

BAL HARBOUR

- V I L L A G E -

Mayor Jeffrey P. Freimark
Vice Mayor Seth E. Salver
Councilman Alejandro Levy
Councilman Buzzy Sklar
Councilman David Wolf

Village Manager Jorge M. Gonzalez
Village Clerk Dwight S. Danie
Village Attorneys Weiss Serota
Helfman Cole & Bierman, P.L.

Bal Harbour Village Council

Regular Meeting Agenda

February 24, 2025

At 6:30 PM

Bal Harbour Village Hall • Council Chamber • 655 96th Street • Bal Harbour • Florida 33154

This meeting will be conducted in person. The meeting will also be broadcast on our website at <https://balharbourfl.gov/government/village-clerk/minutes-and-agendas/>. Members of the public are also encouraged to participate by email (meetings@balharbourfl.gov) or by telephone at 305-865-6449.

*BHV Who We Are, Vision, Mission, Values / The Bal Harbour Experience
[The Bal Harbour Experience.pdf](#)*

CALL TO ORDER/ PLEDGE OF ALLEGIANCE

REQUESTS FOR ADDITIONS, WITHDRAWALS AND DEFERRALS

PRESENTATIONS AND AWARDS

- PA1** Proclamation Recognizing Black History Month
- PA2** Proclamation Recognizing Colorectal Cancer Awareness Month
- PA3** Legislative Update: Senator Shevrin Jones & Representative Fabian Basabe
- PA4** Florida Power & Light Presentation

CONSENT AGENDA

C6 - COUNCIL MINUTES

- C6A** January 13, 2025 Village Council Minutes
[VillageCouncil-RegularCouncilMeetingMinutes_January13_2025.pdf](#)

R7 - RESOLUTIONS

- R7A** Resolution Establishing the 2025 Legislative Priorities
A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA; APPROVING THE BAL HARBOUR VILLAGE LEGISLATIVE AGENDA FOR THE 2025 FLORIDA LEGISLATIVE SESSION; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.

[Item Summary - State Legislative Priorities 2025 ADA.pdf](#)

[Memorandum - State Legislative Priorities 2025 ADA.pdf](#)

[Resolution - State Legislative Priorities 2025 ADA.pdf](#)

- R7B** Resolution Approving the Agreement with ORNA Security for Security Guard Services Within the Gated Residential Community

A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA; APPROVING THE AGREEMENT BETWEEN THE VILLAGE AND ORNA SECURITY, FOR THE PROVISION OF SECURITY GUARD SERVICES WITHIN THE GATED RESIDENTIAL COMMUNITY; AT ESTABLISHED RATES, IN THE AMOUNT NOT TO EXCEED ANNUAL BUDGETARY ALLOCATIONS FOR ALL LABOR, EQUIPMENT AND RELATED SERVICES AS DEFINED WITHIN THE AGREEMENT; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.

[Item Summary - Agreement with ORNA Security - BHCA ADA.pdf](#)

[Memorandum - Agreement with ORNA Security - BHCA ADA.pdf](#)

[Resolution - Agreement with ORNA Security - BHCA ADA.pdf](#)

[Attachment - ORNA Security Proposal ADA.pdf](#)

[Attachment - Services Agreement ORNA Security - BHCA ADA.pdf](#)

- R7C** Resolution Approving an Agreement with WJ Architects for the New Bal Harbour Village Hall Project

A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA; APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH WJ ARCHITECTS IN COLLABORATION WITH WOLFBERG ALVAREZ & PARTNERS FOR THE PROVISION OF ARCHITECTURAL, ENGINEERING, AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE DESIGN AND DEVELOPMENT OF THE NEW BAL HARBOUR VILLAGE HALL, IN AN AMOUNT NOT TO EXCEED FOUR MILLION THREE HUNDRED FIFTY-ONE THOUSAND SIX HUNDRED EIGHTY-SEVEN DOLLARS (\$4,351,687), WHICH INCLUDES AN OWNER'S DESIGN CONTINGENCY; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.

[Item Summary - Architectural, Engineering, & Construction Administration Services For New Village Hall ADA.pdf](#)

[Memorandum - Architectural, Engineering, & Construction Administration Services For New Village Hall ADA.pdf](#)

[Resolution - Architectural Engineering, & Construction Administration Services For New Village Hall ADA.pdf](#)

[Attachment - WJ Architects Proposal ADA.pdf](#)

R7D Resolution Approving Kimley-Horn as the New Engineer of Record for Harbourfront Park, Jetty, and Cutwalk Project

A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA, AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. AS THE ENGINEER OF RECORD (EOR) AND PRIME CONSULTANT FOR THE HARBOURFRONT PARK, JETTY, AND CUTWALK PROJECT; REALLOCATING SIX HUNDRED TEN THOUSAND, SEVEN HUNDRED THIRTY-SEVEN DOLLARS AND THIRTY-FIVE CENTS (\$610,737.35) IN PREVIOUSLY AUTHORIZED FUNDS TO COVER THE AGREEMENT AND ASSOCIATED SUBCONSULTANT SERVICES; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

[Item Summary - Kimley-Horn as the New Engineer of Record for Harbourfront Park ADA.pdf](#)

[Memorandum - Kimley-Horn as the New Engineer of Record for Harbourfront Park ADA.pdf](#)

[Resolution - Kimley-Horn as the New Engineer of Record for Harbourfront Park ADA.pdf](#)

[Attachment - Kimley-Horn Proposal ADA.pdf](#)

[Attachment - Kimley-Horn Submittal ADA.pdf](#)

R9 - NEW BUSINESS AND COUNCIL DISCUSSION

R9A- PUBLIC COMMENT

R10 - VILLAGE MANAGER REPORT

R11 - VILLAGE CLERK REPORT

R11A Lobbyist Report

[R11A1_Lobbyist Registration Report as of February19_2025.pdf](#)

R12 - VILLAGE ATTORNEY REPORT

R1A Village Attorney Report

[Monthly Attorney Report January 2025.pdf](#)

END OF REGULAR AGENDA

ADJOURNMENT

One or more members of any Village Committee/Board may attend this meeting of the Council and may discuss matters which may later come before their respective Boards/Committees. The New Business and Council Discussion Section includes a section for Public Comment. On public comment matters, any person is entitled to be heard by this Council on any matter; however, no action shall be taken by the Council on a matter of public comment, unless the item is specifically listed on the agenda, or is added to the agenda by Council action.

Any person who acts as a lobbyist, pursuant to Village Code Section 2-301 (Lobbyists), must register with the Village Clerk, prior to engaging in lobbying activities before Village staff, boards, committees, and/or the Village Council. A copy of the Ordinance is available in the Village Clerk's Office at Village Hall. If a person decides to appeal any decision made by the Village Council with respect to any matter considered at a meeting or hearing, that person will need a record of the proceedings and, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.0105).

All persons who need assistance or special accommodations to participate in virtual meetings please contact the Village Clerk's Office (305-866-4633), not later than two business days prior to such proceeding. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this proceeding because of that disability should contact the Village Clerk's Office (305-866-4633), not later than two business days prior to such proceeding.

All Village Council meeting attendees, including Village staff and consultants, are subject to security screening utilizing a metal detector and/or wand, prior to entering the Council Chamber, Conference Room, or other meeting area located within Village Hall. This is for the safety of everyone. Thanks for your cooperation.

BAL HARBOUR

- V I L L A G E -

Mayor Jeffrey P. Freimark
Vice Mayor Seth E. Salver
Councilman Alejandro Levy
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Councilman David Wolf

Village Manager Jorge M. Gonzalez
Village Clerk Dwight S. Danie
Village Attorneys Weiss Serota
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Bal Harbour Village Council

Regular Meeting Minutes

January 13, 2024

At 6:30 PM

Bal Harbour Village Hall • Council Chamber • 655 96th Street • Bal Harbour • Florida 33154

This meeting was conducted in person. The meeting was also broadcast on our website at <https://balharbourfl.gov/government/village-clerk/minutes-and-agendas/>. Members of the public were also encouraged to participate by email (meetings@balharbourfl.gov) or by telephone at 305-865-6449.

CALL TO ORDER/ PLEDGE OF ALLEGIANCE- Mayor Freimark called the meeting to order at 6:30 P.M.

The following were present:

Mayor Jeffrey P. Freimark
Vice Mayor Seth E. Salver
Councilman Alejandro Levy
Councilman Buzzy Sklar
Councilman David Wolf

Also present:

Jorge M. Gonzalez, Village Manager
Dwight S. Danie, Village Clerk
Susan Trevarthen, Village Attorney

The Pledge of Allegiance was led by Mayor Freimark.

REQUESTS FOR ADDITIONS, WITHDRAWALS AND DEFERRAL - There were no requests.

PRESENTATIONS AND AWARDS

PA1 International Holocaust Remembrance Day - Proclamation

Mayor Freimark recognized Judith Osers Muller, chair of the South Florida committee of Yad Vashem USA Foundation then read a proclamation for International Holocaust Remembrance Day.

Ms. Osers Muller spoke about the importance of Yad Vashem in preserving Holocaust memory and education, sharing her personal connection as a descendant of Holocaust

survivors. She detailed its role in documenting the Holocaust, highlighting survivors' testimonies and the institution's formation in 1953 to honor victims and educate future generations. She also discussed genocide as a concept, explaining Raphael Lemkin's definition and identifying warning signs. She spoke about the role of education in preventing future atrocities and combating intolerance, and about Yad Vashem's efforts to expand Holocaust awareness through digital initiatives and local programming. She concluded by reinforcing the need to remember history and promote peace, tolerance, and coexistence.

PA2 Recognition of Outgoing Board and Committee Members

Mayor Freimark acknowledged and honored the outgoing Board and Committee members for their dedicated years of service to Bal Harbour Village. The Village Council expressed its gratitude and appreciation to Zushie Litkowski for his contributions to the Resort Tax Committee, Lissandra Almaguer for her commitment to the General Employees' Retirement Board, Raymond Slate for his work on the Budget Advisory Committee, and Elizabeth Camargo and David Koplowitz for their service on the Architectural Review Board.

