RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

## PROPOSAL RESPONSE COVER SHEET

## THIS PAGE IS TO BER COMPLETED AND INCLUDED AS THE COVER SHEET FOR YOUR RESPONSE TO THE REQUEST FOR PROPOSALS

The board of County Commissioners, Leon County, reserves the right to accept or reject any and/or all bids in the best interest of Leon County.

Keith M. Roberts, Purchasing director

John Dailey, Chairman
Leon County Board of County Commissioners

This bid response is submitted by the below named firm/individual by the undersigned authorized representative.

SYNERGY DESIGN AND ENGINEERING, INC.
(Firm Name)

BY _____
(Authorized Representative)

MARC PHELPS, P.E., PRESIDENT
(Printed or Typed Name)

ADDRESS 4708 CAPITAL CIRCLE NW, SUITE 2A,

CITY, STATE, ZIP TALLAHASSEE, FL 32303

TELEPHONE (850) 942-2909

FAX (850) 402-7674

EMAIL MPHELPS@SYNERGYDNE.COM

**ADDENDA ACKNOWLEDGMENTS: (IF APPLICABLE)**

Addendum #1 dated *March 3,2011* Initials _____ Adendum #3 dated _____ Initials _____

Addendum #2 dated *March 8,2011* Initials _____ Adendum #4 dated _____ Initials _____

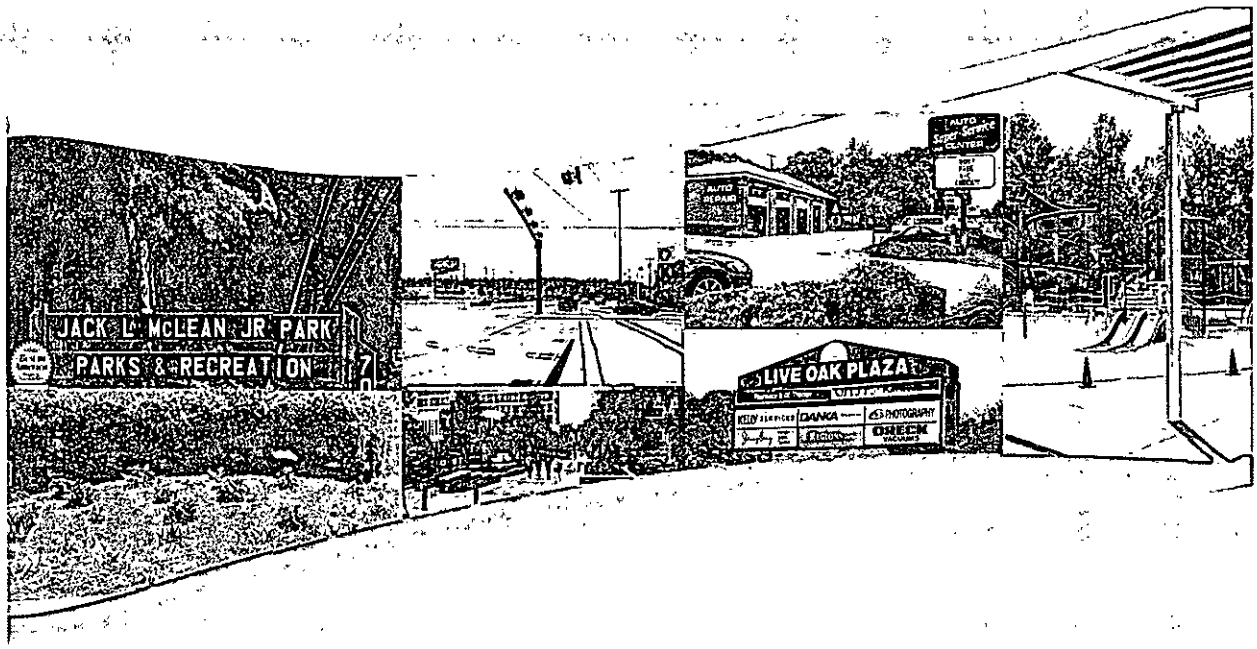
**PLEASE MARK THE CATEGORIES FOR WHICH YOU WISH TO BE CONSIDERED:**

__X__ a. Stormwater Engineering
__X__ b. Roadway Design
____ c. Traffic and Intersection Engineering
____ d Structural Engineering
____ e. Geotechnical Services
____ f. Environmental Support Services
__X__ g Construction Engineering and Inspection Services
____ h. Surveying
__X__ i. Subdivision and Site Development Engineering
____ j. Parks and Recreational Facility Engineering
__X__ k. Utility Engineering

# PROPOSAL FOR

# CIVIL ENGINEERING SERVICES, CONTINUING SUPPLY

## Proposal Number BC-03-17-11-25




SYNERGY DESIGN & ENGINEERING, INCORPORATED

4708 Capital Circle NW, Suite 2A Tallahassee, FL 32303 P: 942-2909 F: 402-7674

# Section A

# PROPOSAL RESPONSE COVER SHEET

# WITH

# CONTRACTOR INFORMATION

# Section B

# EXECUTIVE SUMMARY

SYNERGY DESIGN & ENGINEERING INCORPORATED

# EXECUTIVE SUMMARY

## Company History and Qualifications:

Incorporated in 2004, Synergy is local to Tallahassee and operates as a professional consortium of civil engineers who possesses a vast amount of experience in civil engineering, roadway construction, utility installation, design and project management. Synergy's unique business organization allows for the sharing of engineering professionals in accordance with project demands in a cost effective operation. The included resumes reflect the cooperative team that Synergy maintains as part of the seamless integration of staff between sister companies whose primary focus is vertical and horizontal construction. The high level of technical expertise available is firmly founded on the company core values of honesty, integrity and client value so integral to the way the company is run.

Synergy's focus on a rapid response and quick turn-around facilitates communication and timely project completion. Synergy's combination of engineering design/permitting experience coupled with the positive interaction with local and regional government agencies provides a unique combination valuable to any type of project. It's experienced team brings the following assets to every project:

- √ The ability and commitment to provide quick response and personal service
- √ An available pool of collaborative professionals to efficiently manage both large and small projects
- √ Hands-on Principal involvement and accessibility to ensure your needs are our first priority
- √ Strong relationships with local and regional governmental agencies and permitting staff

The Synergy team includes 5 Engineers with nearly 75 years of combined experience. Their expertise translates to offer complete understanding of what it takes to see a project through efficiently and effectively, including:

- ◊ Close coordination with Leon County staff, architects, surveyors, biologists and geotechnical engineers
- ◊ Ability based on experience to review and evaluate problems early during parcel and site evaluation, including topographic, drainage, utility and environmental constraints, as well as preliminary meetings with permitting agencies
- ◊ Quick turn around for requested design
- ◊ Thorough knowledge of permitting requirements and procedures
- ◊ Readily available during construction for questions and those unforeseeable problems that inevitably surface in any project
- ◊ Effective project closeout

SYNERGY
DESIGN & ENGINEERING INCORPORATED

# EXECUTIVE SUMMARY

## Work Categories:

Synergy is in a favorable position to commit a very experienced and proven team to provide civil engineering services on a continuing supply basis for work in five categories of:

*Stormwater Engineering*: An intrinsic part of almost every project in the Leon County area is stormwater engineering. Stormwater requirements are never limited by the on-site storm water. When assessing storm water issues for any project, Synergy staff always look at the entire basin for upstream contributions and downstream impacts. In addition, they research and review designs by others to see how those projects may impact the current project. They retrofit existing facilities for additions and improvements to existing site. Several Synergy team members are certified in storm water and erosion control, which will be beneficial for the NPDES permit support in terms of proper completion of the permit forms and provision of support during the construction process.

*Roadway Design*: Synergy has a lengthy history in subdivision development which, in large part, includes roadway engineering. These new roadways typically require improvements such as turn lanes to adjacent roadways. Synergy president Marc Phelps has past experience working appraisers for both the FDOT and COT on impacts to and costs to cure of right of way acquisitions.

*Construction Engineering and Inspection Services:* Although Synergy's company experience is limited in this classification, individual members of the Synergy Team have a wealth of experience that is reflected in their professional resume.

*Subdivision and Site Development Engineering:* Synergy was initially developed as an offshoot of a strong working relationship with well-known residential developer, Premier Construction and Development, Inc.. This long-term relationship has provided numerous contracts for Synergy and the results are visible in the many Premier communities throughout Leon County. Synergy is well-versed in every aspect of subdivision development including: site development, permitting, platting, utility and roadway design, and Stormwater treatment.

*Utility Engineering:* Synergy's experience with Utility Engineering is predominantly in subdivision development. This includes both on-site and off-site, capacity analysis, pump station design, etc.

## Authorized Synergy Representative:

Marc Phelps, P.E.
Synergy President
4708 Capital Circle NW, Suite 2A
Tallahassee, FL 32303
Phone: 850-942-2929 Fax: 850-402-7674
Email: mphelps@synergydne.com

As President of Synergy, I have authority to bind this company in contract and can assure that this RFP is in all respects fair and in good faith without collusion or fraud. You will not be disappointed in any of the services or products provided by Synergy Design and Engineering, Inc. It will provide Leon County with the bottom line benefits of *Consistent Performance, Accountability, and Personal Service.*

We look forward to working with you.

Marc C. Phelps, P.E.

# Section C

# REQUIRED FORMS

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25
Opening Date: Thursday, March 17, 2011 at 2:00 PM

## AFFIDAVIT CERTIFICATION
## IMMIGRATION LAWS

Leon County will not intentionally award County contracts to any contactor who knowingly employs un-authorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324 A(e) {Section 274a(e) of the Immigration and Nationality Act ("INA").

Leon County may consider the employment by any Contractor of Unauthorized Aliens a violation of Section 274A(e) of the INA. Such violation by the Recipient of the employment provision contained in Section 274A(e) of the INA shall be ground for unilateral cancellation of the contract by Leon County.

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: SYNERGY DESIGN AND ENGINEERING, INC.

Signature: _____ Title: PRESIDENT

STATE OF FLORIDA
COUNTY OF LEON

Sworn to and subscribed before me this 17th day of March, 2011.

Personally known X _____
NOTARY PUBLIC

OR Produced identification _____ Notary Public—State of FLORIDA

PATRICK F. RITCHEY
Notary Public - State of Florida
My Commission Expires Jan 2, 2012
Commission # DD 745690
Bonded Through National Notary Assn.

My commission expires

_____
((Type of identification)

_____
Printed, typed, or stamped
Commissioned name of notary public

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

**LEON COUNTY RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION, AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.**

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## EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

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

2. The contractor agrees to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

Signed: _____

Title: PRESIDENT

Firm: SYNERGY DESIGN AND ENGINEERING, INC.

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
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## INSURANCE CERTIFICATION FORM

To indicate that Bidder/Respondent understands and is able to comply with the required insurance, as stated in the bid/RFP document, Bidder/Respondent shall submit this insurances sign-off form, signed

A. Is/are the insurer(s) to be used for all required insurance (except Workers' Compensation) listed by Best with a rating of no less than A:VII?

☒ YES ☐ NO

| | | |
|---|---|---|
| Commercial General Liability: | Indicate Best Rating: | A |
| | Indicate Best Financial Classification: | VII |
| Business Auto: | Indicate Best Rating: | A |
| | Indicate Best Financial Classification: | VII |

1. Is the Insurer to be used for Workers' Compensation Insurance listed by Best with a rating of no less than A:VII?

☒ YES ☐ NO

Indicate Best Rating: A
Indicate Best Financial Classification: VII

If answer is NO, provide name and address of Insurer:

_____

_____

_____

2. Is the Respondent able to obtain insurance in the following limits (next page) for this professional services agreement?

☒ YES ☐ NO

Insurance will be placed with Florida admitted Insurers unless otherwise accepted by Leon County. Insurers will have A.M. Best ratings of no less than A:VII unless otherwise accepted by Leon County.

Required Coverage and Limits

The required types and limits of coverage for this bid/request for proposals are contained within the solicitation package. Be sure to carefully review and ascertain that bidder/proposer either has coverage or will place coverage at these or higher levels.

Required Policy Endorsements and Documentation

Certificate of Insurance will be provided evidencing placement of each insurance policy responding to requirements of the contract.

*Deductibles and Self-Insured Retentions*

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Endorsements to insurance policies will be provided as follows:

Additional insured (Leon County, Florida, its Officers, employees and volunteers) - General Liability & Automobile Liability

Primary and not contributing coverage- General Liability & Automobile Liability

Waiver of Subrogation (Leon County, Florida, its officers, employees and volunteers)- General Liability, Automoblie Liability, Workers' Compensation and Employer's Liability

Thirty days advance written notice of cancellation to County - General Liability, Automoblie Liability, Worker's Compensation & Employer's Liability.

Professional Liability Policy Declaration sheet as well as claims procedures for each applicable policy to be provided

Please mark the appropriate box:

Coverage is in place ☐ Coverage will be placed, without exception ☐

The undersigned declares under penalty of perjury that all of the above insurer information is true and correct.

Name Marc C. Phelps
Typed or Printed

Signature Marc C Phelps

Date March 17, 2011

Title PRINCIPAL / PRESIDENT
(Company Risk Manager or Manager with Risk Authority)

**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 it and its principals:

   a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

   b) Have not within a three-year period preceding this been convicted of or had a civil judgement 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 loval) 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 aragraph (1)(b) of this certification; and

   d) Have not within a three-year period preceding this application/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

PRESIDENT
Title

SYNERGY DESIGN AND ENGINEERING, INC
Contractor/Firm

4708 CAPITAL CIRCLE NW, SUITE 200, TALLAHASSEE, FL 32303
Address

## LOCAL VENDOR CERTIFICATION

The undersigned, as a duly authorized representative of the vendor listed herein, certifies to the best of his/her knowledge and belief, that the vendor meets the definition of a "Local Business." For purposes of this section, "local business" shall mean a business which:

a) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and

b) Holds any business license required by Leon County (or one of the other local counties), and, if applicable, the City of Tallahassee; and

c) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses.

Please complete the following in support of the self-certification and submit copies of your County and City business licenses. Failure to provide the information requested will result in denial of certification as a local business.

| | |
|---|---|
| Business Name: SYNERGY DESIGN & ENGINEERING, INC. | |
| Current Local Address:<br>4708 CAPITAL CIRCLE NW<br>SUITE 2A<br>TALLAHASSEE, FL 32303 | Phone:<br>850-942-2909<br>Fax:<br>850-402-7674 |
| If the above address has been for less than six months, please provide the prior address.<br><br>Length of time at this address: | |
| Home Office Address:<br>4708 CAPITAL CIRCLE NW<br>SUITE 2A<br>TALLAHASSEE, FL 32303 | Phone:<br>850-942-2909<br>Fax:<br>850-402-7674 |

Signature of Authorized Representative

MARCH 17, 2011
Date

STATE OF FLORIDA
COUNTY OF LEON

The foregoing instrument was acknowledged before me this 17TH day of MARCH, 20 11.

By MARC C. PHELPS, of SYNERGY DESIGN & ENGINEERING, INC.
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)

a FLORIDA corporation, on behalf of the corporation. He/she is personally known to me
(State or place of incorporation)

or has produced _____ as identification.
(type of identification)

_____
Signature of Notary

_____
Print, Type or Stamp Name of Notary

_____
Title or Rank

_____
Serial Number, If Any

**Return Completed form with supporting documents to:**

**Leon County Purchasing Division**
**1800-3 Blair Stone Road**
**Tallahassee, Florida 32308**

PATRICK F. RITCHEY
Notary Public - State of Florida
My Commission Expires Jan 2, 2012
Commission # DD 745690
Bonded Through National Notary Assn.

SYNERGY
DESIGN & ENGINEERING INCORPORATED

# LICENSE & CERTIFICATIONS

State of Florida

Board of Professional Engineers

Attests that

**Marc Christopher Phelps, P.E.**

IS LICENSED AS A PROFESSIONAL ENGINEER UNDER CHAPTER 471, FLORIDA STATUTES

EXPIRATION: **2/28/2013**

P.E. LIC. NO: **54582**

AUDIT NO: **228201319716**

State of Florida

Board of Professional Engineers

**Synergy Design and Engineering, 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: **28-FEB-11** **Certificate of Authorization** CA No: **26437**

Audit No: **22820112830**

DISPLAY AS REQUIRED BY LAW

# Work Category A

# STORMWATER ENGINEERING

## A. ABILITY OF PROFESSIONAL PERSONNEL

Four members of the Synergy collaborative team are qualified and have experience with storm water engineering. This will ensure that there will always be team members available to provide services on relatively short notice for the small to medium size projects that are contemplated in this contract. Resumes for the following qualified engineers may be found at the end of this proposal:

1) Marc Phelps, P.E.; 2) Richard Darabi, P.E.; 3) Jeff Sprouse, P.E.; 4) Nick Hall, P.E.

## B. PROJECT EXPERIENCE

An intrinsic part of almost every project in the Leon County area is stormwater engineering. Stormwater requirements are never limited by the on-site storm water. When assessing storm water issues for any project, Synergy staff always look at the entire basin for upstream contributions and downstream impacts. In addition, they research and review designs by others to see how those projects may impact the current project. They retrofit existing facilities for additions and improvements to existing site.

Several Synergy team members are certified in storm water and erosion control, which will be beneficial for the NPDES permit support in terms of proper completion of the permit forms and provision of support during the construction process.

Individual project descriptions are provided in the following pages for:

- Summer Lake Subdivision
- Crossway Center
- Jordan's Pass Subdivision
- Orion's Point Subdivision Phases I—IV

Table A on the following page summarizes the Synergy projects currently under contract.

## C. WILLINGNESS TO MEET SCHEDULE AND BUDGET REQUIREMENTS

Synergy has a reputation of early, in depth project analysis which gives it the ability to foresee problems early in the project development. The construction-based experience of many Synergy team members ensures a complete understanding of cost and schedule issues during each project's design phase. The comprehensive knowledge of the permitting process and the time frames required to permit various projects will be invaluable in accurately scheduling design and construction phases. The importance of maintaining scheduling and budget requirements is underscored by Synergy's requirement that the company president meet with project and government officials at the onset of every contract to facilitate proper scheduling and cost control.

## D. CURRENT AND PROJECTED WORKLOAD

Synergy's current and projected workload is presented in Table A. Because of Synergy's flexible staffing arrangement, the necessary company resources will be made available to meet the needs of any projects resulting from this project.

**TABLE A**

| CURRENT PROJECTS | PROJECT DESCRIPTION | EST. COMPLETION DATE |
|---|---|---|
| Chastain Manor | 20 lot single family residential subdivision located adjacent to Killearn Lakes Plantation in northern Leon County. The property is divided into two zoning districts, Residential Preservation and Lake Protection. It is also located within the Bradfordville study area where stormwater requirements are more stringent. These requirements resulted in an off-site multi-stage stormwater management facility.In order to avoid potential issues with the adjacent homeowners, Synergy coordinated extensively with Killearn Lakes Homeowners Association's Board. | April 2011 |
| Hartsfield Hills Replat | Reconfiguration of 18 single family attached, townhome style lots into 12 single family detached lots. | June 2011 |
| Hartsfield Place Replat 2 | Reconfiguration of 28 single family attached, townhome style lots into 21 single family detached lots | June 2011 |
| Bucklake Preserve Replat | 50 lot single family residential subdivision in Eastern Leon County | August 2011 |
| Rich Bay AME Church | Design and permitting of a 4,300 square foot new sanctuary with associated parking and stormwater facility in Gadsden County, Florida | June 2011 |
| Leon County Schools CNG Refueling Station | Synergy has teamed up with Nopetro, Sandco and DAG for the design/built of a compressed natural gas refueling station for both Leon County school buses and the general public. | July 2011 |
| White House | Civil engineering consulting services for the conversion of an existing fraternity house located in downtown Tallahassee on College Avenue to a restaurant with residence above and behind | Design and permitting are ongoing pending cost evaluation by owner |

## E. PROJECT TEAM LOCATION

The Synergy Team is located and will operate out of it's primary Tallahassee office at 4708 Capital Circle NW. This location is on a major traffic corridor located less that 3 miles from I-10 and about 1 mile from US Hwy 27, making access to all points in Leon County quite easy. Synergy staff are aware of the importance of site visits and typically participate in a weekly or bi-weekly meeting at the convenience of the project owner, architect or construction manager.

## F. APPROACH TO THE PROJECT

Synergy has a detailed procedure in place to ensure that current design standards, codes and other regulatory direction are utilized by staff in project design and that everything is done with owner approval. Steps for these projects would include:

**Pre-Contract Design Conference with Leon County** to establish the goals and objectives and review other project relevant information provided by the Leon County.

**Preliminary Evaluation of Existing Conditions**

**Development of Project Design Scope**: Gather available existing data and project information, including field explorations to determine potential impacts and requirements of project. Tasks that may be included are review of drainage patterns, existing utilities, flood plain areas, road and drive connections to existing road system, potential typical sections and existing properties along project route. Establish a project design scope, preliminary schedule and prepare a report.

**Scope Meeting with Leon County** to discuss Project Design Scope Report. This provides an opportunity to discuss potential issues and design considerations based on evaluation of existing conditions.

**Finalize Consulting Contract** with a defined scope of work for civil engineering services based on Scope Meeting with the Leon County.

**Pre-Design Investigative Work**

**Natural Features Inventory and Potential Impact Evaluation**

**Pre-Application Meetings with Permitting Authorities:** Conduct a more intense review of project to determine final design approach, which includes the Natural Features Inventory, impacts to properties, permitting requirements, and design requirements. During this time, topographic and route surveying will be accomplished, potential stormwater management system locations will be determined, geotechnical investigations will be conducted, preliminary contact with existing utility providers will be made, and attend preliminary meetings with the governmental regulatory agencies who will be permitting the project in order to determine the type of permitting required as well as any potential constraints that may be imposed.

**Preliminary Design of Components**

**Preliminary Land Acquisition/Easement Determination**

**Preliminary Cost Estimate/Critical Path Schedule Developed:** Determine components of design. This includes evaluation of right-of-way and easement requirements, land acquisition requirements and potential costs associated with purchase of property, impacts to driveway and existing road connections to Raymond Diehl Road improvements, severe and significant slopes and how to incorporate into design, raising portions of existing roadway that may be subject to flooding, maintenance of traffic, traffic flow and lane determinations, as well as pre and post conditions as it relates to drainage treatment and attenuation requirements. Prepare a Preliminary Cost Estimate for Construction.

**Preliminary Engineering Report Preparation** for submittal to Leon County

**Pre-Design Conference with Leon County** to review Preliminary Engineering Report. Comments and directions from Leon County review will be implemented into the project design.

