

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: Capital Engineering & Surveying, Inc.	
Current Local Address: 318 North Monroe Street Tallahassee, Florida 32301	Phone: 850-422-0020 Fax: 850-422-0011
If the above address has been for less than six months, please provide the prior address.	
Length of time at this address:	
Home Office Address: Same As Current Local Office	Phone: Fax:

David W. Hutcherson
Signature of Authorized Representative

3/17/2011
Date

STATE OF Florida
COUNTY OF Leon

The foregoing instrument was acknowledged before me this 17th day of March, 2011.

By David W. Hutcherson, of Capital 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)

Karen M. Palmer
Signature of Notary

Print, Type or Stamp Name of Notary

Return Completed form with supporting documents to:

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

Title or Rank	
Serial Number, If Any	



March 17, 2011

Mr. Keith M. Roberts
Leon County-Purchasing Division
1800-3 Blair Stone Road
Tallahassee, Florida 32308

**Re: Request for Proposal
No. BC-03-17-11-25
Civil Engineering Services, Continuing Supply**

Dear Mr. Roberts,

CAPITAL ENGINEERING & SURVEYING, INC. (CES), is pleased to present to Leon County, our qualifications and experience for your evaluation in the selection of consultants for the above referenced project. CES desires to be considered for services related to Stormwater Engineering, Roadway Design, Surveying and Utility Engineering.

The following items summarize our distinctive competitive attributes and illustrate why the County should hire the firm of CAPITAL ENGINEERING & SURVEYING, INC.

- CES is currently qualified by the State of Florida to offer Engineering and Surveying and Mapping services. Our firm's history can be traced back to 1988, thus giving us a track record of more than twenty three years of professional service in Tallahassee.
- CES is currently under continuing service contracts or serves as engineer of record for the following municipalities/agencies, City of Tallahassee Underground Utilities Department both water utilities and stormwater management. These clients look to CES to provide similar services as those anticipated by the County. Because of our long-term relationship with these clients most of them have selected us on more than one occasion, which demonstrates the satisfaction and confidence they have in our ability to provide quality service in a timely fashion.

Upon review of the proposal you will realize CES has past and on-going project experience with similar Civil Engineering Consulting Services projects. Our design, permitting and construction administration experience has enabled us to develop strong working relationships with City and County Growth Management Departments, NWFWM, FDOT, CSX and FDEP. This experience and knowledge is a valuable asset CES can provide to the County.

- Our staff consists of three professional engineers, two surveyors, two cadd operators, one graphic illustrator, two survey crews, and an administrative support staff. All of the staff resides in Tallahassee or in the surrounding counties and are available to assist the County on any project that may arise out of this solicitation.
- Staff Graphic Artist to assist in the production of Public Involvement Meetings and Informational Newsletters.
- Our President, David W. Hutcheson, P.E., P.S.M. is a 52 year resident of Tallahassee
- No Learning Curve, over twenty years of service to public entities.
- Ready To Begin Immediately. Local staff (13 people), ready, willing and able.
- Proven Ability to Meet Tight Schedules.
- Easily Assessable and Very Service Orientated.

- Loyalty to the Client. Will put your long-term best interest at the forefront, not Self Serving.

This contract is of great interest to our Firm and we look forward to the opportunity to work with Leon County staff on their pending projects associated with the Civil Engineering Services projects.

Should you have any questions or need to schedule our firm for an interview please feel free to contact us at your convenience.

In closing, we declare that this Statement of Qualifications is in all respects fair and in good faith without collusion and fraud and that the signatory of the SOQ has the authority to bind the respondent firm in any contract with the County. Capital Engineering & Surveying, Inc. also certifies that we are an Equal Opportunity Employer and provide a drug-free workplace.

Sincerely,

CAPITAL ENGINEERING & SURVEYING, INC.



David W. Hutcheson P.E., P.S.M.
Principal

File F:\Finance\Proposals\CES Proposals 2011\Leon County Continuing Services\Letter of Interest.doc

TABLE OF CONTENTS

CONTRACTOR INFORMATION / EXECUTIVE SUMMARY

REQUIRED FORMS

STORMWATER ENGINEERING APPROACH

ROADWAY DESIGN APPROACH

SURVEYING APPROACH

UTILITY ENGINEERING APPROACH

PROFESSIONAL REGISTRATIONS

Contractor Information/Executive Summary

Contractor Information

CAPITAL ENGINEERING & SURVEYING, INC. (CES)

318 North Monroe Street
Tallahassee, Florida 32301

Phone Number: 422.0020, ext 31

Contact Person: David W. Hutcheson, PE, PSM, President

Email Address: dwh@capeng.net

Executive Summary

CES is a Tallahassee based firm, but our experience and ability to meet the needs of our clients has enabled our firm to successfully complete projects on a statewide basis. We feel this **regional knowledge** is an asset that CES can provide to the Leon County Public Works Department.

CES, has been providing engineering and surveying solutions for over twenty three years and is currently qualified to offer engineering and surveying services throughout the States of Florida and Georgia.

CES is fully equipped and operational with AutoCAD Civil 3-d, Bentley's Flowmaster, Icp3 and other civil engineering design software to provide final drawings and construction documents in both paper and electronic formats to meet the client's needs.

Our experience and ability to provide design solutions in the areas of Stormwater Engineering, Roadway Engineering and Utility Engineering is among the best in the Tallahassee area. Whether it's providing design solutions for simple water and sewer line extensions or the complex process of designing the installation of a sewage collection system within existing right-of-ways, multilane roadway improvements, local road improvements such as adding curb and gutter and sidewalk to existing open ditch type roads, to stormwater design solutions for problematic areas CES has always been able to provide the design solution that is both within the budget and easy to construct.

CES survey crews utilize the latest versions of field collection methods with Top-Con Total Stations, Ranger Data Collectors and Top-Con RTK GPS units delivering survey grade measurements in a matter of seconds. Our office utilizes the FDOT network of base stations with cell modem communication throughout the Leon County allowing RTK surveying with a rover at any location within twenty miles of the base station as long as cell phone service is available.

In addition to the surveying functions our office provides Ground Penetrating Radar (GPR) services to locate pipes, conduits and other buried utilities, identify underground storage tanks, clear sites for new construction and identify unmarked cemeteries and grave locations. We also provide smoke testing and flow monitoring services of municipal wastewater collection systems to identify points of inflow and infiltration into the system.

We have experience throughout the State in providing environmental natural feature inventories, site planning, grading and drainage plans, sedimentation and erosion control plans, land use reviews, comp plan amendments, re-zonings, and a host of other related site design and approval issues.

As you review our experience that follows you will see that CES has a proven track record. Our office has on-going continuing engineering agreements with City of Tallahassee Water Utilities Department, Leon County School Board, and City of Tallahassee Stormwater division.

CES provides a total staff of thirteen employees, which consist of three professional engineers, one dual registered engineer and professional surveyor and mapper, one land surveyor, two engineer designers, two administrative personnel, and five survey crew members. Our current workload is such that any assignment derived from this proposal can easily be completed within an agreed to timeframe and maintain our current level of service to other clients.

Our company philosophy is to build long-term relationships with our clients, while maintaining consistent and steady growth as a company. This is demonstrated by the repeat business done with many of our existing clients. Furthermore, throughout the twenty three history of the firm of CES has never been subject to a professional liability claim. We respond immediately to all construction related concerns regardless of fault and determine the right solution for the situation at hand.

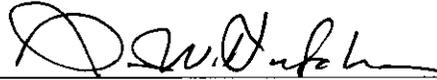
CES has extensive experience with the permitting of projects in Florida such as those potentially assigned under the Leon County Civil Engineering Services, Continuing Supply request for proposals. Our experience has been garnered while providing similar services to other municipal, county and state clientele. The agencies and types of permits with which CES staff have recently been involved included, but are not limited to: Army Corps of Engineers (ACOE), City of Tallahassee/ Leon County Environmental Permits, Florida Department of Environmental Protection, CSX Railroad, NWFWD and Florida Department of Transportation.

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

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

1. The contractors and all subcontractors hereby agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. The contractor agrees to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

Signed:



Title:

President

Firm:

Capital Engineering & Surveying, Inc.

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

**AFFIDAVIT CERTIFICATION
IMMIGRATION LAWS**

Leon County will not intentionally award County contracts to any 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).

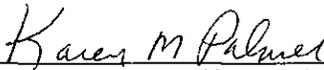
Company Name: Capital Engineering & Surveying, Inc.

Signature:  Title: President

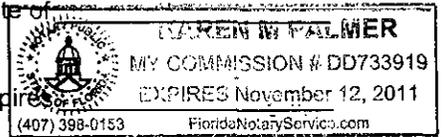
STATE OF Florida
COUNTY OF Leon

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

Personally known X


NOTARY PUBLIC

OR Produced identification _____

Notary Public - State of _____


(Type of identification) _____

Printed, typed, or stamped
commissioned name of notary public

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

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

INSURANCE CERTIFICATION FORM

To indicate that Bidder/Respondent understands and is able to comply with the required insurance, as stated in the bid/RFP document, Bidder/Respondent shall submit this insurances sign-off form, signed 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:	<u> A </u> <u> XV </u>
Business Auto:	Indicate Best Rating: Indicate Best Financial Classification:	<u> A+ </u> <u> XIV </u>
Professional Liability:	Indicate Best Rating: Indicate Best Financial Classification:	<u> A </u> <u> XV </u>

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

YES NO

Indicate Best Rating: _____ A
 Indicate Best Financial Classification: XV

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

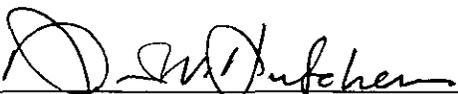
Please mark the appropriate box:

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 David W. Hutcheson, P.E., P.S.M.
Typed or Printed

Signature 

Date 03/17/2011

Title President

Authority)

(Company Risk Manager or Manager with Risk



Member of Liberty Mutual Group

Rated A (Excellent) by A.M. Best Company

summitholdings.com

CERTIFICATE OF INSURANCE

RE : 0196-24928
ISSUED TO : Capital Engineering & Surveying, Inc.
318 N Monroe Street
Tallahassee, FL 32301

Producer : Christine Billington
Company : Rogers, Gunter, Vaughn Insurance
Address : P.O. Box 12099
Tallahassee, FL 32317-2099
Phone : (850) 386-1111

This is to certify that Capital Engineering & Surveying, Inc., 318 N MONROE ST TALLAHASSEE, FL 32301-7622, being subject to the provisions of the Florida Workers' Compensation Law, has secured the payment of any workers' compensation benefits due by insuring their risk with the Bridgefield Casualty Insurance Company.

POLICY NUMBER: 0196-24928 Statutory Limits -- State of Florida
Employers Liability
EFFECTIVE DATE: January 30, 2011 1,000,000 (Each Accident)
1,000,000 (Disease--Each Employee)
EXPIRATION DATE: January 30, 2012 1,000,000 (Disease--Policy Limit)

This certificate is not a policy and of itself does not afford any insurance. Nothing contained in this certificate shall be construed as amending, extending, or altering coverage not afforded by the policy shown above or affording insurance to any insured not named above.

The policy of insurance listed above has been issued to the named insured for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document to which this certificate may pertain, the insurance made available by the described policy in this certificate is subject to only the terms, exclusions and conditions of such policy. Paid claims may have reduced the shown limits.

If the policy described above is cancelled before the expiration date indicated, the issuing company will endeavor to mail 30 days' written notice to the certificate holder named above, although if cancellation is for nonpayment of premium, then the issuing company will endeavor to mail 30 days' written notice to the certificate holder. In any event, the issuing company, its agents, and representatives accept no obligation or liability of any kind for failure to mail such notice.

Handwritten signature of Carol Syje

Authorized Signature

Date: February 15, 2011

Southwest Region
Alabama, Arkansas, Louisiana, Mississippi
P.O. Box 80439 • Baton Rouge, LA 70898-0439
(225) 926-3264 • 1-800-421-2944
Fax (225) 926-4102

Corporate Office
Florida
P.O. Box 988 • Lakeland, FL 33802-0988
(863) 665-6060 • 1-800-282-7648
Fax (863) 666-1958

Southeast Region
Georgia, Kentucky, North Carolina, South Carolina, Tennessee
P.O. Box 600 • Gainesville, GA 30503-0600
(678) 450-5825 • 1-800-971-2667
Fax (770) 531-1349

Bridgefield Casualty Insurance Company is an affiliate of and is managed by Summit.
Summit includes Summit Consulting Inc. and its subsidiaries.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/28/2011

PRODUCER
FAIRCLOTH INSURANCE AGENCY
1851 TALPECO ROAD
TALLAHASSEE, FL 32303
850/562-9555

INSURED
CAPITAL ENGINEERING AND SURVEYING INC
318 N MONROE STREET
TALLAHASSEE, FL 32301

THIS CERTIFICATION 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 #
INSURER A: COTTON STATES MUTUAL INSURANCE CO	
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 TR/INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO.JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ _____ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ _____ MED EXP (Any one person) \$ _____ PERSONAL & ADV INJURY \$ _____ GENERAL AGGREGATE \$ _____ PRODUCTS - COMP/OP AGG \$ _____
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	FBA3711453	12/21/2010	06/21/2011	COMBINED SINGLE LIMIT (Ea accident) \$ _____ BODILY INJURY (Per person) \$ 500000 BODILY INJURY (Per accident) \$ 500000 PROPERTY DAMAGE (Per accident) \$ 100000
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ _____ OTHER THAN EA ACC \$ _____ AUTO ONLY: 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 OTHER				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH. ER. E.L. EACH ACCIDENT \$ _____ E.L. DISEASE - EA EMPLOYEE \$ _____ E.L. DISEASE - POLICY LIMIT \$ _____

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

1998 CHEV TAHOE 1GNEK13R2WJ305073
2005 CHEV SUBURBAN 3GNFK16Z35G215415

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 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

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

**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 statues or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
3. No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.



Signature

President

Title

Capital Engineering & Surveying, Inc.

Contractor/Firm

318 North Monroe Street, Tallahassee, Florida 32301

Address

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.

	Capital Engineering & Surveying, Inc.
	_____ (Firm Name)
BY	 _____ (Authorized Representative)
	David W. Hutcheson, P.E., P.S.M. _____ (Printed or Typed Name)
ADDRESS	318 North Monroe Street _____

CITY, STATE, ZIP	Tallahassee, Florida 32301 _____
TELEPHONE	850-422-0020 _____
FAX	850-422-0011 _____

ADDENDA ACKNOWLEDGMENTS: (IF APPLICABLE)

Addendum #1 dated 03/01/11 Initials _____ Addendum #3 dated _____ Initials _____
 Addendum #2 dated 03/08/11 Initials _____ Addendum #4 dated _____ Initials _____

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

- | | |
|--|--|
| <input checked="" type="checkbox"/> a. Stormwater Engineering | <input checked="" type="checkbox"/> h. Surveying |
| <input checked="" type="checkbox"/> b. Roadway Design | <input type="checkbox"/> i. Subdivision and Site Development Engineering |
| <input type="checkbox"/> c. Traffic and Intersection Engineering | <input type="checkbox"/> j. Parks and Recreational Facility Engineering |
| <input type="checkbox"/> d. Structural Engineering | <input checked="" type="checkbox"/> k. Utility Engineering |
| <input type="checkbox"/> e. Geotechnical Services | |
| <input type="checkbox"/> f. Environmental Support Services | |
| <input type="checkbox"/> g. Construction Engineering and Inspection Services | |



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

License No.: **LB7559**
 Expiration Date: February 28, 2013

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

CAPITAL ENGINEERING & SURVEYING INC
 318 N MONROE ST.
 TALLAHASSEE, FL 32301

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 Pkwy Tallahassee, Florida 32399-6500

License No.: **LS5051**
 Expiration Date: February 28, 2013

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

DAVID WAYNE HUTCHESON
 318 N MONROE ST
 TALLAHASSEE, FL 32301

ADAM H. PUTNAM
 COMMISSIONER OF AGRICULTURE

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

State of Florida
 Board of Professional Engineers
 Attests that
David Wayne Hutcheson, P.E.

IS LICENSED AS A PROFESSIONAL ENGINEER UNDER CHAPTER 471, FLORIDA STATUTES
 EXPIRATION: 2/28/2013 P.E. LIC. NO: 38670
 AUDIT NO: 228201322074

2010-11	CITY OF TALLAHASSEE BUSINESS TAX CERTIFICATE	2010-11
	LOCAL BUSINESS TAX RECEIPT	
	TAX CERTIFICATE EXPIRES SEPTEMBER 30, 2011	
DBA: CAPITAL ENGINEERING & SURVEYING		Account Number: 66931
Location: 318 N MONROE ST		
Address: TALLAHASSEE FL 32301		
	Type Code	Sub Code: Type Description:
	650	I Professional - Engineer
	650	L Professional - Surveyors
	675	a Professional Office
CAPITAL ENGINEERING & SURVEYING		
DAVID HUTCHESON		
	The firm, corporation, organization, business or individual whose name appears here n has paid a business tax for the business activities indicated above, subject to city, state and federal laws. This certificate must be conspicuously displayed at the location of the business activity. A change of location from the stated business location on this certificate as well as a change in ownership requires a transfer. (See reverse side.)	

2011 FOR PROFIT CORPORATION ANNUAL REPORT

DOCUMENT# P06000138685

FILED
Mar 07, 2011
Secretary of State

Entity Name: CAPITAL ENGINEERING & SURVEYING, INC.

Current Principal Place of Business:

318 NORTH MONROE ST
TALLAHASSEE, FL 32301

New Principal Place of Business:

Current Mailing Address:

318 NORTH MONROE ST
TALLAHASSEE, FL 32301

New Mailing Address:

FEI Number: 20-5818172

FEI Number Applied For ()

FEI Number Not Applicable ()

Certificate of Status Desired ()

Name and Address of Current Registered Agent:

HUTCHESON, DAVID W
318 NORTH MONROE ST
TALLAHASSEE, FL 32301 US

Name and Address of New Registered Agent:

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE: _____

Electronic Signature of Registered Agent

_____ Date

OFFICERS AND DIRECTORS:

Title: PCEO
Name: HUTCHESON, DAVID W
Address: 318 NORTH MONROE ST
City-St-Zip: TALLAHASSEE, FL 32301

Title: VD
Name: HUTCHESON, OLIVIA M
Address: 3920 BELLAC ROAD
City-St-Zip: TALLAHASSEE, FL 32303

Title: DV
Name: HUTCHESON, KENDAHL D
Address: 3920 BELLAC ROAD
City-St-Zip: TALLAHASSEE, FL 32303

Title: DST
Name: HUTCHESON, SHEILA L
Address: 3920 BELLAC ROAD
City-St-Zip: TALLAHASSEE, FL 32303

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: DAVID W. HUTCHESON

PCEO

03/07/2011

Electronic Signature of Signing Officer or Director

Date

STORMWATER DESIGN PROJECT APPROACH

Project Summary

Assignments resulting from this contract could incorporate many aspects of project engineering for a variety of tasks. Services may include preliminary engineering studies, construction plans for upgrading of existing drainage facilities, flood studies, FEMA map amendments, minor drainage improvements and other miscellaneous drainage related projects.

General Project Approach

Following the receipt of the Notice to Proceed for each project assignment, a “kick-off” meeting will be held with the Project Team and Leon County personnel to review the project requirements, design considerations, available data which may include survey data, existing right-of-way and or easement information, existing plans, and all other pertinent materials related to the project. Utility companies and other agencies having facilities within the project area will be contacted to determine the location of their facilities and potential conflicts. A detailed field reconnaissance of the project site will be conducted to identify the critical engineering and environmental considerations that should be evaluated during the preliminary engineering study of the project. In addition, if applicable, an environmental survey will be done to identify environmentally sensitive areas and classify their importance. This may include a Level 1 Hazardous Waste Assessment Study or wetlands identification and delineation.

Upon completion of the data assembly phase and field review, the CES Project Team will develop and review alternatives for improvements to the project. Depending on the nature of the project this may involve reviewing the right-of-way and or easement requirements, geometry, drainage options, and environmental impacts. For drainage related projects the team will prepare a preliminary analysis of the drainage system which will include preliminary drainage maps. The drainage maps will show the locations and sizes of major drainage pipes and structures. A preliminary cost estimate will be developed for each alternative. These alternatives will be ranked using a decision matrix based on their relative cost, function and safety. Other elements of the matrix may include any or all of the following depending on the nature of the project: right of way and or easement requirements, drainage requirements, utility impacts, wetland impacts, hazardous material contamination potential, maintenance of traffic, cultural resources impacts, public input, etc. The combination which results in the best compromise between total project cost and function will be recommended as the preferred alternative. The project team will then meet with County Staff to discuss the aspects of each alternative and review our recommendation.

If applicable, coordination with environmental agencies and determination of the information necessary to prepare a permit coordination package or permit application will be accomplished as soon as possible, following Notice to Proceed. Wetland limits, if any will be identified and reviewed with the appropriate agencies having an interest in the project. Early identification of wetlands will enable CES to minimize wetland impacts and correspondingly reduce mitigation requirements during the preliminary design phase. We will also review any other information available for the project area to familiarize ourselves with other environmental and drainage concerns along the corridor. The project team will then assemble the information for the required permit applications and submit to the County for completion or signature of the applications and forwarding to the Agencies.

Upon approval of the recommended alternative, CES will complete the project design. This work will include the preparation of the Final Construction Plans Package, which depending on the nature of the project, may include pond plan, profile and cross sections along with drainage, maintenance of traffic, technical specifications and drafting of special provisions and finalization of all required regulatory agency permit applications. The CES Project Team will provide preliminary plans as required to adequately control, coordinate and approve the design and to properly negotiate with others. Due to the nature of this contract, submissions may not conform with the “standard” Phase I, II, III and final completion stages. The plans will be prepared in accordance with all applicable local requirements as well as meeting the permit requirements of NFWMD.

If applicable, right-of-way limits and property lines will be shown on the plans sheets for the entire project. Existing structures and all improvements will be shown within the right-of-way and for a minimum of 20 feet outside the proposed right-of-way line. If necessary, the right-of-way will be staked at 200 foot stations for field review after completion of final design and prior to final acceptance of construction plans. The CES Team will prepare, if required, final right-of-way maps. This will also include signed and sealed legal descriptions with sketches for each right-of-way taking and drainage and construction easement.

The CES Team will coordinate with utilities companies to establish required utility relocations and submit plans to the utility companies at the 60% and 90% completion stages. The team will coordinate with the utility companies to locate and expose the major utilities so that elevations may be taken. At a minimum, elevations will be taken around intersections with proposed drainage structures, bridges, heavily excavated areas and any other areas of potential conflict. It is our goal to notify and coordinate the work effort with state and local agencies as well as other groups that may be impacted or affected by the project.

Boundary/Topographic/Right-of-Way Surveys

The Design Team believes that an accurate survey, performed on schedule, is essential to the successful completion of any project. It is likely the initial task to be executed on a Miscellaneous Design Project and therefore is critical. Our company has in-house surveying capacity and will obtain the information required to maintain a rigid production schedule.