PA3 Sand Renourishment and Vessel Exclusion Zone Presentation - Cummins Cederberg

Mayor Freimark introduced Leonard Barrera Allen, Cummins Cederberg, who provided an overview of the sand renourishment project and vessel exclusion zone. He said that the beach renourishment project was set to begin in early 2025, with 100% of the sand being truck-hauled instead of partially dredged and that the project, fully funded by the federal government, was expected to last eight months.

He provided information on the awarded contractor, upcoming safety briefings, and stakeholder meetings. He emphasized the urgency of the project due to significant beach erosion exposing groins that had not been visible in a decade.

He then discussed the potential vessel exclusion zone, explaining that the dredging of the north portion of the flood shoal had caused vessels to migrate to the southern portion, increasing usage dramatically. He said that three long-term solutions were proposed: dredging the area again, establishing a vessel exclusion zone, or creating a managed mooring field. He outlined challenges related to seagrass protection and regulatory approvals.

There was a general consensus that there was a need for stronger enforcement and collaboration with neighboring communities and the County.

CONSENT AGENDA

C6 - COUNCIL MINUTES

C6A Approval of Minutes

MOTION: A Motion to approve the Consent Agenda was moved by Mayor Jeffrey P. Freimark and seconded by Vice Mayor Seth E. Salver.

VOTE: The Motion passed by unanimous voice vote (5-0).

R5 - ORDINANCES

R5A AN ORDINANCE OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA, AMENDING THE VILLAGE'S CODE OF ORDINANCES BY AMENDING SECTION 20-6 OF ARTICLE I, CHAPTER 20, ENTITLED "DEDICATION OF UTILITY EASEMENT IN RESIDENTIAL SECTION" TO AUTHORIZE AND REQUIRE EASEMENTS FOR THE INSTALLATION OF UTILITY FACILITIES IN THE FRONT OF RESIDENTIAL PROPERTIES; PROVIDING FOR CONFLICT, CODIFICATION, SEVERABILITY, AND FOR AN EFFECTIVE DATE.

Mr. Gonzalez introduced the item saying that the amendment aimed to authorize and require easements for the installation of utility facilities at the front of residential properties to facilitate the Florida Power & Light (FP&L) grid upgrade. He said that the request originated from the Bal Harbour Civic Association, which sought assistance in moving forward the long-discussed FP&L grid upgrade and that the project could not progress due to the lack of necessary easements for the placement of approximately 70-80 transformers throughout the community.

He said the Village had suggested that FP&L use a blanket easement issued years ago for infrastructure within the streets, but individual property easements were still required for transformers on private property and that FP&L was requiring direct homeowner agreements which made securing easements difficult.

He said the proposed ordinance aimed to require homeowners undergoing renovations triggering an Architectural Review Board (ARB) hearing or pulling electrical permits to provide the necessary easement to FP&L and that the ordinance was designed to capture as many easements as possible over time, adding that this approach would be a slow process and would not immediately bring the project to completion.

Mr. Gonzalez said that Staff and Legal had explored additional measures to accelerate the process, and that the Agenda item outlined proposed potential expansions of the ordinance, such as broadening the scope of construction projects that would trigger easement requirements. He said the ordinance could also mandate that all electrical utility connections be relocated to the front of properties, aligning with FP&L's goal of front-loaded electrical services and another consideration was whether the policy should extend beyond FP&L to include other utility providers.

Councilman Sklar asked whether every house needed to convert for the grid to work, to which Mr. Gonzalez said that FP&L would not run concurrent systems; once the front-loaded grid was in place, the rear system would be abandoned, necessitating full participation. He said that not every home required a transformer.

Vice Mayor Salver said that it was important to hear from residents, given the unusual number of attendees at the meeting.

Councilman Wolf noted that the Village had a broader responsibility beyond that of a condo association. He stressed that faulty wiring posed a critical safety issue, citing past fires in the neighborhood, and that the council had a duty to protect all residents.

Neca Logan, 64 Camden Drive and President of the Bal Harbour Civic Association, said that the Civic Association lacked authority over homeowners and could not enforce easements. She explained that in the past, FP&L had required some homeowners to install transformers preemptively, but the entire project had not yet been mapped out, and that some homeowners did not even know if they would need a transformer. She said that supported the ordinance for significant renovations but agreed that it should not apply to minor work.

Former Mayor Gabriel Groisman, 119 Bal Bay Drive, said that he was skeptical about FP&L's intentions and that he believed that FP&L did not genuinely want the project to move forward and had deliberately designed an impractical plan requiring numerous easements, ensuring that it would never be completed. He said that the proposed ordinance would impose hardships on homeowners and urged the Council to pressure FP&L into making necessary upgrades.

Rita Collins, 155 Biscay Drive and Bal Harbour Civic Association Board member, agreed that, adding that the grid was outdated and dangerous. She spoke about problems with internet and fiber optics services due to the lack of easements. She also noted that existing easements at the rear of properties were often inaccessible due to overgrown areas and cages placed around transformers.

Lauren Koplowitz, 177 Bal Cross Drive, expressed her concerns about electrical fires and inadequate infrastructure. She said that the Civic Association members were regular residents, not experts on easements or electrical systems, and should not be expected to manage the project. She said that existing ordinances already required underground utilities and that homeowners had been signing blanket easements for years adding that the burden should be on FP&L, not residents.

Mayor Freimark thanked residents for their input saying that his belief was that the ordinance would not meaningfully advance the project. He said he would be supportive of placing more pressure on FP&L instead.

There was a general consensus from Council to table the ordinance focus on direct engagement with FP&L asking the Administration to schedule a meeting with FP&L representatives and investigate legal strategies.

R7 - RESOLUTIONS

R7A A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA; SELECTING ONE OF TWO RESIDENT LAYPERSONS TO APPOINT TO THE VILLAGE'S ARCHITECTURAL REVIEW BOARD (ARB); PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Gonzalez introduced the item saying that due to a vacancy left by David Koplowitz, the names of two potential members had been nominated to serve as the ARB resident layperson member, Brett Schlacter and Luca de Felice. He said that both were residents and met the qualifications for the role, adding that Mr. Schlacter was a developer and attorney with extensive industry experience was an and that Mr. de Felice was and was a architect with international experience and a background in contemporary art.

Vice Mayor Salver said that it was important to have a layperson on the ARB who was not an architect for a more balanced perspective saying that architects rigorously analyze and debate color choices and aesthetic details.

Following a vote, Mr. Schlachter received 4 votes and Mr. de Felice received one vote.

MOTION: A Motion to approve the Resolution appointing Brett Schlacter to the ARB was moved by Mayor Jeffrey P. Freimark and seconded by Vice Mayor Seth E. Salver.

VOTE: The Motion passed by unanimous voice vote (5-0).

R9 - NEW BUSINESS AND COUNCIL DISCUSSION

R9A Discussion Item - Public Event Bollards - Councilman Buzzy Sklar

Councilman Sklar introduced the item saying that he had concerns regarding the safety at the farmers market on 96th Street stemming from recent news from New Orleans, where vehicles had driven through public events. He proposed installing concrete bollards at the end of 96th Street to protect the market area and requested that the Village explore the feasibility of installing protective measures.

Police Chief Raleigh Flowers thanked Councilman Sklar for raising the concern saying that he had coordinated the temporary placement of vehicles at the market entrance as a makeshift barrier. He said that he also reached out to the Surfside police chief for collaboration, given that the farmers market was a joint effort between Bal Harbour and

Surfside. He said that Surfside had agreed to assist with security at the entrance and that he had coordinated with Public Works to place a truck in the area to further secure the entrance, alongside a police vehicle.

Chief Flowers said that he supported the idea of exploring a more permanent solution, such as concrete bollards, to ensure the long-term safety of residents and market attendees.

R9B Discussion Item - Cars Loitering - Councilman Buzzy Sklar

Councilman Sklar introduced the item saying that he had concerns about the increasing issue of ride-share drivers waiting for calls, particularly on the west side of Collins, which he said created traffic congestion and an inconvenience for residents. He expressed concern that the responsibility of addressing the problem had largely fallen on the shoulders of valet and building management teams, putting them in difficult and potentially unsafe confrontations with drivers. He added that a more proactive approach was needed to ensure that the issue did not continue to escalate.

Chief Flowers said that his department patrolled these areas and had been proactive in dealing with loitering ride-share drivers, particularly on the west side, and had created a dedicated signal in their records system to track interactions with ride-share vehicles, allowing them to document enforcement efforts more effectively. He suggested that condominium building managers should first attempt to handle the issue by informing loitering drivers that they were on private property and asking them to leave, and if drivers refused, or became confrontational, they should immediately contact the police rather than engaging directly with the drivers.

There was a general consensus that the police should continue monitoring the situation, and the topic would be brought up again in future discussions to assess whether additional measures were necessary.

R9C Discussion - Impacts To The Village Charter Of State Preemptions (Zoning By Referendum)

Mr. Gonzalez introduced the item explaining that recent State legislation had significantly limited local authority over zoning and land development regulations, specifically preempting local governments from requiring a public vote on zoning changes and land development regulations, or "zoning by referendum." He said this preemption affected the Village's Charter which currently requires that any changes to height regulations be subject to voter approval.

Ms. Trevarthen said that the Charter effectively freezes zoning regulations as they existed in 2006, with any modifications requiring voter consent, however, the State's new law rendered voter referendums on zoning matters unenforceable.

She said that height regulations are categorized as land development regulations, making them subject to the preemption and that moving forward, the Village would not be able to hold a public vote to change height restrictions, and instead, those decisions would have to be made legislatively by the Village Council.

Mr. Gonzalez proposed alternative approaches, such as implementing additional procedural safeguards to ensure that any changes to height regulations or other zoning matters would undergo rigorous scrutiny. He offered suggestions including requiring supermajority votes for zoning amendments, extensive public notice and hearings, and aligning height measurement methodologies across different zoning districts to prevent inconsistencies.

There was a general consensus from the Council to direct staff to draft an ordinance that incorporates procedural safeguards while complying with state law. Mayor Freimark emphasized the importance of transparency and community involvement.

