSOC.	PLANNING	21%
FMY-PAVEMENT MANAGEMENT	MONTGOMERY CONSULTING GROUP INC.	PLANNING//INSPECTION	86%
RSW TAXIWAY A	ALLIED ENGINEERING & TESTING, INC. ASC GEOSCIENCE	GEOTECHNICAL	16%
FMY ENTRANCE ROAD IMPROVEMENT	CELLA & ASSOCIATES	PUBLIC INFORMATION	30%
RSW RUNWAY 6 APPROACH	JH MCCARRIER LAND SURVEYING AND MAPPING, INC.	SURVEY	16%

Florida UCP DBE Directory

Number of Records Returned: 1
 Selection Criteria:
 Vendor: MONTGOMERY CONSULTING GROUP INC

Vendor Name: **MONTGOMERY CONSULTING GROUP INC**
 DBE Certification: **CERTIFIED** MBE Certification: **Certified**
 DBA:
 Business Description: **PLANNING, ENVIRONMENTAL AND ENGINEERING FOR TRANSPORTATION, AVIATION AND INFRASTRUCTURE**
 Former Name:
 Mailing Address: **501 S NEW YORK AVE STE 210
 WINTER PARK, FL 32789-4293**
 Contact Name: **MONTY CETTYS** Phone: (407) 538-7030 Fax: (407) 538-7001
 Email: **MONTY.CETTYS@MCGHLS.COM**
 Statewide Availability: **Y**
Certified NAICS
 541320 Landscape Architectural Services
 541330 Engineering Services
 541340 Drafting Services
 541511 Custom Computer Programming Services
 541611 Administrative Management and General Management Consulting Services
 541614 Process, Physical Distribution, and Logistics Consulting Services
 541620 Environmental Consulting Services
 541690 Other Scientific and Technical Consulting Services
 541720 Research and Development in the Social Sciences and Humanities
 541910 Marketing Research and Public Opinion Polling

Florida Unified Certification Program
CERTIFIED
 Disadvantaged Business Enterprise
Boylan Environmental Consultants, Inc.

This certificate acknowledges that the above named firm is approved by the Florida Unified Certification Program (FUCP) as a Disadvantaged Business Enterprise (DBE), under rules promulgated by the U.S. Department of Transportation (DOT) in Title 49, Part 26 of the US Code of Federal Regulations.

This certification entitles the above named firm to provide products and/or services under the following categories only: Environmental Consulting and Remediation Services
 NAICS Codes(s): 54162, 54290

ANNIVERSARY DATE: Annually October 5
 REVIEW DATE: October 5, 2017


Robert M. Ball, A.A.E.
 Executive Director




Julio A. Rodriguez
 DBE Program Manager



May 18, 2016

Ms. Amanda Albritton-Horkey
City of Arcadia Purchasing Department
23 North Pol Avenue
Arcadia, Florida 34266

Reference: **Arcadia Airport RFQ - Letter of Commitment**

Dear Ms. Albritton-Horkey:

Montgomery Consulting Group, Inc. is delighted to join the Hole Montes team and provides our commitment to provide the following professional services, as required:

- Airport Planning and Consulting
- Asset Management System Development
- Cost Consulting
- Data Collection and Analysis
- Disadvantage Business Enterprise (DBE) Goal Setting and Support Services
- Economic Impact Assessments and Economic Development Planning

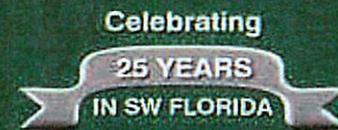
Over our 20+ year corporate history, we have worked at the following general aviation airports in Florida and would be excited to participate in Arcadia Airport's future:

- | | | |
|--------------------------------------|------------------------------------|---------------------------------|
| ▪ Airglades Airport | ▪ Flagler County Airport | ▪ Marathon Airport |
| ▪ Bartow Municipal Airport | ▪ Florida Keys Marathon Airport | ▪ Marco Island Airport |
| ▪ Cecil Field | ▪ Ft. Lauderdale Executive Airport | ▪ Orlando Executive Airport |
| ▪ Craig Municipal Airport | ▪ Herlong Airport | ▪ Page Field |
| ▪ Crystal River Airport | ▪ Hernando County Airport | ▪ Suwannee County Airport |
| ▪ DeFuniak Springs Municipal Airport | ▪ Hilliard Airpark | ▪ Valkaria Airport |
| ▪ DeLand Municipal Airport | ▪ Immokalee Airport | ▪ Venice Municipal Airport |
| ▪ Everglades Airpark | ▪ LaBelle Airport | ▪ Zephyrhills Municipal Airport |
| ▪ Fernandina Beach Municipal Airport | | |

Should you have any questions, please do not hesitate to contact me.

Yours truly,

Monty Gettys, President



May 18, 2016

City of Arcadia Purchasing Department
Amanda Albritton-Horkey
23 North Pol Avenue
Arcadia, Florida 34266

Subject: Arcadia Airport RFQ

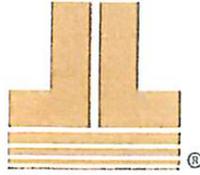
Dear Ms. Albritton-Horkey

This letter serves as our commitment to provide ecological services including but not limited to: wetland impact assessments, wildlife assessments, mitigation and restoration planning and design, wildlife habitat management planning and design, environmental land use permitting, local, state, and federal permitting assistance, wildlife permitting and relocations, and post permitting compliance and monitoring. We are pleased to be part of the project team and look forward to this opportunity.

If you have any questions, please contact our office.

Respectfully,

Kim Schlachta
President
Boylan Environmental Consultants, Inc.



LUTGERT INSURANCE

May 19, 2016

Ms. Amanda Albritton-Horkey
City of Arcadia Purchasing Department
23 North Polk Avenue
Arcadia, Florida 34266

Re: Hole Montes, Inc.
Insurance Program Verification

Dear Ms. Albritton-Horkey:

Please accept this letter as verification that Hole Montes, Inc. currently meets and/or exceeds all of the insurance requirements as listed in the RFQ2016-01 Agreement. If they are the successful bidder with the City of Arcadia we will promptly provide the appropriate certificate of insurance, including the additional insured endorsement, as well as copies of any policies that are both outlined in the Contract or Agreement and requested in writing.

FCCI Insurance Group is the carrier on the Workers Compensation and CNA is the carrier on the General Liability, both carries are A rated with strong/positive a financial outlook.

Hole Montes, Inc. has been a client of our agency's for more than a decade and we highly recommend their firm to the City of Arcadia.

Should you need anything further, please contact me directly.

Warm regards,

Huntley A. "Bud" Hornbeck
President/CEO



1395 Panther Lane, Suite 100, Naples, Florida 34109
Phone 239.262.7171 | Fax 239.262.5360 | www.LutgertInsurance.com

Ave Maria | Fort Myers | Marco Island | Naples | Sarasota | Tampa

State of Florida
Board of Professional Engineers
Attests that
Hole, Montes, Inc.




is authorized under the provisions of Section 471.023, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.
Expiration: 2/28/2017
Audit No: 228201703373

CA Lic. No:
1772



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

License No. LB1772
Expiration Date February 28, 2017

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

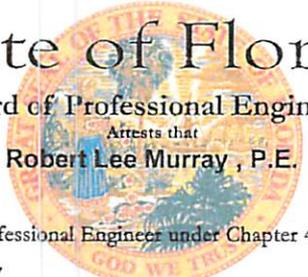
HOLE MONTES INC
950 ENCORE WAY
NAPLES, FL 34110



ADAM H. PUTNAM
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

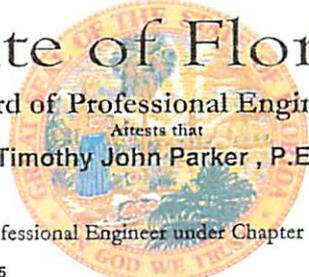
State of Florida
Board of Professional Engineers
Attests that
Robert Lee Murray , P.E.




Is licensed as a Professional Engineer under Chapter 471, Florida Statutes
Expiration: 2/28/2017
Audit No: 228201709157

P.E. Lic. No:
35926

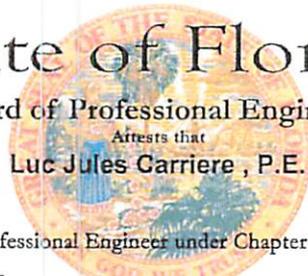
State of Florida
Board of Professional Engineers
Attests that
Timothy John Parker , P.E.




Is licensed as a Professional Engineer under Chapter 471, Florida Statutes
Expiration: 2/28/2017
Audit No: 228201713085

P.E. Lic. No:
50062

State of Florida
Board of Professional Engineers
Attests that
Luc Jules Carriere , P.E.




Is licensed as a Professional Engineer under Chapter 471, Florida Statutes
Expiration: 2/28/2017
Audit No: 228201718385

P.E. Lic. No:
49701

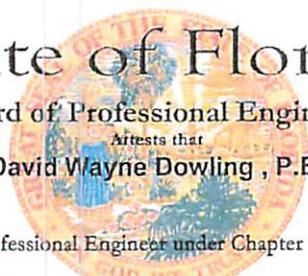
State of Florida
Board of Professional Engineers
Attests that
Richard Edmund Brylanski , P.E.




Is licensed as a Professional Engineer under Chapter 471, Florida Statutes
Expiration: 2/28/2017
Audit No: 228201715095

P.E. Lic. No:
42339

State of Florida
Board of Professional Engineers
Attests that
David Wayne Dowling , P.E.




Is licensed as a Professional Engineer under Chapter 471, Florida Statutes
Expiration: 2/28/2017
Audit No: 228201722080

P.E. Lic. No:
56597

State of Florida
Board of Professional Engineers
Attests that
Nicole Christine Monahan , P.E.




Is licensed as a Professional Engineer under Chapter 471, Florida Statutes
Expiration: 2/28/2017
Audit No: 228201709599

P.E. Lic. No:
52765



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

License No. LS5628
Expiration Date February 28, 2017

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

THOMAS M MURPHY
HOLE MONTES, INC 950 ENCORE WAY
NAPLES, FL 34110



ADAM H. PUTNAM
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

b. Name, address and ownership units of all partners:

c. State whether general or limited partnership:

4. If Proposer is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:

5. If Proposer is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.

6. How many years has your organization been in business under its present business name?

42

a. Under what other former names has your organization operated?

Stanley Hole & Associates 1966

Hole Montes & Associates 1974

Hole Montes, Inc. 2000

7. Indicate registration, license numbers or certificate numbers for the businesses or professions which are the subject of the proposal. Please attach certificate of competency and/or state registration.

Florida Professional Engineer 1772; Florida Professional Surveyor LB1772

8. Have you ever failed to complete any work awarded to you? If so, state when, where and why?

No

9. Within the last five (5) years, has any officer or partner of your organization ever been an officer or partner of another organization when it failed to complete a contract? If so, explain fully.

NO

10. State the names, telephone numbers and last known addresses of three (3) businesses with the most knowledge of work which you have performed, and to which you refer (governmental entities are preferred as references).

COMPANY NAME	CONTACT	ADDRESS	
Lee County Port Authority	Emily Underhill, P.E., A.A.E. Division Director - Development.	11000 Terminal Access Rd Suite 8671 Fort Myers, FL 33913-8213	Email emunderhill@flylcpa.com
			Telephone 239.590.4601
Collier County Airport Authority	Justin Lobb, Airports Manager	2005 Mainsail Drive, Suite 1 Naples, FL 34114	Email JustinLobb@colliergov.net
			Telephone (239) 642-7878 x35
Naples Airport Authority	Chris Rozansky, Executive Director	160 Aviation Drive North Naples, FL 34104	Email crozansky@flynaples.com
			Telephone (239) 643-0733

13. List the pertinent experience of the key individual of your organization (continue on insert sheet, if necessary).

Attached please find experience detailed in resume for Timothy Parker, P.E., Project Manager and

Luc Carriere, P.E., Deputy Project Manager

14. State the name of the individual who will have personal supervision of the services:

Timothy Parker, P.E.

THE OFFEROR ACKNOWLEDGES AND UNDERSTANDS THAT THE INFORMATION CONTAINED IN RESPONSE TO THIS QUALIFICATIONS STATEMENT SHALL BE RELIED UPON BY OWNER IN AWARDING THE CONTRACT AND SUCH INFORMATION IS WARRANTED BY OFFEROR TO BE TRUE. THE DISCOVERY OF ANY OMISSION OR MISSTATEMENT THAT MATERIALLY AFFECTS THE OFFEROR'S QUALIFICATION TO PERFORM UNDER THE CONTRACT SHALL CAUSE THE OWNER TO REJECT THE PROPOSAL, AND IF AFTER THE AWARD TO CANCEL AND TERMINATE THE AWARD AND/OR CONTRACT.

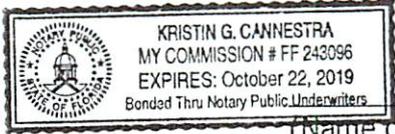
Robert L. Murray
SIGNATURE ROBERT L. MURRAY

State of Florida
County of LEE

On this the 17th day of May, 2016, before me, the undersigned Notary Public of the State of Florida, personally appeared Robert L. Murray and (Name(s) of individual(s) who appeared before Notary) whose name(s) in/ are Subscribed to the within instrument, and he/she/they acknowledge that he/she/they executed it.

Kristin G. Cannestra
NOTARY PUBLIC, STATE OF FLORIDA

NOTARY PUBLIC
SEAL OF OFFICE:



(Name of Notary Public: Print, stamp, or type as commissioned.)

Personally known to me, or

Produced identification:

DID take the oath, or

DID NOT take the oath.

**HOLD HARMLESS
CITY OF ARCADIA
AIRPORT CONSULTING SERVICES
SOLICITATION #RFQ2016-01**

Consultants shall indemnify and hold harmless the City, and the City's officers and employees from and against any and all liability, costs, losses, and damages (including but not limited to reasonable attorney's fees) arising out of or to the extent caused by the negligence, recklessness or intentionally wrongful conduct of Consultant and other persons employed by or utilized by Consultant in their performance under this Agreement.

Type of Organization (Please Check One): Individual Ownership Joint Venture
 Partnership Corporation Corporation

Name of Proposing Firm:

Hole Montes, Inc.

Mailing Address:

950 Encore Way, Naples, FL 34110

Location Address:

6200 Whiskey Creek Dr.

City & State: Fort Myers, FL **ZIP:** 33919

Telephone: 239.985.1200 **Fax Number:** 239.985.1259

Name/Title of person authorized to bind the Company: Robert L. Murray, Senior VP/Principal

Signature of person authorized to bind the Company: 

Date: 5/17/16

DRUG-FREE WORKPLACE CERTIFICATION

Please complete Part I or Part II as applicable.

In order to be given preference in the award process for having implemented a drug-free workplace program prior to the bid/proposal submission date, the bidder/proposer is requested to certify that as part of their drug-free workplace program, they have:

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

Part I - PROGRAM IMPLEMENTED

I certify that I/we have established a drug-free workplace Program meeting the foregoing minimum requirements.

Robert L. Murray

[Printed, typed name]

Robert L. Murray
[Signature]

State of Florida

County of LEE

The foregoing instrument was acknowledged before me this 17th day of May, 2016, by
, who is personally known to me or who presented _____ as identification, and who (did) (did not)
take an oath.

Kristin G. Cannestra
[Signature of Notary Public]



[Printed, typed or stamped name of Notary Public]

[Commission Number of Notary Public]

Part II - PROGRAM NOT IMPLEMENTED

A program meeting the above stated requirements has not been established or has not been fully implemented prior to bid/proposal closing date, and therefore I/we are not eligible for certification as a drug-free workplace.

[Signature]

[Date]

**SWORN STATEMENT PURSUANT TO SECTION
287.133(3)(a),
DEBARMENT CERTIFICATION
CITY OF ARCADIA
AIRPORT CONSULTING SERVICES
SOLICITATION #RFQ2016-01**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
AND OTHER RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that is and its principles:
- a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by an Federal department or agency;
 - b) Have not within a three-year period preceding this been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this proposal had one or more public transactions (Federal, State or Local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
- (3) No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.



Signature

Robert L. Murray, Senior VP / Principal

Title

Hole Montes, Inc.

Contractor/Firm

6200 Whiskey Creek Drive, Fort Myers, Florida 33919

Address

**FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES
CITY OF ARCADIA AIRPORT CONSULTING SERVICES
SOLICITATION #RFQ2016-01**

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

1. This sworn statement is submitted to City of Arcadia, Florida, a Municipal Corporation, 23 N. Polk Ave., Arcadia, FL 34266 by Robert L. Murray, Senior VP/Principal

[print individual's name and title]

for Hole Montes, Inc. whose business

[print name of entity submitting sworn statement]

address is 950 Encore Way, Naples, Florida 34110

_____ and (if applicable) it's Federal Identification Number

(FEIN) is 59-1518838 (If the entity has no FEIN, include the Social Security

Number of the individual signing this sworn statement _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or 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 any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. 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.

4. 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.

5. 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, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **[Indicate which statement applies.]**

X Neither the entity submitting this sworn statement, nor any of 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 and convicted of a public entity crime subsequent to July, 1 1989.

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

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer 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 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.


Robert L. Murray
[signature]

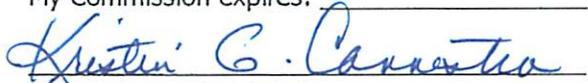
RFQ-2016-01
[Reference: Solicitation Number]

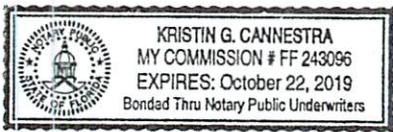
Sworn to and subscribed before me this 17th day of May, 2016 Personally known X or Produced
X as identification.

[Type of identification]

Notary Public - State of Florida

My Commission expires: _____


[Signature of Notary]



[Printed, typed or stamped commissioned name of Notary Public]

**NON-COLLUSION AFFIDAVIT
CITY OF ARCADIA
AIRPORT CONSULTING SERVICES
SOLICITATION #RFQ2016-01**

By signing this offer, the vendor/consultant certifies that this offer is made independently and free from collusion. Vendor shall disclose below any City of Arcadia officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Arcadia officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules. Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City of Arcadia Purchasing Policy.

NAME	RELATIONSHIPS
(NONE)	

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

AFFIDAVIT

STATE OF FLORIDA, COUNTY OF LEE

BEFORE ME, the undersigned authority, personally came and appeared,
Robert L. Murray, who after being duly sworn, deposed and said that he is the
 fully authorized Sr. VP/Principal of Hole Montes, Inc.
 (hereinafter referred to as affiant), and said affiant further said:

(1) That affiant has not and will not employ any person either directly or indirectly, to secure the public contract under which he is to receive payment, other than persons regularly employed by the affiant whose service in connection with the project or in securing the public contract are in the regular course of their duties for the affiant; and

(2) That no part of the contract price was paid or will be paid to any person for soliciting the contract,

other than the payment of normal compensation to persons regularly employed by the affiant whose services with the project are in the regular course of their duties for the affiant.

AFFIANT

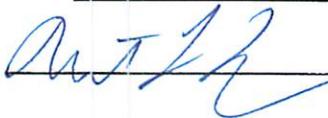
SWORN TO AND SUBSCRIBED BEFORE ME ON THIS _____ DAY OF _____, _____.
NOTARY PUBLIC

AFFIANT

Company Name: Hole Montes, Inc.

Address: 6200 Whiskey Creek Dr., Ft. Myers, FL 33919

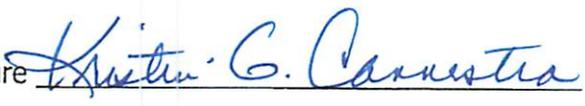
Phone Number: 239.985.1200

Signature:  Robert L. Murray

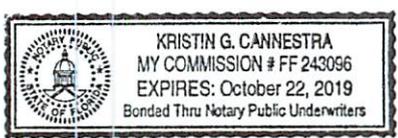
NON-COLLUSION AFFIDAVIT IN THE STATE OF FLORIDA IN THE
COUNTY OF LEE

being first duly sworn, on oath, says that the bid above submitted is a genuine and not a sham or collusive bid or made in the interest of or on behalf of any person not therein named, and s/he further says that the said Bidder has not directly or indirectly induced or solicited any Bidder on the above work or supplies to put in a sham bid, or any other person or corporation to refrain from bidding, and that said Bidder has not in any manner sought by collusion to secure her/himself an advantage over any other bidder or bidders. Subscribed and sworn before me this

17th day of May, 2016 NOTARY PUBLIC in and for the State of Florida

Signature 

Seal



**CONFLICT OF INTEREST FORM
CITY OF ARCADIA
AIRPORT CONSULTING SERVICES
SOLICITATION #RFQ2016-01**

F.S. §112.313 places limitations on public officers (including advisory board members) and employees' ability to contract with the City either directly or indirectly. Therefore, please indicate if the following applies:

PART I.

I am an employee, public officer or advisory board member of the City
_____ **(List Position Or Board)**

I am the spouse or child of an employee, public officer or advisory board member of the City

Name: _____

An employee, public officer or advisory board member of the City, or their spouse or child, is an officer, partner, director, or proprietor of Respondent or has a material interest in Respondent. "Material interest" means direct or indirect ownership of more than 5 percent of the total assets or capital stock of any business entity. For the purposes of [§112.313], indirect ownership does not include ownership by a spouse or minor child.

Name: _____

Respondent employs or contracts with an employee, public officer or advisory board member of the City

Name: _____

None of The Above

PART II:

Are you going to request an advisory board member waiver?

I will request an advisory board member waiver under §112.313(12)

I will NOT request an advisory board member waiver under §112.313(12)

N/A

The City shall review any relationships which may be prohibited under the Florida Ethics Code and will disqualify any vendors whose conflicts are not waived or exempt.

BUSINESS NAME: Hole Montes, Inc. _____

NAME (PER AUTHORIZED TO BIND THE COMPANY): Robert L. Murray _____

SIGNATURE:  _____ **DATE:** 5/12/16 _____

**RESPONDENT'S CERTIFICATION
CITY OF ARCADIA
AIRPORT CONSULTING SERVICES
SOLICITATION #RFQ2016-01**

I have carefully examined the Request for Qualifications.

I hereby propose to furnish the services specified in the Request for Qualifications. I agree that my submittal will remain firm for a period of at least 90 days in order to allow the City adequate time to evaluate the submittals and determine a ranking of the most qualified firms.

I certify that all information contained in this submittal is truthful. I further certify that I am duly authorized to provide this submittal on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the Agreement.

I further certify, under oath, that this submittal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation tendering a submittal for the same service; that no officer, employee or agent of the City of Arcadia or any other respondent is interested in said submittal; and that the undersigned executed this Respondent's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

Hole Montes, Inc.

NAME OF BUSINESS


SIGNATURE

Robert L. Murray

SENIOR VICE PRESIDENT

NAME & TITLE, TYPED OR PRINTED

MAILING ADDRESS: 6200 Whiskey Creek Dr.

CITY: Fort Myers

STATE, ZIP CODE: Florida 33919

(239) 985-1200

TELEPHONE NUMBER

BobMurray@HMeng.com

EMAIL ADDRESS

ARCHITECT - ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*:

RFQ 2016-01 City of Arcadia Airport Consulting Services; Arcadia, Florida

2. PUBLIC NOTICE DATE:

April 28, 2016

3. SOLICITATION OR PROJECT NUMBER:

RFQ2016-01

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE:

Luc Carriere, P.E., Vice President

5. NAME OF FIRM:

HOLE MONTES, INC.

