

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 BE 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.

BY _____
Cheryl L. Poole
(Authorized Representative)
Cheryl L. Poole
(Printed or Typed Name)
ADDRESS _____
2145 Delta Blvd.
Suite 100
CITY, STATE, ZIP _____
Tallahassee, FL 32303
TELEPHONE _____
850-386-5117
FAX _____
850-385-0633

Poole Engineering & Surveying, Inc.
(Firm Name)

ADDENDA ACKNOWLEDGMENTS: (IF APPLICABLE)

Addendum #1 dated 3-3-11 Initials GP Addendum #3 dated _____ Initials _____
Addendum #2 dated 3-8-11 Initials GP Addendum #4 dated _____ Initials _____

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

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

**CIVIL ENGINEERING SERVICES,
CONTINUING SUPPLY**

LEON COUNTY

PROPOSAL NUMBER BC-03-17-11-25

ORIGINAL

PROPOSAL SUBMITTED BY

**POOLE ENGINEERING &
SURVEYING, Inc.**

2145 Delta Boulevard, Suite 100
Tallahassee, FL 32303

MARCH 17, 2011



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Purchasing Division
1800-3 Blair Stone Road
(corner of Miccosukee and Blair Stone Roads)
Tallahassee, Florida 32308
(850) 606-1600

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

JOHN DAILEY
District 3

BRYAN DESLOGE
District 4

KRISTIN DOZIER
District 5

NICK MADDOX
At-Large

AKIN AKINYEMI
At-Large

PARWEZ ALAM
County Administrator

HERBERT W.A. THIELE
County Attorney

March 3, 2011

RE: 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

ADDENDUM #1

Dear Vendor:

This letter serves as Addendum #1 for the above referenced project.

1. There have been many inquiries about the format and number of proposals needed as stated in Section II.B. Here is a restatement of what is being requested:
 - a. There is to be one "Original" that contains the general section and a section of the specific information for each of the work categories you submit, an all inclusive "book".
 - b. For each work category to which you respond there are to be 3 copies that contain the general section and the specific information requested for the work category. These are to be the working sets for the Evaluation Committees.
2. In Section IV, Specific Proposal Information to be Provided for Each Work Category, the following items need correction:
 - B.1.d. "Project user agency's representative name, address and phone number." This is a duplicate of the previous item but with a different title for the representative and is to be ignored.
 - B.3. and B.4. are identical. Ignore B.4., the second one
3. The Insurance Certification Form was omitted from the RFP and is attached for completion and submittal.

Acknowledgment of this addendum is required as part of your submittal. Failure to acknowledge this addendum may result in rejection of your proposal.

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

Handwritten signature of Keith M. Roberts in black ink.

Keith M. Roberts
Purchasing Director



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyll.gov

Purchasing Division
1800-3 Blair Stone Road
(corner of Miccosukee and Blair Stone Roads)
Tallahassee, Florida 32308
(850) 606-1600

Commissioners

March 8, 2011

BILL PROCTOR
District 1

RE: RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
Proposal Number: BC-03-17-11-25

JANE G. SAULS
District 2

Opening Date: Thursday, March 17, 2011 at 2:00 PM

JOHN DAILEY
District 3

ADDENDUM #2

BRYAN DESLOGE
District 4

Dear Vendor:

This letter serves as Addendum #2 for the above referenced project.

KRISTIN DOZIER
District 5

1. Please delete section VIII., paragraph 1.e. This removes the requirement for umbrella insurance coverage.
2. There has been some confusion on the Insurance Certification Form. It was omitted from some printed copies of the RFP in error. Addendum 1 provided a copy for those who did not have the form.

NICK MADDIX
At-Large

AKIN AKINYEMI
At-Large

PARVEZ ALAM
County Administrator

Acknowledgment of this addendum is required as part of your submittal. Failure to acknowledge this addendum may result in rejection of your proposal.

HERBERT W.A. THIELE
County Attorney

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

Keith M. Roberts
Purchasing Director

A. CONTRACTOR INFORMATION

POOLE ENGINEERING & SURVEYING, INC.

2145 Delta Boulevard, Suite 100
Tallahassee, FL 32303

Phone - (850) 386-5117

Contact: Cheryl L. Poole, P.E.
E-Mail: Cheryl@poole-eng.com

B. EXECUTIVE SUMMARY

Poole Engineering & Surveying, Inc. is a Florida firm located in Tallahassee, which has operated continuously in the engineering and surveying field for over 30 years. Our experience and dynamic combination of specialized services, advanced technology, and personalized communication with clients has made our firm an intricate part of the growth and development in the North Florida area.

ROADWAY AND TRAFFIC DESIGN

Our firm has considerable experience in design and construction of roadway projects and site development projects, including several subdivisions. **Cheryl L. Poole, PE**, Vice President and Corporate Engineer has an extensive background of roadway design work that has included a long tenure with FDOT District 3 preparing scopes of work for various projects and performing the roadway analysis for those scopes. Her traffic engineering experience includes traffic operational design, no passing zone studies, warranting of traffic signals, corridor studies and the design of new signalized intersections and the updating of existing signals. Roadway design work includes several intersection improvement projects, subdivision roadway networks, maintenance of traffic for FDOT projects, and signing and pavement marking plans.

LAND PLANNING AND SITE DESIGN

Poole Engineering & Surveying, Inc. is intimately familiar with all of the Land Development Regulations for both Leon County and the City of Tallahassee. We are well versed on the requirements of the Comprehensive Plan, City of Tallahassee Zoning Code, Leon County Code of Laws, the Land Development Code, and all other regulatory documents. We are also familiar with the requirements of the FDOT, FDEP and the Water Management Districts as they relate to driveway, utility and drainage connections, and stormwater design. As such, we are able to assess the ability to develop a site as it relates to a particular use. We can advise our clients on whether his project will work on a particular piece of land or whether he needs to consider other options. Each project has been designed to take into account the needs of the consumer with regard to safety and use, the needs of the environment and the preservation of the significant natural features, making the most efficient use of the land, and constructing a site

with soundness and longevity. All these tasks must also be accomplished in a relatively tight time schedule due to the client's individual needs. As such, we learn to appreciate our resources in the understanding of the requirements of the various permitting agencies and the ability to work closely with the staff especially through the difficult issues.

SURVEYING

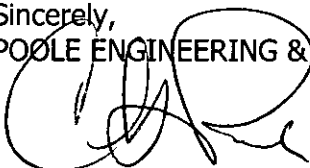
Surveying has been a part of Poole Engineering & Surveying, Inc. since its conception in 1975. **Barbara Bergstrom, PSM**, serving as Corporate Surveyor, is responsible for managing our Survey/CAD Technicians and field crew personnel for all projects. Kevin O'Neal, PSM serves as Project Surveyor. Both surveyors have over 20 years experience in all facets of surveying and have proven skills in their profession for providing the quality work our clients expect. We use Lieca total stations, Allegro and Ranger data collectors for gathering field survey information. The data collector has been equipped with the software necessary to provide the data in electronic field book format and our systems are equipped with the CAICE software as required by FDOT. Our network of CADD stations are equipped with latest versions of Microstation and Auto CAD engineering and surveying software. With our experienced survey personnel, Poole Engineering and Surveying, Inc. has the ability to expand quickly into several crews, as the demand requires. Projects include design surveys for FDOT resurfacing projects on SR 298, SR 289 and SR 173 in Escambia County, bridge survey at Merritts Mill Pond on SR 10, SR 319 / SR 263 design survey in Leon County, Drainage Inventory for Frenchtown Master Drainage Study, Call/Cadiz Street Stormwater Improvements, Meginnis Creek Drainage Ditch and proposed Re-alignment for City of Tallahassee Stormwater Division, and the survey work for WRS in the remediation effort for Cascade Park as well as design surveys for many major apartment complexes, commercial developments and residential subdivisions in the local panhandle areas.

CERTIFICATIONS

Poole Engineering & Surveying, Inc. is pre-qualified with the Florida Department of Transportation in Groups 3.1, 6.1, 7.1, 7.3, 8.1, and 8.2 with many successfully completed projects in District 3 for roadway design contracts. We are currently certified as a Minority Business Enterprise with the State of Florida, City of Tallahassee and Leon County. In addition, we are also certified with the Florida Department of Transportation as a Disadvantaged Business Enterprise and certified as a Woman Owned Business.


Poole Engineering & Surveying, Inc. is dedicated to providing a high level of professional service to our clients and to completing our assignments efficiently and effectively to insure the client's utmost satisfaction. We have worked closely with many of the Leon County staff throughout our years in Tallahassee and hope to continue that effort in a role as the County's Civil Engineering consultant. This proposal has been prepared in all respects fair and in good faith without collusion or fraud. As Vice President and part owner of this firm, I Cheryl Poole, have the authority to bind as the principal proponent.

Sincerely,
POOLE ENGINEERING & SURVEYING, INC.



Cheryl L. Poole, P.E.

C. REQUIRED FORMS

FLORIDA DEPARTMENT OF STATE DIVISION OF CORPORATIONS		Sunbiz																			
Home	Contact Us	E-Filing Services	Document Searches	Forms	Help																
Previous on List	Next on List	Return To List	<input type="text" value="Entity Name Search"/>																		
Events	Name History	<input type="button" value="Submit"/>																			
<h2>Detail by Entity Name</h2> <h3>Florida Profit Corporation</h3> <p>POOLE ENGINEERING & SURVEYING, INC.</p> <h3>Filing Information</h3> <table> <tr> <td>Document Number</td> <td>V06132</td> </tr> <tr> <td>FEI/EIN Number</td> <td>593109205</td> </tr> <tr> <td>Date Filed</td> <td>01/13/1992</td> </tr> <tr> <td>State</td> <td>FL</td> </tr> <tr> <td>Status</td> <td>ACTIVE</td> </tr> <tr> <td>Last Event</td> <td>NAME CHANGE AMENDMENT</td> </tr> <tr> <td>Event Date Filed</td> <td>07/26/1996</td> </tr> <tr> <td>Event Effective Date</td> <td>NONE</td> </tr> </table> <h3>Principal Address</h3> <p>2145 DELTA BLVD SUITE 100 TALLAHASSEE FL 32303 US</p> <p>Changed 04/28/1998</p> <h3>Mailing Address</h3> <p>2145 DELTA BLVD SUITE 100 TALLAHASSEE FL 32303 US</p> <p>Changed 04/28/1998</p> <h3>Registered Agent Name & Address</h3> <p>KIM L. LEE 2145 DELTA BLVD, SUITE 100 TALLAHASSEE FL 32303 US</p> <p>Name Changed: 03/15/2011 Address Changed: 04/28/1998</p> <h3>Officer/Director Detail</h3> <h4>Name & Address</h4> <p>Title PRES</p> <p>LEE, KIM L. 2145 DELTA BLVD, SUITE 100 TALLAHASSEE FL 32303</p> <p>Title VP/D</p> <p>POOLE, BARRY W.</p>						Document Number	V06132	FEI/EIN Number	593109205	Date Filed	01/13/1992	State	FL	Status	ACTIVE	Last Event	NAME CHANGE AMENDMENT	Event Date Filed	07/26/1996	Event Effective Date	NONE
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State	FL																				
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Event Effective Date	NONE																				

2145 DELTA BLVD, SUITE 100
TALLAHASSEE FL 32303

Title VP/D

POOLE, CHERYL L.
2145 DELTA BLVD, SUITE 100
TALLAHASSEE FL 32303

Title VP/D

BERGSTROM, BARBARA J
2145 DELTA BLVD, SUITE 100
TALLAHASSEE FL 32303

Annual Reports

Report Year Filed Date

2009	04/27/2009
2010	02/16/2010
2011	03/15/2011

Document Images

- [03/15/2011 -- ANNUAL REPORT](#)
- [02/16/2010 -- ANNUAL REPORT](#)
- [04/27/2009 -- ANNUAL REPORT](#)
- [03/10/2008 -- ANNUAL REPORT](#)
- [04/11/2007 -- ANNUAL REPORT](#)
- [04/27/2006 -- ANNUAL REPORT](#)
- [02/18/2005 -- ANNUAL REPORT](#)
- [03/03/2004 -- ANNUAL REPORT](#)
- [01/23/2003 -- ANNUAL REPORT](#)
- [03/14/2002 -- ANNUAL REPORT](#)
- [03/26/2001 -- ANNUAL REPORT](#)
- [03/02/2000 -- ANNUAL REPORT](#)
- [03/14/1999 -- ANNUAL REPORT](#)
- [04/28/1998 -- ANNUAL REPORT](#)
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- [04/23/1996 -- ANNUAL REPORT](#)
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State of Florida, Department of State



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

License No.: **LB6745**
 Expiration Date: February 28, 2013

Professional Surveyor and Mapper Business License

Under the provisions of Chapter 472, Florida Statutes

POOLE ENGINEERING & SURVEYING INC
 2145 DELTA BLVD STE 100
 TALLAHASSEE, FL 32303

ADAM H. PUTNAM
 COMMISSIONER OF AGRICULTURE

----- This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes -----



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

License No.: **LS5754**
 Expiration Date: February 28, 2013

Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

BARBARA JO BERGSTROM
 3933 TRALEE ROAD
 TALLAHASSEE, FL 32309-2818

ADAM H. PUTNAM
 COMMISSIONER OF AGRICULTURE

----- This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes -----



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

License No.: **LS6413**
 Expiration Date: February 28, 2013

Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

KEVIN C O'NEAL
 4782 DICK MITCHELL DR
 TALLAHASSEE, FL 32303

ADAM H. PUTNAM
 COMMISSIONER OF AGRICULTURE

8:58:17 AM 3/17/2011

Data Contained In Search Results Is Current As Of 03/17/2011 08:56 AM.

Search Results

Please see our [glossary of terms](#) for an explanation of the license status shown in these search results.

For additional information, including any complaints or discipline, click on the name.

License Type	Name	Name Type	License Number/ Rank	Status/Expires
Certificate of Authorization	<u>POOLE ENGINEERING & SURVEYING, INC.</u>	Primary	6246 Cert of Auth	Current, Active 02/28/2013

Main Address*: 2145 DELTA BOULEVARD TALLAHASSEE, FL 32303

[Back](#)
[New Search](#)

*** denotes**

Main Address - This address is the Primary Address on file.