**Public Involvement Meeting** per the methods and procedures required by Leon County.

**Commence Design Components**

**30% Plan Layout and Preparation** to be submitted to Leon County for review.

**30% Leon County Review** to discuss concerns and comments from 30% submittal.

**60% Plan Layout and Preparation**

## F. APPROACH TO THE PROJECT (continued)

**Roadway Plan and Profile Design**

**Stormwater Conveyance/Treatment Design**

**Existing Utilities Design Relocation/ Adjustment Design**

***Prepare Permitting Documents***

**Construction Cost Opinion :** After 30% Review Meeting with Leon County, incorporate comments and findings into final design components and develop 60% Completion drawings. Prepare and submit a Construction Cost Opinion based on 60% design. Submit to Leon County for review.

**60% Leon County Review**—meet to discuss concerns and comments from 60% submittal.

**Submit Permits:** Submit applications for permits. Permits most likely to be required are as follows:

**Leon County Permits:** Natural Features Inventory, Environmental Impact Analysis, Environmental Permitting from Growth Management, Public Right-of-Way Construction.

**State of Florida Permits :** Northwest Florida Water Management District (NWFWMD), Non Point Discharge Elimination System (NPDES) , Wetlands Dredge and Fill from Florida Department of Environmental Protection (FDEP) and U.S. Army Corp of Engineers (USACOE), and Florida Department of Transportation if any construction/drainage impacts to Interstate 10 rights-of-way.

**Public Involvement Meeting** in accordance with Leon County's procedures for coordination and meetings with property owners.

**Provide Easement and Property Acquisition Documents to Authorities:** Finalize and submit legal documents for right-of-way, property acquisition, and easements to Leon County for execution.

**90% Plan Layout and Preparation:** After 60% Review Meeting with Leon County, incorporate comments and findings into final design components and develop 90% Completion drawings. Update the Construction Cost Opinion based on 90% design. Submit to Leon County for review.

**90% Leon County Review** Review by and meeting with Leon County to discuss concerns and comments from 90% submittal.

**Finalize Plans and Specifications**

**100% Plan Submittal to Leon County:** After 90% Review Meeting with Leon County, incorporate comments and findings into the final design components and develop 100% Completion drawings. Update the Construction Cost Opinion based on completion of design. Submit to Leon County for final review.

**100% Leon County Review:** Develop final comments and submits to consultants.

**Follow up and completion of permits:** Finalize permits and modify plans accordingly.

**Finalize Plans:** Address final comments from Leon County and permitting authorities. Make Final modifications and adjustments. Finalize Construction Cost Opinion. A meeting may be in order depending upon the level of changes and comments.

**Assist in Bidding as required by Leon County**

**Upon receipt of permits, contracts awarded, and construction commenced:** Construction Administration as required by Leon County

**Final Inspections and Closeouts**

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE

## F. EXAMPLE PROJECTS

| 20. 2 | 21. Crossway Center | 22. Year Completed | |
|---|---|---|---|
| | | a. Professional Services | b. Construction (if applicable) |

| 23a. Project Owner | 23b. Contact Name | 23c. Phone number |
|---|---|---|
| Sandco, Inc | Steve Ghazvini | 850-514-1000 |

**24. Brief Description and Relevance – Scope, size, cost, etc**

This 9.0 acre site at the corner of Crossway Center, Woodville Highway and Capital Circle was previously used as a concrete pipe plant with outside storage and is currently being used as an asphalt plant with truck distribution center. Given it's visibility at the corner of two major arterial highways, the existing site creates a less than desirable image on the south side of Tallahassee. Therefore, the developer intends to "clean up" the site by developing it as a 72,275 square foot "Industrial" type use shopping center.

The scope assigned to Synergy was to design and permit this "new image" for this corner. Since the parcel is located in two drainage basins, one of which is a closed basin, stormwater management provided an interesting challenge. In addition, the developer did not want the new image to include a huge stormwater management facility (SWMF). In order to meet all the criteria of the City of Tallahassee and developer, Synergy used an innovative approach to incorporate some capacity of an existing SWMF on a nearby parcel that the developer owned, even though it was located across Crossway Road in a separate drainage basin. The stormwater from this project first discharges to a small facility located on the interior of the parcel where it is not highly visible from the major roadways. Once that facility fills to capacity, stormwater overflows through a pipe system to the facility across Crossway Road. However, to ensure this new runoff does not create flooding in major and/or multiple back to back storm events, the entire system is designed to overflow back through the same pipe system into the stormdrain system within Capital Circle.

All the permitting is completed for the project, but construction has not yet begun.

The complexity of this project illustrates Synergy's ability to develop innovative approaches to complex drainage issues that are becoming more common within the City of Tallahassee and Leon County.

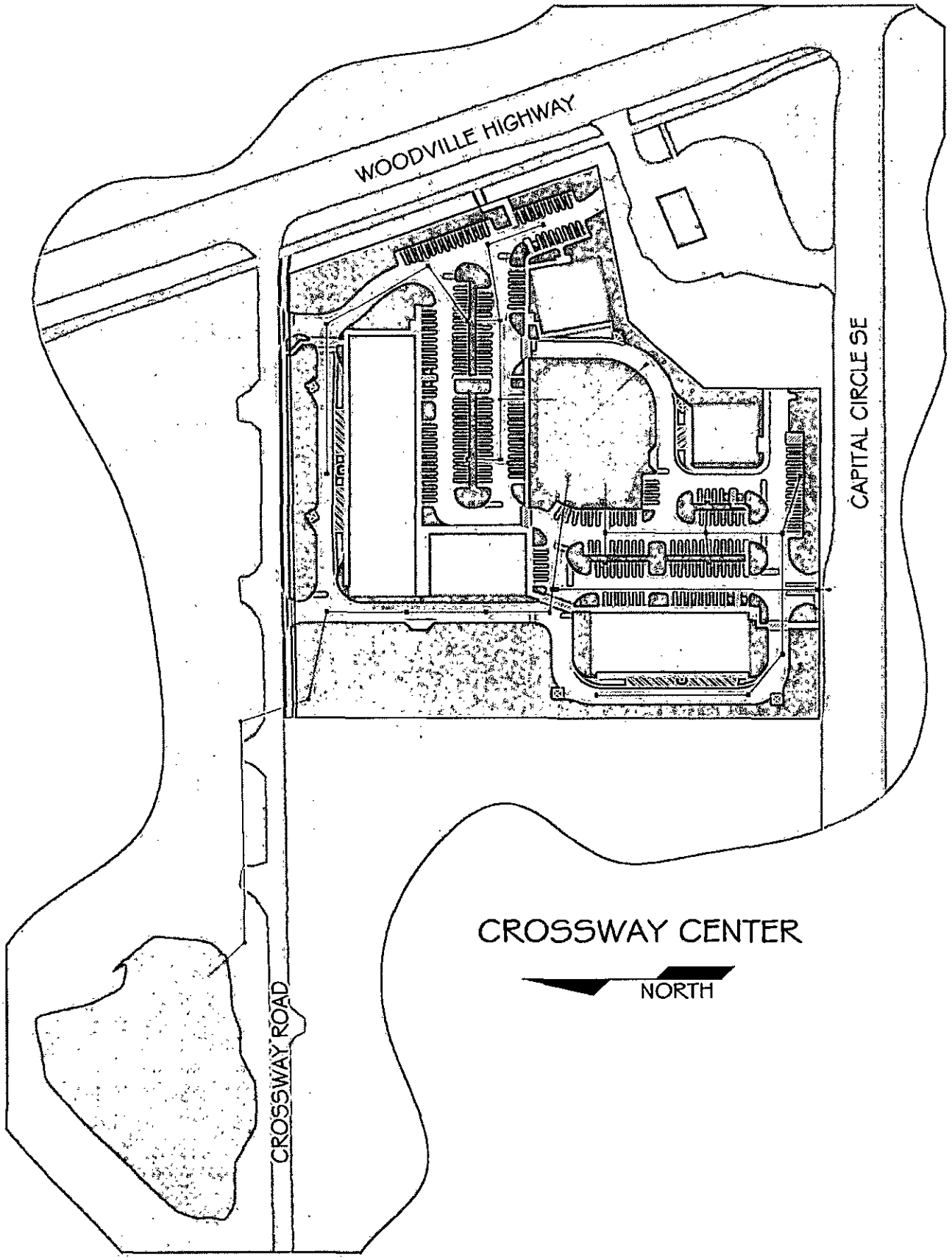
**25. Firms from section involved in this project**

| (1) Name | (2) Location | (3) Role |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering / Permitting |

**SEE EXHIBIT NEXT PAGE**

SYNERGY
DESIGN &
ENGINEERING
INCORPORATED

# PROJECT EXPERIENCE



SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE

## F. EXAMPLE PROJECTS

| 20. 5 | 21. Jordan's Pass | 22. Year Completed | |
|---|---|---|---|
| | | a. Professional Services | b. Construction (if applicable) |
| | | 2007 | 2008 |

| 23a. Project Owner | 23b. Contact Name | 23c. Phone number |
|---|---|---|
| Capital Property Consultants, Inc. | Tom Asbury | 850-514-1000 |

**24. Brief Description and Relevance – Scope, size, cost, etc**

Jordan's Pass is a 147 lot single-family subdivision on a 47.4 parcel located on the west side of Leon County at the northeast corner of Barineau Road and the Railroad. The associated cost for design, permitting and construction of this development was approximately $3.1 million dollars.

Synergy provided full services to the developer from inception to final construction plans for this development. This included site layout, grading, drainage and utility design, as well as all associated permitting, including boundary adjustment, rezoning, site plan, environmental, stormwater and wetland crossing from Leon County and FDEP

As is typical with the remaining land in Leon County, the site had numerous environmental design constraints such as wetlands, gopher tortoises, severe and significant slopes and multiple watersheds.

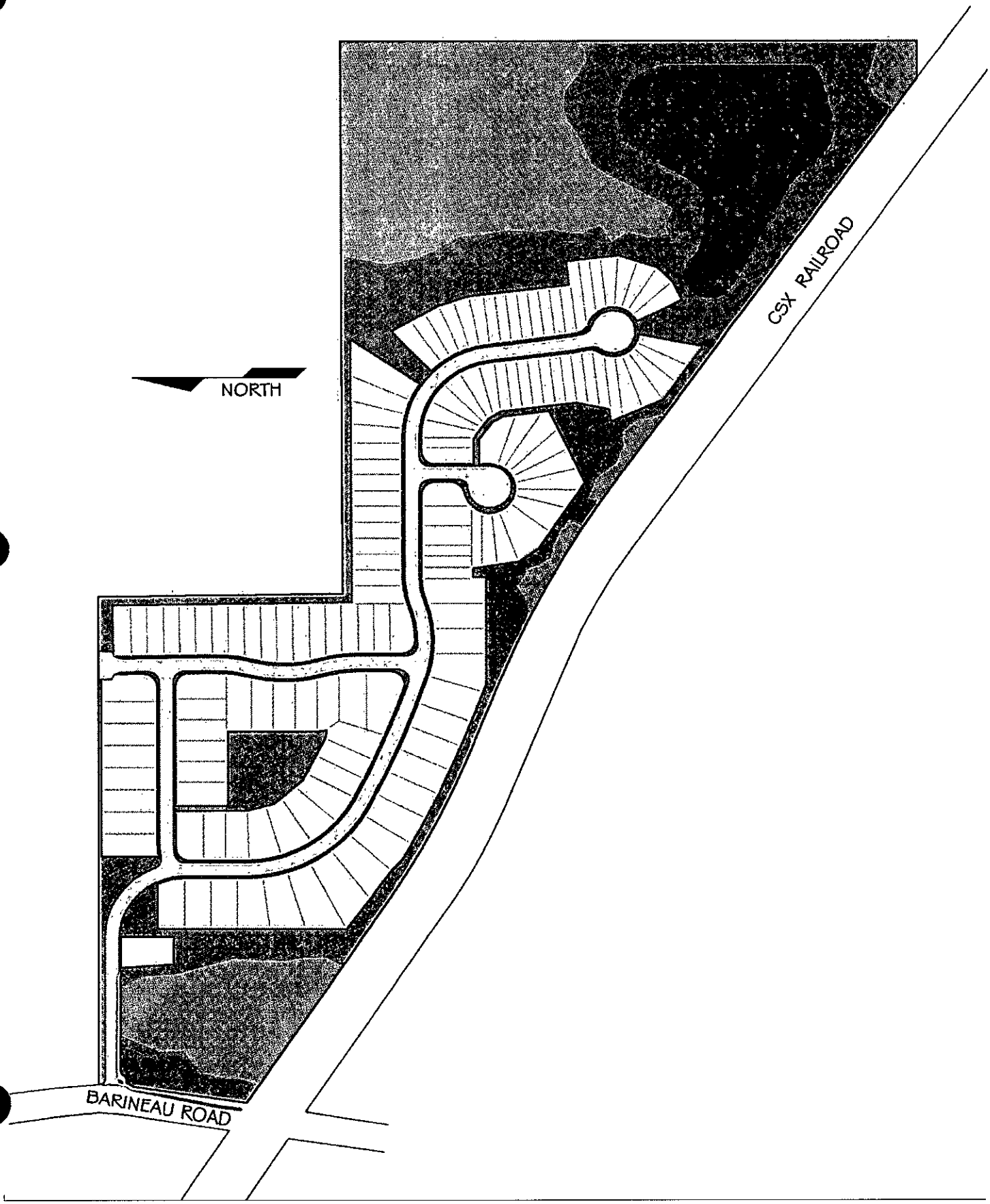
**25. Firms from section involved in this project**

| (1) Name | (2) Location | (3) Role |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering |
| A.D. Platt & Associates | Tallahassee, Florida | Land Surveying |

**SEE EXHIBIT NEXT PAGE**

SYNERGY
DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE



SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE

## F. EXAMPLE PROJECTS

| 20. 6 | 21. Orion's Point Phase I, II, III, IV & IVa | 22. Year Completed | |
|---|---|---|---|
| | | a. Professional Services | b. Construction (if applicable) |
| | | 2007 | 2007 |

| 23a. Project Owner | 23b. Contact Name | 23c. Phone number |
|---|---|---|
| Premier Construction | Tom Asbury | 850-514-1000 |

**24. Brief Description and Relevance – Scope, size, cost, etc**

This project consists of a 606 acre - 694 lot single-family subdivision located in Midway, Florida. Synergy was responsible for all aspects of development. These responsibilities consisted of site layout, plans production, drainage design and permitting, including site plan, environmental and stormwater from the City of Midway and DEP

Phases I and II are complete. Phases III, IV and IVa are permitted, but construction has not begun. The total cost associated with the project to date is approximately $5.3 million dollars.

The magnitude of this project illustrates Synergy's ability to handle large scale projects.

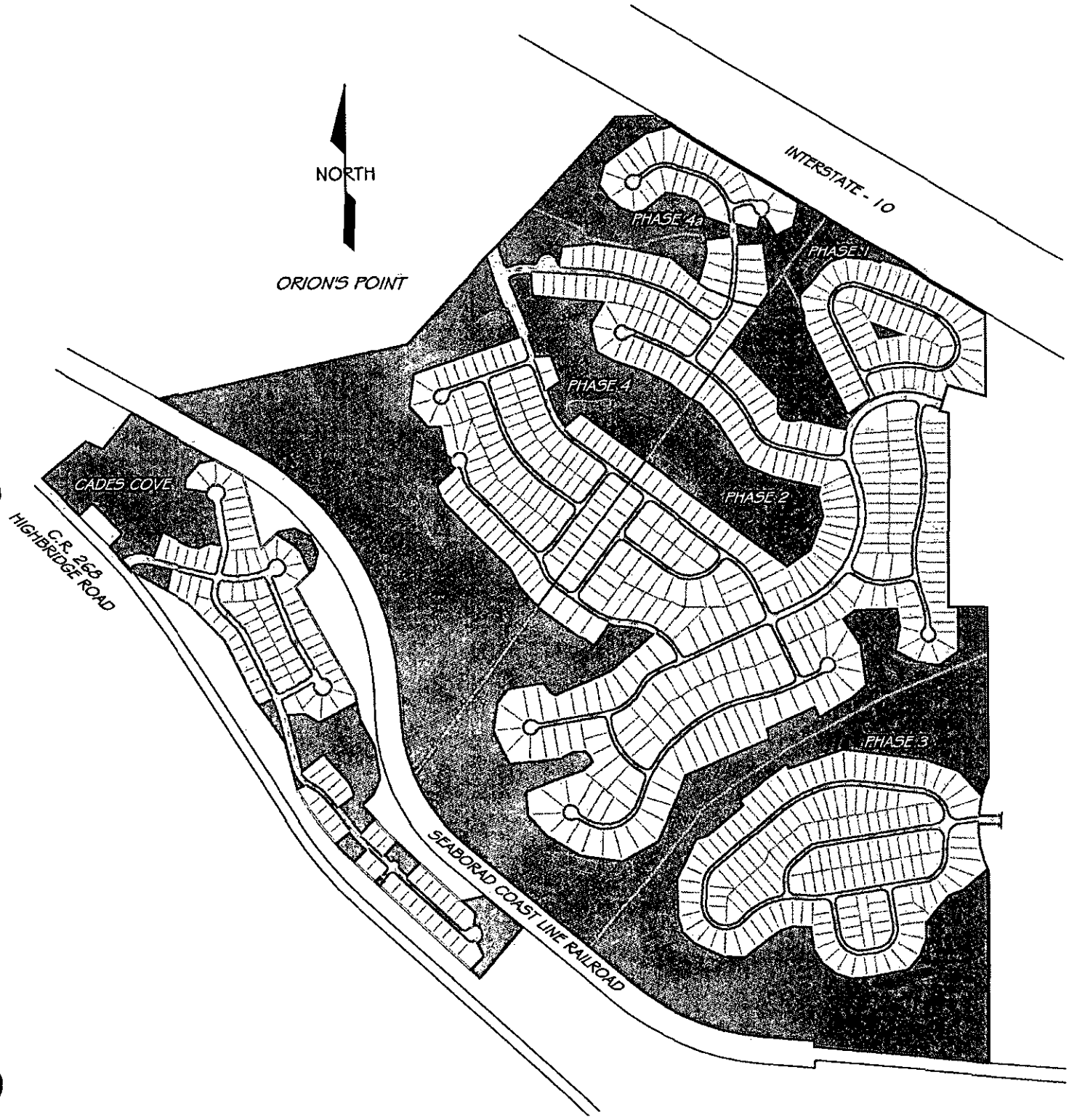
**25. Firms from section involved in this project**

| (1) Name | (2) Location | (3) Role |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering |

**SEE EXHIBIT NEXT PAGE**

SYNERGY
DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE



SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

## Marc C. Phelps, P.E.

### Years of Experience
19 Total
6 With Firm

### Professional Registration
Professional Engineer
No. 54582

### Education
Bachelor of Science in Civil Engineering, Cum Laude
Florida State University
1995

### Software Aptitude
AutoCad Civil 3D Design 2011
Ad ICPR
MS Office
StormCAD
WaterCAD

### FDOT Training
Florida Advanced Training Course for Maintenance of Traffic
July, 2009

**Marc C. Phelps, P.E.** is one of the founding Principals and the President of Synergy Design and Engineering, Inc.

Mr. Phelps' wide range of knowledge comes from many years of hands on experience in the engineering field. Starting his career as a draftsman, he has worked his way up the ladder to Project Manager and engineering business owner. This progression has provided him with an in-depth perspective on the most productive way to get a project finished.

Mr. Phelps has gained extensive experience in all aspects of the development process. This experience includes site evaluation, preliminary and final site layout, roadway design, stormwater management facilities design and modeling, utilities infrastructure, drainage conveyance design, signing and pavement markings, plans preparation, quantity computations, cost estimating and permitting through local, state and federal agencies.

Mr. Phelps has worked with numerous private developers on a wide-range of residential projects ranging from simple property 2-for-1 lots splits to thousand acre subdivisions with several miles of roads including endangered species relocation and wetland impacts and mitigation. His experience with commercial development spans between simple building additions to complex, multiphase retail and office developments with complex stormwater issues requiring off-site facilities. He has worked with public agencies such as the City of Tallahassee, the City of Gretna, FDEP, FSU, Leon County Schools, etc. on projects such as roadway improvements, hardscape improvements, bathroom facilities, multi-use ball field improvements, irrigation system design, and parking facilities.

## Representative Employment Experience

**2004 to Present – Synergy Design & Engineering, Inc.**
President and Sr. Professional Manager/Engineer
Work includes managing the company as well as being the senior project engineer and manager.

**1991 to 2004 – George & Hutcheson Engineering, Inc.**
Project Manager/Engineer
Worked in the capacity of Engineering/CADD Technician while in college with promotion to Project Manager/Engineer after completing school and passing of the Florida Professional Engineer's Exam. Surveying experience included production of topographic, boundary, and special purpose surveys. Engineering experience included layout and design of commercial sites and residential subdivisions consisting of roadways, utilities infrastructure, stormwater management facilities, as well as, permitting through federal, state, and local governmental agencies, for both public and private clients.

## Relevant Project Experience

### Bellamy Building Hardscape, Florida State University Campus

Project Engineer for Bellamy Hardcape project located on the Florida State University campus. Land Planning services included compliance with Florida ADA guidelines, engineering services included providing site demolition and utility coordination for utilities such as potable water, stormdrain, gas, communications, underground steam vaults and electrical. Coordinated all civil engineering aspects with landscape architect and project architect for Florida State University.

### Jack McLean Park, Tallahassee

Project Engineer as part of the Design/Build Team of the Jack McLean Recreation and Aquatic Center. Served as the civil consultant in developing a site plan, project coordination with design team members, providing civil engineering services and managing associated environmental permitting of the proposed recreation and aquatic center. The center is an 18,000 gsf facility consisting of a gymnasium, weight training and multi-purpose meeting rooms. Outside recreation facilities include a family-oriented pool with a zero-depth beach-like entry at shallow end gradually increasing to approximately four feet, plus an eight lane lap pool that can be utilized for athletic events. The improvements encompass 3-acres of the 52-acre recreation park.

### Pat Thomas Law Enforcement Academy Cafeteria Expansion, Gadsden County

Project Engineer for the project which included an addition to the cafeteria at Pat Thomas Law Enforcement Academy. The Addition required the removal and reconstruction of the sanitary sewer septic system, the construction of a roof drainage system, compliance with ADA accessibility, and site grading.

### Capital Medical Retail Center, Tallahassee

Project Engineer in charge of site layout, plans production, drainage design, site plan permitting and environmental permitting for this commercial retail center located in northeastern Tallahassee. Drainage improvements included the following: design of stormwater management facilities (SWMF's) with side-bank sand filters for required City of Tallahassee and FDEP treatment; design of SWMF's for existing non-treated impervious areas to compensate for development on a lot where a SWMF would be unpractical; and providing compensating volume in the floodplain above the water table for fill placed in the floodplain to increase the buildable area on a lot.

### Crossway Center, Tallahassee

Project Engineer and Manager responsible for all aspects of design, permitting and utility coordination for a seventy-two thousand square foot "Industrial" type use shopping center on a nine acre site in southeast Tallahassee. Because the site was located in two drainage basins and the limited area available on site, an innovative approach to stormwater management was utilized. Runoff fills a small facility located on the subject parcel and then overflows to a pipe system that connects to another facility across the street. Once both facilities reach capacity, stormwater discharges from the on-site facility to FDOT's roadway drainage system.