6. TELEPHONE NUMBER:

239.985.1200

7. FAX NUMBER:

239.985.1259

8. E-MAIL ADDRESS:

LucCarriere@HMEng.com

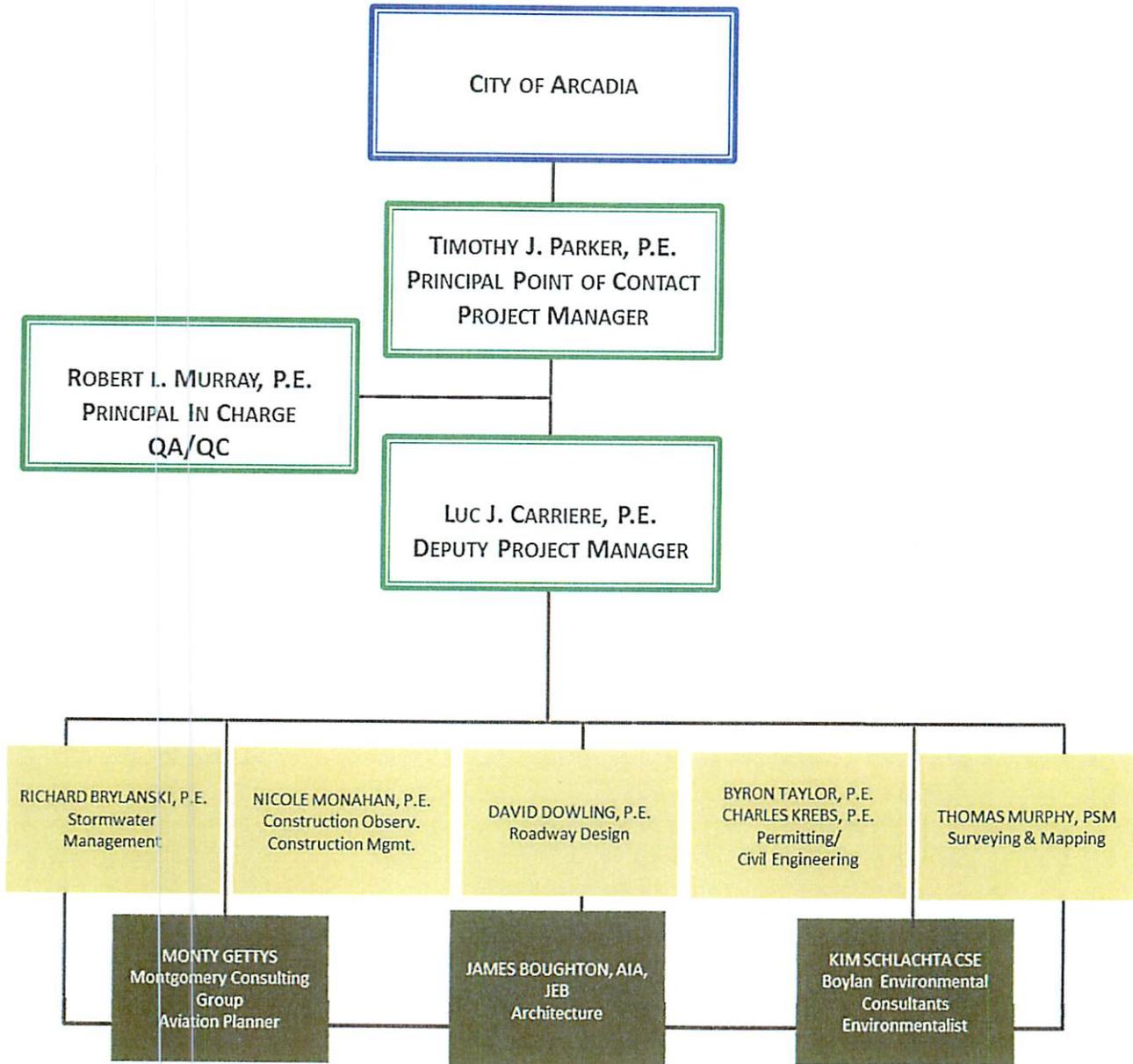
C. PROPOSED TEAM

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

(Check)

	Prime	J-V Partner	Sub-consult.	9. FIRM NAME:	10a. ADDRESS	11a. ROLE IN THIS CONTRACT
a.	<input checked="" type="checkbox"/>			HOLE MONTES, INC.	6200 Whiskey Creek Dr Fort Myers, Florida 33919	Project Management, Site Development; Civil Engineering; Surveying Utilities; Water Management Permitting; Transportation Engineering
b.			<input checked="" type="checkbox"/>	James E Boughton	760 Clarendon Court Naples, Florida 34109	Architecture
c.			<input checked="" type="checkbox"/>	Montgomery Consulting Group	501 S. New York Avenue, Suite 210 Winter Park, Florida 32789	Aviation Planning
d.			<input checked="" type="checkbox"/>	Eoylan Environmental Consultants	11000 Metro Parkway, Suite 4 Fort Myers, Florida 33966	Environmentalist
e.						
f.						
g.						

D. ORGANIZATIONAL CHART OF PROPOSED TEAM
(Attached, check here)



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Timothy Parker, P.E.	13. ROLE IN THIS CONTRACT Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 32	b. WITH CURRENT FIRM 1.5
15. FIRM NAME AND LOCATION (City and State) Hole Montes Inc., Fort Myers, Florida			
16. EDUCATION (DEGREE AND SPECIALIZATION) M.S., Management, Troy State University B.S., Aeronautical and Astronautical Engineering, University of Illinois, Urbana, Illinois		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida Licensed Professional Engineering (#50062) Commercial Pilot, single engine, instrument rated	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
Runway 6-24/Taxiway A Rehabilitation, Southwest Florida International Airport; Fort Myers, Lee County, FL	2007	2007
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Mr. Parker worked with AECOM as a subconsultant to HM . The project included mill and pave runway (12,000' x 150') and parallel taxiway and taxiway connector. Parallel taxiway converted to temporary runway (10,000' x 150'). Project included new taxiway centerline and edge lights and runway TDZ and centerline lights. Cost \$29,000,000.	Check if project performed with current firm: <input type="checkbox"/>	
(1) TITLE AND LOCATION (City and State) Construct T-Hangars and Site Work, Valkaria Airport, Brevard County, FL	2012	2013
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE While employed with Hanson, Mr. Parker was project manager responsible for the design and construction of two (2) 16,200 SF hangar buildings with an attached large box hangar at one end to provide additional aircraft storage for the airport. Site work consisted of filling an existing stormwater management pond and relocating pond to outside of the footprint of the management area. Cost: \$1,855,000	Check if project performed with current firm: <input type="checkbox"/>	
(1) TITLE AND LOCATION (City and State) Page Field Airport, Taxiway C and E, Fort Myers, FL	2009	2009
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE While employed with AECOM, Mr. Parker was a subconsultant to HM for the development of Taxiways C and E as part of the new GA terminal complex (Base Ops) at Page Field Airport (FMY). The project included design of airfield pavements, drainage, airfield lighting and signage, and acquiring all the necessary permits from Lee County and South Florida Water Management District. The taxiway package was issued for construction first and included a (4,639' x 50') taxiway, parallel to Runway 5-23 and a (1,468' x 35') taxiway parallel to Runway 13-31.	Check if project performed with current firm: <input type="checkbox"/>	
(1) TITLE AND LOCATION (City and State) Page Field Airport, Rehabilitation of Runways 5-23 and 13-31 and Associated Taxiways, Fort Myers, FL	On-going	On-going
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE As Deputy PM, Mr. Parker is involved in all aspects of this project. The project includes providing analysis, design, bidding and construction documents in support airfield pavement rehabilitation for 2 runways and associated Taxiways and Ramps. Est. project cost \$38 Million.	Check if project performed with current firm: <input checked="" type="checkbox"/>	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Luc J. Carriere, P.E.	13. ROLE IN THIS CONTRACT Deputy Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 40	b. WITH CURRENT FIRM 15
15. FIRM NAME AND LOCATION (City and State) Hole Montes Inc., Fort Myers, Florida			
16. EDUCATION (DEGREE AND SPECIALIZATION) BSCE and Graduate Study		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida Licensed Professional Engineering (No. 48701)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Florida Department of Transportation Project of the Year 1999 & 2007; Member of Florida Airport Council			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
a. (1) TITLE AND LOCATION (City and State) Runway 6-24/Taxiway A Rehabilitation, Southwest Florida International Airport; Fort Myers, Lee County, FL	2007	2007
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Mill and pave runway (12,000' x 150') and parallel taxiway and taxiway connector. Parallel taxiway converted to temporary runway (10,000' x 150'). Project included new taxiway centerline and edge lights and runway TDZ and centerline lights. Mr. Carriere served as project manager from conceptual development through construction. Cost \$29,000,000.	Check if project performed with current firm: <input checked="" type="checkbox"/>	
b. (1) TITLE AND LOCATION (City and State) Phase IV Hangars and SE Ramp Expansion, Page Field Airport, Fort Myers, FL	2006	2006
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Development of 68 T-hangars and 235,000 s.f. of apron for general aviation including drainage and landscape improvements. Mr. Carriere served as project manager from conceptual development through construction. Cost \$8,800,000.	Check if project performed with current firm: <input checked="" type="checkbox"/>	
c. (1) TITLE AND LOCATION (City and State) G.A. Terminal & Associated Facilities at Page Field Airport Fort Myers, Florida	2011	2011
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Mr. Carriere served as project manager for the design and permitting of the G.A. Terminal Complex which included a terminal building, bulk hangar, parallel taxiway, aircraft apron, fuel farm, access road, vehicle parking, landscaping, drainage and utilities. He provided construction administration services for parallel taxiway and aircraft apron portions of the project. Project Cost \$29,000,000.	Check if project performed with current firm: <input checked="" type="checkbox"/>	
d. (1) TITLE AND LOCATION (City and State) North Quadrant Development at Page Field Airport Fort Myers, Florida	2011	2011
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Development of 40 acre parcel to provide 24 sites for corporate hangar development. The project includes new access roads, utilities, stormwater management system and landscaping. Mr. Carriere managed the construction administration services during the first 2 phases of development.	Check if project performed with current firm: <input checked="" type="checkbox"/>	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

12. NAME Richard Brylanski, PE.	13. ROLE IN THIS CONTRACT Stormwater Management	14. YEARS EXPERIENCE	
		a. TOTAL 32	b. WITH CURRENT FIRM 27
15. FIRM NAME AND LOCATION (City and State) Hole Montes Inc., Fort Myers, FL 33919			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Science in Civil Engineering		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Licensed Florida PE (# 42339)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Brylanski is a Vice President and Shareholder in Hole Montes. He heads the Civil Engineering Division in the Fort Myers office. His professional affiliations include: Florida Engineering Society; Member, American Society of Civil Engineers; American Public Works Association			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
a. City of Fort Myers – Phase IV Utilities Improvement Project Fort Myers, FL	2006	2009
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Check if project performed with current firm: <input checked="" type="checkbox"/>		
Hole Montes has completed the CEI phase of the Carrell-Winkler Utility Rehabilitation project for the City of Fort Myers. This project involved the design of new sanitary sewer and water lines to replace deteriorated and undersized lines in an existing developed residential area. This project involves installation of approximately 108,000 lineal feet of sanitary sewer, 81,000 lineal feet of water lines, and 24,000 lineal feet of force main to upgrade utility service for approximately 1,700 customers. Hole Montes was the engineer of record for the project.		
b. Gateway Community Development District Fort Myers, FL	2005	2008
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Check if project performed with current firm: <input checked="" type="checkbox"/>		
Hole Montes provided consultant services for the developer and CDD in regard to traffic improvements, parks, street lighting and pedestrian/multi-use trails. Most of the private development projects were also designed by Hole Montes, including residential, commercial/retail, industrial, office and school within Gateway.		
c. G.A. Terminal & Associated Facilities at Page Field Airport Fort Myers, Florida	2007	2011
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Check if project performed with current firm: <input checked="" type="checkbox"/>		
Mr. Brylanski provided the site design for the landside improvements for the G.A. Terminal Complex including the site for the proposed fuel farm. The scope also included the design of the stormwater management for both airside and landside development as well as the water and sanitary sewer utilities. Mr. Brylanski was responsible in obtaining the Lee County and SFWMD permits. He provided technical advice on stormwater management during the construction of the airside facilities.		
d. Miromar Lakes, Fort Myers, FL	On-Going	On-Going
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Check if project performed with current firm: <input checked="" type="checkbox"/>		
Hole Montes has provided engineering related services for the Miromar Lakes and Miromar Factory Outlet Mall for the past several years. The Miromar Lakes subdivision is located on the east and west side of Ben Hill Griffin Parkway (east of I-75) south of Alico Road in unincorporated Lee County. The Outlet Mall is located at the northwest corner of Ben Hill Griffin Parkway and Corkscrew Road in Estero, Florida. Over the years our services have included engineering design and permitting of approximately 15 separate communities and amenities within the Miromar Lakes project and three expansions of the Outlet Mall. Our services have included assistance during permitting for wetland restoration areas #3 and #4 and HEC-RAS modeling for existing flowways within the Miromar Lakes – 500 acre addition.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

12. NAME Byron N. Taylor, P.E.	13. ROLE IN THIS CONTRACT Permitting/Stormwater Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 15	b. WITH CURRENT FIRM 15
15. FIRM NAME AND LOCATION (City and State) Hole Montes, Inc., Fort Myers, Florida			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Science in Civil Engineering, University of Florida 2001		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Licensed in Florida, PE 63931	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) American Society of Civil Engineers			

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
a.	21 st Century Oncology Ft. Myers, Florida	2007	2010
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE 21 st Century Oncology is a three (3) story 47,089 square feet office building located on 8.81 acres. This project was designed to be completed in phases to keep the existing office building in operation during construction. Mr. Taylor was involved with the site layout and design of the parking, drainage, and utility services. The project is within the City of Fort Myers and Mr. Taylor obtained the tree removal, site clearing, and site work permits as well as the permit modification through SFWMD. Colonial Boulevard fronts the project and is maintained by FDOT, Mr. Taylor was responsible for the storm water modeling necessary in obtaining the drainage connection and FDOT right of way permits. Mr. Taylor also performed inspections on utilities and drainage during the installation process.		
b.	Colonial Bank, Collier and Lee Counties, FL	2004	2008
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Since 2004, Hole Montes has designed and permitted 15 Colonial Bank sites, including the bank's headquarters. An additional five sites are currently in the permitting process. Hole Montes is also responsible for assisting Colonial Bank with the due diligence on future site locations and determining the potential impact fees that are a part of the development of those sites.		
c.	Phase IV Hangar at Page Field Airport Ft. Myers, Florida	2006	2006
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Development of 68 T-Hangars and 235,000 s.f. of apron for general aviation including drainage and landscape improvements. Mr. Taylor was responsible for the inspection of 4,000 l.f. of water main for fire protection to the hangars and certification close out with Lee County Utilities and Florida Dept. of Health.		
d.	Lee Cancer Care Center Fort Myers, Florida	2007	2008
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Lee Cancer Care Center is a four (4) story 59,922 square feet medical building located on 5.89 acres. Mr. Taylor was involved with the site layout and design of the parking, drainage, and utility services. The project is within the City of Fort Myers and Mr. Taylor obtained the tree removal, site clearing, and site work permits as well as the storm water permit modification through SFWMD. Mr. Taylor was responsible for inspections and certifications through the City of Fort Myers and SFWMD, as well as close out documents with the client.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

12. NAME Nicole Monahan, P.E.	13. ROLE IN THIS CONTRACT Civil Engineer – Transportation and Roadways	14. YEARS EXPERIENCE	
		a. TOTAL 23	b. WITH CURRENT FIRM 9
15. FIRM NAME AND LOCATION (City and State) Hole Montes Inc., Fort Myers, Florida			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Science, Civil Engineering Bachelor of Science, Architectural Engineering, University of Miami, 1992		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida Registered Engineer, Civil Engineer #52766	

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

Mrs. Nicole Monahan years of progressively responsible experience in both marine and transportation engineering. Since joining Hole Montes in June of 2007, she has continued to provide project management services to Lee County on several large on-going construction projects in southwest Florida. Her duties included negotiation and management of consultant design contracts, technical review of plans, creation of construction bid documents, project management during construction, interaction with permitting agencies, and participation in the land acquisition process including negotiations with property owners. While at the County, she was involved with the following projects:

Challenger Boulevard Extension	Gunnery Road Widening – RS 82 to Lee Boulevard
Daniels Parkway Extension – Gateway Boulevard to SR 82	Del Prado Parkway Extension – US 41 to Slater Road
Three Oaks Extension South – The Brooks to East Terry Street	Three Oaks Widening – Alico Road to Corkscrew Road
Corkscrew Road Four Laning – Sandy Lane to I-75	Three Oaks Parkway Extension – Corkscrew Road to Williams Road
Alico Road Improvements – US 41 to I-75	Imperial Street Widening – East Terry Street to Bonita Beach Road
Bonita Beach Road Improvements – Mango Drive to I-75	East Terry Street Improvements – I-75 to Bonita Grande Drive
Cypress Lake Drive Widening – Summerlin Road to US 41	Treeline Avenue Extension and Widening – Colonial Blvd. to Daniels Pkwy
Livingston//Imperial Street Extension – Bonita Beach Rd. to County Line	Captiva Drive/Andy Rosse Lane Drainage Improvements
Bi-County Corridor Study – Colonial Blvd. / Veterans Pkwy / Burnt Store Rd.	

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
Alico Road Widening Lee County, Florida	Civil Engineering - Transportation	2008
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		
<p>b. The Lee County Development of Transportation (LCDOT) selected Hole Montes, Inc. to provide engineering, surveying and project management services for this extensive project that involved the six-laning of an approximately three mile stretch of high-traffic roadway from US 41 to the intersection of Interstate 75. Hole Montes provided complete design services for this extensive transportation project, as well as surveying, permitting, and construction management services. Although the original bid and DOT plans called for Hole Montes to design a four-lane road improvement, the LCDOT decided midway through the design state that the project should be expanded to six-lanes. The LCDOT knew that the roadway would have to be widened in the next five to ten years to meet growing traffic needs, so they gave Hole Montes permission to design the expansion so the necessary six-lane construction could take place all at once. Hole Montes utilized its Global Positioning System (GPS) expertise and the latest GPS technology to assist them in the right-of-way mapping. Monahan was the engineer in charge from the County on this project.</p>		
(3) Check if project performed with current firm: <input checked="" type="checkbox"/>		
<p>c. The City of Fort Myers' Carrell Road / Winkler Avenue Utility and Drainage Improvement project involved the design of new sanitary sewer and water lines to replace deteriorated and undersized lines in an existing developed residential area. This project involved installation of approximately 108,000 lineal feet of sanitary sewer, 81,000 lineal feet of water lines, and 24,000 lineal feet of force main to upgrade utility service for approximately 1,700 customers.</p>		
(3) Check if project performed with current firm: <input checked="" type="checkbox"/>		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

12. NAME Thomas M. Murphy, P.S.M.	13. ROLE IN THIS CONTRACT Survey & Mapping	14. YEARS EXPERIENCE	
		a. TOTAL 32	b. WITH CURRENT FIRM 30
15. FIRM NAME AND LOCATION (City and State) Hole Montes Inc., Fort Myers, Florida			
16. EDUCATION (DEGREE AND SPECIALIZATION)		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida Licensed Professional Land Surveyor and Mapper (No. 5628)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) National Society of Professional Surveyors, Florida Surveying and Mapping Society			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
G.A. Terminal Complex, Page Field Airport Fort Myers, Lee County, FL	2007	On going
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	Check if project performed with current firm: <input checked="" type="checkbox"/>	
a. Mr. Murphy managed the survey of the 90 acre west quadrant of Page Field Airport for the development of a new general aviation terminal complex. The survey was performed utilizing USGS datum and tied to the state plane coordinate system. Mr. Murphy coordinated with airport operations and the crews followed safety and security procedures associated with airports which included communication with the FAA tower. Mr. Murphy was responsible for reviewing existing and creating new easements and preparing legal sketch and description of the project site.		
(1) TITLE AND LOCATION (City and State) Obstruction Survey, Naples Municipal Airport, Naples Florida	2000	N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	Check if project performed with current firm: <input checked="" type="checkbox"/>	
b. Mr. Murphy managed the site survey to identify obstructions to FAR Part 77 surfaces at the Naples Municipal Airport. The survey included triangulation procedures to locate remote features in the x,y,z coordinates. Upon completion of the construction for the obstruction removal. Mr. Murphy conducted the survey that confirmed that the areas were clear of obstructions. The survey was coordinated with airport operations, and conformed to safety and security requirements for a commercial airport.		
(1) TITLE AND LOCATION (City and State) FAA Fiber Optic Cable, Southwest Florida International Airport Lee County, Florida	2009	N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	Check if project performed with current firm: <input checked="" type="checkbox"/>	
c. Mr. Murphy provided the as-built location of the Fiber Optic Duct connecting the FAA Air Traffic Control Tower to the Radar Site at the Southwest Florida International Airport. This work was contracted through the FAA Atlanta Engineering Center. The project included the location of the existing improvements along the mile long corridor.		
(1) TITLE AND LOCATION (City and State) This District School Board of Collier County, Naples Florida	2004	2004
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	Check if project performed with current firm: <input checked="" type="checkbox"/>	
d. Mr. Murphy has conducted Boundary/As-built Surveys of four schools in Immokalee and four in Naples. The surveys of these schools were required to include 50 foot grid topo, location of trees, buildings, adjacent right-of-ways and utility indicators including inverts, pipe types and sizes to be used in the design of the expansion of these facilities.		

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT
 (Present as many projects as requested by the agency, or 10 projects, if not specified.
 Complete one Section F for each project.)

24. FIRMS FROM SECTION INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
Hole Montes, Inc.	6200 Whiskey Creek Drive Fort Myers, FL 33919	Prime

- D. EXAMPLE PROJECT KEY NUMBER: 1
- E. TITLE AND LOCATION (City and State): **Runway 6-24/Taxiway A Rehabilitation, Southwest Florida International Airport, Fort Myers, FL**
- F. YEAR COMPLETED - PROFESSIONAL SERVICES: 2007
- G. YEAR COMPLETED - CONSTRUCTION (If applicable): 2007
- H. PROJECT OWNER'S INFORMATION - PROJECT OWNER: Lee County Port Authority
- I. PROJECT OWNER'S INFORMATION - POINT OF CONTACT NAME: Mr. Ken Vick, P.E.
- J. PROJECT OWNER'S INFORMATION - POINT OF CONTACT TELEPHONE NUMBER: (239) 590-4605

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

Design and Construction administration for rehabilitation of Runway 6-24 (12,000' x 150') and parallel taxiway A with fifteen connectors. Includes converting taxiway into temporary runway. Project also includes drainage, airfield TDZ, centerline and edge lighting, signage and enhanced marking. \$29,000,000.

25. FIRMS FROM SECTION INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
Hole Montes, Inc.	6200 Whiskey Creek Drive Fort Myers, FL 33919	Prime

- D. EXAMPLE PROJECT KEY NUMBER: 2
- E. TITLE AND LOCATION (City and State): **Runway 9-27 Rehabilitation, Immokalee Regional Airport, Collier County**
- F. YEAR COMPLETED - PROFESSIONAL SERVICES: 2014
- G. YEAR COMPLETED - CONSTRUCTION (If applicable): 2014
- H. PROJECT OWNER'S INFORMATION - PROJECT OWNER: Collier County
- I. PROJECT OWNER'S INFORMATION - POINT OF CONTACT NAME: Justin E. Lobb, Airport Manager
- J. PROJECT OWNER'S INFORMATION - POINT OF CONTACT TELEPHONE NUMBER: (239) 642-7878 Ext. 35

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

Design, bid, and construction phases for the rehabilitation of airfield pavements for 5,000'x 150' runway and multiple taxiways (3,600'x50') including shifting the runway 450' east. In addition to the rehabilitation of the runway, the project includes new taxiways, hold and blast pads, new airfield lighting, signage and NAVAIDs and drainage improvements. HM was responsible for obtaining permits from SFWMD and Collier County and, project justification to FAA and FDOT and assistance with grant applications and administration.
 Cost: \$8,800,000 (includes construction)

26. FIRMS FROM SECTION INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
Hole Montes, Inc.	6200 Whiskey Creek Drive Fort Myers, FL 33919	Prime

- D. EXAMPLE PROJECT KEY NUMBER: 3
- E. TITLE AND LOCATION (City and State): Runway 17-35 and Apron Rehabilitation, Marco Island Executive Airport, Collier County
- F. YEAR COMPLETED - PROFESSIONAL SERVICES: 2014
- G. YEAR COMPLETED - CONSTRUCTION (If applicable): 2014
- H. PROJECT OWNER'S INFORMATION - PROJECT OWNER: Collier County
- I. PROJECT OWNER'S INFORMATION - POINT OF CONTACT NAME: Justin E. Lobb, Airport Manager
- J. PROJECT OWNER'S INFORMATION - POINT OF CONTACT TELEPHONE NUMBER: (239) 642-7878 Ext. 35

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

Hole Montes was tasked with the design, permitting, bid and construction phase services for the rehabilitation of the runway and a portion of the apron at the Marco Island Executive Airport by the CCAA. The rehabilitation of the 5,000' x 100' runway includes full depth reconstruction, lighting, grooving and marking. The rehabilitation for the 25,000 s.y. apron includes full depth reconstruction, marking and aircraft tie downs. The project also includes grading and drainage improvements extending 250' on the east side and the full length of the runway safety area. A 6 acre site adjacent to the existing apron was cleared, grubbed and filled to finalize permitted impacts to wetlands. Electrical improvements include edge and threshold lights and, REILs for the runway, new rotating beacon with tower and vault modification which includes a new emergency generator. The project was completed on time and within budget. The Authority added turf aircraft parking within the project scope and budget. \$7,000,000

27. FIRMS FROM SECTION INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
Hole Montes, Inc.	6200 Whiskey Creek Drive Fort Myers, FL 33919	Prime

- D. EXAMPLE PROJECT KEY NUMBER: 4
- E. TITLE AND LOCATION (City and State): G.A. Terminal Complex, Page Field Airport, Fort Myers, FL
- F. YEAR COMPLETED - PROFESSIONAL SERVICES: 2011
- G. YEAR COMPLETED - CONSTRUCTION (If applicable): 2011
- H. PROJECT OWNER'S INFORMATION - PROJECT OWNER: Lee County Port Authority
- I. PROJECT OWNER'S INFORMATION - POINT OF CONTACT NAME: Adam Nguyen
- J. PROJECT OWNER'S INFORMATION - POINT OF CONTACT TELEPHONE NUMBER: (239) 590-4010

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

Hole Montes served as project manager and provided construction administration for the entire project, constructed under four separate contracts. They were: Design of new terminal complex at Page Field Airport, parallel taxiways, 600,000 s.f. of apron, entrance road, vehicle parking, terminal building and bulk hangar. Project also includes water, sewer, electrical utilities, landscaping, signage and new fuel farm. Project budget \$40,000,000.