Mailing Address - This is the address where the mail associated with a particular license will be sent (if different from the Main or License Location addresses).

License Location Address - This is the address where the place of business is physically located.

Contact Us :: [1940 North Monroe Street, Tallahassee FL 32399](#) :: Call.Center@dbpr.state.fl.us :: Customer Contact Center:
850.487.1395

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8:57:21 AM 3/17/2011

Data Contained In Search Results Is Current As Of 03/17/2011 08:56 AM.

Search Results

Please see our [glossary of terms](#) for an explanation of the license status shown in these search results.

For additional information, including any complaints or discipline, click on the name.

License Type	Name	Name Type	License Number/ Rank	Status/Expires
Professional Engineer	<u>POOLE, CHERYL CHAMBERS</u>	Primary	42037 Prof Engineer	Current, Active 02/28/2013

Main Address*: 2943 GOLDEN EAGLE DRIVE TALLAHASSEE, FL 323120000

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[New Search](#)

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Main Address - This address is the Primary Address on file.

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Contact Us :: [1940 North Monroe Street, Tallahassee FL 32399](#) :: Call.Center@dbpr.state.fl.us :: Customer Contact Center: 850.487.1395

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**AFFIDAVIT CERTIFICATION
IMMIGRATION LAWS**

Leon County will not intentionally award County contracts to any contractor who knowingly employs unauthorized 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: POOLE ENGINEERING & SURVEYING, INC.

Signature: [Handwritten Signature] Title: 3 Vice President

STATE OF Florida
COUNTY OF Leon

Sworn to and subscribed before me this 16th day of March, 2011.

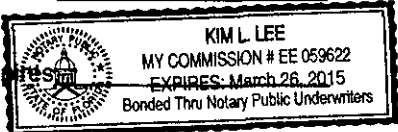
Personally known

[Handwritten Signature: Kim L Lee]
NOTARY PUBLIC

OR Produced identification _____

Notary Public - State of Florida

(Type of Identification)

My commission expires  _____

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.

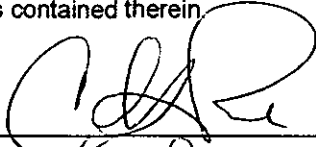
**LEON COUNTY RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION,
AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.**

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
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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:

Vice President

Firm:

POOL ENGINEERING & SURVEYING, INC.

RFP Title: Request for Proposals for Civil Engineering Services, Continuing Supply
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**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 local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this 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

Vice President

Title

POOLE ENGINEERING & SURVEYING, INC.

Contractor/Firm

2145 Delta Blvd., Suite 100, Tallahassee, FL 32303

Address

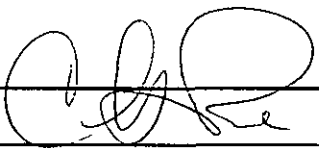
LOCAL VENDOR CERTIFICATION

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: <u> Poole Engineering & Surveying Inc </u>	
Current Local Address: <u> 2145 Delta Blvd Suite 100 Tallahassee FL 32303 </u>	Phone: <u> 850-386-5117 </u> Fax: <u> 385-0633 </u>
If the above address has been for less than six months, please provide the prior address. <u> N/A </u>	
Length of time at this address:	
Home Office Address: <u> N/A (Same as Current Local Address) </u>	Phone: Fax:



Signature of Authorized Representative

 3-16-11

Date

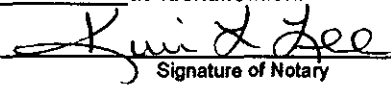
STATE OF Florida
COUNTY OF Leon

The foregoing instrument was acknowledged before me this 16th day of March , 20 11 .

By Cheryl Poole Vice President of Poole Engineering & Surveying Inc
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)

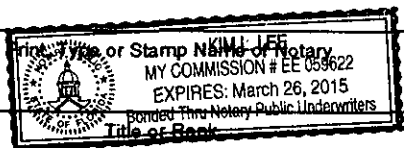
a Florida corporation, on behalf of the corporation. He/she is personally known to me
(State or place of incorporation)

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


Signature of Notary

Return Completed form with supporting documents to:

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



Serial Number, if Any

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 insurance sign-off form, signed by the company Risk Manager or authorized manager with risk authority.

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:
Indicate Best Financial Classification:

A+
XIV

Business Auto:

Indicate Best Rating:
Indicate Best Financial Classification:

A+
XIV

Professional Liability:

Indicate Best Rating:
Indicate Best Financial Classification:

A
XIV

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:
Indicate Best Financial Classification:

XIV A+

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.

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

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, Automobile Liability, Workers' Compensation and Employer's Liability

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

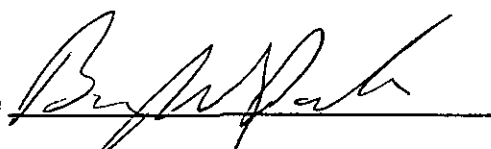
Professional Liability Policy Declaration sheet as well as claims procedures for each applicable policy to be provided

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 Barry W Poole
Typed or Printed

Signature 

Date 3/16/11

Title Executive VP, Manager with Risk
(Company Risk Manager or Manager with Risk

Authority)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/09/2011

PRODUCER Brad Burns Insurance Inc 2069 N Monroe St Tallahassee FL 32303 Phone: 850-385-6500 Fax: 850-385-0810	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	INSURERS AFFORDING COVERAGE	NAIC #
INSURED Poole Engineering & Surveying Inc 2145 Delta Blvd. Suite 100 Tallahassee FL 32303	INSURER A: Safeco Insurance	24732
	INSURER B: Zurich	19305
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

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

INSR LTR	ADDL USFRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
B		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR _____ _____ GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	PPS02889576	03/11/2011	03/11/2012	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COM/POP AGG \$ 4,000,000
A		AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS _____	24-CC-278232-20	02/19/2011	02/19/2012	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
B		EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE _____ _____ DEDUCTIBLE \$ RETENTION \$	PPS02889576	03/11/2011	03/11/2012	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ \$
B		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	WC0277124600	03/01/2011	03/01/2012	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
		OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

For informational purposes only

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing Insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/16/2011


PRODUCER ISU Suncoast Insurance Assoc P.O. Box 22668 Tampa, FL 33622-2668 813 289-5200	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	INSURERS AFFORDING COVERAGE	NAIC #
INSURED Poole Engineering & Surveying, Inc. 2145 Delta Blvd Suite 100 Tallahassee, FL 32303	INSURER A: Max Speciality Insurance Compan	33189
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

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

INSR ADD'L LTR	INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
		GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A		OTHER Professional Liability	MAX2PL0002180	08/30/10	08/30/11	\$1,000,000 per claim \$1,000,000 annl aggr.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
Professional liability is written on a claims made and reported basis.

CERTIFICATE HOLDER Leon County 301 South Monroe Street Tallahassee, FL 32301	CANCELLATION 10 Days for Non-Payment SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE 
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IMPORTANT

If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

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TRAFFIC AND INTERSECTION ENGINEERING

A. ABILITY OF PROFESSIONAL PERSONNEL

Personnel anticipated to be used in this work category will be Cheryl Poole, P.E. who has an availability of 80% of her workload that can be used toward this contract. She will be supported by her CAD technician in the plans production. To assist in the traffic studies and modeling will be Joe Poole, P.E. with Southern Traffic Services, Inc. He will have an availability of 30% of his current workload to dedicate to this contract. I have attached my resume along with Joe's to represent our professional background.

B. EXPERIENCE WITH PROJECTS OF A SIMILAR TYPE AND SIZE

1. Poole Engineering and Surveying, Inc. has performed several projects in the local area that reflect our experience. A sample of the recent projects are as follows:
 - 1) a) Mission San Miguel Subdivision, Leon County, FL
 - b) Served as project's engineer and surveyor
 - c) Project Owner: San Miguel Partnership, LLP, Mr. Charles (Chuck) White
537 Frank Shaw Road, Tallahassee, FL 32312
Phone Number: 850-212-3446
 - e) Project completed: 2008
 - f) Cheryl Poole served as Project Manager / Engineer during the construction plan preparation and permitting phase of the project. Barry Poole served as Project Manager during the development approval stage and Barbara Bergstrom served as Project Surveyor. Poole Engineering & Surveying, Inc. prepared the site development design for the residential subdivision covering 260 acres. Design work included the rehabilitation of a dam in an existing pond, roadway network with roundabouts, utility services, and widening of US 90 for turn lanes. Environmental permitting required the design of several stormwater facilities and drainage conveyances for the project. And the dam rehabilitation required the acquisition of a dredge and fill permit for the wetland impacts. Project required the sequence of County and State approvals obtained through design staff and Project Engineer. Construction was monitored and issues resolved as typical for roadway projects. All project specifications were reviewed for compliance along with the lane additions within the state right of way.
- 2) a) Investment Park Subdivision, Tallahassee, FL
- b) Served as project's engineer and surveyor
- c) Project Owner: Sessions Road Partnership, LLP, Mr. Chip Hartung
3303 Thomasville Road, Tallahassee, FL 32308

Phone Number: 850-386-6160

- e) Project completed: 2008
 - f) Cheryl Poole served as Project Manager / Engineer during the construction plan preparation and permitting phase of the project. Barry Poole served as Project Manager during the development approval stage and Barbara Bergstrom served as Project Surveyor. Poole Engineering & Surveying, Inc. performed survey, engineering design, construction plans for the 59.4 acre commercial subdivision and have continued to develop the lots within the subdivision including some pending approvals. The lots were designed and permitted for a 288-unit apartment project, a 50,000 square foot office and a 35,000 square foot skating rink facility that was later converted to a warehouse use. Design efforts were required for the roadway entrances including the extension of a public roadway (Sessions Road) and expansion of the North Monroe / Sessions Road intersection including addition of turn lanes and improving the signal operation. The subdivision's other infrastructure, master stormwater management facility and utility services, were included in the design efforts. Primary work for each development included site layouts meeting local ordinances, traffic distribution for projected trips and measuring the impact on surrounding roadways, grading each site to provide proper drainage and preserve natural features, stormwater modeling of site and its impact on the surrounding tributaries after development, and obtaining permit approvals. The subdivision's infrastructure construction included retaining wall construction, utility extensions and public roadway construction. All aspects were observed for compliance with construction specifications.
- 3) a) SR 261/263 (CAPITAL CIRCLE) Widening, Leon County, FL
- b) Served as project's traffic engineer and surveyor
 - c) Project Owner: Dyer Riddle Mills & Precourt, Inc., Mr. Bryant King, P.E.
1433 E. Piedmont Drive, Suite 210, Tallahassee, FL 32308
Phone Number: 850-562-9600
 - e) Project completed: 2006
 - f) Cheryl Poole served as Project Traffic Engineer during this 60% plans preparation phase of the project and Barbara Bergstrom served as Project Surveyor. Poole Engineering & Surveying, Inc. performed traffic engineering services and surveying services for the widening of Capital Circle between Tram Road and Woodville Highway as a subconsultant to Dyer Riddle Mills & Precourt for Blueprint 2000. Services included 60% completed signing and pavement marking plans, 60% completed signal plans, traffic study of existing intersection for required improvements, and design survey of roadway segment and proposed pond locations including utility locations and tree counts.
- 4) a) Palafox Preserve Subdivision, Martin Hurst Road, Tallahassee, FL

b) Served as project's engineer and surveyor

c) Project Owner: Josef Real Estate, Inc., Mr. Mark Freund
P.O. Box 10171, Tallahassee, FL 32302
Phone Number: 850-681-0066

e) Project completed: 2008

f) Cheryl Poole served as Project Manager / Engineer during the construction plan preparation and permitting phase of the project. Barry Poole served as Project Manager during the development approval stage and Barbara Bergstrom served as Project Surveyor. Poole Engineering & Surveying, Inc. performed surveying and design services, permitting and obtaining development and final plat approval of 20 lot subdivision located around a closed basin natural pond. Design work included roadway design, stormwater management, utility extensions, preservation of slope areas, high quality successional forest, watercourse and floodplain, and improvements along Martin Hurst Road. The project involved obtaining approvals through Leon County for environmental and construction permitting and development approval. Roadway work included paving a dirt road, providing ditch blocks along swale for stormwater management, designing sidewalks for ADA compliance and preparing the signing and pavement marking plan.

5) a) US 98 at SR 61 Realignment, Wakulla County, FL

b) Served as project's traffic engineer

c) Project Owner: The LPA Group Inc., Mr. Michael Schwier, P.E.
The Koger Center, 1320 Executive Center Dr.
Atkins Building, Suite 100, Tallahassee, FL 32301
Phone Number: 850-205-0460

e) Project completed: 2010

f) Cheryl Poole served as Project Traffic Engineer during this 60% plans preparation phase of the project. The project involved the realignment of SR 61 (Crawfordville Hwy) to the Wakulla High School entrance on US 98. A new traffic signal was designed for the intersection with the analysis including traffic data collection performed by Southern Traffic Services, Inc. This data was used to determine the traffic distribution anticipated for the realignment and school traffic along with turn lane lengths and signal operation.

2. I wish I could fill this section with several projects but unfortunately those are just a few at the moment. The following projects indicate continuing work in the Traffic and Intersection Engineering work category:

- 1) SR 10 (US 90) Widening (FDOT FP# 219843-1-52-01), Leon County, FL – Poole Engineering & Surveying, Inc. is currently under contract with The LPA Group to perform traffic engineering services for the widening design of Mahan Drive between Dempsey Mayo Road and I-10. Services include the traffic analysis of the signalized intersections and median openings along the project along with signal designs, signing and pavement markings and overseeing the fiber interconnection system design. An additional aspect has been added recently concerning an alteration to the Mahan and Vineland intersection with the addition of a northern leg to realign Thornton Road in the future. Measures have been made to analyze the intersection and develop a revised signal design.
- 2) 11th Street Widening, Bay County, FL - Poole Engineering & Surveying, Inc. is currently under contract with Preble-Rish Inc. to perform traffic engineering and maintenance of traffic services for the design-build contract in Panama City. The project involves adjusting two intersections with span wire signals to accommodate widening of the roadway as well as adding pedestrian features to the signal. Two other intersections involve changing the span wire signals to mast arm installations along with the pedestrian features. These signals are also within an ITS system that requires adjusting along with new camera installations where needed.
- 3) US 331 at Chat Holley Road, Walton County, FL - Poole Engineering & Surveying, Inc. is currently under contract with Southern Traffic Services Inc. to perform traffic engineering services for the new traffic signal installation at this intersection. The construction plans are currently under review with the Florida Department of Transportation. Joe Poole with Southern Traffic Services performed the traffic signal warrant study for this new installation and the company provided traffic data collection.
- 4) Traffic Infraction Detector System, Gulf Breeze, FL - Poole Engineering & Surveying, Inc. is currently under contract with Sensys America Inc. to perform engineering services in the construction plan and permitting services for the installation of the red light running camera detection system in Gulf Breeze. Sensys America Inc. has just acquired a new contract with the City of Deland to install several more. Poole Engineering & Surveying will continue to perform consulting services for those installations.