R9D- PUBLIC COMMENT

Neca Logan, 64 Camden Drive, said that despite Florida Department of Transportation improvements, traffic congestion had significantly increased. She said that part of the problem was due to the vehicles dropping off and picking up children at the Surfside shul, causing backups on Collins and Harding Avenues. She suggested requesting FDOT to change the traffic light cycle to an "all-walk" system, allowing pedestrians to cross in all directions simultaneously before allowing vehicular traffic to proceed.

She then said that the 2006 height restrictions imposed by the Village were originally implemented due to public dissatisfaction with Council decisions at that time. She emphasized the importance of public forums where residents could voice their opinions comfortably, ensuring that decision-making remained transparent and representative of the community's evolving needs.

Mayor Freimark said that the newly installed crosswalk was a demand from the Surfside community, and its inclusion was non-negotiable. He acknowledged that the crosswalk had extended traffic signal cycles and added further delays to an already congested area.

Chief Flowers said that the new crosswalk added approximately 10 to 17 seconds to the traffic cycle, and new signage now prohibited right turns at specific intersections, which had previously allowed some traffic to flow more smoothly. He said the Police Department was collaborating with Miami-Dade traffic control to adjust the traffic light timing along 96th Street, Harding Avenue, and Byron Avenue to improve traffic flow.

Deputy Chief Mauricio Escarra said that traffic sensors at the Bal Harbour Shops entrance had malfunctioned, causing unnecessary signal changes and further delays, and a radar-based detection system had been approved to replace the faulty sensors, which would ensure that traffic signals would only change when vehicles were actually present.

Rita Collins, 155 Biscay Drive, raised concerns about upcoming construction projects at Bal Harbour Shops, which would involve roadwork on Collins Avenue. She asked whether the village had required nighttime work to mitigate traffic disruptions, to which Mr. Gonzalez responded that the project's phasing plan spanned approximately 14 months, and while some work would occur during the day, any activities that would significantly impact traffic would be scheduled at night.

Beth Berkowitz, 10160 Collins Avenue, said she had concerns about utility access issues for buildings on the west side of Collins Avenue. She explained that water meters for some buildings, including the Admiralty, were located behind the Gated Community's wall, which made it difficult for residents to detect leaks, monitor water usage, or address shut-offs in a timely manner.

Mr. Gonzalez said that ongoing infrastructure upgrades in the gated community did not yet include modifications to address the West side's utility concerns, but he assured that the matter would be reviewed for potential solutions.

R10 - VILLAGE MANAGER REPORT

R11 - VILLAGE CLERK REPORT

R11A Lobbyist Report

R12 - VILLAGE ATTORNEY REPORT

END OF REGULAR AGENDA

ADJOURNMENT- The meeting was adjourned at 8:35 PM.

Mayor Jeffrey P. Freimark



Attest:

Dwight S. Danie, Village Clerk

BAL HARBOUR

- VILLAGE -

COUNCIL ITEM SUMMARY

Condensed Title:

A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA; APPROVING THE BAL HARBOUR VILLAGE LEGISLATIVE AGENDA FOR THE 2025 FLORIDA LEGISLATIVE SESSION.

Issue:

Should the Village Council approve the 2025 Legislative Priorities for the upcoming Florida Legislative session?

The Bal Harbour Experience:

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Beautiful Environment | <input checked="" type="checkbox"/> Safety | <input checked="" type="checkbox"/> Modernized Public Facilities/Infrastructure |
| <input checked="" type="checkbox"/> Destination & Amenities | <input type="checkbox"/> Unique & Elegant | <input checked="" type="checkbox"/> Resiliency & Sustainable Community |

Item Summary / Recommendation:

In 2014, the Mayor and Village Council developed and approved a Legislative Priorities list for Bal Harbour Village for the first time. This list was pursued by the Village's representative, Ron L. Book, during the 2014 Florida Legislative Session. Since that time, the Village has been successful in securing state funding for our capital infrastructure projects that are part of our Capital Improvement Program. The 2025 Florida Legislative Session is scheduled to begin on March 4, 2025 for its annual 60-day session.

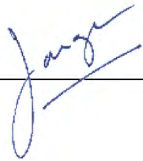
The ongoing impacts of the Live Local state legislation remain the Village's top legislative priority this Legislative Session. In addition, the Village has submitted two capital improvement funding items related to our capital improvement priority projects for consideration by the State Legislature: The Bal Harbour Village Cutwalk and Fire Access Restoration and the Bal Harbour Village Stormwater Pump Station Cost Escalation and Infrastructure Improvements. Vice Mayor Salver also requested that the Village include a request for the funding of a traffic study and optimization for the A1A North and South corridors in Miami-Dade County.

THE ADMINISTRATION RECOMMENDS APPROVAL OF THIS RESOLUTION.

Financial Information:

	Amount	Account	Account #
	X	X	X

Sign off:

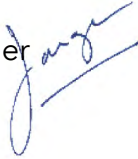
Assistant Village Manager	Chief Financial Officer	Village Manager
Ramiro J. Inguanzo	Claudia Dixon	Jorge M. Gonzalez
		

BAL HARBOUR

- VILLAGE -

COUNCIL MEMORANDUM

TO: Honorable Mayor and Village Council

FROM: Jorge M. Gonzalez, Village Manager 

DATE: February 24, 2025

SUBJECT: **A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA; APPROVING THE BAL HARBOUR VILLAGE LEGISLATIVE AGENDA FOR THE 2025 FLORIDA LEGISLATIVE SESSION; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.**

ADMINISTRATIVE RECOMMENDATION

I am recommending approval of this Resolution.

BACKGROUND

In 2014 the Mayor and Village Council developed and approved a Legislative Priorities list for the Village of Bal Harbour for the first time. This list was pursued by the Village's representative, Ron L. Book, during the 2014 Florida Legislative Session. Since that time the Village has been successful in securing state funding for our capital infrastructure projects. In subsequent years, the Mayor and Village Council have approved a Legislative Priorities list for the Village. In 2017 the Village Council streamlined the Village Priorities to focus on receiving grants and funding for the Village's Capital Improvement Program. The 2025 Florida Legislative Session is scheduled to begin on March 4, 2025 for its annual 60-day session.

The ongoing impacts of the Live Local state legislation remain the Village's top legislative priority this Legislative Session. In addition, the Village has submitted two capital improvement funding items related to our capital improvement priority projects for consideration by the State Legislature: The Bal Harbour Village Cutwalk and Fire Access Restoration and the Bal Harbour Village Stormwater Pump Station Cost Escalation and Infrastructure Improvements. Vice Mayor Salver also requested that the Village include a request for funding of a traffic study and optimization for the A1A North and South corridors in Miami-Dade County.

ANALYSIS

The Bal Harbour Village Cutwalk and Fire Access Restoration project will enhance public safety, emergency accessibility, and infrastructure resilience by reconstructing the critical fire access path along Bakers Haulover Inlet. Improvements include a durable, vehicle-grade surface for emergency responders, along with hardscape and subsurface infrastructure improvements to ensure long-term reliability. The restored pathway will also improve pedestrian access and connectivity between the beach and adjacent properties. This project supports compliance with state and county emergency access regulations while reinforcing the Village's commitment to safe and resilient public spaces. Amount Requested: \$655,125.

The Bal Harbour Village Stormwater Pump Station Cost Escalation and Infrastructure Improvements project will address cost escalations and complete critical structural and electrical upgrades to the Village's stormwater pump station. Improvements include the procurement and installation of new pumps and motors, reinforcement of structural components, and modernization of electrical systems to ensure efficient and reliable operation. These upgrades are essential to protecting residential and commercial properties from flooding and maintaining the Village's stormwater management capabilities. Securing this funding will keep the project on schedule, preventing delays that could impact public safety and infrastructure stability. Amount Requested: \$667,500.

At the February 24, 2025 Council meeting, an overview of all of the issues for the upcoming Legislative Session will be provided and a discussion with the Mayor and Council regarding any other recommendations for the Legislative priorities.

THE BAL HARBOUR EXPERIENCE

Potential funding from the State of Florida could be valuable in assisting the Village in funding for various projects which contribute to the Bal Harbour Experience, specifically in helping with the development and maintenance of well-designed and modernized public facilities and infrastructure in Bal Harbour Village.

CONCLUSION

The February 24, 2025 Council meeting will serve as an opportunity for the Mayor and Council to have a discussion about the legislative priorities. The Administration recommends that the Mayor and Council approve the Legislative Priorities for 2025 and direct the Village's Representatives to focus on these priorities on the Village's behalf during the 2025 Florida Legislative Session.

RESOLUTION NO. 2025-____

A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA; APPROVING THE BAL HARBOUR VILLAGE LEGISLATIVE AGENDA FOR THE 2025 FLORIDA LEGISLATIVE SESSION; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the State of Florida Legislative Session will convene on March 4, 2025; and

WHEREAS, many important issues will be considered affecting municipal governments, including the ongoing impacts of the Live Local Act, which remains the Village's top legislative priority for the 2025 session; and

WHEREAS, the Village's representative, Ron L. Book, has already met with the Mayor and Council Members, having discussed priorities and funding options; and

WHEREAS, the Village has already submitted two capital improvement funding items for consideration by the Legislature: The Bal Harbour Village Cutwalk and Fire Access Restoration Project and the Bal Harbour Village Stormwater Pump Station Cost Escalation and Infrastructure Improvement Project; and

WHEREAS, the February 24, 2025 Council meeting will serve as an opportunity for the Village Council to discuss the abovementioned legislative priorities, consider other priorities and direct Ron L. Book, the Village's representative, to focus on these priorities during the 2025 Florida Legislative Session.

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

Section 1. Recitals Adopted. That the above stated recitals are hereby adopted and confirmed.

Section 2. Implementation. That upon Council approval of the Legislative Priorities for 2025, the Village Manager is hereby directed to transmit a copy of this Resolution to the Village's Lobbyist Ron L. Book and to take any further action necessary to implement the purpose of the Legislative Agenda and this Resolution.

Section 3. Effective Date. That this Resolution shall take effect immediately upon the adoption hereof.

PASSED AND ADOPTED this 24th day of February, 2025.



Mayor Jeffrey P. Freimark

ATTEST:

Dwight S. Danie, Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Village Attorney
Weiss Serota Helfman Cole & Bierman P.L.