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

## Richard Darabi, P.E.

**Years of Experience**
6 Total

**Professional Registration**
Professional Engineer
No. 68298

**Education**
Bachelor of Science
Civil Engineering,
University of Florida
2003

**Professional societies**
ASCE
NSPE
FES
Chi Epsilon

**Software Aptitude**
AutoCad 2006-2010
Civil 3D Design
ICPR
EPA SWMM 5.0
StormCAD
Hydraflow
MS Office

**A. Richard Darabi, P.E.** is the newest member of the Synergy Design and Engineering team.

Mr. Darabi brings a wide range of experience in commercial, residential, school facility, and roadway design. His design experience includes various hydraulic and hydrologic modeling for stormwater management facilities and conveyances, detailed traffic and roadway geometry design, design of recreational facilities/ball-fields, signage and pavement marking design, and utility design.

Mr. Darabi's project management experience derives from managing various construction projects up to several hundred acres in size. His management experience includes conceptual land planning based on the client needs, permit management with the local and state regulatory agencies, contract administration and negotiation, project management, and construction inspection/as-built certification.

Mr. Darabi has also performed engineering drafting to create construction plans for various projects including subdivisions consisting of hundreds of lots. Through his engineering design and drafting experience, he is familiar with various design manuals including FDOT's Drainage Manual, FDOT's Plans Preparation Manual, Roadway Design Standards, AASHTO Manual, and the Florida Development Manual.

## Representative Employment Experience

**2009 to Present – Synergy Design & Engineering, Inc.**
Senior Project Manager
Work includes area planning, site specific planning, total design and plan preparation of residential and commercial projects, roadway design, permitting, construction bidding, and construction administration.

**2003 to 2009 – Clifford Lamb and Associates**
Project Manager/Engineer
Worked as a Project Manager/Engineer upon graduating from the University of Florida. After acquiring the requisite experience, obtained the Professional Engineering license. Engineering design duties included modeling of stormwater management facilities and conveyances, roadway geometry/layout, recreational/ball-field design, signage and pavement marking design, utilities infrastructure design, and permitting through State and local governmental agencies. Other duties included project management from inception to post-construction certification, CAD drafting of construction plans, land planning, and subdivision/commercial/school facility site design.

## Relevant Project Experience

### Bull Run Subdivision (Tallahassee)

Project Engineer who aided in the engineering design for the multi-phase, 300-acre neighborhood. Multiple land uses comprising the project included various commercial, retail, office, and warehouse uses coupled with hundreds of residential lots. Performed stormwater conveyance and facility design/modeling for the entire stormwater system, which included 7 stormwater management facilities and several miles of stormwater conveyances. Performed roadway design and layout for the multiple internal roads and the two connections to Thomasville Rd (SR 61), including the intersection of SR 61 and Kerry Forrest Pkwy. Performed construction inspection and as-built certification for the designed portions of the project.

### *Montford Middle School (Tallahassee)*

Project Engineer for the newly designed and constructed school facility. Performed detailed modeling of the existing and proposed conditions. Performed onsite modeling of the stormwater conveyances and sewer lines. Designed site grading, including various recreational areas and ball-fields. Aided in the preparation of the construction plans. Performed permit management to obtain all construction permits for the project. Performed multiple inspections and reviewed the as-built drawings for certification.

### Conley Elementary School (Tallahassee)

Project Engineer for the newly designed and constructed school facility. Aided in the design of the stormwater management system with consideration for the existing SFMP for the Southwood neighborhood. Performed detailed modeling and project management to obtain the required permits from various agencies. Aided in the preparation of the construction plans, including sediment sumps and environmental controls during the construction activity. Performed site inspections and as-built certifications upon completion of the construction activities.

### Apalachee Elementary School (Tallahassee)

Project Engineer for the improvements at the existing school facility. Worked in conjunction with the City Public Works department to integrate the existing and proposed onsite stormwater design into the proposed City stormwater facility located adjacent to the school site. Designed multiple buildings and parking areas/drives. Modeled various stormwater conveyances and sewer/utility lines. Performed construction inspections and as-built certification review upon completion of construction activities.

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

**Wayne Jeff Sprouse, P.E.**

**Years of Experience**

25 Total

**Professional Registration**

Professional Engineer
No. 60821

**Education**

Bachelor of Science in Nuclear Engineering
Mississippi State University
1986

**Certification/Training**

Military Training (U.S. Navy) Engineering Laboratory Technician, Balston Spa, NY

Nuclear Power Plant Operations (Trident Prototype), Balston Spa, NY

Nuclear Power School, Orlando, FL

Machinist Mate "A" School, Oct. 1981

***With nearly 25 years extensive design and construction experience related to water, new sewer and sewer rehabilitation projects, and storm water designs, Jeff has worked on numerous projects over the years. Particularly pertinent to this project, Jeff was one of the engineers of record for the Capital Cascades Trail Park. He was responsible for the design of all utilities through the park, the Production Design Packages for obtaining Environmental Resource Permits, Development Orders, Developments of Regional Impact (DRI), Development Review Committee (DRC), Planned Developments, and Planning and Zoning. He provides a unique insight into project construction & scheduling needs.***

## Employment History

June 2009 – Present, Project Manager, Sandco, Inc., Tallahassee, FL

2007 – June 2009, Project Engineer, Genesis Group, Tallahassee, FL

2005 - 2006, Sr. Engineer Consultant, HSW Engineering

1999 - 2005, Project Manager, George & Hutcheson Engineering

1997 – 1999, Project Coordinator, Dial Communications, Tallahassee, FL

1996 – 1997, Project Coordinator, Solomon Construction, Tallahassee, FL

1992 – 1996, Physicist, University of Rochester, Rochester, NY

1988 – 1992, Asst. Radiation Safety Officer, Mississippi State Univ., Starkville, MS

1986 – 1988, Project Coordinator, Metal Services, Inc., Naples, FL

1983 – 1986, Power Plant Operations, Engineer Lab Technician
U.S. Navy, USS Memphis, SSN 691

**Fields of Specialization**

- Water Distribution System Design and Construction
- Sanitary Sewer Collection/Transmission Systems Design and Construction
- Sanitary Sewer Collection/Transmission Systems Rehabilitation
- Pump Station/Lift Station Design and Construction
- Municipal Water Well Design and Construction
- Hydraulic Analysis
- Stormwater Drainage System Design
- Stormwater Modeling
- Flood Analysis Studies
- Geometric Roadway Alignment

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

## Steven (Nick) Hall, P.E.

### Years of Experience
12 Total

### Professional Registration
Professional Engineer
No. **72402**

### Education
Bachelor of Science in Environmental Engineering
Florida State University
2004

### Software Aptitude
Expedition Project Management
Primavera P6
MS Office

### FDOT Training

*With a degree in civil engineering from FSU, Nick handles all aspects of construction project management and provides many necessary support functions. He has worked on several major Tallahassee roadway projects, including Orange Ave., Welaunee Blvd, and White Dr./ Mission Rd. as well as several minor projects.*

***Orange Avenue,*** Tallahassee, FL
Leon County
Four lane road with major box culvert construction

***Southwood,*** Tallahassee, FL
Capital Region Development
Construction of boulevards and subdivision roads

***Lincoln High School Improvements***, Tallahassee, FL
Leon County Schools
Site preparation/parking

***Capital Circle NW Sewer Upgrade***, Tallahassee, FL
City of Tallahassee
Sewer forcemain improvements

***Welaunee Boulevard***, Tallahassee, FL
City of Tallahassee
New construction of four lane roads

***Select Medical / Surgeons Drive****, Tallahassee, FL*
Lauth Construction
Earthwork, utilities, roadway construction

***Bull Run,*** Tallahassee, FL
Byron Block
New construction of subdivision roads

***Tallahassee Regional Airport Perimeter Rd. & Fence***
City of Tallahassee
Roadway, drainage and fence improvements

***Orion's Point*** , Midway, FL
G & A Lloyd, LLC
Five miles of new road construction

***Dry Creek,*** Tallahassee, FL
Dry Creek Run, LLC
New construction of subdivision roads

***Laurel Trace***, Tallahassee, FL
Marsh Road Development, Inc.
New construction of subdivision roads

***Woodbriar***, Tallahassee, FL
Woodbriar, LLC
New construction of subdivision roads

***Hartsfield Hills***, Tallahassee, FL
Summer Lake, LLC
New construction of subdivision roads

***Park Charleston***, Tallahassee, FL
Turner Construction
New construction of subdivision roads

***County Wide Resurfacing,*** Leon County, FL
Annual contract with Leon County

***Sutor Road***, Tallahassee, FL
City of Tallahassee
Roadway, drainage & fence improvements

# Work Category B

# ROADWAY DESIGN

## A. ABILITY OF PROFESSIONAL PERSONNEL

Five members of the Synergy collaborative team are qualified and have experience with roadway engineering. This will ensure that there will always be team members available to provide services on relatively short notice for the small to medium size projects that are contemplated in this contract. Resumes for the following qualified engineers may be found at the end of this proposal:

1) Marc Phelps, P.E.; 2) Richard Darabi, P.E.; 3) Jeff Sprouse, P.E.; 4) Nick Hall, P.E., 5) Eric Hogue

## B. PROJECT EXPERIENCE

Synergy has a lengthy history in subdivision development which, in large part, includes roadway engineering. These new roadways typically require improvements such as turn lanes to adjacent roadways. Synergy president Marc Phelps has past experience working appraisers for both the FDOT and COT on impacts to and costs to cure of right of way acquisitions.

Individual project descriptions are provided in the following pages for:

- Crossway Center
- Jordan's Pass Subdivision
- Orion's Point Subdivision Phases I—IV

Table A on the following page summarizes the Synergy projects currently under contract.

## C. WILLINGNESS TO MEET SCHEDULE AND BUDGET REQUIREMENTS

Synergy has a reputation of early, in depth project analysis which gives it the ability to foresee problems early in the project development. The construction-based experience of many Synergy team members ensures a complete understanding of cost and schedule issues during each project's design phase. The comprehensive knowledge of the permitting process and the time frames required to permit various projects will be invaluable in accurately scheduling design and construction phases. The importance of maintaining scheduling and budget requirements is underscored by Synergy's requirement that the company president meet with project and government officials at the onset of every contract to facilitate proper scheduling and cost control.

## D. CURRENT AND PROJECTED WORKLOAD

Synergy's current and projected workload is presented in Table A. Because of Synergy's flexible staffing arrangement, the necessary company resources will be made available to meet the needs of any projects resulting from this project.

**TABLE A**

| CURRENT PROJECTS | PROJECT DESCRIPTION | EST. COMPLETION DATE |
|---|---|---|
| Chastain Manor | 20 lot single family residential subdivision located adjacent to Killearn Lakes Plantation in northern Leon County. The property is divided into two zoning districts, Residential Preservation and Lake Protection. It is also located within the Bradfordville study area where stormwater requirements are more stringent. These requirements resulted in an off-site multi-stage stormwater management facility.In order to avoid potential issues with the adjacent homeowners, Synergy coordinated extensively with Killearn Lakes Homeowners Association's Board. | April 2011 |
| Hartsfield Hills Replat | Reconfiguration of 18 single family attached, townhome style lots into 12 single family detached lots. | June 2011 |
| Hartsfield Place Replat | Reconfiguration of 28 single family attached, townhome style lots into 21 single family detached lots | June 2011 |
| Bucklake Preserve Replat | 50 lot single family residential subdivision in Eastern Leon County | August 2011 |
| Rich Bay AME Church | Design and permitting of a 4,300 square foot new sanctuary with associated parking and stormwater facility in Gadsden County, Florida | June 2011 |
| Leon County Schools CNG Refueling Station | Synergy has teamed up with Nopetro, Sandco and DAG for the design/built of a compressed natural gas refueling station for both Leon County school buses and the general public. | July 2011 |
| White House | Civil engineering consulting services for the conversion of an existing fraternity house located in downtown Tallahassee on College Avenue to a restaurant with residence above and behind | Design and permitting are ongoing pending cost evaluation by owner |

## E. PROJECT TEAM LOCATION

The Synergy Team is located and will operate out of it's primary Tallahassee office at 4708 Capital Circle NW. This location is on a major traffic corridor located less that 3 miles from I-10 and about 1 mile from US Hwy 27, making access to all points in Leon County quite easy. Synergy staff are aware of the importance of site visits and typically participate in a weekly or bi-weekly meeting at the convenience of the project owner, architect or construction manager.

## F. APPROACH TO THE PROJECT

Synergy has a detailed procedure in place to ensure that current design standards, codes and other regulatory direction are utilized by staff in project design and that everything is done with owner approval. Steps for these projects would include:

**Pre-Contract Design Conference with Leon County** to establish the goals and objectives and review other project relevant information provided by the Leon County.

**Preliminary Evaluation of Existing Conditions**

**Development of Project Design Scope**: Gather available existing data and project information, including field explorations to determine potential impacts and requirements of project. Tasks that may be included are review of drainage patterns, existing utilities, flood plain areas, road and drive connections to existing road system, potential typical sections and existing properties along project route. Establish a project design scope, preliminary schedule and prepare a report.

**Scope Meeting with Leon County** to discuss Project Design Scope Report. This provides an opportunity to discuss potential issues and design considerations based on evaluation of existing conditions.

**Finalize Consulting Contract** with a defined scope of work for civil engineering services based on Scope Meeting with the Leon County.

**Pre-Design Investigative Work**

**Natural Features Inventory and Potential Impact Evaluation**

**Pre-Application Meetings with Permitting Authorities:** Conduct a more intense review of project to determine final design approach, which includes the Natural Features Inventory, impacts to properties, permitting requirements, and design requirements. During this time, topographic and route surveying will be accomplished, potential stormwater management system locations will be determined, geotechnical investigations will be conducted, preliminary contact with existing utility providers will be made, and attend preliminary meetings with the governmental regulatory agencies who will be permitting the project in order to determine the type of permitting required as well as any potential constraints that may be imposed.

**Preliminary Design of Components**

**Preliminary Land Acquisition/Easement Determination**

**Preliminary Cost Estimate/Critical Path Schedule Developed:** Determine components of design. This includes evaluation of right-of-way and easement requirements, land acquisition requirements and potential costs associated with purchase of property, impacts to driveway and existing road connections to Raymond Diehl Road improvements, severe and significant slopes and how to incorporate into design, raising portions of existing roadway that may be subject to flooding, maintenance of traffic, traffic flow and lane determinations, as well as pre and post conditions as it relates to drainage treatment and attenuation requirements. Prepare a Preliminary Cost Estimate for Construction.

**Preliminary Engineering Report Preparation** for submittal to Leon County

**Pre-Design Conference with Leon County** to review Preliminary Engineering Report. Comments and directions from Leon County review will be implemented into the project design.

**Public Involvement Meeting** per the methods and procedures required by Leon County.

**Commence Design Components**

**30% Plan Layout and Preparation** to be submitted to Leon County for review.

**30% Leon County Review** to discuss concerns and comments from 30% submittal.

**60% Plan Layout and Preparation**

## F. APPROACH TO THE PROJECT (continued)

**Roadway Plan and Profile Design**

**Stormwater Conveyance/Treatment Design**

**Existing Utilities Design Relocation/ Adjustment Design**

**Prepare Permitting Documents**

**Construction Cost Opinion :** After 30% Review Meeting with Leon County, incorporate comments and findings into final design components and develop 60% Completion drawings. Prepare and submit a Construction Cost Opinion based on 60% design. Submit to Leon County for review.

**60% Leon County Review**—meet to discuss concerns and comments from 60% submittal.

**Submit Permits:** Submit applications for permits. Permits most likely to be required are as follows:

**Leon County Permits:** Natural Features Inventory, Environmental Impact Analysis, Environmental Permitting from Growth Management, Public Right-of-Way Construction.

**State of Florida Permits :** Northwest Florida Water Management District (NWFWMD), Non Point Discharge Elimination System (NPDES) , Wetlands Dredge and Fill from Florida Department of Environmental Protection (FDEP) and U.S. Army Corp of Engineers (USACOE), and Florida Department of Transportation if any construction/drainage impacts to Interstate 10 rights-of-way.

**Public Involvement Meeting** in accordance with Leon County's procedures for coordination and meetings with property owners.

**Provide Easement and Property Acquisition Documents to Authorities:** Finalize and submit legal documents for right-of-way, property acquisition, and easements to Leon County for execution.

**90% Plan Layout and Preparation:** After 60% Review Meeting with Leon County, incorporate comments and findings into final design components and develop 90% Completion drawings. Update the Construction Cost Opinion based on 90% design. Submit to Leon County for review.

**90% Leon County Review** Review by and meeting with Leon County to discuss concerns and comments from 90% submittal.

**Finalize Plans and Specifications**

**100% Plan Submittal to Leon County:** After 90% Review Meeting with Leon County, incorporate comments and findings into the final design components and develop 100% Completion drawings. Update the Construction Cost Opinion based on completion of design. Submit to Leon County for final review.

**100% Leon County Review:** Develop final comments and submits to consultants.

**Follow up and completion of permits:** Finalize permits and modify plans accordingly.

***Finalize Plans:*** *Address final comments from Leon County and permitting authorities. Make Final modifications and* adjustments. Finalize Construction Cost Opinion. A meeting may be in order depending upon the level of changes and comments.

**Assist in Bidding as required by Leon County**

**Upon receipt of permits, contracts awarded, and construction commenced:** Construction Administration as required by Leon County

**Final Inspections and Closeouts**

EXAMPLE PROJECTS

| 20. 2 | 21. Crossway Center | 22. Year Completed | |
|---|---|---|---|
| | | a. Professional Services | b. Construction (if applicable) |

| 23a. Project Owner | 23b. Contact Name | 23c. Phone number |
|---|---|---|
| Sandco, Inc | Steve Ghazvini | 850-514-1000 |

**24. Brief Description and Relevance – Scope, size, cost, etc**

This 9.0 acre site at the corner of Crossway Center, Woodville Highway and Capital Circle was previously used as a concrete pipe plant with outside storage and is currently being used as an asphalt plant with truck distribution center. Given it's visibility at the corner of two major arterial highways, the existing site creates a less than desirable image on the south side of Tallahassee. Therefore, the developer intends to "clean up" the site by developing it as a 72,275 square foot "Industrial" type use shopping center.

The scope assigned to Synergy was to design and permit this "new image" for this corner. Since the parcel is located in two drainage basins, one of which is a closed basin, stormwater management provided an interesting challenge. In addition, the developer did not want the new image to include a huge stormwater management facility (SWMF). In order to meet all the criteria of the City of Tallahassee and developer, Synergy used an innovative approach to incorporate some capacity of an existing SWMF on a nearby parcel that the developer owned, even though it was located across Crossway Road in a separate drainage basin. The stormwater from this project first discharges to a small facility located on the interior of the parcel where it is not highly visible from the major roadways. Once that facility fills to capacity, stormwater overflows through a pipe system to the facility across Crossway Road. However, to ensure this new runoff does not create flooding in major and/or multiple back to back storm events, the entire system is designed to overflow back through the same pipe system into the stormdrain system within Capital Circle.

All the permitting is completed for the project, but construction has not yet begun.

The complexity of this project illustrates Synergy's ability to develop innovative approaches to complex drainage issues that are becoming more common within the City of Tallahassee and Leon County.

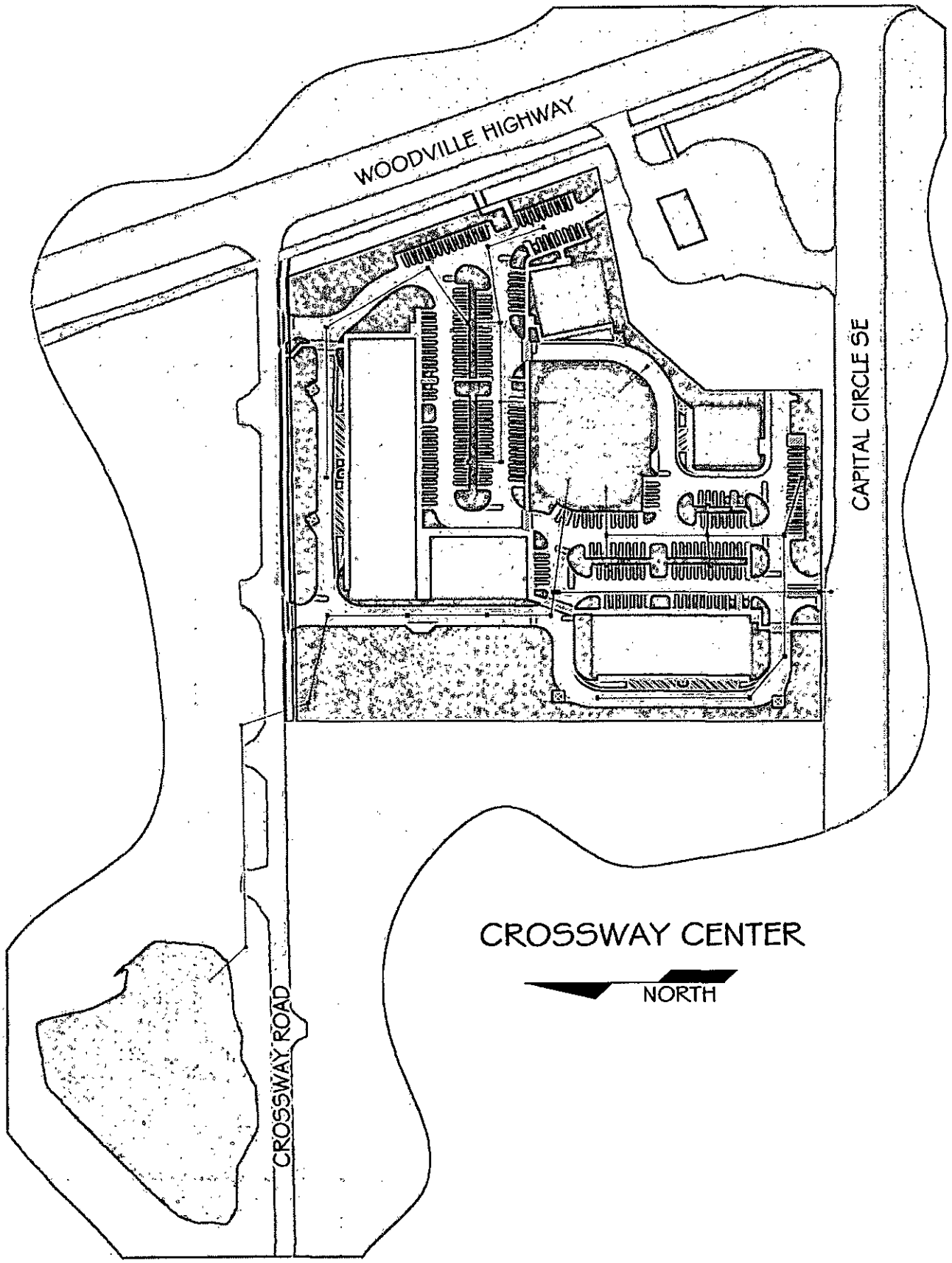
**25. Firms from section involved in this project**

| (1) Name | (2) Location | (3) Role |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering / Permitting |

**SEE EXHIBIT NEXT PAGE**

SYNERGY
DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE



SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE

## EXAMPLE PROJECTS

| 20. 5 | 21. Jordan's Pass | 22. Year Completed | |
|---|---|---|---|
| | | a. Professional Services | b. Construction (if applicable) |
| | | 2007 | 2008 |

| 23a. Project Owner | 23b. Contact Name | 23c. Phone number |
|---|---|---|
| Capital Property Consultants, Inc. | Tom Asbury | 850-514-1000 |

**24. Brief Description and Relevance – Scope, size, cost, etc**

Jordan's Pass is a 147 lot single-family subdivision on a 47.4 parcel located on the west side of Leon County at the northeast corner of Barineau Road and the Railroad. The associated cost for design, permitting and construction of this development was approximately $3.1 million dollars.