Prior to beginning services on a project, our project manager will request a meeting with the County Surveyor to obtain complete instructions, gather all known data and information. Proper research and planning will greatly reduce the risk of unnecessary or repeated work. Reference material to assist in the location of the boundary line, determine existing right-of-way lines, and establish section lines will be gathered including:

- Existing subdivision plats
- Existing right-of-way maps and deeds
- Government township plats and field notes
- Certified Corner Records
- Land records at the county level

This information will be used to clearly define the area(s) where right-of-way maps, maintenance maps and/or control maps will have to be produced. It is also at this stage of the project that all respective utility companies will be notified to schedule the field location of their facilities.

The survey tasks for these projects may include boundary, topographic and utility surveys, control and maintenance map surveys, Right-of Way Map, and land TIITF sketches. The control survey for these projects involves establishing the Baseline of Survey, existing right-of-way lines, section and subdivision lines and boundary lines where necessary.

The topographic surveys for the projects will include cross-sections at all of the cross-drain structures along with utility locations at these structures a specific station interval (usually every 50') and other sites of possible conflict. Location and condition of drainage structures and other pertinent topography will be reported. Topographic surveys may also require the completion of a Triangulated Irregular Network (TIN) to produce a complete Digital Terrain Module (DTM) for either a roadway project, site map or other areas that may be required by the County.

Coordination will be made with the utility companies to establish their locations in the vicinity of the cross-drain structures, at intersections that may require widening and any other location that may become evident during the survey and design process. Additionally, in this time frame we will investigate the need for any TIITF easements associated with the Joint Applications to the NFWFMD that may be necessary.

The field mapping of these projects will be performed by incorporating traditional methods with a three dimensional redundant network control traverse to establish the Baseline of Survey. This will be accomplished by making two major passes through the project limits. The first pass will be to establish and adjust by a least squares routine the control traverse. An alternate method to establish the control traverse is to use a Global Positioning Satellite (GPS) survey system.

The Baseline of Survey will then be calculated, control points field staked and referenced based on the resolution of controlling monumentation. The Baseline of Survey will be established throughout the project, the factors which control it will include:

- Existing right-of-way maps
- Right-of-way monumentation
- Construction plans
- Existing structures along the project

The second pass through the project will be to collect subordinate points, mapping all topography three-dimensionally. In the projects where right-of-way maps, maintained right-of-way and/or TIITF easements are necessary, land line ties to controlling monumentation will also be performed during this phase. Cross-sections and additional topography will be performed in the areas of specific interest to the design of the project.

The final phase of the topographic survey will be in the house computations and reduction of the survey data to produce construction plans. It will also include the preparation of any TIITF easement drawings and descriptions that may be required along with the preparation of Certified Corner Records for submittal to FDEP.

All survey work will conform to the standards established by the County Surveyor and the standards set forth in Florida Statutes and any special written instructions given by the County to the Consultant. The surveys will also comply with the Department of Environmental Protection Rules, pursuant to Chapter 177 F.S., when applicable. All survey work will be submitted in AutoCAD for use by the design team and the County. All field data collection will be by use of a Tripod Data System (TDS) software and converted to an ASCII file for the county's use and verification.

Preparation of Maintenance Maps and any Right-of Way Mapping work required for the project shall be performed in accordance with the Minimum Technical Standards for Land Surveys, and any special instructions from the County.

Stormwater Management

The impetus for drainage improvements is generally a history of flooding in the area or retention/detention facilities not functioning as designed. The first step in developing a solution to an existing drainage problem would be to gather all of the information available on the historic as well as the existing conditions. As built plans and calculations for recent construction and drainage improvements in the area would also be helpful. Evaluation of this information along with conversations with area residents and Leon County maintenance personnel will generally lead to the cause of the problem or reveal that the problem existed prior to any activity in the area.

Once the cause of the problem has been defined a solution can be developed. Topographic surveys along with some geo-tech and environmental investigations will likely be required to complete the design of the proposed improvements. The plans these improvements will likely include are drainage maps, plan sheets, profiles and cross sections. Since these plans deal with the modification of existing drainage facilities permitting or at the very least some form of notification to the agencies will be required.

Permit Preparation and Acquisition

As part of the requested services our design team will complete the necessary permit applications on behalf of the County and submit them to the designated County project manager to obtain the permit fee. Once the project manager has received the check for the application fee he or she will then submit the package to the appropriate department or agency for review. Our design team will be ready to assist the county during the review process to quickly respond to questions that arise from the review and make the necessary revisions to the plans and calculations as needed.

As we all know the permit process can be a long time consuming task and will require the designer and the county project manager to stay alert to keep the review on track.

Coordination

Coordination is always an important function of any engineering project. For this project in particular, this is extremely important as all task assignments will likely have a compressed schedule. The following is the list of the parties that may be involved in the coordination process:

- Leon County
- FDOT District Three
- Subconsultants
- Environmental/Regulatory Agencies
- Local Government Agencies
- Utility Companies
- Others

Coordination with Leon County and other agencies is considered essential to the project and will be included in all aspects of the work. It is presently anticipated that regularly scheduled coordination meetings will be beneficial in implementing smooth flow of the project work effort. Frequency of these meetings will be a function of the type and schedule of each task assignment. Specific methods of proposed coordination are as follows:

Leon County

- All matters relating to the project which require County contact will be coordinated with the Leon County Project Manager. The frequency and manner of contacts will be flexible and made as often as necessary; however, as stated above, regular coordination meetings will be scheduled initially to review progress and control scheduling.

- Memorandums for File for each project will be prepared by CES for all coordination meetings and contacts involving major decisions concerning the project. Copies will be furnished to the County's Project Manager and all appropriate parties.

- Progress Reports will be submitted for each task assignment to the Leon County Project Manager on a monthly basis. Information will include a description of work activities undertaken during the previous period including progress by major task, work scheduled for the current period, problems or conditions which may affect the schedule and inputs required from the County. CES will be prepared to present a summary of this information at any progress meetings held throughout the course of the project.

State and Local Agencies

- The Leon County Project Manager will be apprised of all scheduled meetings with State and Local Agencies. Memorandums to File of these meetings will be prepared and copies of all correspondence with agencies related to the project will be provided to the Department's Project Manager.

Quality Control

The CES Team has an on-going commitment to producing quality engineering documents. CES has adopted policies/procedures relative to quality assurance and quality control. CES's quality control procedures are contained within the *Office Procedural Manual* and our continuing review process identifies and implements program improvements.

CES has developed a Quality Assurance/Quality Control Plan that concerns this project's organization, documentation and plan checking requirements. This plan addresses our procedures for a wide range of task assignments involving multi-discipline projects. This comprehensive plan sets forth checking, back checking, incorporation and verification processes and includes requirements for subconsultants' QA/QC programs. As a minimum this plan specifies:

Use of qualified QA personnel through QC methods during project development. How to plan, organize, staff, schedule and monitor the quality control and assurance efforts for the project. Use of QA/QC procedures by all project personnel and subconsultants.

The Project Manager's and Project Engineer's complete and final QA/QC checks of all documents prior to each submittal. Retaining the check sets for audit review.

The performance of independent QA/QC review for each element by qualified senior engineers not directly involved in the planning of the project. This review will normally take place two (2) weeks prior to each phase submittal. However, for the task assignments under this contract, the review period may be much shorter depending on the nature of the task. Check sets will be retained for audit review.

The QA/QC Plan includes:

- Use of a structured checking, back checking and verification system through industry standard color coded checks and marks to acknowledge the thoroughness of the design and promote quality control, quality assurance and peer reviews.
 - Checking all deliverables for accuracy, presentation and readability.
 - Confirmation that all review comments including the responses and agreements have been documented, addressed, incorporated and verified.
 - Completing and utilizing the appropriate design and submittal sufficiency checklists throughout the development of the project to eliminate oversights and omissions.
 - Reviewing the work of all subconsultants for consistency with CES's design plans.
- Specific components to be checked include maintenance maps and documents. Time will be allotted in the schedule for these reviews.

We have been extremely successful implementing this plan on a number of similar projects and have produced quality sets of plans ahead of schedule.

A Quality Assurance review by CES's Principal-In-Charge or the QA/QC Manager will be the final check before each submittal. This review will confirm that the requirements of the Project Quality Control Plan have been accomplished and that the documents (plans specifications, reports, etc.) are ready for submission to the County for review.

EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

EXAMPLE PROJECT KEY NUMBER

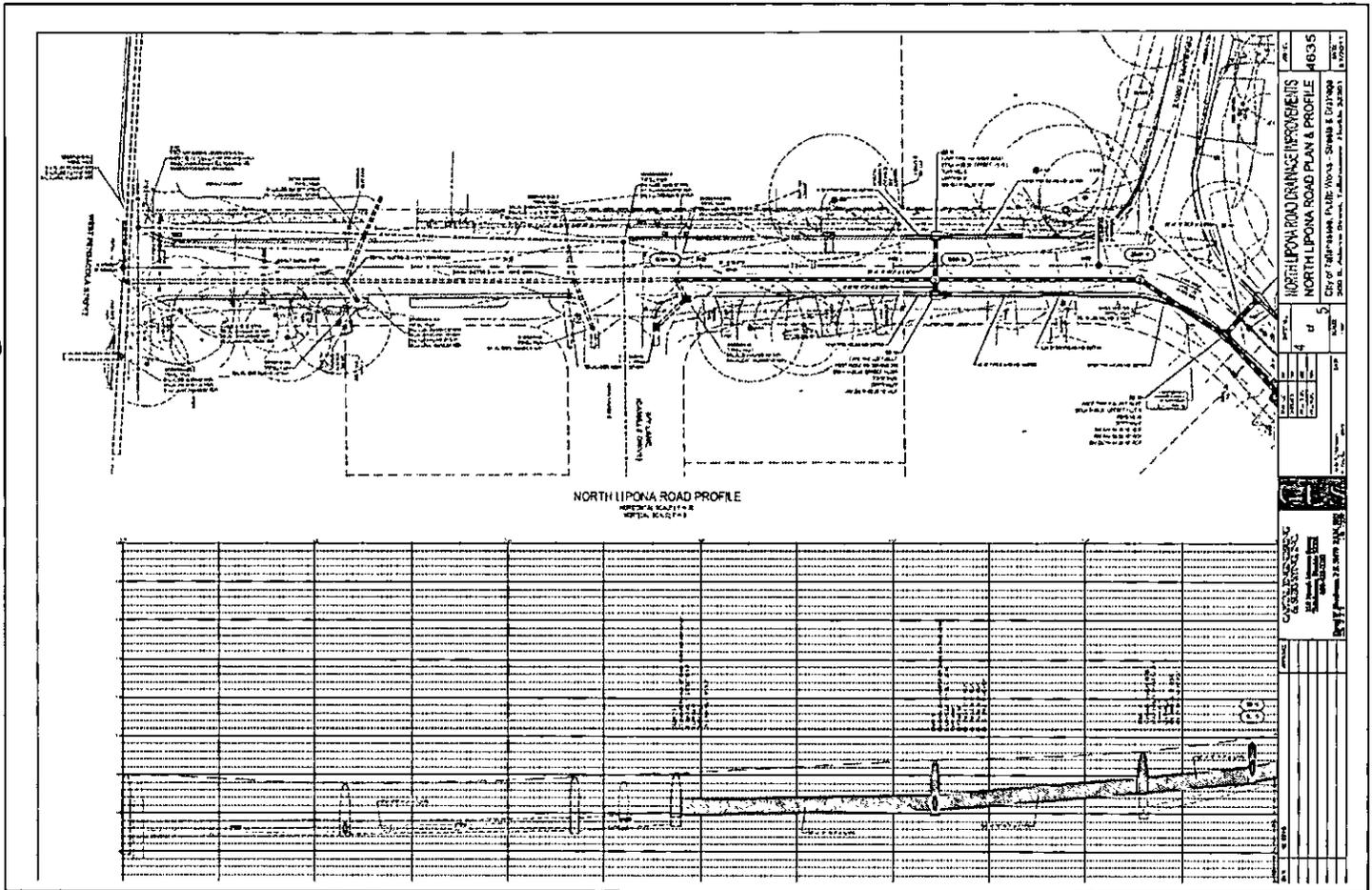
TITLE AND LOCATION (City and State) Lipona Road North Drainage Improvements Tallahassee, FL	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2010 - 2011	CONSTRUCTION (if Applicable)

PROJECT OWNER'S INFORMATION

PROJECT OWNER City of Tallahassee	POINT OF CONTACT NAME Mike Thomas	POINT OF CONTACT TELEPHONE NUMBER 850-891-5310
--------------------------------------	--------------------------------------	---

BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and cost) \$125,000

CES prepared an engineering design for a drainage system improvement project for Lipona Road North in Tallahassee. The existing drainage for the area has an insufficient number of inlets thus causing frequent roadway flooding. The design analyzed the existing drainage system and adds inlets and pipes to the existing drainage system for a better level of service. This project is expected to reduce the flooding frequency for the area but not completely eliminate it due to the inadequate downstream conveyance system.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Capital Engineering & Surveying	(2) FIRM LOCATION (City and State) Tallahassee, Florida	(3) ROLE Civil Engineering and Surveying
----	--	--	---

EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F² for each project.)

EXAMPLE PROJECT KEY NUMBER

TITLE AND LOCATION (City and State)

Middlebrooks Circle Drainage Improvements
Tallahassee, FL

YEAR COMPLETED

PROFESSIONAL SERVICES
2009 - 2011

CONSTRUCTION (if Applicable)

PROJECT OWNER'S INFORMATION

PROJECT OWNER

City of Tallahassee

POINT OF CONTACT NAME

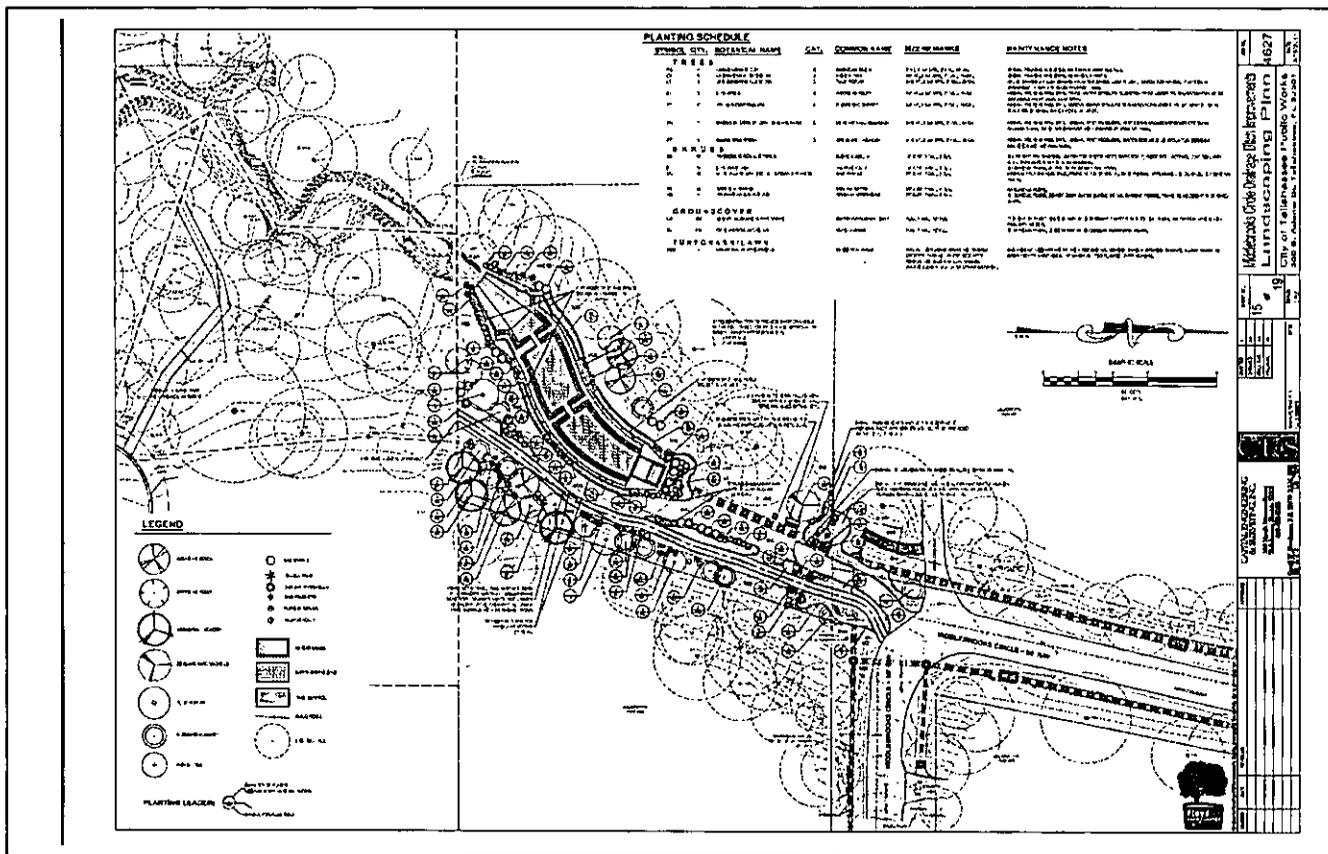
Bill Woolery, P.E.

POINT OF CONTACT TELEPHONE NUMBER

850-891-8470

BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost) \$75,000

CES prepared an engineering design for a drainage system improvement project for Middlebrooks Circle in Tallahassee. The existing drainage was directed across a private parcel of land and was causing excessive erosion to the point a deep ditch had been cut to a depth of eighteen feet deep and thirty feet wide. The plan is for the ditch to be filled in and a pipe system with a large gabion basket energy dissipater at the downstream end. This project is expected to reduce sediment deposits from reaching downstream and reducing the capacity of the ditch and causing additional flooding.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
Capital Engineering & Surveying	Tallahassee, Florida	Civil Engineering and Surveying

EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, If not specified. Complete one Section F for each project.)

EXAMPLE PROJECT KEY NUMBER

TITLE AND LOCATION (City and State)

Brinkley-Glen Park Stormwater Management Improvements/Survey

YEAR COMPLETED

PROFESSIONAL SERVICES
2009

CONSTRUCTION (if Applicable)
Est. 2010

23. PROJECT OWNER'S INFORMATION

PROJECT OWNER
City of Tallahassee

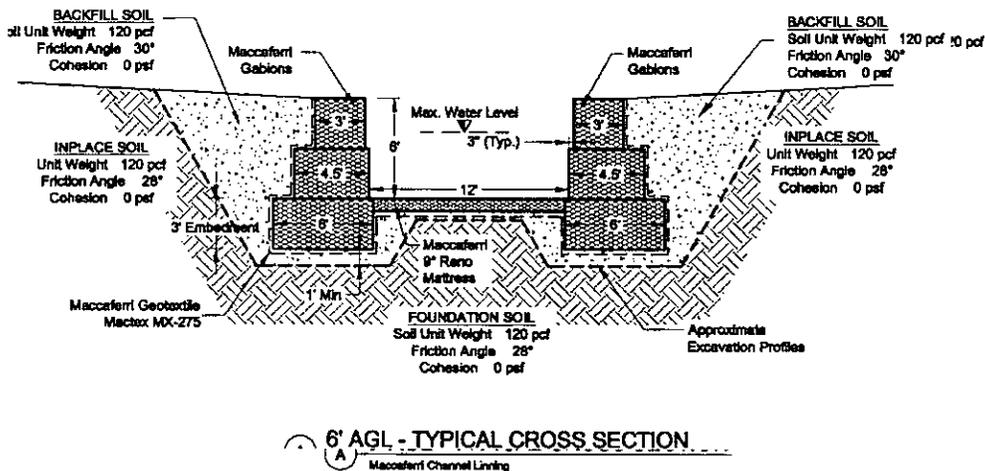
POINT OF CONTACT NAME
Bill Woolery, P.E.

POINT OF CONTACT TELEPHONE NUMBER
850-891-8470

BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost) \$125,159.54

Brinkley-Glen Park is a Natural Suburban Park set located in the Northeast Section of Tallahassee. An existing natural drainage feature flows through the park for approximately 2,300 LF. Serious erosion problems have occurred over the years due to increased runoff from development. CES was engaged by the City of Tallahassee Streets and Drainage Department to provide a review of existing data, prepare a survey of existing conditions, analyze the effects of contributing drainage basins, and to perform hydraulic modeling of the natural conveyance system for the critical 25 year, 8 hour storm event.

The survey consisted of completing a boundary survey of the entire 6.8 ac site and some of the adjoining properties. In addition to this CES also collected topographic information to be superimposed onto the boundary survey to be used as the basis for our design.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.		

EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

EXAMPLE PROJECT KEY NUMBER

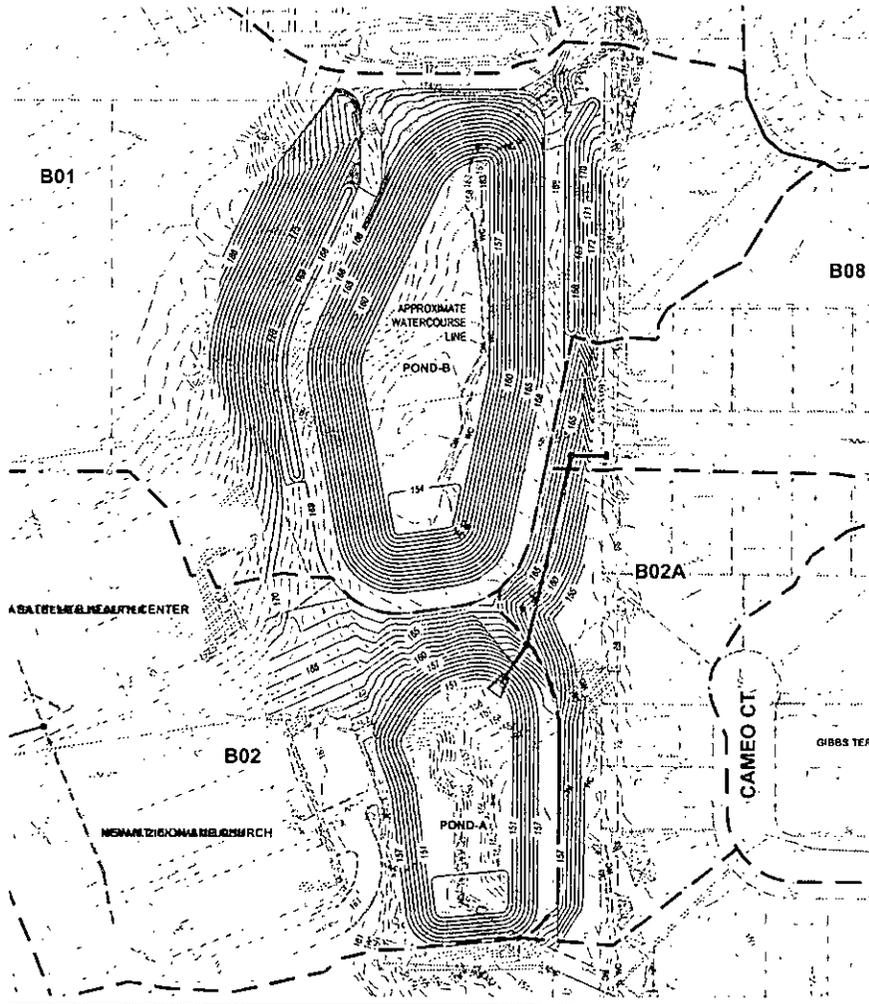
TITLE AND LOCATION <i>(City and State)</i> Greenwood Stormwater Management Facility Tallahassee, FL	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2009 - 2010	CONSTRUCTION (if Applicable)

PROJECT OWNER'S INFORMATION

PROJECT OWNER City of Tallahassee	POINT OF CONTACT NAME Jason Smith, P.E.	POINT OF CONTACT TELEPHONE NUMBER 850-891-6860
--------------------------------------	--	---

BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost) \$595,000*

CES prepared an engineering analysis and stormwater management study of alternatives to provide a stormwater management facility to serve a 50 ac. area of urban Tallahassee. The proposed facility to be known as Greenwood Stormwater Management Facility is to be located at the Northeast of the Intersection of 7th Avenue and Old Bainbridge Road and East of Mt. Zion AME Church and Leon County Health Center. Elements of the Engineers Study included analysis of pond configuration alternatives, estimates of construction quantities and cost, determination of requirements for acquisition of land and property rights, and environmental and permit support services. This facility is proposed to have approximately 50 ac(+) of contributing area. The project includes the further refinement of selected alternatives and plan production.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Capital Engineering & Surveying	Tallahassee, Florida	Civil Engineering and Land Surveying

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

21. TITLE AND LOCATION (City and State)
Town of Inglis, Phase I
Watershed Management Plan

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2008

CONSTRUCTION (if Applicable)
N/A

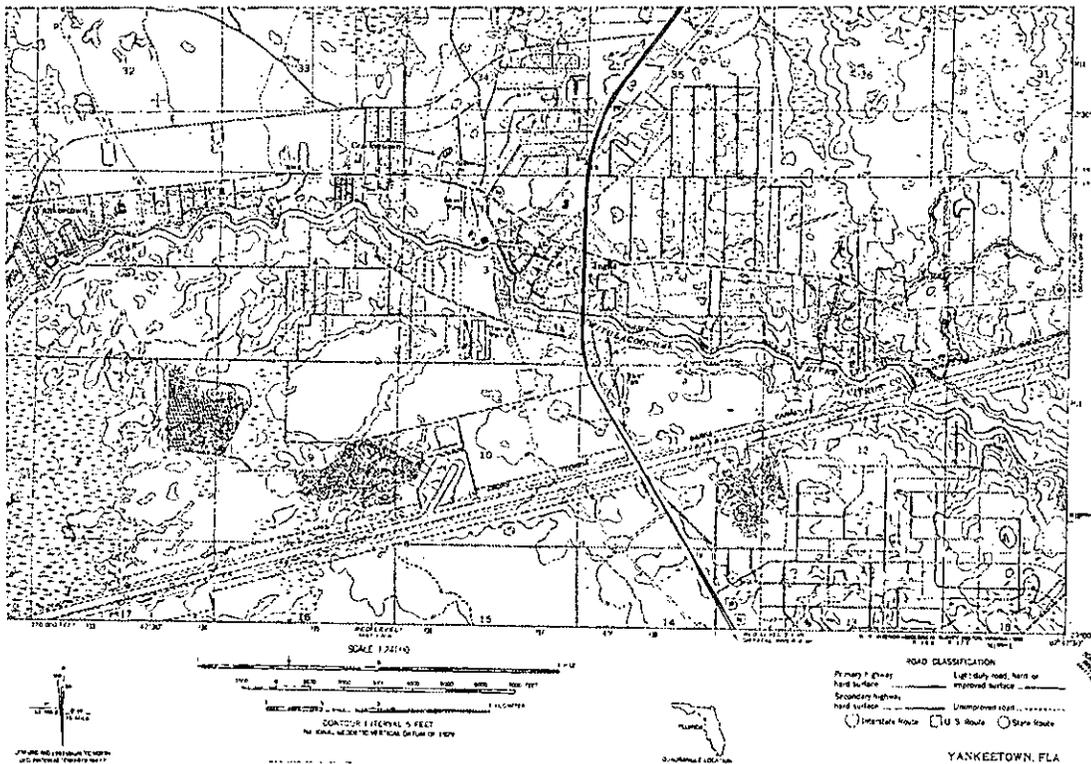
23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
Town of Inglis

b. POINT OF CONTACT NAME
Scott Modesitt, Grant Administrator

c. POINT OF CONTACT TELEPHONE NUMBER
(813) 655-1352

As Eastern Cason Acres, a residential development in Inglis, FL has developed over the years; it has experienced increasing flooding problems. A Watershed Management Plan was prepared by a previous consultant for the Town of Inglis that included recommendation of a 3/4/5D - Infrastructure improvements for Eastern Cason Acres. CES was retained through Summitt Professional Services, Inc., to implement this plan for Inglis. This engagement included a review of the existing hydraulic model prepared by others and adjusting the model to reflect changes in existing conditions. It was determined, upon review of the model, that the alternatives presented in the 3/4/5D were primarily providing for water quality improvements and not flood relief as desired by the area residents. CES, at the direction of the Town, modified the direction of the project to address improvements to flood relief as well as water quality. Area topography, depth to groundwater and current water management district regulations made it very difficult to implement any significant improvements for flood relief. The plan though, was able to provide improvements to the roadside conveyance system through the addition of swales and the re-sizing of driveway culverts. All design improvements meet the conditions for a 25 year, 24 hour storm event.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.		

DAVID W. HUTCHESON, P.E., P.S.M.
PRINCIPAL ENGINEER

EDUCATION/Professional Registrations

Florida State University, BSCE, 1985

Professional Engineer, - FL # 38670, GA # 17573, OH # E-62613, AL # 23263

Professional Surveyor and Mapper, FL #. 5051, GA # 3232

EXPERIENCE

Mr. Hutcheson is president and chief civil engineer/land surveyor for Capital Engineering & Surveying Inc. He has over 30 years of experience in the fields of civil engineering and land surveying. His professional experience has been acquired through multiple project responsibilities involving comprehensive engineering design, surveying and project management tasks for many different types of projects including the following sample projects.

Relevant Project Experience

- Parallel Effluent Transmission Line –City of Tallahassee. The study investigated 10 potential pipe routes to avoid the heavily congested Capital Circle corridor and utilize existing or proposed easements and local streets to minimize disruption to the public to the greatest extent possible.
- Kerry Forest Parkway Extension Preliminary Engineering Study – A joint City of Tallahassee and Leon County project to determine if the existing dedicated right of way proposed by the developer during the PUD review process was sufficient and determining the required right of way for the connection to Ox Bottom Road. The study included an innovative approach to saving a Patriarch Live Oak tree by installing a large Round-A-Bout agreed to by both the City and the County. As can be seen in the picture the actual construction with the Round-A-Bout has created a functional and pleasing intersection blending the need for improved transportation needs and addressing the social needs of the community.
- Paul Russell Road PES - City of Tallahassee Preliminary Engineering Study for a road improvement project to add sidewalks, curb and gutter, bicycle lanes, turn lanes and drainage improvements for a 4,000 feet long section of local collector roadway from North Monroe Street to Jim Lee Road.
- Florida Commerce Credit Union - Provided Land Use Planning, site plan design, grading, drainage and environmental permitting for the 2.8 acre commercial site.
- City of Tallahassee - Meginnis Arm Sewer Rehabilitation Provided design and for the replacement of approximately 2,400 linear feet 15" sanitary sewer piping. Services included topographical survey for design and easement acquisition, sewer design, Traffic Control Plans, and detailed quantity take-off and cost estimate.
- City of Tallahassee – Gaines Street Water & Sewer Replacement - CES has provided designs for a replacement of 8,300 lf, of water pipe and 5,000 lf of sewer system along the Gaines St. corridor. Services included preparation of plans, permitting, Traffic Control Plans, and detailed quantity take-off and cost estimate.
- City of Tallahassee – Pump Station 53 Replacement - CES has been retained to design a new 1,220 GPM pump station and approximately 1,700 linear feet of gravity system to replace the existing 30 yr old pump station and meet future flows and move it to a higher elevation. Services for this project include survey, hydraulic analysis, system design, all permitting, easement acquisition, and quantity take-off and cost estimate.

DARYLE S. GRAY, P.E.
PROJECT ENGINEER/STORMWATER

EDUCATION/Professional Registration

Florida State University, BSCE, 1999
Licensed Professional Engineer – FL No. 64612

EXPERIENCE

Mr. Gray has over ten (10) years experience as a project manager and design engineer responsible for water resource planning, drainage studies, design and permitting and other water quality related design projects. He is well versed in the utilization of stormwater modeling programs such as ASAD (Stormwater sewers), AdICPR (ponds) and AutoCAD Civil 3d.

Relevant Project Experience

Roadway Drainage

Harrison Avenue Drainage Improvements, Santa Rosa County BOCC, Santa Rosa County, Florida: Drainage Improvement project to minimize localized flooding in the area. Project Engineer responsible for drainage design, which includes modeling drainage improvements and alternatives using the AdICPR modeling program.

Capital Circle Southeast from Woodville Highway to Tram Road, Blueprint 2000: an intergovernmental agency, Leon County, Florida: Project Engineer responsible for drainage design on a six-lane roadway, which including multiple stormwater management facilities, linear ponds, and storm sewer design.

Segments of I-95 & I-4 Six Laning, FDOT District Five, Brevard County, Florida: Served as Project Engineer for drainage design (storm sewer design using ASAD, pond design using AdICPR, ditch design using various spreadsheets) and permitting for the six laning of I-95 & I-4.

SR 408 Dean Road Toll Plaza Expansion from Dean Road to Rouse Road, Orlando-Orange County Expressway Authority (OOCEA), Orange County, Florida: Served as Project Engineer for drainage design (storm sewer design using ASAD, pond design using AdICPR and permitting).

SR 261 Lane Addition, St. Joe Company, Leon County, Florida: Project Engineer for improvements on a southbound through lane. Performed project scheduling, roadway design, drainage design, construction cost estimates, and utility coordination.

Bradford Road at North Monroe Street Intersection Improvements, St. Joe Company, Leon County, Florida: Project Engineer for roadway design. Duties include, project scheduling, roadway design, signing and pavement marking plans and traffic control plans.

Pensacola Street and Gadsden Street Intersection Improvements and Resigning, St. Joe Company, Leon County, Florida: Project Engineer for roadway design. Duties include, guide sign worksheets signing and pavement marking plans, traffic control plans, quantities, and construction cost estimate.

Northwest Capital Circle Improvements at Interstate 10, St. Joe Company, Leon County, Florida: Project Engineer responsible for drainage design (ditch design, routing and cross drain analysis).

Daryle S. Gray, P.E. (continued)

SR 75 from SR 73 to North Jacobs Road FPID 415371-1-52-01, FDOT District Three, Jackson County, Florida: Project Engineer responsible for the design of ditches and modifying and adding inlets.

West Taft Paving of Avenue E and Third Street, Orange County, Florida: Project Engineer for drainage design (Swale retention design) and permitting.

Eden Park Avenue from Maitland Boulevard to Bunnell Road, Seminole County Public Works, Florida: Project Engineer for drainage design (pond design, routing, cross drain analysis) and permitting.

Lake Emma Road from Sand Pond Road to Lake Mary Boulevard, Seminole County Public Works, Florida: Project Engineer for drainage design which included pond design, stormsewer design, and permitting.

Pier Park Loop Road Extension from US 98 to SR 79, Bay County, Florida: Project Engineer responsible for pond design, stormsewer system design, culvert design and permitting.

Other Stormwater

- Stringer Subdivision (50 ac), Terra South, LLC., Georgia: Project Engineer responsible for design of stormwater management facilities which include design of dam, overflow structure and spillway, site grading, entrance road, turn lane, erosion and sediment control plan.
- Beltway Commerce Center at LeeVista and SR 417, Taurus Southern Investments, LLC, Orange County, Florida: Project Engineer responsible for pond design, floodplain analysis, and permitting for a 500+ acre commercial site development. Site was designed around the Landfill Outfall Canal adjacent to SR 417.
- Dunnellon Trailheads and Trails, Cross Florida Greenway, Bay County, Florida: Project Engineer responsible for pond and swale design, stormsewer system design and permitting.
- Florida Hospital Kissimmee, Florida Hospital, Osceola County, Florida: Site development project for 10.5 acres expansion which drains to a regional stormwater pond supporting a 60(+/-) acre basin. Project Engineer responsible for drainage design including modeling of drainage improvements using the AdICPR modeling program.
- Little Wekiva River Erosion Management Project, City of Altamonte Springs, Seminole County Florida: Shore Protection project for eroding slopes along the Little Wekiva River just north of SR 436. Project Engineer responsible for modeling river flow through the project.
- Greenwood Stormwater Management Facility, City of Tallahassee, Leon County, Florida: Project Engineer responsible for design and evaluation of various pond configurations and identify significant permitting issues necessary to implement the project. The proposed project includes the design of the selected alternative stormwater management facilities to detain a greater volume of stormwater runoff and thereby reduce peak discharge rates and alleviate downstream flooding.
- Town of Inglis Phase 1 WMP - Implementation (L551), Town of Inglis, Levy County, Florida
- Project Engineer responsible for analysis of two proposed ponds to reduce flooding for Cason Acres subdivision. The design includes two pond and roadside swales for conveyance.

CHARLES E. FOWINKLE SENIOR ENGINEERING TECHNICIAN

EDUCATION

AA, Florida Technical College, Tampa, Florida
Military: US Navy, Petty Officer 3rd Class

EXPERIENCE

Mr. Fowinkle is a senior engineering technician/CADD designer for Capital Engineering & Surveying, Inc and has over 10 years of design and construction experience with public infrastructure and site development projects. He works closely with the engineers and project managers in producing preliminary and final plans, bid documents, permit applications and record drawings. He is also experienced with conducting pre-construction conferences, performing construction observation and documentation of work in progress, review of contractor pay requests, water system pressure tests and pump station start-ups.

Mr. Fowinkle's computer experience includes extensive work with;

- AutoCAD R10-2009, LLD, Civil 2008, Civil 3D 2011
- Microsoft Windows, Word, Excel, PowerPoint, and Outlook
- Adobe PhotoShop
- StormCAD
- Auto-Turn
- ArcView

He has extensive knowledge in preparing permits for: Local government land development, applications FDEP Public Water and Sewer Construction and FDOT ROW.

Relevant Project Experience

Site Design

- Hiland Park Elementary School, Bay County, FL
- Taylor County Correctional Institution Work Camp
- FSU Credit Union, Tallahassee, FL
- FSU School of Education Building Site Plan
- Staples Office Supply, Tallahassee, FL
- Tri-Eagle Distributors, Distribution facility, Gadsden County, FL
- Boat Ramp, Ochlocknee River State Park, FDEP
- Air Port Office Site Plan, Apalachicola, FL
- Steinhatchee Florida River Walk Development

Utility Design

- Bronough Street Sanitary Sewer Replacement
- Water Main Extensions and Replacement, Alligator Point Resource District
- Capital Circle Northwest Utilities
- Appalachian Correctional Institution Water and Sewer Extensions
- Kelson Avenue, Marianna, FL Utilities upgrade and sewer lining
- Pump Station 53 replacement, City of Tallahassee

MICHAEL ANDREW KANE PROJECT ENGINEER/TECHNICIAN

EDUCATION

Tallahassee Community College, AA
Florida State University, Bachelor of Science in Civil Engineering

PROFESSIONAL REGISTRATIONS/ORGANIZATIONS

Florida Engineering Society
National Society of Professional Engineers

EXPERIENCE

Mr. Kane is responsible for designing multiple sanitary sewer plans for the City of Tallahassee underground utilities department, including existing system rehabilitation projects, new gravity sewer main extensions and redirecting the flow of existing sewer mains. Also Mr. Kane has performed in-depth studies for determining the optimal path for an effluent force main from the Thomas P. Smith treatment plant to the Tallahassee Spray field.

Mr. Kane has worked with professional engineers to obtain permits in Leon County for all types of different projects. Some of these permits include DEP sewer, Leon County EMP, FDOT utility placement permit and Leon County right-of-way placement.

Computer Experience

- Knowledge of Microsoft Office including Word, Excel & PowerPoint.
- Experienced with both ICPR & StormCAD stormwater modeling programs.
- Skilled in Bentley Flowmaster for sizing pipes and stormwater conveyances such as ditches and swales.
- Knowledge of Adobe Acrobat including conversion to and from PDF files.
- Good understanding of 3D modeling features in AutoDesk, Land Desktop 2006, including horizontal and vertical alignment, surfaces, profiles and the pipe run editor.
- Using StormCAD to model stormwater conveyances for commercial buildings, schools and jails.

Permitting Experience

- Experience in permitting in both Leon County and City of Tallahassee
- NPDES
- DEP sewer
- FDOT Utility Placement Permit
- Leon County R-O-W placement
- Leon County EMP

ROADWAY DESIGN PROJECT APPROACH

Project Summary

Assignments resulting from this contract could incorporate many aspects of project engineering for a variety of tasks. Services may include right-of-way acquisition services, preliminary engineering studies, construction plans for upgrading unpaved roads, resurfacing existing roadways or new construction, roadside and basin wide drainage improvements, sidewalks, minor bridge replacement or rehabilitation, safety improvements and intersection improvements including signalization and water quality monitoring.

General Project Approach

Following the receipt of the Notice to Proceed for each project assignment, a "kick-off" meeting will be held with the Project Team and Leon County personnel to review the project requirements, design considerations, available data which may include traffic data, survey data, existing right-of-way information, existing plans, and all other pertinent materials related to the project. Utility companies and other agencies having facilities within the project corridor will be contacted to determine the location of their facilities and potential conflicts. A detailed field reconnaissance of the project site will be conducted to identify the critical engineering and environmental considerations that should be evaluated during the preliminary engineering study of the project. In addition, if applicable, an environmental survey will be done to identify environmentally sensitive areas and classify their importance. This may include a Level 1 Hazardous Waste Assessment Study or wetlands identification and delineation.

Upon completion of the data assembly phase and field review, the CES Project Team will develop and review alternatives for improvements to the project. Depending on the nature of the project this may involve reviewing the right-of-way requirements, typical sections, horizontal and vertical alignments, drainage options, environmental impacts, intersection improvements and traffic considerations. If the project is drainage related, the team will prepare a preliminary analysis of the drainage system which will include preliminary drainage maps. The drainage maps will show the locations and sizes of major drainage pipes and structures. A preliminary cost estimate will be developed for each alternative. These alternatives will be ranked using a decision matrix based on their relative cost, function and safety. Other elements of the matrix may include any or all of the following depending on the nature of the project: right of way requirements, drainage requirements, utility impacts, wetland impacts, hazardous material contamination potential, maintenance of traffic, cultural resources impacts, public input, etc. The combination which results in the best compromise between total project cost and function will be recommended as the preferred alternative. The project team will then meet with County Staff to discuss the aspects of each alternative and review our recommendation.

If applicable, coordination with environmental agencies and determination of the information necessary to prepare a permit coordination package or permit application will be accomplished as soon as possible, following Notice to Proceed. Wetland limits, if any will be identified and reviewed with the appropriate agencies having an interest in the project. Early identification of wetlands will enable CES to minimize wetland impacts and correspondingly reduce mitigation requirements during the preliminary design phase. We will also review any other information available for the project area to familiarize ourselves with other environmental and drainage concerns along the corridor. The project team will then assemble the information for the required permit applications and submit to the County for completion or signature of the applications and forwarding to the Agencies.

Upon approval of the recommended alternative, CES will complete the project design. This work will include the preparation of the Final Construction Plans Package, which depending on the nature of the project, may include roadway plan, profile and cross sections along with drainage, maintenance of traffic, signalization, signing and marking, technical specifications and drafting of special provisions and finalization of all required regulatory agency permit applications. The CES Project Team will provide preliminary plans as required to adequately control, coordinate and approve the design and to properly negotiate with others. Due to the nature of this contract, submissions may not conform with the "standard" Phase I, II, III and final completion stages. The plans will be prepared in accordance with the

State of Florida Department of Transportation criteria along with meeting all applicable local requirements.

If applicable, right-of-way limits and property lines will be shown on the plans sheets for the entire project. Existing structures and all improvements will be shown within the right-of-way and for a minimum of 20 feet outside the proposed right-of-way line. If necessary, the right-of-way will be staked at 200 foot stations for field review after completion of final design and prior to final acceptance of construction plans. The CES Team will prepare, if required, final right-of-way maps. This will also include signed and sealed legal descriptions with sketches for each right-of-way taking and drainage and construction easement.

The CES Team will coordinate with utilities companies to establish required utility relocations and submit plans to the utility companies at the 60% and 90% completion stages. The team will coordinate with the utility companies to locate and expose the major utilities so that elevations may be taken. At a minimum, elevations will be taken around intersections with proposed drainage structures, bridges, heavily excavated areas and any other areas of potential conflict. It is our goal to notify and coordinate the work effort with state and local agencies as well as other groups that may be impacted or affected by the project.

Boundary/Topographic/Right-of-Way Surveys

The Design Team believes that an accurate survey, performed on schedule, is essential to the successful completion of any project. It is likely the initial task to be executed on a Miscellaneous Design Project and therefore is critical. Our company has in-house surveying capacity and will obtain the information required to maintain a rigid production schedule.

Prior to beginning services on a project, our project manager will request a meeting with the County Surveyor to obtain complete instructions, gather all known data and information. Proper research and planning will greatly reduce the risk of unnecessary or repeated work. Reference material to assist in the location of the boundary line, determine existing right-of-way lines, and establish section lines will be gathered including:

- Existing subdivision plats
- Existing right-of-way maps and deeds
- Government township plats and field notes
- Certified Corner Records
- Land records at the county level

This information will be used to clearly define the area(s) where right-of-way maps, maintenance maps and/or control maps will have to be produced. It is also at this stage of the project that all respective utility companies will be notified to schedule the field location of their facilities.

The survey tasks for these projects may include boundary, topographic and utility surveys, control and maintenance map surveys, Right-of Way Map, and land TIIF sketches. The control survey for these projects involves establishing the Baseline of Survey, existing right-of-way lines, section and subdivision lines and boundary lines where necessary.

The topographic surveys for the projects will include roadway cross-sections at all of the cross-drain structures along with utility locations at these structures a specific station interval (usually every 50') and other sites of possible conflict. Location and condition of drainage structures and other pertinent topography will be reported. Topographic surveys may also require the completion of a Triangulated Irregular Network (TIN) to produce a complete Digital Terrain Module (DTM) for either a roadway project, site map or other areas that may be required by the County.