28. FIRMS FROM SECTION INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
Hole Montes, Inc.	6200 Whiskey Creek Drive Fort Myers, FL 33919	Prime

- D. EXAMPLE PROJECT KEY NUMBER: 5
- E. TITLE AND LOCATION (City and State): **Phase IV Hangar/SE Ramp Expansion, Page Field Airport, Fort Myers, FL**
- F. YEAR COMPLETED - PROFESSIONAL SERVICES: 2006
- G. YEAR COMPLETED - CONSTRUCTION (If applicable): 2006
- H. PROJECT OWNER'S INFORMATION - PROJECT OWNER: Lee County Port Authority
- I. PROJECT OWNER'S INFORMATION - POINT OF CONTACT NAME: Adam Nguyen
- J. PROJECT OWNER'S INFORMATION - POINT OF CONTACT TELEPHONE NUMBER: (239) 590-4010

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

Hole Montes provided overall project management, civil design, permitting and construction administration in coordination with the T-hangar architect for the development of 69 T-hangars and 235,000 SF of apron expansion including drainage and landscape improvements. Project also included water main extension, electrical utilities and a self-serve fueling service area.

(\$8,800,000)

29. FIRMS FROM SECTION INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
Hole Montes, Inc.	6200 Whiskey Creek Drive Fort Myers, FL 33919	Prime

- D. EXAMPLE PROJECT KEY NUMBER: 6
- E. TITLE AND LOCATION (City and State): **Taxiway Extension, Everglades Airpark, Everglades City, Florida**
- F. YEAR COMPLETED - PROFESSIONAL SERVICES: 2013
- G. YEAR COMPLETED - CONSTRUCTION (If applicable): 2013
- H. PROJECT OWNER'S INFORMATION - PROJECT OWNER: Collier County
- I. PROJECT OWNER'S INFORMATION - POINT OF CONTACT NAME: Justin E. Lobb, Airport Manager
- J. PROJECT OWNER'S INFORMATION - POINT OF CONTACT TELEPHONE NUMBER: (239) 642-7878 Ext. 35

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

Hole Montes assisted CCAA through the bid and grant application and provided engineering services through construction to update the extension of the parallel taxiway to meet U.S. Army Corps of Engineers (USCOE) and the SFWMD permitting requirements and to conform to current FAA standards. The technical specifications were updated to conform to the current FDOT specifications for airports serving small aircraft. A critical component of this taxiway was the bridging of soft soils successfully accomplished through the use of geotechnical reinforcement fabric.

\$290,000

30. FIRMS FROM SECTION INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
Hole Montes, Inc.	6200 Whiskey Creek Drive Fort Myers, FL 33919	Prime

- D. EXAMPLE PROJECT KEY NUMBER: 7
- E. TITLE AND LOCATION (City and State): **RSW Commercial Park Utility Improvements, Fort Myers, Florida**
- F. YEAR COMPLETED - PROFESSIONAL SERVICES: 2011
- G. YEAR COMPLETED - CONSTRUCTION (If applicable): 2011
- H. PROJECT OWNER'S INFORMATION - PROJECT OWNER: Lee County Port Authority
- i. PROJECT OWNER'S INFORMATION - POINT OF CONTACT NAME: Mr. Adam Nguyen
- j. PROJECT OWNER'S INFORMATION - POINT OF CONTACT TELEPHONE NUMBER: (239) 590-4610

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

Hole Montes prepared Master Development Plan for a 1,038 acre airport commercial park and provided design and permitting services for water and utility improvements: 2,800 LF of 16" water main extension along Daniels Parkway, 6,600 lf of 12" water main and 4,250 LF 8" force main along P.J. Doherty Parkway. Hole Montes also provided construction administration for the construction of the utility improvement including coordination and turn over to Lee County Utility (LCU).
Construction Cost/Bid for the Utility Improvements was \$800,000±

31. FIRMS FROM SECTION INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
Hole Montes, Inc.	6200 Whiskey Creek Drive Fort Myers, FL 33919	Prime X

- D. EXAMPLE PROJECT KEY NUMBER: 8
- E. TITLE AND LOCATION (City and State): **RSW I-75 Airport Access Improvements; Lee County, FL**
- F. YEAR COMPLETED - PROFESSIONAL SERVICES: 2012
- G. YEAR COMPLETED - CONSTRUCTION (If applicable): 2012
- H. PROJECT OWNER'S INFORMATION - PROJECT OWNER: Lee County Port Authority
- I. PROJECT OWNER'S INFORMATION - POINT OF CONTACT NAME: Mr. Ken Vick, P.E.
- J. PROJECT OWNER'S INFORMATION - POINT OF CONTACT TELEPHONE NUMBER: (239) 590-4605

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

HM provided project management and administration for the design and permitting of a Collector Distributor Roadway System and the Airport Access Road to provide a direct connection from I 75 to the new Midfield Terminal at Southwest Florida International Airport. This project was fully coordinated with other FDOT design projects in the area. The project also included the effort of coordinating the voluntary Right of Way acquisition on behalf of the FDOT. All acquired lands would become part of the Limited Access Right of Way of I 75.
Total Project Cost: \$100,000,000

FIRMS FROM SECTION INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
Hole Montes, Inc.	6200 Whiskey Creek Drive, Fort Myers, Florida 33919	Prime

- A. EXAMPLE PROJECT KEY NUMBER: 9
- B. TITLE AND LOCATION (City and State): Pavement Management Priority List at Page Field Airport, Fort Myers, Florida
- C. YEAR COMPLETED - PROFESSIONAL SERVICES: 2013
- D. YEAR COMPLETED - CONSTRUCTION (If applicable): 2013
- H. PROJECT OWNER'S INFORMATION - PROJECT OWNER: Lee County Port Authority
- I. PROJECT OWNER'S INFORMATION - POINT OF CONTACT NAME: Ms. Emily Underhill, P.E.
- J. PROJECT OWNER'S INFORMATION - POINT OF CONTACT TELEPHONE NUMBER: (239) 590-4601

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

Hole Montes conducted evaluations of pavement conditions to update the annual evaluation of airfield pavements at Page Field Airport (FMY) and establish a priority list of pavements that receives maintenance procedures including estimated cost for improvement.
\$8,500

32. FIRMS FROM SECTION INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
Hole Montes, Inc.	6200 Whiskey Creek Drive Fort Myers, FL 33919	PRIME

- D. EXAMPLE PROJECT KEY NUMBER: 10
- E. TITLE AND LOCATION (City and State): Carrell/Winkler Utility & Drainage Improvements, Fort Myers, FL
- F. YEAR COMPLETED - PROFESSIONAL SERVICES: 2010
- G. YEAR COMPLETED - CONSTRUCTION (If applicable): 2010
- H. PROJECT OWNER'S INFORMATION - PROJECT OWNER: City of Fort Myers
- I. PROJECT OWNER'S INFORMATION - POINT OF CONTACT NAME: Saeed Kazemi, Director of Public Works
- J. PROJECT OWNER'S INFORMATION - POINT OF CONTACT TELEPHONE NUMBER: (239) 332-6830

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

Hole Montes completed the design to revamp the utility system to provide an updated water system for services and fire protection, and a more economical and efficient wastewater system. Renovation of the roadway drainage and additional sidewalks and traffic calming measures were added to the project. The project included approximately 108,000 l.f. of sanitary sewer, 81,000 l.f. of water mains, 24,000 l.f. of force main, 12 lift stations and an extensive drainage analysis and design for the one-square mile community.

Hole Montes provided construction administration and inspection services through two of the three phases of this project.

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS											
26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Robert L. Murray, P.E.	Principal – In- Charge	→	→	→	→	→	→	→	→	→	→
Timothy Parker, P.E.	Project Manager	→		→	→						
Luc J. Carriere, P.E.	Deputy Project Manager	→	→	→	→	→	→		→	→	
Richard E. Brylanski, P.E.	Stormwater Management		→	→	→	→	→	→			→
Byron N. Taylor, P.E.	Project Engineer		→	→			→	→	→		
Thomas M. Murphy, P.S.M.	Surveyor	→	→	→	→	→	→	→	→	→	→

28. EXAMPLE PROJECTS KEY			
NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	Runway 6-24/Taxiway A Rehabilitation	6	Taxiway Extension, Everglades Airpark
2	Immokalee Regional Airport Runway 9-27 Rehabilitation	7	RSW Commercial Park Utility Improvements, Fort Myers, Florida
3	Runway 17-35 and Apron Rehabilitation, Marco Island Executive Airport	8	RSW I-75 Airport Access Improvements; Lee County, FL
4	G.A. Terminal Complex at Page Field	9	Pavement Management Priority List at Page Field Airport
5	Phase IV Hangar / SE Ramp Expansion	10	Carrell/Winkler Utilities & Drainage Improvements

H. ADDITIONAL INFORMATION

29. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED:

AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

30. SIGNATURE OF AUTHORIZED REPRESENTATIVE:



31. DATE SIGNED:

May 23, 2016

32. NAME AND TITLE OF SIGNER:

Luc J. Carriere, P.E., Vice President

RFQ2016-01
AIRPORT CONSULTING
SERVICES

SUBMITTAL SCORES &
INITIAL SHORT LIST
RANKING

SUBMITTAL SCORES:

<i>FIRM:</i>	<i>HANSON PROFESSIONAL SERVICES:</i>		
<i>EVAL CRITERIA</i>	<i>WEIGHT</i>	<i>TOTAL RAW SCORE</i>	<i>OUT OF POSSIBLE</i>
Compliance with RFQ Instructions	5	115	125
Technical Expertise	20	440	500
Quality Control	10	210	250
Staff Credentials	15	330	375
Related Experience with Similar Projects and/or the City of Arcadia	25	550	625
Location	10	210	250
References	15	300	375
TOTAL RAW SCORE		2155	2500

<i>FIRM:</i>	<i>HOLE MONTES</i>		
<i>EVAL CRITERIA</i>	<i>WEIGHT</i>	<i>TOTAL RAW SCORE</i>	<i>OUT OF POSSIBLE</i>
Compliance with RFQ Instructions	5	115	125
Technical Expertise	20	460	500
Quality Control	10	230	250
Staff Credentials	15	345	375
Related Experience with Similar Projects and/or the City of Arcadia	25	550	625
Location	10	230	250
References	15	345	375
TOTAL RAW SCORE		2275	2500

SHORT LIST RANKING:

HANSON PROFESSIONAL SERVICES: 2

HOLE MONTES: 1

RFQ2016-01
AIRPORT CONSULTING
SERVICES

PRESENTATION SCORES

PRESENTATION SCORES:

HANSON PROFESSIONAL SERVICES		
FIRM:	TOTAL SCORE	OUT OF POSSIBLE
EVAL CRITERIA		
PRESENTATION	21	25

HOLE MONTES		
FIRM:	TOTAL SCORE	OUT OF POSSIBLE
EVAL CRITERIA		
PRESENTATION	23	25

RFQ2016-01
AIRPORT CONSULTING
SERVICES

OVERALL SCORES AND
FINAL SHORT LIST RANKING

HANSON PROFESSIONAL SERVICES

50% of Total of Submittal Score:	1,078
50% of Total of Presentation Score:	11
TOTAL FINAL SCORE:	1,088

HOLE MONTES

50% of Total of Submittal Score:	1,138
50% of Total of Presentation Score:	12
TOTAL FINAL SCORE:	1,149

FINAL RANKING:

HANSON PROFESSIONAL SERVICES: 2

HOLE MONTES: 1

AGENDA No. 7



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: September 6, 2016

DEPARTMENT: Planning and Zoning

SUBJECT: **Resolution 2016-13**

Petition for Vacation of Alley Right-of-Way

RECOMMENDED MOTION:

SUMMARY: Petition to vacate a 16 foot wide by 179.92 feet long alley right-of-way located south of West Cypress Street between North Polk Avenue and U.S. Highway 17.

FISCAL IMPACT: _____

Capital Budget

Operating

Other

ATTACHMENTS: Ordinance Resolution Budget Other – Staff Report & Applicant Petition

Department Head:

Date:

Finance Director (As to Budget Requirements)

Date:

City Attorney (As to Form and Legality)

Date:

City Administrator: Terrance Stewart

Date: 8-26-16

COUNCIL ACTION: Approved as Recommended

Disapproved

Tabled Indefinitely Tabled to Date Certain _____

Approved with Modifications

RESOLUTION 2016-13

A RESOLUTION VACATING THAT PORTION OF AN ALLEY RIGHT-OF-WAY BEING SIXTEEN (16) FEET WIDE, FROM THE SOUTHERLY RIGHT-OF-WAY LINE OF WEST CYPRESS STREET TO A POINT 179.92 FEET (PLAT DIMENSION) SOUTHWESTERLY OF SAID SOUTHERLY RIGHT-OF-WAY LINE, SAID POINT BEING 0.08 FEET NORTHEASTERLY OF THE SOUTHEASTERLY CORNER OF THE NORTHERLY HALF OF LOT 23, BLOCK 24, IN THE CITY OF ARCADIA, FLORIDA; PROVIDING FOR A COPY TO BE FURNISHED TO DESOTO COUNTY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Arcadia, Florida has been conferred authority to vacate any street or alley or part of street or alley by virtue of section 177.101 of the Florida Statutes (2015) as amended and supplemented; and

WHEREAS, the Petitioner and owner(s) of the properties which directly abut and have interest in the subject alley right-of-way, being DeSoto County, request the City Council of the City of Arcadia, Florida, to forever vacate and abandon the alley right-of-way located on the property described in Section 1 herein and as shown in Exhibit "A" attached hereto; and

WHEREAS, the Notice of Intent to seek vacation of the alley right-of-way within the City of Arcadia was duly published in the Arcadian on August 27, 2016, for the purpose of hearing objections to the vacating of said alley right-of-way at the September 6, 2016 City of Arcadia public meeting; and

WHEREAS, utility provider, the City of Arcadia has indicated that they possess and maintain utilities within the alley right-of-way as described in Section 1 herein, and therefore request an easement to utilize and occupy the area presently occupied by City utility facilities; and

WHEREAS, all other utility, cable TV and communication providers have provided letters stating no objection to the petition to vacate the alley right-of-way as described in Section 1 herein; and

WHEREAS, the City Council, after having made a thorough study of the changing conditions in the neighborhood, being apprised of the existing facts, taking into consideration the other streets and alleys whereby property owners have access to their property, have determined that it is in the best interest of the City of Arcadia and its residents that the said alley right-of-way shall be forever vacated and abandoned.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ARCADIA, FLORIDA:

Section 1. Vacation of Alley Right-of-Way. The description of the proposed alley right-of-way is as follows:

Being sixteen (16) feet wide, from the southerly right-of-way line of West Cypress Street to a point 179.92 feet (plat dimension) southwesterly of said southerly right-of-way line, said point being 0.08 feet northeasterly of the southeasterly corner of the northerly half of Lot 23, Block 24, in the City of Arcadia, and as shown in Exhibit "A" attached hereto.

Section 2. **Copy Furnished to DeSoto County.** A copy of this Resolution shall be furnished to the DeSoto County Board of County Commissioners in accordance with subsection 177.101(5) of the Florida Statutes (2015).

Section 3. **Effective Date.** This Resolution shall become effective immediately upon its passage.

Section 4. A certified copy of this Resolution shall be duly recorded in the public records of DeSoto County, Florida.

INTRODUCED AND PASSED by the City Council of the City of Arcadia, Florida, this 6th day of September, 2016.

CITY OF ARCADIA, FLORIDA

Susan Coker, Mayor

ATTEST:

Penny Delaney, City Clerk

Approved as to form:

Thomas J. Wohl, City Attorney

RESOLUTION 2016-13
Exhibit "A"





CITY OF ARCADIA

**PETITION FOR:
VACATION OF ALLEY RIGHT-OF-WAY**

RESOLUTION 2016-13

**OVERVIEW REPORT
September 6, 2016**

TO: City of Arcadia, City Council

FROM: Jeff Schmucker, Senior Planner, Central Florida Regional Planning Council

SUBJECT: **Resolution 2016-13:**
Vacation of an alley right-of-way being sixteen (16) feet wide, from the southerly right-of-way line of West Cypress Street to a point 179.92 feet southwesterly of said southerly right-of-way line, said point being 0.08 feet northeasterly of the southeasterly corner of the northerly half of Lot 23, Block 24, in the City of Arcadia

AGENDA AND HEARING DATE:

- September 6, 2016, 6:00 PM: City Council Meeting (Public Hearing)

ATTACHMENTS:

- Petition for Vacation of Right-of-Way (Application):
 - Summary of request
 - Statement of Need by applicant
 - Property survey.
 - Site Plan of proposed on-site improvements.
 - Sketch and legal description of proposed alley right-of-way to be vacated.
 - Public/Private Utility Assets and Improvements within alley right-of-way
 - Warranty Deed.
 - Letters of no objection from utility, cable, and communication companies.
- List of the names and addresses of all property owners that may be affected by the vacation of the subject alley right-of-way and certified return receipts.
- Aerial Photo Map of proposed alleyway to be vacated

PROCEDURES FOR VACATION OF RIGHT-OF-WAY:

Below for reference are the procedures set forth by the City of Arcadia Unified Land Development Code (ULDC) for vacation of right-of-way within the City of Arcadia.

Section 11.08.00 of the City's ULDC addresses the vacation of roads, alleys, streets, and easements. Such petitions are reviewed by City staff and the City Attorney. A public hearing is then held before the City Council regarding the petition.

The following must occur or be provided in the processing of a right-of-way vacation petition:

- A legal description of the street, road, alleyway or easement to be vacated, along with a map or plat indicating the street, road, alleyway or easement thereon. (Section 11.08.01.A.)
- A list of the names and addresses of all property owners abutting upon the described lands and a statement of what effect, if any, the vacation of such street, alleyway, easement or road may have upon other property owners in the area. (Section 11.08.01.B.)
- The applicant shall mail a copy of the petition to each abutting property owner or other owner of record of lots or parcels that may be affected by the vacation, by certified mail with return receipt requested. The return receipts shall be filed with the City Clerk, prior to the setting of the public hearing to be held upon the petition. (Section 11.04.06.A.)
- Letters from appropriate officials of each utility company and cable TV company operating in the general area, stating their objections, if any, to the vacation. If there are no objections, the letter shall so state. (Section 11.08.01.C.)
- Letters of objection or no objection from all owners of record of lots or parcels of land that would be affected by the vacation, including the legal description of the properties owned by such abutting property owners or other affected property owners. (Section 11.08.01.E.)
- The City Attorney shall examine the petition for completeness and notify the City Administrator, or his or her designee, in writing as to his or her opinion thereon. (Section 11.08.02.)
- Once the above items are complete, the City Clerk shall publish notice of the public hearing one (1) time in a newspaper of general circulation in the County at least two (2) weeks prior to the date of such public hearing, and the City Clerk shall also mail notice of the public hearing to all affected property owners.
- In addition to the filing fee, all costs and expenses of surveys and preparation of plats, costs of publication, mailing expenses, recording costs, legal expenses and other costs and expenses incurred in the processing of the petition to vacate by the applicant and/or the City shall be paid by applicant prior to setting the public hearing and placing the petition on the City Council agenda. (Section 11.08.01.F.)
- Any action of the City Council vacating any road, street, alleyway or easement shall be evidenced by a resolution duly adopted and entered upon the minutes of the City Council. (Section 11.08.04.A.)

- Notice of the adoption of such resolution of the City Council shall be published one time within 30 days following its adoption in one issue of a newspaper of general circulation published in the county. (Section 11.04.06.C.)
- The proof of publication of notice of the public hearing, the resolution as adopted, and the proof of publication of the notice of the adoption of such resolution shall be recorded in the deed records of the county by the City Clerk. (Section 11.08.04.C.)
- Title to vacated space as outlined in Section 11.08.07.

FINDINGS OF FACT:

The Petition for Right-of-Way Vacation is to be reviewed by City Staff, the City Attorney, and consistent with the City's ULDC, regarding the vacation of roads, alleys, streets, and easements.

Below are findings of fact for this petition.

- The applicant has provided legal description of the alleyway to be vacated, along with a map or plat indicating the alleyway thereon.
- The applicant provided a list of the names and addresses of all property owners abutting upon the described lands and has mailed a copy of the petition to each by certified mail with return receipt requested.
- The applicant has requested and received letters from appropriate officials of each utility, cable TV, and communication's company operating in the general area, stating no objection to the petition.
- The City of Arcadia Utilities Department has indicated they have utilities within the alley and therefore request an easement for those utilities. The requested easement area encompasses the full extent of the alley area that is to be vacated.
- The City Attorney has reviewed the application for completeness and has found no objection to the petition.
- Notice of the petition has been published in a newspaper of general circulation two weeks prior to the date of the public hearing.

CITY COUNCIL MOTION OPTIONS:

Options for motions are listed below.

1. I move the City Council **approve** Resolution 2016-13.
2. I move the City Council **approve with changes** Resolution 2016-13.
3. I move the City Council **deny** Resolution 2016-13.



VACATION OF RIGHT-OF-WAY APPLICATION

Date Stamp

City of Arcadia Florida
Community Development
23 Polk Avenue North
Arcadia, FL 34266
(863) 494-4114

Fee: \$1,000.00

R#

City Website: arcadia-fl.gov

File No. : 16 - 01 VR

Arcadia owns numerous right-of-way properties which have been platted as part of a subdivision design for roadways, alleys, walking trails, utilities and other access or service ways. In certain instances when no clear public need exists for utilization of these right-of-ways, the City may permit private property owners to reconfigure, swap or vacate these public properties for private enjoyment. An application checklist and procedure form should be used to help you understand application and processing requirements for seeking the vacation of platted public right-of-ways.

APPLICANT'S INFORMATION

Name: Mandy Hines, County Administrator
Organization: DeSoto County Board of County Commissioners
Address: 201 East Oak Street, Suite 201
City: Arcadia
State: Florida Zip Code: 34266
Telephone No.: (863) 993-4809 x 201
Email: m.hines@desotobocc.com

AGENT'S INFORMATION

(Leave Blank if Same as Applicant)

Name: Earl R. Hahn, AICP
Organization: DeSoto County Development Department
Address: 201 East Oak Street, Suite 204
City: Arcadia
State: Florida Zip Code: 34266
Telephone No.: (863) 444-1500
Email: e.hahn@desotobocc.com

I. Property Information of Subject ROW and Adjacent Properties

Predominant Land Uses of Properties Adjacent to ROW: Residential & Commercial but Institutional Proposed

Subdivision and Block: Town of Arcadia Original Survey, Block 24

List Parcel Identification Numbers of all Properties Adjacent to ROW:

25-37-24-0012-0240-0010

25-37-24-0012-0240-0040

25-37-24-0012-0240-0210

List Address Numbers of all Properties Adjacent to ROW:

None

_____	_____
_____	_____
_____	_____
_____	_____

II. Provide Statement of Need for ROW Vacation

See Attachment 1.