Synergy provided full services to the developer from inception to final construction plans for this development. This included site layout, grading, drainage and utility design, as well as all associated permitting, including boundary adjustment, rezoning, site plan, environmental, stormwater and wetland crossing from Leon County and FDEP

As is typical with the remaining land in Leon County, the site had numerous environmental design constraints such as wetlands, gopher tortoises, severe and significant slopes and multiple watersheds.

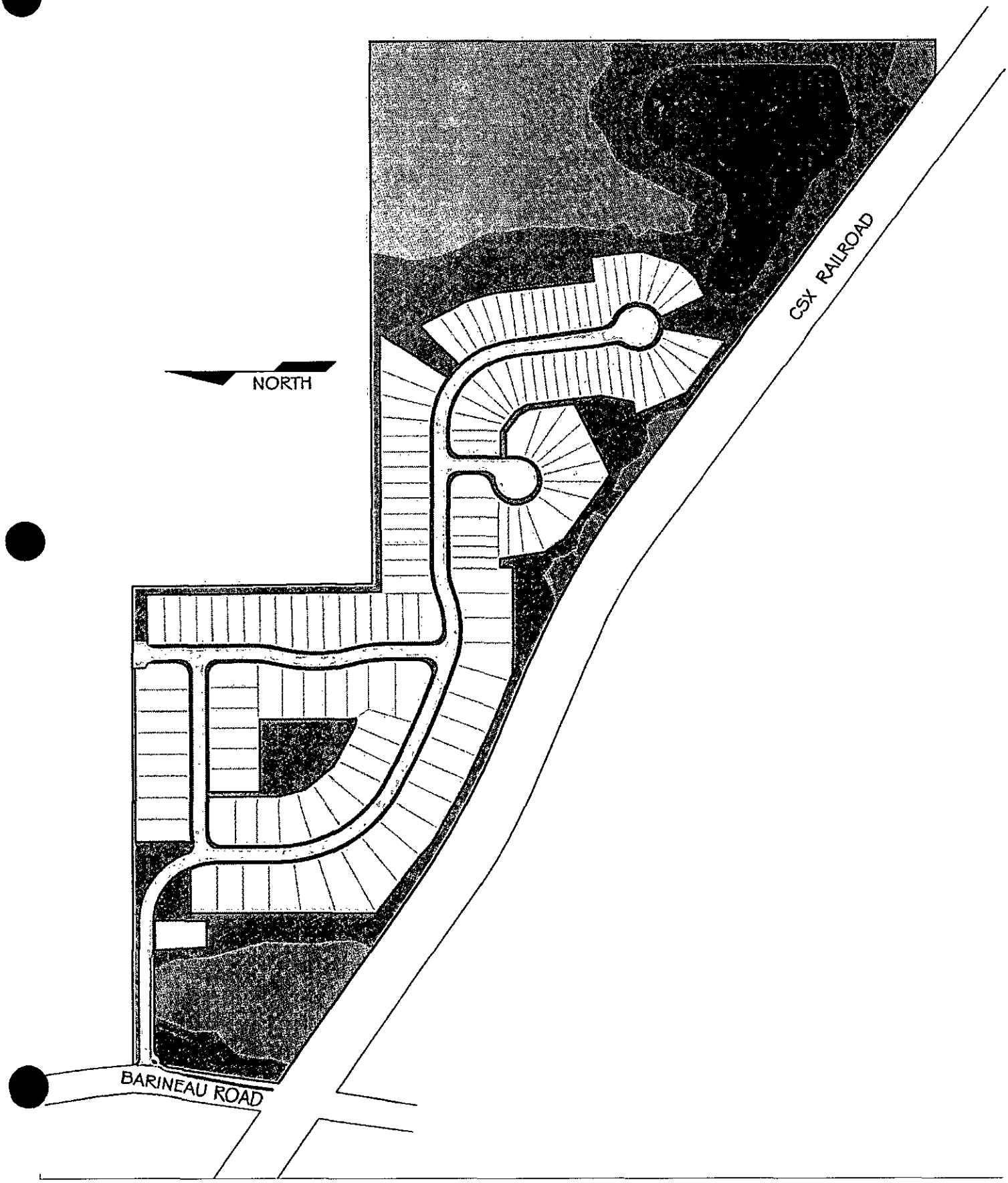
**25. Firms from section involved in this project**

| (1) Name | (2) Location | (3) Role |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering |
| A.D. Platt & Associates | Tallahassee, Florida | Land Surveying |

**SEE EXHIBIT NEXT PAGE**

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE



SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE

## F. EXAMPLE PROJECTS

| 20. 6 | 21. Orion's Point Phase I, II, III, IV & IVa | 22. Year Completed | |
|---|---|---|---|
| | | a. Professional Services | b. Construction (if applicable) |
| | | 2007 | 2007 |

| 23a. Project Owner | 23b. Contact Name | 23c. Phone number |
|---|---|---|
| Premier Construction | Tom Asbury | 850-514-1000 |

**24. Brief Description and Relevance – Scope, size, cost, etc**

This project consists of a 606 acre - 694 lot single-family subdivision located in Midway, Florida. Synergy was responsible for all aspects of development. These responsibilities consisted of site layout, plans production, drainage design and permitting, including site plan, environmental and stormwater from the City of Midway and DEP

Phases I and II are complete. Phases III, IV and IVa are permitted, but construction has not begun. The total cost associated with the project to date is approximately $5.3 million dollars.

The magnitude of this project illustrates Synergy's ability to handle large scale projects.

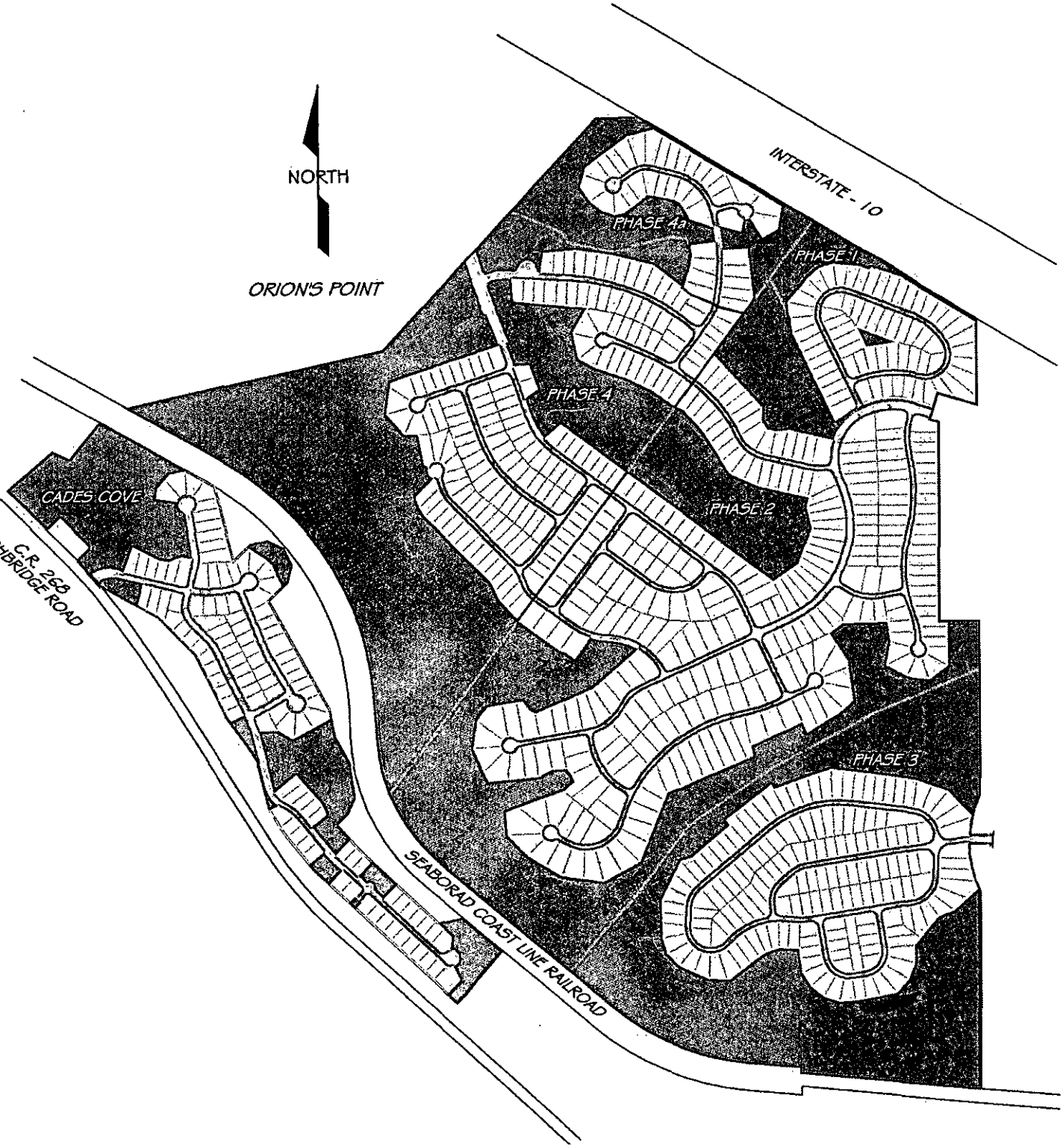
**25. Firms from section involved in this project**

| (1) Name | (2) Location | (3) Role |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering |

**SEE EXHIBIT NEXT PAGE**

SYNERGY
DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE



SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

## Marc C. Phelps, P.E.

### Years of Experience
19 Total
6 With Firm

### Professional Registration
Professional Engineer
No. 54582

### Education
Bachelor of Science in Civil Engineering, Cum Laude
Florida State University
1995

### Software Aptitude
AutoCad Civil 3D Design 2011
Ad ICPR
MS Office
StormCAD
WaterCAD

### FDOT Training
Florida Advanced Training Course for Maintenance of Traffic
July, 2009

**Marc C. Phelps, P.E.** is one of the founding Principals and the President of Synergy Design and Engineering, Inc.

Mr. Phelps' wide range of knowledge comes from many years of hands on experience in the engineering field. Starting his career as a draftsman, he has worked his way up the ladder to Project Manager and engineering business owner. This progression has provided him with an in-depth perspective on the most productive way to get a project finished.

Mr. Phelps has gained extensive experience in all aspects of the development process. This experience includes site evaluation, preliminary and final site layout, roadway design, stormwater management facilities design and modeling, utilities infrastructure, drainage conveyance design, signing and pavement markings, plans preparation, quantity computations, cost estimating and permitting through local, state and federal agencies.

Mr. Phelps has worked with numerous private developers on a wide-range of residential projects ranging from simple property 2-for-1 lots splits to thousand acre subdivisions with several miles of roads including endangered species relocation and wetland impacts and mitigation. His experience with commercial development spans between simple building additions to complex, multiphase retail and office developments with complex stormwater issues requiring off-site facilities. He has worked with public agencies such as the City of Tallahassee, the City of Gretna, FDEP, FSU, Leon County Schools, etc. on projects such as roadway improvements, hardscape improvements, bathroom facilities, multi-use ball field improvements, irrigation system design, and parking facilities.

## Representative Employment Experience

**2004 to Present – Synergy Design & Engineering, Inc.**
President and Sr. Professional Manager/Engineer
Work includes managing the company as well as being the senior project engineer and manager.

**1991 to 2004 – George & Hutcheson Engineering, Inc.**
Project Manager/Engineer
Worked in the capacity of Engineering/CADD Technician while in college with promotion to Project Manager/Engineer after completing school and passing of the Florida Professional Engineer's Exam. Surveying experience included production of topographic, boundary, and special purpose surveys. Engineering experience included layout and design of commercial sites and residential subdivisions consisting of roadways, utilities infrastructure, stormwater management facilities, as well as, permitting through federal, state, and local governmental agencies, for both public and private clients.

## Relevant Project Experience

### Bellamy Building Hardscape, Florida State University Campus

Project Engineer for Bellamy Hardcape project located on the Florida State University campus. Land Planning services included compliance with Florida ADA guidelines, engineering services included providing site demolition and utility coordination for utilities such as potable water, stormdrain, gas, communications, underground steam vaults and electrical. Coordinated all civil engineering aspects with landscape architect and project architect for Florida State University.

### Jack McLean Park, Tallahassee

Project Engineer as part of the Design/Build Team of the Jack McLean Recreation and Aquatic Center. Served as the civil consultant in developing a site plan, project coordination with design team members, providing civil engineering services and managing associated environmental permitting of the proposed recreation and aquatic center. The center is an 18,000 gsf facility consisting of a gymnasium, weight training and multi-purpose meeting rooms. Outside recreation facilities include a family-oriented pool with a zero-depth beach-like entry at shallow end gradually increasing to approximately four feet, plus an eight lane lap pool that can be utilized for athletic events. The improvements encompass 3-acres of the 52-acre recreation park.

### Pat Thomas Law Enforcement Academy Cafeteria Expansion, Gadsden County

Project Engineer for the project which included an addition to the cafeteria at Pat Thomas Law Enforcement Academy. The Addition required the removal and reconstruction of the sanitary sewer septic system, the construction of a roof drainage system, compliance with ADA accessibility, and site grading.

### Capital Medical Retail Center, Tallahassee

Project Engineer in charge of site layout, plans production, drainage design, site plan permitting and environmental permitting for this commercial retail center located in northeastern Tallahassee. Drainage improvements included the following: design of stormwater management facilities (SWMF's) with side-bank sand filters for required City of Tallahassee and FDEP treatment; design of SWMF's for existing non-treated impervious areas to compensate for development on a lot where a SWMF would be unpractical; and providing compensating volume in the floodplain above the water table for fill placed in the floodplain to increase the buildable area on a lot.

### Crossway Center, Tallahassee

Project Engineer and Manager responsible for all aspects of design, permitting and utility coordination for a seventy-two thousand square foot "Industrial" type use shopping center on a nine acre site in southeast Tallahassee. Because the site was located in two drainage basins and the limited area available on site, an innovative approach to stormwater management was utilized. Runoff fills a small facility located on the subject parcel and then overflows to a pipe system that connects to another facility across the street. Once both facilities reach capacity, stormwater discharges from the on-site facility to FDOT's roadway drainage system.

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

## Richard Darabi, P.E.

**Years of Experience**
6 Total

**Professional Registration**
Professional Engineer
No. 68298

**Education**
Bachelor of Science
Civil Engineering,
University of Florida
2003

**Professional societies**
ASCE
NSPE
FES
Chi Epsilon

**Software Aptitude**
AutoCad 2006-2010
Civil 3D Design
ICPR
EPA SWMM 5.0
StormCAD
Hydraflow
MS Office

**A. Richard Darabi, P.E.** is the newest member of the Synergy Design and Engineering team.

Mr. Darabi brings a wide range of experience in commercial, residential, school facility, and roadway design. His design experience includes various hydraulic and hydrologic modeling for stormwater management facilities and conveyances, detailed traffic and roadway geometry design, design of recreational facilities/ball-fields, signage and pavement marking design, and utility design.

Mr. Darabi's project management experience derives from managing various construction projects up to several hundred acres in size. His management experience includes conceptual land planning based on the client needs, permit management with the local and state regulatory agencies, contract administration and negotiation, project management, and construction inspection/as-built certification.

Mr. Darabi has also performed engineering drafting to create construction plans for various projects including subdivisions consisting of hundreds of lots. Through his engineering design and drafting experience, he is familiar with various design manuals including FDOT's Drainage Manual, FDOT's Plans Preparation Manual, Roadway Design Standards, AASHTO Manual, and the Florida Development Manual.

## Representative Employment Experience

**2009 to Present – Synergy Design & Engineering, Inc.**
Senior Project Manager
Work includes area planning, site specific planning, total design and plan preparation of residential and commercial projects, roadway design, permitting, construction bidding, and construction administration.

**2003 to 2009 – Clifford Lamb and Associates**
Project Manager/Engineer
Worked as a Project Manager/Engineer upon graduating from the University of Florida. After acquiring the requisite experience, obtained the Professional Engineering license. Engineering design duties included modeling of stormwater management facilities and conveyances, roadway geometry/layout, recreational/ball-field design, signage and pavement marking design, utilities infrastructure design, and permitting through State and local governmental agencies. Other duties included project management from inception to post-construction certification, CAD drafting of construction plans, land planning, and subdivision/commercial/school facility site design.

## Relevant Project Experience

### Bull Run Subdivision (Tallahassee)

Project Engineer who aided in the engineering design for the multi-phase, 300-acre neighborhood. Multiple land uses comprising the project included various commercial, retail, office, and warehouse uses coupled with hundreds of residential lots. Performed stormwater conveyance and facility design/modeling for the entire stormwater system, which included 7 stormwater management facilities and several miles of stormwater conveyances. Performed roadway design and layout for the multiple internal roads and the two connections to Thomasville Rd (SR 61), including the intersection of SR 61 and Kerry Forrest Pkwy. Performed construction inspection and as-built certification for the designed portions of the project.

### Montford Middle School (Tallahassee)

Project Engineer for the newly designed and constructed school facility. Performed detailed modeling of the existing and proposed conditions. Performed onsite modeling of the stormwater conveyances and sewer lines. Designed site grading, including various recreational areas and ball-fields. Aided in the preparation of the construction plans. Performed permit management to obtain all construction permits for the project. Performed multiple inspections and reviewed the as-built drawings for certification.

### Conley Elementary School (Tallahassee)

Project Engineer for the newly designed and constructed school facility. Aided in the design of the stormwater management system with consideration for the existing SFMP for the Southwood neighborhood. Performed detailed modeling and project management to obtain the required permits from various agencies. Aided in the preparation of the construction plans, including sediment sumps and environmental controls during the construction activity. Performed site inspections and as-built certifications upon completion of the construction activities.

### Apalachee Elementary School (Tallahassee)

Project Engineer for the improvements at the existing school facility. Worked in conjunction with the City Public Works department to integrate the existing and proposed onsite stormwater design into the proposed City stormwater facility located adjacent to the school site. Designed multiple buildings and parking areas/drives. Modeled various stormwater conveyances and sewer/utility lines. Performed construction inspections and as-built certification review upon completion of construction activities.

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

## Wayne Jeff Sprouse, P.E.

### Years of Experience

25 Total

### Professional Registration

Professional Engineer
No. 60821

### Education

Bachelor of Science in Nuclear Engineering
Mississippi State University
1986

### Certification/Training

Military Training (U.S. Navy) Engineering Laboratory Technician, Balston Spa, NY

Nuclear Power Plant Operations (Trident Prototype), Balston Spa, NY

Nuclear Power School, Orlando, FL

Machinist Mate "A" School, Oct. 1981

***With nearly 25 years extensive design and construction experience related to water, new sewer and sewer rehabilitation projects, and storm water designs, Jeff has worked on numerous projects over the years. Particularly pertinent to this project, Jeff was one of the engineers of record for the Capital Cascades Trail Park. He was responsible for the design of all utilities through the park, the Production Design Packages for obtaining Environmental Resource Permits, Development Orders, Developments of Regional Impact (DRI), Development Review Committee (DRC), Planned Developments, and Planning and Zoning. He provides a unique insight into project construction & scheduling needs.***

## Employment History

June 2009 – Present, Project Manager, Sandco, Inc., Tallahassee, FL

2007 – June 2009, Project Engineer, Genesis Group, Tallahassee, FL

2005 - 2006, Sr. Engineer Consultant, HSW Engineering

1999 - 2005, Project Manager, George & Hutcheson Engineering

1997 – 1999, Project Coordinator, Dial Communications, Tallahassee, FL

1996 – 1997, Project Coordinator, Solomon Construction, Tallahassee, FL

1992 – 1996, Physicist, University of Rochester, Rochester, NY

1988 – 1992, Asst. Radiation Safety Officer, Mississippi State Univ., Starkville, MS

1986 – 1988, Project Coordinator, Metal Services, Inc., Naples, FL

1983 – 1986, Power Plant Operations, Engineer Lab Technician
U.S. Navy, USS Memphis, SSN 691

**Fields of Specialization**

- Water Distribution System Design and Construction
- Sanitary Sewer Collection/Transmission Systems Design and Construction
- Sanitary Sewer Collection/Transmission Systems Rehabilitation
- Pump Station/Lift Station Design and Construction
- Municipal Water Well Design and Construction
- Hydraulic Analysis
- Stormwater Drainage System Design
- Stormwater Modeling
- Flood Analysis Studies
- Geometric Roadway Alignment

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

## Steven (Nick) Hall, P.E.

### Years of Experience
12 Total

### Professional Registration
Professional Engineer
No. **72402**

### Education
Bachelor of Science in Environmental Engineering
Florida State University
2004

### Software Aptitude
Expedition Project Management
Primavera P6
MS Office

### FDOT Training

*With a degree in civil engineering from FSU, Nick handles all aspects of construction project management and provides many necessary support functions. He has worked on several major Tallahassee roadway projects, including Orange Ave., Welaunee Blvd, and White Dr./ Mission Rd. as well as several minor projects.*