3. As the design is prepared by the Project Engineer the state and local codes are reviewed for compliance and applicability. In addition design standards are reviewed for use in the design. The sketched plan is sent to the draftsman for plans preparation and reviewed again by the Project Engineer upon completion. Quantitative aspects are determined and as necessary stormwater modeling and reports prepared for government submittal. Plans are further refined and reviewed again for accuracy prior to government submittal. Traffic intersection design elements, traffic reports and signal designs are reviewed by our quality control subconsultant, Joe Poole. We have worked together for over 20 years assisting each other in project reviews and discussing alternative means or innovative approaches as well as performing quality control reviews of each other's work. We each have become the other's valuable resource and use that to provide the client with a refined product.

5. Poole Engineering & Surveying, Inc. along with Southern Traffic Services Inc. can utilize several resources in preparing project plans and associated documents. We have the ability to prepare plans using AutoCad Civil 3D computer programming, provide stormwater modeling using Icp, Hydraflow for hydraulics, and MODRET for groundwater modeling. Non signalized intersections can be analyzed using Highway Capacity software while signalized intersections are analyzed using SYNCHRO. Turn lanes are also reviewed for warrants using Highway Research Report 279, Intersection Channelization Design Guide for right turn lanes and Highway Research Report (HRR) 211, Volume Warrants for Left-Turn Storage Lanes at Unsignalized Grade Intersections. Excel spreadsheets are useful tools in performing multiple iterations and presenting simplified tables. We have vehicles equipped with Distance Measuring Instruments (DMI) for performing No Passing Zone studies. Southern Traffic Services can also provide traffic data collection for traffic studies and Poole Engineering & Surveying can provide surveying services as needed to help expedite the smaller projects.

C. WILLINGNESS TO MEET SCHEDULE AND BUDGET REQUIREMENTS

With our current reduced workload we are able to begin a project quickly and provide fast turnaround on response time. We are also a small firm that is able to perform a standard task for less money than most larger firms. We have low overhead costs that help to keep the bottom line cost at a minimum. In addition our company will also pass along the subconsultant's fee to the owner without any additional cost for that effort.

D. EFFECT OF FIRM'S RECENT, CURRENT AND PROJECTED WORKLOAD

1. Currently Poole Engineering & Surveying is under contract to perform the following contracts:
 - a. First Team Properties Subdivision – Small subdivision set to be reviewed through the ASAP process with Leon County and completed by April.
 - b. Hungry Howies at Lot 2 Gillis Commercial – Development of a 0.69 acre parcel for a retail use. Scheduled for design completion by April.
 - c. Heritage Oaks Expansion – Development of a 22 room addition to the senior living facility. Scheduled for design completion by June.
 - d. College Park Commons – Development of a 14 unit apartment building. Scheduled for design completion by May.
 - e. Apalachee Parkway Sidewalk Design Build – Serving as subconsultant to Preble-Rish in the sidewalk project. Construction is starting and may require survey stakeout services. Project completion should be by July.
 - f. Capital Circle Widening from Woodville Hwy to Crawfordville Road Design / Build–Serving as subconsultant to Greenhorne & O'Mara on the roadway project providing signal design and ITS services. Design is at 90% review. Anticipated construction completion in May 2012. Services are basically complete with a few as-built requirements at completion.
 - g. 11th Street in Bay County – This design build project for roadway widening, sidewalk addition and signal work is currently undergoing the 60% review. Design work should be complete by June.

h. Villa Lucia Renovations – Currently under construction this project will include some design changes along Belle Vue to enclose the ditch and modify permits. Design work should be completed by May.

i. Eastgate Drainage Study – Provide roadway profiles, bridge details and ditch cross-sections from the South boundary of Eastgate Subdivision to approximately 300' South of Lonnbladh Road. Survey work should be completed by May.

2. Most of our contracts are short term allowing for the need for additional work are frequent intervals. The workload is very light and while work is being sought the contracts are similar as the County's, there may be executed work orders and there may not. The other contracts we could acquire are all small, short term work.

E. EFFECT OF PROJECT TEAM LOCATION

Our project team is located in Tallahassee and Leon County. Poole Engineering & Surveying, Inc. has been located in Tallahassee for over 30 years and Southern Traffic Services has an office located in Leon County for 8 years now.

F. APPROACH TO THE PROJECT

As we receive specific projects under this contract we will evaluate the level of work required along with the level of expertise. A gathering of information will then ensue to get all the background data to fully understand the project parameters. From this information we will prepare a scope of work for the project along with the anticipated manhours and project schedule. Upon approval by County staff the work will be assigned to the Project Engineer for execution and initial design if it's an intersection improvement or initial analysis if it is a traffic report. The subconsultant, Southern Traffic Services, will be included on the review of the project and utilized in the means that best suits the task. Periodic review meetings can be held with the County to ensure that the task is moving in the anticipated direction both in time and outcome. Detailed issues can be reviewed and potential conflicts resolved early in the process. Plans can also be submitted at periodic intervals for quality control reviews by staff or internally. Stormwater permitting for intersection improvements will be initiated as early in the process as possible since this activity can be time consuming. Upon completion the finished product will be presented in the form of construction bid plans or reports with numerous copies as required.

POOLE **ENGINEERING &
SURVEYING, Inc.**

2145 Delta Boulevard, Suite 100
Tallahassee, FL 32303

Cheryl L. Poole, P.E.

Vice President / Corporate Engineer

Professional Credentials

Bachelor of Science in Civil Engineering, Auburn University, 1985
Florida Professional Engineer – Registration Number 42037
Alabama Professional Engineer – Registration Number 18044
Georgia Professional Engineer – Registration Number 22496

Professional Organizations

Institute of Transportation Engineers, Member
Florida Engineering Society, Member

Special Qualifications

- Performing professional engineering services in the Florida panhandle and Southern Georgia areas for 24 years. Became partner of Poole Engineering & Surveying, Inc. in 1996.
- Employed with the Florida Department of Transportation District 3 office for over 8 years. Worked within the Roadway Design Department designing projects and working with private consultants. Supervised Project Managers and unit staff at FDOT in Project Management role.
- Supervise Engineering and Survey Departments at Poole Engineering & Surveying, Inc. Primary duties involve the management of projects under contract and supervising design and engineering staff. Design work includes stormwater hydraulics and hydrology, roadway, drainage and site grading, traffic signals, and utilities. Projects include design work on FDOT, City and County roadway systems and the development of new roadways in conjunction with commercial and residential subdivisions. Other areas of work include stormwater and traffic concurrency, environmental permitting, confirming compliance with land development codes, and construction assistance.

Years experience with Poole Engineering & Surveying, Inc: 16

Years experience with other firms: 9

Project Experience

VARIOUS TRAFFIC SIGNAL DESIGNS, Florida Panhandle – Served as the professional engineer in the design of signals at the following intersections: U.S. 27 (Apalachee Parkway) and Sutor Road in Tallahassee, Airport Road and Cordova Shopping Center in Pensacola, US 98 and 1st Street in Port St. Joe, US 98 and Henderson Beach Road and Gulf Shore Drive in Destin, SR 20 at various intersections in Niceville, SR 10 (US 90) at Walmart Entrance in Tallahassee, SR 390 at Lisenby Avenue in Panama City, US 98 and South Shore Drive in Walton County, US 98 and Poinciana Drive in Walton County, US 27 and Sessions Road in Tallahassee. Performed QA/QC review of various traffic signal designs in Okaloosa County.

SR 10 (US 90) WIDENING (FDOT FP# 219843-1-52-01), Leon County, FL – Performed traffic engineering services for the widening design of Mahan Drive between Dempsey Mayo Road and I-10. Services include the traffic analysis of the signalized intersections and median openings along the project. Additional services include the signal designs, signing and pavement markings and overseeing the fiber interconnection system design.

Cheryl L. Poole (continued)

SR 261/263 (CAPITAL CIRCLE) WIDENING, Leon County, FL – Performed traffic engineering services for the widening of Capital Circle between Tram Road and Woodville Highway for Blueprint 2000. Services included signing and pavement marking design, traffic study of existing intersection for required improvements, and signalization design.

MISSION SAN MIGUEL SUBDIVISION, Leon County, FL – Prepared the site development design for the residential subdivision covering 260 acres. Design work included the rehabilitation of a dam in an existing pond, roadway network with roundabouts, utility services, and widening of US 90 for turn lanes. Environmental permitting required the design of several stormwater facilities and drainage conveyances for the project. And the dam rehabilitation required the acquisition of a dredge and fill permit for the wetland impacts. Project required the sequence of County and State approvals obtained through design staff and assistant engineer under my direct supervision. Construction was monitored and issues resolved as typical for roadway projects. All project specifications were reviewed for compliance along with the lane additions within the state right of way.

LEON COUNTY HOUSEHOLD HAZARDOUS WASTE FACILITY EXPANSION, Leon County, FL – Served as the professional engineer in the design / build project. Work was performed for Leon County Facilities Management and included the survey, design, construction plans, and closeout documents. Coordination was made with the existing use and design work performed to alleviate existing drainage problems.

WALMART SUPERCENTER, Leon County, FL – Served as the professional engineer in the development of a 32-acre site for WalMart Supercenter with 4 outparcels. Primary work included site layout meeting local ordinances, traffic distribution for projected trips and measuring the impact on surrounding roadways, grading the site to provide proper drainage and preserve natural features, stormwater modeling of site and its impact on the surrounding tributaries after development, designed traffic signal and section of public roadway at main entrance into development, supervised assistant engineer and draftsmen in producing the construction drawings and obtaining of permit approvals. Project completion required the monitoring of construction including several retaining walls and large stormwater facility.

HERITAGE OAKS SENIOR LIVING FACILITY AND OFFICES, Leon County, FL – Served as the professional engineer in the development of a 7.3-acre site to serve an assisted living facility and office condominiums. Work efforts for the project included layout of the developments with particular attention placed on several 100+ year old oak trees, traffic distribution for projected trips and measuring the impact on surrounding roadways which required the design and construction of a roundabout on City streets at the entrance, stormwater modeling of site and its impact on the downstream chain of lakes, supervised assistant engineer and draftsmen in producing the construction drawings and obtaining of permit approvals. Project construction was observed to ensure that the construction specifications were met and any issues resolved. Close coordination was made between the contractor, utility providers, client and city staff. Project is currently being developed for an expansion that includes another residential wing and parking garage.

INVESTMENT PARK SUBDIVISION, Leon County, FL – Served as the professional engineer in the development of all lots within the 59.4-acre site. The lots were designed and permitted for a 288-unit apartment project, a 50,000 square foot office and a 35,000 square foot skating rink facility. Design efforts were required for the roadway entrances including the extension of a public roadway, expansion of an existing intersection including addition of turn lanes and improving the signal operation. The subdivision's other infrastructure, master stormwater management facility and utility services, were included in the design efforts. Primary work for each development included site layouts meeting local ordinances, traffic distribution for projected trips and measuring the impact on surrounding roadways, grading each site to provide proper drainage and preserve natural features, stormwater modeling of site and its impact on the surrounding tributaries after development, and the supervision of the assistant engineer and draftsmen in producing the construction drawings and obtaining of permit approvals. The subdivision's infrastructure construction included retaining wall construction, utility extensions and public roadway construction. All aspects were observed for compliance with construction specifications.

JOE POOLE, P.E.

2943 Golden Eagle Drive

Tallahassee, Florida Work: 850-681-6725 Fax: 850-681-6726 Email: jpoole@southerntrafficservices.com



EMPLOYMENT SUMMARY

Over twenty-five (25) years of responsible transportation engineering experience. This experience includes traffic operational studies (intersection and arterial), traffic signal warrant studies, access management, traffic signal and system design, intersection design, traffic signal timing development and implementation, safety analyses, trip generations, and transportation impact/concurrency studies. Currently, serving as Project Manager on FDOT District 1, Transportation Statistics contract, Central Office Statewide Telemetry System Repair Contract and Responsible-In-Charge on the FDOT District 7 Transportation Statistics contract.

EMPLOYMENT HISTORY

July 1984 - July 1985 - Employer: Florida Department of Transportation (FDOT) District 3. Position: Professional Engineer Trainee. Experience: Worked in Planning, Right-of-Way, Survey, Maintenance, Construction, Project Development & Environment (PD&E), Design, & Traffic Operations.

July 1985 – August 1989 - Employer: Florida Department of Transportation (FDOT) District 3. Position: Senior Professional Engineer Trainee. Experience: Traffic Operations. Conduct traffic engineering studies: signal warrant, turn lane, operational, safety, etc... Develop, evaluate and implement traffic signal system timings.

August 1989 - July 1994 - Employer: Florida Department of Transportation (FDOT) District 3. Position: Assistant District Traffic Operations Engineer Experience: Traffic Operations. Conduct Traffic engineering studies, signal warrant, turn lane, operational, safety, etc... Develop, evaluate and implement traffic signal system timings Supervise transportation studies, data collection and plans development sections. Administrator of "Push Button" program for constructing traffic signals, turns lanes, and other traffic operations improvements.

July 1994 - September 2002 - Employer: Florida Department of Transportation (FDOT) District 3. Position: District Traffic Operations Engineer. Experience: Responsible for managing the Traffic Operations department and program in District 3 that covers 16 counties. Served as FDOT representative on Technical Coordinating Committee member for 3 Metropolitan Planning Organizations (MPO). Duties included traffic engineering studies, access management, safety, traffic signal system timings, intelligent transportation systems (ITS) program, traffic signal and turn lane design, etc... Served on Access Management Review Committee.