III. List Known Public or Private Utility Provider Assets within the ROW to be Vacated

See Attachment 2.

IV. List Known Private Improvements (fences, pools, drives, sheds, or structures) within the ROW to be Vacated

See Attachment 3.

Planning Recommendation:

- Approved
- Denied

Zoning Signature

Date: _____

Utility Systems Recommendation:

- Approved
- Denied

Utility Signature

Date: _____

Public Works Recommendation:

- Approved
- Denied

Director's Signature

Date: _____

DESOTO COUNTY BOARD OF COUNTY COMMISSIONERS
ALLEY RIGHT-OF-WAY VACATION APPLICATION
SUMMARY REQUEST, REQUIREMENTS, AND JUSTIFICATION

Summary request. That the Arcadia City Council adopt a resolution granting to the DeSoto County Board of County Commissioners the vacation of a sixteen (16) foot wide by 179.92 foot long alley south of West Cypress Street and lying west of Town of Arcadia Original Survey, Block 24, Lots 1 through 5 inclusive and east of Lots 21, 22, and the north 34.92 feet of Lot 23, in the City of Arcadia, Florida.

Requirements. Unified Land Development Code (ULDC) Section 11.04.06 and Section 11.08.00 authorizes the City Council to approve by resolution the vacation of roads, alleys, streets, and easements. ULDC Section 11.08.05 requires the applicant demonstrate and identify the following:

- There are no known City plans for the use of the subject right-of-way, street or alley;
- Abutting property owners will not be adversely affected by the proposed request;
- Any impacts, including relocation and relocation costs, the request will have on short-range and long-range public and private utilities; and
- Any impacts the request will have on short-range and long-range ingress and egress by private and public vehicles.

Summary justification. The application demonstrates the City doesn't have any plans for the use of the alley, that other non-County owned properties do not abut the alley being vacated, that public and private utility companies do not object to the vacation, and that any inconveniences suffered by private and public vehicles are outweighed by the public safety and general welfare benefits of restricting traffic to emergency vehicles.

EXHIBIT 1

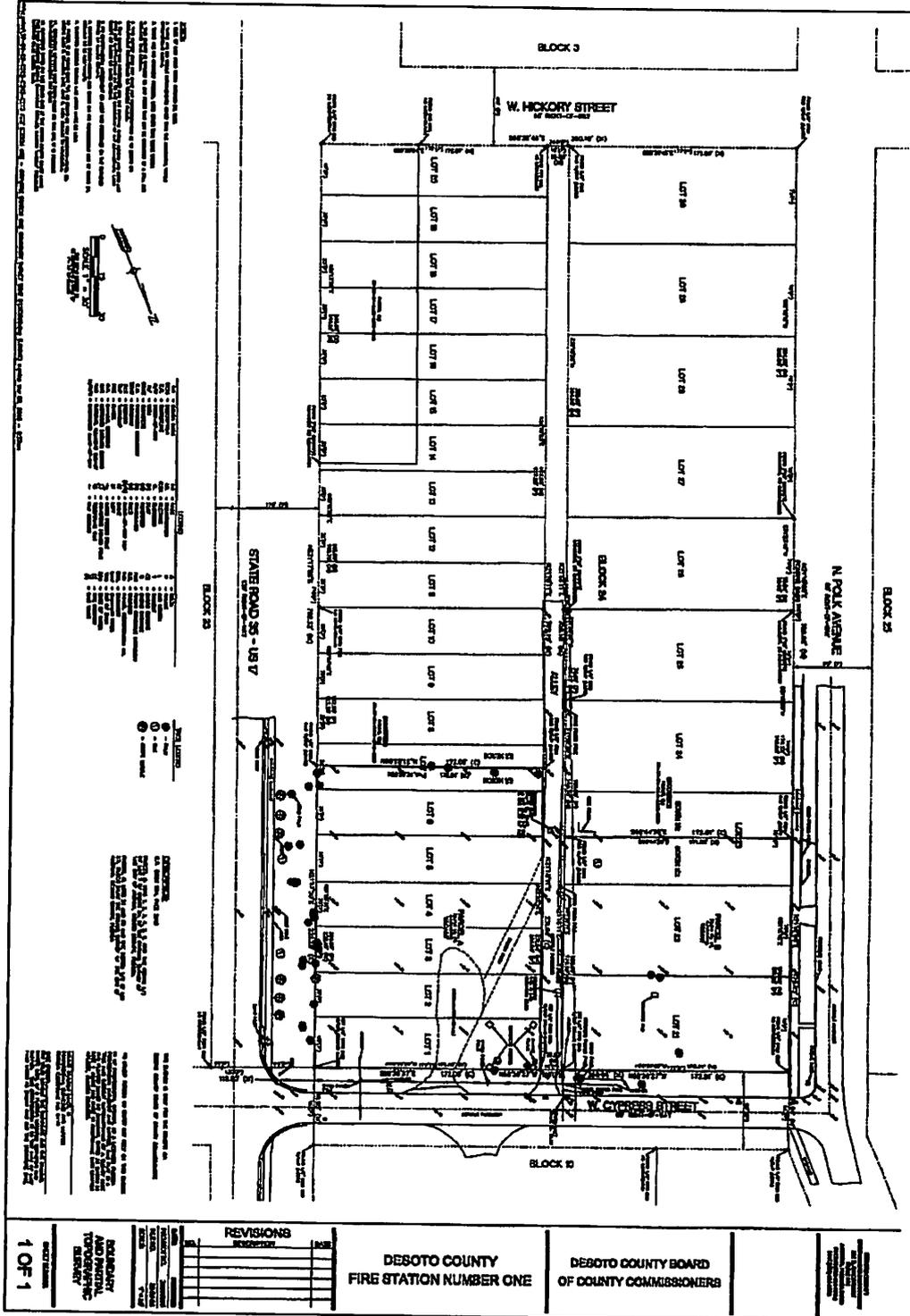
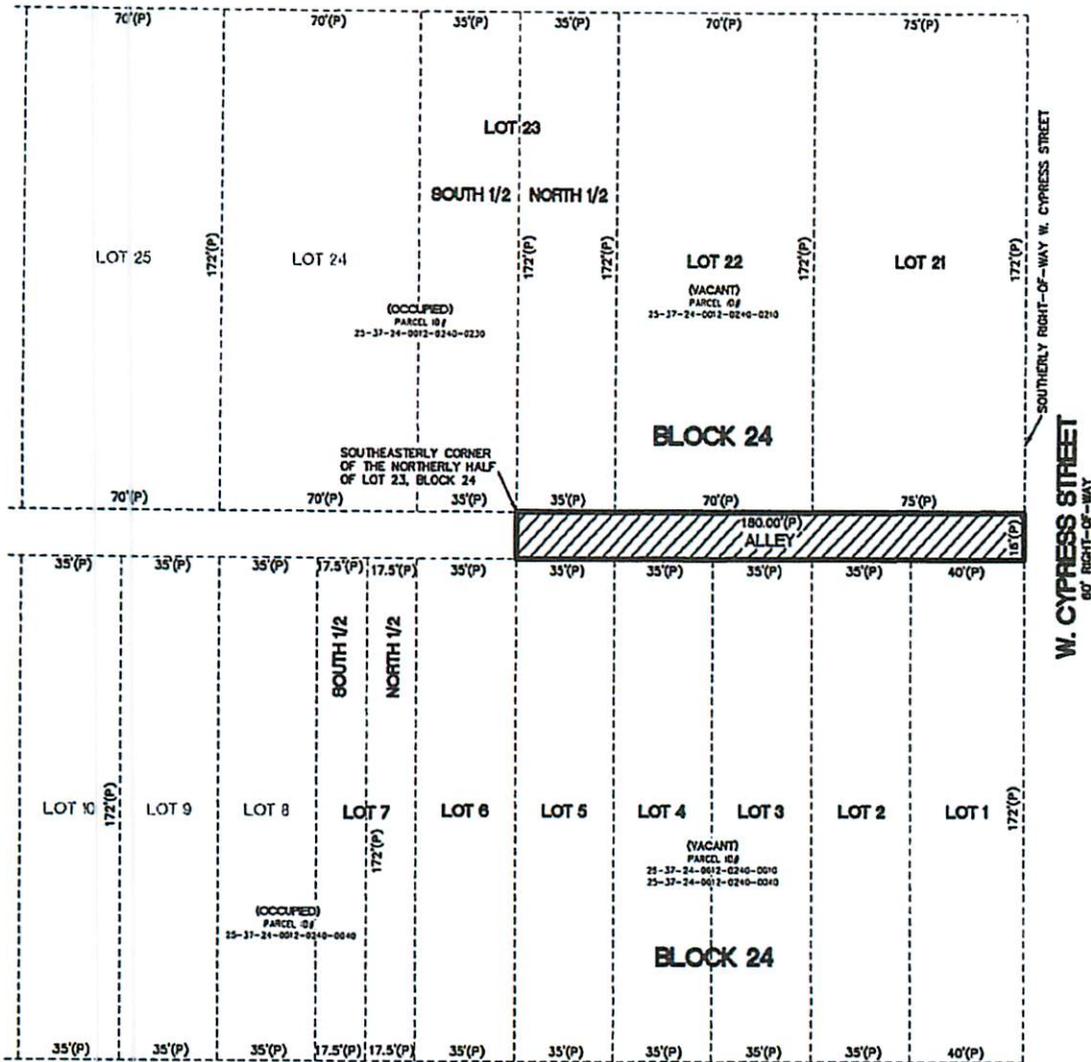


EXHIBIT 3

N. POLK AVENUE
60' RIGHT-OF-WAY



(N. DESOTO AVENUE)
STATE ROAD 35 - US 17
120' RIGHT-OF-WAY

DESCRIPTION:
VACATED ALLEY.

 - PORTION OF THE ALLEY TO BE VACATED

NOT A SURVEY

THE FOLLOWING DESCRIBED ALLEY LYING IN BLOCK 24 THE CITY OF ARCADIA AS PER THE PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGE 67, OF THE PUBLIC RECORDS OF DESOTO COUNTY, FLORIDA:

THAT PORTION OF THE ALLEY, BEING 16 FEET WIDE, FROM THE SOUTHERLY RIGHT-OF-WAY LINE OF W. CYPRESS STREET TO A POINT 179.92 FEET (PLAT DIMENSION) SOUTHWESTERLY OF SAID SOUTHERLY RIGHT-OF-WAY LINE, SAID POINT BEING 0.08 FEET NORTHEASTERLY OF THE SOUTHEASTERLY CORNER OF THE NORTHERLY HALF OF LOT 23, BLOCK 24.

CONTAINING 2878.72 SQUARE FEET.

LELAND C. GATES III, P.S.M.
PROFESSIONAL SURVEYOR AND MAPPER
PSM #5710

DATE

NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.



DESOTO COUNTY
DEVELOPMENT DEPARTMENT
ENGINEERING DIVISION
201 EAST OAK STREET, SUITE 201 OFFICE 863-491-7543
ARCADIA, FLORIDA 34266 FAX 863-491-8183

SKETCH AND DESCRIPTION
VACATION - PORTION OF ALLEY BLOCK 24

DATE	PROJECT NO.	SCALE	SHEET
06/22/16	25-37-24-0012-0240-0000	1" = 60'	1 OF 1

**ATTACHMENT 2 TO
DESOTO COUNTY ALLEY RIGHT-OF-WAY VACATION APPLICATION**

III. List Known Public or Private Utility Provider Assets within the ROW to be Vacated

- A. 1" Water Main - City of Arcadia Utilities
- B. 6" Gravity Sewer Main - City of Arcadia Utilities
- C. 24" RCP Stormwater Pipe - City of Arcadia Utilities
- D. Overhead Power >50KW Transmission Line - Florida Power & Light
- E. Overhead Power <50KW Power Line - Florida Power & Light
- F. Buried Communication Conduits - 300 & 600 Pair – CenturyLink
- G. Buried Communication Conduits - 50 Paid – CenturyLink

All existing utilities will remain, an easement will be granted to the utility provider.

**ATTACHMENT 3 TO
DESOTO COUNTY ALLEY RIGHT-OF-WAY VACATION APPLICATION**

IV. List Known Private Improvements (fences, pools, drives, sheds, or structures) within the ROW to be vacated.

DeSoto County is unaware of any private improvements that are within the alley right-of-way proposed to be vacated.

EXHIBIT 4

Return to: David C. Holloman
P. O. Drawer 592
Arcadia, Florida 34265

WARRANTY DEED

This Instrument Prepared by:
David C. Holloman
P. O. Drawer 592
Arcadia, Florida 34265

Property Appraiser's Parcel Identification
(Folio) Number(s):

Grantee(s) S.S. # (s):

THIS WARRANTY DEED Made the 25th day of July, 2006, by CITY OF ARCADIA, FLORIDA, a Municipal corporation, with its permanent post office address at P. O. Box 315, Arcadia, Florida, 34265, hereinafter called the Grantor, to DESOTO COUNTY, FLORIDA, a political subdivision of the State of Florida, with its permanent post office address at 201 East Oak Street, Arcadia, Florida, 34266, hereinafter called the Grantee:

WITNESSETH: That the Grantor, for and in consideration of the sum of \$10.00 and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the Grantee, all that certain land situate in DeSoto County, Florida, to-wit:

PARCEL A: Lots 1, 2, 3, 4, 5, 6,, and the North ½ of Lot 7 of Block 24 of the Original Survey of the City of Arcadia, DeSoto County, Florida.

Parcel A is subject to that certain mortgage in favor of Lawrence B. Roe and Arthur I. Roe, Jr., dated April 21, 2005, and recorded in Official Record Book 4 at page 21, of the Public Records of DeSoto County, Florida, which the Grantee assumes and agrees to pay.

PARCEL B: Lots 21 and 22 and the North ½ of Lot 23, Block 24, Original Survey of the City of Arcadia, DeSoto County, Florida.

Parcel B is subject to that certain mortgage in favor of Lawrence B. Roe, Arthur I. Roe, Jr., and Brenda M. Harp, Trustee of the Brenda M. Harp Revocable Living Trust dated June 5, 2002, and recorded in Official Record Book 4, at Page 25, of the Public Records of DeSoto County, Florida, which the Grantee assumes and agrees to pay.



Inst:200609037 Date:09/04/2006 Time:12:37

Doc Stamp-Deed : 0.70

CM CC, Nitale McDavid, DeSoto County B:504 P:2510

If Parcel A and Parcel B are not utilized for fire/rescue/EMS service by the Grantee within ten (10) years from this date, then all the right, title and interest in and to the property shall revert to and revest in the Grantor, its successors and assigns.

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in any wise appertaining.

TO HAVE AND TO HOLD, the same in fee simple forever.

AND the Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2005.

IN WITNESS WHEREOF, the said Grantor has hereunto set its hand and seal the day and year first above written.

ATTEST:

CITY OF ARCADIA, FLORIDA

By: Rachelle M. Baumann
Rachelle M. Baumann
City Recorder

By: Robert W. Heine
Robert W. Heine
Mayor

Signed, sealed and delivered
In the presence of:

[Signature]
[Signature]

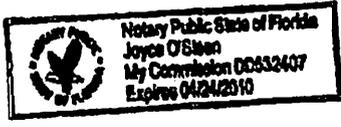
Inst:2006089437 Date:08/04/2006 Time:12:37
Doc Stamp-Deed : 0.70
[Signature] CC, Nitza McDavic, DeSoto County B:504 P:2511

STATE OF FLORIDA,
COUNTY OF DESOTO.

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State and County aforesaid to take acknowledgments, personally appeared Rachelle M. Baumann, and Robert W. Heine, City Recorder and Mayor respectively of the CITY OF ARCADIA, FLORIDA, a Municipal Corporation, to me known to be the persons who signed the foregoing instrument as such officers and and severally acknowledged the execution thereof to be their free act and deed as such officers for the uses and purposes therein mentioned and that they affixed thereto the official seal of said corporation, and that the said instrument is the act and deed of said corporation.

WITNESS my hand and official seal in the State and County last foresaid this
25th day of July, 2006.

Joyce O'Steen



Inst:2006089437 Date:06/06/2006 Time:12:37
Doc Stamp-Dued : 0.70
Km DC, Mitale McGavic, Desoto County B:504 P:2512

EXHIBIT 7

Mr. Earl R. Hahn, AICP, Director
DeSoto County Board of County Commissioners
Development Department
201 East Oak Street, Suite 204
Arcadia, Florida 32466

SUBJECT: PROPOSED VACATION OF A 16.00 FOOT WIDE PLATTED ALLEY GENERALLY LYING BETWEEN LOT 1 THROUGH 5 INCLUSIVE AND LOTS 21, 22, AND THE NORTH ONE-HALF OF LOT 23, BLOCK 24, ORIGINAL SURVEY OF THE TOWN OF ARCADIA, FLORIDA, AS RECORDED IN PLAT BOOK 1, PAGE 67, IN THE PUBLIC RECORDS OF DESOTO COUNTY, FLORIDA

Dear Mr. Hahn:

Please be advised that we, City of Arcadia Water Department, may own structures and facilities within or abutting a 16 foot wide alley in Block 24, Town of Arcadia plat, whose general boundaries are West Cypress Street to the North, West Hickory Street to the South, North DeSoto Avenue to the East, and North Polk Avenue to the west. We understand the DeSoto County Board of County Commissioners intends to build and operate a Fire Station on the north end of the block and the Board has filed an application with the City of Arcadia, Florida to vacate the north 179.92 feet of the alley in order to avoid conflicts between emergency response vehicles and general vehicular traffic (See Attachment A). We also understand the alley from West Hickory Street to the Fire Station will remain open for general vehicular traffic.

Based on the above findings, we have:

- No Objection** to vacation provided the DeSoto County Board of County Commissioners grants to City of Arcadia, Florida an easement on its usual form allowing City to utilize the area presently occupied by City's structures and facilities
- Objection to vacation** [State reason(s)] _____
- _____
- _____

Sincerely,

AJ Berndt 8-26-16
Mr. A.J. Berndt, Director
City of Arcadia Utility Department
121 West Hickory Street
Arcadia, Florida 34266





EXHIBIT 5

July 6, 2016

Mr. Earl R. Hahn, AICP, Director
DeSoto County Board of County Commissioners
Development Department
201 East Oak Street, Suite 204
Arcadia, Florida 32466

SUBJECT: PROPOSED VACATION OF A 16.00 FOOT WIDE PLATTED ALLEY GENERALLY LYING BETWEEN LOT 1 THROUGH 5 INCLUSIVE AND LOTS 21, 22, AND THE NORTH ONE-HALF OF LOT 23, BLOCK 24, ORIGINAL SURVEY OF THE TOWN OF ARCADIA, FLORIDA, AS RECORDED IN PLAT BOOK 1, PAGE 67, IN THE PUBLIC RECORDS OF DESOTO COUNTY, FLORIDA

Dear Mr. Hahn:

Please be advised that we, Florida Power and Light (FPL), own structures and facilities within or abutting a 16 foot wide alley in Block 24, Town of Arcadia plat, whose general boundaries are West Cypress Street to the North, West Hickory Street to the South, North DeSoto Avenue to the East, and North Polk Avenue to the west. We understand the DeSoto County Board of County Commissioners intends to build and operate a Fire Station on the north end of the block and the Board has filed an application with the City of Arcadia, Florida to vacate the north 179.92 feet of the alley in order to avoid conflicts between emergency response vehicles and general vehicular traffic (See Attachment A). I also understand the alley from West Hickory Street to the Fire Station will remain open for general vehicular traffic.

Based on the above findings, we have:

- No Objection** to vacation provided the DeSoto County Board of County Commissioners grants to FPL an easement on its usual form allowing FPL to utilize the entire area being vacated and as shown on Attachment A.
- Objection** to vacation [State reason(s)]

Sincerely,

Mark Byers
Area Real Estate Manager
1177 N. Lime Avenue
Sarasota, FL 34237

EXHIBIT 6



CONDITIONAL LETTER OF NO OBJECTION

July 19, 2016

Mr. Earl R. Hahn, AICP Director
DeSoto County Board of County Commissioners
Development Department
201 East Oak Street, Suite 204
Arcadia, Florida 32466

SUBJECT: PROPOSED VACATE OF PORTION OF 16' WIDE ALLEY LYING IN BLOCK 24; THE CITY OF ARCADIA, AS PER THE PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGE 67, PUBLIC RECORDS, DESOTO COUNTY, FLORIDA; PRN 778316 (WEST HICKORY STREET ALLEY)

Dear Mr. Hahn:

Please be advised that Embarq Florida, Inc. D/B/A CenturyLink ("CenturyLink") has no objection to the proposed vacation and abandonment of that portion of the West Hickory Street Alley described, as follows:

THE FOLLOWING DESCRIBED ALLEY LYING IN BLOCK 24, THE CITY OF ARCADIA AS PER THE PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGE 67, OF THE PUBLIC RECORDS OF DESOTO COUNTY, FLORIDA:

THAT PORTION OF THE ALLEY, BEING 16 FEET WIDE, FROM THE SOUTHERLY RIGHT OF WAY LINE OF W. CYPRESS STREET TO A POINT 179.92 FEET (PLAT DIMENSION) SOUTHWESTERLY OF SAID SOUTHERLY RIGHT OF WAY LINE, SAID POINT BEING 0.08 FEET NORTHEASTERLY OF THE SOUTHEASTERLY CORNER OF THE NORTHERLY HALF OF LOT 23, BLOCK 24.

CONDITIONED UPON owner granting a Cable Easement in the form attached at no cost to CenturyLink.

The subject is more particularly shown on the attached sketch and the adjacent land has a Desoto County Tax Parcel ID Number of 25-37-24-0012-0240-0010.

33 North Main Street
Winter Garden, FL 34787
Tel: 407-814-5318

Mr. Earl R. Hahn, AICP, Director
DeSoto County Board of County Commissioners
Development Department
201 East Oak Street, Suite 204
Arcadia, Florida 32466

SUBJECT: PROPOSED VACATION OF A 16.00 FOOT WIDE PLATTED ALLEY GENERALLY LYING BETWEEN LOT 1 THROUGH 5 INCLUSIVE AND LOTS 21, 22, AND THE NORTH ONE-HALF OF LOT 23, BLOCK 24, ORIGINAL SURVEY OF THE TOWN OF ARCADIA, FLORIDA, AS RECORDED IN PLAT BOOK 1, PAGE 67, IN THE PUBLIC RECORDS OF DESOTO COUNTY, FLORIDA

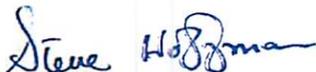
Dear Mr. Hahn:

Please be advised that we, COMCAST CABLEVISION OF WEST FLORIDA (COMCAST), may own structures and facilities within or abutting a 16 foot wide alley in Block 24, Town of Arcadia plat, whose general boundaries are West Cypress Street to the North, West Hickory Street to the South, North DeSoto Avenue to the East, and North Polk Avenue to the west. We understand the DeSoto County Board of County Commissioners intends to build and operate a Fire Station on the north end of the block and the Board has filed an application with the City of Arcadia, Florida to vacate the north 179.92 feet of the alley in order to avoid conflicts between emergency response vehicles and general vehicular traffic (See Attachment A). We also understand the alley from West Hickory Street to the Fire Station will remain open for general vehicular traffic.