***Orange Avenue,*** Tallahassee, FL
Leon County
Four lane road with major box culvert construction

***Southwood,*** Tallahassee, FL
Capital Region Development
Construction of boulevards and subdivision roads

***Lincoln High School Improvements***, Tallahassee, FL
Leon County Schools
Site preparation/parking

***Capital Circle NW Sewer Upgrade***, Tallahassee, FL
City of Tallahassee
Sewer forcemain improvements

***Welaunee Boulevard***, Tallahassee, FL
City of Tallahassee
New construction of four lane roads

***Select Medical / Surgeons Drive***, *Tallahassee, FL*
Lauth Construction
Earthwork, utilities, roadway construction

***Bull Run,*** Tallahassee, FL
Byron Block
New construction of subdivision roads

***Tallahassee Regional Airport Perimeter Rd. & Fence***
City of Tallahassee
Roadway, drainage and fence improvements

***Orion's Point*** , Midway, FL
G & A Lloyd, LLC
Five miles of new road construction

***Dry Creek,*** Tallahassee, FL
Dry Creek Run, LLC
New construction of subdivision roads

***Laurel Trace***, Tallahassee, FL
Marsh Road Development, Inc.
New construction of subdivision roads

***Woodbriar,*** Tallahassee, FL
Woodbriar, LLC
New construction of subdivision roads

***Hartsfield Hills***, Tallahassee, FL
Summer Lake, LLC
New construction of subdivision roads

***Park Charleston***, Tallahassee, FL
Turner Construction
New construction of subdivision roads

***County Wide Resurfacing,*** Leon County, FL
Annual contract with Leon County

***Sutor Road***, Tallahassee, FL
City of Tallahassee
Roadway, drainage & fence improvements

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

## Eric Hogue, P.E.

### Years of Experience
10 Total

### Professional Registration
Professional Engineer
No. **69885**

### Education
Bachelor of Science in
Civil Engineering
Iowa State University
2004

### Certification/Training
Florida Advanced MOT
OSHA Construction 10hr
Trenching & Excavation Competent Person
Florida DEP Stormwater Inspector

*Eric earned his degree in Civil Engineering from Iowa State University where he gained substantial experience working with the Iowa DOT. Since that time he has worked with all aspects of project management and is very familiar with DOT project protocol, having provided project management and support for various interstate projects in the western panhandle region of Florida.*

**Project Experience**

- Mahan Dr/US 90, Tallahassee, FL—2009 to Present ($ Million) Est. Completion: March 2013
- I-10/I-110/Davis Highway Interchange, Pensacola Florida – 2004 to 2006 ($75M)
- I-110 Widening, Pensacola, Florida – 2004 to 2006 ($55M)
- US 98 Ft. Walton Beach Revetment, Ft. Walton Beach, Florida – 2005 to 2006 ($15M)
- Bayfront Parkway Revetment, Pensacola, Florida – 2006 ($7M)
- I-10 Widening, Tallahassee, Florida – 2006 to 2009 ($60M)

**Relevant Professional Experience:**

- Managing and supervising the office and field personnel.
- Ordering and tracking of all material purchases and negotiating with vendors and suppliers to get to required materials at the best price.
- Tracking cost, revenue, quantities, and equipment to help maximize productivity and minimize cost.
- Analyzing and forecasting cost and revenue to ensure that project resources allocated efficiently.
- Working with project personnel and owner (FDOT) representatives to overcome design and construction issues and to develop a solution based on sound engineering practice.
- Working with owner (FDOT) representatives to negotiate and settle any change orders or other issues that may arise.
- Reviewing the plans with project personnel to ensure that the project is completed in a manner that is safe, that minimizes the impacts to the public, and constructed as designed.
- Scheduling and coordination work with project personnel, subcontractors, vendors, and owner (FDOT) representatives to ensure the project is completed on time.
- Bridge rating and analysis using software packages including STAAD, BARS, and Virtis
- Construction inspector on several I-235 projects in Des Moines, IA
- Pioneered the use of GEOPAK Drainage for use on storm water management projects
- Trained engineers and others on the use of GEOPAK Drainage software package
- Designed storm water systems for several major I-235 projects in Des Moines, IA
- Engineering Cooperative II – Iowa DOT Office of Bridges and Structures, Bridge Rating

# Work Category G

# CONSTRUCTION ENGINEERING

# AND

# INSPECTION SERVICES

## A. ABILITY OF PROFESSIONAL PERSONNEL

Three members of the Synergy collaborative team are qualified and have experience with Construction Engineering and Inspection Services. This will ensure that there will always be team members available to provide services on relatively short notice for the small to medium size projects that are contemplated in this contract. Resumes for the following qualified engineers may be found at the end of this proposal:

1) Jeff Sprouse, P.E.; 2) Nick Hall, P.E., 3) Eric Hogue

## B. PROJECT EXPERIENCE

Although Synergy's company experience is limited in this classification, individual members of the Synergy Team have a wealth of experience that is reflected in their professional resume. Individual project descriptions are provided in the following pages for:

- Crossway Center
- Jordan's Pass Subdivision
- Orion's Point Subdivision Phases I—IV

Table A on the following page summarizes the Synergy projects currently under contract.

## C. WILLINGNESS TO MEET SCHEDULE AND BUDGET REQUIREMENTS

Synergy has a reputation of early, in depth project analysis which gives it the ability to foresee problems early in the project development. The construction-based experience of many Synergy team members ensures a complete understanding of cost and schedule issues during each project's design phase. The comprehensive knowledge of the permitting process and the time frames required to permit various projects will be invaluable in accurately scheduling design and construction phases. The importance of maintaining scheduling and budget requirements is underscored by Synergy's requirement that the company president meet with project and government officials at the onset of every contract to facilitate proper scheduling and cost control.

## D. CURRENT AND PROJECTED WORKLOAD

Synergy's current and projected workload is presented in Table A. Because of Synergy's flexible staffing arrangement, the necessary company resources will be made available to meet the needs of any projects resulting from this project.

| CURRENT PROJECTS | TABLE A<br>PROJECT DESCRIPTION | EST. COMPLETION DATE |
|---|---|---|
| Chastain Manor | 20 lot single family residential subdivision located adjacent to Killearn Lakes Plantation in northern Leon County. The property is divided into two zoning districts, Residential Preservation and Lake Protection. It is also located within the Bradfordville study area where stormwater requirements are more stringent. These requirements resulted in an off-site multi-stage stormwater management facility.In order to avoid potential issues with the adjacent homeowners, Synergy coordinated extensively with Killearn Lakes Homeowners Association's Board. | April 2011 |
| Hartsfield Hills Replat | Reconfiguration of 18 single family attached, townhome style lots into 12 single family detached lots. | June 2011 |
| Hartsfield Place Replat 2 | Reconfiguration of 28 single family attached, townhome style lots into 21 single family detached lots | June 2011 |
| Bucklake Preserve Replat | 50 lot single family residential subdivision in Eastern Leon County | August 2011 |
| Rich Bay AME Church | Design and permitting of a 4,300 square foot new sanctuary with associated parking and stormwater facility in Gadsden County, Florida | June 2011 |
| Leon County Schools CNG Refueling Station | Synergy has teamed up with Nopetro, Sandco and DAG for the design/built of a compressed natural gas refueling station for both Leon County school buses and the general public. | July 2011 |
| White House | Civil engineering consulting services for the conversion of an existing fraternity house located in downtown Tallahassee on College Avenue to a restaurant with residence above and behind | Design and permitting are ongoing pending cost evaluation by owner |

## E. PROJECT TEAM LOCATION

The Synergy Team is located and will operate out of it's primary Tallahassee office at 4708 Capital Circle NW. This location is on a major traffic corridor located less that 3 miles from I-10 and about 1 mile from US Hwy 27, making access to all points in Leon County quite easy. Synergy staff are aware of the importance of site visits and typically participate in a weekly or bi-weekly meeting at the convenience of the project owner, architect or construction manager.

## F. APPROACH TO THE PROJECT

Synergy has a detailed procedure in place to ensure that current design standards, codes and other regulatory direction are utilized by staff in project design and that everything is done with owner approval. Steps for these projects would include:

**Pre-Contract Design Conference with Leon County** to establish the goals and objectives and review other project relevant information provided by the Leon County.

**Preliminary Evaluation of Existing Conditions**

**Development of Project Design Scope**: Gather available existing data and project information, including field explorations to determine potential impacts and requirements of project. Tasks that may be included are review of drainage patterns, existing utilities, flood plain areas, road and drive connections to existing road system, potential typical sections and existing properties along project route. Establish a project design scope, preliminary schedule and prepare a report.

**Scope Meeting with Leon County** to discuss Project Design Scope Report. This provides an opportunity to discuss potential issues and design considerations based on evaluation of existing conditions.

**Finalize Consulting Contract** with a defined scope of work for civil engineering services based on Scope Meeting with the Leon County.

**Pre-Design Investigative Work**

**Natural Features Inventory and Potential Impact Evaluation**

**Pre-Application Meetings with Permitting Authorities:** Conduct a more intense review of project to determine final design approach, which includes the Natural Features Inventory, impacts to properties, permitting requirements, and design requirements. During this time, topographic and route surveying will be accomplished, potential stormwater management system locations will be determined, geotechnical investigations will be conducted, preliminary contact with existing utility providers will be made, and attend preliminary meetings with the governmental regulatory agencies who will be permitting the project in order to determine the type of permitting required as well as any potential constraints that may be imposed.

**Preliminary Design of Components**

**Preliminary Land Acquisition/Easement Determination**

**Preliminary Cost Estimate/Critical Path Schedule Developed:** Determine components of design. This includes evaluation of right-of-way and easement requirements, land acquisition requirements and potential costs associated with purchase of property, impacts to driveway and existing road connections to Raymond Diehl Road improvements, severe and significant slopes and how to incorporate into design, raising portions of existing roadway that may be subject to flooding, maintenance of traffic, traffic flow and lane determinations, as well as pre and post conditions as it relates to drainage treatment and attenuation requirements. Prepare a Preliminary Cost Estimate for Construction.

**Preliminary Engineering Report Preparation** for submittal to Leon County

**Pre-Design Conference with Leon County** to review Preliminary Engineering Report. Comments and directions from Leon County review will be implemented into the project design.

**Public Involvement Meeting** per the methods and procedures required by Leon County.

**Commence Design Components**

**30% Plan Layout and Preparation** to be submitted to Leon County for review.

**30% Leon County Review** to discuss concerns and comments from 30% submittal.

**60% Plan Layout and Preparation**

## F. APPROACH TO THE PROJECT (continued)

**Roadway Plan and Profile Design**

**Stormwater Conveyance/Treatment Design**

**Existing Utilities Design Relocation/ Adjustment Design**

**Prepare Permitting Documents**

**Construction Cost Opinion :** After 30% Review Meeting with Leon County, incorporate comments and findings into final design components and develop 60% Completion drawings. Prepare and submit a Construction Cost Opinion based on 60% design. Submit to Leon County for review.

**60% Leon County Review**—*meet to discuss concerns and comments from 60% submittal.*

**Submit Permits:** Submit applications for permits. Permits most likely to be required are as follows:

> **Leon County Permits:** Natural Features Inventory, *Environmental Impact Analysis, Environmental Permitting* from Growth Management, Public Right-of-Way Construction.
>
> **State of Florida Permits :** Northwest Florida Water Management District (NWFWMD), Non Point Discharge Elimination System (NPDES) , Wetlands Dredge and Fill from Florida Department of Environmental Protection (FDEP) and U.S. Army Corp of Engineers (USACOE), and Florida Department of Transportation if any construction/drainage impacts to Interstate 10 rights-of-way.

**Public Involvement Meeting** in accordance with Leon County's procedures for coordination and meetings with property owners.

**Provide Easement and Property Acquisition Documents to Authorities:** Finalize and submit legal documents for right-of-way, property acquisition, and easements to Leon County for execution.

**90% Plan Layout and Preparation:** After 60% Review Meeting with Leon County, incorporate comments and findings into final design components and develop 90% Completion drawings. Update the Construction Cost Opinion based on 90% design. Submit to Leon County for review.

**90% Leon County Review** *Review by and meeting with Leon County to discuss concerns and comments from 90% submittal.*

**Finalize Plans and Specifications**

**100% Plan Submittal to Leon County:** After 90% Review Meeting with Leon County, incorporate comments and findings into the final design components and develop 100% Completion drawings. Update the Construction Cost Opinion based on completion of design. Submit to Leon County for final review.

**100% Leon County Review:** Develop final comments and submits to consultants.

**Follow up and completion of permits:** Finalize permits and modify plans accordingly.

**Finalize Plans:** Address final comments from Leon County and permitting authorities. Make Final modifications and adjustments. Finalize Construction Cost Opinion. A meeting may be in order depending upon the level of changes and comments.

**Assist in Bidding as required by Leon County**

**Upon receipt of permits, contracts awarded, and construction commenced:** Construction Administration as required by Leon County

**Final Inspections and Closeouts**

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE

## EXAMPLE PROJECTS

| 20. 2 | 21. Crossway Center | 22. Year Completed | |
|---|---|---|---|
| | | a. Professional Services | b. Construction (if applicable) |

| 23a. Project Owner | 23b. Contact Name | 23c. Phone number |
|---|---|---|
| Sandco, Inc | Steve Ghazvini | 850-514-1000 |

**24. Brief Description and Relevance – Scope, size, cost, etc**

This 9.0 acre site at the corner of Crossway Center, Woodville Highway and Capital Circle was previously used as a concrete pipe plant with outside storage and is currently being used as an asphalt plant with truck distribution center. Given it's visibility at the corner of two major arterial highways, the existing site creates a less than desirable image on the south side of Tallahassee. Therefore, the developer intends to "clean up" the site by developing it as a 72,275 square foot "Industrial" type use shopping center.

The scope assigned to Synergy was to design and permit this "new image" for this corner. Since the parcel is located in two drainage basins, one of which is a closed basin, stormwater management provided an interesting challenge. In addition, the developer did not want the new image to include a huge stormwater management facility (SWMF). In order to meet all the criteria of the City of Tallahassee and developer, Synergy used an innovative approach to incorporate some capacity of an existing SWMF on a nearby parcel that the developer owned, even though it was located across Crossway Road in a separate drainage basin. The stormwater from this project first discharges to a small facility located on the interior of the parcel where it is not highly visible from the major roadways. Once that facility fills to capacity, stormwater overflows through a pipe system to the facility across Crossway Road. However, to ensure this new runoff does not create flooding in major and/or multiple back to back storm events, the entire system is designed to overflow back through the same pipe system into the stormdrain system within Capital Circle.

All the permitting is completed for the project, but construction has not yet begun.

The complexity of this project illustrates Synergy's ability to develop innovative approaches to complex drainage issues that are becoming more common within the City of Tallahassee and Leon County.

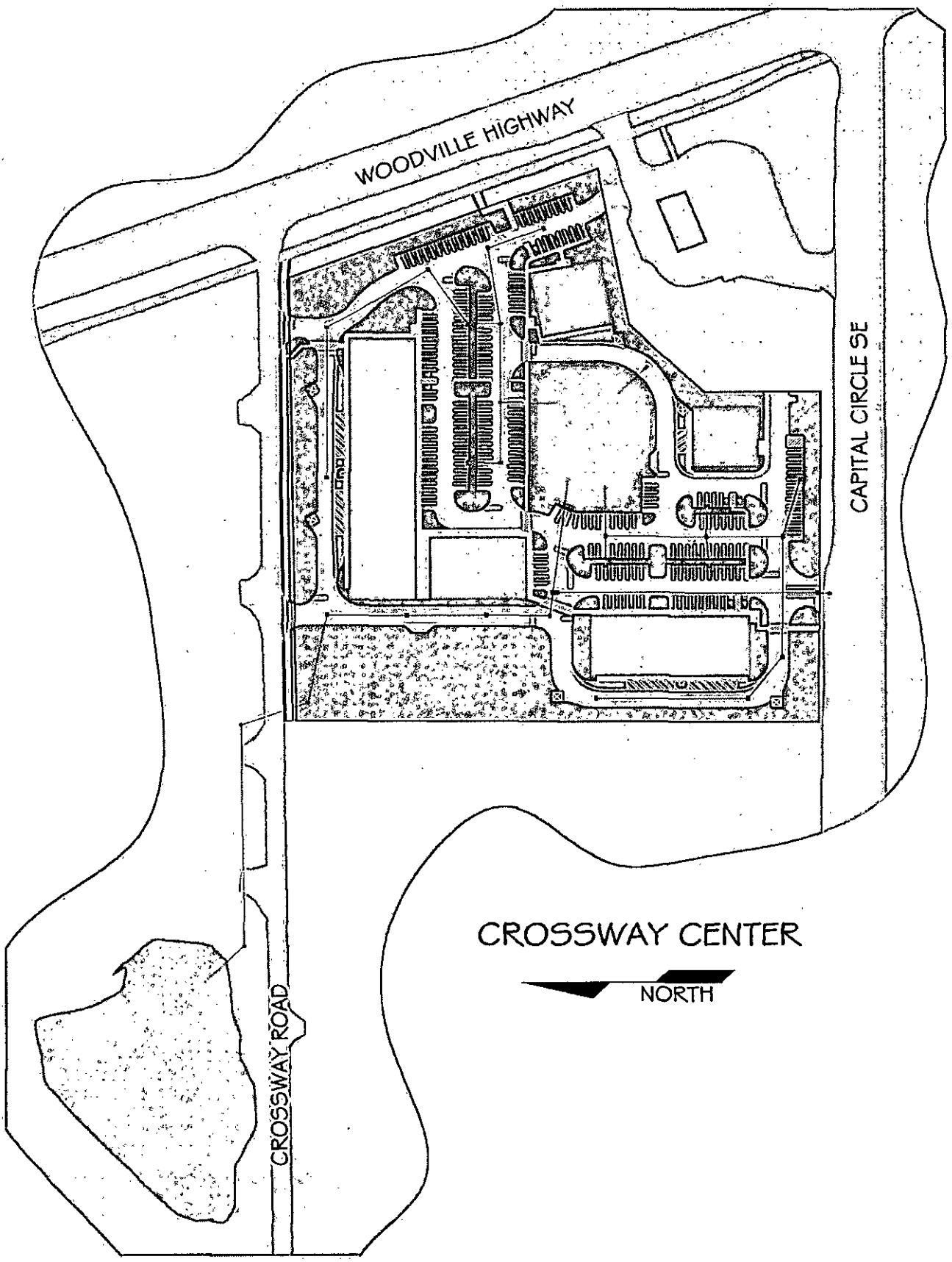
**25. Firms from section involved in this project**

| (1) Name | (2) Location | (3) Role |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering / Permitting |

**SEE EXHIBIT NEXT PAGE**

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE



## F. EXAMPLE PROJECTS

| 20. 5 | 21. Jordan's Pass | 22. Year Completed | |
|---|---|---|---|
| | | a. Professional Services | b. Construction (if applicable) |
| | | 2007 | 2008 |

| 23a. Project Owner | 23b. Contact Name | 23c. Phone number |
|---|---|---|
| Capital Property Consultants, Inc. | Tom Asbury | 850-514-1000 |

**24. Brief Description and Relevance – Scope, size, cost, etc**

Jordan's Pass is a 147 lot single-family subdivision on a 47.4 parcel located on the west side of Leon County at the northeast corner of Barineau Road and the Railroad. The associated cost for design, permitting and construction of this development was approximately $3.1 million dollars.

Synergy provided full services to the developer from inception to final construction plans for this development. This included site layout, grading, drainage and utility design, as well as all associated permitting, including boundary adjustment, rezoning, site plan, environmental, stormwater and wetland crossing from Leon County and FDEP

As is typical with the remaining land in Leon County, the site had numerous environmental design constraints such as wetlands, gopher tortoises, severe and significant slopes and multiple watersheds.

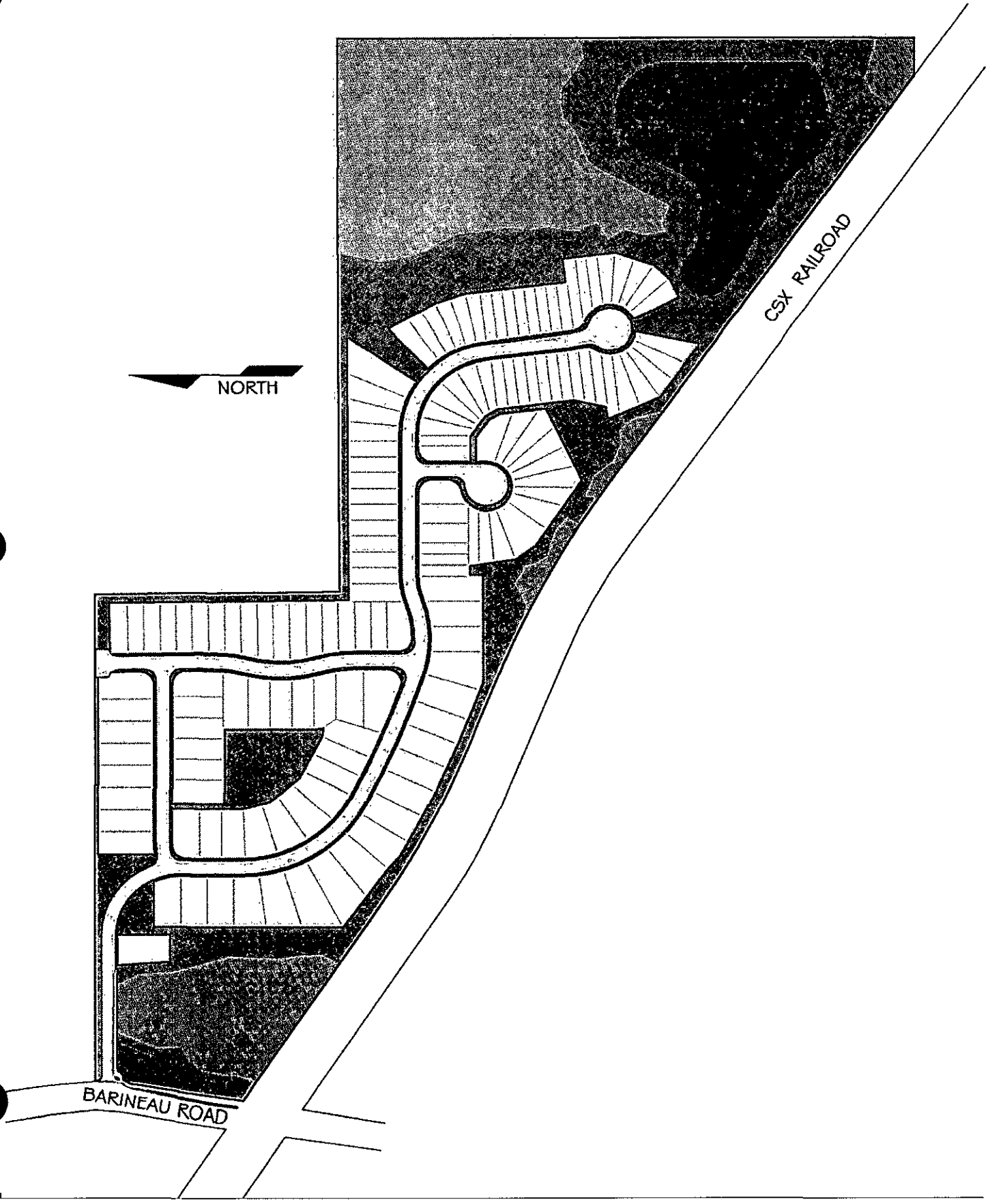
**25. Firms from section involved in this project**

| (1) Name | (2) Location | (3) Role |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering |
| A.D. Platt & Associates | Tallahassee, Florida | Land Surveying |

**SEE EXHIBIT NEXT PAGE**

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE



SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE

## F. EXAMPLE PROJECTS

| 20. 6 | 21. Orion's Point Phase I, II, III, IV & IVa | 22. Year Completed | |
|---|---|---|---|
| | | a. Professional Services | b. Construction (if applicable) |
| | | 2007 | 2007 |

| 23a. Project Owner | 23b. Contact Name | 23c. Phone number |
|---|---|---|
| Premier Construction | Tom Asbury | 850-514-1000 |

**24. Brief Description and Relevance – Scope, size, cost, etc**

This project consists of a 606 acre - 694 lot single-family subdivision located in Midway, Florida. Synergy was responsible for all aspects of development. These responsibilities consisted of site layout, plans production, drainage design and permitting, including site plan, environmental and stormwater from the City of Midway and DEP

Phases I and II are complete. Phases III, IV and IVa are permitted, but construction has not begun. The total cost associated with the project to date is approximately $5.3 million dollars.