September 2002 - October 2003 - Employer: Genesis Group. Position: Director of ITS/Traffic Operations. Experience: Responsible for managing ITS and Traffic Operations sections. Duties included traffic signal design, development and implementation of ITS projects, traffic engineering studies, access management, safety, traffic signal system timings, data collection, transportation concurrency studies, traffic calming development and design, etc...

October 2003 – Present - Employer: Southern Traffic Services. Inc. Position: Vice President, Director of ITS/Traffic Engineering. Experience: Responsible for development and management Transportation Engineering and ITS sections. Duties included transportation impact/concurrency studies, traffic engineering studies, traffic signal warrant studies, access management, safety, traffic signal design, traffic signal system timings, data collection, development and implementation of ITS projects, traffic calming development and design, etc...Also, serves as Project Manager for FDOT District One Planning Transportation Statistics Project, FDOT District One Traffic Engineering Contract (subconsultant), and FDOT Central Office Statewide Telemetry System Maintenance and Repair Contract.

EDUCATION

Bachelor of Science – Civil Engineering – Auburn University, 1984

REGISTRATIONS

Professional Engineer #42038, FL
Professional Engineer #18045, AL
Professional Engineer #028977, GA
Professional Engineer #31067, LA
Professional Engineer #23330, SC
Professional Engineer # 16261, MS
Professional Engineer # 93512, TX

Professional Engineer # 030069, NC
Professional Engineer # 109340 TN
Professional Engineer # 23711 KY
Professional Engineer # 16076 WVA
Professional Engineer # 71934 PA
Professional Engineer # 046953 VA



SPECIFIC PROJECT RELATED EXPERIENCE:

Over the past several years while working with Southern Traffic Services, Inc., I have extensive experience in providing transportation engineering services to the public/private sectors. Prior to that time, I worked at FDOT District 3 Traffic Operations providing the same services. A few examples of the many projects that I have been responsible for preparing transportation concurrency and operational studies include:

- Florida Department of Transportation (FDOT) District 1 Traffic Engineering Studies – Provide quality control services for all traffic engineering studies performed by STS on two (2) contracts (CH2MHILL & Vanus). Responsible for all QC services and sign/seal data collection reports.
- Florida Department of Transportation (FDOT) District 1 – services as Project Manager for the District Transportation Statistics Contracts
- Louisiana Department of Transportation (LADOTD) – Traffic signal warrant studies for various intersections in the Houma and Baton Rouge Areas. (Approximately 30 studies)
- Walton Road from SR 83 to Shoemaker Drive – perform an operational analysis of approximately 2 mile segment of Walton Road. Operational analysis included collected turning movement and approach volume data at 9 locations, along with Vehicular delay study at Walton Road and John Baldwin Road intersection. Performed traffic signal warrant study, turn lane analysis, and multi-way stop warrant study.
- US 331 at Chat Holley Road – Prepare a traffic signal warrant analysis for Walton County, Florida
- US 331 at Rosestar Development – prepare a traffic signal warrant study for the proposed mixed use development
- The Shoppes at Redwood – Prepare transportation operational, traffic signal warrant (2 intersections), and concurrency studies. Project task included the conceptual design of an on-site access roadway.
- Henderson Alexan Beach Apartments- Prepare an intersection operational and traffic signal warrant study in Destin, Florida
- Other Traffic Studies include concurrency and operational studies for various planned unit developments and comprehensive plan amendments.
- Numerous other Traffic Operational Studies of intersections on State Highway System. Operational analyses included data collection, performing operational analysis, determining improvements (lanes, signal timing, signage, pavement markings, etc...). FDOT District III, Northwest Florida
- Apalachee Parkway Median Retrofit Safety, Tallahassee, Florida
- US 98/90 Corridor Management Study, Santa Rosa County, Florida
- US 98 Corridor Management Study, Bay County, Florida
- US 27 Operational and Corridor Management Study, Tallahassee, Florida
- US 319 from Leon County Line to Lost Creek Bridge, Operational Study, Wakulla County, Florida (FDOT Dist 3)
- SR 8 (Interstate 10)/SR 61 (Thomasville Hwy) Eastbound Exit Ramp, Tallahassee, Florida
- US 98/Hurlburt Field, Okaloosa County, Florida
- US 98/SR 293 (Danny Wuerfel Way), Okaloosa County, Florida
- SR 289 (9th Avenue)/SR 296 (Bayou Blvd), Pensacola, Florida
- SR 189 (Beal Parkway)/SR 188 (Racetrack Rd), Ft. Walton Beach, Florida
- SR 85/SR 123, Ft. Walton Beach, Florida
- SR 61 (Monroe Street) at SR 10 (US 90, Tennessee Street), Tallahassee, Florida
- SR 10 (US 90, Tennessee Street)/Ocala Road, Tallahassee, Florida
- SR 10 (US 90) at SR 281 (Avalon Boulevard), Milton, Florida
- SR 10 (US 90) at SR 89, Milton Florida
- Okaloosa County Computerized Signal System, Okaloosa County, Florida
- Tallahassee Advanced Transportation Management System, Tallahassee, Florida
- Pensacola Bridge Wrong Way Detection System, Pensacola, Florida
- SR 281 (Avalon Blvd) /Carroll Road Traffic Signal/Roadway Design, Milton, Florida
- US 231/CR 390 New Traffic Signal, Bay County, Florida
- US 98 Signal System Retiming, Destin, Florida
- SR 20 (John Sims) Parkway Signal Design and Retiming, Niceville, Florida
- US 331 at Chat Holley Road, Santa Rosa Beach, Florida
- US 319 from Lost Creek Bridge to US 98, Traffic Projections/Forecasting, Crawfordville, Florida
- Brandon Oaks DRI – US 331, US 98, and SR 20

SURVEYING

A. ABILITY OF PROFESSIONAL PERSONNEL

Personnel anticipated to be used in this work category will be Barbara Bergstrom, PSM who has an availability of 70% of her workload that can be used toward this contract. She will be supported by Kevin O'Neil, PSM and the field crew(s). Kevin will have an availability of 50% of his current workload to dedicate to this contract. I have attached Barbara's and Kevin's resumes to represent their professional background.

B. EXPERIENCE WITH PROJECTS OF A SIMILAR TYPE AND SIZE

1. Poole Engineering and Surveying, Inc. has performed several projects in the local area that reflect our experience. A sample of the recent projects are as follows:

- 1) a) Mission San Miguel Subdivision, Leon County, FL
 - b) Served as project's engineer and surveyor
 - c) Project Owner: San Miguel Partnership, LLP, Mr. Charles (Chuck) White
537 Frank Shaw Road, Tallahassee, FL 32312
Phone Number: 850-212-3446
 - e) Project completed: 2008
 - f) Barbara Bergstrom served as Project Surveyor. Poole Engineering & Surveying, Inc. prepared the site development design for the residential subdivision covering 260 acres. Survey work included a topographic and boundary survey of the entire site including along US 90 for turn lane additions. Features collected included tree locations, utilities, existing water features, wetland flagging and miscellaneous improvements. Subdivision was platted and corners set for all 75 lots. An As-built survey of the roadway, stormwater conveyances and stormwater ponds was also performed.
- 2) a) Investment Park Subdivision, Tallahassee, FL
 - b) Served as project's engineer and surveyor
 - c) Project Owner: Sessions Road Partnership, LLP, Mr. Chip Hartung
3303 Thomasville Road, Tallahassee, FL 32308
Phone Number: 850-386-6160
 - e) Project completed: 2008
 - f) Barbara Bergstrom served as Project Surveyor. Poole Engineering & Surveying, Inc. performed survey, engineering design, construction plans for the 59.4 acre commercial subdivision and have continued to develop the lots within the subdivision including some pending approvals. The lots were

designed and permitted for a 288-unit apartment project, a 50,000 square foot office and a 35,000 square foot skating rink facility that was later converted to a warehouse use. Survey efforts were required for the individual developments and for the subdivision. The project required a topographic and boundary survey of the entire site including surveys of Old Bainbridge Road and Sessions Road to Monroe Street. Features collected included tree locations, utilities, existing water features, wetland flagging and miscellaneous improvements. Subdivision was platted and corners set for all 3 commercial lots. An As-built survey of the roadway, stormwater conveyances and master stormwater pond was also performed.

- 3)
 - a) SR 261/263 (CAPITAL CIRCLE) Widening, Leon County, FL
 - b) Served as project's traffic engineer and surveyor
 - c) Project Owner: Dyer Riddle Mills & Precourt, Inc., Mr. Bryant King, P.E.
1433 E. Piedmont Drive, Suite 210, Tallahassee, FL 32308
Phone Number: 850-562-9600
 - e) Project completed: 2006
 - f) Barbara Bergstrom served as Project Surveyor. Poole Engineering & Surveying, Inc. performed traffic engineering services and surveying services for the widening of Capital Circle between Tram Road and Woodville Highway as a subconsultant to Dyer Riddle Mills & Precourt for Blueprint 2000. The road widening required EFB collection for horizontal and vertical location of the existing road surface, processing and checking field notes. Coordination with City of Tallahassee utilities for locates. Project Network for Horizontal and vertical control along the corridor.

- 4)
 - a) Apalachee Parkway Sidewalk Design Build, Tallahassee, FL
 - b) Served as project's surveyor
 - c) Project Owner: Preble-Rish, Inc., Mr. Travis Justice
P.O. Box 10171, Panama City, FL 32302
Phone Number: 850-681-0066
 - e) Project completed: 2008
 - f) Barbara Bergstrom served as Project Surveyor. Poole Engineering & Surveying, Inc. performed surveying and design services for this design / build project. Surveying services involved conversion of a previous design survey performed in metric units and updating the design survey to include intersections identified by the designer for sidewalk construction. Information as processed is currently in the construction stage.

- 5) a) City of Tallahassee Sidewalk Projects, Tallahassee, FL
 - b) Served as project's surveyor
 - c) Project Owner: Post Buckley Schuh & Jernigan, Mr. Todd French, P.E.
2639 N. Monroe Street, Building C, Tallahassee, FL 32303
Phone Number: 850-575-1800
 - e) Project completed: 2011
 - f) Barbara Bergstrom served as Project Surveyor for this series of sidewalk projects that are currently under design by Post Buckley for the City of Tallahassee. The sidewalk design projects involve Specific Purpose Surveys, route topographic surveys along Atlas Road (from Hartsfield to Portland Avenue), Portland Avenue (from Atlas Road to Old Bainbridge Road), Thomas Road (from Henderson Road to Grady Road), Grady Road (from Fulton Road to Henderson Road), and Fulton Road (from Allen Road to Grady Road).

2. I wish I could fill this section with several projects but unfortunately those are just a few at the moment. The following projects indicate continuing work in the Surveying work category:

- 1) SR 281 – Avalon Blvd. from I-10 to South of Moore Lodge (approximately 4,800 LF). CEI Survey services, Santa Rosa County, FL – Poole Engineering & Surveying, Inc. is currently under contract with MEHTA Engineering, Inc. to perform survey services for the road construction along SR 281. Services include verifying existing horizontal and vertical control, existing cross-sections and verifying newly constructed earthwork for road widening. Once the construction work is completed the roadway and stormwater ponds will be cross-sectioned again.
- 2) Underground Utilities Department Miscellaneous Surveys, Tallahassee, FL - Poole Engineering & Surveying, Inc. is currently under contract with the City of Tallahassee to perform surveying services for several projects:
 - PES Project #11-101: Flagler Street (from Gadsden Street to Meridian Street) – Specific Purpose Survey, topographic survey along Flagler Street for design of new waterline.
 - PES Project #11-113: Jefferson Street (from Copeland to Macomb Street) – Topographic Survey along Jefferson Street for construction of new waterline
 - PES Project # 10-174: Pump Station 32 and 48 – Armistead Road and Betton Hills Area. Topographic and Utility survey for design and construction of new Force Main and Pump Station relocation, preparation of legal descriptions for real estate acquisition and easement exhibits.

PES Project # (Pending): Orange Avenue/Catherine Ross Lane – Topographic and utility route survey for design and construction of new pump station and sewer improvements.

PES Project 10-157 - Portland Avenue – Extension of previous sidewalk project to include entire width of right of way for roadway resurfacing and sewer and waterline improvements. (Eric Eters 891-6111)

- 3) Florida A & M University – Campus Wide electrical Upgrades, Tallahassee, FL - Poole Engineering & Surveying, Inc. is currently under contract with A.West Enterprise to perform As-built surveying services for the installation of new electrical conduit throughout the campus.
- 4) Various Project Surveys for Dowdy Plumbing, Tallahassee, FL - Poole Engineering & Surveying, Inc. is currently under contract with Dowdy Plumbing to perform surveying services for their construction projects. Projects include:

PES Project #10-149: Pedrick Road Pump Station - Construction layout and as-built survey for newly installed force main and pump station on Morningside Baptist Church property.

PES Project #11-114: Reuse System Booster Station No. 1 – Construction layout and as-built survey for installation of new 8” and 12” reuse services lines and booster pumps at the existing water supply facility on Capital Circle and Merchants Row in Southwood.

PES Project #10-167: Construction layout and as-built survey for new installation of storm drain system and upgrades to existing stormwater management facility of W.T. Moore Elementary.

3. As the survey is prepared by the Project Surveyor the state and local codes are reviewed for compliance and applicability. The field information is drafted by the Project Surveyor or the Assistant Surveyor to produce the final survey drawing. Surveys are further checked and reviewed again for accuracy prior to government submittal. Boundary surveys often require a review of past deeds, title searches, and a review of surrounding property surveys for accuracy. Multiple property corners can require extensive research for final determination of boundary.

5. Poole Engineering & Surveying, Inc. can utilize several resources in preparing survey documents. We have the ability to prepare survey drawings using AutoCad Civil 3D computer programming, Lieca total stations, Allegro and Ranger data collectors for gathering field survey information. For state projects we have utilized the Electronic Field Book (EFB) and Caice to process the survey into a Microstation software mode. We have two survey trucks for use in the field surveys.

C. WILLINGNESS TO MEET SCHEDULE AND BUDGET REQUIREMENTS

With our current reduced workload we are able to begin a project quickly and provide fast turnaround on response time. We are also a small firm that is able to perform a standard task for less money than most larger firms. We have low overhead costs that help to keep the bottom line cost at a minimum.