BAL HARBOUR

- VILLAGE -

COUNCIL ITEM SUMMARY

Condensed Title:

A RESOLUTION APPROVING THE AGREEMENT BETWEEN BAL HARBOUR VILLAGE AND ORNA SECURITY FOR THE PROVISION OF SECURITY GUARD SERVICES WITHIN THE GATED RESIDENTIAL COMMUNITY; AT ESTABLISHED RATES, IN THE AMOUNT NOT TO EXCEED ANNUAL BUDGETARY ALLOCATIONS FOR ALL LABOR, EQUIPMENT AND RELATED SERVICES AS DEFINED WITHIN THE AGREEMENT.

Issue:

Should the Village Council approve the agreement with ORNA Security to perform Security Guard services at Bal Harbour Civic Association facilities?

The Bal Harbour Experience:

- | | | |
|--|--|--|
| <input type="checkbox"/> Beautiful Environment | <input checked="" type="checkbox"/> Safety | <input type="checkbox"/> Modernized Public Facilities/Infrastructure |
| <input type="checkbox"/> Destination & Amenities | <input type="checkbox"/> Unique & Elegant | <input type="checkbox"/> Resiliency & Sustainable Community |

Item Summary / Recommendation:


Since the last solicitation for the security guard services within the Gated Community occurred over twenty (20) years ago, the public solicitation for these services was deemed appropriate. A staff and BHCA co-developed Request for Proposals (RFP), No. 2024-05 Security Guard Services for the Bal Harbour Civic Association solicitation was conducted, resulting in five (5) submittals received by the Village Clerk as prescribed. The constituted Evaluation Committee met to review the submittals and rank the submittals based on the RFP provided criteria. After conducting several interview meetings and reviewing the submittals, the Committee unanimously ranked ORNA Security as the number one ranked, most responsive and responsible proposer. If this Agreement is approved, the BHCA property manager will provide the daily oversight for the security guard service agreement and the Village will continue to act as the fiscal agent for the agreement.

THE ADMINISTRATION RECOMMENDS APPROVAL OF THIS RESOLUTION.

Financial Information:

	Amount	Account	Account #
	\$585,728	Security & Landscape - Professional Services	11-29-503105

Sign off:

Director Public Works & Beautification Department	Chief Financial Officer	Village Manager
John Oldenburg	Claudia Dixon	Jorge M. Gonzalez
		

BAL HARBOUR

- V I L L A G E -

COUNCIL MEMORANDUM

TO: Honorable Mayor and Village Council

FROM: Jorge M. Gonzalez, Village Manager

DATE: February 24, 2025

SUBJECT: **A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA; APPROVING THE AGREEMENT BETWEEN THE VILLAGE AND ORNA SECURITY, FOR THE PROVISION OF SECURITY GUARD SERVICES WITHIN THE GATED RESIDENTIAL COMMUNITY; AT ESTABLISHED RATES, IN THE AMOUNT NOT TO EXCEED ANNUAL BUDGETARY ALLOCATIONS FOR ALL LABOR, EQUIPMENT AND RELATED SERVICES AS DEFINED WITHIN THE AGREEMENT; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.**

ADMINISTRATIVE RECOMMENDATION

I am recommending approval of this Resolution.

BACKGROUND

Since April 21, 2004, Kent Security Services, Inc. (Kent), has provided security officer staffing services to the Village Gated Residential Community primarily to operate the vehicular access control at the Harbour Way guard station. This location is routinely staffed twenty-four (24) hours daily with two guards per shift with additional guards assigned as needed.

The current agreement was approved by the Village Council with the adoption of Resolution No. 2014-805 on February 18, 2014. The 2014 agreement added additional electronic monitoring services and maintained the 2004 hourly billing rate for unarmed security officers at the original amount of \$19.77 per hour.

On April 11, 2022, the Village Council adopted Resolution No. 2022-1447, approving the First Contract Addendum to the 2014 agreement with Kent Security Services, Inc. The Addendum provided an hourly billing rate adjustment for unarmed security officers to \$25.70 and a Supervisor hourly rate adjustment to \$27.50.

The approved FY 23/24 budget allocation from the Landscape and Security Assessment for security guard services totaled \$600,000, with total expenditures of \$471,774.67. The approved FY 24/25 budget allocation is \$600,000.

In recognition that the last solicitation for Gated Residential Community security guard services was conducted over twenty (20), years ago, it was deemed appropriate to conduct

a public solicitation for these services to obtain current market pricing and incorporate a revised scope of services and Village contractual provisions.

ANALYSIS

The existing agreement was reviewed, and staff co-developed a revised security guard scope of services with the Bal Harbour Civic Association (BHCA), President and their retained Property Manager.

The solicitation process was managed by the Village on behalf of the BHCA and their Property Manager. The BHCA, in collaboration with the Village, led the evaluation process to identify and recommend a security guard service company for further consideration. If approved, the Village will execute the service agreement with the selected service provider on behalf of the BHCA. The BHCA Board of Directors and Property Manager will provide daily oversight and approval of the services rendered prior to payment being processed by the Village.

The revised scope of services is summarized below as detailed within the proposed Security Services agreement.

GENERAL SERVICES:

The provision of unarmed security staff to provide 24/7 security coverage at the following work areas.

- A. One Harbour Way BHCA Security Guard Station staffed 24/7.
 - a. One Entrance vehicle gate system-(visitor and resident) with a turnaround loop.
 - b. One Exit vehicle gate
 - c. One Pedestrian Gate-key fob access.
- B. 18 Bal Bay Drive electronic entrance and exit gate system.
 - a. EGO pass system for residents only
 - b. One Pedestrian Gate-key fob access
- C. Bal Cross Dr, North Terminus
 - a. One Pedestrian Gate-key fob access
- D. Bal Cross Dr, South-Terminus (Bal Harbour Shops)
 - a. One Pedestrian Gate
- E. Common Areas and Roadways within the Gated Community as assigned

KEY RESPONSIBILITIES:

- A. Main Gate Security Operations: Provide 24/7 security coverage at the main vehicle gate, ensuring controlled access for residents, guests, service providers, and marina tenants.
- B. CCTV and Alert Monitoring: Guards must continuously monitor the community's CCTV camera system and alert systems, which capture activity throughout the gated community's perimeter.

- C. Liaison with Bal Harbour Police Department (BHPD): In the event of emergencies or incidents, guards will work closely with BHPD, providing support and assistance with investigations as required.
- D. Customer Service and Conflict De-escalation: Guards must deliver high-quality customer service, assisting residents and guests in a professional and courteous manner.
- E. Patrolling and Rover Duties: Guards will rotate rover duties to stay engaged and well-acquainted with the community. Responsibilities include checking designated checkpoints, reporting any suspicious activities, security breaches, or violations to BHPD and management.
- F. Gate Troubleshooting: Guards must regularly monitor the functionality of pedestrian and vehicular gates to ensure they are operating properly. If any issues arise, they should be promptly reported to the supervisor and property manager.
- G. Pedestrian Gate Monitoring: Monitor the four pedestrian gates to ensure only authorized resident's access. Guards must respond to unauthorized attempts, report suspicious activities, check gate functionality, report malfunctions, and perform gate handle lock core changes for Shabbat and High Holy Days to accommodate the Jewish community.
- H. Marina Security: Security personnel will monitor access to the privately- owned marina and ensure that boat owners and their guests comply with community regulations.
- I. Construction Activity Management: Enforce restricted access hours for construction workers and vehicles, ensuring compliance with community regulations, including noise ordinances. Guards will collaborate with property management, BHPD, and Bal Harbour Code Enforcement to coordinate authorized and unauthorized deliveries and access as needed.
- J. Event and Delivery Management: Security staff will coordinate with property management to oversee resident event access, manage delivery protocols, and control commercial vehicle entry.
- K. Resident Relations and Protocol Compliance: Guards are encouraged to build rapport with residents by becoming familiar with their needs and offering assistance where appropriate.
- L. Shift Pass-Downs: Guards must provide detailed pass-downs during shift changes to ensure seamless communication about ongoing construction projects, incidents, and any important community-specific access rules.

Procurement:

The revised security guard scope of services was incorporated into the Request for Proposals (RFP), No. 2024-05 Security Guard Services for the Bal Harbour Civic Association and placed on the public procurement website, "PublicPurchase.com", on November 08, 2024. A non-mandatory pre-submittal meeting was held on November 21, 2024 and the deadline for submittal to the Village Clerk was December 13, 2024, at 3:00 pm. Also, site visits were conducted as requested by the BHCA Property Manager.

The RFP Documents were sent to eight (8), local security service providers listed below and two additional firms accessed the RFP documents from the Public Purchase website.

DECO International Security Corporation	Sent Directly
American Guard Services, Inc.	Sent Directly
FPI Security Services, Inc.	Sent Directly
Choice One Protection	Sent Directly
Kent Security Services	Sent Directly
ORNA Security	Sent Directly
Advanced Pro Security	Sent Directly
Cambridge Security Services	Sent Directly
Apollo Services Group	Website Accessed
Security Watch Inc.	Website Accessed

The Village Clerk received responses from five (5) proposers on December 13, 2024, prior to the 3:00 pm deadline.

The chart below details the proposed annual costs as submitted by the proposers, listed from lowest to highest.

Submittals	Unarmed Guards Annual Cost
FPI Security Services, Inc.	\$554,528.00
ORNA Security Services	\$585,728.00
Choice One Protection LLC	\$599,651.52
DECO International Security Corporation	\$611,740.08
Kent Security Services	\$638,462.56

The lowest cost proposal was received from FPI Security Services, Inc., at an annual cost of \$554,528, and the highest cost proposal was received from Kent Security Services, at an annual cost of \$638,462.56. The difference in price between the lowest and highest cost submittals equates to \$83,935 or 14% overall.

An Evaluation Committee was constituted to review the submittals and provide a recommendation of one or more of the Security firms for further consideration. The Committee was comprised of staff member John Oldenburg, BHCA president Necca Logan, BHCA Property Manager Ana Chaverria and Community residents, Heather Walters, Raj Singh and Eitan Zimmermann. Additionally, Police Chief Flowers and Deputy Chief Mauricio Escarra also attended one or more meetings as non-voting participants to provide their insight.