Based on the above findings, we have:

- No Objection** to vacation provided the DeSoto County Board of County Commissioners grants to COMCAST an easement on its usual form allowing COMCAST to utilize the area presently occupied by FPL's structures and facilities
- Objection** to vacation [State reason(s)] _____

Sincerely,

 8-16-2016

~~Mr. Gary Hill~~ Steve Hoffman
COMCAST CABLEVISION OF WEST FLORIDA
3490 Technology Drive
Venice, Florida 34275

DeSoto County Property Appraiser

2016 Preliminary Certified Values

updated: 8/22/2016

Parcel: 25-37-24-0012-0240-0110

<< Next Lower Parcel Next Higher Parcel >>

Tax Collector

Interactive GIS Map

2016 TRIM (pdf)

Parcel List Generator

Print

Owner & Property Info

Search Result: 1 of 1

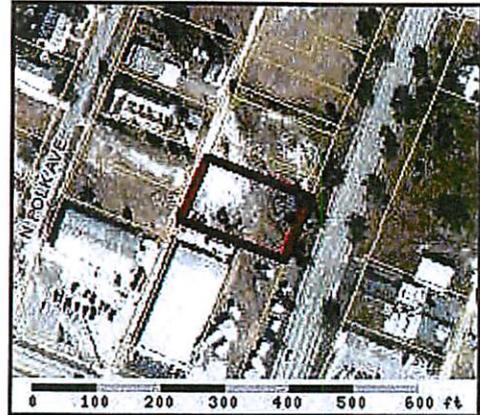
Owner's Name	BOYLE GARY
Site Address	127 N DESOTO AVE
Mailing Address	127 N DESOTO AVE ARCADIA, FL 34266-0000
Use Desc. (code)	VACANT COM (001000)
Tax District	1 (Within City Limits)
Neighborhood	400000
Land Area	0.414 ACRES
Market Area	04
Description	NOTE: This description is not to be used as the Legal Description for this parcel in any legal transaction.
TOWN OF ARCADIA C S LOTS 11 12 & 13 BLK 24 IN SEC 36/37/24 INST:201414003291	

Bldg Photo

NOTE: Access to Building Photos is restricted, please provide a valid password:

submit

GIS Aerial



Cert #7015-1730-0001-3957-4511

Property & Assessment Values

Mkt Land Value	cnt: (1)	\$31,605.00
Ag Land Value	cnt: (0)	\$0.00
Building Value	cnt: (0)	\$0.00
XFOB Value	cnt: (0)	\$0.00
Total Appraised Value		\$31,605.00

2016 Preliminary Certified Values

Just Value	\$31,605.00
Class Value	\$0.00
Assessed Value	\$31,605.00
Exempt Value	\$0.00
Total Taxable Value	County: \$31,605.00 City: \$31,605.00 Other: \$31,605.00 School: \$31,605.00

Sales History

Show Similar Sales within 1/2 mile

Sale Date	OR Book/Page	OR Code	Vacant / Improved	Qualified Sale	Sale RCode	Sale Price
6/25/2014	201414003291	WD	V	Q	05	\$42,000.00
10/20/2009	200914009009	CT	I	U	11	\$100.00
10/20/2009	200914009119	CT	I	U	11	\$0.00
7/3/2008	200814006453	QC	I	U	01	\$100.00
8/29/2005	563/1019	WD	I	U	01	\$190,000.00

DeSoto County Property Appraiser

2016 Preliminary Certified Value

updated: 8/22/20

Parcel: 25-37-24-0012-0240-0145

<< Next Lower Parcel | Next Higher Parcel >>

Tax Collector

Interactive GIS Map

2016 TRIM (pdf)

Parcel List Generator

Print

Owner & Property Info

Search Result: 1 of 1

Owner's Name	CROSSROADS SHEDS INC
Site Address	8 W HICKORY ST
Mailing Address	14 W HICKORY ST ARCADIA, FL 34266-0000
Use Desc. (code)	VEH SALE/R (002700)
Tax District	1 (Within City Limits)
Neighborhood	400000
Land Area	0.414 ACRES
Market Area	04
Description	NOTE: This description is not to be used as the Legal Description for this parcel in any legal transaction.
TOWN OF ARCADIA O S S 29 FT OF E 74 FT OF LOT 14 & E 74 FT OF LOTS 15 TO 20 INC BLK 24 IN SEC 36-37-24 INST:201514006229	

Bldg Photo

NOTE: Access to Building Photos is restricted, please provide a valid password:

submit

GIS Aerial



Cert # 7015 1730-0001-3957-4528

Property & Assessment Values

Mkt Land Value	cnt: (1)	\$63,196.00
Ag Land Value	cnt: (0)	\$0.00
Building Value	cnt: (1)	\$8,482.00
XFOB Value	cnt: (2)	\$572.00
Total Appraised Value		\$72,250.00

2016 Preliminary Certified Value

Just Value	\$72,250.00
Class Value	\$0.00
Assessed Value	\$72,250.00
Exempt Value	\$0.00
Total Taxable Value	County: \$72,250.00 City \$72,250.00 Other: \$72,250.00 School \$72,250.00

Sales History

Show Similar Sales within 1/2 mile

Sale Date	OR Book/Page	OR Code	Vacant / Improved	Qualified Sale	Sale RCode	Sale Price
10/31/2015	201514006229	QC	I	U	11	\$54,000.00
1/4/2012	201214000048	WD	V	Q	01	\$70,000.00
10/1/1985	217/581	WD	I	U	01	\$23,000.00

Building Characteristics

Bldg Sketch	Bldg Item	Bldg Desc	Year Blt	Ext. Walls	Heated S.F.	Actual S.F.
Show Sketch	1	OFFICE LOW (004900)	2000	BD/BATTEN (06)	288	412
Note: All S.F. calculations are based on exterior building dimensions.						

Extra Features & Out Buildings

DeSoto County Property Appraiser

2016 Preliminary Certified Value

updated: 8/22/20

Parcel: 25-37-24-0012-0240-0140

<< Next Lower Parcel | Next Higher Parcel >>

Tax Collector

Interactive GIS Map

2016 TRIM (pdf)

Parcel List Generator

Print

Owner & Property Info

Search Result: 1 of 1

Owner's Name	CTF INVESTMENTS LLC
Site Address	14 W HICKORY ST
Mailing Address	1401 HWY 17 N FT MEADE, FL 33841-0000
Use Desc. (code)	STORES 1 S (001100)
Tax District	1 (Within City Limits)
Neighborhood	400000
Land Area	0.572 ACRES
Market Area	04
Description	NOTE: This description is not to be used as the Legal Description for this parcel in any legal transaction. TOWN OF ARCADIA O S N 6 FT OF E 74 FT OF LOT 14 & W 98 FT OF LOTS 14 15 16 17 18 19 & 20 BLK 24 IN SEC 36/37/24 INST:201514000121

Bldg Photo

NOTE: Access to Building Photos is restricted, please provide a valid password:

submit

GIS Aerial



Cer# 7015-1730-0001 - 3957-4535

Property & Assessment Values

Mkt Land Value	cnt: (1)	\$93,540.00
Ag Land Value	cnt: (0)	\$0.00
Building Value	cnt: (1)	\$267,602.00
XFOB Value	cnt: (3)	\$3,053.00
Total Appraised Value		\$364,195.00

2016 Preliminary Certified Value

Just Value	\$364,195.0
Class Value	\$0.0
Assessed Value	\$364,195.0
Exempt Value	\$0.0
Total Taxable Value	County: \$364,195.00 City \$364,195.0 Other: \$364,195.00 Schoo \$364,195.0

Sales History

Show Similar Sales within 1/2 mile

Sale Date	OR Book/Page	OR Code	Vacant / Improved	Qualified Sale	Sale RCode	Sale Price
1/9/2015	201514000121	WD	I	U	11	\$100.0
9/8/1995	351/939	WD	I	Q		\$200,000.0

Building Characteristics

Bldg Sketch	Bldg Item	Bldg Desc	Year Blt	Ext. Walls	Heated S.F.	Actual S.F.
Show Sketch	1	MET RETAIL (008701)	1962	MOD METAL (25)	13330	15555

Note: All S.F. calculations are based on exterior building dimensions.

Extra Features & Out Buildings

Code	Desc	Year Blt	Units	Dims	Condition (% Good)
------	------	----------	-------	------	--------------------

DeSoto County Property Appraiser

2016 Preliminary Certified Values

updated: 8/22/2016

Parcel: 25-37-24-0012-0240-0280

<< Next Lower Parcel Next Higher Parcel >>

Tax Collector Interactive GIS Map

2016 TRIM (pdf) Parcel List Generator Print

Search Result: 1 of 1

Owner & Property Info

Owner's Name	ARCADIA-DESOTO COUNTY HABITAT
Site Address	114 N POLK AVE
Mailing Address	FOR HUMANITY INC 10 S DESOTO AVE STE 200 ARCADIA, FL 34266-0000
Use Desc. (code)	STORES 1 S (001100)
Tax District	1 (Within City Limits)
Neighborhood	400000
Land Area	0.856 ACRES
Market Area	04
Description	NOTE: This description is not to be used as the Legal Description for this parcel in any legal transaction.
TOWN OF ARCADIA O S LOTS 28 29 & 30 BLK 24 IN SEC 36-37-24 INST:201114016148	

Bldg Photo

NOTE: Access to Building Photos is restricted, please provide a valid password:

submit

GIS Aerial



Cert # 7015-1730-0001-3957-4542

Property & Assessment Values

Mkt Land Value	cnt: (1)	\$74,648.00
Ag Land Value	cnt: (0)	\$0.00
Building Value	cnt: (1)	\$171,594.00
XFOB Value	cnt: (6)	\$18,479.00
Total Appraised Value		\$264,721.00

2016 Preliminary Certified Values

Just Value	\$264,721.00
Class Value	\$0.00
Assessed Value	\$264,721.00
Exempt Value	(code: 10) \$197,700.00
Total Taxable Value	County: \$0.00 City: \$0.00 Other: \$0.00 School: \$0.00

Sales History

Show Similar Sales within 1/2 mile

Sale Date	OR Book/Page	OR Code	Vacant / Improved	Qualified Sale	Sale RCode	Sale Price
8/18/2011	201114016148	WD	I	U	17	\$170,000.00
9/30/2008	200814009174	WD	I	Q		\$387,000.00
8/30/2002	514/912	SW	I	Q		\$300,000.00

DeSoto County Property Appraiser

2016 Preliminary Certified Values

updated: 8/22/2016

Parcel: 25-37-24-0012-0240-0260

<< Next Lower Parcel Next Higher Parcel >>

Tax Collector

Interactive GIS Map

2016 TRIM (pdf)

Parcel List Generator

Print

Owner & Property Info

Search Result: 1 of 1

Owner's Name	DIFILIPPO FRANCINE TRS &
Site Address	N POLK AVE
Mailing Address	KENT PETER E TRS 7235 SADDLE CREEK CIR SARASOTA, FL 34241- 0000
Use Desc. (code)	VACANT COM (001000)
Tax District	1 (Within City Limits)
Neighborhood	400000
Land Area	0.280 ACRES
Market Area	04
Description	NOTE: This description is not to be used as the Legal Description for this parcel in any legal transaction. TOWN OF ARCADIA O S LOT 26 BLK 24 IN SEC 36-37-24 INST:201614001748

Bldg Photo

NOTE: Access to Building Photos is restricted, please provide a valid password:

submit

GIS Aerial



Cert # 7015-1730-0001-3957-4559

Property & Assessment Values

Mkt Land Value	cnt: (1)	\$15,265.00
Ag Land Value	cnt: (0)	\$0.00
Building Value	cnt: (0)	\$0.00
XFOB Value	cnt: (1)	\$836.00
Total Appraised Value		\$16,101.00

2016 Preliminary Certified Values

Just Value	\$16,101.00
Class Value	\$0.00
Assessed Value	\$16,101.00
Exempt Value	\$0.00
Total Taxable Value	County: \$16,101.00 City: \$16,101.00 Other: \$16,101.00 School: \$16,101.00

Sales History

Show Similar Sales within 1/2 mile

Sale Date	OR Book/Page	OR Code	Vacant / Improved	Qualified Sale	Sale RCode	Sale Price
3/31/2016	201614001748	QC	V	U	11	\$100.00
12/28/2007	200814000039	WD	I	Q		\$32,500.00
1/1/1988	246/951	MS	I	U		\$325,000.00
3/1/1978	139/780	WD	I	U	01	\$10,000.00

DeSoto County Property Appraiser

2016 Preliminary Certified Val

updated: 8/2

Parcel: 25-37-24-0012-0240-0250

<< Next Lower Parcel Next Higher Parcel >>

Tax Collector	Interactive GIS
2016 TRIM (pdf)	Parcel List Generator

Owner & Property Info

Search Result: 1 of 1

Owner's Name	HOLLINGSWORTH M A L/E
Site Address	134 N POLK AVE
Mailing Address	P O BOX 938 ARCADIA, FL 34265-0000
Use Desc. (code)	MULTI-FAMI (000800)
Tax District	1 (Within City Limits)
Neighborhood	400000
Land Area	0.280 ACRES
Market Area	04
Description	NOTE: This description is not to be used as the Legal Description for this parcel in any legal transaction.
TOWN OF ARCADIA, O S LOT 25 BLK 24 IN SEC 36/37/24 OR 56/491 OR 143/243	

Bldg Photo

NOTE: Access to Building Photos is restricted, please provide a valid password:

submit

GIS Aerial



Cert# 7015-1730-0001-3957-4566

Property & Assessment Values

Mkt Land Value	cnt: (1)	\$8,000.00
Ag Land Value	cnt: (0)	\$0.00
Building Value	cnt: (1)	\$9,129.00
XFOB Value	cnt: (3)	\$1,420.00
Total Appraised Value		\$18,549.00

2016 Preliminary Certified Va

Just Value	\$18,54
Class Value	\$
Assessed Value	\$18,54
Exempt Value	\$
Total Taxable Value	County: \$18,549.00 \$18,54 Other: \$18,549.00 Sci \$18,54

Sales History

Show Similar Sales within 1/2 mile

Sale Date	OR Book/Page	OR Code	Vacant / Improved	Qualified Sale	Sale RCode	Sale Pr
NONE						

Building Characteristics

Bldg Sketch	Bldg Item	Bldg Desc	Year Blt	Ext. Walls	Heated S.F.	Actual S
Show Sketch	1	M/FAM LOW (002200)	1938	SINGLE SID (04)	4010	4506
Note: All S.F. calculations are based on exterior building dimensions.						

Extra Features & Out Buildings

Code	Desc	Year Blt	Units	Dims	Condition (% Good)
0850	CONCR SLAB	1940	0001080.000	20 x 54 x 0	(000.00)
1996	SHED-GS	1940	0000170.000	10 x 17 x 0	PD (005.00)
2003	SIDEWALK	1938	0001038.000	0 x 0 x 0	(000.00)

Land Breakdown

DeSoto County Property Appraiser

2016 Preliminary Certified Values

updated: 8/22/2016

Parcel: 25-37-24-0012-0240-0230

<< Next Lower Parcel | Next Higher Parcel >>

Tax Collector	Interactive GIS Map
2016 TRIM (pdf)	Parcel List Generator
Print	

Owner & Property Info

Search Result: 1 of 1

Owner's Name	MCLEOD JEWEL L &
Site Address	140 N POLK AVE
Mailing Address	ELY CYNTHIA K JT/ROS 140 N POLK AVE ARCADIA, FL 34266-0000
Use Desc. (code)	SINGLE FAM (000100)
Tax District	1 (Within City Limits)
Neighborhood	400000
Land Area	0.418 ACRES
Market Area	04
Description	NOTE: This description is not to be used as the Legal Description for this parcel in any legal transaction. TOWN OF ARCADIA O S S1/2 LOT 23 & ALL LOT 24 BLK 24 IN SEC 36/37/24 OR 82/476 OR 595/427

Bldg Photo

NOTE: Access to Building Photos is restricted, please provide a valid password:

submit

GIS Aerial



Cet # 7015-1730-0001-3957-4573

Property & Assessment Values

Mkt Land Value	cnt: (1)	\$10,000.00
Ag Land Value	cnt: (0)	\$0.00
Building Value	cnt: (1)	\$41,692.00
XFOB Value	cnt: (7)	\$3,972.00
Total Appraised Value		\$55,664.00

2016 Preliminary Certified Values

Just Value	\$55,664.00
Class Value	\$0.00
Assessed Value	\$52,089.00
Exempt Value	(code: HX H3 WX) \$27,589.00
Total Taxable Value	County: \$24,500.00 City: \$24,500.00 Other: \$24,500.00 School: \$26,589.00

Sales History

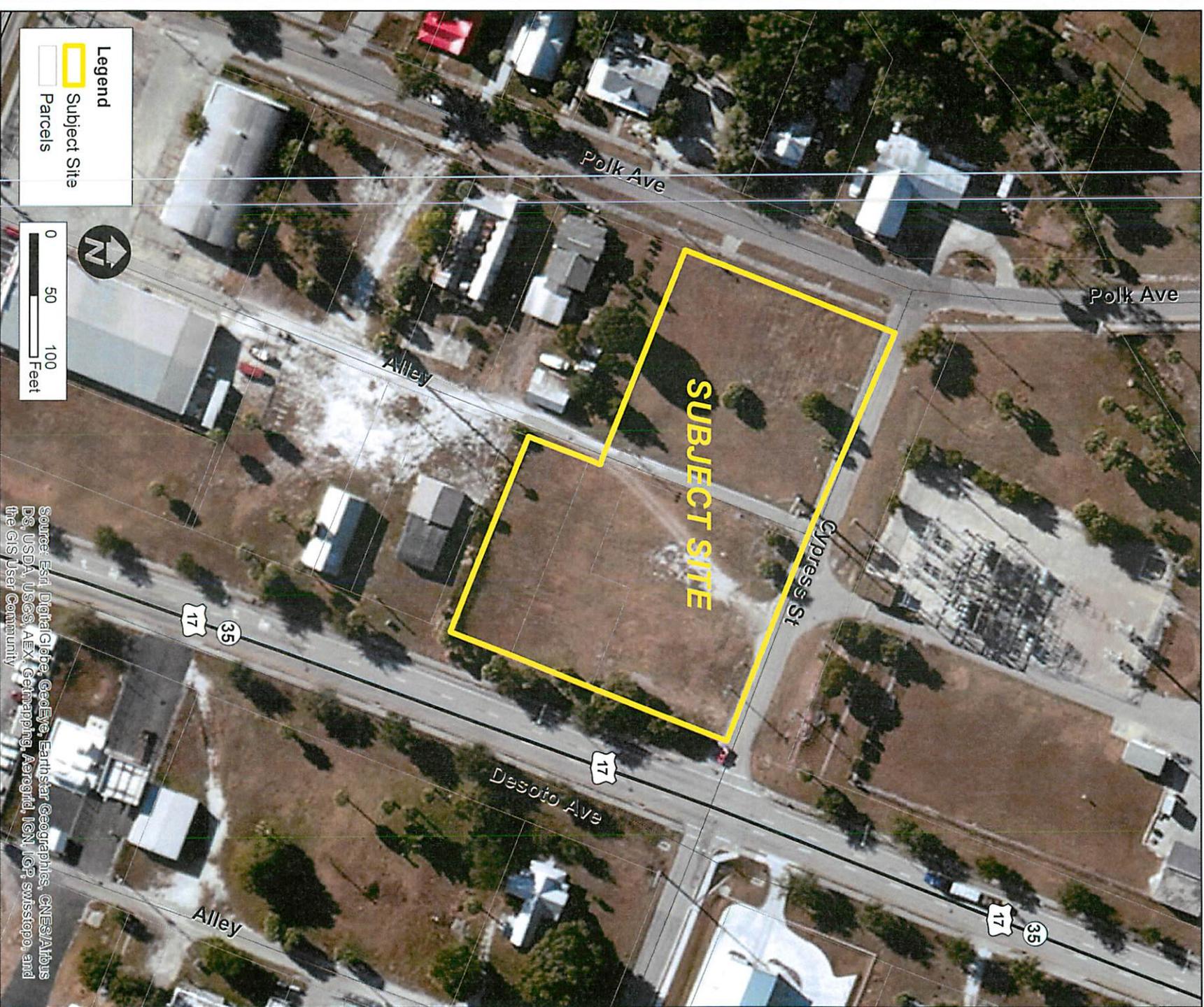
Show Similar Sales within 1/2 mile

Sale Date	OR Book/Page	OR Code	Vacant / Improved	Qualified Sale	Sale RCode	Sale Price
3/28/2007	595/427	QC	I	U	01	\$100.00

Building Characteristics

Bldg Sketch	Eldg Item	Bldg Desc	Year Blt	Ext. Walls	Heated S.F.	Actual S.F.
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CITY OF ARCADIA
AERIAL PHOTO MAP
DESOTO COUNTY FIRE STATION NO. 1



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aergrid, IGN, IGP, swisstopo, and the GIS User Community

AGENDA No. 8



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: September 6, 2016

DEPARTMENT: Planning and Zoning

SUBJECT: **Resolution 2016-12**

Petition for Adjustment of Number and Location of Driveway Access Points

RECOMMENDED MOTION:

SUMMARY: Petition for Adjustment of the Number and Location of Access Driveways for the proposed development of the DeSoto County Fire Station No. 1 located at 25 West Cypress Street, Arcadia, Florida.

FISCAL IMPACT: _____

- Capital Budget
- Operating
- Other

ATTACHMENTS: Ordinance Resolution Budget Other – Staff Report & Applicant Petition

Department Head:

Date:

Finance Director (As to Budget Requirements)

Date:

City Attorney (As to Form and Legality)

Date:

City Administrator: Terrance Stewart

Date: 8-26-16

COUNCIL ACTION: Approved as Recommended

Disapproved

Tabled Indefinitely Tabled to Date Certain _____

Approved with Modifications

RESOLUTION NO. 2016-12

A RESOLUTION APPROVING A PETITION FOR ADJUSTMENT OF THE THE NUMBER AND LOCATION OF ACCESS DRIVEWAYS FOR THE PROPOSED DEVELOPMENT OF THE DESOTO COUNTY FIRE STATION NO. 1 LOCATED AT 25 WEST CYPRESS STREET, ARCADIA, FLORIDA; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, The DeSoto County Board of County Commissioners (applicant) has submitted a site plan for the proposed development of a new fire station on 1.69± acres located at 24 West Cypress Street in the City of Arcadia as depicted in Exhibit “A; and

WHEREAS, the proposed development site has three (3) street frontages and two (2) abutting street intersections; one at U.S. Highway 17 (at the northeast corner of the site) and one at North Polk Avenue (at the northwest corner of the site); and

WHEREAS, Section 6.02.05.C. of the City of Arcadia Unified Land Development Code (‘Code’) states that a maximum of one (1) driveway access point is permitted onto a City or County road for each development; and

WHEREAS, the applicant is requesting a total of three (3) access driveway points, whereby one (1) is located on North Polk Avenue and two (2) are located on West Cypress Street; and

WHEREAS, Section 6.02.05.C.3 of the City’s Code states that schools and/or uses requiring emergency vehicle access may have one additional driveway access point, provided that the additional access driveway is limited to school bus or emergency vehicle use only; and

WHEREAS, the applicant’s request for the second access driveway point onto West Cypress Street is merited because the site will facilitate access for emergency vehicles, and

WHEREAS, Table 6.02.05(B) of the City’s Code requires a minimum distance of 230-feet for approaching and departing full access driveways from intersections for corner lot properties; and

WHEREAS, Section 6.02.05.C.2.a states where a corner lot meets the zoning requirements for road frontage and none of the design options as listed in Table 6.02.05(B) are possible, one full access driveway shall be permitted within the two-thirds of the lot frontage that is farthest from the intersection of the right-of-way lines of streets or a street and railroad; and

WHEREAS, the driveway access point located on North Polk Avenue requires no adjustment as the location meets the requirement of Section 6.02.05.C.2.a and falls within the two-thirds (130-feet) of the lot frontage that is farthest from the intersection of North Polk Avenue and West Cypress Street; and

WHEREAS, the driveway access point located on West Cypress Street nearest the intersection of West Cypress Street and North Polk Avenue requires no adjustment as the location meets the minimum distance requirement (at least 230-feet) from the intersection at U.S. Highway 17 and falls within the two-thirds (219-feet) of the lot frontage that is farthest from the intersection at North Polk Avenue; and

WHEREAS, Per Section 6.02.05.C.4 of the City's Code, the City Council may approve additional access points onto a development site where transportation circulation and/or safety conditions are merited; and

WHEREAS, the second driveway access point on West Cypress Street located nearest the intersection of U.S. Highway 17, which is located a distance of 89-feet from the intersection of West Cypress Street and U.S. Highway 17, is required for the access and circulation of emergency vehicles onto and within the development site; and

WHEREAS, in exercise of its authority the City Council has satisfactorily determined that the petition to adjust the number and location of access driveways shall be permitted, as depicted in Exhibit "A" attached, and made a part hereof, to ensure that the applicant's proposed plan is in full compliance with the City's Code; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ARCADIA, FLORIDA:

Section 1. The number and location of access driveways, as described herein, shall be permitted in order to provide for the safe and efficient access and circulation of emergency vehicles onto and within the subject development site located at 25 West Cypress Street as depicted in Exhibit "A."