D. EFFECT OF FIRM'S RECENT, CURRENT AND PROJECTED WORKLOAD

1. Currently Poole Engineering & Surveying is under contract to perform the following contracts:

- a. First Team Properties Subdivision – Small subdivision set to be reviewed through the ASAP process with Leon County and completed by April.
- b. Hungry Howies at Lot 2 Gillis Commercial – Development of a 0.69 acre parcel for a retail use. Scheduled for design completion by April.
- c. Heritage Oaks Expansion – Development of a 22 room addition to the senior living facility. Scheduled for design completion by June.
- d. College Park Commons – Development of a 14 unit apartment building. Scheduled for design completion by May.
- e. Apalachee Parkway Sidewalk Design Build – Serving as subconsultant to Preble-Rish in the sidewalk project. Construction is starting and may require survey stakeout services. Project completion should be by July.
- f. Capital Circle Widening from Woodville Hwy to Crawfordville Road Design / Build– Serving as subconsultant to Greenhorne & O'Mara on the roadway project providing signal design and ITS services. Design is at 90% review. Anticipated construction completion in May 2012. Services are basically complete with a few as-built requirements at completion.
- g. 11th Street in Bay County – This design build project for roadway widening, sidewalk addition and signal work is currently undergoing the 60% review. Design work should be complete by June.
- h. Villa Lucia Renovations – Currently under construction this project will include some design changes along Belle Vue to enclose the ditch and modify permits. Design work should be completed by May.
- i. Eastgate Drainage Study – Provide roadway profiles, bridge details and ditch cross-sections from the South boundary of Eastgate Subdivision to approximately 300' South of Lonnbldh Road. Survey work should be completed by May.

2. Most of our contracts are short term allowing for the need for additional work are frequent intervals. The workload is very light and while work is being sought the contracts are similar as the County's, there may be executed work orders and there may not. The other contracts we could acquire are all small, short term work.

E. EFFECT OF PROJECT TEAM LOCATION

Our project team is located in Tallahassee and Leon County. Poole Engineering & Surveying, Inc. has been located in Tallahassee for over 30 years.

F. APPROACH TO THE PROJECT

As we receive specific projects under this contract we will evaluate the level of work required along with the level of expertise. A gathering of information will then ensue to get all the background data to fully understand the project parameters. From this information we will prepare a scope of work for the project along with the anticipated manhours and project schedule. Upon approval by County staff the work will be assigned to the Project Surveyor for execution and field crew assignment. Periodic review meetings can be held with the County to ensure that the task is moving in the anticipated direction both in time and outcome. Detailed issues can be reviewed and potential conflicts resolved early in the process. Upon completion the finished product will be presented in the form of a final survey with numerous copies and deliverables as required.

POOLE ENGINEERING & SURVEYING, Inc.

2145 Delta Boulevard, Suite 100
Tallahassee, FL 32303

Barbara Jo Bergstrom, P.S.M.
Vice President/Corporate Surveyor

Professional Credentials

Florida Professional Surveyor and Mapper – Registration Number 5754
Advanced AutoCAD Training
Land Development Civil Survey Program
CAICE/EFB Processing

Professional Organizations

Vice President, Florida Surveying and Mapping Society (2008-2009)
Member, National Association of Women in Construction
Past Chapter Committee Chairperson, TRIG STAR Program by The Florida Surveying and Mapping Society
Past President, Northwest Chapter of The Florida Surveying and Mapping Society (2001-2002)
Past Secretary/Treasurer, Northwest Chapter of the Florida Surveying and Mapping Society (2000-2001)

Special Qualifications

- Performing surveying services in the State of Florida for over 25 years
- Specializes in numerous types of surveys to include boundary, topographic, subdivision, construction staking, utility surveys, as-built surveys, traffic signal and design surveys, right of way acquisitions, and specific purpose surveys
- Project Surveyor for many City of Tallahassee design surveys and FDOT resurfacing and traffic design projects
- Supervision of key technicians and staff for providing quality control and assurance of mapping efforts
- Strong history and knowledge of working in Leon County and surrounding areas.

Years experience with Poole Engineering & Surveying, Inc: 11

Years experience with other firms: 18

Relevant Experience

ORANGE AVENUE/WAHNISH WAY IMPROVEMENTS – Project Surveyor on team effort with Crowder Excavation for resurfacing and construction staking of new drainage improvements, stormwater pond and layout of curb and gutter, sidewalks and as-built surveys for City of Tallahassee. (Feb. 2008 to present)

FAMU-DRS SCHOOL – Project Surveyor for Construct Two Group responsible for layout of six new buildings, perimeter fence and verification of newly constructed site improvements. Project involved verification of AutoCAD maps of existing topographic conditions, site grading and site plans produced by others and as-built surveys. (May 2007 to present)

SR 71 – FDOT District Three/Gulf County – Project Surveyor responsible for recovery of horizontal and vertical control, existing right of way and centerline control to re-establish an alignment of approximately 1.2 miles of roadway in connection with a 3R Resurfacing project. (July 2006 to Sept. 2007)

SR 289 – FDOT District Three/Escambia County, FL – Serving as Project Surveyor for establishing an alignment along SR 289 (Ninth Avenue) and Carpenter Creek, this also included collecting data for providing a DTM, check cross-sections and setting references for design of a turn lane. This was part of a joint effort amongst firms which also required right of way acquisition. (July 2006 – December 2006)

SR 77, FDOT District Three/Washington County, FL – Currently serving as Project Surveyor providing recovery of horizontal and vertical control, alignment, extension of baseline referenced and DTM check cross-sections for approximately 3.4 miles of roadway from CR 276 to North of Blue Lake Road. This project was a joint effort with Southeastern Surveying and Mapping Corp. for road widening and preparation of right of way maps. (June 2006 to present)

SR 298, FDOT District Three/ Escambia County, FL – Served as Survey Manager in the design survey for a safety analysis and re-design of the curve located on SR 298 from west of San Sebastian Circle to East of Lapaz Street, approximately 1/2 mile. The design survey required EFB collection for horizontal and vertical location of the existing road surface, re-establishment of the alignment, recovery of project network control and centerline references, processing and checking field notes. (May 2006 – October 2006)

SR 319/SR 263, FDOT District Three/Blueprint 2000, Leon County, FL – Served as Survey Manager in coordinating survey crews for a project widening of SR 263/319 from Tram Road to Woodville Highway, approximately 2.2 miles. The widening required EFB collection for horizontal and vertical location of the existing road surface, processing and checking field notes. Coordination with City of Tallahassee utilities for locates. Project Network for Horizontal and vertical control along the corridor. (June 2005 – May 2006)

SR 10, FDOT District Three, Jackson County, FL - Served as Project Manager for a Design/Build Bridge Replacement. The project required horizontal and vertical location of the existing road surface, bridge cross-sections and detail, wetland location and preparation of T.I.F.F.T easements. A centerline of survey and vertical control was established along the corridor for reconstruction or roadway and bridge replacement. Responsible for Caice processing and DTM modeling of existing topography for engineering design. (Nov. 2004 – Sept. 2005)

SR 85, FDOT District Three, Okaloosa County, FL – Served as Project Manager for a project milling and resurfacing of SR 85 from SR 10 (US 90) to North of CR 188, approximately 2.4 miles. The resurfacing required horizontal and vertical location of the existing road surface, with site specific detail of existing curbs, sidewalks, lane lines. A centerline of survey and vertical control was established along the corridor for reconstruction of roadway and construction new sidewalk ramps. Processed CAICE files and creation of the DTM surface. (April 1999)

CITY OF TALLAHASSEE – Continuing Services Contract – Serving as Project Surveyor for the Stormwater Management Division. Design Surveys to map existing conditions for many flood related projects. Producing survey maps for the Project Engineer to create construction plans and design studies and storm analysis. Projects include Frenchtown Drainage Study, Call & Cadiz Street Drainage Improvements, Meridian Road Drainage Improvements, North Ride Drainage Inventory, Drainage Inventory of Pensacola Street at FSU Stadium, Royal Oaks Ditch Lining Project, O'Brien Drive Drainage Improvements, Salmon Drive Drainage Inventory and Improvements.

THE PRESERVE AT SAN LUIS, Leon County, FL – Project Surveyor for this 36+/- acre subdivision. Boundary and topographic work to include location of trees and natural features. This site currently platted after construction and acceptance of public roadways for a 190 lot subdivision and construction of townhomes. Responsible for supervision of field crews for layout of new buildings on critical setback restrictions. Producing a subdivision plat for recording, staking of lots, centerline of roadways, rights of way and providing asbuilt surveys.

AIRPORT COMMERCE CENTER PUD, Leon County, Florida – Project Surveyor for 76.5 Acre commercial development for St. Joe Development Company. Boundary survey involved section traverse, location of trees, utilities, topography and location of environmentally sensitive areas to preserve within the PUD. This project is viewed as a stepping stone toward future developments in Tallahassee Airport's region for industrial sites.

POOLE ENGINEERING & SURVEYING, Inc.

2145 Delta Boulevard, Suite 100
Tallahassee, FL 32303

Kevin O'Neal, PSM
Project Surveyor

Professional Credentials

Florida Professional Surveyor and Mapper – Registration Number 6413
AutoCAD/Land Development Civil Survey Program
Tripod Data Systems and Electronic Field Book Data Collection
Assistance with Caice/EFB Processing
GPS Operations and Control Surveys

Professional Organizations

Member, Northwest Chapter of Florida Surveying and Mapping Society

Special Qualifications

- Performing surveying services in the North Florida area for over 20 years
- Specializes in numerous types of surveys to include boundary, topographic, subdivision, construction staking, utility surveys, FDOT traffic signal and design surveys and specific purpose surveys
- Senior Surveyor for design surveys of major development plans and roadway projects
- Strong history and knowledge of working in Leon County and surrounding areas.

Years experience with Poole Engineering & Surveying, Inc: 15

Years experience with other firms: 6

Relevant Experience

FRENCHTOWN MASTER DRAINAGE STUDY, CITY OF TALLAHASSEE – Stormwater Division – Serving as Project Surveyor for the Stormwater Management Division. Organization of survey crews and establishing a grid system for drainage inventory. Locating horizontal and vertical location of all public drainage systems within an estimated 850-acre watershed study area.

CALL & CADIZ STREET DRAINAGE IMPROVEMENTS, CITY OF TALLAHASSEE – Stormwater Division– Served as Senior Party Chief responsible for topographic and design survey of Call Street for approximately 5,000 lineal feet of route including connecting streets and properties. Topographic work to include location and identification of trees and natural features.

ROYAL OAKS DITCH LINING PROJECT, CITY OF TALLAHASSEE – Stormwater Division – Senior Party Chief responsible for establishing horizontal and vertical control necessary to perform a topographic survey to include all tree identification and landscaping for re-design and realignment of an existing ditch located in Royal Oaks Subdivision.

CAMPUS CIRCLE DRAINAGE IMPROVEMENTS, CITY OF TALLAHASSEE – Stormwater Division – Senior Party Chief responsible for gathering horizontal and vertical location of all drainage systems. Performing a topographic survey to include location of utilities, trees and significant landscaping and improvements necessary for design and construction of newly acquired properties for a master drainage facility.

AIRPORT COMMERCE CENTER PUD, Leon County, Florida – Senior Party Chief for 76.5 Acre commercial development for St. Joe Development Company. Survey involved location of trees, utilities, topography and location of environmentally sensitive areas to preserve within the PUD. This project is viewed as a stepping stone toward future developments in Tallahassee Airport's region for industrial sites.

SUPERWALMART, Leon County, FL – Served as Senior Party Chief on this 32-acre site, responsible for site boundary, topographic, utility and tree locations for the development of the shopping center. Also responsible for the layout during construction of the development.

ALLIGATOR POINT MARINA, Franklin County, FL – Served as Project Surveyor for development of an 8-acre site and existing marina. Performed topographic survey, determining mean high water line and performing cross-sections of the yacht basin for dredge and fill permitting.

JAMESTOWN WOODS APARTMENTS, Leon County, FL – Served as Project Surveyor responsible for the topographic survey, tree and utility survey for the development of an 11.25-acre site to accommodate a senior apartment complex. Also performing construction stakeout of buildings, parking areas and utility systems

TALLAHASSEE REGIONAL AIRPORT – Noise Compatibility Program – Senior Party Chief involved in coordination of surveys for many different phases of the noise mitigation program which involved some 90+ individual residential boundary surveys for the City of Tallahassee's acquisition. Coordination of field crews, research, neighborhood communications and supervision of crews for collection of data for location of all structures, utilities, and trees.

SR 319/SR 263, FDOT District Three/Blueprint 2000, Leon County, FL –Served as Project Surveyor in charge of crews for a project widening of SR 263/319 from Tram Road to Woodville Highway, approximately 2.2 miles. The widening required EFB collection for horizontal and vertical location of the existing road surface, with site-specific detail of existing curbs, sidewalks, lane lines. Coordination with team engineers, utility companies for locates and geotechnical contractor. Horizontal and vertical control was established along the corridor.

SR 71 – FDOT District Three/Gulf County – Working with the Project Surveyor and managing support responsible for coordination of field crews and assistance in the recovery of project network control, analyzing field data and computations to re-establish an alignment of approximately 1.2 miles of roadway for a 3R Resurfacing project.

SR 289 – FDOT District Three/Escambia County, FL – Serving as Project Surveyor responsible for coordinating field crews for establishing an alignment along SR 289 (Ninth Avenue) and Carpenter Creek Drive. Providing assistance in connection with collecting EFB data for providing a DTM, check cross-sections and setting references for design of a turn lane.

SR 77, FDOT District Three/Washington County, FL – Served as Project Surveyor responsible for coordinating data collection for horizontal and vertical control, alignment, extension of baseline references and DTM check cross-sections for approximately 3.4 miles of roadway from CR 276 to North of Blue Lake Road.

SR 10, FDOT District Three, Jackson County, FL – Served as Senior Party Chief for a design build project for of Merritt's Mill Pond Bridge Replacement. Scope of survey services included re-establishment of centerline of survey, right-of-way determination, wetland delineation, horizontal and vertical control. Construction staking for layout of traffic control for bridge replacement

SR 292 AT RIVER ROAD, Perdido Key, Escambia County, FL – Responsible for the EFB collection of existing utilities, roadway and intersection survey of SR 292 for design of a turn lane and traffic signal. The work was performed for the Florida Department of Transportation and included establishment of centerline and right-of-way, horizontal and vertical network control and various cross sections.