The initial Evaluation Committee meeting was held on January 15, 2025 to review the five (5), RFP submittals. The Committee selected three proposers, FPI Security Services, Inc., ORNA Security, and Choice One Protection LLC, to provide presentations during meetings

held on January 22 and 23 2025. After meeting with the three companies and discussion, the Committee voted to invite ORNA Security, and Choice One Protection LLC to meet with the Committee a second time to continue the review and discussion of their submittals.

On February 11, the Evaluation Committee conducted the second round of interviews with representatives from ORNA Security, and Choice One Protection LLC. Subsequently, the Evaluation Committee voted unanimously to select ORNA Security as the number one ranked, most responsive and responsible proposer.

ORNA Security-Overview:

The following information was provided within the ORNA submittal in response to the (RFP), No. 2024-05 Security Guard Services for the Bal Harbour Civic Association.

- Established in 1981
- Each member of their security team undergoes thorough background checks, drug testing, and a comprehensive onboarding program.
 - Training includes conflict resolution, emergency response, surveillance technology, and customer service to meet the unique demands of upscale residential communities.
 - Many guards hold advanced certifications in areas such as CPR, First Aid, and advanced security systems management.
 - Average employee tenure , five years
- Management approach emphasizes placing the right people in the right roles, prioritizing training and safety above all else.
- ORNA maintains strong relationships with local law enforcement agencies to ensure the highest level of safety and security for their clients.
- ORNA managers have 24/7 access to a law enforcement consultant, enhancing our ability to respond effectively. All licensed supervisory personnel are trained and ready to fill roles as needed, ensuring seamless operations.
- Personnel and Staff Commitment:
 - Consistent Hiring and Training
 - 24/7 Availability
 - Professional Appearance
 - Emergency Leadership
 - Courteous Enforcement
 - Language Proficiency

The cost difference between the first ranked proposal submitted by ORNA Security in the amount of \$585,728, and the lowest cost proposal submitted by FPI Security Services, Inc., in the amount of \$554,7528, equates to \$31,200 or 5.4%.

The initial three (3) year term of the agreements may be extended for two (2) additional three (3) year periods by mutual agreement of the parties. This provision in no way limits

either party's right to terminate this Agreement at any time during the initial term or any extension thereof.

Price Adjustment:

In recognition that labor costs fluctuate, beginning on October 1, 2028, and annually thereafter, the CONTRACTOR shall receive an annual adjustment in the rates and fees. The adjustment shall be based on the April Consumer Index-All Urban Consumers, Not Seasonally Adjusted, All Items, Miami-Fort Lauderdale Area, 1982-84=100, Series ID:CUURA320SAO, CUUSA320SAO, at an annual adjustment to the costs shall not exceed 5% (increase or decrease).

This clause was inserted into the agreement to compensate the Contractor according to yearly price fluctuations and to ensure the Contractor does not engage in cost cutting measures in the attempt to keep up with inflation and ultimately reduce the effectiveness of their services provided under this agreement. Additionally, the initial 3-year term costs are fixed and not subject to adjustment until October 1, 2028.

In recognition of this established pricing, it is efficient for you to authorize as part of this Resolution, the expenditure of budgeted funds as yearly authorized during the budget process. This action will allow for the continuous management of the BHCA Security Guard Services and provide for adjustments to staffing levels as needed using the pre-established pricing format contained within the agreement.

THE BAL HARBOUR EXPERIENCE

This action is aligned with the Village's stated mission through *The Bal Harbour Experience*. The amendment of this agreement for the provision of security services within the Residential Gated Community, ensures the vendor can continue to meet the staffing needs as envisioned within the security services agreement and corresponds with the stated goal of Safety.

CONCLUSION

Since the last solicitation for the security guard services within the Gated Community occurred over twenty (20), years ago, the public solicitation for these services was deemed appropriate.

A staff and BHCA co-developed Request for Proposals (RFP), No. 2024-05 Security Guard Services for the Bal Harbour Civic Association solicitation was conducted, resulting in five (5) submittals received by the Village Clerk as prescribed.

The constituted Evaluation Committee met to review the submittals and rank the submittals based on the RFP provided criteria. After conducting several interview meetings and reviewing the submittals, the Committee unanimously ranked ORNA Security as the number one ranked, most responsive and responsible proposer.

If this Resolution is approved, the BHCA property manager will provide the daily oversight for the security guard service agreement and the Village will continue to act as the fiscal agent for the agreement.

I have reviewed the submittal provided by ORNA Security and the Evaluation Committee recommendation. Consequently, I am recommending the Council approval of the Service Agreement with ORNA Security for the provision of security guard services as detailed within the attached agreement, at a cost not to exceed annual budget allocations for the envisioned services.

Attachments:

1. ORNA Security Proposal For RFP No. 2024-05
2. 2025-Service Agreement-ORNA Security-BHCA Security Guard Services.

RESOLUTION NO. 2025-

A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA; APPROVING THE AGREEMENT BETWEEN THE VILLAGE AND ORNA SECURITY, FOR THE PROVISION OF SECURITY GUARD SERVICES WITHIN THE GATED RESIDENTIAL COMMUNITY; AT ESTABLISHED RATES, IN THE AMOUNT NOT TO EXCEED ANNUAL BUDGETARY ALLOCATIONS FOR ALL LABOR, EQUIPMENT AND RELATED SERVICES AS DEFINED WITHIN THE AGREEMENT; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, since April 21, 2004, Kent Security Services, Inc. (Kent), provides security officer staffing services to the Village Gated Residential Community primarily to operate the vehicular access control at the Harbour Way guard station; and

WHEREAS, the current agreement was approved by the Village Council with the adoption of Resolution No. 2014-805 on February 18, 2014. On April 11, 2022, the Village Council adopted Resolution No. 2022-1447, approving the First Contract Addendum to the 2014 agreement with Kent .; and

WHEREAS, in late 2023, the Bal Harbour Civic Association (BHCA), retained the services of a Property Manager to assume the daily management activities of their facilities and common areas, who now provides the daily oversight of the current Kent Security Services agreement; and

WHEREAS, in recognition that the last solicitation for Gated Residential Community security guard services was conducted over twenty (20), years ago, it was deemed appropriate to conduct a public solicitation for these services to obtain current market pricing and incorporate a revised scope of services and standard Village contractual provisions; and

WHEREAS, to prepare for the engagement of a security guard service provider to provide the services described above, a Request for Proposals (RFP) 2024-05, was co-developed by staff and representatives of the BHCA to solicit proposals from area vendors that possess the appropriate capabilities to deliver the services envisioned for the Village; and

WHEREAS, the Evaluation Committee conducted several meetings to review the submittals, and unanimously ranked ORNA Security as the number one ranked, most responsive and responsible proposer; and

WHEREAS, this Council has determined that it is the best interest of the Village to

enter into an agreement with ORNA Security, for the provision of security guard services at BHCA facilities in the amount not to exceed annual budget allocations.

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

Section 1. Recitals Adopted. That the above stated recitals are hereby adopted and confirmed.

Section 2. Agreement Approved. That the agreement with ORNA Security, for the provision of security guard services at BHCA facilities in the amount not to exceed annual budget allocations, is hereby approved and the Village Manager is hereby authorized to execute the agreement on behalf of the Village.

Section 3. Unanticipated Expenditures. That the need to expend funds for additional services related to this agreement, which will be withdrawn from previously budgeted funds, is hereby approved.

Section 4. Implementation. That the Village Manager is hereby authorized to take all actions necessary to implement the purposes of this Resolution.

Section 5. Effective Date. That this Resolution shall take effect immediately upon the adoption hereof.

PASSED AND ADOPTED this 24th day of February 2025.



Mayor Jeffrey P. Freimark

ATTEST:

Dwight S. Danie, Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Village Attorney
Weiss Serota Helfman Cole & Bierman P.L.



**ORNA
SECURITY**
PROTECTING YOU MATTERS

CUSTOMIZED SECURITY
EXPERTLY DELIVERED



PROPOSAL FOR RFP NO. 2024-05

PROPOSER / PRINCIPAL - BELINA GARAZI NAGAR



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01 INTRODUCTION LETTER



December 12, 2024

Mr. John Oldenberg, Director of Public Works and Beautification
Bal Harbour Civic Association and
The Board of Directors
655 96 Street
Bal Harbour, Florida 33154

Ladies and Gentlemen,

We are honored to present our proposal for security services to Bal Harbour Village. ORNA Security has proudly served luxury gated communities throughout South Florida for over 40 years, consistently upholding the highest standards of professionalism, reliability, and excellence.

Our extensive experience is tailored to meet the unique needs of upscale residential communities, where discretion, attention to detail, and proactive security measures are essential. While our focus has been on private luxury communities rather than municipal contracts, our proven track record demonstrates our ability to deliver exemplary service, as evidenced by numerous client testimonials and high retention rates. We have successfully implemented customized security programs prioritizing resident safety, property protection, and an enhanced quality of life.

ORNA Security is fully equipped with the organizational structure, financial stability, and state-of-the-art technology to meet and exceed the expectations outlined in your solicitation. Our team of highly trained security professionals is supported by advanced guard management software, rigorous protocols, and excellent communication and response systems.

With four decades of experience and an unwavering dedication to client satisfaction, we are confident in our ability to provide quality security services for Bal Harbour Village. We look forward to discussing this further.

Respectfully,

Belina Garazi Nagar
President

Enclosures
State of Florida Security Agency License B-000111-0
Established 1981
www.ornasecurity.us

02

MINIMUM QUALIFICATIONS



Proposer / Principal in Charge's Experience:

Leadership is the cornerstone of ORNA Security's success. As President and CEO, Belina Garazi Nagar has been dedicated to shaping the company's vision, strategy, and client relationships. A graduate of Miami Beach High School, Miami Dade Community College, and the University of Miami with a bachelor's in business administration majoring in Accounting, she assumed leadership of the company during a pivotal transition in its history.

Determined to support her four sons, she commuted weekly from Naples to Miami to manage the firm until relocating permanently to Miami in 2005 to establish and reshape ORNA Security, which began in 1981. Belina believes that a strong image, customer service, common sense, cooperation, and good judgment are key qualities clients expect.