Coordination will be made with the utility companies to establish their locations in the vicinity of the cross-drain structures, at intersections that may require widening and any other location that may become

evident during the survey and design process. Additionally, in this time frame we will investigate the need for any TIITF easements associated with the Joint Applications to the NWFWMMD that may be necessary.

The field mapping of these projects will be performed by incorporating traditional methods with a three dimensional redundant network control traverse to establish the Baseline of Survey. This will be accomplished by making two major passes through the project limits. The first pass will be to establish and adjust by a least squares routine the control traverse. An alternate method to establish the control traverse is to use a Global Positioning Satellite (GPS) survey system.

The Baseline of Survey will then be calculated, control points field staked and referenced based on the resolution of controlling monumentation. The Baseline of Survey will be established throughout the project, the factors which control it will include:

- Existing right-of-way maps
- Right-of-way monumentation
- Construction plans
- Existing structures along the project

The second pass through the project will be to collect subordinate points, mapping all topography three-dimensionally. In the projects where right-of-way maps, maintained right-of-way and/or TIITF easements are necessary, land line ties to controlling monumentation will also be performed during this phase. Cross-sections and additional topography will be performed in the areas of specific interest to the design of the project.

The final phase of the topographic survey will be in the house computations and reduction of the survey data to produce construction plans. It will also include the preparation of any TIITF easement drawings and descriptions that may be required along with the preparation of Certified Corner Records for submittal to FDEP.

All survey work will conform to the standards established by the County Surveyor and the standards set forth in Florida Statutes and any special written instructions given by the County to the Consultant. The surveys will also comply with the Department of Environmental Protection Rules, pursuant to Chapter 177 F.S., when applicable. All survey work will be submitted in AutoCAD for use by the design team and the County. All field data collection will be by use of a Tripod Data System (TDS) software and converted to an ASCII file for the county's use and verification.

Preparation of Maintenance Maps and any Right-of Way Mapping work required for the project shall be performed in accordance with the Minimum Technical Standards for Land Surveys, and any special instructions from the County.

Typical Resurfacing Project

The need for resurfacing of an existing roadway is generally precipitated by a deterioration of the existing roadway surface. The most common cause of this deterioration is the age of the roadway, but it can be accelerated by any or all of the following factors:

- Inadequate pavement design due to higher than anticipated traffic
- Areas of poor soil with inadequate support value
- Higher than anticipated water table resulting in subgrade or base saturation

The CES Team has the experience and expertise to make this determination if necessary. The first step toward the correction of this problem would be to delineate the limits of the area affected. The Geotechnical SUBCONSULTANT, will investigate the subsurface conditions and identify the cause or causes of the roadway failure. We would recommend that the investigation extend a reasonable distance beyond the identified limits to assure the extent of the problem is adequately delineated. Traffic numbers

specifically the anticipated truck traffic will be required to evaluate the adequacy of the existing pavement section.

Once the limits of the repair have been established and the cause of the pavement deterioration has been determined, CES will summarize this information in a letter report and meet with County Staff to present the findings and discuss our recommendations. Upon approval CES will proceed with the completion of the design survey along with the preparation of the necessary plans. Special provisions if necessary, will be prepared through a joint effort with the Geotechnical Engineer. In general, projects of this nature do not require a sophisticated set of plans but sufficient details and cross sections to adequately define the scope of the work. Also, the number of progress submittals necessary may be less than that required by a conventional project. This not only reduces the time frame to produce the final plans set, but also the effort required by the Department. We would recommend a minimum of three (3) submittals at approximately 30%, 90% and Final. Permitting, if required, would be through the Northwest Florida Water Management District/Florida Department of Environmental Protection, Leon County and/or the City of Tallahassee as required by location.

Typical Intersection Improvement

Intersection improvements are generally the result of the inability of an intersection to handle the existing traffic or an anticipated increase in traffic. Improvements can consist of the addition/modification of turn lanes, signals or both. The projected traffic volumes, including peak hour turning movements will be required to design the improvements and/or set the signal timing. Once the extent of the improvements has been established the design survey and geo-tech investigation can proceed. Particular attention will be paid to the location and elevation of existing utilities and drainage facilities. Preliminary plans which reflect the scope of the proposed improvements will be prepared and submitted to the County for review and approval. As with resurfacing projects, intersection improvements do not generally require a "complete" set of plans. Plan sheets, typical sections, details and critical cross sections should provide adequate detail for the construction of the proposed improvements. Any signal improvements or modifications would of course require a separate set of signal plans.

The number of progress submittals may also be able to be reduced for intersection improvement projects. This not only reduces the time frame to produce the final plans set, but also the effort required by County staff. We would recommend a minimum of three (3) submittals at approximately 30%, 90% and Final. Unless the improvements consist of only signalization, intersection improvement projects may require storm water permitting due to the additional paving associated with the turn lanes. Permitting, if required would be through the Northwest Florida Water Management District/Florida Department of Environmental Protection, Leon County and/or the City of Tallahassee as required by location.

Stormwater Management

The impetus for drainage improvements is generally a history of flooding in the area or retention/detention facilities not functioning as designed. The first step in developing a solution to an existing drainage problem would be to gather all of the information available on the historic as well as the existing conditions. As built plans and calculations for recent construction and drainage improvements in the area would also be helpful. Evaluation of this information along with conversations with area residents and Leon County maintenance personnel will generally lead to the cause of the problem or reveal that the problem existed prior to any activity in the area.

Once the cause of the problem has been defined a solution can be developed. Topographic surveys along with some geo-tech and environmental investigations will likely be required to complete the design of the proposed improvements. The plans these improvements will likely include are drainage maps, plan sheets, profiles and cross sections. Since these plans deal with the modification of existing drainage facilities permitting or at the very least some form of notification to the agencies will be required.

Permit Preparation and Acquisition

As part of the requested services our design team will complete the necessary permit applications on behalf of the County and submit them to the designated County project manager to obtain the permit fee. Once the project manager has received the check for the application fee he or she will then submit the package to the appropriate department or agency for review. Our design team will be ready to assist the county during the review process to quickly respond to questions that arise from the review and make the necessary revisions to the plans and calculations as needed.

As we all know the permit process can be a long time consuming task and will require the designer and the county project manager to stay alert to keep the review on track.

Coordination is always an important function of any engineering project. For this project in particular, this is extremely important as all task assignments will likely have a compressed schedule. The following is the list of the parties that may be involved in the coordination process:

- Leon County
- FDOT District Three
- Subconsultants
- Environmental/Regulatory Agencies
- Local Government Agencies
- Utility Companies
- Others

Coordination with Leon County and other agencies is considered essential to the project and will be included in all aspects of the work. It is presently anticipated that regularly scheduled coordination meetings will be beneficial in implementing smooth flow of the project work effort. Frequency of these meetings will be a function of the type and schedule of each task assignment. Specific methods of proposed coordination are as follows:

Leon County

- All matters relating to the project which require County contact will be coordinated with the Leon County Project Manager. The frequency and manner of contacts will be flexible and made as often as necessary; however, as stated above, regular coordination meetings will be scheduled initially to review progress and control scheduling.

- Memorandums for File for each project will be prepared by CES for all coordination meetings and contacts involving major decisions concerning the project. Copies will be furnished to the County's Project Manager and all appropriate parties.

- Progress Reports will be submitted for each task assignment to the Leon County Project Manager on a monthly basis. Information will include a description of work activities undertaken during the previous period including progress by major task, work scheduled for the current period, problems or conditions which may affect the schedule and inputs required from the County. CES will be prepared to present a summary of this information at any progress meetings held throughout the course of the project.

State and Local Agencies

- The Leon County Project Manager will be apprised of all scheduled meetings with State and Local Agencies. Memorandums to File of these meetings will be prepared and copies of all correspondence with agencies related to the project will be provided to the Department's Project Manager.

QUALITY CONTROL

The CES Team has an on-going commitment to producing quality engineering documents. CES has adopted polices/procedures relative to quality assurance and quality control. CES's quality control

procedures are contained within the *Office Procedural Manual* and our continuing review process identifies and implements program improvements.

CES has developed a Quality Assurance/Quality Control Plan that concerns this project's organization, documentation and plan checking requirements. This plan addresses our procedures for a wide range of task assignments involving multi-discipline projects. This comprehensive plan sets forth checking, back checking, incorporation and verification processes and includes requirements for subconsultants' QA/QC programs. As a minimum this plan specifies:

Use of qualified QA personnel through QC methods during project development. How to plan, organize, staff, schedule and monitor the quality control and assurance efforts for the project. Use of QA/QC procedures by all project personnel and subconsultants.

The Project Manager's and Project Engineer's complete and final QA/QC checks of all documents prior to each submittal. Retaining the check sets for audit review.

The performance of independent QA/QC review for each element by qualified senior engineers not directly involved in the planning of the project. This review will normally take place two (2) weeks prior to each phase submittal. However, for the task assignments under this contract, the review period may be much shorter depending on the nature of the task. Check sets will be retained for audit review.

The QA/QC Plan includes:

- Use of a structured checking, back checking and verification system through industry standard color coded checks and marks to acknowledge the thoroughness of the design and promote quality control, quality assurance and peer reviews.

- Checking all deliverables for accuracy, presentation and readability.

- Confirmation that all review comments including the responses and agreements have been documented, addressed, incorporated and verified.

- Completing and utilizing the appropriate design and submittal sufficiency checklists throughout the development of the project to eliminate oversights and omissions.

- Reviewing the work of all subconsultants for consistency with CES's design plans. Specific components to be checked include maintenance maps and documents. Time will be allotted in the schedule for these reviews.

We have been extremely successful implementing this plan on a number of similar projects and have produced quality sets of plans ahead of schedule.

A Quality Assurance review by CES's Principal-In-Charge or the QA/QC Manager will be the final check before each submittal. This review will confirm that the requirements of the Project Quality Control Plan have been accomplished and that the documents (plans specifications, reports, etc.) are ready for submission to the County for review.

EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

EXAMPLE PROJECT KEY NUMBER

TITLE AND LOCATION *(City and State)*

Kerry Forest Parkway Roadway Extension Preliminary Engineering Study
Tallahassee, FL

YEAR COMPLETED

PROFESSIONAL SERVICES
2006

CONSTRUCTION (if Applicable)
2008

23. PROJECT OWNER'S INFORMATION

PROJECT OWNER
City of Tallahassee

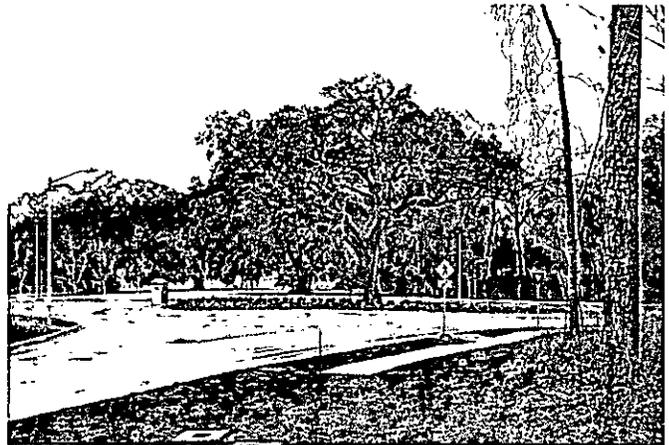
POINT OF CONTACT NAME
William L. Woolery, PE.

POINT OF CONTACT TELEPHONE NUMBER
850-891-8470

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

This was a joint project prepared for both the City of Tallahassee and Leon County that involved determining if the right of way would fit into the right of way that was donated to the City by the developer during the PUD review process. The study also required for the proposed construction of Kerry Forest Parkway extension determining the required right of way for the section to connect to Ox Bottom Road.

During this review it was determined that the road connection to Ox Bottom Road would cause the removal of a Patriarch Live Oak tree at the intersection of Kerry Forrest and Ox Bottom roads. CES suggested as a solution the design and installation of a large Round-A-Bout. This was agreed to by both the City and the County. As can be seen in the pictures the actual construction with the Round-A-Bout has created a functional and pleasing intersection blending the need for improved transportation needs with the social needs of the community.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.			

EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

EXAMPLE PROJECT KEY NUMBER

TITLE AND LOCATION <i>(City and State)</i> Paul Russell Road Preliminary Engineering Study Tallahassee, FL	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2006	CONSTRUCTION (if Applicable) N/A

PROJECT OWNER'S INFORMATION

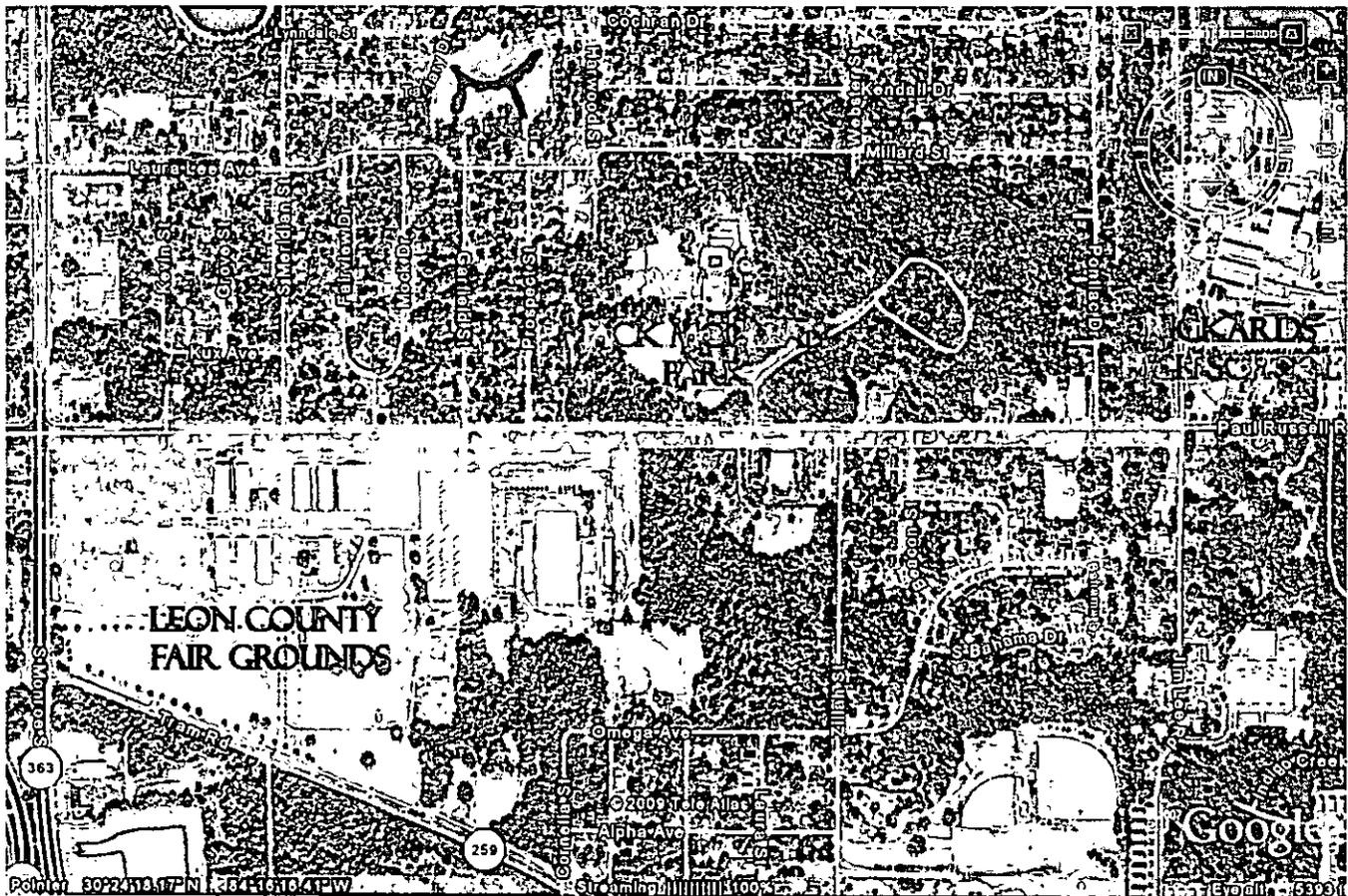
PROJECT OWNER City of Tallahassee – Public Works	POINT OF CONTACT NAME William L. Woolery, P.E.	POINT OF CONTACT TELEPHONE NUMBER 850-891-8470
---	---	---

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

City of Tallahassee engaged CES to prepare a Preliminary Engineering Study for a proposed road improvement project that would add sidewalks, curb and gutter, bicycle lanes, turn lanes and drainage improvements for a 4,000 feet long section of local collector roadway from North Monroe Street to Jim Lee Road.

The Scope of Services consisted of completing the following:

- Natural Features Inventory (NFI) to identify and locate all protected environmental features within the limits of the project
- Provide an engineering assessment of the existing facilities to include the physical geometry/characteristics, of the existing drainage system, and pedestrian/bicycle facilities
- Traffic Analysis to determine the existing intersections levels of service, analyze the proposed alternates and provide design recommendations regarding turn lanes, lane storage requirements, intersection configurations and recommend other potential improvements to the facility
- Develop proposed design alternatives that address roadway, drainage, bicycle and pedestrian, minimize construction impact on utilities and right of way assess, constructability, maintenance of traffic and permitting issues



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.		

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT
(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

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

Calloway Street PES
Tallahassee, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2006

CONSTRUCTION (if Applicable)
TBE

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
City of Tallahassee

b. POINT OF CONTACT NAME
William L. Woolery, P.E.

c. POINT OF CONTACT TELEPHONE NUMBER
850-891-8970

City of Tallahassee engaged CES to prepare a Preliminary Engineering Study for a road improvement project that included addition of sidewalks, curb and gutter, bicycle lanes, turn lanes and drainage improvements along a 1,000 foot long section of local roadway from Alabama Street to Indiana Street.

The study consisted of addressing the following:

- Prepare a Natural Features Inventory identifying all protected features within the limits of the project
- Providing an engineering assessment of the existing facilities including the physical geometry/characteristics, drainage system, and pedestrian/bicycle facilities
- Develop conceptual design alternatives that address roadway, drainage and bicycle and pedestrian.
- Construction impact on utilities, right of way, constructability, maintenance of traffic and permitting requirements.
- Analyze the facility improvements.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.			

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT
(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

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

St. Louis Street PES
Tallahassee, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2006

CONSTRUCTION (if Applicable)
TBE

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
City of Tallahassee

b. POINT OF CONTACT NAME
William L. Woolery, P.E.

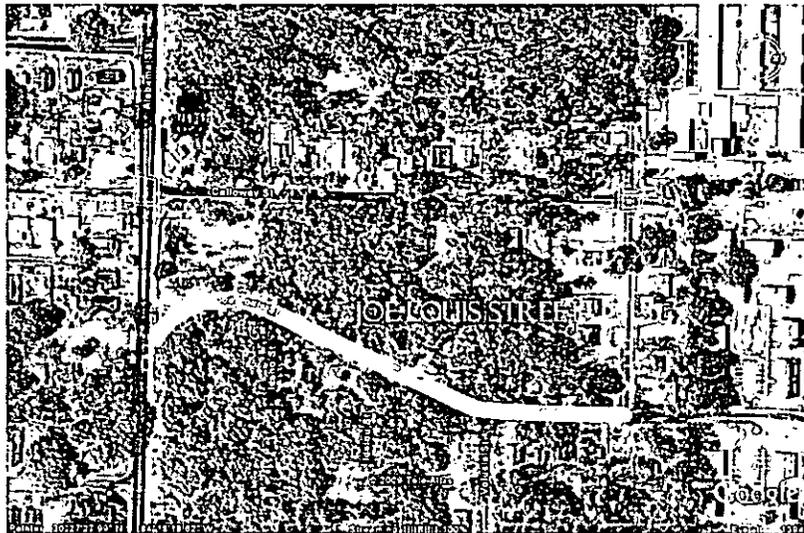
c. POINT OF CONTACT TELEPHONE NUMBER
850-891-8470

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)* \$450,000

City of Tallahassee engaged CES to prepare a Preliminary Engineering Study for a road improvement project that included addition of sidewalks, curb and gutter, bicycle lanes, turn lanes and drainage improvements along a 1,000 foot long section of local roadway from Alabama Street to Indiana Street.

The study consisted of addressing the following:

- Prepare a Natural Features Inventory identifying all protected features within the limits of the project
- Providing an engineering assessment of the existing facilities including the physical geometry/characteristics, drainage system, and pedestrian/bicycle facilities
- Develop conceptual design alternatives that address roadway, drainage and bicycle and pedestrian.
- Construction impact on utilities, right of way, constructability, maintenance of traffic and permitting requirements.
- Analyze the facility improvements.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.			

DAVID W. HUTCHESON, P.E., P.S.M.
PRINCIPAL ENGINEER

EDUCATION/Professional Registrations

Florida State University, BSCE, 1985

Professional Engineer, - FL # 38670, GA # 17573, OH # E-62613, AL # 23263

Professional Surveyor and Mapper, FL #. 5051, GA # 3232

EXPERIENCE

Mr. Hutcheson is president and chief civil engineer/land surveyor for Capital Engineering & Surveying Inc. He has over 30 years of experience in the fields of civil engineering and land surveying. His professional experience has been acquired through multiple project responsibilities involving comprehensive engineering design, surveying and project management tasks for many different types of projects including the following sample projects.

Relevant Project Experience

- Parallel Effluent Transmission Line –City of Tallahassee. The study investigated 10 potential pipe routes to avoid the heavily congested Capital Circle corridor and utilize existing or proposed easements and local streets to minimize disruption to the public to the greatest extent possible.
- Kerry Forest Parkway Extension Preliminary Engineering Study – A joint City of Tallahassee and Leon County project to determine if the existing dedicated right of way proposed by the developer during the PUD review process was sufficient and determining the required right of way for the connection to Ox Bottom Road. The study included an innovative approach to saving a Patriarch Live Oak tree by installing a large Round-A-Bout agreed to by both the City and the County. As can be seen in the picture the actual construction with the Round-A-Bout has created a functional and pleasing intersection blending the need for improved transportation needs and addressing the social needs of the community.
- Paul Russell Road PES - City of Tallahassee Preliminary Engineering Study for a road improvement project to add sidewalks, curb and gutter, bicycle lanes, turn lanes and drainage improvements for a 4,000 feet long section of local collector roadway from North Monroe Street to Jim Lee Road.
- Florida Commerce Credit Union - Provided Land Use Planning, site plan design, grading, drainage and environmental permitting for the 2.8 acre commercial site.
- City of Tallahassee - Meginnis Arm Sewer Rehabilitation Provided design and for the replacement of approximately 2,400 linear feet 15" sanitary sewer piping. Services included topographical survey for design and easement acquisition, sewer design, Traffic Control Plans, and detailed quantity take-off and cost estimate.
- City of Tallahassee – Gaines Street Water & Sewer Replacement - CES has provided designs for a replacement of 8,300 lf, of water pipe and 5,000 lf of sewer system along the Gaines St. corridor. Services included preparation of plans, permitting, Traffic Control Plans, and detailed quantity take-off and cost estimate.
- City of Tallahassee – Pump Station 53 Replacement - CES has been retained to design a new 1,220 GPM pump station and approximately 1,700 linear feet of gravity system to replace the existing 30 yr old pump station and meet future flows and move it to a higher elevation. Services for this project include survey, hydraulic analysis, system design, all permitting, easement acquisition, and quantity take-off and cost estimate.