**SUBDIVISION AND SITE DEVELOPMENT
ENGINEERING**

A. ABILITY OF PROFESSIONAL PERSONNEL

Personnel anticipated to be used in this work category will be Cheryl Poole, P.E. who has an availability of 80% of her workload that can be used toward this contract. She will be supported by her CAD technician in the plans production. Barry Poole has an availability of 75% and will be utilized in the planning aspect of the project and initial evaluation. I have attached my resume along with Barry's to represent our professional background. Subconsultants for the support services that may be required on a project include The Patrick Hodges Land Studio for landscape architecture, Barkley Consulting Engineers Inc. for structural engineering, Conn and Associates for architecture, and Armstrong Tree Service for tree mitigation. Resumes for the associated professionals are attached for reference.

B. EXPERIENCE WITH PROJECTS OF A SIMILAR TYPE AND SIZE

1. Poole Engineering and Surveying, Inc. has performed several projects in the local area that reflect our experience. A sample of the recent projects are as follows:

- 1) a) Mission San Miguel Subdivision, Leon County, FL

- b) Served as project's engineer and surveyor

- c) Project Owner: San Miguel Partnership, LLP, Mr. Charles (Chuck) White
537 Frank Shaw Road, Tallahassee, FL 32312
Phone Number: 850-212-3446

- e) Project completed: 2008

- f) Cheryl Poole served as Project Manager / Engineer during the construction plan preparation and permitting phase of the project. Barry Poole served as Project Manager during the development approval stage and Barbara Bergstrom served as Project Surveyor. Poole Engineering & Surveying, Inc. prepared the site development design for the residential subdivision covering 260 acres. Design work included the rehabilitation of a dam in an existing pond, roadway network with roundabouts, utility services, and widening of US 90 for turn lanes. Environmental permitting required the design of several stormwater facilities and drainage conveyances for the project. And the dam rehabilitation required the acquisition of a dredge and fill permit for the wetland impacts. Project required the sequence of County and State approvals obtained through design staff and Project Engineer. Construction was monitored and issues resolved as typical for roadway projects. All project specifications were reviewed for compliance along with the lane additions within the state right of way. Armstrong Tree Service was used in the mitigation of several large oaks on US 90.

- 2)
 - a) Investment Park Subdivision, Tallahassee, FL
 - b) Served as project's engineer and surveyor
 - c) Project Owner: Sessions Road Partnership, LLP, Mr. Chip Hartung
3303 Thomasville Road, Tallahassee, FL 32308
Phone Number: 850-386-6160
 - e) Project completed: 2008
 - f) Cheryl Poole served as Project Manager / Engineer during the construction plan preparation and permitting phase of the project. Barry Poole served as Project Manager during the development approval stage and Barbara Bergstrom served as Project Surveyor. Poole Engineering & Surveying, Inc. performed survey, engineering design, construction plans for the 59.4 acre commercial subdivision and have continued to develop the lots within the subdivision including some pending approvals. The lots were designed and permitted for a 288-unit apartment project, a 50,000 square foot office and a 35,000 square foot skating rink facility that was later converted to a warehouse use. Design efforts were required for the roadway entrances including the extension of a public roadway (Sessions Road) and expansion of the North Monroe / Sessions Road intersection including addition of turn lanes and improving the signal operation. The subdivision's other infrastructure, master stormwater management facility and utility services, were included in the design efforts. Primary work for each development included site layouts meeting local ordinances, traffic distribution for projected trips and measuring the impact on surrounding roadways, grading each site to provide proper drainage and preserve natural features, stormwater modeling of site and its impact on the surrounding tributaries after development, and obtaining permit approvals. The subdivision's infrastructure construction included retaining wall construction, utility extensions and public roadway construction. All aspects were observed for compliance with construction specifications.

- 3)
 - a) Leon County Household Hazardous Waste Facility Expansion, Leon County, FL
 - b) Served as project's engineer and surveyor
 - c) Project Owner: Sperry & Associates, Mr. Bart Wells
4495 Capital Circle NW, Tallahassee, FL 32303
Phone Number: 850-562-1101
 - e) Project completed: 2010
 - f) Cheryl Poole served as Project Engineer during the construction plan preparation and permitting phase of the project and Barbara Bergstrom served as Project Surveyor. Poole Engineering & Surveying, Inc. performed engineering services and surveying services for the design build project as a subconsultant to Sperry and Associates for Leon County Facilities Management.

Work included the survey, design, construction plans, and closeout documents. Coordination was made with the existing use and design work performed to alleviate existing drainage problems. Conn and Associates was the project architect.

- 4)
 - a) Palafox Preserve Subdivision, Martin Hurst Road, Tallahassee, FL
 - b) Served as project's engineer and surveyor
 - c) Project Owner: Josef Real Estate, Inc., Mr. Mark Freund
 P.O. Box 10171, Tallahassee, FL 32302
 Phone Number: 850-681-0066
 - e) Project completed: 2008
 - f) Cheryl Poole served as Project Manager / Engineer during the construction plan preparation and permitting phase of the project. Barry Poole served as Project Manager during the development approval stage and Barbara Bergstrom served as Project Surveyor. Poole Engineering & Surveying, Inc. performed surveying and design services, permitting and obtaining development and final plat approval of 20 lot subdivision located around a closed basin natural pond. Design work included roadway design, stormwater management, utility extensions, preservation of slope areas, high quality successional forest, watercourse and floodplain, and improvements along Martin Hurst Road. The project involved obtaining approvals through Leon County for environmental and construction permitting and development approval. Roadway work included paving a dirt road, providing ditch blocks along swale for stormwater management, designing sidewalks for ADA compliance and preparing the signing and pavement marking plan.

- 5)
 - a) Heritage Oaks Senior Living Facility, Tallahassee, FL
 - b) Served as project's engineer and surveyor
 - c) Project Owner: Hallmark Senior Housing LLP, Mr. Joe Kenkel
 212 South Central, St. Louis, MO 63105
 Phone Number: 314-512-8788
 - e) Project completed: 2008
 - f) Cheryl Poole served as Project Manager / Engineer during the construction plan preparation and permitting phase of the project. Barry Poole served as Project Manager during the development approval stage and Barbara Bergstrom served as Project Surveyor. Poole Engineering & Surveying, Inc. performed surveying and design services, permitting, obtaining development approval and a PUD rezoning. The project involved the construction of a 107,000 square foot senior living facility nestled amongst some magnificent oaks on a 7 acre parcel. The project included modifying the Kerry Forest and

Shannon Lakes intersection to a roundabout and preserving another large oak in the intersection's quadrant. This project was developed in close coordination with Patrick Hodges in developing around the oak trees. Stormwater modeling was required for a downstream analysis of the Killlearn Lakes system in order to achieve concurrency.

2. I wish I could fill this section with several projects but unfortunately those are just a few at the moment. The following projects indicate continuing work in the Subdivision and Site Development Engineering work category:

- 1) Heritage Oaks Senior Living Facility, Tallahassee, FL – Poole Engineering & Surveying, Inc. is currently under contract with Hallmark Senior Housing LLP to perform engineering and consulting services for the expansion of the facility. Services include the obtaining development approvals for the 22 room expansion consisting of an additional wing and parking garage.
- 2) Champion Chevrolet Subdivision, Leon County, FL - Poole Engineering & Surveying, Inc. is currently under contract with Champion Chevrolet to provide engineering and surveying services for the subdivision of the subject property and the adjacent parcel owned by First Team Properties. The subdivision is being reviewed through the ASAP process with the environmental analysis for existing natural features.
- 3) Hungry Howies at Lot 2 Gillis Commercial, Tallahassee, FL - Poole Engineering & Surveying, Inc. is currently under contract with North Florida General Contracting to perform engineering services for the development of a parcel to provide a retail use. The project involves obtaining City approvals and adhering to the new Multi-Modal Ordinance requirements. Project will include construction plan documents.
- 4) College Park Commons, Tallahassee, FL - Poole Engineering & Surveying, Inc. is currently under contract with Michael Steiner to perform engineering services in the development of a 14 unit apartment building with associated parking. The project involves close coordination with adjacent properties and drainage in the use of a common drive. Stormwater conveyance in the area is inadequate requiring the addition of an on-site stormwater facility to provide reduced runoff from the site.

3. As the design is prepared by the Project Engineer the state and local codes are reviewed for compliance and applicability. Land development codes can be complex at times requiring an interpretation for use or to develop a path for the planned use. In addition design standards are reviewed for use in the design. The sketched plan is sent to the draftsman for plans preparation and reviewed again by the Project Engineer upon completion. Quantitative aspects are determined and as necessary stormwater modeling and reports prepared for government submittal. Plans are further refined and reviewed again for accuracy prior to government submittal.

5. Poole Engineering & Surveying, Inc. can utilize several resources in preparing project plans and associated documents. We have the ability to prepare plans using AutoCad Civil 3D computer programming, provide stormwater modeling using Icp, Hydraflow for hydraulics, and MODRET for groundwater modeling. Excel spreadsheets are useful tools in performing multiple iterations and presenting simplified tables. Poole Engineering & Surveying can provide surveying services as needed to help expedite the smaller projects. Our main resource in the larger development projects would be the team we have compiled. Patrick Hodges, Doug Barkley and Bill Baldwin, Mike Conn and Bill Armstrong all have worked with us in some fashion over the past 20 years. We have developed a relationship that allows for excellent communication and joint goals limiting the delays and conflicts that some teams experience.

C. WILLINGNESS TO MEET SCHEDULE AND BUDGET REQUIREMENTS

With our current reduced workload we are able to begin a project quickly and provide fast turnaround on response time. We are also a small firm that is able to perform a standard task for less money than most larger firms. We have low overhead costs that help to keep the bottom line cost at a minimum. In addition our company will also pass along the subconsultant's fee to the owner without any additional cost for that effort.

D. EFFECT OF FIRM'S RECENT, CURRENT AND PROJECTED WORKLOAD

1. Currently Poole Engineering & Surveying is under contract to perform the following contracts:
 - a. First Team Properties Subdivision – Small subdivision set to be reviewed through the ASAP process with Leon County and completed by April.
 - b. Hungry Howies at Lot 2 Gillis Commercial – Development of a 0.69 acre parcel for a retail use. Scheduled for design completion by April.
 - c. Heritage Oaks Expansion – Development of a 22 room addition to the senior living facility. Scheduled for design completion by June.
 - d. College Park Commons – Development of a 14 unit apartment building. Scheduled for design completion by May.
 - e. Apalachee Parkway Sidewalk Design Build – Serving as subconsultant to Preble-Rish in the sidewalk project. Construction is starting and may require survey stakeout services. Project completion should be by July.
 - f. Capital Circle Widening from Woodville Hwy to Crawfordville Road Design / Build–Serving as subconsultant to Greenhorne & O'Mara on the roadway project providing signal design and ITS services. Design is at 90% review. Anticipated construction completion in May 2012. Services are basically complete with a few as-built requirements at completion.
 - g. 11th Street in Bay County – This design build project for roadway widening, sidewalk addition and signal work is currently undergoing the 60% review. Design work should be complete by June.
 - h. Villa Lucia Renovations – Currently under construction this project will include some design changes along Belle Vue to enclose the ditch and modify permits. Design work should be completed by May.

i. Eastgate Drainage Study – Provide roadway profiles, bridge details and ditch cross-sections from the South boundary of Eastgate Subdivision to approximately 300' South of Lonnbldh Road. Survey work should be completed by May.

2. Most of our contracts are short term allowing for the need for additional work are frequent intervals. The workload is very light and while work is being sought the contracts are similar as the County's, there may be executed work orders and there may not. The other contracts we could acquire are all small, short term work.

E. EFFECT OF PROJECT TEAM LOCATION

Our project team is located in Tallahassee and Leon County. Poole Engineering & Surveying, Inc. has been located in Tallahassee for over 30 years and each subconsultant has offices located in Leon County.

F. APPROACH TO THE PROJECT

As we receive specific projects under this contract we will evaluate the level of work required along with the level of expertise. A gathering of information will then ensue to get all the background data to fully understand the project parameters. From this information we will prepare a scope of work for the project along with the anticipated manhours and project schedule. Upon approval by County staff the work will be assigned to the Project Engineer for execution and initial design if it's a roadway project or initial land and zoning review if it is a development project. Natural Features Inventory and Environmental Impact Analysis will be performed at the initial stages. Periodic review meetings can be held with the County to ensure that the task is moving in the anticipated direction both in time and outcome. Detailed issues can be reviewed and potential conflicts resolved early in the process. Plans can also be submitted at periodic intervals for quality control reviews by staff or internally. Submittal for technical review meetings with Growth Management and stormwater permitting for developments and roadway projects will be initiated as early in the process as possible since this activity can be time consuming. Upon completion the finished product will be presented in the form of construction bid plans with numerous copies as required.

POOLE ENGINEERING & SURVEYING, Inc.

2145 Delta Boulevard, Suite 100
Tallahassee, FL 32303

Cheryl L. Poole, P.E.

Vice President / Corporate Engineer

Professional Credentials

Bachelor of Science in Civil Engineering, Auburn University, 1985
Florida Professional Engineer – Registration Number 42037
Alabama Professional Engineer – Registration Number 18044
Georgia Professional Engineer – Registration Number 22496

Professional Organizations

Institute of Transportation Engineers, Member
Florida Engineering Society, Member

Special Qualifications

- Performing professional engineering services in the Florida panhandle and Southern Georgia areas for 24 years. Became partner of Poole Engineering & Surveying, Inc. in 1996.
- Employed with the Florida Department of Transportation District 3 office for over 8 years. Worked within the Roadway Design Department designing projects and working with private consultants. Supervised Project Managers and unit staff at FDOT in Project Management role.
- Supervise Engineering and Survey Departments at Poole Engineering & Surveying, Inc. Primary duties involve the management of projects under contract and supervising design and engineering staff. Design work includes stormwater hydraulics and hydrology, roadway, drainage and site grading, traffic signals, and utilities. Projects include design work on FDOT, City and County roadway systems and the development of new roadways in conjunction with commercial and residential subdivisions. Other areas of work include stormwater and traffic concurrency, environmental permitting, confirming compliance with land development codes, and construction assistance.