She has been fortunate to consult with individuals from law enforcement and anti-terrorism fields over the years. This collaborative approach has allowed ORNA Security to maintain its commitment to quality and expand while continuing to meet client expectations.

Project Manager's Experience:

Our Operations Manager, Alan David Nagar, ensures quality-of-service delivery across all client sites. A graduate of the FIU Chaplin School of Hospitality, Alan began his journey with ORNA Security as an intern during his final year of college ten years ago. Starting at the security guard level, Alan obtained his unarmed security license and subsequently his security manager license. He now oversees daily operations, scheduling, and equipment management.

Alan's dedication and expertise have been vital in ensuring ORNA Security meets and exceeds client expectations. During COVID, while many stayed home, he reported to the office daily to ensure the company's continued operation. Alan's excellent rapport with employees ensures they feel respected and have the tools they need to perform their jobs effectively.

02

MINIMUM QUALIFICATIONS



Security Personnel:

In addition to our leadership team, ORNA Security’s personnel are meticulously selected, rigorously trained, and extensively experienced. Each member of our security team undergoes thorough background checks, drug testing, and a comprehensive onboarding program. Training includes conflict resolution, emergency response, surveillance technology, and customer service to meet the unique demands of upscale residential communities.

Many of our guards hold advanced certifications in areas such as CPR, First Aid, and advanced security systems management. With an average tenure of five years, our staff’s commitment to excellence and familiarity with the specific needs of luxury environments provide a foundation for exceptional service

Methodology and Approach:

At ORNA Security, we recognize that our employees are our most important asset, and we are committed to treating them with respect and fostering open communication. Our management approach emphasizes placing the right people in the right roles, prioritizing training and safety above all else.

We maintain strong relationships with local law enforcement agencies to ensure the highest level of safety and security for our clients. ORNA managers have 24/7 access to our law enforcement consultant, enhancing our ability to respond effectively. All licensed supervisory personnel are trained and ready to fill roles as needed, ensuring seamless operations.

Personnel and Staff Commitment:

- Consistent Hiring and Training
- 24/7 Availability
- Professional Appearance
- Emergency Leadership
- Courteous Enforcement.
- Language Proficiency

The ORNA Promise: Protection with Purpose

At ORNA Security, our mission is to create safe, secure environments where communities and businesses can thrive. We see our clients as more than customers—they become part of the “ORNA family.” This philosophy reflects our unwavering commitment to their safety and satisfaction.

Every client relationship is a partnership. We tailor our services to meet the unique needs of each property we protect, ensuring the highest standards of professionalism. Through rigorous training, clear communication, and innovative technology, our teams consistently deliver reliable and high-quality service that fosters trust and peace of mind.

As a purpose-driven organization, we are dedicated to making a meaningful impact. ORNA Security proudly supports initiatives like The Anchors Away Foundation, which empowers disabled children to experience freedom on the water and prepare for careers in the marine industry. For us, security is more than a service—it is our promise to the communities we serve, ensuring safety, stability, and a thriving future.

Insurance:

ORNA Security ensures comprehensive insurance coverage to provide peace of mind to our clients. The following policies are available for inspection and review upon request:

- **Workers' Compensation and Employer's Liability Insurance:** Covers all employees engaged in performing duties, with limits exceeding statutory requirements of the State of Florida. Our coverage is set at \$1 million.
- **Commercial General Liability Insurance:** Provides \$1 million per occurrence and \$5 million aggregate, covering premises and operations. This includes protection for products and completed operations, contractual liability, independent contractors, and broad form property damage. The policy also covers personal injury claims, including false arrest, detention or imprisonment, malicious prosecution, libel, slander, defamation, wrongful entry or eviction, or invasion of privacy. Certificates of insurance naming the client as additional insured can be provided upon request, including endorsements favoring the Association and its management. The insurance provider will notify the Association of any changes in service.
- **Auto Liability Certificate:** Available upon request to support operational needs.
- **Umbrella Policy:** Adds an additional layer of protection with a \$5 million limit.

Licenses:

ORNA holds Agency License # B-000111-0, which has remained in good standing since 1981. We are fully compliant with Chapter 493 of the Florida Statutes. All security officers are required by state law to complete 40 hours of training to obtain their "D" License. Officers must carry their license at all times while on duty. ORNA verifies the validity of each license daily via direct online access to the Tallahassee database. Additionally, supervisors inspect licenses, compliance, and uniform standards during every property visit.

Start of Service:

ORNA Security ensures a seamless transition with a comprehensive plan that guarantees no lapse in coverage. Our team is fully approved, trained, and prepared before the first day of service. Post orders are provided 14 days in advance to ensure readiness.

Four-Week Transition Plan:

- **Week 1:** Assemble the transition team, initiate recruitment, and identify employees for transfer. Plan uniforms and equipment. Meet with ORNA management, supervisors, and the client to review the plan and gather site details.
- **Week 2:** Conduct interviews, finalize the schedule, draft post orders, and complete background checks. Assess candidates' language skills and professionalism.
- **Week 3:** Conduct orientation, introduce supervisors to the client, and share draft post orders.
- **Week 4:** Begin on-site training, issue uniforms, finalize post orders, and complete a site safety review and property tour.

Day One Readiness:

- Establish communication with local law enforcement and the client for urgent info sharing.
- Use ORNA-Track to identify and report safety concerns.
- Deliver a site-specific orientation emphasizing customer service tailored to property standards.

Personnel Retention:

At ORNA Security, fostering a culture of family and values begins with onboarding and training. We offer competitive pay, healthcare benefits, and growth opportunities, empowering employees to excel. Many of our supervisors began as security officers and were promoted based on merit.

We recognize dedication and professionalism through quarterly and annual events, compensation increases, and personalized mentorship. Every employee is paired with a supervisor to provide guidance and support throughout their tenure. Monthly leadership meetings for site supervisors ensure continuous professional development and alignment with company standards.

Onboarding:

We follow a rigorous process to recruit and prepare the best candidates. Applicants must meet essential criteria, including English literacy (Spanish upon request), clean background checks, and possession of a Class D license. Candidates also undergo an evaluation of writing skills and professionalism, ensuring alignment with ORNA's core values: Responsive, Reliable, Reputable, Presentable, Professional, and Teamwork.

Orientation includes a review of company policies, customer service expectations, and property-specific post orders. After client approval, employees receive on-site training to ensure readiness. Each new hire is equipped with a detailed manual to guide them in delivering exceptional service.

Training Programs:

ORNA Security's training programs are designed to prepare officers for success through a structured and comprehensive approach. Our basic training consists of the following core areas:

- **Introduction and Orientation:** New hires are introduced to ORNA's philosophy, organizational structure, and commitment to quality service. Professional image expectations, uniform standards, and career opportunities are emphasized.
- **Employee Commitment and Manual:** Officers review and sign a commitment to fulfill their responsibilities. The manual outlines general requirements, such as punctuality and carrying their license on duty, as well as property-specific post orders.
- **Observe and Report:** Officers engage in exercises to build observation skills and learn the principles of accurate and detailed reporting using ORNA's Incident Report framework.
- **Public Relations:** Training focuses on communication, appearance, and attitude, with exercises to enhance these essential skills for professional interactions.
- **Customer Service:** Officers are trained to exceed client expectations through ORNA's customer service program. Emphasis is placed on proactive engagement, such as greeting visitors and making eye contact, to promote a welcoming and secure environment tailored to each client's culture and goals.

Accountability of Staff:

ORNA Security ensures accountability through advanced technology and a robust guard management system. Our proprietary software, ORNA-Track, offers innovative features that streamline operations and maintain transparency for both clients and management.

Real-Time Tracking and Reporting:

Guards clock in and out via the ORNA-Track app, which enables real-time location tracking and generates electronic reports with photos. These reports, including incident logs, maintenance updates, parking violations, and shift summaries, are forwarded electronically to clients through our Communications Center. Live dashboards and activity feeds provide instant updates, ensuring complete visibility.

NFC and Digital Checkpoints:

Using NFC-enabled smartphone checkpoints, guards perform location-specific tasks that are automatically logged into the system. This technology enhances guard tour monitoring and ensures accountability at every stage of their shift.

Integrated Scheduling and Payroll:

ORNA-Track's scheduling and payroll system combines HR solutions with operational efficiency. Managers can schedule shifts, track hours worked, process payroll, and generate invoices seamlessly. Weekly comparisons of schedules and timesheets ensure accurate billing, and detailed schedules accompany invoices for full transparency.

Accountability in Appearance:

All ORNA staff are required to arrive and remain professionally dressed and ready to work at client locations. The ORNA Security Guard uniform includes:

- Crisp white shirts with ORNA shoulder patches, badge, and flag.
- Royal blue, navy, or gray polos marked "Security Rover."
- ORNA I.D. card and State of Florida Class D Security License.
- Navy or black trousers, dark belt, navy blue tie, dark shoes, and dark socks (mandatory).
- Navy blue windbreaker jackets with patches marked "Security" for rain or cold weather.
- Yellow weather jackets labeled "Security."

All uniforms must be maintained in new or like-new condition. Personal hygiene, hair length, and style must adhere to ORNA Security regulations to ensure a professional appearance.

04 CLIENT REFERENCES



Client Name	Address	Contact	Email
Chateaux Club	1999 NE 199 Street, North Miami Beach, FL 33179	Harry Herman, Board President	hhgolani230@gmail.com
Country Club Estates	19902 E Country Club Drive, Aventura, FL 33180	Karen Kubinec, Property Manager	karen.kubinec@fsresidential.com
Long Lake Ranches Estates	10511 Lone Star Place, Davie, FL 33328	Frederick Fischer, Property Manager	ffischer@miamimanagement.com
Oceana Bal Harbour	10301 Collins Avenue, Bal Harbour, FL 33154	Harry Cadiz, General Manager	hcadiz@kwpmc.com
Presidential Estates	19438 NE 18th Avenue, North Miami, FL 33179	Karelia Freites, Property Manager	kfreites@vestapropertyservices.com
Turnberry Marina	19735 Turnberry Way, Aventura, FL 33180	Diana Castillo, Property Manager	dcastillo@turnberrymarina.com
Windmill Ranch Estates	2600 Windmill Ranch Road, Weston, FL 33331	Chad Peska, Property Manager	chad.peska@fsresidential.com



Form 1 Questionnaire:

Firm Name: OFFICERS RESERVE NORTH AMERICA, INC DBA ORNA SECURITY AND CONCIERGE

Firm Address: 18999 Biscayne Boulevard Suite 201

City: Aventura

State: Florida

Zip Code: 33180

Telephone: 305 945 5022

Fax: 305 935 1966

Firm Representative: Belina Garazi Nagar

Title: President

Telephone: 305 986 1189

Email: Belina@ornasecurity.us

Firm Type: Corporation - Subchapter S

Date Incorporated: October 2005

Previously known as ORNA Inc.