Section 2. **Effective Date.** This Resolution shall become effective immediately upon its passage.

Section 3. A certified copy of this Resolution shall be duly recorded in the public records of DeSoto County, Florida.

INTRODUCED AND PASSED by the City Council of the City of Arcadia, Florida, this 6th day of September, 2016.

CITY OF ARCADIA, FLORIDA

Susan Coker, Mayor

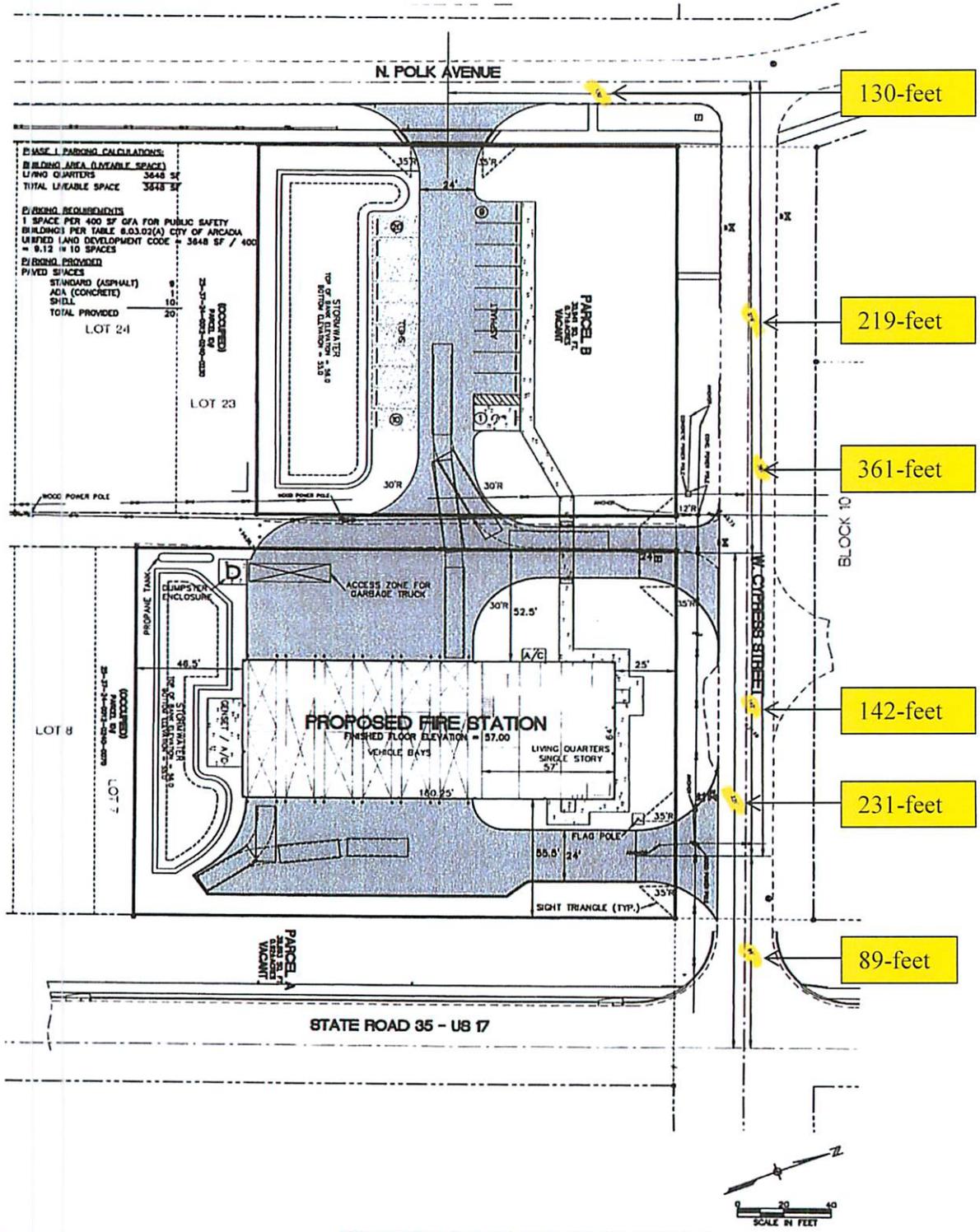
ATTEST:

Penny Delaney, City Clerk

Approved as to form:

Thomas J. Wohl, City Attorney

Resolution 2016-12
Exhibit "A"



NOTE: EXTERIOR FINISHING TO BE PROVIDED IN PHASE II

 <p>DESOTO COUNTY DEVELOPMENT DEPARTMENT ENGINEERING DIVISION 201 EAST OAK STREET, SUITE 201 OFFICE 863-481-7543 ARCADIA, FLORIDA 34286 FAX 863-481-8183</p>	PROPOSED SITE FIRE STATION ONE		PHASE I	
	DATE 06/08/18	FILE NO. 25-37-24-0012-0240-0210	SCALE 1" = 40'	SHEET 1 OF 1



**CITY OF ARCADIA
REQUEST FOR:
ADJUSTMENT OF NUMBER AND LOCATION OF DRIVEWAY ACCES POINTS**

RESOLUTION 2016-12

OVERVIEW REPORT

September 6, 2016

TO: City of Arcadia, City Council

FROM: Jeff Schmucker, Senior Planner, Central Florida Regional Planning Council

SUBJECT: **Resolution 2016-12:**
Petition for Adjustment of the Number and Location of Access Driveways for the proposed development of the DeSoto County Fire Station No. 1 located at 25 West Cypress Street, Arcadia, Florida.

AGENDA AND HEARING DATE:

- September 6, 2016, 6:00 PM: City Council Meeting

ATTACHMENTS:

- Aerial Photo Map
- Proposed Site Plan with Access Driveways and Distances Highlighted
- DeSoto County Summary Request and Justification for Adjustment to Access Management Requirements

REQUEST FOR CONSIDERATION:

1. Request for an additional access driveway.
2. Request for an adjustment to the location of an access driveway.

The DeSoto County Board of County Commissioners (applicant) has submitted a site plan for the proposed development of a new fire station on 1.69± acres located at 24 West Cypress Street in the City of Arcadia (see aerial photo map below). The proposed development is situated as such that an adjustment to the number of access points and the distance of an access driveway from a nearby intersection is required in order to accommodate the safe and efficient movement of emergency vehicles on the site. A summary of the County's request and justification is attached for reference.



The site has three (3) street frontages and two (2) abutting street intersections; one at U.S. Highway 17 (at the northeast corner of the site) and one at North Polk Avenue (at the northwest corner of the site). See the attached proposed site plan with the location of the proposed access driveways and distance measurements for reference.

Request for Additional Access Driveway:

Per Section 6.02.05.C. of the City of Arcadia Unified Land Development Code ('Code'), a maximum of one (1) driveway access point is permitted onto a City or County road for each development.

The applicant is requesting a total of three (3) access driveways; one (1) onto Polk Avenue and two (2) onto West Cypress Street. Although, the site directly fronts U.S. Highway 17, the Florida Department of Transportation would not permit an access driveway onto U.S. Highway 17 due to potential conflicts with the proximity of the West Cypress Street/U.S. Highway 17 intersection.

Per Section 6.02.05.C.3 of the City's Code, schools and/or uses requiring emergency vehicle access may have one additional driveway access point, provided that the additional access driveway is limited to school bus or emergency vehicle use only. Because the site will facilitate emergency vehicles the applicant is requesting official approval of a second access driveway onto West Cypress Street.

Request for Adjustment to Location of Access Driveway:

With the site located adjacent to two street intersections and the inability to locate an access driveway on U.S. Highway 17, the applicant has requested a second access driveway onto West Cypress Street. This second access driveway is permitted per Section 6.02.05.C.3 of the City's Code (as described above). However, the location of the driveway will require approval by the City Council.

Per Section 6.02.05.C.2, corner lots shall meet connection requirements as provided in Table 6.02.05(B) of the City's Code. See Table 6.02.05(B) below.

**Table 6.02.05(B)
Corner Lot Connection Requirements**

Position of Lot at Intersection	Minimum Distance for Point of Access from Intersection
Approaching Intersection (Full Access)	230 feet
Approaching Intersection (Right-In Only)*	100 feet
Departing Intersection (Full Access)	230 feet
Departing Intersection (Right-Out Only)*	100 feet
* For Right-In and Right-Out Only connections, connections shall be designed to effectively eliminate unpermitted movements	

Per Section 6.02.05.C.2.a, where a corner lot meets the zoning requirements for road frontage and none of the design options as listed in Table 6.02.05(B) are possible, one full access driveway shall be permitted within the two-thirds of the lot frontage that is farthest from the intersection of the right-of-way lines of streets or a street and railroad.

For the driveway access point located on North Polk Avenue no adjustment is necessary as the location meets the requirement of Section 6.02.05.C.2.a and falls within the two-thirds (130-feet) of the lot frontage that is farthest from the intersection of North Polk Avenue and West Cypress Street.

For the driveway access point located on West Cypress Street nearest the intersection West Cypress Street and North Polk Avenue, no adjustment is necessary as the location meets the minimum distance requirement (at least 230-feet) from the intersection at U.S. Highway 17 and falls within the two-thirds (219-feet) of the lot frontage that is farthest from the intersection at North Polk Avenue.

Per Section 6.02.05.C.4 of the City’s Code, the City Council may approve additional access points onto a development site where transportation circulation and/or safety conditions are merited.

For the second driveway access point located on West Cypress Street located nearest the intersection of U.S. Highway 17, an adjustment is necessary to meet the City’s Code requirements for location near an intersection. The proposed driveway is located a distance of 89 feet from the intersection of U.S. Highway 17. Due to circulation requirements of the emergency vehicles, the inability to locate an access point onto U.S. Highway 17, and the need to meet additional development standards (i.e., stormwater retention, parking, etc), the secondary driveway has been located as best as feasibly possible to meet the County’s needs while adjusting to the City’s requirements.

CONCLUSION:

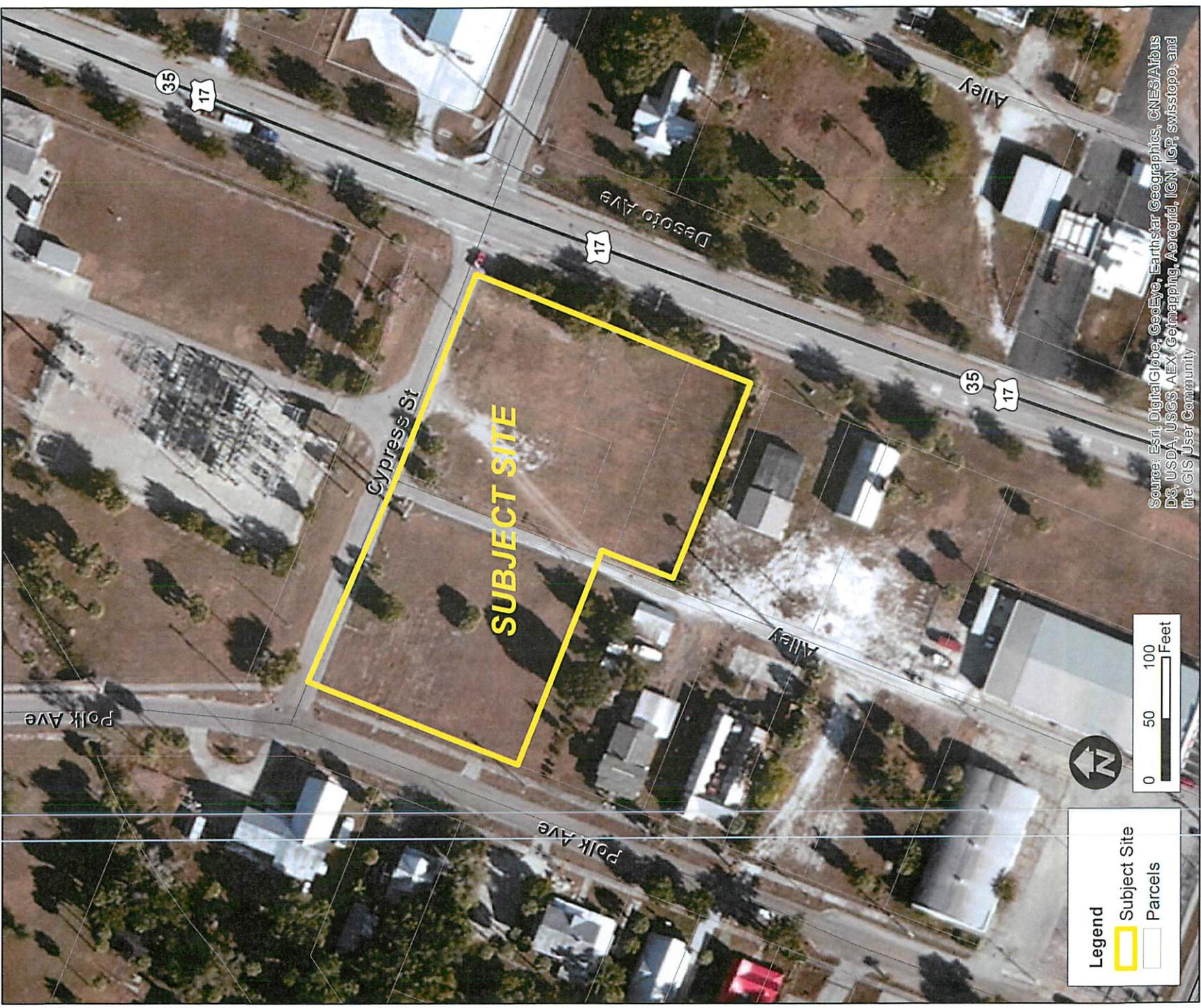
Staff has reviewed the applicant’s proposed site plan and adjustment requests. Considering the limitations on driveway access, the required needs for circulation of emergency vehicles, and in meeting all other site development standards of the City’s Code, staff does not anticipate any negative impacts with the requested adjustments.

CITY COUNCIL MOTION OPTIONS:

Options for motions are listed below.

1. I move the City Council **approve** Resolution 2016-12.
2. I move the City Council **approve with changes** Resolution 2016-12.
3. I move the City Council **deny** Resolution 2016-12.

CITY OF ARCADIA
AERIAL PHOTO MAP
DESOTO COUNTY FIRE STATION NO. 1



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Geomatics, Aergrid, IGN, IGP, swisstopo, and the GIS User Community

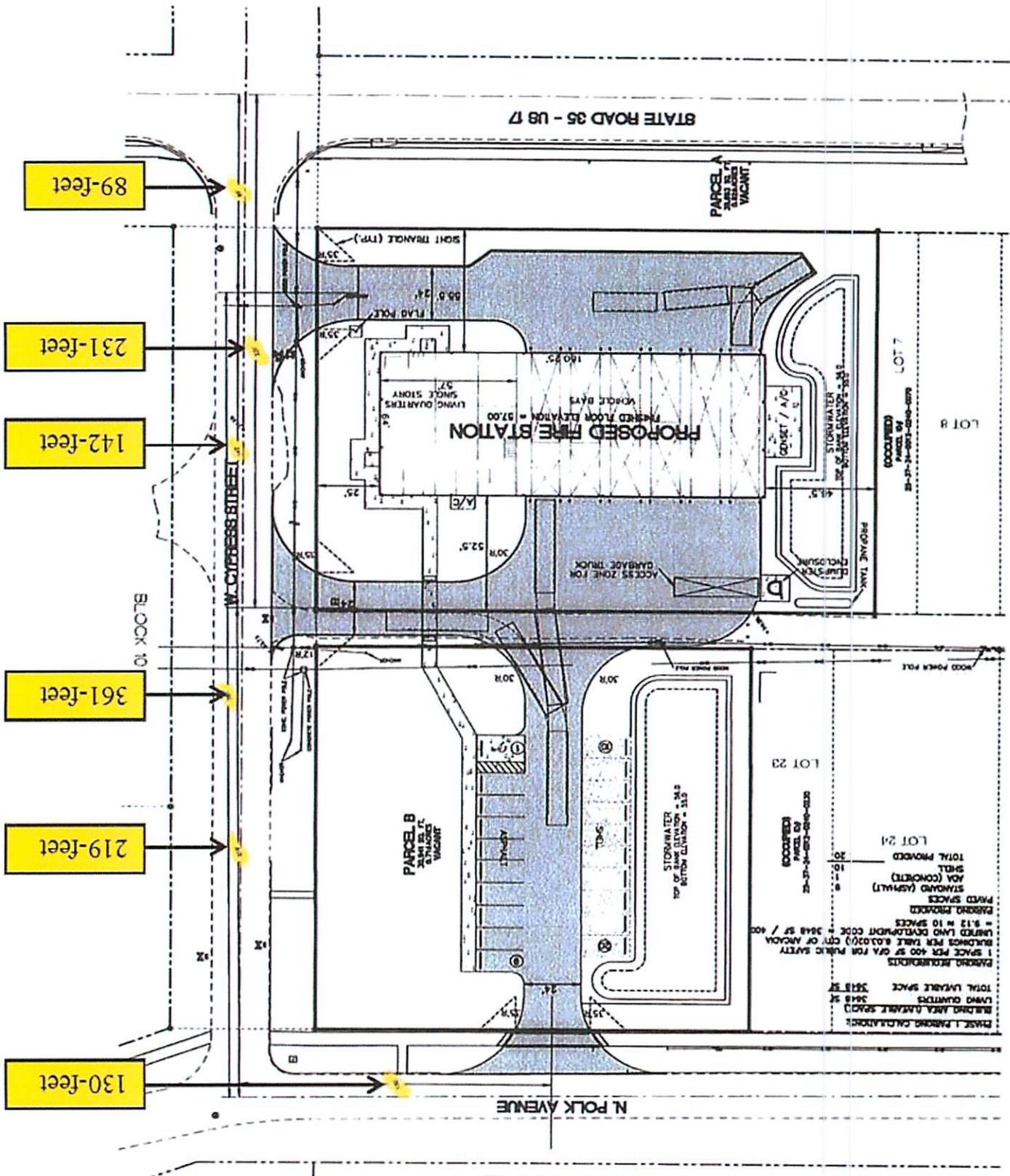


DESOTO COUNTY
ENGINEERING DIVISION
201 EAST OAK STREET, SUITE 201 OFFICE 863-481-7543
FAX 863-481-8183

PROPOSED SITE
FIRE STATION ONE
PHASE I

1 OF 1

NOTE: EXTERIOR FINISHING TO BE PROVIDED IN PHASE II



89-foot

231-foot

142-foot

361-foot

219-foot

130-foot

BLOCK 10

W CYPRESS STREET

N POLK AVENUE

STATE ROAD 35 - US 17

PARCEL A
VACANT

PARCEL B
VACANT

LOT 8
APPROXIMATE
AREA OF
PARCEL BY
RECORD
84-17-18

LOT 23

LOT 24

PHASE I PARKING CALCULATION
BUILDING AREA (PARKING SPACES) 3648 SF
LAND QUANTITIES 3648 SF
TOTAL LEASABLE SPACE 3648 SF
PARKING REQUIREMENTS
1 SPACE PER 400 SF OF A PUBLIC SAFETY
BUILDING PER TABLE 8.0.3(2) CITY OF ARCADIA
UNIMTED LAND DEVELOPMENT CODE # 3848 SF / 400
= 8.12 IN 10 SPACES
PARKING PROVIDED
PAVED SPACES (ASPHALT) 9
FOR (CONCRETE) 10
TOTAL PROVIDED 20
TOTAL PROVIDED 20

APPROXIMATE
AREA OF
PARCEL BY
RECORD
84-17-18

**NUMBER OF ACCESS POINTS AND
DISTANCE FROM INTERSECTION ADJUSTMENT APPLICATION
FOR FIRE STATION No. 1 , 25 WEST CYPRESS STREET
ARCADIA, FLORIDA**

**PREPARED FOR:
DESOTO COUNTY BOARD OF COUNTY COMMISSIONERS
201 EAST OAK STREET, SUITE 201
ARCADIA, FLORIDA 34266**

**Prepared By:
DeSoto County Development Department
201 East Oak Street, Suite 204
Arcadia, Florida 34266**

**DeSoto County Board of County Commissioners
Number of Access Points and Distance from Intersection Application
For Fire Station Number 1**

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Number of Access Points and Distance from Intersection Application
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List of Exhibits

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NUMBER OF ACCESS POINTS AND DISTANCE FROM INTERSECTION ADJUSTMENT APPLICATION
SUMMARY REQUEST, REQUIREMENTS, AND JUSTIFICATION

Summary request. That the Arcadia City Council adopt a resolution granting to the DeSoto County Board of County Commissioners an adjustment from two (2) to three (3) in the number of allowable access points onto the surrounding roadway network and to adjust the West Cypress Street access point minimum distance to US Highway 17 from 320 to 89 feet in order to accommodate a Fire Station on a 1.69± acre site zoned Commercial (C-1) district and legally described as Town of Arcadia Original Survey, Block 24, Lots 1 through 6 inclusive and the north one-half of Lot 7, together with Lots 21, 22, and the north one-half of Lot 23, and together with the north 179.92 feet of the alley, the street address being 25 West Cypress Street, Arcadia, Florida.

Requirements. Arcadia Unified Land Development Code (ULDC) Sub-paragraph 6.02.05.C.2.a provides that where a corner lot meets the zoning requirements for road frontage and none of the design options as listed in Table 6.02.05(B) are possible, one full access driveway shall be permitted within the two-thirds of the lot frontage that is farthest from the intersection of the right-of-way lines of streets or a street and railroad.

ULDC Paragraph 6.02.05.C.2 provides that corner lots shall meet connection requirements as identified in Table 6.02.05(B), which provides as follows:

Table 6.02.05(B)
Corner Lot Connection Requirements

POSITION OF LOT AT INTERSECTION	MINIMUM DISTANCE FOR POINT OF ACCESS FROM INTERSECTION
Approaching Intersection (Full Access)	230 feet
Approaching Intersection (Right-In Only)*	100 feet
Departing Intersection (Full Access)	230 feet
Departing Intersection (Right-Out Only)*	100 feet
* For Right-In and Right-Out Only connections, connections shall be designed to effectively eliminate unpermitted movements.	

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ULDC Paragraph 6.02.05.C.3 provides that schools and/or uses requiring emergency vehicle access may have one additional access point, provided that the additional access driveway is limited to school bus or emergency vehicle use only.

ULDC Paragraph 6.02.05.C.3 provides the City Council may approve additional access points onto a development site where transportation circulation and/or safety conditions are merited.

ULDC Paragraph 6.02.05.C.3 provides that schools and/or uses requiring emergency vehicle access may have one additional access point, provided that the additional access driveway is limited to school bus or emergency vehicle use only.

ULDC Paragraph 6.02.05.C.3 provides the City Council may approve additional access points onto a development site where transportation circulation and/or safety conditions are merited.

Summary justification. The justification for the adjustment in the number of allowable access points and in the minimum distance from the intersection is supported by the findings that:

- The North Polk Avenue access point is consistent with ULDC Sub-paragraph 6.02.05.C.2.a on the number of access points and distance from the intersection because it is within two-thirds of the lot farthest from the intersection;
- The West Cypress Street alley access point is consistent with ULDC Paragraph 6.02.05.C.3 which allows an additional access point for emergency vehicles and is consistent with ULDC Sub-paragraph 6.02.05.C.2.a on the distance from the intersection because it is within two-thirds of the lot farthest from the intersection;

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- The Florida Department of Transportation will not allow access onto southbound US Highway 17 which necessitates that the access point be redirected to West Cypress Street;
- The West Cypress Street access point is consistent with ULDC Paragraph 6.02.05.C.4 because it allows the City Council to approve additional access points where traffic circulation and/or safety conditions are merited and traffic circulation and safety conditions have been documented.

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Background. The DeSoto County Board of County Commissioners owns two (2) corner parcels of land (the “subject property”) located on West Cypress Street between North Polk Avenue and North DeSoto Avenue/southbound US Highway 17. “Parcel A”, which fronts on US Highway 17, has a size of 40,087.65 square feet (0.92 acres) and is legally described as Town of Arcadia Original Survey, Block 24, Lots 1 through 6 inclusive and the north one-half of Lot 7. “Parcel B”, which fronts on North Polk Avenue, has a size of 30,961.80 square feet (0.71 acres) and is legally described as Town of Arcadia Original Survey, Block 24, Lots 21, 22, and the north one-half of Lot 23. A 16-foot wide alley separates the two parcels. Attachment A is a survey showing the location of the block, the parcels under County ownership, and the alley.