The magnitude of this project illustrates Synergy's ability to handle large scale projects.

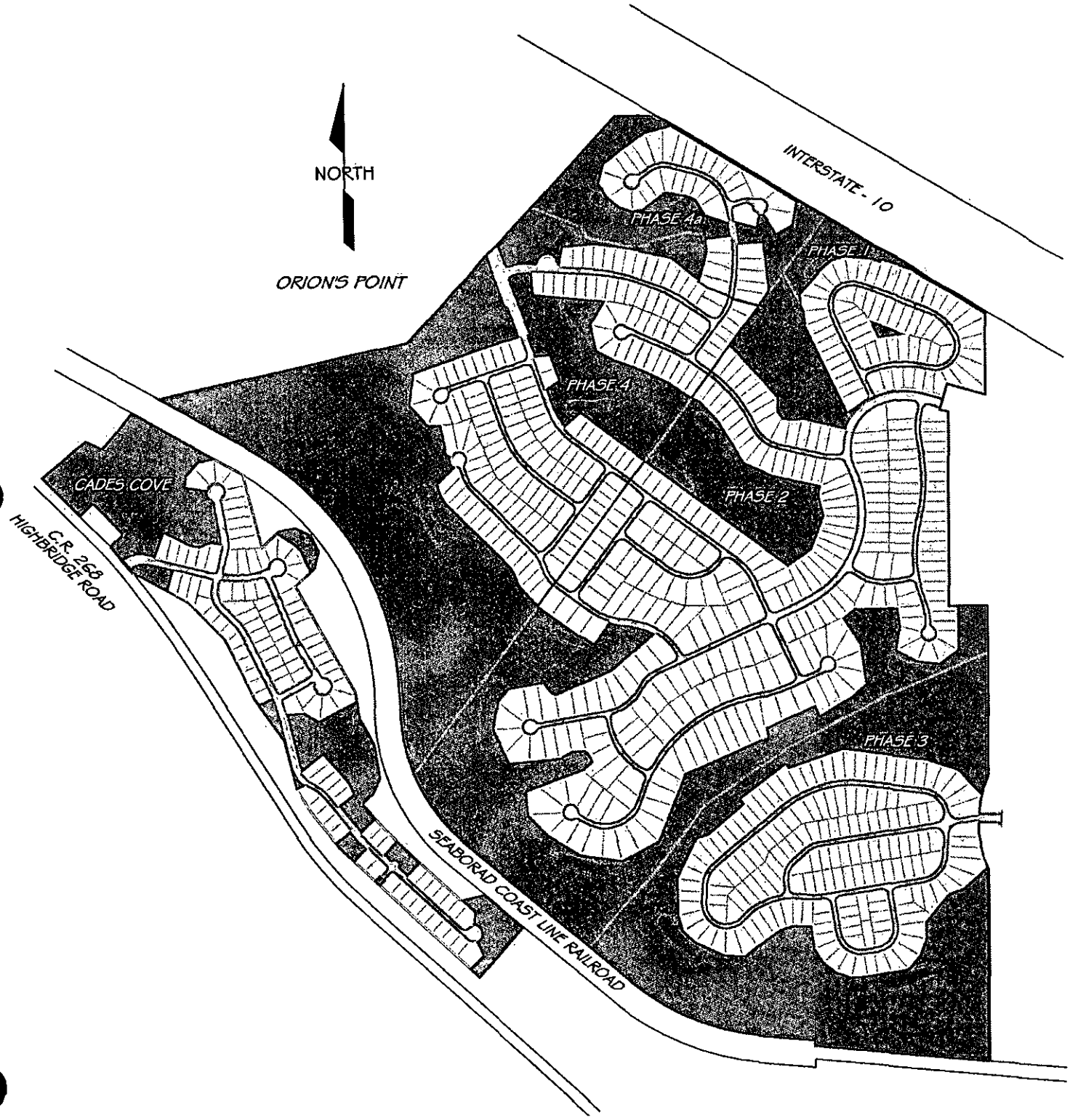
**25. Firms from section involved in this project**

| (1) Name | (2) Location | (3) Role |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering |

**SEE EXHIBIT NEXT PAGE**

SYNERGY
DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE



SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

## Eric Hogue, P.E.

### Years of Experience
10 Total

### Professional Registration
Professional Engineer
No. **69885**

### Education
Bachelor of Science in Civil Engineering
Iowa State University
2004

### Certification/Training
Florida Advanced MOT
OSHA Construction 10hr
Trenching & Excavation Competent Person
Florida DEP Stormwater Inspector

*Eric earned his degree in Civil Engineering from Iowa State University where he gained substantial experience working with the Iowa DOT. Since that time he has worked with all aspects of project management and is very familiar with DOT project protocol, having provided project management and support for various interstate projects in the western panhandle region of Florida.*

### Project Experience

- Mahan Dr/US 90, Tallahassee, FL—2009 to Present ($ Million) Est. Completion: March 2013
- I-10/I-110/Davis Highway Interchange, Pensacola Florida – 2004 to 2006 ($75M)
- I-110 Widening, Pensacola, Florida – 2004 to 2006 ($55M)
- US 98 Ft. Walton Beach Revetment, Ft. Walton Beach, Florida – 2005 to 2006 ($15M)
- Bayfront Parkway Revetment, Pensacola, Florida – 2006 ($7M)
- I-10 Widening, Tallahassee, Florida – 2006 to 2009 ($60M)

### Relevant Professional Experience:

- Managing and supervising the office and field personnel.
- Ordering and tracking of all material purchases and negotiating with vendors and suppliers to get to required materials at the best price.
- Tracking cost, revenue, quantities, and equipment to help maximize productivity and minimize cost.
- Analyzing and forecasting cost and revenue to ensure that project resources allocated efficiently.
- Working with project personnel and owner (FDOT) representatives to overcome design and construction issues and to develop a solution based on sound engineering practice.
- Working with owner (FDOT) representatives to negotiate and settle any change orders or other issues that may arise.
- Reviewing the plans with project personnel to ensure that the project is completed in a manner that is safe, that minimizes the impacts to the public, and constructed as designed.
- Scheduling and coordination work with project personnel, subcontractors, vendors, and owner (FDOT) representatives to ensure the project is completed on time.
- Bridge rating and analysis using software packages including STAAD, BARS, and Virtis
- Construction inspector on several I-235 projects in Des Moines, IA
- Pioneered the use of GEOPAK Drainage for use on storm water management projects
- Trained engineers and others on the use of GEOPAK Drainage software package
- Designed storm water systems for several major I-235 projects in Des Moines, IA
- Engineering Cooperative II – Iowa DOT Office of Bridges and Structures, Bridge Rating

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

## Wayne Jeff Sprouse, P.E.

### Years of Experience

25 Total

### Professional Registration

Professional Engineer
No. 60821

### Education

Bachelor of Science in Nuclear Engineering
Mississippi State University
1986

### Certification/Training

Military Training (U.S. Navy) Engineering Laboratory Technician, Balston Spa, NY

Nuclear Power Plant Operations (Trident Prototype), Balston Spa, NY

Nuclear Power School, Orlando, FL

Machinist Mate "A" School, Oct. 1981

***With nearly 25 years extensive design and construction experience related to water, new sewer and sewer rehabilitation projects, and storm water designs, Jeff has worked on numerous projects over the years. Particularly pertinent to this project, Jeff was one of the engineers of record for the Capital Cascades Trail Park. He was responsible for the design of all utilities through the park, the Production Design Packages for obtaining Environmental Resource Permits, Development Orders, Developments of Regional Impact (DRI), Development Review Committee (DRC), Planned Developments, and Planning and Zoning. He provides a unique insight into project construction & scheduling needs.***

## Employment History

June 2009 – Present, Project Manager, Sandco, Inc., Tallahassee, FL

2007 – June 2009, Project Engineer, Genesis Group, Tallahassee, FL

2005 - 2006, Sr. Engineer Consultant, HSW Engineering

1999 - 2005, Project Manager, George & Hutcheson Engineering

1997 – 1999, Project Coordinator, Dial Communications, Tallahassee, FL

1996 – 1997, Project Coordinator, Solomon Construction, Tallahassee, FL

1992 – 1996, Physicist, University of Rochester, Rochester, NY

1988 – 1992, Asst. Radiation Safety Officer, Mississippi State Univ., Starkville, MS

1986 – 1988, Project Coordinator, Metal Services, Inc., Naples, FL

1983 – 1986, Power Plant Operations, Engineer Lab Technician
U.S. Navy, USS Memphis, SSN 691

**Fields of Specialization**

- Water Distribution System Design and Construction
- Sanitary Sewer Collection/Transmission Systems Design and Construction
- Sanitary Sewer Collection/Transmission Systems Rehabilitation
- Pump Station/Lift Station Design and Construction
- Municipal Water Well Design and Construction
- Hydraulic Analysis
- Stormwater Drainage System Design
- Stormwater Modeling
- Flood Analysis Studies
- Geometric Roadway Alignment

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

## Steven (Nick) Hall, P.E.

### Years of Experience
12 Total

### Professional Registration
Professional Engineer
No. **72402**

### Education
Bachelor of Science in Environmental Engineering
Florida State University
2004

### Software Aptitude
Expedition Project Management
Primavera P6
MS Office

### FDOT Training

*With a degree in civil engineering from FSU, Nick handles all aspects of construction project management and provides many necessary support functions. He has worked on several major Tallahassee roadway projects, including Orange Ave., Welaunee Blvd, and White Dr./ Mission Rd. as well as several minor projects.*

***Orange Avenue,*** Tallahassee, FL
Leon County
Four lane road with major box culvert construction

***Southwood,*** Tallahassee, FL
Capital Region Development
Construction of boulevards and subdivision roads

***Lincoln High School Improvements***, Tallahassee, FL
Leon County Schools
Site preparation/parking

***Capital Circle NW Sewer Upgrade***, Tallahassee, FL
City of Tallahassee
Sewer forcemain improvements

***Welaunee Boulevard***, Tallahassee, FL
City of Tallahassee
New construction of four lane roads

***Select Medical / Surgeons Drive****, Tallahassee, FL*
Lauth Construction
Earthwork, utilities, roadway construction

***Bull Run,*** Tallahassee, FL
Byron Block
New construction of subdivision roads

***Tallahassee Regional Airport Perimeter Rd. & Fence***
City of Tallahassee
Roadway, drainage and fence improvements

***Orion's Point*** , Midway, FL
G & A Lloyd, LLC
Five miles of new road construction

***Dry Creek,*** Tallahassee, FL
Dry Creek Run, LLC
New construction of subdivision roads

***Laurel Trace***, Tallahassee, FL
Marsh Road Development, Inc.
New construction of subdivision roads

***Woodbriar***, Tallahassee, FL
Woodbriar, LLC
New construction of subdivision roads

***Hartsfield Hills***, Tallahassee, FL
Summer Lake, LLC
New construction of subdivision roads

***Park Charleston***, Tallahassee, FL
Turner Construction
New construction of subdivision roads

***County Wide Resurfacing,*** Leon County, FL
Annual contract with Leon County

***Sutor Road***, Tallahassee, FL
City of Tallahassee
Roadway, drainage & fence improvements

# Work Category I

# SUBDIVISION

# AND

# SITE DEVELOPMENT ENGINEERING

## A. ABILITY OF PROFESSIONAL PERSONNEL

There are two members of the Synergy collaborative team are qualified and have experience with roadway subdivision and site development. This will ensure that there will always be team members available to provide services on relatively short notice for the small to medium size projects that are contemplated in this contract. Resumes for the following qualified engineers may be found on the following pages:

1) Marc Phelps, P.E. 2) Richard Darabi, P.E.

## B. PROJECT EXPERIENCE

Synergy was initially developed as an offshoot of a strong working relationship with well-known residential developer, Premier Construction and Development, Inc.. This long-term relationship has provided numerous contracts for Synergy and the results are visible in the many Premier communities throughout Leon County. Synergy is well-versed in every aspect of subdivision development including: site development, permitting, platting, utility and roadway design, and Stormwater treatment.

Descriptions of individual projects completed in the past 5 years are provided in the following pages for:

- Crossway Center
- Jordan's Pass Subdivision
- Orion's Point Subdivision Phases I—IV

Table A on the following page summarizes the Synergy projects currently under contract.

## C. WILLINGNESS TO MEET SCHEDULE AND BUDGET REQUIREMENTS

Synergy has a reputation of early, in depth project analysis which gives it the ability to foresee problems early in the project development. The construction-based experience of many Synergy team members ensures a complete understanding of cost and schedule issues during each project's design phase. The comprehensive knowledge of the permitting process and the time frames required to permit various projects will be invaluable in accurately scheduling design and construction phases. The importance of maintaining scheduling and budget requirements is underscored by Synergy's requirement that the company president meet with project and government officials at the onset of every contract to facilitate proper scheduling and cost control.

## D. CURRENT AND PROJECTED WORKLOAD

Synergy's current and projected workload is presented in Table A. Because of Synergy's flexible staffing arrangement, the necessary company resources will be made available to meet the needs of any projects resulting from this project.

**TABLE A**

| CURRENT PROJECTS | PROJECT DESCRIPTION | EST. COMPLETION DATE |
|---|---|---|
| Chastain Manor | 20 lot single family residential subdivision located adjacent to Killearn Lakes Plantation in northern Leon County. The property is divided into two zoning districts, Residential Preservation and Lake Protection. It is also located within the Bradfordville study area where stormwater requirements are more stringent. These requirements resulted in an off-site multi-stage stormwater management facility.In order to avoid potential issues with the adjacent homeowners, Synergy coordinated extensively with Killearn Lakes Homeowners Association's Board. | April 2011 |
| Hartsfield Hills Replat | Reconfiguration of 18 single family attached, townhome style lots into 12 single family detached lots. | June 2011 |
| Hartsfield Place Replat | Reconfiguration of 28 single family attached, townhome style lots into 21 single family detached lots | June 2011 |
| Bucklake Preserve Replat | 50 lot single family residential subdivision in Eastern Leon County | August 2011 |
| Rich Bay AME Church | Design and permitting of a 4,300 square foot new sanctuary with associated parking and stormwater facility in Gadsden County, Florida | June 2011 |
| Leon County Schools CNG Refueling Station | Synergy has teamed up with Nopetro, Sandco and DAG for the design/built of a compressed natural gas refueling station for both Leon County school buses and the general public. | July 2011 |
| White House | Civil engineering consulting services for the conversion of an existing fraternity house located in downtown Tallahassee on College Avenue to a restaurant with residence above and behind | Design and permitting are ongoing pending cost evaluation by owner |

## E. PROJECT TEAM LOCATION

The Synergy Team is located and will operate out of it's primary Tallahassee office at 4708 Capital Circle NW. This location is on a major traffic corridor located less that 3 miles from I-10 and about 1 mile from US Hwy 27, making access to all points in Leon County quite easy. Synergy staff are aware of the importance of site visits and typically participate in a weekly or bi-weekly meeting at the convenience of the project owner, architect or construction manager.

## F. APPROACH TO THE PROJECT

Synergy has a detailed procedure in place to ensure that current design standards, codes and other regulatory direction are utilized by staff in project design and that everything is done with owner approval. Steps for these projects would include:

**Pre-Contract Design Conference with Leon County** to establish the goals and objectives and review other project relevant information provided by the Leon County.

**Preliminary Evaluation of Existing Conditions**

**Development of Project Design Scope**: Gather available existing data and project information, including field explorations to determine potential impacts and requirements of project. Tasks that may be included are review of drainage patterns, existing utilities, flood plain areas, road and drive connections to existing road system, potential typical sections and existing properties along project route. Establish a project design scope, preliminary schedule and prepare a report.

**Scope Meeting with Leon County** to discuss Project Design Scope Report. This provides an opportunity to discuss potential issues and design considerations based on evaluation of existing conditions.

**Finalize Consulting Contract** with a defined scope of work for civil engineering services based on Scope Meeting with the Leon County.

**Pre-Design Investigative Work**

**Natural Features Inventory and Potential Impact Evaluation**

**Pre-Application Meetings with Permitting Authorities:** Conduct a more intense review of project to determine final design approach, which includes the Natural Features Inventory, impacts to properties, permitting requirements, and design requirements. During this time, topographic and route surveying will be accomplished, potential stormwater management system locations will be determined, geotechnical investigations will be conducted, preliminary contact with existing utility providers will be made, and attend preliminary meetings with the governmental regulatory agencies who will be permitting the project in order to determine the type of permitting required as well as any potential constraints that may be imposed.

**Preliminary Design of Components**

**Preliminary Land Acquisition/Easement Determination**

**Preliminary Cost Estimate/Critical Path Schedule Developed:** Determine components of design. This includes evaluation of right-of-way and easement requirements, land acquisition requirements and potential costs associated with purchase of property, impacts to driveway and existing road connections to Raymond Diehl Road improvements, severe and significant slopes and how to incorporate into design, raising portions of existing roadway that may be subject to flooding, maintenance of traffic, traffic flow and lane determinations, as well as pre and post conditions as it relates to drainage treatment and attenuation requirements. Prepare a Preliminary Cost Estimate for Construction.

**Preliminary Engineering Report Preparation** for submittal to Leon County

**Pre-Design Conference with Leon County** to review Preliminary Engineering Report. Comments and directions from Leon County review will be implemented into the project design.

**Public Involvement Meeting** per the methods and procedures required by Leon County.

**Commence Design Components**

**30% Plan Layout and Preparation** to be submitted to Leon County for review.

**30% Leon County Review** to discuss concerns and comments from 30% submittal.

**60% Plan Layout and Preparation**

## F. APPROACH TO THE PROJECT (continued)

**Roadway Plan and Profile Design**

**Stormwater Conveyance/Treatment Design**

**Existing Utilities Design Relocation/ Adjustment Design**

**Prepare Permitting Documents**

**Construction Cost Opinion :** After 30% Review Meeting with Leon County, incorporate comments and findings into final design components and develop 60% Completion drawings. Prepare and submit a Construction Cost Opinion based on 60% design. Submit to Leon County for review.

**60% Leon County Review**—meet to discuss concerns and comments from 60% submittal.

**Submit Permits:** Submit applications for permits. Permits most likely to be required are as follows:

> **Leon County Permits:** Natural Features Inventory, Environmental Impact Analysis, Environmental Permitting from Growth Management, Public Right-of-Way Construction.
>
> **State of Florida Permits :** Northwest Florida Water Management District (NWFWMD), Non Point Discharge Elimination System (NPDES) , Wetlands Dredge and Fill from Florida Department of Environmental Protection (FDEP) and U.S. Army Corp of Engineers (USACOE), and Florida Department of Transportation if any construction/drainage impacts to Interstate 10 rights-of-way.

**Public Involvement Meeting** in accordance with Leon County's procedures for coordination and meetings with property owners.

**Provide Easement and Property Acquisition Documents to Authorities:** Finalize and submit legal documents for right-of-way, property acquisition, and easements to Leon County for execution.

**90% Plan Layout and Preparation:** After 60% Review Meeting with Leon County, incorporate comments and findings into final design components and develop 90% Completion drawings. Update the Construction Cost Opinion based on 90% design. Submit to Leon County for review.

**90% Leon County Review** Review by and meeting with Leon County to discuss concerns and comments from 90% submittal.

**Finalize Plans and Specifications**

**100% Plan Submittal to Leon County:** After 90% Review Meeting with Leon County, incorporate comments and findings into the final design components and develop 100% Completion drawings. Update the Construction Cost Opinion based on completion of design. Submit to Leon County for final review.

**100% Leon County Review:** Develop final comments and submits to consultants.

**Follow up and completion of permits:** Finalize permits and modify plans accordingly.

**Finalize Plans:** Address final comments from Leon County and permitting authorities. Make Final modifications and adjustments. Finalize Construction Cost Opinion. A meeting may be in order depending upon the level of changes and comments.

**Assist in Bidding as required by Leon County**

**Upon receipt of permits, contracts awarded, and construction commenced:** Construction Administration as required by Leon County

**Final Inspections and Closeouts**

## F. EXAMPLE PROJECTS

| 20. 2 | 21. Crossway Center | 22. Year Completed | |
|---|---|---|---|
| | | a. Professional Services | b. Construction (if applicable) |

| 23a. Project Owner | 23b. Contact Name | 23c. Phone number |
|---|---|---|
| Sandco, Inc | Steve Ghazvini | 850-514-1000 |

**24. Brief Description and Relevance – Scope, size, cost, etc**

This 9.0 acre site at the corner of Crossway Center, Woodville Highway and Capital Circle was previously used as a concrete pipe plant with outside storage and is currently being used as an asphalt plant with truck distribution center. Given it's visibility at the corner of two major arterial highways, the existing site creates a less than desirable image on the south side of Tallahassee. Therefore, the developer intends to "clean up" the site by developing it as a 72,275 square foot "Industrial" type use shopping center.

The scope assigned to Synergy was to design and permit this "new image" for this corner. Since the parcel is located in two drainage basins, one of which is a closed basin, stormwater management provided an interesting challenge. In addition, the developer did not want the new image to include a huge stormwater management facility (SWMF). In order to meet all the criteria of the City of Tallahassee and developer, Synergy used an innovative approach to incorporate some capacity of an existing SWMF on a nearby parcel that the developer owned, even though it was located across Crossway Road in a separate drainage basin. The stormwater from this project first discharges to a small facility located on the interior of the parcel where it is not highly visible from the major roadways. Once that facility fills to capacity, stormwater overflows through a pipe system to the facility across Crossway Road. However, to ensure this new runoff does not create flooding in major and/or multiple back to back storm events, the entire system is designed to overflow back through the same pipe system into the stormdrain system within Capital Circle.

All the permitting is completed for the project, but construction has not yet begun.

The complexity of this project illustrates Synergy's ability to develop innovative approaches to complex drainage issues that are becoming more common within the City of Tallahassee and Leon County.