Date of Registration with the Secretary of State: October 2005

Resident Agent: Alan David Nagar

Street: 18999 Biscayne Blvd Suite 203 Aventura, Florida 33180

President Name: Belina Garazi Nagar

Vice President: None

Secretary: None

Treasurer: None

Board of Directors: Michael Nagar and Alan David Nagar

Date: February 5 2024

Place: Aventura Florida 33180

Form 1 Questionnaire:

Years of Relevant Experience: Our organization has 43 years of relevant experience in Security Guard Services, having been established in 1981 by family member Jacob Nagar. Belina Garazi Nagar joined the company during a significant period of its growth in 1983 and later assumed sole ownership in 2000. In 2005, she established Officers Reserve North America, doing business as ORNA Security. Over these decades, we have consistently demonstrated excellence, reliability, and innovation, serving a diverse client base with professionalism.

Staff, Employees, Volunteers, and Subcontractors: Below is a list of individuals involved in the provision of services, along with their titles, responsibilities, qualifications, and certifications:

Leadership Team

- **Belina Garazi Nagar (President/CEO):** Responsible for the company's vision, strategy, and client relationships. Graduate of Miami Beach High School, Miami Dade Community College, and the University of Miami with a bachelor's in business administration (major in Accounting).
- **Alan David Nagar (Operations Manager):** Directs day-to-day operations and maintains quality-of-service delivery across all client sites. Graduate of FIU Chaplin School of Hospitality. Oversees daily operations, scheduling, and equipment management. Joined ORNA in 2015 as an intern, later obtaining his unarmed security and manager's licenses.
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- **Law Enforcement Consultants:** Advisors from the Aventura Police Department provide expert guidance.

Form 1 Questionnaire:

Operational Roles

- **Account Manager:** Serves as the primary point of contact for clients, focusing on satisfaction, communication, and tailored service delivery. To ensure seamless communication and effective management, ORNA assigns a dedicated account manager to serve as the primary liaison for all security service communications. This ensures personalized attention and proactive resolution of any concerns.
- **Hiring Team:** Recruits and retains top-tier security personnel while ensuring comprehensive training and compliance with industry and client-specific standards.
- **Scheduling Team:** Coordinates shift assignments to guarantee constant and optimal coverage.
- **Payroll/Bookkeeping:** Oversees payroll functions, ensures accurate billing, and maintains financial processes for seamless operations.

Field Roles

- **Site Supervisor:** Provides direct oversight to security officers, ensures responsiveness, and leads on-site training at the client's location along with Captain.
- **Road Supervision Team:** Oversees on-site teams and acts as a liaison between field staff and management. Available and trained to fill in for vacancies and time off by regular staff.
- **Security Officers:** Frontline team delivering daily security services, responsible for incident reporting, documentation, communication, and addressing property requirements.

Form 1 Questionnaire:

Additional Personnel

- Four (4) Area Managers.
- Ten (10) Supervisors.
- Eight (8) Administrative Staff
- Over 400 total armed and unarmed licensed Security Officers.

Training:

Staff trained in conflict resolution, crowd management, and emergency response. Areas of training include: Access Control, Addressing Complaints, Alarm Procedures, Chain of Command, Cleanliness, Common Areas, Customer Service, Fire and Life Safety, Flood and Leak Procedures, Keys, Lighting Issues, Media, Medical and Privacy, Natural Disaster and Hurricane Preparation, Package Custody Care and Distribution, Parking Areas, Perimeter, Power Outages, Process Servers and Law Enforcement, Realtors, Reports, Extra Services Rover Duties, Sprinklers, Telephone Answering, Visitor Identification, Walk Ins i.e. Pedestrian Activity.

Certifications:

State of Florida Class D Licensing for Security Guards, Class G for armed positions, and First Aid & CPR certifications.

Key Achievements:

We feel privileged to be working with excellent staff in a successful company for four decades and that is our key achievement. This reflects our dedication to excellence, innovation, and client satisfaction. Together we have built a reputation as a trusted provider of security solutions for luxury gated communities.

Many of our team members have been with us for years, underscoring the supportive and professional environment we foster. Additionally, our financial stability and long-standing client relationships exemplify our commitment to operational excellence and adaptability in a dynamic industry.

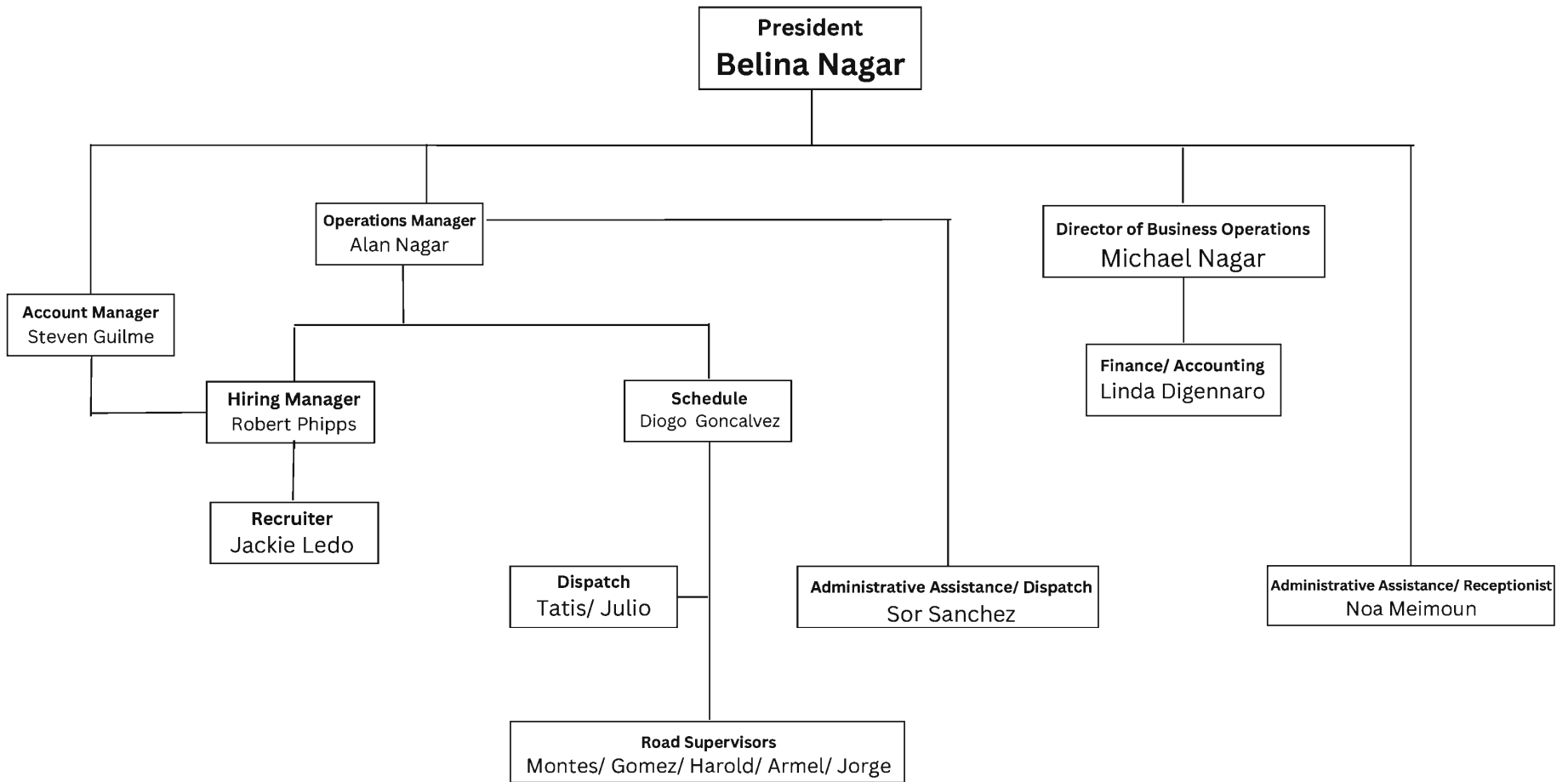
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Transparency is a key value for our organization. Below is a list of contracts that have been canceled in the past, along with reasons:

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 - Contract Termination Date: 2022
 - Reason for Cancellation: Client was building a new office building in Aventura, cancellation was not service related. Amicable end of service.
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 - Contract Termination Date: 2022
 - Reason for Cancellation: Management company First Service was offering to provide security and concierge. Not service related. Amicable end of service
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 - Contract Termination Date: 2023
 - Reason for Cancellation: After 25 years providing front desk service, the client chose to hire their management company to manage the building and front desk. Not service related. We shared two of our workers and the contract ended friendly.

Organizational Chart:



Form 1 Questionnaire:

Has Proposer or any of its principles failed to qualify as a responsible bidder, refused to enter contract after an award has been made, failed to complete a Contract or declared to be in default in any contract in the last five years?

Answer: No

Has Proposal or any of its principles ever been declared bankrupt or reorganized under chapter 11 or put into receivership?

Answer: No

Has Proposal or any of its principles or employees been convicted in a federal, state, county, or municipal court for violation of law other than a traffic violation?

Answer: No

Is the Proposal a party to any pending litigation?

Answer: No

Has the Proposal been a party to a lawsuit filed in the last 10 years?

Answer: Yes

Please list any potential, actual or perceived conflict of interest in connection with this solicitation.