As part of an Interlocal Agreement, the Board of County Commissioners agreed to merge the City’s Fire and Emergency Medical Services with the County’s and to accept from the City the “subject property” for purpose of constructing a Fire Station on it. Attachment B is the proposed site plan showing the Fire Station will be developed on the east side of the alley (i.e., “Parcel A”) while the parking lot will be constructed on the west side of the alley (i.e., “Parcel B”).

Contemporaneous with the filing of this application, DeSoto County has filed an application to vacate the north 179.92 linear feet of the alley in order to avoid potential conflicts between general through vehicular traffic and emergency vehicle traffic, which conflicts potentially could create life and property threatening situations. In addition, DeSoto County has filed a site development plan application and a Certificate of Appropriateness application due to its location in the historic district.

Attachment B also shows the three access points onto the surrounding roadway network. The “initial” site development plan provided for the Fire Station to have a 25’ front setback with direct access onto southbound US Highway 17. During a Pre-Application Conference with the Florida Department of Transportation (FDOT) concerning the “initial” site development plan, the FDOT informed DeSoto County that such roadway connection onto southbound US Highway 17 was inconsistent

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with state access management standards and further, that an access management standard variance was unavailable. As a result, the proposed site development plan shown in Attachment B differs from the "initial" site development plan in two ways. First, the Fire Station's original front setback of 25' was increased to 52' in order to accommodate a parallel driveway between the Fire Station and southbound US Highway 17. Since the subject property is located within the Arcadia Historic District, this setback change has implications for DeSoto County's Certificate of Appropriateness application. Second, the direct access point onto southbound US Highway 17 was relocated to West Cypress Street. The relocation of this access point has necessitated the filing of this application for an adjustment to the minimum distance from the intersection. This access point is intended primarily to serve emergency services vehicles.

The ULDC requirements. City of Arcadia Unified Land Development Code (ULDC) Article 6 addresses Development Design and Improvement Standards. ULDC Subsection 6.02.05.C addresses the maximum allowable number of access point. That subsection references Table 6.02.05(A), which provides that for nonresidential development with less than 100 required parking spaces the maximum number of access points is one.

ULDC Paragraph 6.02.05.C.2 provides that corner lots shall meet connection requirements as identified in Table 6.02.05(B), which provides as follows:

Table 6.02.05(B)
Corner Lot Connection Requirements

POSITION OF LOT AT INTERSECTION	MINIMUM DISTANCE FOR POINT OF ACCESS FROM INTERSECTION
Approaching Intersection (Full Access)	230 feet
Approaching Intersection (Right-In Only)*	100 feet
Departing Intersection (Full Access)	230 feet
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ULDC Sub-paragraph 6.02.05.C.2.a provides that where a corner lot meets the zoning requirements for road frontage and none of the design options as listed in Table 6.02.05(B) are possible, one full access driveway shall be permitted within the two-thirds of the lot frontage that is farthest from the intersection of the right-of-way lines of streets or a street and railroad.

ULDC Table 5.09.05 does not establish in the Commercial (C-1) zoning district any minimum standard for interior or corner lot width or street frontage.

ULDC Paragraph 6.02.05.C.3 provides that schools and/or uses requiring emergency vehicle access may have one additional access point, provided that the additional access driveway is limited to school bus or emergency vehicle use only.

ULDC Paragraph 6.02.05.C.3 provides the City Council may approve additional access points onto a development site where transportation circulation and/or safety conditions are merited.

ULDC Subsection 6.02.05.D. provides that for sites providing more than one (1) access point, the total width of each access point shall not exceed twenty-four feet (24') in width.

ULDC Subsection 06.02.05.E. provides there shall be a minimum distance of thirty (30) feet between any two openings onto the same street. Separation between access points on all arterial roadways shall be as required by Chapter 14-97, F.A.C.

Adjustment justification. Table 1 shows the distance in linear feet for each of the three access points to the nearest street intersection as measured from centerline to centerline.

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TABLE 1
DISTANCE OF FIRE STATION ACCESSWAYS FROM INTERSECTION

Street Access Location to Intersection	Distance of Access Point from Intersection
N. Polk Ave access to N. Polk Ave /W. Cypress St intersection	130 feet
Alley access to N. Polk Ave/W. Cypress St intersection	219 feet
Alley access to W. Cypress St/US Hwy 17 intersection	231 feet
W. Cypress St east access to W. Cypress/ US Hwy 17 intersection	89 feet
W. Cypress St east access to W. Cypress/ N. Polk Ave intersection	361 feet

Attachment B shows that full access is proposed for all three access points. The ULDC Table 6.02.05(B) requires a 230 minimum distance from a full access point to the intersection. For the 24' wide North Polk Avenue access point, Table 1 shows the distance is only 130 feet. ULDC Sub-paragraph 6.02.05.C.2.a, however, provides that where a corner lot meets the zoning requirements for road frontage and none of the design options as listed in Table 6.02.05(B) are possible, one full access driveway shall be permitted within the two-thirds of the lot frontage that is farthest from the intersection of the right-of-way lines of streets. Attachment B demonstrates this access point is one-half the lot frontage furthest from the North Polk Avenue/West Cypress Street intersection. Consequently, an adjustment for this access point and its minimum distance to the intersection is not required.

For the 24' wide West Cypress Street access point, Table 1 shows the distance is only 89 linear feet to the US Highway 17 intersection and 361 linear feet to the North Polk Avenue intersection. Since ULDC Table 6.02.05(B) requires a 230 minimum distance from a full access point to the intersection, an adjustment is not needed for the North Polk Avenue intersection but is needed for the US Highway 17 intersection. Moreover, the location of this access point is not consistent with the ULDC Sub-paragraph 6.02.05.C.2.a exception that allows an access point within the two-thirds of the lot frontage that is farthest from the intersection of the right-of-way. Notwithstanding, ULDC Paragraph 6.02.05.C.4

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provides the City Council may approve additional access points onto a development site where transportation circulation and/or safety conditions are merited. DeSoto County has interpreted ULDC Paragraph 6.02.05.C.4 to be a request for an adjustment in both the number of access points and the minimum distance from an intersection. With regard to transportation circulation, DeSoto County notes that FDOT is prohibiting access onto southbound US Highway 17, which makes access onto West Cypress Street the only other available option. With regard to safety conditions, an emergency traffic signal is being proposed for the West Cypress Street/southbound US Highway 17 intersection. Based on these findings, DeSoto County concludes it has met the burden of demonstrating conformance to the requirements of ULDC Paragraph 6.02.05.C.4.

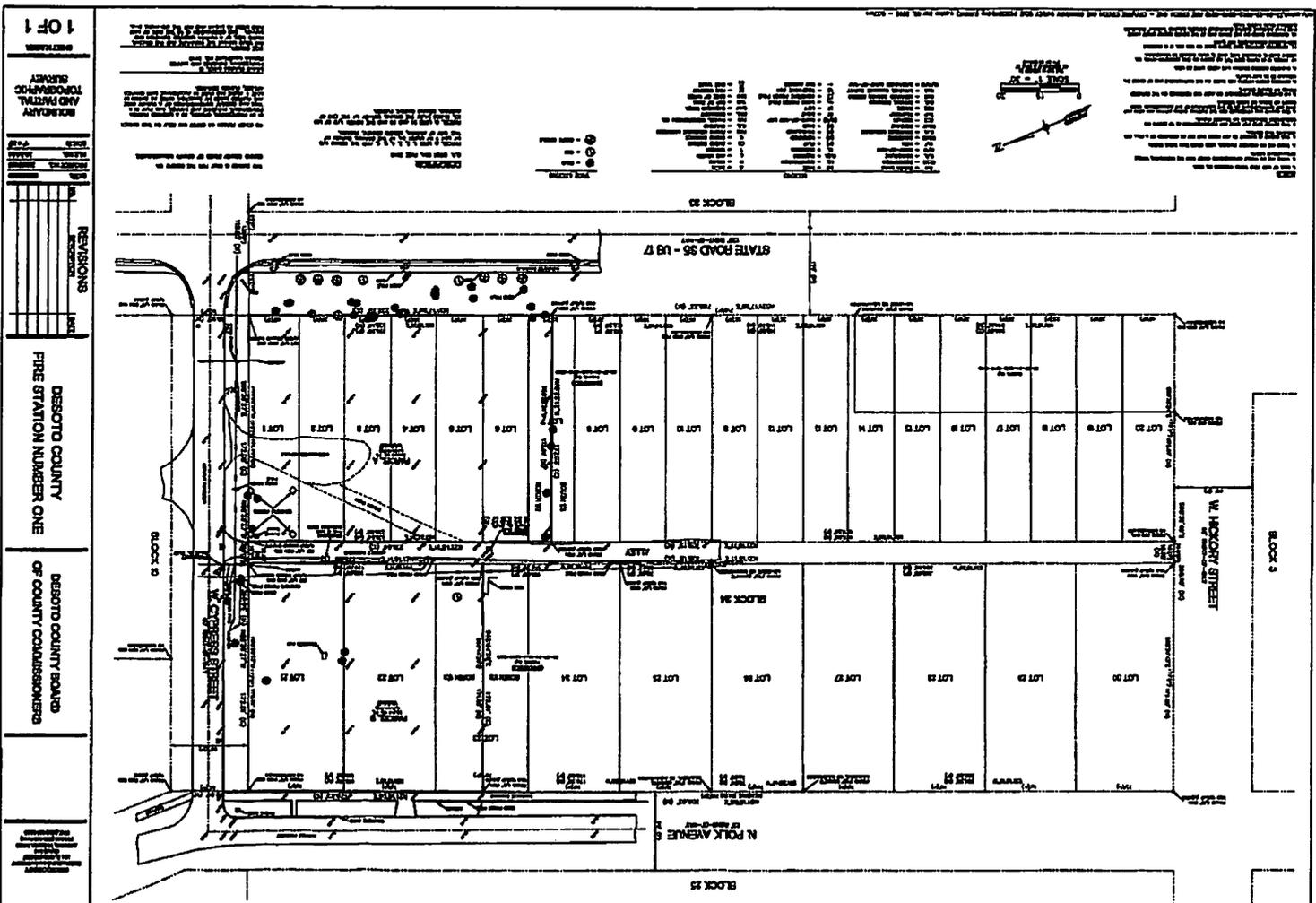
The 16' wide alley is the third and final access point. Under normal circumstances, lots abutting an alley would have an indirect access point to two streets. Due to the unique requirements of the Fire Station, DeSoto County has filed an application to vacate a portion of the alley. Should the City Council vacate the alley, the right-of-way would be apportioned to the abutting property owners. Since DeSoto County owns the parcels on both sides of the alley, the two corner parcels would effectively be combined into a single parcel with two corners. ULDC Paragraph 6.02.05.C.3 provides that schools and/or uses requiring emergency vehicle access may have one additional access point, provided that the additional access driveway is limited to school bus or emergency vehicle use only. Since the alley is being limited to the use of emergency vehicles, an adjustment in the number of access points is not necessary. Table 1 shows the alley access point on West Cypress Street meets the minimum 230 feet distance from the US Highway 17 intersection but is 11 feet short of the minimum distance from the North Polk Avenue intersection. Notwithstanding, because the alley/access point is within the two-thirds of the lot frontage that is farthest from the intersection of the right-of-way, an adjustment to the minimum distance is not needed.

Conclusion. The site development plan access points for North Polk Street and the West Cypress Street alley access point is consistent with the ULDC but an

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adjustment is needed for the West Cypress Street access point and its distance from the US Highway 17 intersection. The City Council has authority to grant these adjustments under ULDC Paragraph 6.02.05.C.4 because it is merited by transportation circulation and/or safety conditions.

EXHIBIT 1



<p>1071</p> <p>DESIGNATIONS</p>	
<p>REVISIONS</p> <p>NO. DATE</p>	<p>DESOTO COUNTY</p> <p>FIRE STATION NUMBER ONE</p>
<p>DESOTO COUNTY BOARD</p> <p>OF COUNTY COMMISSIONERS</p>	<p>1071</p>

AGENDA No. 9



CITY COUNCIL AGENDA ITEM
Requested Council Meeting Date: September 6, 2016

DEPARTMENT: Utilities
SUBJECT: City of Arcadia Waste Water Plant Sand Filter Rehabilitation

RECOMMENDED MOTION: Motion to approve Parkson Corporation as a sole source provider for the waste water sand filter project in the amount of Two Hundred Five Thousand and 00/100 (\$205,000.00).

SUMMARY:
The City of Arcadia's Utility Department is requesting the City Council to approve the use of Two Hundred Five Thousand and 00/100 Dollars (\$205,000.00) from the Utility Enterprise Account for the rehabilitation of the sand filters at the City of Arcadia Waste Water Plant.

FISCAL IMPACT: \$205,000.00 Utility Enterprise Account
 Capital Budget
 Operating
 Other

ATTACHMENTS: Ordinance Resolution Budget Other

Department Head: A.J. Berndt *ASB* Date: 8-06-16

Finance Director (As to Budget Requirements) Date:

City Attorney (As to Form and Legality) Date:

City Administrator: Terry Stewart *[Signature]* Date: *8-26-16*

COUNCIL ACTION: Approved as Recommended Disapproved
 Tabled Indefinitely Tabled to Date Certain _____ Approved with Modifications



1401 West Cypress Creek Road
Suite 100
Fort Lauderdale FL 33309-1969
Phone 1.888.PARKSON
Fax 954.974.6182

Page 1

Sole Source Letter

To: AJ Berndt
Company: Arcadia WWTP
Tel:
Fax:
Email: WTP@arcadia-fl.gov
Pages: 1
Subject: Product: Dynasand

Date: June 8, 2016
From: Marty Unger
Tel: 954-383-1757
Fax: 954-974-6182
Email: munger@parkson.com
Cc: Jim Wahl

This document is to confirm that Parkson Corporation is the sole source provider for parts for the subject product. Parkson Corporation is the original manufacturer/supplier of the subject product and is the only source for OEM replacement parts. In addition, Parkson technicians are the only certified technicians able to perform work on the Dynasand.

The Mack Company is the sole or exclusive representative for Parkson within the state of Florida for the purchase of new products, OEM repair parts, repairs and maintenance.

No other representative can sell products, repair/replacement parts, maintenance, repair/replacement services, field services and technical support for Parkson.

Your contact for The Mack Company is:

Jim Wahl
954-646-3465
jwahl@mackcompany-fl.com

If you have questions regarding this issue, please contact Marty Unger at 954-383-1757.

Sincerely,

Parkson Corporation



Fort Lauderdale ♦ Chicago ♦ Montreal ♦ Mumbai

www.parkson.com
technology@parkson.com

Rev 4 AF-008

Hazen

Memorandum

July 12, 2016

To: Terry Stewart, AJ Berndt

From: Julie Karleskint, PE

Re: Arcadia WWTP Dynasand Filters

I met with Marty Unger and Ryan Brice of the Parkson Corporation on May 19, 2016 regarding the Parkson Dynasand Filters at the wastewater treatment plant. I was previously advised by staff that the filters were not operating in a consistent manner to meet the required effluent turbidity levels and that several of the units were out of service and required refurbishment. Upon inspecting the units, the sand levels appeared extremely low and after discussing with staff, I proceeded to contact the Parkson Representative for the Dynasand Filter to request a field visit to assist us in evaluating the existing filters and providing a quote for refurbishment.

During their visit, it was noted that approximately 50% of the filter media was missing. It was also noted the airlifts were in poor condition and required replacement in addition to control panels being required for five of the older filters. The older filters are approximately 30 years old and were never provided with control panels. Based on the condition of the filters which have not been serviced in the past ten years, I recommend the City proceed to recondition the existing filters as recommended by Parkson.

Parkson is the sole source provider for parts for the Parkson Dynasand Filters and Parkson technicians are the only certified technicians able to perform the work. Therefore, I would recommend that the City proceed to sole source the refurbishment of the Dynasand Filters as noted in the attached quote for a not to exceed amount of 205,000.

It should also be noted that Parkson is the solesource provider for the Parkson Aquaquad bar screen, which was also noted to be in poor condition and a additional quote for refurbishing the bar screen has been requested.

Attached: Parkson Sole Source Letter
Parkson Dynasand Quotation

Quotation

NUMBER: B01501619A Rev 3

DATE: July 1, 2016

TO: Hazen and Sawyer
7334 Delainey Court
Sarasota, FL 34240
Attn: Julie Karleskint, PE
Office: 941-378-2862
Cell: 941-321-4376
E-Mail: jkarleskint@hazenandsawyer.com

REF.: Project Name: Arcadia, FL
Project Location: Arcadia, FL
Original Serial #: DSF-1643, 150902
Rebuild #: 150789 for DSF-1643

Parkson Corporation proposes the reconditioning of your existing DynaSand® Continuous Backwash Sand Filter(s) and is pleased to provide this **Rebuild/Retrofit Quotation** for the following:

ITEM 1 DYNASAND® CONTINUOUS BACKWASH SAND FILTER(S)

Existing Units: Twenty
Model: DSF-50 SBTF

1.A PARTS FOR REPLACEMENT ON TWENTY (20) units

RECONDITIONING WILL CONSIST OF THE FOLLOWING:

1. Five (5) new air control panels in NEMA 4X, FRP enclosures for Serial Number 150789.
2. Ten (10) new PVC airlifts with flexible tubing for connection to air control panels split between Serial Numbers 150789 and 150902.
3. 102 tons of 1.4 mm filter media for Serial Number 150789 to be delivered by pneumatic truck. The 102 tons of media is an approximate amount of media and if the amount required is less there will be a deduct based upon the pricing shown in section 3.B. If 102 tons of sand is not enough for the filters see section 3.B for pricing.
4. Storage bags for sand removal.

ITEM 2 PARKSON SERVICE

DSF CLEANING – (labor) scope of supply:

- Removal of all necessary Grading (as required).
- Pump sand/media from the Cell being worked on to storage bags.
- Drain fluid (water) from each Cell.
- Inspect and clean all radial arms.
- Clean lower cones of all solids/debris.
- Fill Cell with clean Plant effluent.
- Pump sand from next Cell to current Cell.
- Screen sand of larger particles/solids upon pumping.
- Re-installation of all Grading (as required).
- Wash filtered media overnight with clean Plant effluent.
- Open feed inlet for the Cell (being worked on).



Next cell – (labor) scope of supply:

- Removal of all necessary Grading (as required).
- Pump sand from second Cell to first Cell.
- Drain fluid (water) from each Cell.
- Inspect and clean all radial arms.
- Clean lower cones of all solids/debris.
- Fill East Cell with clean Plant effluent.
- Pump sand from third Cell to forth Cell.
- Screen sand of larger particles/solids upon pumping.
- Re-installation of all Grading (as required).
- Wash filtered media overnight with clean Plant effluent.
- Open feed inlet for the Cell (being worked on).

The above process continues until the completion of the last Cell.

ITEM 3 OFFERINGS - PURCHASE PRICE

3.A Parkson Certified Rebuild On Site with OEM Parts & Technicians:

Dynasand Filter Refubishment				
Item No.	Description	Units *	QTY	Unit Cost
1	Furnish and Install Air Control Panels	EA	5	\$34,731
2	Furnish and Install PVC Airlifts w/ tubing	EA	10	\$13,500
3	Furnish and Install Filter Media (1.4 mm ES) pneumatic truck	Ton	105	\$57,169
4	Furnish Filter media (1.4 mm ES) supersack	50 lb Bag	0	0
5	Perform DSF Cleaning w/ storage bags for all filters	LS	1	\$91,600
6	Provide start-up assistance	LS	1	\$8,000
Total Estimated Cost				\$205,000

- **Units are for information only and not offers to sell.**
 1. All parts listed in [1A] above.
 2. Parts will be shipped F.O.B. Point of Manufacture, freight allowed to jobsite.
 3. Work performed by Parkson authorized field technicians, who will test run equipment at completion of rebuild.
 4. Taxes excluded.
 5. Engineering drawings excluded.



Schedule:

- Submittal Phase not required on this project.
- Parts required will be delivered to jobsite 4-6 weeks after receipt of acceptable Purchase Order, or when all questions are resolved.
- Field/on site rebuild will be within as soon as possible after parts are delivered to customer.

Validity - Price is valid for thirty (30) calendar days from Quotation date, for shipment of Equipment within the timetable stated above.

Payment Terms - 30% down payment with order, 50% net 30 days upon shipment of parts to site, 20% upon rebuild completion, not to exceed 90 days after shipment of parts should rebuild be delayed by other than Parkson.

Start-Up Assistance - Parkson will furnish factory representatives as required for the reconditioning. Dates of service to be scheduled upon receipt of Buyer's written request.

3.B Filter Media:

During refurbishing, media may be pumped to storage and reused. When replacing filter media into the newly rebuilt DynaSand Filters, approximately 10 – 15% of the existing media may be lost. The Standard Media pricing is as follows and can be ordered 4-6 weeks before start-up.

- Filter Media, 1.4 mm ES, via bags 3000 lb supersacks, (for quantities of 10 tons or more). Price.....**\$310.00 per ton**
- Filter Media, 1.4 mm ES, via pneumatic truck, (for quantities of 10 tons or more). Price.....**\$220.00 per ton**

Pricing of Filter Media Does Not include freight and may require additional labor if Parkson is to be responsible for filling filters. Please note, 1 ft³ of filter media is equal to 100 lbs. The minimum filter media order is 10 tons via truck or one ton via bags. **Standard Parkson filter media is sub angular. If sub round filter media is required, please specify such on your order and note extra freight charges may apply.**

If a filter media order is less than 6 tons and shipping in super sacks, please be advised a loading dock will be necessary as the shipment will be via LTL (Less Than Truckload, enclosed van). An alternative to this is flatbed transportation, which is much more expensive and not as readily available.

Filter media suppliers have been certified to meet Parkson Specifications for filter media quoted. Filter media is supplied by the Parkson certified supplier who is nearest to customer site. **Filter media quoted is sub-angular.**

There are situations where the freight cost for your order may be more expensive than the price of the filter media itself. If you require a freight estimate, please provide the amount of media (in tons) requested and the method of shipment (truck or bags). We will be happy to provide a freight estimate for you.

ITEM 4 WARRANTY, DRAWINGS & MANUALS

4.A Mechanical Warranty:

As defined in Section XVI on the attached Standard Conditions of Sale, Parkson offers a one (1) year mechanical warranty for all new parts installed on the DynaSand on-site certified rebuild.

4.B Drawings and Installation, Operation and Maintenance (IO&M) Manuals:

1. Approval Drawings: Not required
2. Certified Drawings: Not required
3. IO&M Manuals: Not required

Manuals are available for \$75 USD at time of order

TIMETABLE GUIDELINE:

Within ten (10) business days of receiving a written Purchase Order in Parkson's office, if necessary, Parkson will submit a written Request for Additional Information requesting items including, but not limited to, full-scale drawings, specification sections, amendments and other documents necessary for Parkson to begin work on this Project. No work can be done on this project until all Additional Information is received by Parkson, thus beginning the Submittal Phase. If you do not receive such a Request for Additional Information within the stated ten (10) business days, then the Submittal Phase will begin on the eleventh (11th) business day following receipt of the written Purchase Order by Parkson. The Shipment Phase is thereafter contingent upon your final approval of all submitted Approval Drawings. Once said final approval is received by Parkson the Shipment Phase will begin.

Once Shipment Phase is underway, manufacturing of parts will begin as stated above. After parts are produced Project Management will call for the unit to be pulled from channel and shipped to the Parkson factory to complete the rebuild and return with minimal out of service delay.

If the Submittal Phase is waived, the Shipment Phase will begin on receipt of all requested Additional Information if necessary, or if not necessary, on the eleventh (11th) business day following receipt of a written Purchase Order by Parkson.

Dates are subject to confirmation upon receipt of written Purchase Order.

TERMS AND CONDITIONS:

Parkson's Standard Conditions of Sale, as stated on the attached, shall apply.