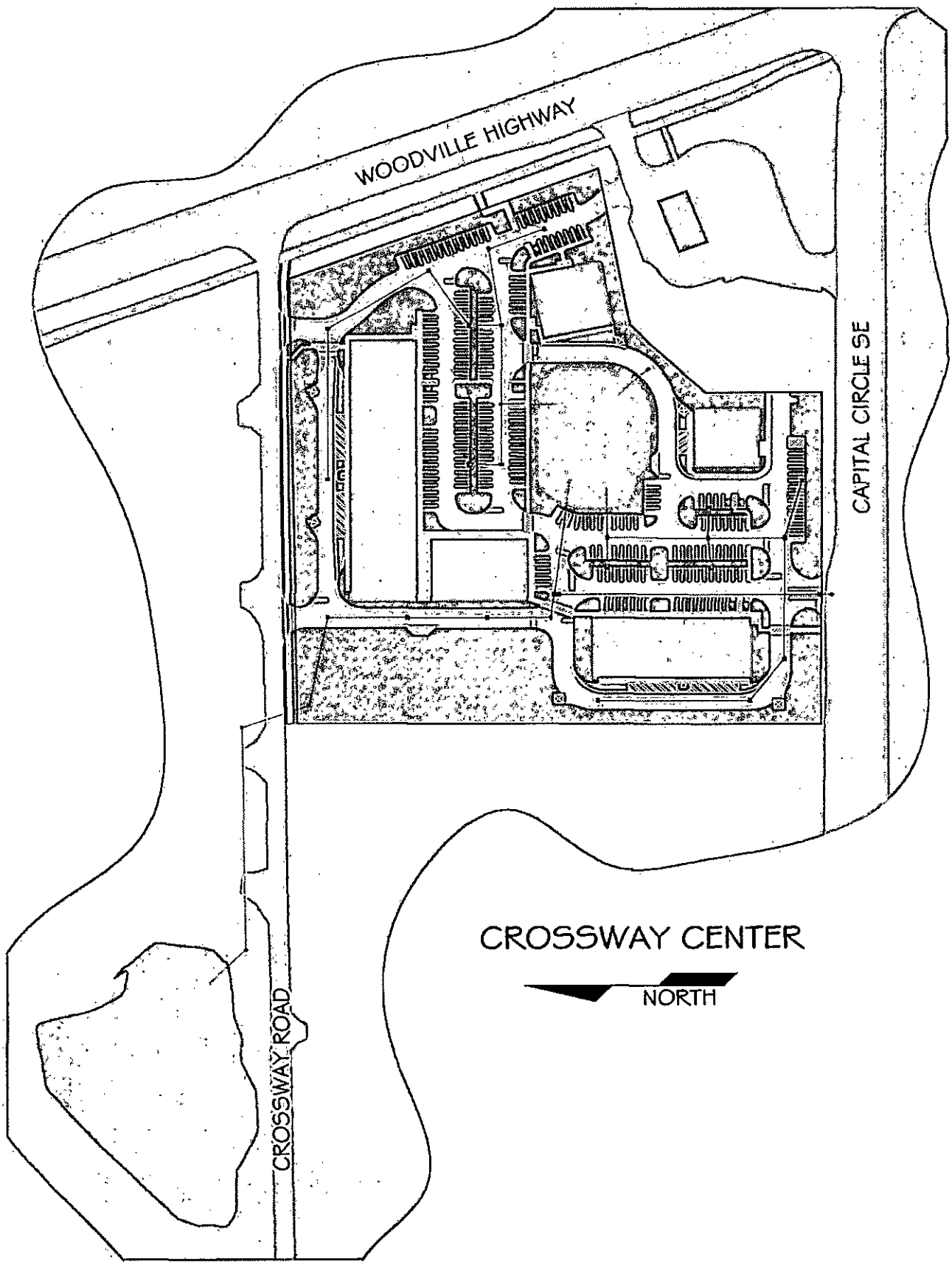
**25. Firms from section involved in this project**

| (1) Name | (2) Location | (3) Role |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering / Permitting |

**SEE EXHIBIT NEXT PAGE**

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE



SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE

## F. EXAMPLE PROJECTS

| *20.* 5 | **21.** Jordan's Pass | *22. Year Completed* | |
|---|---|---|---|
| | | *a. Professional Services* | *b. Construction (if applicable)* |
| | | 2007 | 2008 |

| *23a. Project Owner* | *23b. Contact Name* | *23c. Phone number* |
|---|---|---|
| Capital Property Consultants, Inc. | Tom Asbury | 850-514-1000 |

***24. Brief Description and Relevance – Scope, size, cost, etc***

Jordan's Pass is a 147 lot single-family subdivision on a 47.4 parcel located on the west side of Leon County at the northeast corner of Barineau Road and the Railroad. The associated cost for design, permitting and construction of this development was approximately $3.1 million dollars.

Synergy provided full services to the developer from inception to final construction plans for this development. This included site layout, grading, drainage and utility design, as well as all associated permitting, including boundary adjustment, rezoning, site plan, environmental, stormwater and wetland crossing from Leon County and FDEP

As is typical with the remaining land in Leon County, the site had numerous environmental design constraints such as wetlands, gopher tortoises, severe and significant slopes and multiple watersheds.

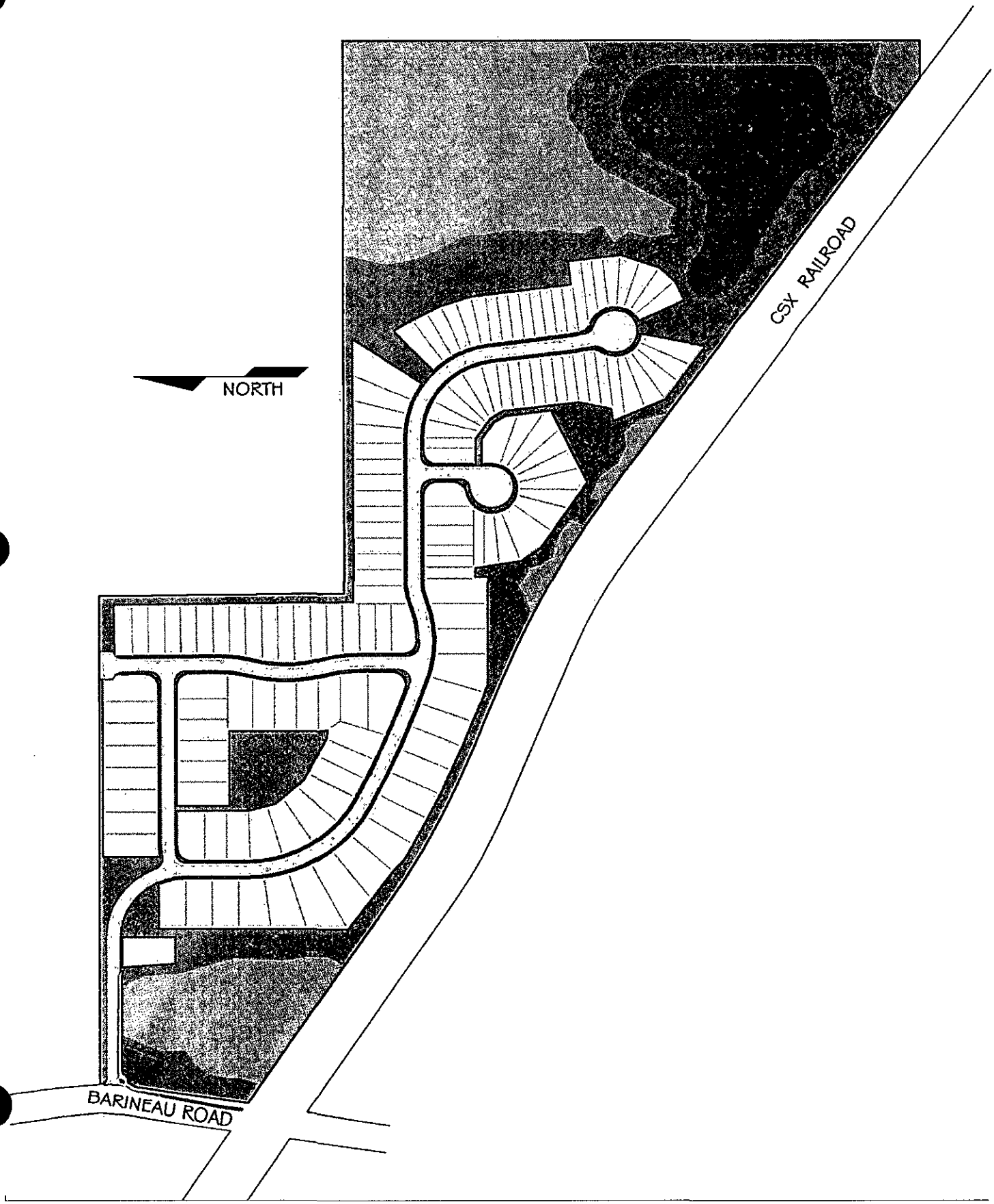
***25. Firms from section involved in this project***

| *(1) Name* | *(2) Location* | *(3) Role* |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering |
| A.D. Platt & Associates | Tallahassee, Florida | Land Surveying |

**SEE EXHIBIT NEXT PAGE**

SYNERGY
DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE



SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE

| F. EXAMPLE PROJECTS | | | |
|---|---|---|---|
| *20.* 6 | **21.** Orion's Point Phase I, II, III, IV & IVa | *22. Year Completed* | |
| | | *a. Professional Services* | *b. Construction (if applicable)* |
| | | 2007 | 2007 |

| *23a. Project Owner* | *23b. Contact Name* | *23c. Phone number* |
|---|---|---|
| Premier Construction | Tom Asbury | 850-514-1000 |

***24. Brief Description and Relevance – Scope, size, cost, etc***

This project consists of a 606 acre - 694 lot single-family subdivision located in Midway, Florida. Synergy was responsible for all aspects of development. These responsibilities consisted of site layout, plans production, drainage design and permitting, including site plan, environmental and stormwater from the City of Midway and DEP

Phases I and II are complete. Phases III, IV and IVa are permitted, but construction has not begun. The total cost associated with the project to date is approximately $5.3 million dollars.

The magnitude of this project illustrates Synergy's ability to handle large scale projects.

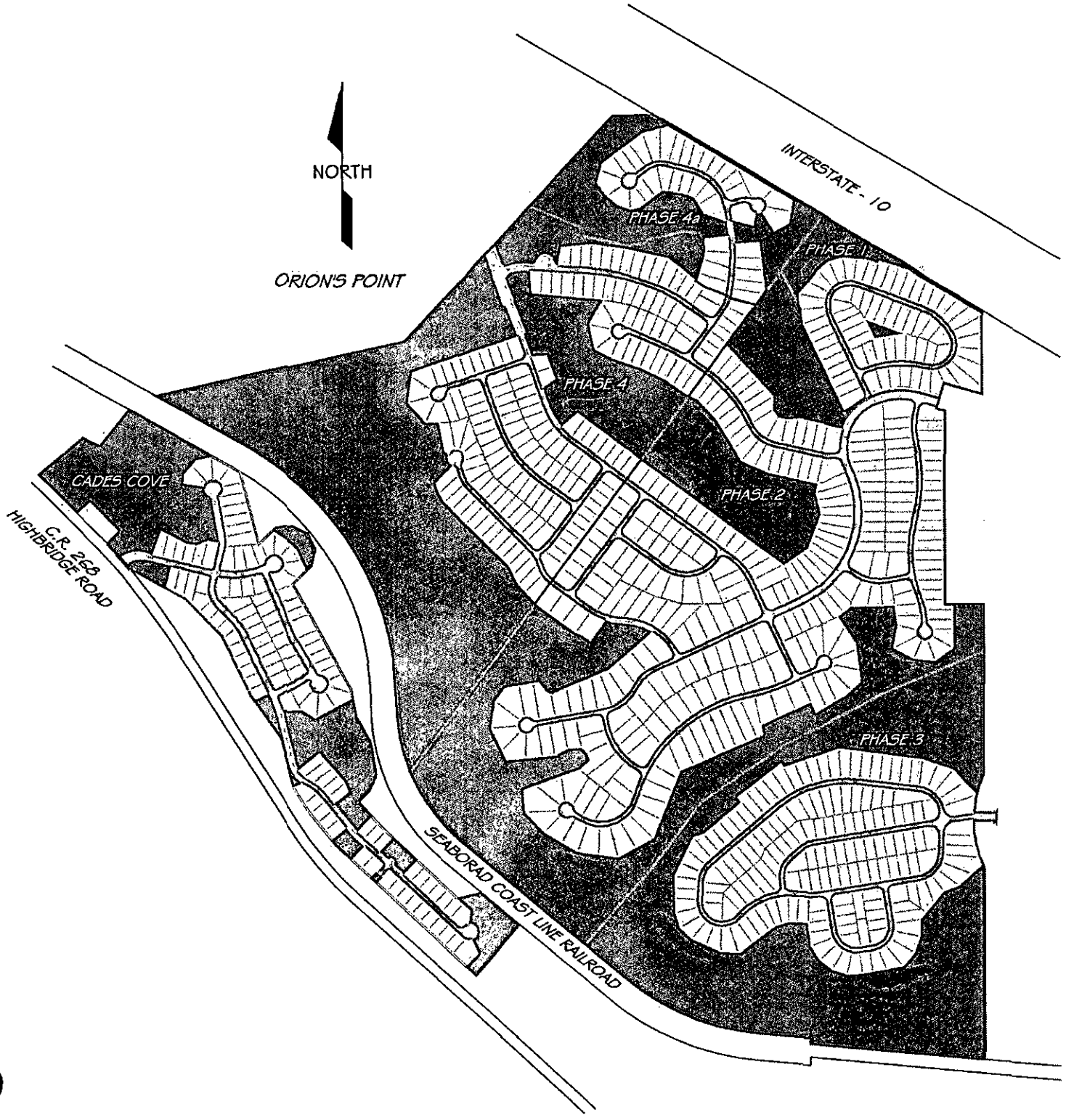
***25. Firms from section involved in this project***

| *(1) Name* | *(2) Location* | *(3) Role* |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering |

**SEE EXHIBIT NEXT PAGE**

SYNERGY
DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE



SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

## Marc C. Phelps, P.E.

### Years of Experience
19 Total
6 With Firm

### Professional Registration
Professional Engineer
No. 54582

### Education
Bachelor of Science in
Civil Engineering, Cum Laude
Florida State University
1995

### Software Aptitude
AutoCad Civil 3D Design 2011
Ad ICPR
MS Office
StormCAD
WaterCAD

### FDOT Training
Florida Advanced Training
Course for
Maintenance of Traffic
July, 2009

**Marc C. Phelps, P.E.** is one of the founding Principals and the President of Synergy Design and Engineering, Inc.

Mr. Phelps' wide range of knowledge comes from many years of hands on experience in the engineering field. Starting his career as a draftsman, he has worked his way up the ladder to Project Manager and engineering business owner. This progression has provided him with an in-depth perspective on the most productive way to get a project finished.

Mr. Phelps has gained extensive experience in all aspects of the development process. This experience includes site evaluation, preliminary and final site layout, roadway design, stormwater management facilities design and modeling, utilities infrastructure, drainage conveyance design, signing and pavement markings, plans preparation, quantity computations, cost estimating and permitting through local, state and federal agencies.

Mr. Phelps has worked with numerous private developers on a wide-range of residential projects ranging from simple property 2-for-1 lots splits to thousand acre subdivisions with several miles of roads including endangered species relocation and wetland impacts and mitigation. His experience with commercial development spans between simple building additions to complex, multiphase retail and office developments with complex stormwater issues requiring off-site facilities. He has worked with public agencies such as the City of Tallahassee, the City of Gretna, FDEP, FSU, Leon County Schools, etc. on projects such as roadway improvements, hardscape improvements, bathroom facilities, multi-use ball field improvements, irrigation system design, and parking facilities.

## Representative Employment Experience

**2004 to Present – Synergy Design & Engineering, Inc.**
President and Sr. Professional Manager/Engineer
Work includes managing the company as well as being the senior project engineer and manager.

**1991 to 2004 – George & Hutcheson Engineering, Inc.**
Project Manager/Engineer
Worked in the capacity of Engineering/CADD Technician while in college with promotion to Project Manager/Engineer after completing school and passing of the Florida Professional Engineer's Exam. Surveying experience included production of topographic, boundary, and special purpose surveys. Engineering experience included layout and design of commercial sites and residential subdivisions consisting of roadways, utilities infrastructure, stormwater management facilities, as well as, permitting through federal, state, and local governmental agencies, for both public and private clients.

## Relevant Project Experience

### Bellamy Building Hardscape, Florida State University Campus

Project Engineer for Bellamy Hardcape project located on the Florida State University campus. Land Planning services included compliance with Florida ADA guidelines, engineering services included providing site demolition and utility coordination for utilities such as potable water, stormdrain, gas, communications, underground steam vaults and electrical. Coordinated all civil engineering aspects with landscape architect and project architect for Florida State University.

### Jack McLean Park, Tallahassee

Project Engineer as part of the Design/Build Team of the Jack McLean Recreation and Aquatic Center. Served as the civil consultant in developing a site plan, project coordination with design team members, providing civil engineering services and managing associated environmental permitting of the proposed recreation and aquatic center. The center is an 18,000 gsf facility consisting of a gymnasium, weight training and multi-purpose meeting rooms. Outside recreation facilities include a family-oriented pool with a zero-depth beach-like entry at shallow end gradually increasing to approximately four feet, plus an eight lane lap pool that can be utilized for athletic events. The improvements encompass 3-acres of the 52-acre recreation park.

### Pat Thomas Law Enforcement Academy Cafeteria Expansion, Gadsden County

Project Engineer for the project which included an addition to the cafeteria at Pat Thomas Law Enforcement Academy. The Addition required the removal and reconstruction of the sanitary sewer septic system, the construction of a roof drainage system, compliance with ADA accessibility, and site grading.

### Capital Medical Retail Center, Tallahassee

Project Engineer in charge of site layout, plans production, drainage design, site plan permitting and environmental permitting for this commercial retail center located in northeastern Tallahassee. Drainage improvements included the following: design of stormwater management facilities (SWMF's) with side-bank sand filters for required City of Tallahassee and FDEP treatment; design of SWMF's for existing non-treated impervious areas to compensate for development on a lot where a SWMF would be unpractical; and providing compensating volume in the floodplain above the water table for fill placed in the floodplain to increase the buildable area on a lot.

### Crossway Center, Tallahassee

Project Engineer and Manager responsible for all aspects of design, permitting and utility coordination for a seventy-two thousand square foot "Industrial" type use shopping center on a nine acre site in southeast Tallahassee. Because the site was located in two drainage basins and the limited area available on site, an innovative approach to stormwater management was utilized. Runoff fills a small facility located on the subject parcel and then overflows to a pipe system that connects to another facility across the street. Once both facilities reach capacity, stormwater discharges from the on-site facility to FDOT's roadway drainage system.

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

## Richard Darabi, P.E.

**Years of Experience**
6 Total

**Professional Registration**
Professional Engineer
No. 68298

**Education**
Bachelor of Science
Civil Engineering,
University of Florida
2003

**Professional societies**
ASCE
NSPE
FES
Chi Epsilon

**Software Aptitude**
AutoCad 2006-2010
Civil 3D Design
ICPR
EPA SWMM 5.0
StormCAD
Hydraflow
MS Office

**A. Richard Darabi, P.E.** is the newest member of the Synergy Design and Engineering team.

Mr. Darabi brings a wide range of experience in commercial, residential, school facility, and roadway design. His design experience includes various hydraulic and hydrologic modeling for stormwater management facilities and conveyances, detailed traffic and roadway geometry design, design of recreational facilities/ball-fields, signage and pavement marking design, and utility design.

Mr. Darabi's project management experience derives from managing various construction projects up to several hundred acres in size. His management experience includes conceptual land planning based on the client needs, permit management with the local and state regulatory agencies, contract administration and negotiation, project management, and construction inspection/as-built certification.

Mr. Darabi has also performed engineering drafting to create construction plans for various projects including subdivisions consisting of hundreds of lots. Through his engineering design and drafting experience, he is familiar with various design manuals including FDOT's Drainage Manual, FDOT's Plans Preparation Manual, Roadway Design Standards, AASHTO Manual, and the Florida Development Manual.

## Representative Employment Experience

**2009 to Present – Synergy Design & Engineering, Inc.**
Senior Project Manager
Work includes area planning, site specific planning, total design and plan preparation of residential and commercial projects, roadway design, permitting, construction bidding, and construction administration.

**2003 to 2009 – Clifford Lamb and Associates**
Project Manager/Engineer
Worked as a Project Manager/Engineer upon graduating from the University of Florida. After acquiring the requisite experience, obtained the Professional Engineering license. Engineering design duties included modeling of stormwater management facilities and conveyances, roadway geometry/layout, recreational/ball-field design, signage and pavement marking design, utilities infrastructure design, and permitting through State and local governmental agencies. Other duties included project management from inception to post-construction certification, CAD drafting of construction plans, land planning, and subdivision/commercial/school facility site design.

## Relevant Project Experience

### Bull Run Subdivision (Tallahassee)

Project Engineer who aided in the engineering design for the multi-phase, 300-acre neighborhood. Multiple land uses comprising the project included various commercial, retail, office, and warehouse uses coupled with hundreds of residential lots. Performed stormwater conveyance and facility design/modeling for the entire stormwater system, which included 7 stormwater management facilities and several miles of stormwater conveyances. Performed roadway design and layout for the multiple internal roads and the two connections to Thomasville Rd (SR 61), including the intersection of SR 61 and Kerry Forrest Pkwy. Performed construction inspection and as-built certification for the designed portions of the project.

### Montford Middle School (Tallahassee)

Project Engineer for the newly designed and constructed school facility. Performed detailed modeling of the existing and proposed conditions. Performed onsite modeling of the stormwater conveyances and sewer lines. Designed site grading, including various recreational areas and ball-fields. Aided in the preparation of the construction plans. Performed permit management to obtain all construction permits for the project. Performed multiple inspections and reviewed the as-built drawings for certification.

### Conley Elementary School (Tallahassee)

Project Engineer for the newly designed and constructed school facility. Aided in the design of the stormwater management system with consideration for the existing SFMP for the Southwood neighborhood. Performed detailed modeling and project management to obtain the required permits from various agencies. Aided in the preparation of the construction plans, including sediment sumps and environmental controls during the construction activity. Performed site inspections and as-built certifications upon completion of the construction activities.

### Apalachee Elementary School (Tallahassee)

Project Engineer for the improvements at the existing school facility. Worked in conjunction with the City Public Works department to integrate the existing and proposed onsite stormwater design into the proposed City stormwater facility located adjacent to the school site. Designed multiple buildings and parking areas/drives. Modeled various stormwater conveyances and sewer/utility lines. Performed construction inspections and as-built certification review upon completion of construction activities.