Years experience with Poole Engineering & Surveying, Inc: 16

Years experience with other firms: 9

Project Experience

VARIOUS TRAFFIC SIGNAL DESIGNS, Florida Panhandle – Served as the professional engineer in the design of signals at the following intersections: U.S. 27 (Apalachee Parkway) and Sutor Road in Tallahassee, Airport Road and Cordova Shopping Center in Pensacola, US 98 and 1st Street in Port St. Joe, US 98 and Henderson Beach Road and Gulf Shore Drive in Destin, SR 20 at various intersections in Niceville, SR 10 (US 90) at Walmart Entrance in Tallahassee, SR 390 at Lisenby Avenue in Panama City, US 98 and South Shore Drive in Walton County, US 98 and Poinciana Drive in Walton County, US 27 and Sessions Road in Tallahassee. Performed QA/QC review of various traffic signal designs in Okaloosa County.

SR 10 (US 90) WIDENING (FDOT FP# 219843-1-52-01), Leon County, FL – Performed traffic engineering services for the widening design of Mahan Drive between Dempsey Mayo Road and I-10. Services include the traffic analysis of the signalized intersections and median openings along the project. Additional services include the signal designs, signing and pavement markings and overseeing the fiber interconnection system design.

Cheryl L. Poole (continued)

SR 261/263 (CAPITAL CIRCLE) WIDENING, Leon County, FL – Performed traffic engineering services for the widening of Capital Circle between Tram Road and Woodville Highway for Blueprint 2000. Services included signing and pavement marking design, traffic study of existing intersection for required improvements, and signalization design.

MISSION SAN MIGUEL SUBDIVISION, Leon County, FL – Prepared the site development design for the residential subdivision covering 260 acres. Design work included the rehabilitation of a dam in an existing pond, roadway network with roundabouts, utility services, and widening of US 90 for turn lanes. Environmental permitting required the design of several stormwater facilities and drainage conveyances for the project. And the dam rehabilitation required the acquisition of a dredge and fill permit for the wetland impacts. Project required the sequence of County and State approvals obtained through design staff and assistant engineer under my direct supervision. Construction was monitored and issues resolved as typical for roadway projects. All project specifications were reviewed for compliance along with the lane additions within the state right of way.

LEON COUNTY HOUSEHOLD HAZARDOUS WASTE FACILITY EXPANSION, Leon County, FL – Served as the professional engineer in the design / build project. Work was performed for Leon County Facilities Management and included the survey, design, construction plans, and closeout documents. Coordination was made with the existing use and design work performed to alleviate existing drainage problems.

WALMART SUPERCENTER, Leon County, FL – Served as the professional engineer in the development of a 32-acre site for WalMart Supercenter with 4 outparcels. Primary work included site layout meeting local ordinances, traffic distribution for projected trips and measuring the impact on surrounding roadways, grading the site to provide proper drainage and preserve natural features, stormwater modeling of site and its impact on the surrounding tributaries after development, designed traffic signal and section of public roadway at main entrance into development, supervised assistant engineer and draftsmen in producing the construction drawings and obtaining of permit approvals. Project completion required the monitoring of construction including several retaining walls and large stormwater facility.

HERITAGE OAKS SENIOR LIVING FACILITY AND OFFICES, Leon County, FL – Served as the professional engineer in the development of a 7.3-acre site to serve an assisted living facility and office condominiums. Work efforts for the project included layout of the developments with particular attention placed on several 100+ year old oak trees, traffic distribution for projected trips and measuring the impact on surrounding roadways which required the design and construction of a roundabout on City streets at the entrance, stormwater modeling of site and its impact on the downstream chain of lakes, supervised assistant engineer and draftsmen in producing the construction drawings and obtaining of permit approvals. Project construction was observed to ensure that the construction specifications were met and any issues resolved. Close coordination was made between the contractor, utility providers, client and city staff. Project is currently being developed for an expansion that includes another residential wing and parking garage.

INVESTMENT PARK SUBDIVISION, Leon County, FL – Served as the professional engineer in the development of all lots within the 59.4-acre site. The lots were designed and permitted for a 288-unit apartment project, a 50,000 square foot office and a 35,000 square foot skating rink facility. Design efforts were required for the roadway entrances including the extension of a public roadway, expansion of an existing intersection including addition of turn lanes and improving the signal operation. The subdivision's other infrastructure, master stormwater management facility and utility services, were included in the design efforts. Primary work for each development included site layouts meeting local ordinances, traffic distribution for projected trips and measuring the impact on surrounding roadways, grading each site to provide proper drainage and preserve natural features, stormwater modeling of site and its impact on the surrounding tributaries after development, and the supervision of the assistant engineer and draftsmen in producing the construction drawings and obtaining of permit approvals. The subdivision's infrastructure construction included retaining wall construction, utility extensions and public roadway construction. All aspects were observed for compliance with construction specifications.

POOLE ENGINEERING & SURVEYING, Inc.

2145 Delta Boulevard, Suite 100
Tallahassee, FL 32303

Barry W. Poole

Executive Vice President

Professional Credentials

B.S., Finance & Real Estate, Florida State University, 1979

Professional Organizations

Tallahassee Chamber of Commerce
Associated Builders & Contractors
Tallahassee Builders Association

Special Qualifications

- Possesses excellent knowledge of the government approval process, objectives of environmental ordinances, and management of construction, in terms of both budgets and schedules.
- Works with neighborhood organizations affected by projects.
- Extensive knowledge of Tallahassee area and government officials during tenure with company and as local resident.

Years experience in the planning, engineering, environmental permitting & construction management fields: 28

Years experience serving as Officer of Poole Engineering & Surveying, Inc.: 20

Served as President of Poole Engineering & Surveying from 1982 until 1995

Relevant Experience

The Preserve at San Luis Subdivision, Leon County, FL- Served as the Project Manager in the development of a 37 acre site for a town home subdivision in a predominantly single family neighborhood. Coordinated concerns of neighbors with the client and developed mitigation efforts to appease most concerns. Additional work included coordinating tasks between client contractor and government officials in efforts to keep project schedule and produce an acceptable product to the City.

Jamestown Woods Apartments, Leon County, FL- Served as Project Manager in the development of a 12-acre site for a senior apartment housing project. The apartment complex is nestled between two neighborhoods that had been established for many years. Several meetings were held with the representatives to inform them of the upcoming project and help with buffer concerns. Additional efforts included coordinating the project with the several players, from owner to manager to architect.

Cameo Boardwalk Apartments, Leon County, FL- Served as Project Manager in the development of a 24-acre site for a student apartment project. Several meetings were held with the neighborhood across Mission Road after they contacted the City with some questions. Additional landscape buffer along Mission Road was implemented in the project to help mitigate the affects. Extra efforts included coordinating the offsite sewer route needed to serve this project and another apartment project. Negotiated easements with property owners to allow for sewer construction.

Timberlane Park Center, Leon County, FL- Served as Project Manager in the development of a 10-acre site office complex. Neighborhood groups on two sides of the project were met and informed of the upcoming project. Additional efforts including working with the government agency in the area of wetland concerns, zoning issues, and the improvement of a county road with joint funding.

ARCHITECT - ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

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

Request for Proposals for Civil Engineering Services, Continuing Supply

2. PUBLIC NOTICE DAT

March 17, 2011

3. SOLICITATION OR PROJECT NUMBER

BC-03-17-11-25

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Patrick K. Hodges, RLA

5. NAME OF FIRM

The Patrick Hodges Land Studio

6. TELEPHONE NUMBER

850 528-1925

7. FAX NUMBER

NA

8. E-MAIL ADDRESS

patrick@phlandstudio.com

C. PROPOSED TEAM

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

	<i>(Check)</i>			9. FIRM NAME <input type="checkbox"/> CHECK IF BRANCH OFFICE	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCON-TRACTOR			
a.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Patrick Hodges Land Studio <input type="checkbox"/> CHECK IF BRANCH OFFICE	715 Middlebrooks Circle	Landscape Architectural Services
b.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(Attached)

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

12. NAME Patrick K. Hodges, RLA	13. ROLE IN THIS CONTRACT Landscape Architect	14. YEARS EXPERIENCE	
		a. TOTAL 30	b. WITH CURRENT FIRM 27
15. FIRM NAME AND LOCATION (City and State) The Patrick Hodges Land Studio			
16. EDUCATION (DEGREE AND SPECIALIZATION) • Bachelor of Landscape Architecture		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida Landscape Architect LA0000850	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Member of American Society of Landscape Architects, Urban Land Institute, Congress for New Urbanism, etc.			

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION (City and State) SouthWood Tallahassee, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Landscape Architecture (LA) 2004	CONSTRUCTION (If applicable) On-going
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Planting Plan, Environmental Permitting, and Irrigation Design including Arboricultural Mitigation, Tree Removal, and Tree Preservation Plans. Scope of Services: \$3 Million.		
	x <input type="checkbox"/> Check if project performed with current firm		
b.	(1) TITLE AND LOCATION (City and State) Chaires-Capitola Park Leon County, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES LA 1998	CONSTRUCTION (If applicable) 1999
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Planting Plan, Environmental Permitting, and Irrigation Design including Arboricultural Mitigation, Tree Removal, and Tree Preservation Plans. Scope of Services: \$1 Million.		
	x <input type="checkbox"/> Check if project performed with current firm		
c.	(1) TITLE AND LOCATION (City and State) Fort Braden Park Leon County, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES LA 1998	CONSTRUCTION (If applicable) 1999
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Planting Plan, Environmental Permitting, and Irrigation Design including Arboricultural Mitigation, Tree Removal, and Tree Preservation Plans. Scope of Services: \$750,000.		
	x <input type="checkbox"/> Check if project performed with current firm		
d.	(1) TITLE AND LOCATION (City and State) Park Avenue Chain of Parks Tallahassee, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES LA 1993	CONSTRUCTION (If applicable) 1994
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Planting Plan, Environmental Permitting, and Irrigation Design including Arboricultural Mitigation, Tree Removal, and Tree Preservation Plans. Scope of Services: \$650,000.		
	x <input type="checkbox"/> Check if project performed with current firm		
e.	(1) TITLE AND LOCATION (City and State) Dorothy B. Oven Park Tallahassee, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES LA 1986	CONSTRUCTION (If applicable) 1987
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Planting Plan, Environmental Permitting, and Irrigation Design including Arboricultural Mitigation, Tree Removal, and Tree Preservation Plans. Scope of Services: \$250,000.		
	<input type="checkbox"/> Check if project performed with current firm		

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER 1
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21. TITLE AND LOCATION <i>(City and State)</i> Southwood Tallahassee, Florida	22. YEAR COMPLETED 2004	
	PROFESSIONAL SERVICES Landscape Architecture	CONSTRUCTION <i>(If applicable)</i> \$3 Million

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER St. Joe Co.	b. POINT OF CONTACT NAME Tim Edmond	c. POINT OF CONTACT TELEPHONE NUMBER 850-528-5676
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Patrick Hodges provided landscape architectural services for this project in 2004. Professional design services included landscape planting plans, irrigation system plans and environmental permitting addressing tree protection, tree removal and replanting.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 2
21. TITLE AND LOCATION <i>(City and State)</i> Chaires-Capitola Park Leon County, Florida		22. YEAR COMPLETED 1998 PROFESSIONAL SERVICES Landscape Architecture CONSTRUCTION <i>(if applicable)</i> \$1 Million

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Leon County Public Works	b. POINT OF CONTACT NAME Tony Park	c. POINT OF CONTACT TELEPHONE NUMBER 850-606-1500
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*
 Patrick Hodges provided landscape architectural services for this project in 1998. Professional design services included landscape planting plans, irrigation system plans and environmental permitting addressing tree protection, tree removal and replanting.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER 3
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21. TITLE AND LOCATION <i>(City and State)</i> Fort Braden Park Leon County, Florida	22. YEAR COMPLETED 1998	
	PROFESSIONAL SERVICES Landscape Architecture	CONSTRUCTION <i>(if applicable)</i> 1999

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Leon County Public Works	b. POINT OF CONTACT NAME Tony Park	c. POINT OF CONTACT TELEPHONE NUMBER 850-606-1500
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*
 Patrick Hodges provided landscape architectural services for this project in 1992. Professional design services included landscape planting plans, irrigation system plans and environmental permitting addressing tree protection, tree removal and replanting.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER 4
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21. TITLE AND LOCATION <i>(City and State)</i> Park Avenue Chain of Parks Tallahassee, Florida	22. YEAR COMPLETED 1993	
	PROFESSIONAL SERVICES Landscape Architecture	CONSTRUCTION <i>(If applicable)</i> \$650,000

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Tallahassee Parks and Recreation	b. POINT OF CONTACT NAME Susan Tanski	c. POINT OF CONTACT TELEPHONE NUMBER 850-891-3919
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*
 Patrick Hodges provided landscape architectural services for this project in 1993. Professional design services included landscape planting plans, irrigation system plans and environmental permitting addressing tree protection, tree removal and replanting.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER 5
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21. TITLE AND LOCATION <i>(City and State)</i> Dorothy B. Oven Park Tallahassee, Florida	22. YEAR COMPLETED 1986	
	PROFESSIONAL SERVICES Landscape Architecture	CONSTRUCTION <i>(If applicable)</i> \$250,000

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Tallahassee Parks and Recreation	b. POINT OF CONTACT NAME Susan Tanski	c. POINT OF CONTACT TELEPHONE NUMBER 850-891-3919
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*
 Patrick Hodges provided landscape architectural services for this project in 1986. Professional design services included landscape planting plans, irrigation system plans and environmental permitting addressing tree protection, tree removal, arboricultural mitigation and replanting.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER 6
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21. TITLE AND LOCATION <i>(City and State)</i> S.R. 87 Santa Rosa County, Florida	22. YEAR COMPLETED 2000	
	PROFESSIONAL SERVICES Landscape Architecture	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Florida Department of Transportation	b. POINT OF CONTACT NAME Charles Baxley, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER 850-484-6011
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Patrick Hodges provided landscape architectural services for this project in 2000. Professional services included the preparation of plans for the restoration of wetland habitat.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