BUYER/OWNER RESPONSIBILITY UNLESS OTHERWISE STATED:

- Upon disassembly on site if any unforeseen parts or structural repairs are required, Parkson Corporation will notify the customer prior to commencement of any repairs beyond original quoted scope. The costs for these items will be added to the scope of work.
- Isolation valves.
- Walkway, platforms, handrails, grating, and access ladders/stairs unless stated otherwise.
- Chemicals, chemical feed systems and instrumentation other than those detailed above.
- Automatic samplers or other test equipment and performance test.
- Loading, unloading, crating, uncrating, installation, and installation supervision. Installation will, at minimum, require a forklift and possibly a crane/hoist.
- Readiness of the equipment before requesting [rebuild or start up] service. Non-readiness may result in additional charges.
- Compatibility of equipment materials of construction with process environment.
- Electrical connection and interconnecting wiring. Controls require 10 Amps at 110V.
- Interconnecting piping.
- Any other auxiliary equipment or service not detailed above.
- Dumpster for all old parts [on site rebuild].
- Care and storage of rebuild components upon receipt at customer site.



Please return one signed copy of this quotation and Purchase Order to Parkson Corporation at the address below. Refer to this quotation, date, and related correspondence.

Issued By:

PARKSON CORPORATION
1401 West Cypress Creek Road
Fort Lauderdale, FL 33309-1969

Accepted By: (Herein called the Buyer)

Name: Marty Unger
Title: Regional Sales Manager
Phone: 954-383-1757
Fax: 817-599-9725
E-Mail: munger@parkson.com
Date: July 1, 2016

Name
Title:
Date:

Enclosures: Standard Conditions of Sale, Quotation Addendum,

Local Rep: Jim Wahl
The Mack Company
17088 Gulf Pine Circle
Wellington, FL 33414
Phone: 561-798-3131
Fax: 561-798-9383

cc: Marty Unger, Brian Frewerd, Jim Wahl

DSF DynaSand Package Rebuild 10/2/14 Supersedes 3/20/09



Quotation Addendum

As a result of dramatic cost increases in the cost of both stainless and carbon steel, please be advised that the following provisions shall be strictly enforced pursuant to the Equipment advertised in this Quotation:

1. The Quotation's Purchase Price shall be firm for thirty (30) calendar days unless stated otherwise in the Quotation. Any Purchase Order issued beyond this timeframe may result in a Purchase Price review by Parkson Corporation whereby the Purchase Price may be increased to cover the increases in material costs. This Purchase Price review shall be at Parkson Corporation's sole discretion.
2. For those customers that have requested a firm Purchase Price commitment in excess of thirty (30) calendar days, Parkson has utilized an escalation clause tied to an appropriate commodity index to determine the Purchase Price.
3. All Purchase Orders that have a delivery schedule stretching beyond six (6) months from the time a Purchase Order is placed will be subject to price escalation tied to a proportionate increase in total material costs as a result of either stainless or carbon steel surcharges in effect at the time Parkson Corporation places its orders for any fabricated steel components for the Equipment. Parkson Corporation will notify you of any changes in prices once all orders for said components have been completed.

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Effective 4/27/04



Standard Conditions of Sale

I. GENERAL: All references to Parkson (or any derivative thereof) shall mean Parkson Corporation and all references to Buyer shall mean the customer named in a purchase order, quotation or proposal (collectively referred to herein as "quotation"). All quotations from Parkson shall be considered solicitations of offers and all purchase orders placed by Buyer shall be considered offers, which can only be accepted in writing by Parkson. Buyer shall either sign Parkson's quotation, or in the alternative, issue a non-conflicting purchase order containing necessary information, such as site name, price schedule, type and quantity of product, requested delivery date and delivery instructions. Parkson hereby objects to and rejects any and all additional or different terms proposed by Buyer, whether contained in Buyer's request for quotation, purchase order, purchasing or shipping release forms. Notwithstanding any terms or conditions that may be included in Buyer's purchase order form or other communications, Parkson's acceptance is conditional upon Buyer's assent to the terms and conditions set forth herein. It is agreed that sales are made only on the terms and conditions herein and any other terms or conditions shall not become a part of the agreement unless expressly agreed to in writing by Parkson. Parkson's failure to object to any terms or conditions contained in Buyer's purchase order or other communication shall not be deemed to be acceptance of such terms or conditions. These terms and conditions shall be deemed incorporated (as though set forth in full) into any agreement entered into between Parkson and Buyer unless otherwise noted in writing. Parkson reserves the right, without any increase in price, to modify the design and specifications of Parkson products, provided that the modification does not adversely affect the original performance specifications as specified by Parkson or as requested by Buyer. Shipments, deliveries and performance of work shall at all times be subject to the approval of Parkson's Credit Department. Parkson may at any time decline to make any shipment or delivery or perform any work except upon receipt of payment or security or upon terms and conditions satisfactory to Parkson.

II. PRICES, TERMS OF PAYMENT & TAXES: (a) **PRICES:** Unless expressly stated to be firm for a definite period, Parkson's offers are subject to change without notice, and in all cases are subject to withdrawal at any time before acknowledgment by Buyer. Quoted prices are firm for only thirty (30) days. Orders placed after thirty (30) days are subject to price increases in Parkson's sole discretion. Prices on acknowledged orders are firm for the agreed upon delivery time. Customer requests to extend originally agreed upon delivery date(s) will be subject to price escalation. If a price is stated in the quotation, it is based upon shipment of the quantities and quality requested by Buyer and on the basis of Parkson's internal delivery schedule at the time of preparation of said quotation. (b) **TERMS OF PAYMENT:** Payments against invoices shall be due and payable thirty (30) days from the date of delivery to a carrier, or upon receipt of an invoice from Parkson, whichever first occurs. If in Parkson's opinion, Buyer's financial condition does not justify continuation of production or shipment on the terms of payment specified, Parkson may, upon written notice to Buyer, cancel or suspend any outstanding order or part thereof, unless Buyer shall promptly pay for all goods delivered or shall make advance payments to Parkson as it, at its option, shall determine. If Buyer delays shipment for any reason, date of readiness for shipment shall be deemed to be the date of shipment for payment purposes. If Buyer delays manufacture for any reason, a payment shall be made based on purchase price and percentage of completion, with the balance payable in accordance with the terms as stated. If payments are not made in conformance with the terms stated herein, the contract price shall, without prejudice to Parkson's right to immediate payment, be increased by 1½% per month on the unpaid balance, not to exceed the maximum amount permitted by law. If at any time in Parkson's judgment Buyer may be or may become unable or unwilling to meet the terms specified herein, Parkson may require satisfactory assurance or full or partial payment as a condition to commencing, or continuing manufacture, or in advance of shipment. (c) **TAXES:** Except for the amount, if any, of tax stated in a Parkson quotation, the prices set forth therein are exclusive of any amount for federal, state, local, excise, sales, use, property, in-country, import, VAT or similar taxes or duties. Such prices also exclude permit, license, customs and similar fees levied upon shipment of Parkson products.

III. SHIPMENT/STORAGE: (a) **SHIPMENT:** The anticipated shipment date(s) set forth in the quotation is/are approximate and subject to change. Notwithstanding other limitations set forth by Parkson, Parkson shall not be liable for any delays in shipment which are caused by events beyond the control of Parkson including, but not limited to, delays caused by inaccurate or incomplete data, changes or revisions in the work to be performed, tardy approval of drawings by Buyer, acts of Buyer or Buyer's agent, Force Majeure, accidents, strikes, inability to obtain labor or materials, or delay in transportation. Parkson shall have the right to extend the anticipated shipment date for up to ten (10) business days, for any reason, provided Parkson shall give Buyer written notice of such delay prior to the scheduled shipping date. Buyer's order will be crated for domestic truck shipment and Parkson assumes no responsibility for loss of, or damage to, the equipment following delivery to a carrier, who shall be deemed to be acting as agent for Buyer, and the equipment shall thereafter be at the Buyer's sole risk. It is Parkson's policy to ship its equipment "Bill Collect," and the carrier will mail its invoice(s) directly to Buyer's billing address, unless otherwise agreed to in writing. (b) **STORAGE:** Once Buyer has been notified that its order is ready for shipment, if Buyer requests that the order (in whole or in part) not be shipped until a later date, the equipment will be segregated from other inventory and Buyer shall execute Parkson's Transfer of Title form evidencing transfer of title and transfer of risk of loss from Parkson to Buyer pursuant to Section IV below. In the event that Buyer shall refuse to execute Parkson's Transfer of Title form and/or if the fabricator is unable to withstand storage of the equipment, Parkson shall have the right, at its sole discretion, to transfer the equipment to an intermediate storage facility, all at Buyer's cost, whereby transfer of title and risk of loss will be deemed to pass, pursuant to Section IV below, when the products are delivered to the carrier at the factory. All costs associated with shipping the equipment to said storage facility or from said storage facility to the job site (or any other site requested by Buyer) shall be the responsibility of Buyer. Buyer shall reimburse Parkson upon demand for any costs incurred by Parkson in connection with said storage, including without limitation, steps taken to protect the equipment from the elements, transport, storage facility fees, insurance, etc. Any delay in shipment requested or caused by Buyer or its agents will not affect the Terms of Payment above.

IV. TITLE & RISK OF LOSS: Parkson's prices are F.O.B. Parkson's Factory and are exclusive of taxes, shipping, handling and insurance. Title to all equipment and risk of loss, deterioration or damage shall pass to Buyer upon delivery to a carrier, except that a security interest in the equipment or any replacement shall remain in Parkson's name, regardless of mode of attachment to realty or other property, until the full purchase price has been received by Parkson. Buyer agrees to do all acts necessary to perfect and maintain said security interest, and to protect Parkson's interest by adequately insuring the products against loss or damage from any external cause, including during any storage or transport, with Parkson named as insured or co-insured.



Any claim by Buyer against Parkson for shortage or damage occurring prior to delivery must be made in writing within ten (10) calendar days after receipt of shipment and accompanied by an original transportation bill signed by the carrier noting that carrier received goods from Parkson in the condition claimed. Parkson shall have the right to ship all goods at one time or in portions, within the time for shipping provided in such order, unless specifically requested in writing by the Buyer that these shipments be made in total. Any shipments returned to Parkson as a result of Buyer's unexcused delay or failure to accept delivery will require Buyer to pay all additional costs incurred by Parkson, including any storage costs as set forth in Section III above.

V. ERECTION: Unless otherwise agreed in writing, products are assembled, installed and/or erected by and at the full expense of Buyer.

VI. CANCELLATION & BREACH: Buyer agrees that Parkson products are specially manufactured goods that are not suitable for sale to others in the ordinary course of business. Therefore, purchase orders placed with Parkson cannot be canceled without recourse, nor shipments of goods made up, or in process, be deferred beyond the original shipment dates specified, except with Parkson's written consent and upon terms which shall indemnify Parkson against all losses. In the event of cancellation or the substantial breach of the agreement between Buyer and Parkson, including without limitation, failing to make payment when due, Buyer agrees that Parkson will suffer serious and substantial damage which will be difficult, if not impossible, to measure, both at the time of entering the agreement and as of the time of such cancellation or breach. Therefore, the parties agree that upon such cancellation or breach, the Buyer shall pay to Parkson the sums set forth below which Parkson and Buyer do hereby agree shall constitute agreed and liquidated damages in such event:

- a. If cancellation or breach shall occur after the acceptance of the purchase order but prior to mailing of general arrangement drawings by Parkson to Buyer, liquidated damages shall be 10% of the selling price.
- b. If cancellation or breach shall occur within thirty (30) days from the mailing of general arrangement drawings by Parkson to Buyer, the liquidated damages shall be 30% of the selling price.
- c. If the cancellation or breach occurs after thirty (30) days from the mailing of general arrangement drawings by Parkson to Buyer, but prior to notification that the order is ready for shipment, the liquidated damages shall be the total of 30% of the selling price plus the expenses incurred, cost of material, and reasonable value of the work expended to fill the respective order by Parkson's engineers and other employees, agents and representatives after the mailing of general arrangement drawings by Parkson to Buyer. All sums will be determined at the sole reasonable discretion of Parkson provided, however, that the total liquidated damages under this provision shall not exceed the total selling price.
- d. If cancellation or breach shall occur after Parkson has notified Buyer that the order is ready for shipment, then the liquidated damages shall be the total selling price.

VII. DRAWINGS & SPECIFICATIONS: In the event that drawings are sent to Buyer for approval after an order is placed, the drawings must be returned marked "Approved" or "Approved As Noted" within twenty (20) calendar days after receipt unless otherwise noted. In the event that Buyer's written comments are not given within the twenty (20) day period, Parkson shall deem the items approved.

VIII. CORRECTIVE WORK & "BACK CHARGES": In no event shall any work be done, or services or material be purchased or expense otherwise incurred by the Buyer for the account of Parkson until after full and complete particulars (including an estimate of material cost) have been submitted in writing and approved in writing by Parkson. Parkson must be given the opportunity to discuss and research alternative methods to lower the costs involved in such corrective work. Unless agreed-upon in writing by Parkson, Parkson will not be liable for labor costs, overhead, administrative costs, interest or any other consequential or indirect costs Buyer incurs. Returned items will not be accepted unless Parkson has previously agreed to such return in writing and supplied written return-shipment instructions to Buyer.

IX. SELECTION OF MATERIALS: Because all Parkson products are specially manufactured products, the material make-up of many of Parkson's products varies from project to project. The determination of the materials' suitability and adaptability (including without limitation, paints and/or coatings) to the specific needs of the Buyer is solely the Buyer's choice and responsibility.

X. CONFIDENTIAL INFORMATION & IMPROVEMENTS: The design, construction, application and operation of Parkson's products, services and relevant documentation embody proprietary and confidential information; therefore, Buyer will maintain this information in strict confidence, will not disclose it to others, and will only use this information in connection with the use of the products or to facilitate the provision of services sold by Parkson. Buyer will not copy or reproduce any written or printed materials or drawings furnished to Buyer by Parkson. Buyer agrees to immediately return all confidential material to Parkson if requested in writing by Parkson. Buyer will not copy any information provided by Parkson or make any design drawings of Parkson's equipment and will not permit others to copy or make any design drawings of the equipment. Parkson shall have a royalty-free license to make, use and sell, any changes or improvements in the products invented or suggested by Buyer or its employees. Buyer acknowledges that a remedy at law for any breach or attempted breach of this Section will result in a harm to Parkson for which monetary damages alone will not be adequate. Buyer covenants and agrees that neither it nor any of its affiliates will oppose any demand for specific performance and injunctive and other equitable relief in case of any such breach or attempted breach. Notwithstanding anything to the contrary herein, Parkson may seek enforcement of any breach of this Section without the necessity of complying with the provisions regarding resolution of disputes herein.

XI. FIELD SERVICE: Field Service included in the quotation will only be scheduled upon written request and may be subject to credit approval. Should the Buyer have outstanding balances due Parkson, no startup / field service will be scheduled until such payments are received by Parkson. The Buyer assumes all responsibility for the readiness of the system when it requests startup service. Should Parkson's Field Service Engineer arrive at the jobsite and determine that the system cannot be started up within a reasonable time, Parkson shall have the option to bring the Field Service Engineer home and bill the Buyer for time, travel and living expenses. Additional field service is available from Parkson at the prevailing per-diem rate at the time of the



request for service plus all travel and living expenses, portal-to-portal. A purchase order or change order will be required prior to scheduling this additional service.

XII. LIMITATION OF LIABILITY: Unless expressly agreed to in writing by Parkson, all damages not direct and actual in nature, including without limitation, consequential, incidental, indirect, exemplary and punitive damages, shall be expressly prohibited damages. Such prohibited damages include, but are not limited to, lost rent or revenue; rental payments; costs (increased or not) of administration or supervision; costs or delays suffered by others unable to commence work or provide services as previously scheduled for which a party to this contract may be liable; increased costs of borrowing funds devoted to the project (including interest); delays in selling all or part of the project upon completion; damages caused by reason of Force Majeure or acts of God (with the broadest statutory or court of law definition possible); termination of agreements to lease or buy all or part of the project, whether or not suffered before completion of services or work; forfeited bonds, deposits, or other monetary costs or penalties due to delay of the project; interest for any reason assessed to Buyer; increased taxes (federal, state, local, or international) due to delay or recharacterization of the project; lost tax credits or deductions due to delay; impairment of security; attorney and other legal fees for any reason assessed to Buyer, loss of use of the Equipment or any associated Equipment, costs of substitute Equipment, facilities or services, down time costs, claims of customers of Buyer for such other damages; or any other indirect loss arising from the conduct of the parties. Parkson only agrees to responsibility for damages from proven negligent and willful acts of its direct employees only.

XIII. APPLICABLE LAWS & GOVERNING LAW: To the best of Parkson's knowledge, Parkson products comply with most laws, regulations and industrial practices; however, Parkson does not accept responsibility for any state, city or other local law not specifically brought to Parkson's attention. For OSHA compliance, (1) Parkson is only liable for those OSHA standards that are in effect as of the date of the quotation, and to the extent they are applicable to the performance of Parkson. (2) Parkson is only responsible for the physical characteristics of the product(s) and not for the circumstances of the use of the product(s). (3) Parkson's liability through any noncompliance to OSHA shall be limited to the cost of modifying the product(s) or replacing the non-complying product(s) or component(s) after receipt of prompt written notice of noncompliance. The rights and obligations of Buyer and Parkson shall be governed by and interpreted in accordance with the substantive laws of the state of Florida including the uniform commercial code of Florida, excluding conflicts of law and choice of law principles.

XIV. DISPUTE RESOLUTION: Any issue, difference, claim or dispute ("Action") that may arise out of or in connection with the project referenced in the quotation, including these terms and conditions, shall be first resolved by negotiation at the highest executive levels between the Buyer and Parkson. If said negotiation is unsuccessful, any said Action or any transactions contemplated hereby or in the Quotation shall be finally settled under BINDING ARBITRATION in Broward County, Florida. Any such arbitration shall be governed by the Commercial Arbitration Rules of the American Arbitration Association and shall be overseen by one (1) single arbitrator. Buyer and Parkson shall agree upon a single arbitrator or, if Buyer and Parkson cannot agree upon an arbitrator within thirty (30) days, then the Buyer and Parkson agree that the American Arbitration Association shall appoint a single arbitrator. In the event that an Action is brought, the prevailing party shall be entitled to be reimbursed for, and/or have judgment entered with respect to, all of its costs and expenses, including reasonable attorney's fees' and legal expenses. The award of the arbitrator shall be binding and may be entered as a judgment in any court of competent jurisdiction.

XV. PATENTS: Parkson shall indemnify Buyer against any judgment for damages and costs which may be rendered against Buyer in a suit brought on account of the alleged infringement of any United States patent by any product supplied by Parkson, unless (a) the alleged infringement occurs as a result of any alteration or modification to the product or the use of the product in combination with the products or services of any party other than Parkson, or (b) the product was made in accordance with materials, designs or specifications furnished or designated by Buyer, in which case Buyer shall indemnify Parkson against any judgment for damages and costs which may be rendered against Parkson in any suit brought on account of the alleged infringement of any United States patent by such product or by such materials, designs or specifications; provided that prompt written notice be given to the party from whom indemnity is sought of the bringing of the suit and an opportunity be given to such party to settle or defend it as that party may see fit and that every reasonable assistance in settling or defending it shall be rendered. Parkson shall in no event be liable to Buyer for special, indirect, incidental or consequential damages arising out of allegation of patent infringement.

XVI. MECHANICAL WARRANTY: For a period of one (1) year following the Equipment shipment date ("Warranty Period"), Parkson's Equipment is limitedly warranted to be free from defective material and workmanship, under normal use and service and when installed, operated and maintained in accordance with installation instructions, this policy and maintenance/operating procedures. To make claim under this Warranty, Buyer must notify Parkson within ten (10) business days after the date of discovery of any nonconformity and make the affected Equipment immediately available for inspection by Parkson or its service representative. Parkson Equipment may be deemed nonconforming only by an authorized Parkson representative. Returns will not be accepted unless Parkson has authorized said return in writing. If Parkson's inspection indicates nonconforming materials and/or workmanship, the Equipment will, at Parkson's option, either be repaired or replaced without charge. Upon receipt of Parkson's written consent, Equipment may be promptly returned to Parkson, F.O.B. its factory. However, under certain circumstances, Parkson may decide, in its sole discretion, to repair or replace the Equipment at the Project site. Buyer hereby agrees to provide Parkson, its employees and/or representatives, free of charge, on-site access to the Project site, and any necessary utilities and plant personnel needed by Parkson for the purpose of repairing and/or replacing nonconforming Equipment per this Warranty.

The following will void this Warranty:

- (A) Equipment is used for purposes other than those for which it was designed;
- (B) Equipment is not used in accordance with generally approved practices;
- (C) Disasters, whether natural or manmade, such as fire, flood, wind, earthquake, cave-in, lightning, war, or vandalism;



- (D) Unauthorized alterations to or modifications of the Equipment not approved by Parkson, in writing;
- (E) Abuse, neglect or misuse of Equipment, including without limitation, operation of Equipment after a defect is discovered;
- (F) Operation of Equipment by persons not properly trained for that purpose;
- (G) Failure to operate the Equipment in accordance with Parkson's specifications, O&M manuals or other written guidelines; and/or
- (H) Failure to perform regular cleaning, inspection, adjustment and/or preventative maintenance.

BE ADVISED: Parkson is not liable for any corrective work or expenditure that has not been authorized by Parkson in writing prior to the commencement of such work and prior to committing to such expenditures. Inspection service calls, requested by Buyer, where no evidence of nonconforming materials and/or workmanship is found, will be invoiced to the Buyer at Parkson's current per diem, plus all travel and living expenses. Onsite labor and freight are not covered by this Warranty. This Warranty does not cover normal wear and tear. Following a Warranty claim, verification of proper operation and maintenance is required. Physical damage due to external forces and/or accident is not covered by this Warranty. The effects of corrosion and unforeseeable influent characteristics are excluded from this Warranty. Actions by 3rd parties in causing nonconformity of the Equipment are not covered under this Warranty.

THE FOREGOING LIMITED WARRANTY IS EXCLUSIVE AND IN LIEU OF ALL OTHER GUARANTEES AND WARRANTIES OF ANY KIND WHATSOEVER, WRITTEN, ORAL OR IMPLIED; ALL OTHER WARRANTIES INCLUDING WITHOUT LIMITATION ANY WARRANTY OF MERCHANTABILITY AND/OR FITNESS FOR A PARTICULAR PURPOSE, ARE HEREBY DISCLAIMED.

XVII. INDEMNIFICATION: Buyer shall comply and require its employees to comply with all instructions given by Parkson regarding installation, use and maintenance of the Equipment sold by Parkson and shall require its employees to use reasonable care and all safety devices in the operation and maintenance of said Equipment. Buyer shall not remove or permit removal or modification of any safety device, warning sign or label. Buyer shall immediately give Parkson written notice of any personal injury or property damage arising out of the use of the Equipment and cooperate with Parkson in investigating any such accident or malfunction. Buyer agrees to indemnify and hold Parkson and its suppliers harmless from any and all claims, demands, liabilities, causes of action, suits, costs and expenses of any kind and nature (including attorney's fees) for personal injury or property damage arising from or in any way connected with the operations, activities or use of the Equipment sold by Parkson if Buyer fails to fulfill any of the foregoing obligations. Buyer agrees to indemnify and hold Parkson and its suppliers harmless from any and all claims, demands, liabilities, causes of action, suits, costs and expenses of any kind or nature (including attorney's fees) which may be asserted against Parkson and its suppliers by any person relating to any portion of the Equipment which includes Buyer's existing equipment or equipment furnished by Buyer and to defend Parkson and its suppliers at Buyer's expense against any suit which may be commenced relating to the foregoing. Buyer agrees to indemnify and hold Parkson and its suppliers harmless from any and all claims, demands, liabilities, causes of action, suits, costs and expenses of any kind or nature (including attorney's fees) for loss or damage to persons or property, other than the Equipment sold hereby or Buyer's possession or use of said Equipment.

XVIII. MISCELLANEOUS: Parkson does not assume responsibility for nor warrant the performance or accuracy of Buyer's furnished design, design criteria, or specifications. The parties agree that the foregoing terms and conditions constitute the entire terms and conditions between Buyer and Parkson and that there are no other agreements, terms or conditions, expressed or implied, unless otherwise agreed to in writing by Parkson. The terms and conditions herein shall supersede any terms and conditions of any other document that may apply to the transaction between the Buyer and Parkson. This document may not be modified or superseded other than by an instrument in writing signed by both Buyer and Parkson. This document shall be binding upon and inure to the benefit of Buyer and Parkson and their heirs, assignees, legal representatives and the project Owner for the project referenced in the quotation. The invalidity or non-enforceability of any particular provision of this document shall not affect the other provisions hereof, and this document shall be construed in all respects as if such invalid or unenforceable provisions were omitted.