# Work Category K

# UTILITY

# ENGINEERING

## A. ABILITY OF PROFESSIONAL PERSONNEL

The Synergy collaborative team has a highly qualified and experienced utility engineer, Jeff Sprouse. He brings an incredible background of experience and has worked on many projects involving Utility Engineering.

## B. PROJECT EXPERIENCE

Synergy's experience with Utility Engineering is predominantly in subdivision development. This includes both on-site and off-site, capacity analysis, pump station design, etc. Descriptions for individual projects completed in the past 5 years are provided in the following pages for:

- Crossway Center
- Jordan's Pass Subdivision
- Orion's Point Subdivision Phases I—IV

Table A on the following page summarizes the Synergy projects currently under contract.

## C. WILLINGNESS TO MEET SCHEDULE AND BUDGET REQUIREMENTS

Synergy has a reputation of early, in depth project analysis which gives it the ability to foresee problems early in the project development. The construction-based experience of many Synergy team members ensures a complete understanding of cost and schedule issues during each project's design phase. The comprehensive knowledge of the permitting process and the time frames required to permit various projects will be invaluable in accurately scheduling design and construction phases. The importance of maintaining scheduling and budget requirements is underscored by Synergy's requirement that the company president meet with project and government officials at the onset of every contract to facilitate proper scheduling and cost control.

## D. CURRENT AND PROJECTED WORKLOAD

Synergy's current and projected workload is presented in Table A. Because of Synergy's flexible staffing arrangement, the necessary company resources will be made available to meet the needs of any projects resulting from this project.

**TABLE A**

| CURRENT PROJECTS | PROJECT DESCRIPTION | EST. COMPLETION DATE |
|---|---|---|
| Chastain Manor | 20 lot single family residential subdivision located adjacent to Killearn Lakes Plantation in northern Leon County. The property is divided into two zoning districts, Residential Preservation and Lake Protection. It is also located within the Bradfordville study area where stormwater requirements are more stringent. These requirements resulted in an off-site multi-stage stormwater management facility.In order to avoid potential issues with the adjacent homeowners, Synergy coordinated extensively with Killearn Lakes Homeowners Association's Board. | April 2011 |
| Hartsfield Hills Replat | Reconfiguration of 18 single family attached, townhome style lots into 12 single family detached lots. | June 2011 |
| Hartsfield Place Replat 2 | Reconfiguration of 28 single family attached, townhome style lots into 21 single family detached lots | June 2011 |
| Bucklake Preserve Replat | 50 lot single family residential subdivision in Eastern Leon County | August 2011 |
| Rich Bay AME Church | Design and permitting of a 4,300 square foot new sanctuary with associated parking and stormwater facility in Gadsden County, Florida | June 2011 |
| Leon County Schools CNG Refueling Station | Synergy has teamed up with Nopetro, Sandco and DAG for the design/built of a compressed natural gas refueling station for both Leon County school buses and the general public. | July 2011 |
| White House | Civil engineering consulting services for the conversion of an existing fraternity house located in downtown Tallahassee on College Avenue to a restaurant with residence above and behind | Design and permitting are ongoing pending cost evaluation by owner |

## E. PROJECT TEAM LOCATION

*The Synergy Team is located and will operate out of it's primary Tallahassee office at 4708 Capital Circle NW.* This location is on a major traffic corridor located less that 3 miles from I-10 and about 1 mile from US Hwy 27, making access to all points in Leon County quite easy. Synergy staff are aware of the importance of site visits and typically participate in a weekly or bi-weekly meeting at the convenience of the project owner, architect or construction manager.

## F. APPROACH TO THE PROJECT

Synergy has a detailed procedure in place to ensure that current design standards, codes and other regulatory direction are utilized by staff in project design and that everything is done with owner approval. Steps for these projects would include:

**Pre-Contract *Design* Conference with Leon County** to establish the goals and objectives and review other project relevant information provided by the Leon County.

**Preliminary Evaluation of Existing Conditions**

**Development of Project Design Scope**: Gather available existing data and project information, including field explorations to determine potential impacts and requirements of project. Tasks that may be included are review of drainage patterns, existing utilities, flood plain areas, road and drive connections to existing road system, potential typical sections and existing properties along project route. Establish a project design scope, preliminary schedule and prepare a report.

**Scope Meeting with Leon County** to discuss Project Design Scope Report. This provides an opportunity to discuss potential issues and design considerations based on evaluation of existing conditions.

**Finalize Consulting Contract** with a defined scope of work for civil engineering services based on Scope Meeting with the Leon County.

**Pre-Design Investigative Work**

**Natural Features Inventory and Potential Impact Evaluation**

**Pre-Application Meetings with Permitting Authorities:** Conduct a more intense review of project to determine final design approach, which includes the Natural Features Inventory, impacts to properties, permitting requirements, and design requirements. During this time, topographic and route surveying will be accomplished, potential stormwater management system locations will be determined, geotechnical investigations will be conducted, preliminary contact with existing utility providers will be made, and attend preliminary meetings with the governmental regulatory agencies who will be permitting the project in order to determine the type of permitting required as well as any potential constraints that may be imposed.

**Preliminary Design of Components**

**Preliminary Land Acquisition/Easement Determination**

**Preliminary Cost Estimate/Critical Path Schedule Developed:** Determine components of design. This includes evaluation of right-of-way and easement *requirements,* land acquisition requirements and potential costs associated with purchase of property, impacts to driveway and existing road connections to Raymond Diehl Road improvements, severe and significant slopes and how to incorporate into design, raising portions of existing roadway that may be subject to flooding, maintenance of traffic, traffic flow and lane determinations, as well as pre and post conditions as it relates to drainage treatment and attenuation requirements. Prepare a Preliminary Cost Estimate for Construction.

**Preliminary Engineering Report Preparation** for submittal to Leon County

**Pre-Design Conference with Leon County** to review Preliminary Engineering Report. Comments and directions from Leon County review will be implemented into the project design.

**Public Involvement Meeting** per the methods and procedures required by Leon County.

**Commence Design Components**

**30% Plan Layout and Preparation** to be submitted to Leon County for review.

**30% Leon County Review** to discuss concerns and comments from 30% submittal.

**60% Plan Layout and Preparation**

## F. APPROACH TO THE PROJECT (continued)

**Roadway Plan and Profile Design**

**Stormwater Conveyance/Treatment Design**

**Existing Utilities Design Relocation/ Adjustment Design**

**Prepare Permitting Documents**

**Construction Cost Opinion :** After 30% Review Meeting with Leon County, incorporate comments and findings into final design components and develop 60% Completion drawings. Prepare and submit a Construction Cost Opinion based on 60% design. Submit to Leon County for review.

**60% Leon County Review**—meet to discuss concerns and comments from 60% submittal.

**Submit Permits:** Submit applications for permits. Permits most likely to be required are as follows:

> **Leon County Permits:** Natural Features Inventory, Environmental Impact Analysis, Environmental Permitting from Growth Management, Public Right-of-Way Construction.
>
> **State of Florida Permits :** Northwest Florida Water Management District (NWFWMD), Non Point Discharge Elimination System (NPDES) , Wetlands Dredge and Fill from Florida Department of Environmental Protection (FDEP) and U.S. Army Corp of Engineers (USACOE), and Florida Department of Transportation if any construction/drainage impacts to Interstate 10 rights-of-way.

**Public Involvement Meeting** in accordance with Leon County's procedures for coordination and meetings with property owners.

**Provide Easement and Property Acquisition Documents to Authorities:** Finalize and submit legal documents for right-of-way, property acquisition, and easements to Leon County for execution.

**90% Plan Layout and Preparation:** After 60% Review Meeting with Leon County, incorporate comments and findings into final design components and develop 90% Completion drawings. Update the Construction Cost Opinion based on 90% design. Submit to Leon County for review.

**90% Leon County Review** Review by and meeting with Leon County to discuss concerns and comments from 90% submittal.

**Finalize Plans and Specifications**

**100% Plan Submittal to Leon County:** After 90% Review Meeting with Leon County, incorporate comments and findings into the final design components and develop 100% Completion drawings. Update the Construction Cost Opinion based on completion of design. Submit to Leon County for final review.

**100% Leon County Review:** Develop final comments and submits to consultants.

**Follow up and completion of permits:** Finalize permits and modify plans accordingly.

**Finalize Plans:** Address final comments from Leon County and permitting authorities. Make Final modifications and adjustments. Finalize Construction Cost Opinion. A meeting may be in order depending upon the level of changes and comments.

**Assist in Bidding as required by Leon County**

**Upon receipt of permits, contracts awarded, and construction commenced:** *Construction* Administration as required by Leon County

**Final Inspections and Closeouts**

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROFESSIONAL PROFILE

## Wayne Jeff Sprouse, P.E.

### Years of Experience

25 Total

### Professional Registration

Professional Engineer
No. 60821

### Education

Bachelor of Science in Nuclear Engineering
Mississippi State University
1986

### Certification/Training

Military Training (U.S. Navy) Engineering Laboratory Technician, Balston Spa, NY

Nuclear Power Plant Operations (Trident Prototype), Balston Spa, NY

Nuclear Power School, Orlando, FL

Machinist Mate "A" School, Oct. 1981

***With nearly 25 years extensive design and construction experience related to water, new sewer and sewer rehabilitation projects, and storm water designs, Jeff has worked on numerous projects over the years. Particularly pertinent to this project, Jeff was one of the engineers of record for the Capital Cascades Trail Park. He was responsible for the design of all utilities through the park, the Production Design Packages for obtaining Environmental Resource Permits, Development Orders, Developments of Regional Impact (DRI), Development Review Committee (DRC), Planned Developments, and Planning and Zoning. He provides a unique insight into project construction & scheduling needs.***

## Employment History

June 2009 – Present, Project Manager, Sandco, Inc., Tallahassee, FL

2007 – June 2009, Project Engineer, Genesis Group, Tallahassee, FL

2005 - 2006, Sr. Engineer Consultant, HSW Engineering

1999 - 2005, Project Manager, George & Hutcheson Engineering

1997 – 1999, Project Coordinator, Dial Communications, Tallahassee, FL

1996 – 1997, Project Coordinator, Solomon Construction, Tallahassee, FL

1992 – 1996, Physicist, University of Rochester, Rochester, NY

1988 – 1992, Asst. Radiation Safety Officer, Mississippi State Univ., Starkville, MS

1986 – 1988, Project Coordinator, Metal Services, Inc., Naples, FL

1983 – 1986, Power Plant Operations, Engineer Lab Technician
U.S. Navy, USS Memphis, SSN 691

**Fields of Specialization**

- Water Distribution System Design and Construction
- Sanitary Sewer Collection/Transmission Systems Design and Construction
- Sanitary Sewer Collection/Transmission Systems Rehabilitation
- Pump Station/Lift Station Design and Construction
- Municipal Water Well Design and Construction
- Hydraulic Analysis
- Stormwater Drainage System Design
- Stormwater Modeling
- Flood Analysis Studies
- Geometric Roadway Alignment

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE

## EXAMPLE PROJECTS

| 20. 2 | 21. Crossway Center | 22. Year Completed | |
|---|---|---|---|
| | | a. Professional Services | b. Construction (if applicable) |

| 23a. Project Owner | 23b. Contact Name | 23c. Phone number |
|---|---|---|
| Sandco, Inc | Steve Ghazvini | 850-514-1000 |

**24. Brief Description and Relevance – Scope, size, cost, etc**

This 9.0 acre site at the corner of Crossway Center, Woodville Highway and Capital Circle was previously used as a concrete pipe plant with outside storage and is currently being used as an asphalt plant with truck distribution center. Given it's visibility at the corner of two major arterial highways, the existing site creates a less than desirable image on the south side of Tallahassee. Therefore, the developer intends to "clean up" the site by developing it as a 72,275 square foot "Industrial" type use shopping center.

The scope assigned to Synergy was to design and permit this "new image" for this corner. Since the parcel is located in two drainage basins, one of which is a closed basin, stormwater management provided an interesting challenge. In addition, the developer did not want the new image to include a huge stormwater management facility (SWMF). In order to meet all the criteria of the City of Tallahassee and developer, Synergy used an innovative approach to incorporate some capacity of an existing SWMF on a nearby parcel that the developer owned, even though it was located across Crossway Road in a separate drainage basin. The stormwater from this project first discharges to a small facility located on the interior of the parcel where it is not highly visible from the major roadways. Once that facility fills to capacity, stormwater overflows through a pipe system to the facility across Crossway Road. However, to ensure this new runoff does not create flooding in major and/or multiple back to back storm events, the entire system is designed to overflow back through the same pipe system into the stormdrain system within Capital Circle.

All the permitting is completed for the project, but construction has not yet begun.

The complexity of this project illustrates Synergy's ability to develop innovative approaches to complex drainage

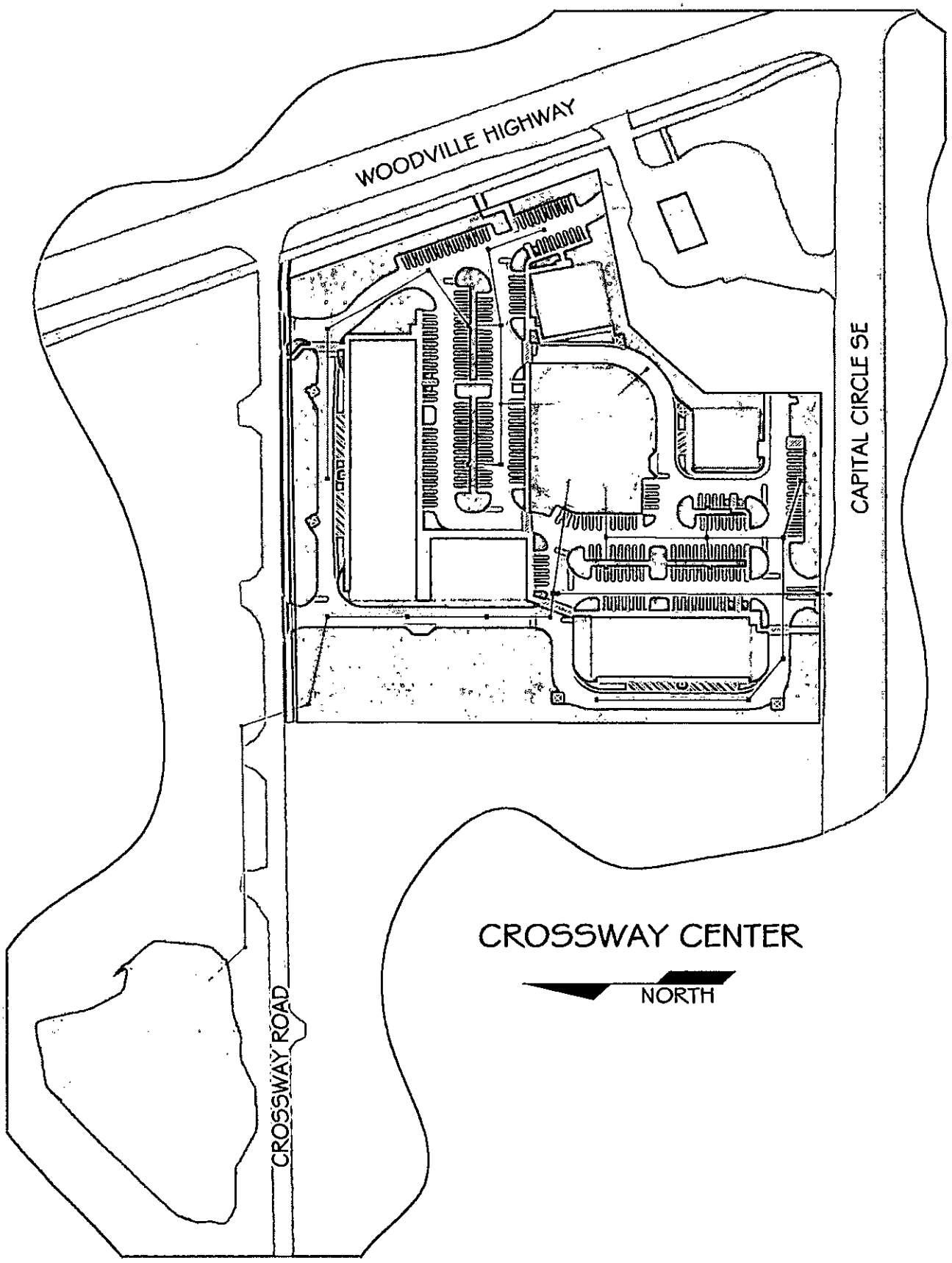
**25. Firms from section involved in this project**

| (1) Name | (2) Location | (3) Role |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering / Permitting |

**SEE EXHIBIT NEXT PAGE**

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE



SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE

## EXAMPLE PROJECTS

| 20. 5 | 21. Jordan's Pass | 22. Year Completed | |
|---|---|---|---|
| | | a. Professional Services | b. Construction (if applicable) |
| | | 2007 | 2008 |

| 23a. Project Owner | 23b. Contact Name | 23c. Phone number |
|---|---|---|
| Capital Property Consultants, Inc. | Tom Asbury | 850-514-1000 |

**24. Brief Description and Relevance – Scope, size, cost, etc**

Jordan's Pass is a 147 lot single-family subdivision on a 47.4 parcel located on the west side of Leon County at the northeast corner of Barineau Road and the Railroad. The associated cost for design, permitting and construction of this development was approximately $3.1 million dollars.

Synergy provided full services to the developer from inception to final construction plans for this development. This included site layout, grading, drainage and utility design, as well as all associated permitting, including boundary adjustment, rezoning, site plan, environmental, stormwater and wetland crossing from Leon County and FDEP

As is typical with the remaining land in Leon County, the site had numerous environmental design constraints such as wetlands, gopher tortoises, severe and significant slopes and multiple watersheds.

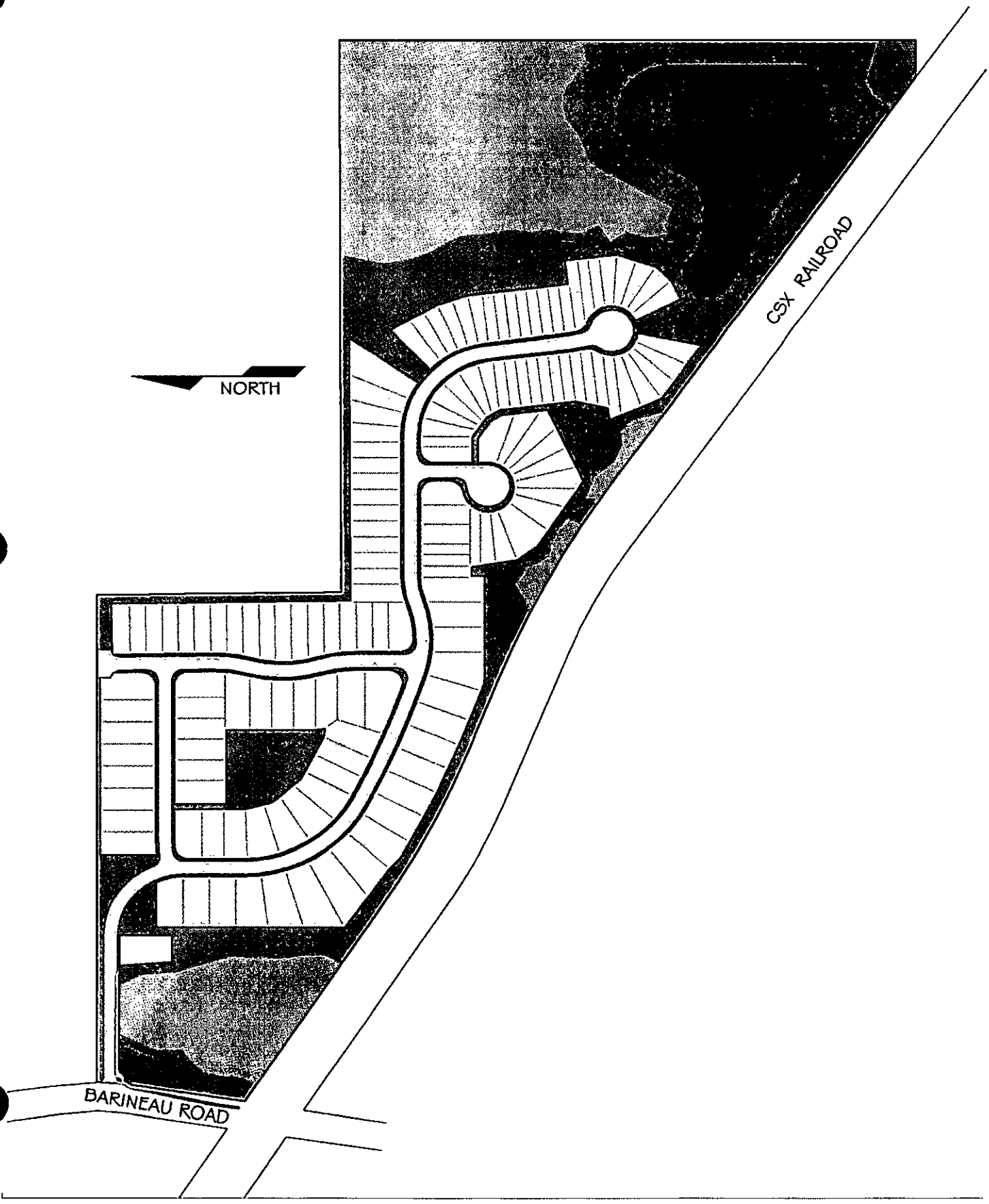
**25. Firms from section involved in this project**

| (1) Name | (2) Location | (3) Role |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering |
| A.D. Platt & Associates | Tallahassee, Florida | Land Surveying |

**SEE EXHIBIT NEXT PAGE**

SYNERGY DESIGN & ENGINEERING INCORPORATED

# PROJECT EXPERIENCE



## F. EXAMPLE PROJECTS

| 20. 6 | 21. Orion's Point Phase I, II, III, IV & IVa | 22. Year Completed | |
|---|---|---|---|
| | | a. Professional Services | b. Construction (if applicable) |
| | | 2007 | 2007 |

| 23a. Project Owner | 23b. Contact Name | 23c. Phone number |
|---|---|---|
| Premier Construction | Tom Asbury | 850-514-1000 |

**24. Brief Description and Relevance – Scope, size, cost, etc**

This project consists of a 606 acre - 694 lot single-family subdivision located in Midway, Florida. Synergy was responsible for all aspects of development. These responsibilities consisted of site layout, plans production, drainage design and permitting, including site plan, environmental and stormwater from the City of Midway and DEP

Phases I and II are complete. Phases III, IV and IVa are permitted, but construction has not begun. The total cost associated with the project to date is approximately $5.3 million dollars.

The magnitude of this project illustrates Synergy's ability to handle large scale projects.

**25. Firms from section involved in this project**

| (1) Name | (2) Location | (3) Role |
|---|---|---|
| Synergy | Tallahassee, Florida | Civil Engineering |

**SEE EXHIBIT NEXT PAGE**

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# PROJECT EXPERIENCE