DARYLE S. GRAY, P.E.
PROJECT ENGINEER/STORMWATER

EDUCATION/Professional Registration

Florida State University, BSCE, 1999
Licensed Professional Engineer – FL No. 64612

EXPERIENCE

Mr. Gray has over ten (10) years experience as a project manager and design engineer responsible for water resource planning, drainage studies, design and permitting and other water quality related design projects. He is well versed in the utilization of stormwater modeling programs such as ASAD (Stormwater sewers), AdICPR (ponds) and AutoCAD Civil 3d.

Relevant Project Experience

Roadway Drainage

Harrison Avenue Drainage Improvements, Santa Rosa County BOCC, Santa Rosa County, Florida: Drainage Improvement project to minimize localized flooding in the area. Project Engineer responsible for drainage design, which includes modeling drainage improvements and alternatives using the AdICPR modeling program.

Capital Circle Southeast from Woodville Highway to Tram Road, Blueprint 2000: an intergovernmental agency, Leon County, Florida: Project Engineer responsible for drainage design on a six-lane roadway, which including multiple stormwater management facilities, linear ponds, and storm sewer design.

Segments of I-95 & I-4 Six Laning, FDOT District Five, Brevard County, Florida: Served as Project Engineer for drainage design (storm sewer design using ASAD, pond design using AdICPR, ditch design using various spreadsheets) and permitting for the six laning of I-95 & I-4.

SR 408 Dean Road Toll Plaza Expansion from Dean Road to Rouse Road, Orlando-Orange County Expressway Authority (OOCEA), Orange County, Florida: Served as Project Engineer for drainage design (storm sewer design using ASAD, pond design using AdICPR and permitting).

SR 261 Lane Addition, St. Joe Company, Leon County, Florida: Project Engineer for improvements on a southbound through lane. Performed project scheduling, roadway design, drainage design, construction cost estimates, and utility coordination.

Bradford Road at North Monroe Street Intersection Improvements, St. Joe Company, Leon County, Florida: Project Engineer for roadway design. Duties include, project scheduling, roadway design, signing and pavement marking plans and traffic control plans.

Pensacola Street and Gadsden Street Intersection Improvements and Resigning, St. Joe Company, Leon County, Florida: Project Engineer for roadway design. Duties include, guide sign worksheets signing and pavement marking plans, traffic control plans, quantities, and construction cost estimate.

Northwest Capital Circle Improvements at Interstate 10, St. Joe Company, Leon County, Florida: Project Engineer responsible for drainage design (ditch design, routing and cross drain analysis).

Daryle S. Gray, P.E. (continued)

SR 75 from SR 73 to North Jacobs Road FPID 415371-1-52-01, FDOT District Three, Jackson County, Florida: Project Engineer responsible for the design of ditches and modifying and adding inlets.

West Taft Paving of Avenue E and Third Street, Orange County, Florida: Project Engineer for drainage design (Swale retention design) and permitting.

Eden Park Avenue from Maitland Boulevard to Bunnell Road, Seminole County Public Works, Florida: Project Engineer for drainage design (pond design, routing, cross drain analysis) and permitting.

Lake Emma Road from Sand Pond Road to Lake Mary Boulevard, Seminole County Public Works, Florida: Project Engineer for drainage design which included pond design, stormsewer design, and permitting.

Pier Park Loop Road Extension from US 98 to SR 79, Bay County, Florida: Project Engineer responsible for pond design, stormsewer system design, culvert design and permitting.

Other Stormwater

- Stringer Subdivision (50 ac), Terra South, LLC., Georgia: Project Engineer responsible for design of stormwater management facilities which include design of dam, overflow structure and spillway, site grading, entrance road, turn lane, erosion and sediment control plan.
- Beltway Commerce Center at LeeVista and SR 417, Taurus Southern Investments, LLC, Orange County, Florida: Project Engineer responsible for pond design, floodplain analysis, and permitting for a 500+ acre commercial site development. Site was designed around the Landfill Outfall Canal adjacent to SR 417.
- Dunnellon Trailheads and Trails, Cross Florida Greenway, Bay County, Florida: Project Engineer responsible for pond and swale design, stormsewer system design and permitting.
- Florida Hospital Kissimmee, Florida Hospital, Osceola County, Florida: Site development project for 10.5 acres expansion which drains to a regional stormwater pond supporting a 60(+/-) acre basin. Project Engineer responsible for drainage design including modeling of drainage improvements using the AdICPR modeling program.
- Little Wekiva River Erosion Management Project, City of Altamonte Springs, Seminole County Florida: Shore Protection project for eroding slopes along the Little Wekiva River just north of SR 436. Project Engineer responsible for modeling river flow through the project.
- Greenwood Stormwater Management Facility, City of Tallahassee, Leon County, Florida: Project Engineer responsible for design and evaluation of various pond configurations and identify significant permitting issues necessary to implement the project. The proposed project includes the design of the selected alternative stormwater management facilities to detain a greater volume of stormwater runoff and thereby reduce peak discharge rates and alleviate downstream flooding.
- Town of Inglis Phase 1 WMP - Implementation (L551), Town of Inglis, Levy County, Florida
- Project Engineer responsible for analysis of two proposed ponds to reduce flooding for Cason Acres subdivision. The design includes two pond and roadside swales for conveyance.

CHARLES E. FOWINKLE
SENIOR ENGINEERING TECHNICIAN

EDUCATION

AA, Florida Technical College, Tampa, Florida
Military: US Navy, Petty Officer 3rd Class

EXPERIENCE

Mr. Fowinkle is a senior engineering technician/CADD designer for Capital Engineering & Surveying, Inc and has over 10 years of design and construction experience with public infrastructure and site development projects. He works closely with the engineers and project managers in producing preliminary and final plans, bid documents, permit applications and record drawings. He is also experienced with conducting pre-construction conferences, performing construction observation and documentation of work in progress, review of contractor pay requests, water system pressure tests and pump station start-ups.

Mr. Fowinkle's computer experience includes extensive work with;

- AutoCAD R10-2009, LLD, Civil 2008, Civil 3D 2011
- Microsoft Windows, Word, Excel, PowerPoint, and Outlook
- Adobe PhotoShop
- StormCAD
- Auto-Turn
- ArcView

He has extensive knowledge in preparing permits for: Local government land development, applications FDEP Public Water and Sewer Construction and FDOT ROW.

Relevant Project Experience

Site Design

- Hiland Park Elementary School, Bay County, FL
- Taylor County Correctional Institution Work Camp
- FSU Credit Union, Tallahassee, FL
- FSU School of Education Building Site Plan
- Staples Office Supply, Tallahassee, FL
- Tri-Eagle Distributors, Distribution facility, Gadsden County, FL
- Boat Ramp, Ochlocknee River State Park, FDEP
- Air Port Office Site Plan, Apalachicola, FL
- Steinhatchee Florida River Walk Development

Utility Design

- Bronough Street Sanitary Sewer Replacement
- Water Main Extensions and Replacement, Alligator Point Resource District
- Capital Circle Northwest Utilities
- Appalachee Correctional Institution Water and Sewer Extensions
- Kelson Avenue, Marianna, FL Utilities upgrade and sewer lining
- Pump Station 53 replacement, City of Tallahassee

MICHAEL ANDREW KANE
PROJECT ENGINEER/TECHNICIAN

EDUCATION

Tallahassee Community College, AA
Florida State University, Bachelor of Science in Civil Engineering

PROFESSIONAL REGISTRATIONS/ORGANIZATIONS

Florida Engineering Society
National Society of Professional Engineers

EXPERIENCE

Mr. Kane is responsible for designing multiple sanitary sewer plans for the City of Tallahassee underground utilities department, including existing system rehabilitation projects, new gravity sewer main extensions and redirecting the flow of existing sewer mains. Also Mr. Kane has performed in-depth studies for determining the optimal path for an effluent force main from the Thomas P. Smith treatment plant to the Tallahassee Spray field.

Mr. Kane has worked with professional engineers to obtain permits in Leon County for all types of different projects. Some of these permits include DEP sewer, Leon County EMP, FDOT utility placement permit and Leon County right-of-way placement.

Computer Experience

- Knowledge of Microsoft Office including Word, Excel & PowerPoint.
- Experienced with both ICPR & StormCAD stormwater modeling programs.
- Skilled in Bentley Flowmaster for sizing pipes and stormwater conveyances such as ditches and swales.
- Knowledge of Adobe Acrobat including conversion to and from PDF files.
- Good understanding of 3D modeling features in AutoDesk, Land Desktop 2006, including horizontal and vertical alignment, surfaces, profiles and the pipe run editor.
- Using StormCAD to model stormwater conveyances for commercial buildings, schools and jails.

Permitting Experience

- Experience in permitting in both Leon County and City of Tallahassee
- NPDES
- DEP sewer
- FDOT Utility Placement Permit
- Leon County R-O-W placement
- Leon County EMP

SURVEYING PROJECT APPROACH

The project approach, described below, establishes specific goals, objectives and operating practices at CES. These are accomplished through the understanding of the scope, field reviews, familiarity with the latest standards, and thorough checking of all surveying and mapping services related to public surveys, horizontal control surveys, control surveys, general surveying such as acquisition boundary surveys, preparation of legal descriptions, ownership or parcel mapping, court testimony and surveyors reports developed for this project.

A typical assignment would be approached in the following manor.

- Develop a project scope of services for the task assignment with input from the department project manager.
- Field recon by experienced staff at the initial stages of scope development to be fully aware of the conditions that the field crews will face.
- Develop man-hour fee sheets to be approved by the department project manager.
- Develop a project schedule to fit the scope of services.
- Complete pre-planning and research prior to sending field crews out of the office. Typical pre-planning activities would include review of the LABINS website for certified corner records, old GLO notes, horizontal and vertical control monuments in the project vicinity, court house deed research, review of title work, and other sources may be used.
- Assign the appropriated field crew to the specific job due to the nature of the particular assignment.
- Utilization of GPS equipment and the FPRN when ever possible to assist in traverse closures and geospatial positioning.
- Employ frequent down loads of the data collected in the field to minimize the risk of lost data and having to redo portions of the already completed work.
- Have office technical staff keep in frequent contact with the field staff for coordination of daily work flows.
- Keep the department project manager apprised of progress so he or she will know at all times the status of each assignment.
- Process field data and have senior level staff review and make the necessary surveying judgments to fix the particular survey as it should be.
- Finalize drawings to meet the requirements of the laws and rules of the state and special requirements of the department.
- Close out the project with the department project manager including a full critique of the work done by the consultant by the department project manager.

CES has the ability to mobilize two survey crews, two survey technicians, two P.S.M.'s and other support staff to quickly and efficiently complete task assignments that arise out of this contract. The time frames for delivery of the specific assignment will vary depending upon the scale and complexity of each assignment but the County has our assurance that we will staff each assignment with the best personnel available to meet all agreed to schedules.

Some of the innovative concepts and techniques that will be employed are as follows:

- Weekly staff meetings to discuss the status of each task currently being worked on and personnel assignments adjusted as needed to insure completion within the allotted time and budget.
- Utilize project schedules for each task and integrate each schedule into a master schedule to better plan manpower needs.
- Significant pre-planning and research prior to sending field crews out of the office.
- Field recon by experienced staff at the initial stages to be fully aware of the conditions that the field crews will face so they will be properly equipped.
- Assigning the appropriated field crew to the specific job due to the nature of the particular assignment.

- Utilizing GPS equipment and the FPRN when ever possible to assist in traverse closures and geospatial positioning.
- Work long days, daylight to dark if needed, to minimize the travel time associated with remote job sites. Have field crews pack lunches when in remote areas to save time and working long days to minimize travel time on each assignment.

EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

EXAMPLE PROJECT KEY NUMBER

TITLE AND LOCATION (City and State) FWC Big Bend WMA Jena Unit Surveys Taylor and Dixie Counties, Florida	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2010	CONSTRUCTION (if Applicable)

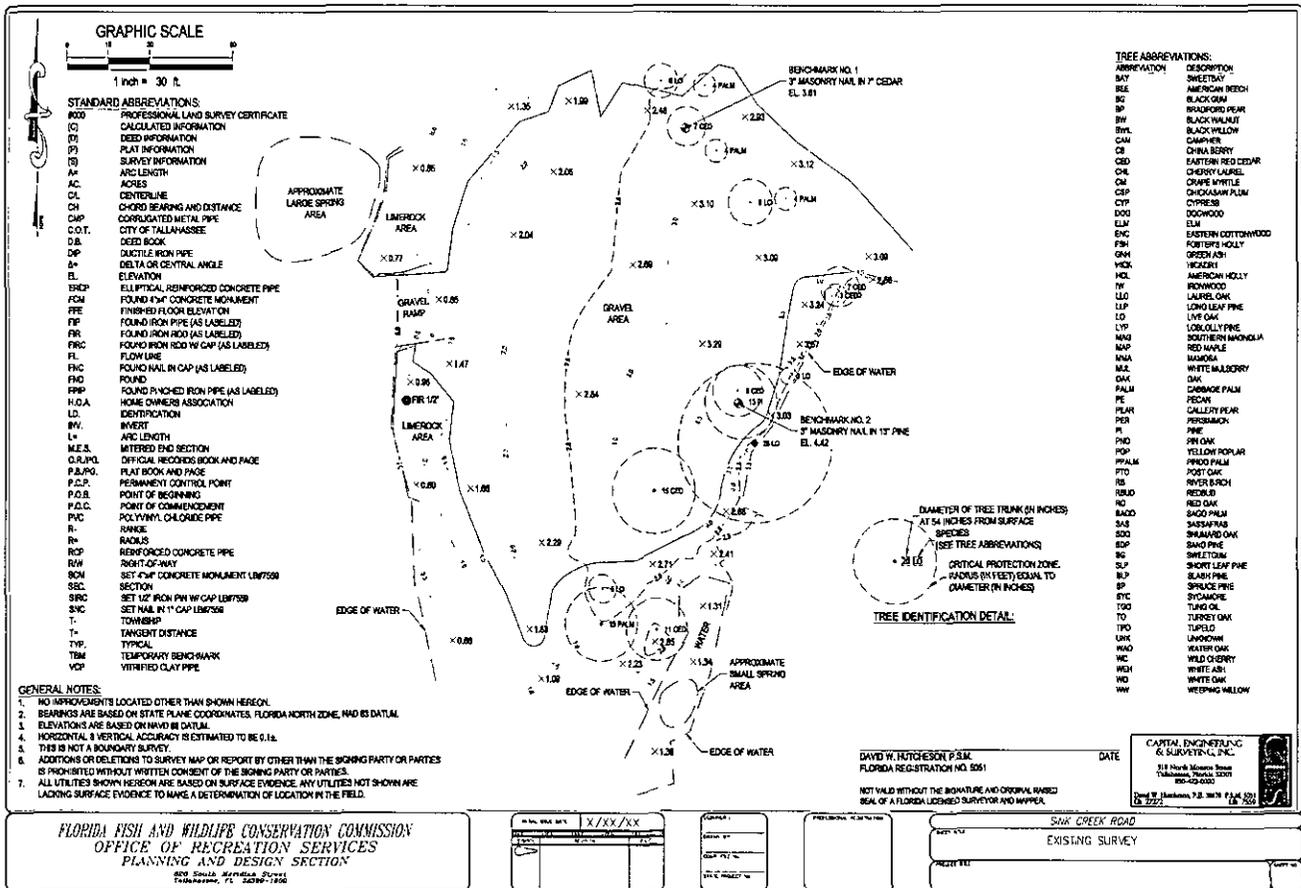
PROJECT OWNER'S INFORMATION

PROJECT OWNER Florida Fish and Wildlife Conservation Commission	POINT OF CONTACT NAME Hugh McAuthur, LAR	POINT OF CONTACT TELEPHONE NUMBER 850-921-9931
--	---	---

BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and cost) \$75,000

CES provided multiple surveys described below to the FWC office of Recreation Services.

1. Collect field data and produce a tree location and topographic survey with one foot contours and spot elevations of the area identified as Spring Warrior Creek, six sites, at locations along the creek for new fishing platforms. Each area is approximately seventy five feet square more or less.
2. Collect field data and produce a tree location and topographic survey with one foot contours and spot elevations of the area identified as Sand Ridge for a new picnic area and pavilion. Total land area is approximately 1.5 Acres.
3. Collect field data and produce a tree location and topographic survey with one foot contours and spot elevations of the area identified as Sink Creek for a new fishing dock. Total land area is approximately 1.5 Acres.
4. Re-establish the west boundary line of parcel "TP" from the section corner near Horseshoe Beach to SW 782nd Avenue, approximately 2.5 miles. Boundary line shall be cleared and all monuments staked with four foot long wooden stakes and line stakes shall be added at a distance not to exceed 500 feet.



STANDARD ABBREVIATIONS:

PROF	PROFESSIONAL LAND SURVEY CERTIFICATE
CALC	CALCULATED INFORMATION
DEED	DEED INFORMATION
PLAN	PLAN INFORMATION
SURV	SURVEY INFORMATION
AR	ARC LENGTH
AC	ACRES
CL	CENTERLINE
CH	CHORD BEARING AND DISTANCE
CMP	CORRUGATED METAL PIPE
C.O.T.	CITY OF TALLAHASSEE
D.B.	DEED BOOK
DI	DUCTILE IRON PIPE
DELTA	DELTA OR CENTRAL ANGLE
EL	ELEVATION
ELIP	ELLIPTICAL REINFORCED CONCRETE PIPE
FCM	FOUND 4"X4" CONCRETE MONUMENT
FEE	FINISHED FLOOR ELEVATION
FR	FOUND IRON PIPE (AS LABELED)
FR	FOUND IRON ROD (AS LABELED)
FR	FOUND IRON ROD W/ CAP (AS LABELED)
FL	FLOW LINE
FR	FOUND NAIL IN CAP (AS LABELED)
FR	FOUND
FR	FOUND FINISHED IRON PIPE (AS LABELED)
H.O.A.	HOME OWNERS ASSOCIATION
LD	IDENTIFICATION
IN	INVERT
LA	ARC LENGTH
M.E.S.	METERED END SECTION
O.R./P.L.	OFFICIAL RECORDS BOOK AND PAGE
P.B./P.F.	PLAT BOOK AND PAGE
P.C.P.	PERMANENT CONTROL POINT
P.O.B.	POINT OF BEGINNING
P.O.C.	POINT OF COMMENCEMENT
P.C.P.	POLYETHYLENE GLASS PIPE
R	RANGE
R	RADIUS
RCF	REINFORCED CONCRETE PIPE
RO	RIGHT-OF-WAY
SON	SET 4"X4" CONCRETE MONUMENT UM7500
SEC	SECTION
SR	SET 1/2" IRON PIN W/ CAP UM7500
SN	SET NAIL IN 1" CAP UM7500
T	TOWNSHIP
T	TANGENT DISTANCE
TR	TYPICAL
TR	TEMPORARY BENCHMARK
VCP	VITRIFIED CLAY PIPE

TREE ABBREVIATIONS:

ABBREVIATION	DESCRIPTION
AM	AMERICAN BEECH
BL	BLACK OAK
BR	BRAHMI
BL	BLACK WALNUT
BL	BLACK WILLOW
CA	CAMPHER
CH	CHINA BERRY
CE	EASTERN RED CEDAR
CH	CHERRY LAUREL
CH	CHINA WHITE
CH	CHICKSAW PALM
CH	CYPRESS
DO	DOGWOOD
EL	ELM
EL	EASTERN COTTONWOOD
EL	FOREVER HOLLY
EL	GREEN ASH
EL	HICKORY
EL	AMERICAN HOLLY
EL	IRONWOOD
EL	LARGO OAK
EL	LONG LEAF PINE
EL	LIVE OAK
EL	LOBLOLLY PINE
EL	SOUTHERN MANICOLA
EL	RED MAPLE
EL	MANGROVE
EL	WHITE MALBERRY
EL	OAK
EL	CANAL PALM
EL	PEACH
EL	GALLERY PEAR
EL	PERSEA
EL	PINE
EL	PIN OAK
EL	YELLOW PINE
EL	PROUD PALM
EL	POST OAK
EL	RED BIRCH
EL	REDBUD
EL	RED OAK
EL	SAND PALM
EL	SABAL PALM
EL	SHADY OAK
EL	SAND PINE
EL	SHREVE OAK
EL	SLASH PINE
EL	SPRUCE PINE
EL	SPYGLASS
EL	TUNG OIL
EL	TURKEY OAK
EL	TURPINE
EL	UNION
EL	WATER OAK
EL	WILD CHERRY
EL	WHITE ASH
EL	WHITE OAK
EL	WEEPING WILLOW

- GENERAL NOTES:**
1. NO IMPROVEMENTS LOCATED OTHER THAN SHOWN HEREON.
 2. BEARINGS ARE BASED ON STATE PLANE COORDINATES, FLORIDA NORTH ZONE, NAD 83 DATUM.
 3. ELEVATIONS ARE BASED ON NAVD 83 DATUM.
 4. HORIZONTAL & VERTICAL ACCURACY IS ESTIMATED TO BE 0.1 ft.
 5. THIS IS NOT A BOUNDARY SURVEY.
 6. ADDITIONS OR DELETIONS TO SURVEY MAP OR REPORT BY OTHER THAN THE SURVEY PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SURVEY PARTY OR PARTIES.
 7. ALL UTILITIES SHOWN HEREON ARE BASED ON SURFACE EVIDENCE. ANY UTILITIES NOT SHOWN ARE LACKING SURFACE EVIDENCE TO MAKE A DETERMINATION OF LOCATION IN THE FIELD.

DAVID W. HUTCHESON P.E. S.E.M.
FLORIDA REGISTRATION NO. 5061

DATE _____

CAPITAL ENGINEERING & SURVEYING
511 North Monroe Street
Tallahassee, Florida 32301
850-424-0000

NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL BASED SEAL OF A FLORIDA LICENSED SURVEYOR AND WATER.

**FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION
OFFICE OF RECREATION SERVICES
PLANNING AND DESIGN SECTION**

800 South Jefferson Street
Tallahassee, FL 32304-1706

DATE: X/XX/XX

SCALE: 1" = 30'

SINK CREEK ROAD
EXISTING SURVEY

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a. Capital Engineering & Surveying	Tallahassee, Florida	Land Surveying

EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

EXAMPLE PROJECT KEY NUMBER

TITLE AND LOCATION <i>(City and State)</i> Brinkley-Glen Park Stormwater Management Improvements/Survey	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2009	CONSTRUCTION (if Applicable) Est. 2010

23. PROJECT OWNER'S INFORMATION

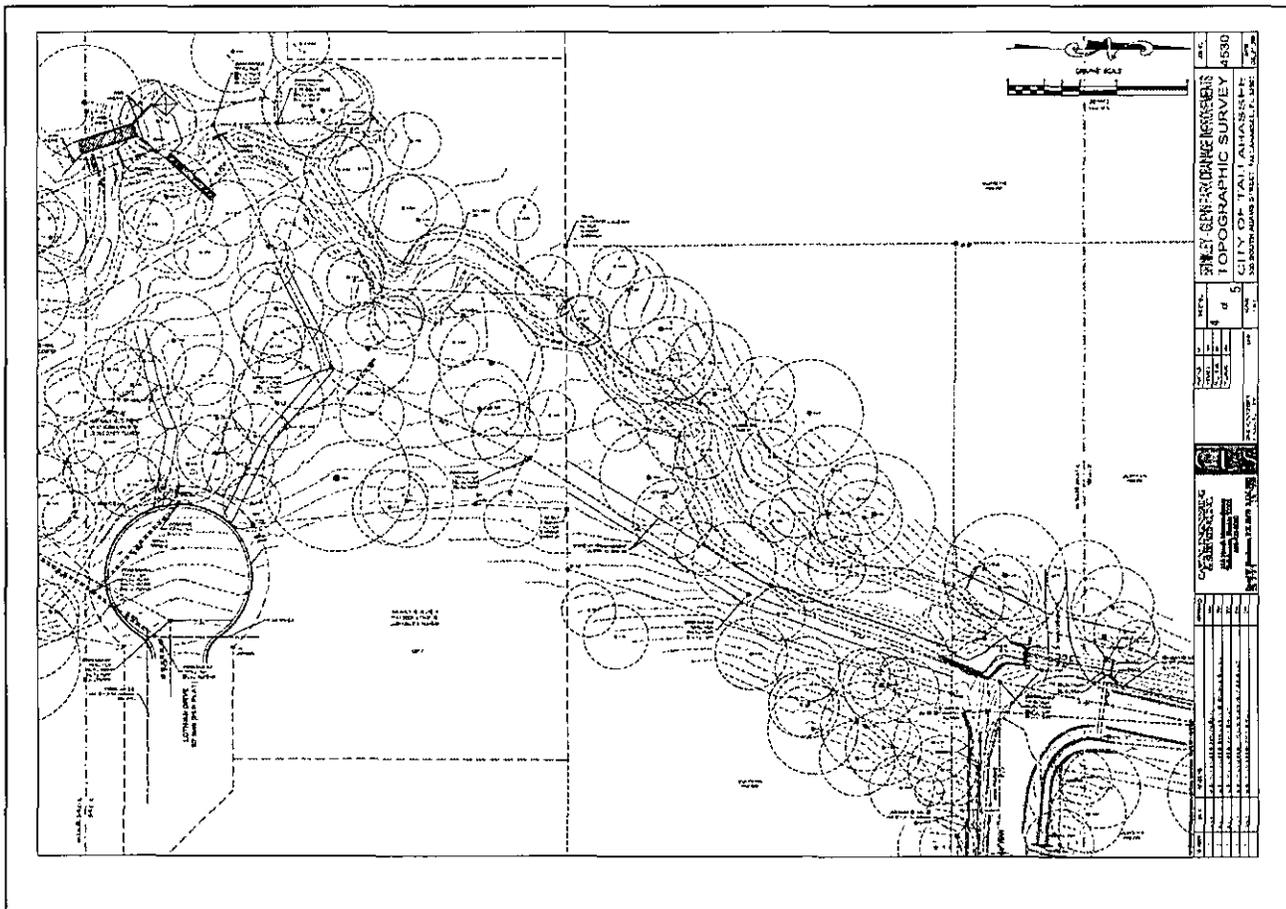
PROJECT OWNER City of Tallahassee	POINT OF CONTACT NAME Bill Woolery, P.E.	POINT OF CONTACT TELEPHONE NUMBER 850-891-8470
--------------------------------------	---	---

BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost) \$20,000 (Fee)*

Brinkley-Glen Park is a Natural Suburban Park set located in the Northeast Section of Tallahassee. An existing natural drainage feature flows through the park for approximately 2,300 LF. Serious erosion problems have occurred over the years due to increased runoff from development. CES was engaged by the City of Tallahassee Streets and Drainage Department to provide a review of existing data, prepare a survey of existing conditions, analyze the effects of contributing drainage basins, and to perform hydraulic modeling of the natural conveyance system for the critical 25 year, 8 hour storm event.

The survey consisted of completing a boundary survey of the entire 6.8 ac site and an additional 1.0 acre adjoining property, and the right of way for Middlebrooks Circle.

In addition to this CES also collected topographic information to be superimposed onto the boundary survey and adjoining properties totaling over ten (10) acres to be used as the basis for our design.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Capital Engineering & Surveying, Inc.	Tallahassee, Florida	Engineering and Surveying

EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

EXAMPLE PROJECT KEY NUMBER

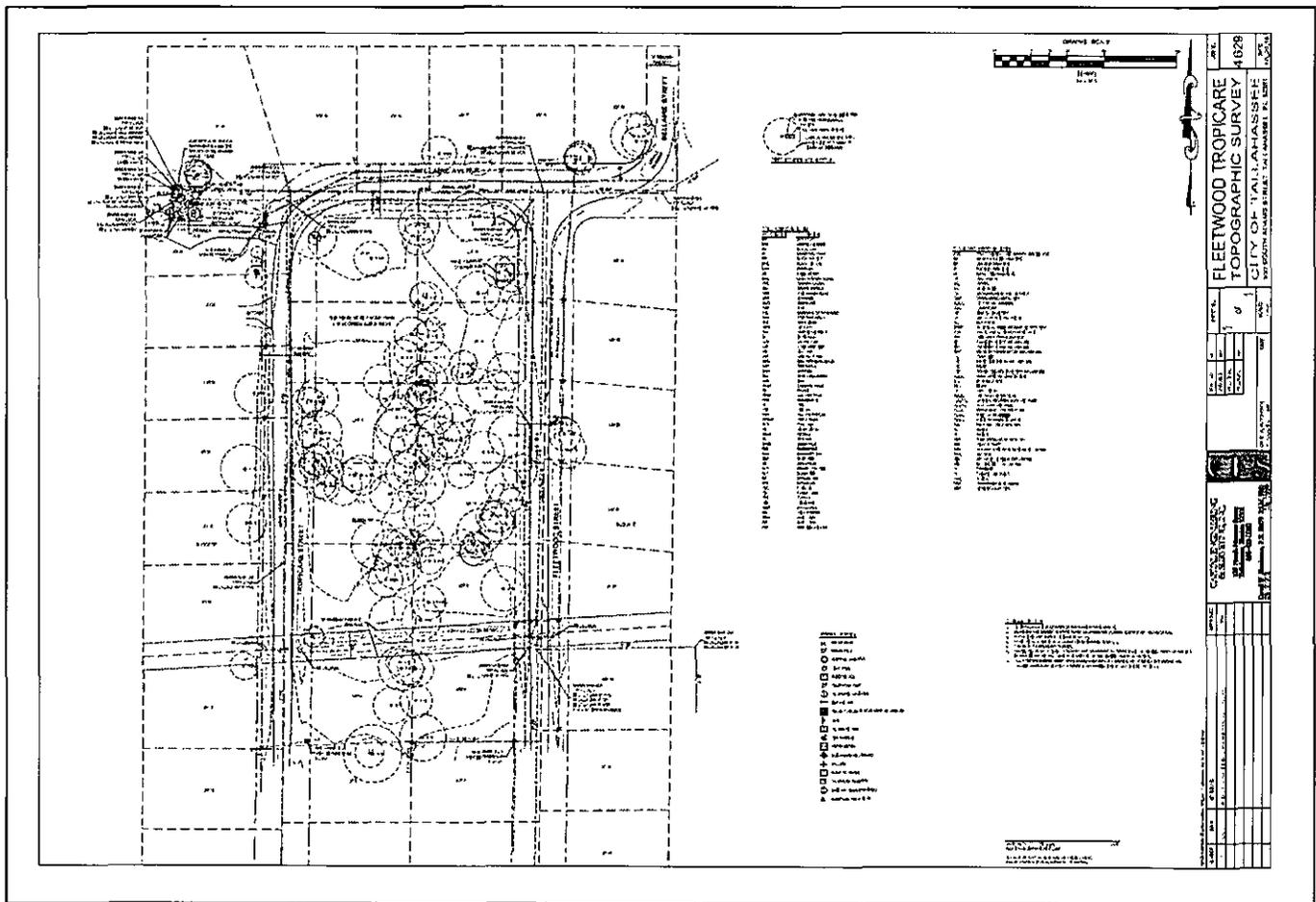
TITLE AND LOCATION <i>(City and State)</i> Fleetwood-Tropicare Topographics and Boundary Survey	YEAR COMPLETED	
	PROFESSIONAL SERVICES 2010	CONSTRUCTION (if Applicable)

23. PROJECT OWNER'S INFORMATION

PROJECT OWNER City of Tallahassee	POINT OF CONTACT NAME Andrew Platt, P.E.	POINT OF CONTACT TELEPHONE NUMBER 850-891-6148
--------------------------------------	---	---

BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost) \$20,000 (Fee)*

Tropicare Street, Fleetwood Street and Bellaire Avenue located in southern Leon County experiences excessive flooding and the gravity sewer system was constructed on flat grades that discharge to a surcharged sewer line thus creating sewer back-ups and continuous maintenance. In order to design a fix for the problem the City of Tallahassee Water Utilities Department required a topographic and boundary survey of the area approximately six (6) acres.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Capital Engineering & Surveying, Inc.	Tallahassee, Florida	Surveying

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

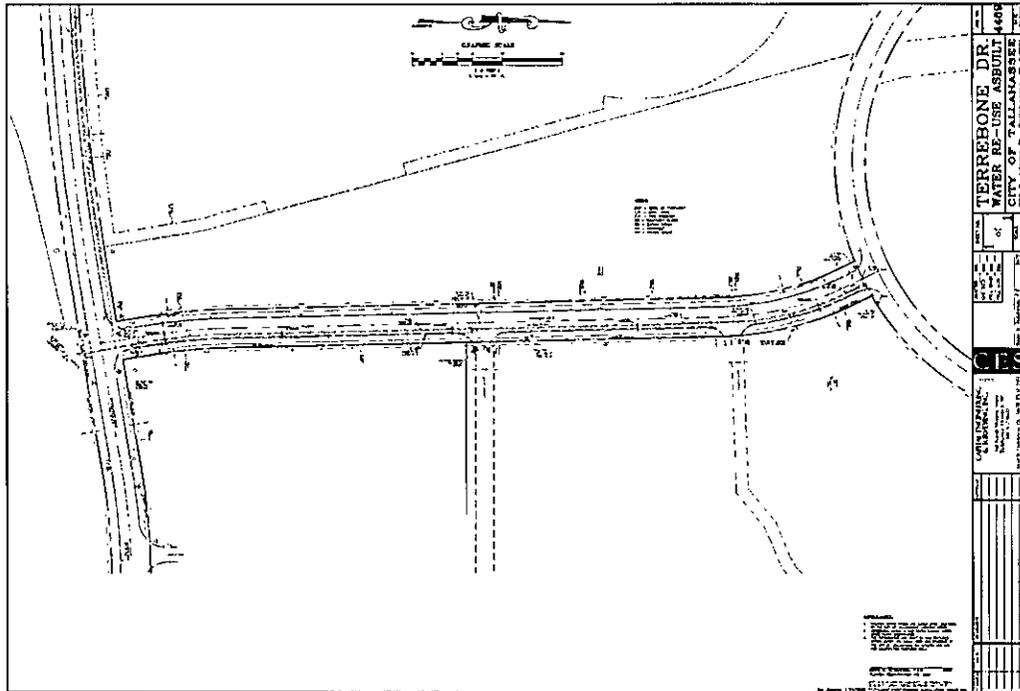
21. TITLE AND LOCATION <i>(City and State)</i> Re-Use Water Design Surveys and As-Built Surveys Tallahassee, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2007-2009	CONSTRUCTION (if Applicable) N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Tallahassee	b. POINT OF CONTACT NAME Andrew Platt	c. POINT OF CONTACT TELEPHONE NUMBER 850-694-0675
---	--	--

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)* \$250,000

CES has provided the City of Tallahassee 11,500 feet of design survey and 16,400 feet of as-built surveys for the City of Tallahassee in the SouthWood DRI for the extension and maintenance of it new re-use water system. This system is in its infancy and will be expanded to serve other areas of SouthWood as well as additional locations throughout the City.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.			

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

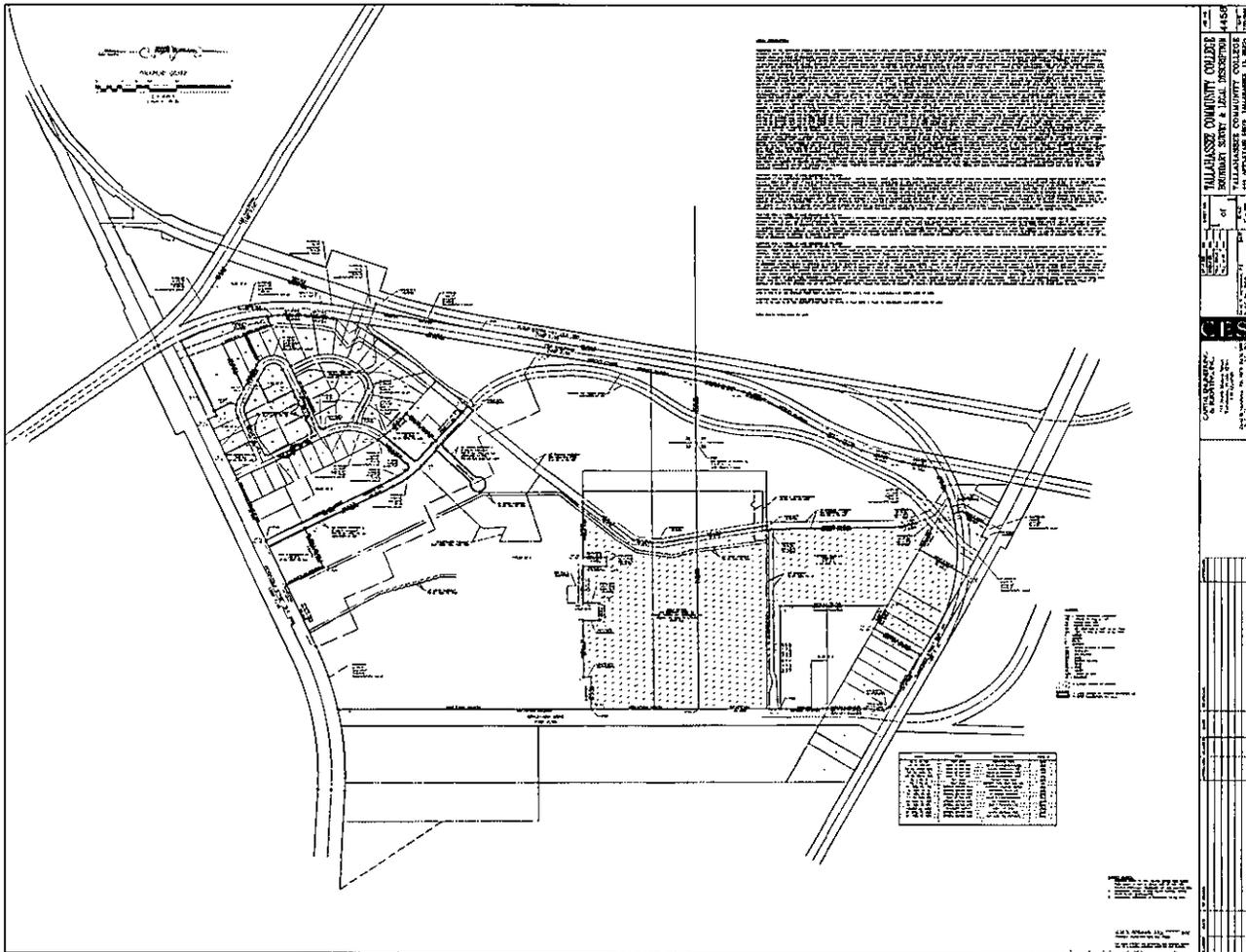
1. TITLE AND LOCATION <i>(City and State)</i> Tallahassee Community College Boundary Survey	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2008	CONSTRUCTION (if Applicable) N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Tallahassee Community College	b. POINT OF CONTACT NAME Tony Stallworth	c. POINT OF CONTACT TELEPHONE NUMBER 850-201-8750
---	---	--

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)* \$23,200 (Fee)

CES prepared a 215 acre boundary survey for the main campus of Tallahassee Community College (TCC).



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Capital Engineering & Surveying	Tallahassee, Florida	Surveying

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

TITLE AND LOCATION *(City and State)*
Calvary Orthodox Presbyterian Parking Lot Addition

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2009

CONSTRUCTION (if Applicable)

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Calvary Orthodox Presbyterian Church

b. POINT OF CONTACT NAME

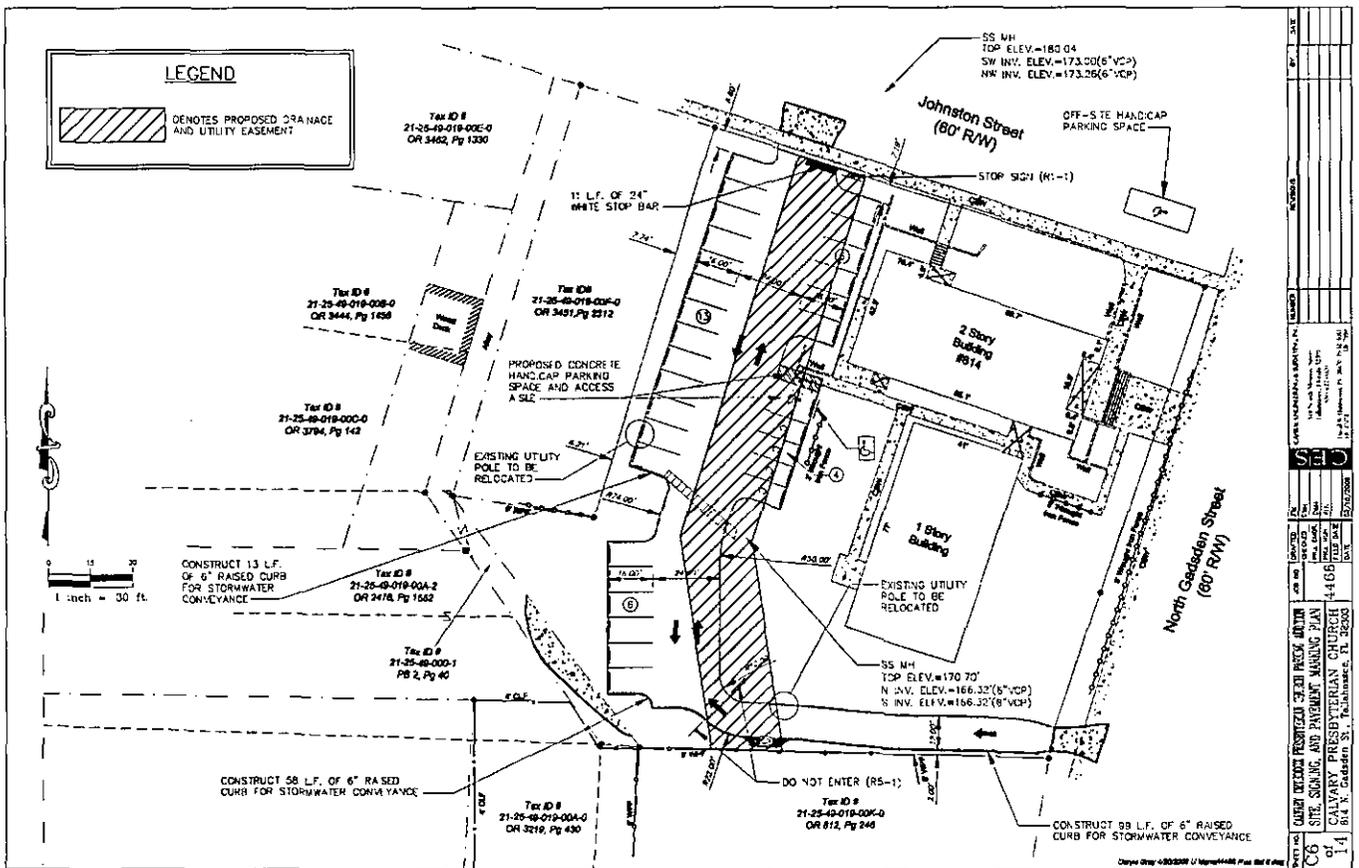
Russell Doster

c. POINT OF CONTACT TELEPHONE NUMBER

(850) 566-6203

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)* \$15,000

CES provided land use planning, surveying, and site engineering for revision of the parking area and site use at the Calvary Orthodox Presbyterian Church location in Downtown Tallahassee, FL. Being a tight, confined site in an older, developed area of town required close coordination between the designer, contractor and owner. The services included preparing preliminary site plans, boundary and topographic survey, erosion and sedimentation plans, site grading and drainage, site landscape planning and permitting. CES also provided technical assistance during construction.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a. Capital Engineering & Surveying	Tallahassee, Florida	Civil Engineering

DAVID W. HUTCHESON, P.E., P.S.M.
PRINCIPAL SURVEYOR

EDUCATION/Professional Registrations

Florida State University, BSCE, 1985

Professional Engineer, - FL # 38670, GA # 17573, OH # E-62613, AL # 23263

Professional Surveyor and Mapper, FL #. 5051, GA # 3232

EXPERIENCE

Mr. Hutcheson is president and chief civil engineer/land surveyor for Capital Engineering & Surveying Inc. He has over 30 years of experience in the fields of civil engineering and land surveying. His professional experience has been acquired through multiple project responsibilities involving comprehensive engineering design, surveying and project management tasks for many different types of projects including the following sample projects.