ARCHITECT ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

PART II - GENERAL QUALIFICATIONS

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

2a. FIRM (OR BRANCH OFFICE) NAME The Patrick Hodges Land Studio			3. YEAR ESTABLISHED 1984	4. DUNS NUMBER
2b. STREET 715 Middlebrooks Circle			5. OWNERSHIP	
2c. CITY Tallahassee	2d. STATE FL	2e. ZIP CODE 32312	a. TYPE Sole Proprietorship	
6a. POINT OF CONTACT NAME AND TITLE Patrick K. Hodges, RLS			b. SMALL BUSINESS STATUS	
6b. TELEPHONE NUMBER (850) 528-1925			7. NAME OF FIRM (If block 2a is a branch office)	
6c. E-MAIL ADDRESS Patrick@phlandstudio.com				
8a. FORMER FIRM NAME(S) (If any)			8b. YR. ESTABLISHED 1984	8c. DUNS NUMBER
Patrick Hodges Landscape Architecture				

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
47 & 39	Planner & Landscape Architect	1		106	Irrigation; Drainage	1
				L03	Landscape Architecture	1
				P06	Planning (Site, Installation, and Project)	1
				Z01	Zoning; Land Use Studies	1

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

12. AUTHORIZED REPRESENTATIVE
The foregoing is a statement of facts.

a. SIGNATURE	b. DATE
	March 16, 2011
c. NAME AND TITLE	
Patrick K. Hodges, RLS ; Principal	

PROFILE

Douglas Barkley, M.S., P.E.
Principal



AREAS OF EXPERTISE

- Civil/Structural Engineering
- Threshold Inspections
- Structural Design with all types of Construction Materials

LENGTH OF TIME WITH BCEI

- 13 years

LENGTH OF SERVICE IN DESIGN/CONSTRUCTION FIELD

- 25 years

EDUCATION

M.S. Civil/Structural Engineering
Florida State University, 1994

B.S. Civil Engineering, United States
Military Academy, West Point , 1983

REGISTRATIONS

Professional Engineer-
State of Florida # 49090
State of Virginia # 23788
Certified Threshold Insp. # 1079
Certificate of Continued Professional
Development

REPRESENTATIVE EXPERIENCE

Mr. Barkley founded Barkley Consulting Engineers, Inc. (BCEI) in 1996. Mr. Barkley has provided structural and civil engineering services to governmental, commercial and residential clients throughout the State of Florida and Southeast Region of the United States, with a primary focus in North Florida. During the past 14 years, BCEI has become one of the largest structural engineering firms in the area.

BCEI has completed a diverse range of structural and civil engineering projects including the following:

- **DOC – Continuing Services Contract for Structural Engineering Services for Minor Projects**
- **DMS - Special Needs Shelters Emergency Power**
- **Haven Custom Homes - Structural Engineer of Record for the Design of over 100 Modular Projects, Commercial, Residential and Schools, throughout the Eastern United States**
- **Haven – Disney Swiss Family Tree House Resort Structural Engineer of Record for over 60 units, including ADA units, for a unique “Tree House” concept design**
- **LCSB – Continuing Services Contract for Structural Engineering Services for Minor Projects**
- **LCSB – Continuing Civil Engineering Services Contract for Minor Projects**
- **Leon County School Board Structural Engineering Projects**
 - Oak Ridge Elementary School
 - Ruediger Elementary School
 - Wesson Elementary School
 - Sealey Elementary School
 - Apalachee Elementary School
 - Deerlake Middle School
 - Griffin Middle School
 - Rickards Middle School
 - Leon High School
 - Godby High School

PROFESSIONAL AFFILIATIONS

**Florida Engineering Society, Big Bend
Chapter, Past President**

**The National Society of Professional
Engineers (NSPE)**

American Concrete Institute

National Masonry Society

**FAMU-FSU Department of Civil
Engineering Advisory Board, Chairman**

Florida Structural Engineers Assoc.

Structural Engineering Institute

- **Leon County School Board Threshold Inspection Projects**
 - Swift Creek Middle School
 - Chiles High School
 - Elementary School "I"
 - Elementary School "J"
 - Elementary School "K"
 - Deerlake Middle School
- **Leon County School Board Bleacher Inspections-**
Structural Engineering Inspections of all Leon County
School Board Bleachers
- **Leon County School Board – Bus Maintenance Building –**
Structural Engineering of Lift Vaults

MICHAEL A. CONN, AIA
President

Principal Architect

EXPERIENCE

As a member of the first graduating class at FAMU School of Architecture, and with over twenty-two years of experience, Mr. Conn is well-versed in all phases of the architectural design process. He has broad experience in translation of large-scale private and public architectural programs into clear and appropriate plans and specifications. Mr. Conn has been the Architect of choice among private and public entities for many signature buildings in Tallahassee and around the state of Florida. He has successfully guided project teams through the design and construction process resulting in attractive and lasting buildings for the owners and users alike.

Mr. Conn has a wide range of design experience including arena seating, large assembly spaces, signature office buildings, multi-story commercial, educational buildings, religious buildings, retail space, shopping centers, industrial food processing, estate homes, coastal homes, multi-family housing, affordable housing, and conditioned storage facilities.

Project experience includes:

Coca-Cola Building Historic Renovation – 10,000 sf/\$1 million, renovation and addition to 3-story brick office building, Tallahassee, Florida

Harley-Davidson Showroom - 20,000 sf/\$1.6 million/Scale replica of the historic Florida Capitol Building, Tallahassee, Florida

Big Bend Cares - 6,800 sf/\$1/2 million renovation of 2-story brick fire station into office building, Tallahassee, Florida

Channel 6 News Building B 30,000 sf/\$4 million 2-story office building/Tallahassee, Florida

Tallahassee Primary Care Physicians Offices and Diagnostic Center 32,000 sf/\$6.2 million 2-story brick medical facility, Tallahassee, Florida

Leon County Household Hazardous Waste Facility B 7,500 sf/\$400 thousand addition to recycling building, Tallahassee, Florida

Meridian Trails B Improvement and revitalization of a region known as Meridian Greenway and restoration of historical landmarks, Tallahassee, Florida

Affiliated Computer Services B 34,000 sf/\$2.5 million/Offices for the State of Florida Medicaid Program, Tallahassee, Florida

Lively Technical CenterB Re-roofing of 4 buildings on campus/\$1.7 million, Tallahassee, Florida

Florida Baptist Children=s Home B 10,000 sf/\$1.1 million/Gymnasium, Tallahassee, Florida

Other recent projects include:

University Green Townhomes and Clubhouse

Thomasville Road Baptist Church Music & Education Buildings

Florida School Boards Insurance Trust

ITT Educational Services @ Cedars Executive

Red Elephant Pizza & Grill, Mandarin, Florida

Goodwill Industries, Bradfordville Commons

St. Augustine Plantation Assisted Living Facility

Salvation Army Family Thrift Store

Florida Fish & Wildlife Conservation @ Koger Center

Koger Center Tenant Improvements at various buildings

Capital Regional Medical Center – Renovations

Honey Lake Plantation – New construction, renovations, additions

EDUCATION

B.S. Architectural Studies 1980

Master of Architecture 1984

Florida A&M University

PROFESSIONAL REGISTRATIONS

Florida AR0011530

Alabama 4467

Georgia RA008930

Texas 16719

North Carolina 7436

Mississippi 4223

New York 034564-1

Tennessee 104089

PROFESSIONAL AFFILIATIONS

American Institute of Architects

(AIA) Member #30048367

National Council of Architectural

Registration Boards

(NCARB) Member #47374

Chamber of Commerce

Member #00025850

US Green Building Council

Member

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER 5
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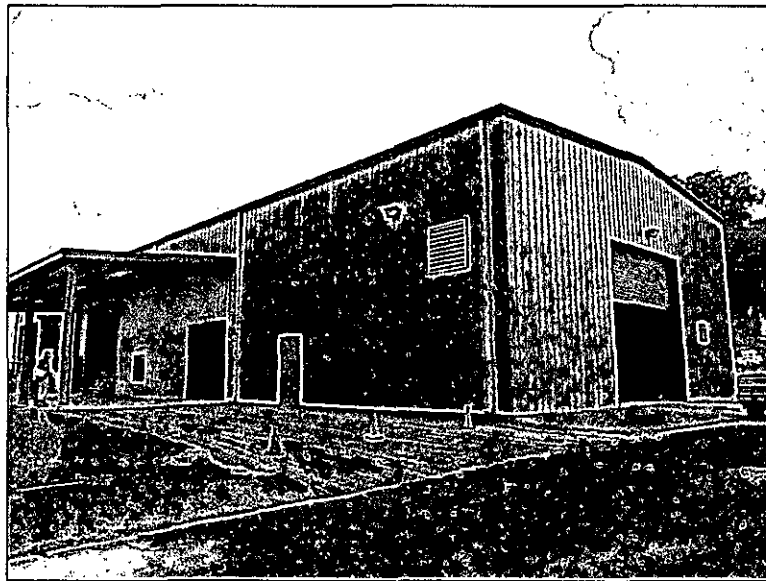
21. TITLE AND LOCATION <i>(City and State)</i> Leon County Household Hazardous Waste Facility, Tallahassee, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2009	CONSTRUCTION <i>(If applicable)</i> 2010

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Leon County Facilities Management	b. POINT OF CONTACT NAME Bart Wells, Sperry & Associates	c. POINT OF CONTACT TELEPHONE NUMBER (850) 562-1101
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Designed as a 7,500 sf addition to the existing electronics recycling building, the Leon County Household Hazardous Waste Facility building utilizes pre-engineered metal building components, concrete slab-on-grade, and metal siding and provide the capacity to store hazardous material with no more the a Class 3 Flammable/combustible liquid classification. Construction cost is approximately \$400,000.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Conn & Associates Architects, Inc.	Tallahassee, FL	Architect / Principal in Charge
b.			
c.			
d.			
e.			
f.			

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER 1
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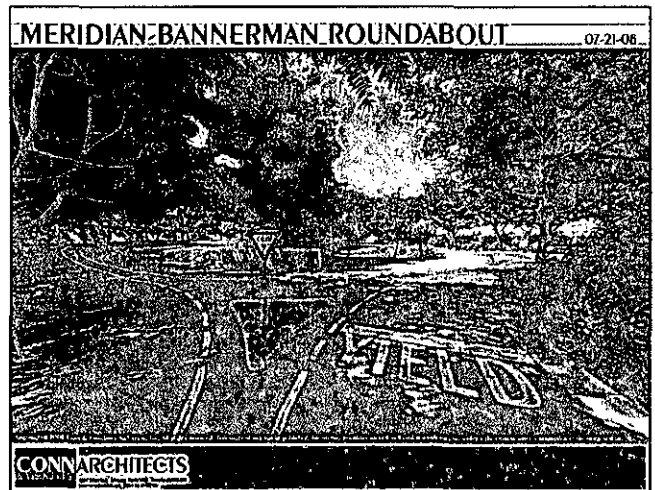
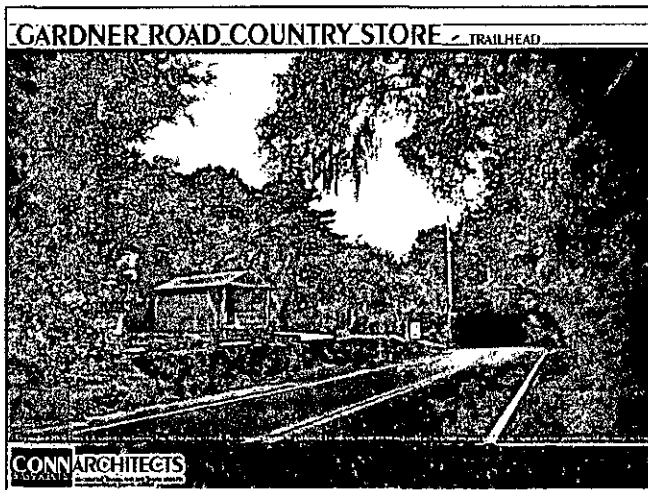
21. TITLE AND LOCATION <i>(City and State)</i> Meridian Trails, Tallahassee, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2008	CONSTRUCTION <i>(If applicable)</i> N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Orchard Pond, LLC	b. POINT OF CONTACT NAME Jeff Phipps.	c. POINT OF CONTACT TELEPHONE NUMBER (850) 893.6073
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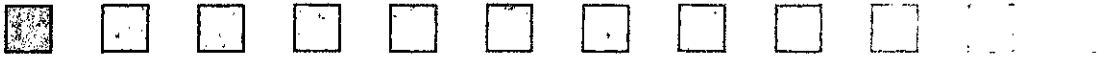
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

This un-built project was proposed to improve and revitalize a region of Tallahassee known as the Meridian Greenway. The project consisted of concepts to add an extensive trail system along Meridian Road, Restoration of historical landmarks and buildings and make portions of Meridian Road more pedestrian friendly by adding roundabouts at specified intersections.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Conn & Associates Architects, Inc.	Tallahassee, FL	Architect / Principal in Charge
b.			
c.			
d.			
e.			
f.			



Bill Armstrong

4426 Rabbit Pond Road
Tallahassee, FL 32309
(850) 443-2178 cell
armstrongtree@comcast.net

Objective

As the owner of Armstrong Tree Service, my objective is to provide professional, quality, science-based arboricultural education and services to residential, commercial and government clients. I focus on both design-phase consultation and provision of comprehensive tree-care services.

Qualifications

I have owned Armstrong Tree Service for 20 years and have been a Certified Arborist since 1996

Education

Bachelors and Masters Degrees from the University of Florida

Continuing Education through the International Society of Arboriculture, attending state and international arboricultural workshops.

Public Works Experience

Leon County Public Works: design on five canopy road intersection improvement projects, Buck Lake Road expansion and various consultations on other public works projects.

City of Tallahassee: Design for downtown sidewalk improvements, City Electric line and substation installations.

State of Florida: Department of Transportation, design for Mahan Road 6-laning

Other Experience

- Regional plantations: Kinhega, Avalon, Live Oak Hounds, Merrily, Kickapoo, Welaunee, Aberfeldy, Ichauway and others.
- Non-Profit organizations: Goodwood, Habitat for Humanity, Tallahassee Museum, Leon County Humane Society, Good News Outreach Ministry and others.
- Schools: Maclay, Cornerstone, Community Christian, School of Arts and Sciences, Lively Vocational, Florida State University, Grassroots and others.
- Builders/Engineering Firms: Mad Dog, LLT, Childers, Peter Brown, Sheffield, PBS&J, Poole, Black Hawk, Southwood and others.

References Available Upon Request