Relevant Project Experience

- 45 miles of cross sections for the **Lake Butler to Palatka Multi-Purpose Trail** for the Florida Department of Environmental Protection. This survey consisted of collecting cross sections every 1,000 feet and detailing the intersections for the preliminary design and estimating of the trail from Lake Butler to Palatka.
- 216-acre boundary and topographic survey for **Nestle Waters** to construct a new bottling plant in Madison County, FL. This survey combined the use of traditional ground surveying with a laser swath mapping technology producing highly accurate contour maps at a fraction of the traditional cost.
- 825-acre and a 161-acre boundary survey for Tallahassee Community College for the expansion of the **Pat Thomas Law Enforcement Academy** located in Gadsden County, Florida. This survey required the research of all GLO notes in the sections of lands surveyed for retracement of the original 1825 survey.
- Wetland location survey for the existing 300-acre Pat Thomas Law Enforcement Academy in Gadsden County, Florida. This location effort totaled over 40,000 feet of forested wetlands up and down hills with a grade change of over 100 feet.
- 100-acre boundary and topographic survey for **Washington County School Board** to construct a new high school in Vernon, FL. This survey combined the use of traditional ground surveying with a laser swath mapping technology producing highly accurate contour maps at a fraction of the traditional cost.
- 187-acre boundary survey for **St. Joe Timber Company** for a property transaction located in Gadsden County, Florida. This survey had as one of its legs the Little River and as such a determination of the normal watercourse was established to differentiate between private lands and State of Florida sovereign lands.
- 80-acre topographic survey for **Levy County School Board** to construct a new 6th-12th grade school. This survey was used in our design of the grading and drainage of the entire school.
- Topographic surveys for the design and installation of Stormwater Pollutant Defenders at El Prado Street and Water Works Road for the **City of Lake City**. These surveys were located in deep drainage ditches and urbanized areas of the city thus requiring a significant amount of detail in the data collection effort.
- **Chason Woods 700-Acre Boundary and Topographic Survey** for a new 229-lot subdivision in southern Leon County. This survey located wetlands, gopher tortoises, and other significant environmental features.

RICHARD G. MATTHEWS PROJECT SURVEYOR

EDUCATION/Professional Registrations

A.A. - Liberal Arts, Brevard Community College, 1968

Surveying and Mapping Diploma, International Correspondence School, 1976

Registered Land Surveyor in the States of Florida and Georgia

Various additional courses in surveying and mapping at Valencia Community College and engineering technology at Tallahassee Community College. Various continuing education courses: Minimum Technical Standards, Florida Law, FEMA Elevation Certificate and Letters Of Map Amendment

EXPERIENCE

Mr. Matthews is a professional land surveyor with over thirty years experience as a supervisor in a wide range of surveying and mapping. His career has included service for the Florida Department of Transportation, Florida Board of Professional Land Surveyors, Florida Department of Environmental Protection, as well as manage private surveying and mapping operations such as boundary, topographic, subdivision design in both Florida and Georgia, utilizing conventional survey methods, CADD and GPS.

Relevant Project Experience

- Richard Matthews & Assocs., Inc.; Florida & Georgia, President, Surveying and Mapping. Coordinate Boundary Surveys, Topographic Surveys, Land Fills, Special Purpose Surveys, control for photogrammetry, surveys for environmental compliance of oil tank farms for Texaco in Tallahassee and Miami, and construction surveys, and Land Use Planning, rezoning requests and variance applications.
- Geomap Technologies, Inc (Brandon, FL); Project manager, supervise the resurvey, remonumentation, remarking 25 miles of boundary line for the U.S. Army Corps Of Engineers, Jim Woodruff Reservoir (Lake Seminole) in Washington County, Florida and Seminole and Decatur Counties, Georgia. GPS - static and RTK, and total stations were utilized. Also, perform review of final plats to be delivered to the Corps.
- Florida Department of Environmental Protection - Prepare legal descriptions for Manatee Protection Zones through out Florida based upon data supplied by the FDEP and utilizing NOAA nautical charts.
- The Goodling Co., Tallahassee, Fla; vice president, surveyor in charge; Administer all facets of surveying in a civil engineering, Land Surveying and planning firm including the supervision of field crews, draftsman, engineering technicians in field work, computations, drafting and the preparation of plans and reports. Projects included: route and right of way acquisition survey for the City of Tallahassee power transmission line from Tallahassee to the Georgia state line, staking of the Donald Tucker civic center, topographic survey of oil refinery in St. Marks, Florida.

ALAN JORDAN THOMPSON SURVEY TECHNICIAN

EDUCATION/Professional Registrations

Florida State University, Part Time Student in Civil Engineering
North Florida Community College, Graduated with Associates in Arts Degree

EXPERIENCE

Mr. Thompson has over 18 years of experience in the field land surveying. He currently serves as a CAD Technician preparing ALTA, Topographic, Boundary, As-Built, Sketch & Descriptions, project research and aiding in preparation of Civil development plans. Responsible for development and maintenance of office standards, including: preparation and setup required for company wide migrations to newer versions of AutoCad for proper utilization of newer features and all preset standards stay intact, title blocks, symbols, procedures, naming conventions, writing LISP routines, creation of descriptor codes (field & office) for all required software applications

Relevant Project Experience

- Fonvieville Farm/McCraken Road - Topographic survey used by PBS&J to design a flood relief system for the McCracken Road overflow for Leon County.
- Lauder Pond – Topographic survey for the Lauder Pond project used by RSE in the design of a drainage improvement project for Leon County.
- Portsmouth Avenue – Topographic survey of the drainage conveyance used by RSE in the design of a drainage improvement project fro Leon County.
- Middlebrooks Circle – Topographic and Boundary survey used by CES in the design of a drainage improvement project for the City of Tallahassee.
- Brounough Street – Topographic survey of Brounough Street from Eighth Avenue to West Tennessee Street used by CES in the design of a sewer replacement project..

UTILITY ENGINEERING PROJECT APPROACH

Our general understanding of Project and Projects Requirements are outlined below. Prior to each project some or all of the activities identified below will be utilized for completion of each assignment.

A. Kick-Off Meeting:

Prior to conducting any design related services, CES will develop a kick-off meeting agenda and distribute it prior to the scheduled meeting date. Key members of the CES project team will attend the project kick-off meeting. Key items to be discussed at the meeting would include the City's vision and critical success factors for the assigned project, project schedule, and perhaps of most importance, the lines of communication to be utilized throughout the project.

B. Distribution of Scope:

At the commencement of the assigned project, the Project Manager will provide each technical staff member with a copy of the scope of services for the project along with the project schedule.

C. Design Update Meetings:

CES will attend regularly scheduled status meetings with the COUNTY. The meetings will be on an as needed-basis, but at a minimum will occur monthly during the design period and at critical decision points. These meetings will serve to update the COUNTY Project Manager as to the status of the project, identify critical decisions to be made and any design issues that may need to be addressed. In between these regularly scheduled meetings, we will provide the COUNTY with bi-monthly updates via telephone and emails. Additionally we will be available at any time to discuss project issues and hold meetings that may be necessary.

D. Construction Update Meetings:

Once assigned projects move into the construction phase and if requested, CES could continue our coordination efforts by attending monthly status meetings with the COUNTY. These meetings will serve to update the department as to the status of the project, identify critical decisions to be made and any design issues that may need to be addressed.

E. Community Coordination Services (as needed):

CES understands and appreciates the need for placing the highest priority on listening and communicating with the COUNTY. Based upon the complexity and overall importance of the project and the number of parties that could be involved in the decision-making process, CES has the ability to disseminate information to the parties including the general public.

Public Informational Meetings

CES recommends that public informational meetings be held as a means of providing the residents of the City with information about the assigned project. We propose to hold two such meetings during the design phase of critical community impact projects.

The first would be scheduled following the 30% design submittal. At that point in the design we will be in a position to discuss any pertinent issues. This information will be shared with the general public so that they are aware of the intent of the project and how it may impact the residents and businesses in the project areas. Comments and concerns will be solicited.

The second meeting would be scheduled following the 60% design submittal. At that point in the design we will be in a position to present essentially the final design. This information will be shared with the general public and again comments and concerns will be solicited.

Design and Permitting Services

The following work tasks and approaches are proposed for the Design and Permitting Services Phase:

A. 30% Design:

The 30% design will establish the basic pipe routes and determine potential critical areas such as conflicts with existing utilities and possible disturbance of trees and plantings along the rights-of-way. CES will take into consideration unique situations such as service lateral locations and other restrictive situations. In addition to the possibility for easements or additional right-of-way to construct the utility systems will be determined. The methods for crossing driveways and roadways, general location of service laterals, locations of hydrants, maintaining proper horizontal and vertical separations with other utilities, as well as many other design considerations, will be established during this important phase.

Field reconnaissance work will be completed to identify potential locations for pump stations and water storage facilities. These potential locations will then be discussed with the COUNTY. Once this is complete, field survey and geotechnical investigations can be scheduled and completed.

Full field surveys will be performed under this contract and provide the basis for preparation of detail design drawings. The survey will cover the limits of the selected rights-of-way for connections to existing water and sewer systems, the proposed pipe routes and indicate existing utilities and other pertinent ground features. In addition, property surveys of those parcels CES will also obtain copies of available sanitary sewer maps, water and storm system maps from the COUNTY, City Stormwater Division, and FDOT, as appropriate, for comparison to survey data. We will also review any Record Drawings for related construction in the project area.

At a minimum, the 30% design will include:

1. Topographic Survey
2. If needed coordinate and hire a geotechnical firm to define subsurface conditions along the proposed pipe routes and obtain foundation recommendations for new lift stations and water storage facilities.
3. If required, identify general electrical power requirements and loads as well as SCADA requirements.
4. Identify all required permits and agencies to obtain permits from.
5. Evaluate natural features along the proposed corridors that includes slopes, watercourses, wetlands, protected trees, threatened or endangered species.

30% Design Submittal:

- a. Preliminary plan set with horizontal alignments established.
- b. Cover Sheet, General Notes, Key Map, Plan Sheets to Scale (scale size to be determined with City).
- c. Preliminary Opinion of Construction Costs.

B. 60% Design:

Following the 30% design submittal, we will proceed to the 60% design point. The 60% Design phase of the project will allow for refinement of the design to meet the requirements of the COUNTY and regulatory agencies. The plans will be logically and thoroughly developed to provide all necessary information to the bidders and eventual contractor for successful construction.

This will generally include:

1. Prepare the plans and draft technical specifications for the new and modified existing facilities.
2. Update preliminary opinion of probable construction cost for the proposed improvements
3. Submit two copies of 60% Design documents to the COUNTY for review.
4. Attend a 60% design review meeting with the COUNTY.
5. 60% Design Documents, including:
 - a. Complete plan set with all design shown.
 - b. Cover Sheet, General Notes, Key Map, Plans Sheets at established Scale, Horizontal Control Plans, Typical Details, Special Details.
 - c. Draft Specifications and Bid Forms.
 - d. Updated Preliminary Opinion of Construction Costs.
 - e. Required Permit Applications.

C. Final Design:

Following the 60% design submittal meeting, CES will proceed to final design. This will generally include:

1. Prepare final contract documents (plans and specifications) for the proposed improvements. Submit one reproducible and one hard copy of plans and specifications, with electronic files on a CD.
2. Provide four signed and sealed sets of contract documents for the purposes of the COUNTY's record and distribution to permitting agencies.
3. Prepare Engineers' final opinion of probable construction cost for the overall project.

The number of design plan sets and other submittals to be delivered to the COUNTY and to regulatory agencies will be determined to meet applicable requirements. During each project phase, careful evaluation and consideration will be given to determine accurate construction costs, establish utility coordination, develop applicable environmental permitting, and maintain close coordination and communications with the Underground Utilities Department.

D. Permitting Coordination/Project Management

CES will prepare necessary permit application forms to assist the County, plus coordination throughout the project for the following items:

1. Construction permits for the proposed improvements.
2. Coordinate with the County/City regarding any environmental permits.
3. Coordinate with FDOT regarding Utility Permits that may be required.

E. Bidding Services:

1. Attend a pre-bid conference, if required, and prepare meeting minutes for this conference.
2. Issue clarifications to bidders.
3. Assist with preparation of addenda to the contract documents as may be required.

4. Review the bids and prepare a written award recommendation for the County.

Construction Services

CES has a long-standing commitment to the special requirements of construction phase services. Members of our staff have the specialized experience required to conduct a highly effective program of resident observation, construction administration and project closeout. We focus on efficiency, practicality and claims avoidance. We have the experience that enables us to anticipate potential construction problems, delays, and contractual conflicts giving us the ability to support our clients effectively through the duration of construction as well as the start-up and operational phase.

Additional services provided by CES include:

Pre-Construction Phase:

- Review all project documents
- Identify potential problem areas
- Conduct pre-bid conferences
- Issue addendum to bidders requests for information/clarification
- Evaluate bids
- Recommend contract award to Owner
- Provide Notice of Award
- Document pre-construction conditions
- Preparation of testing and submittal plan
- Contract Execution

Construction Phase:

- Contract administration construction engineering
- Resident or part-time observation
- Prepare daily construction reports
- Witness and document completed work items
- Witness all tests
- Measure quantities for payment
- Provide photographic records of site conditions
- Review final as-built survey
- Analyze contractor claims
- Coordinate start-up activities
- Evaluate and prepare change orders
- Provide field engineering-and design services and respond to Contractor's request for information
- Maintain record prints
- Line and grade checks
- Review payment requests and provide monthly status reports
- Enforce erosion and sediment control requirements
- Analyze and evaluate test results
- Analyze contractor claims
- Coordinate and verify start-up activities
- Conduct substantial and final completion inspections
- Prepare punch lists of incomplete items
- Review final as-built surveys

Post-Construction Phase:

- Certify contract completion
- Prepare contract completion report
- Prepare record drawings
- Provide photographic, written, and videotape records

- Represent client in residual claims, claims preparation/defense
- Conduct post-construction performance monitoring program
- Expert witness and advisor to counsel

A. Construction Inspection Procedures:

CES and its staff have been providing construction inspection services for private developers, corporations, cities and counties since 1987.

CES services include preparation of reports, pay estimate approval, construction schedule approval, testing of material, maintenance of traffic, complex drainage and complex roadway construction monitoring.

Construction Inspection Services and Oversight:

- Track Request for Information by contractor to avoid delays.
- Track shop drawing reviews and submittal.
- Review of project CADD design files.
- Review project designs to determine that Standard Specifications apply.
- All documents will be reviewed with the field conditions at the final stages of the project to ensure all site changes have been incorporated.
- Review the plans to ensure the work descriptions are clear and concise.
- Perform a Four-Way check of plan quantities including compatibility between:
 1. Design Plans
 2. Quantity Computations
 3. Cost Estimates
 4. Summary of Pay Items

Construction Field Adjustment - Every effort will be made early on to identify and provide solutions for any potential problems so as not to delay the project. If an adjustment in the field becomes necessary, CES will coordinate with the contractor and document all revisions to the project plans.

Coordination - CES project staff are fully aware on the intricate coordination efforts that need to take place. All correspondence, decisions and submittals to the County will be the responsibility of Project Manger. Documentation of all project activities will be included in the daily progress reports.

CES will hold team meetings to coordinate all the efforts of the members of the project team and to closely monitor the Project Schedule. Issues that will be discussed at team meetings are review progress and discuss upcoming and ongoing activities; request for information, assign responsibilities and schedules for specific tasks.

Close coordination between the County and Contractor are of paramount importance. It is the responsibility of CES to ensure that all parties involved are kept informed and advised of construction events as the work progresses.

Permit Compliance - Permit compliance will be reviewed to ensure that applicable requirements of permits are met.

B. Reports / Record Documents:

CES will provide the County with the original and as-built plans of contract drawings. Drawings and computations provided to the County will be signed and sealed by a licensed design professional.

CES will compile daily reports as necessary. These will be included in a weekly progress report submitted to the COUNTY. Minutes of all meetings will be taken and memorandum prepared.

CES and all members of the construction team recognize the importance our client's place on Quality Assurance/Quality Control as a method of producing work of high quality, accuracy and completeness. CES's QA/QC plan sets forth a systematic approach to be used in developing a quality product using uniform guidelines and procedures and will be coordinated with the contractors QA/QC. The procedure identifies responsibilities and requires that all project team members be responsible and accountable for the accuracy and completeness of the construction contract documents produced.

Project Management Controls

CES's emphasis and success in meeting project schedules is due, in part, to the strength and flexibility of our project management procedures. The following describes CES's standard procedures associated with schedule. These would be tailored to the specific needs of the COUNTY.

Project Plan: This plan provides a mechanism to distribute fundamental information to the project team that is critical to the proper fulfillment of the executed agreement. The purpose of this document is to outline the scope of work and to identify project personnel, project schedule, inter-discipline coordination, document control, quality assurance personnel, and methods for completing the project on schedule, and reporting progress on the project to the client.

Schedule Control: CES is experienced in maintaining established schedules throughout the duration of multidisciplinary projects. Regular meetings are held with project team members to review the status of the scope of work, established deadlines, and deliverables. Additionally, project status reports are prepared on a regular basis and are reviewed by our Project Manager for compliance with the project plan established at the initiation of the project.

Quality Assurance / Quality Control: CES has an established procedure in place for quality assurance/quality control (QA/QC). This procedure is tailored to fit each project and is identified and documented in the project plan. Internal and task reviews will be scheduled at the beginning of the project. The approach to quality control begins with development and review of individual project components followed by a review of the project in it's entirety in order to provide project continuity and constructability among the numerous elements.

The QA/QC team will attend project meetings to maintain an appropriate level of involvement and to keep the project team focused on project objectives. The QA/QC team will be available during the development of the design tasks as internal consultants, providing input as required. This approach stresses error avoidance rather than simply error identification.

EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

EXAMPLE PROJECT KEY NUMBER

TITLE AND LOCATION *(City and State)*

Parallel Effluent Transmission Line - Feasibility Study
Tallahassee, FL

YEAR COMPLETED

PROFESSIONAL SERVICES
2008

CONSTRUCTION (if Applicable)
N/A

PROJECT OWNER'S INFORMATION

PROJECT OWNER

City of Tallahassee - Water Utilities

POINT OF CONTACT NAME

Jimmy Lee, P.E.

POINT OF CONTACT TELEPHONE NUMBER

850-891-6173

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

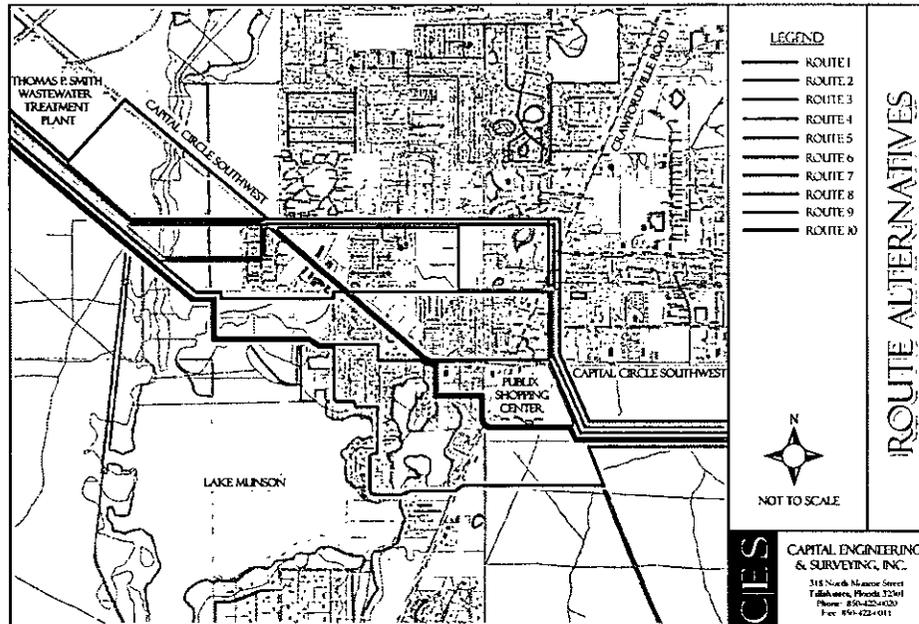
It was determined by the City of Tallahassee (COT) that the existing 36" diameter effluent pipeline from the COT's TP Smith WWTF to the SE Sprayfields re-use site was at or reaching it's capacity. This FM is over 25 years old and the City does not have an alternative disposal option should a catastrophic failure occur that placed this line out of service. Engineering analysis revealed that another FM of equal or greater diameter would be needed to eliminate the capacity issue and provide redundancy in the effluent transmission system. CES was commissioned by the COT to prepare a feasibility study analyzing possible routes for the proposed pipe line. The selection of alternative pipeline routes had to take into account the following features:

1. The size of the proposed pipe and corridor route required,
2. Existing utilities in and around the considered routes,
3. Limited existing R-O-W for many of the existing roads in the area and
4. Impacts to existing residential and commercial development.

The final report analyzed 10 possible routes taking into consideration the following criteria:

- Constructability,
- Requirement for acquisition of easements,
- Available R-O-W,
- Existing pavement and condition,
- Environmental issues,
- Social and economic impacts to area developments and
- Existing utilities.

Numerical values were given to each of the criteria and these scores along with the estimated construction costs were utilized in evaluating and selecting the "Best" route. The City's underground utilities department upon review of the CES analysis concurred with the route selected as "Best" in the analysis.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.		

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

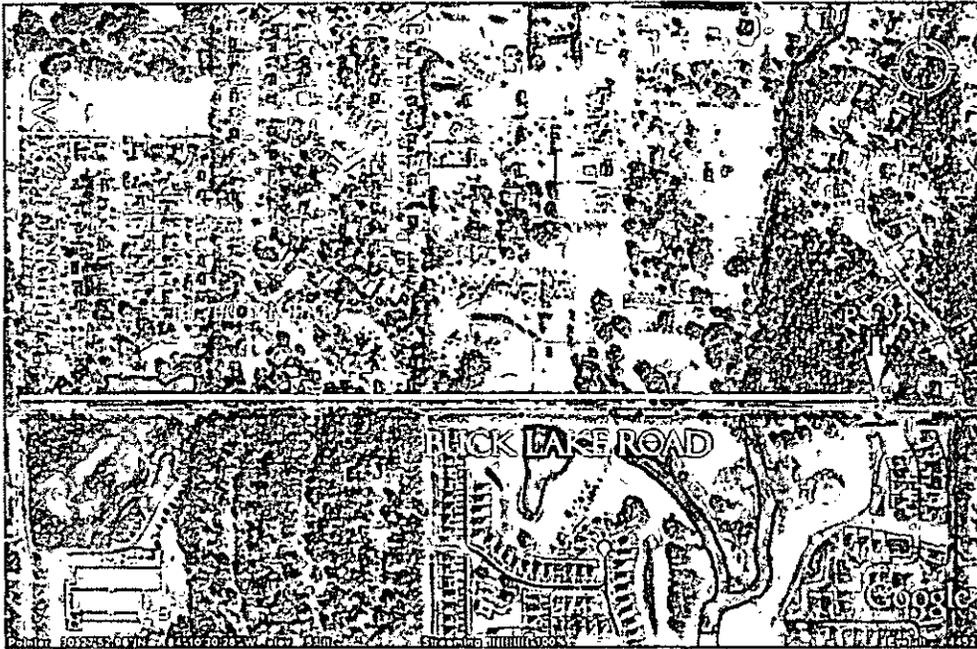
21. TITLE AND LOCATION <i>(City and State)</i> Buck Lake Road Forcemain Replacement Design Tallahassee, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2006	CONSTRUCTION (if Applicable) 2007

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Tallahassee	b. POINT OF CONTACT NAME Sal Arnaldo, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER 850-891-6182
---	---	--

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)* \$250,000

CES prepared construction documents for the City of Tallahassee to replace an aging sanitary sewer force main along Buck Lake Road. It was determined because of CES's extensive experience with various pipeline construction techniques during the engineering analysis and preparation of conceptual designs that the City would realize significant savings in cost and scheduling if directional boring methodology with HDPE pipe was used in place of traditional construction using open cut excavation and installation.. By utilizing the HDD method of construction the impact to both the constructed environment as well as the natural environment was much less and thus saved the City untold dollars in both time and actual money.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.			

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

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

Capital Circle East Force Main (FM)
Feasibility Study of Alternating Routes

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2008

CONSTRUCTION (if Applicable)
N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

City of Tallahassee – Underground Utilities

b. POINT OF CONTACT NAME

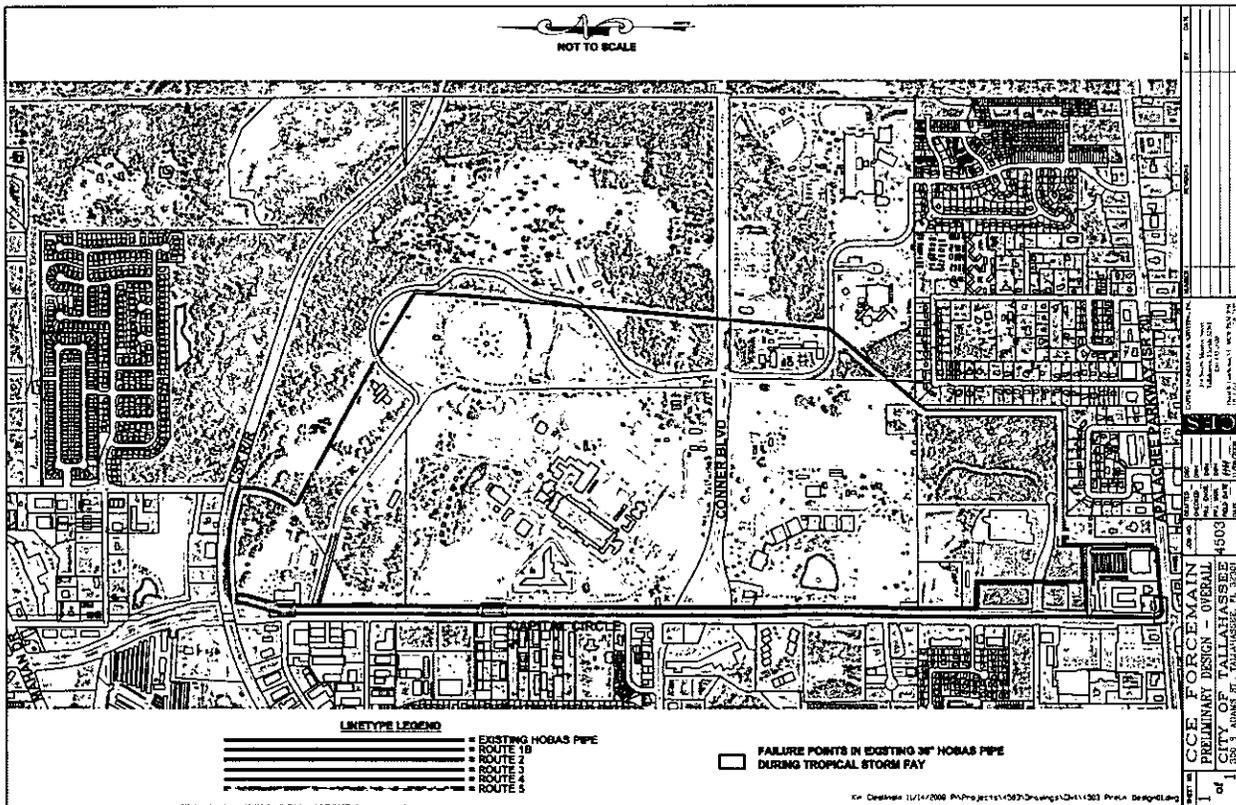
Sal Arnaldo, P.E.

c. POINT OF CONTACT TELEPHONE NUMBER

850-891-6182

The City of Tallahassee (COT) has a 36" FM that transports the majority of wastewater generated in the east and northeast portions of the COT service area. This pipeline failed at three locations during Tropical Storm Faye in the Fall of 2008. The 36" FM connects further south along Capital Circle SE ROW to a 42" FM which transmits the wastewater to the TP Smith WWTF. A capacity analysis by the COT underground utilities department determined that a 42" diameter FM was needed to replace the existing 36" HOBAS Pipe FM to meet current and anticipated future demands. CES was engaged to study and analyze feasible routes for the proposed 42" FM. Challenges faced in selecting possible routes were the width of the corridor needed to install this large diameter pipe and managing construction around the extensive amount of existing utilities within the ROW of Capital Circle, a FDOT roadway. Six alternative routes were analyzed in detail and evaluated. The analysis was based upon the following criteria:

- Construction Cost Factors such as total length of pipeline jack and bore roadway crossings, ARV requirements and maintenance of traffic on this highly traveled roadway.
- Available ROW
- Existing pavement and condition
- Environmental constraints i.e., wetlands, flora and fauna impacts on surrounding areas
- Existing utilities



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.		

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects. If not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

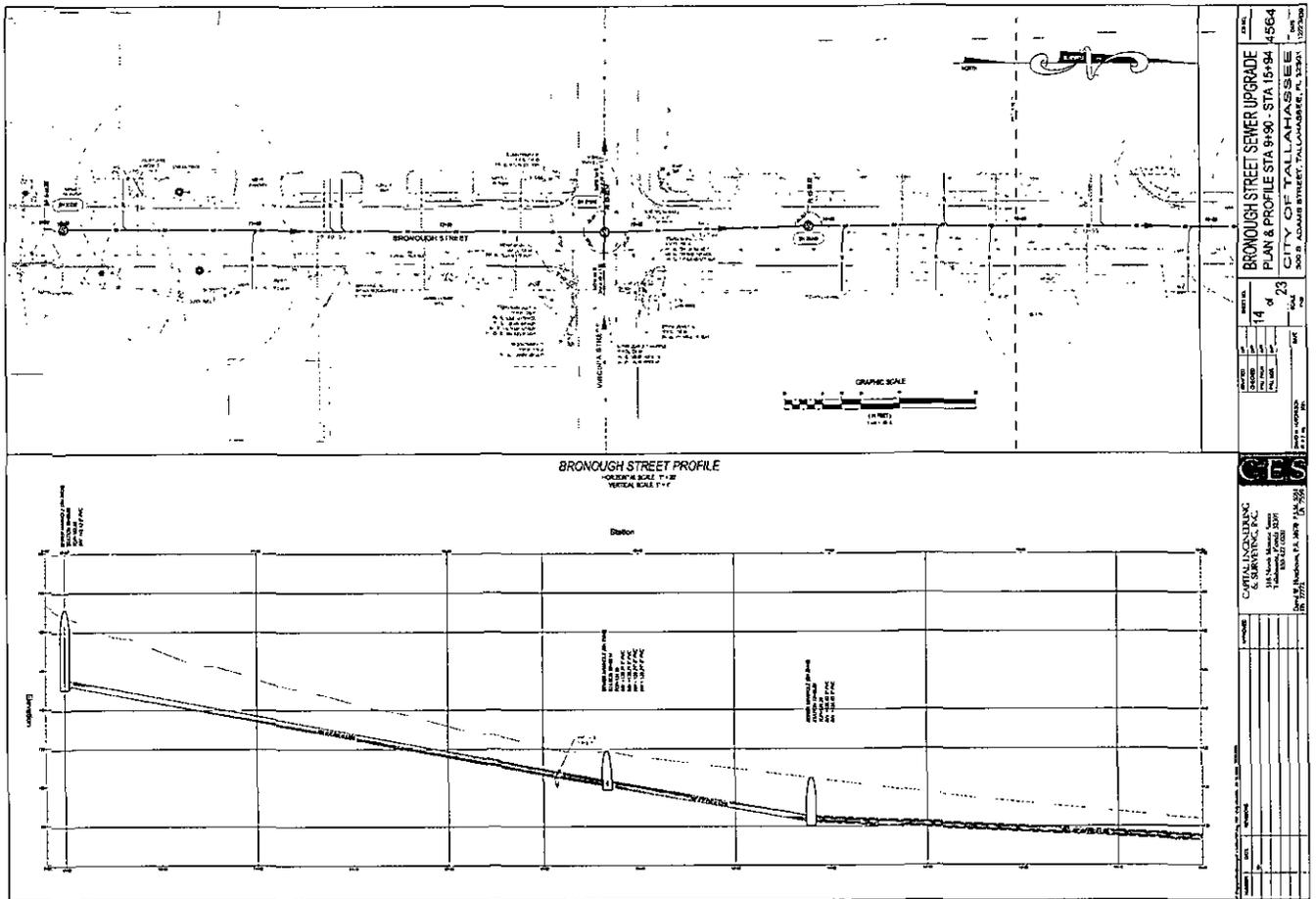
1. TITLE AND LOCATION <i>(City and State)</i> Bronough Street Sanitary Sewer Design & Survey Tallahassee, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2010	CONSTRUCTION (if Applicable) 2010 est.

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Tallahassee	b. POINT OF CONTACT NAME Andrew Platt, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER 850-891-6148
---	--	--

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)* \$46,658.92

CES provided Civil Engineering design and survey services for the realignment and upsizing of the existing sanitary sewer within Bronough Street (major urban thoroughfare) in Tallahassee. Project includes upsizing 6 inch sewer to 8 inch, location of all lateral connections, developing the traffic control plan and pavement markings.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Capital Engineering & Surveying	(2) FIRM LOCATION <i>(City and State)</i> Tallahassee, Florida	(3) ROLE Civil Engineering & Land Surveying
----	--	---	--

DAVID W. HUTCHESON, P.E., P.S.M.
PRINCIPAL ENGINEER

EDUCATION/Professional Registrations

Florida State University, BSCE, 1985

Professional Engineer, - FL # 38670, GA # 17573, OH # E-62613, AL # 23263

Professional Surveyor and Mapper, FL #. 5051, GA # 3232

EXPERIENCE

Mr. Hutcheson is president and chief civil engineer/land surveyor for Capital Engineering & Surveying Inc. He has over 30 years of experience in the fields of civil engineering and land surveying. His professional experience has been acquired through multiple project responsibilities involving comprehensive engineering design, surveying and project management tasks for many different types of projects including the following sample projects.

Relevant Project Experience

- Parallel Effluent Transmission Line –City of Tallahassee. The study investigated 10 potential pipe routes to avoid the heavily congested Capital Circle corridor and utilize existing or proposed easements and local streets to minimize disruption to the public to the greatest extent possible.
- Kerry Forest Parkway Extension Preliminary Engineering Study – A joint City of Tallahassee and Leon County project to determine if the existing dedicated right of way proposed by the developer during the PUD review process was sufficient and determining the required right of way for the connection to Ox Bottom Road. The study included an innovative approach to saving a Patriarch Live Oak tree by installing a large Round-A-Bout agreed to by both the City and the County. As can be seen in the picture the actual construction with the Round-A-Bout has created a functional and pleasing intersection blending the need for improved transportation needs and addressing the social needs of the community.
- Paul Russell Road PES - City of Tallahassee Preliminary Engineering Study for a road improvement project to add sidewalks, curb and gutter, bicycle lanes, turn lanes and drainage improvements for a 4,000 feet long section of local collector roadway from North Monroe Street to Jim Lee Road.
- Florida Commerce Credit Union - Provided Land Use Planning, site plan design, grading, drainage and environmental permitting for the 2.8 acre commercial site.
- City of Tallahassee - Meginnis Arm Sewer Rehabilitation Provided design and for the replacement of approximately 2,400 linear feet 15" sanitary sewer piping. Services included topographical survey for design and easement acquisition, sewer design, Traffic Control Plans, and detailed quantity take-off and cost estimate.
- City of Tallahassee – Gaines Street Water & Sewer Replacement - CES has provided designs for a replacement of 8,300 lf, of water pipe and 5,000 lf of sewer system along the Gaines St. corridor. Services included preparation of plans, permitting, Traffic Control Plans, and detailed quantity take-off and cost estimate.
- City of Tallahassee – Pump Station 53 Replacement - CES has been retained to design a new 1,220 GPM pump station and approximately 1,700 linear feet of gravity system to replace the existing 30 yr old pump station and meet future flows and move it to a higher elevation. Services for this project include survey, hydraulic analysis, system design, all permitting, easement acquisition, and quantity take-off and cost estimate.

PEARCE L. BARRETT III, P.E.
SENIOR CONSULTANT/UTILITIES

Education / Professional Registrations

University of Florida-BSCE (civil engineering), 1980, BSBA (Accounting), 1974
Professional Engineer-FL #35364, AL #22266 GA #016784, TX #85077
Certified Public Accountant FL#6200 (inactive)

EXPERIENCE

Mr. Barrett has over 30 years of design and project management experience in areas of site design utility infrastructure, solid waste management and environmental site assessment. He has prepared studies, designs, permits, and provided construction observation for wastewater treatment facilities, expansions, wastewater collection system and water distribution systems, pumping stations and force mains and water supply, treatment and storage facilities and commercial and residential site development. Mr. Barrett managed and operated his own firm with three offices located in Tallahassee, Bonifay, FL and Fairhope, AL.

Relevant Project Experience

- Preparation of City of Tallahassee's bio-solids management plan, water and sewer line extensions, water system pressure studies for two NE Tallahassee neighborhoods, prepared engineering study of alternative pump replacements for a major pumping station, and preparation of Technical Special Provisions (utility specific) for water and sewer project within FDOT ROW to include contaminated soils delineation and removal.
- Project Manager for flows and loads analysis and water reuse sections of City of Tallahassee Wastewater Master Plan.
- Design and Permitting of small WWTF and extension of sewer system with pumping stations in Town of Noma in NW FL. Projects funded under DCA CDBG programs.
- Design and Permitting of a 3-mile rural roadway and rural fire department station funded under the DCA CDBG and USDA Rural Development programs.
- Rate and impact fee studies for the City's of Auburndale and Mulberry, FL.
- Design of 3 miles of water and wastewater transmission lines along Hwy 90 East, Leon County, FL
- Infrastructure (water, sewer and storm water) study of Florida State University's Tallahassee Campus.
- Design of WWTFs in NW FL for the Dept. of Corrections.
- Designed neighborhood revitalization projects (roads, drainage, water and sewer) for economically disadvantaged communities in SW GA.
- Master Plan of sewer collection system for regional utility in South Walton County.
- Design and permitting of 7 MGD AWT WWTF expansion for ECUA
- Design and permitting of 3 MGD expansion to WWTF and public access water reuse (golf course) facility for SRUI.
- Design and permitting of 3 MG potable water ground storage facility and 1 MG elevated storage facility and public supply well in Santa Rosa County, FL.
- Water and wastewater extensions with pumping stations for City of Bonifay, FL.
- Site planning and designs for 250 ac. solid waste management facility in Santa Rosa County, FL.
- Planning, design and permitting for regional 600 ac. solid waste management facility in NW FL

DARYLE S. GRAY, P.E.
PROJECT ENGINEER/CIVIL

EDUCATION/Professional Registration

Florida State University, BSCE, 1999

Licensed Professional Engineer – FL No. 64612

EXPERIENCE

Mr. Gray has over ten (10) years experience as a project manager and design engineer responsible for roadway design, water resource planning, drainage studies, design and permitting and other water quality related design projects. He is well versed in the utilization of stormwater modeling programs such as ASAD (Stormwater sewers), AdICPR (ponds) and AutoCAD Civil 3d.

Relevant Project Experience

Capital Circle East Forecmain Study & Alternate Routes

The City of Tallahassee (COT) has a 36" FM that transports the majority of wastewater generated in the east and northeast portions of the COT service area. This pipeline failed at three locations during Tropical Storm Faye in the Fall of 2008. The 36" FM connects further south along Capital Circle SE ROW to a 42" FM which transmits the wastewater to the TP Smith WWTF. A capacity analysis by the COT underground utilities department determined that a 42" diameter FM was needed to replace the existing 36" HOBAS Pipe FM to meet current and anticipated future demands. CES was engaged to study and analyze feasible routes for the proposed 42" FM. Challenges faced in selecting possible routes were the width of the corridor needed to install this large diameter pipe and managing construction around the extensive amount of existing utilities within the ROW of Capital Circle, a FDOT roadway. Six alternative routes were analyzed in detail and evaluated. The analysis was based upon the following criteria:

- Construction Cost Factors such as total length of pipeline jack and bore roadway crossings, ARV requirements and maintenance of traffic on this highly traveled roadway.
- Available ROW
- Existing pavement and condition
- Environmental constraints i.e., wetlands, flora and fauna impacts on surrounding areas
- Existing utilities

Related Projects

- Greenwood Stormwater Management Facility, City of Tallahassee, Leon County, Florida: Design and evaluation of various pond configurations and identify significant permitting issues necessary to implement the project.
- Pump Station 23 Abandonment and Outfall Design, City of Tallahassee, Leon County, Florida: Design of approximately 3100-feet of a gravity sewer outfall pipe and approximately 3000-feet of a water main pipe extension.
- Brinkley Glenn storm water management improvements, design of approximately 1500 foot of Gabion lined channel and approximately 550' of 54" pipe to repair and prevent the erosion in the existing channel.

JAMES R. LOVE
SR. PROJECT MANAGER/UTILITIES

EDUCATION/Certification

Miami-Dade Community College, Miami, Florida, A/A, 1975

Class "A" Wastewater Collection Certification

Certified Traffic Control/Work Zone Safety Specialist

Certified in Open Channel Flow Instrumentation

Certified in Bristol Babcock/Open BSI Programming for SCADA Systems, and Visual Basic Applications for Rockwell SCADA Systems

EXPERIENCE

Mr. Love brings has thirty (30) years of experience in the fields of Water and Wastewater management, design and construction.

As the former Manager of Water Distribution and Wastewater Collection System for the City of Tallahassee he managed the operation of the municipal water distribution and wastewater collection systems serving 74,500 water customers and 63,000 wastewater customers. His duties included administrative management of over 150 employees maintaining the City's 900+ miles of water distribution piping and 675+ miles of wastewater collection gravity pipes, with an annual operating budget of over \$10,000,000.

Mr. Love has specific experience in water and wastewater system evaluations, water and wastewater flow monitoring and modeling, pipeline cleaning, infrastructure rehabilitation, and construction management.

Mr. Love has a thorough knowledge of various construction and rehabilitation methods, products, and procedures. These include trenchless technologies, implementation of preventative maintenance programs, and utilization of advanced data management and geographic information systems.

Relevant PROJECT Experience

- City of Tallahassee Inflow/Infiltration Reduction Program, Meginnis Arm Gravity Sewer Rehabilitation, Sutor Road Pump Station 101 Gravity Sewer Outfall
- City of Tallahassee - Northwest Water Project - Involved the cleaning/"pigging" of approximately 88 miles of water distribution piping.
- City of Tallahassee - Killlearn Lakes Low Pressure Sewer System - Installation of low pressure sewer system to serve 1,365 residences.
- City of Tallahassee - Master Sewer Plan Project #159 - Installation of water and sewer systems on US 90 from I-10 to Chaires Crossroads
- City of Tallahassee - Replacement of Sanitary Sewer Pump Station(s) 1, 55, 64, & 100
- City of Tallahassee - Replacement of failing water and sewer system at Deertree Hills Mobile Home Community

CHARLES E. FOWINKLE

SENIOR ENGINEERING TECHNICIAN

EDUCATION

AA, Florida Technical College, Tampa, Florida
Military: US Navy, Petty Officer 3rd Class

EXPERIENCE

Mr. Fowinkle is a senior engineering technician/CADD designer for Capital Engineering & Surveying, Inc and has over 10 years of design and construction experience with public infrastructure and site development projects. He works closely with the engineers and project managers in producing preliminary and final plans, bid documents, permit applications and record drawings. He is also experienced with conducting pre-construction conferences, performing construction observation and documentation of work in progress, review of contractor pay requests, water system pressure tests and pump station start-ups.

Mr. Fowinkle's computer experience includes extensive work with;

- AutoCAD R10-2009, LLD, Civil 2008, Civil 3D 2011
- Microsoft Windows, Word, Excel, PowerPoint, and Outlook
- Adobe PhotoShop
- StormCAD
- Auto-Turn
- ArcView

He has extensive knowledge in preparing permits for: Local government land development, applications FDEP Public Water and Sewer Construction and FDOT ROW.

Relevant Project Experience

Site Design

- Hilland Park Elementary School, Bay County, FL
- Taylor County Correctional Institution Work Camp
- FSU Credit Union, Tallahassee, FL
- FSU School of Education Building Site Plan
- Staples Office Supply, Tallahassee, FL
- Tri-Eagle Distributors, Distribution facility, Gadsden County, FL
- Boat Ramp, Ochlocknee River State Park, FDEP
- Air Port Office Site Plan, Apalachicola, FL
- Steinhatchee Florida River Walk Development

Utility Design

- Bronough Street Sanitary Sewer Replacement
- Water Main Extensions and Replacement, Alligator Point Resource District
- Capital Circle Northwest Utilities
- Appalachee Correctional Institution Water and Sewer Extensions
- Kelson Avenue, Marianna, FL Utilities upgrade and sewer lining
- Pump Station 53 replacement, City of Tallahassee

MICHAEL ANDREW KANE

PROJECT ENGINEER/TECHNICIAN

EDUCATION

Tallahassee Community College, AA
Florida State University, Bachelor of Science in Civil Engineering

PROFESSIONAL REGISTRATIONS/ORGANIZATIONS

Florida Engineering Society
National Society of Professional Engineers

EXPERIENCE

Mr. Kane is responsible for designing multiple sanitary sewer plans for the City of Tallahassee underground utilities department, including existing system rehabilitation projects, new gravity sewer main extensions and redirecting the flow of existing sewer mains. Also Mr. Kane has performed in-depth studies for determining the optimal path for an effluent force main from the Thomas P. Smith treatment plant to the Tallahassee Spray field.

Mr. Kane has worked with professional engineers to obtain permits in Leon County for all types of different projects. Some of these permits include DEP sewer, Leon County EMP, FDOT utility placement permit and Leon County right-of-way placement.

Computer Experience

- Knowledge of Microsoft Office including Word, Excel & PowerPoint.
- Experienced with both ICPR & StormCAD stormwater modeling programs.
- Skilled in Bentley Flowmaster for sizing pipes and stormwater conveyances such as ditches and swales.
- Knowledge of Adobe Acrobat including conversion to and from PDF files.
- Good understanding of 3D modeling features in AutoDesk, Land Desktop 2006, including horizontal and vertical alignment, surfaces, profiles and the pipe run editor.
- Using StormCAD to model stormwater conveyances for commercial buildings, schools and jails.

Permitting Experience

- Experience in permitting in both Leon County and City of Tallahassee
- NPDES
- DEP sewer
- FDOT Utility Placement Permit
- Leon County R-O-W placement
- Leon County EMP