Answer: ORNA President, Belina Garazi Nagar's brother, Edward Garazi, and his wife Carrie are residents of Bal Harbour Village. They have a healthy familial relationship.

Has Proposal been involved in any discussions regarding a merger or acquisition of its firm, partnership with another firm or any transfer or assignment of his contracts, assets and/ or liabilities.

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Witness

Print Name _____ Signature: _____

If Corporation

Print Name of Firm: Officers Reserve North America, Inc. DBA ORNA SEcurity and Concierge

Address: 18999 Biscayne Blvd. Suite 203, Aventura Florida 33180

Telephone : 305 945 5022

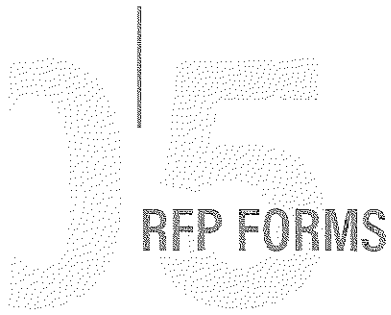
Email: Communications@ornasecurity.us

By President

Date Signed: _____

Print Name: Belina Garazi Nagar

Signature: _____



Form 1 Questionnaire:

Firm Name: OFFICERS RESERVE NORTH AMERICA, INC DBA ORNA SECURITY AND CONCIERGE

Firm Address: 18999 Biscayne Boulevard Suite 201

City: Aventura

State: Florida

Zip Code: 33180

Telephone: 305 945 5022

Fax: 305 935 1966

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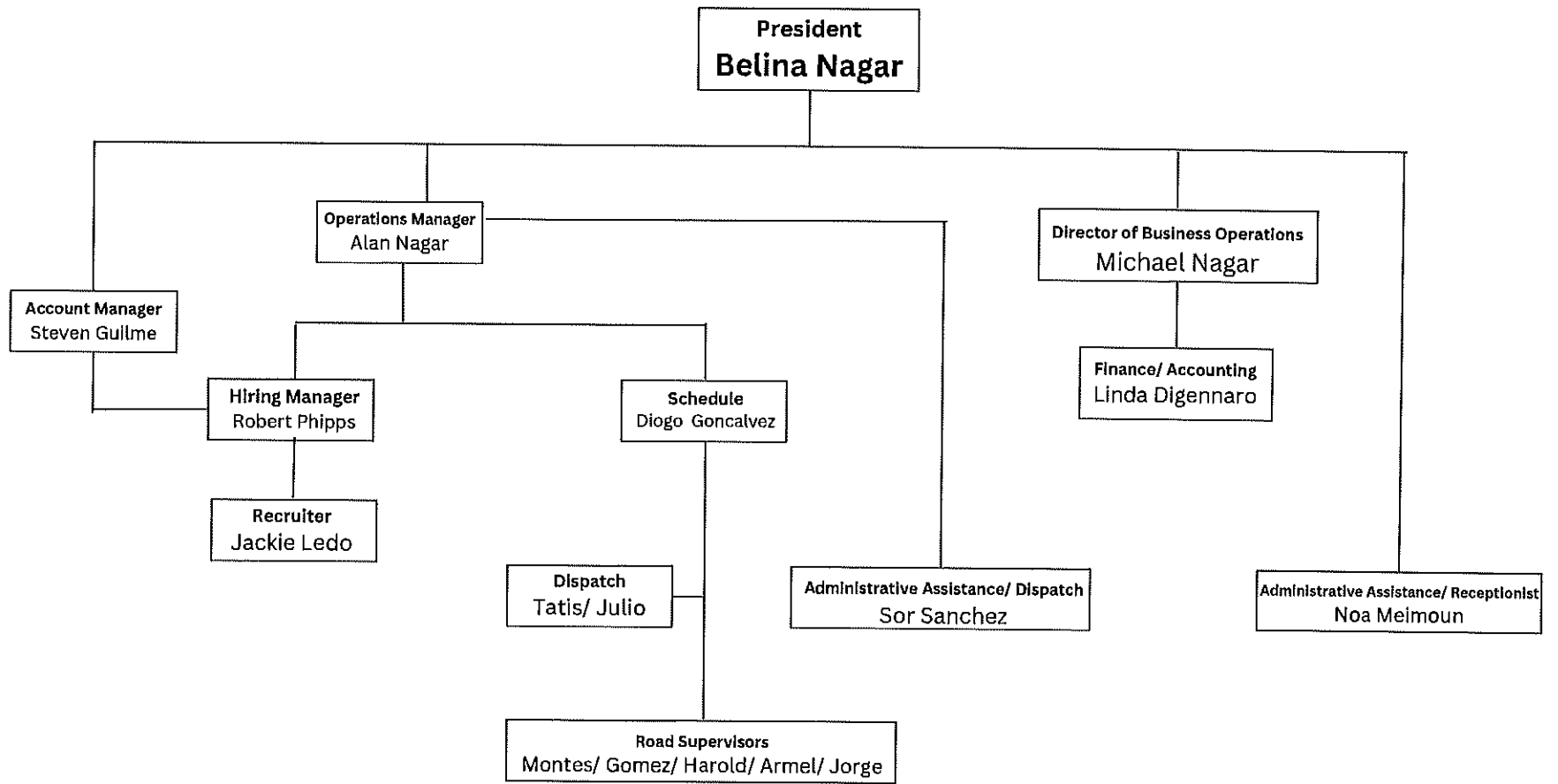
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Organizational Chart:

RFP FORMS



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Witness

Print Name

H Gomez

Signature:

[Handwritten Signature]

If Corporation

Print Name of Firm: Officers Reserve North America, Inc. DBA ORNA Security and Concierge

Address: 18999 Biscayne Blvd. Suite 203, Aventura Florida 33180

Telephone : 305 945 5022

Email: Communications@ornasecurity.us

By President

Date Signed:

Dec 11, 2024

Print Name: Belina Garazi Nagar

Signature:

[Handwritten Signature]

FORM 3
DRUG-FREE WORKPLACE PROGRAM CERTIFICATION

Pursuant to Florida Statutes Section 287.087 ("Preference to Businesses with Drug-Free Workplace Programs"), whenever two or more bids, proposals, or replies that are equal with respect to price, quality, and service are received by the state or by any political subdivision for the procurement of commodities or contractual services, a bid, proposal, or reply received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than 5 days after such conviction.

Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.

Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

Does the individual responding to this solicitation certify that their firm has implemented a drug-free workplace program in accordance with the provision of Section 287.087, Florida Statutes, as stated above?

YES

NO

NAME OF BUSINESS: ORNA SECURITY

SIGNATURE: *[Handwritten Signature]*

SUBSTANCE ABUSE POLICY – DRUG FREE WORKPLACE

The welfare, safety, and success of this Company depend on the physical and psychological health of all employees. To maintain a safe, productive, and drug-free workplace and in compliance with Florida Statutes Section 287.087, the Company has adopted this Substance Abuse Policy. This policy prohibits the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in the workplace. Employees who violate this policy will face disciplinary actions, including termination of employment.

1. PURPOSE AND SCOPE

1.01 Purpose:

The purpose of this policy is to establish and maintain a drug-free workplace to ensure a safe, healthful, and efficient working environment. The Company strictly prohibits the abuse of legal and illegal drugs, alcohol, and controlled substances on Company premises or during Company business. Employees are required to remain free from the effects of illegal drugs and the abuse of alcohol or prescription medication while performing their duties.

1.02 Scope:

This policy applies to all employees:

- (a) while on Company premises;
- (b) during the course of employment, regardless of location; and
- (c) during Company-sponsored activities.

2. PROHIBITED CONDUCT AND DISCIPLINARY ACTION

2.01 Prohibited Conduct:

The following actions are strictly prohibited and may result in disciplinary action, up to and including termination of employment:

1. The manufacture, distribution, dispensing, possession, or use of alcohol, inhalants, unauthorized or illegal drugs, or controlled substances.
2. Reporting to work under the influence of any prohibited substance, including controlled substances, that impairs judgment, performance, or behavior.
3. Conviction under any criminal statute for drug or alcohol-related offenses.
4. Refusal to submit to required drug or alcohol testing.
5. Producing positive test results indicating substance abuse.

2.02 Disciplinary Action:

Violation of this policy may result in disciplinary action, up to and including immediate termination of employment.

3. DRUG TESTING REQUIREMENTS

3.01 Definition of "Drug":

For this policy, "drug" refers to alcohol, illegal drugs, inhalants, substances prohibited by state or federal law, or the misuse of legal drugs (e.g., prescription and over-the-counter medication).

3.02 Drug Testing Procedures:

The Company reserves the right to conduct drug testing under the following circumstances:

1. **Pre-employment:** All job applicants must submit to a drug test as a condition of employment.
2. **Reasonable suspicion:** Testing may be conducted if the Company reasonably suspects substance abuse based on behavior, appearance, or performance.
3. **Post-incident:** Testing is mandatory when an employee is involved in:
 - o An injury during employment.
 - o Property damage to Company or third-party assets.
 - o Incidents resulting in injury to a third party.
4. **Random Testing:** Employees may be selected for testing as part of a random program to ensure workplace safety.
5. **Return to Duty and Follow-Up:** Employees returning from rehabilitation or disciplinary actions related to substance abuse may be subject to follow-up testing.

3.03 Refusal or Positive Test Results:

Refusal to submit to testing or a confirmed positive test result may result in immediate disciplinary action, including termination.

4. EMPLOYEE AWARENESS AND ASSISTANCE

4.01 Dangers of Drug Abuse:

Drug abuse can lead to impaired judgment, decreased productivity, workplace accidents, and personal health risks. Maintaining a drug-free workplace is critical for employee well-being and workplace safety.

4.02 Employee Assistance Programs (EAP):

The Company encourages employees to seek assistance if they or a colleague are struggling with substance abuse issues. Resources, such as counseling and rehabilitation programs, are available to help employees address these challenges. For more information, contact [designated resource or HR contact].

4.03 Voluntary Disclosure:

Employees are encouraged to voluntarily disclose substance abuse issues before they result in a policy violation. In such cases, employees may be referred to treatment programs rather than face disciplinary action.

5. POLICY DISTRIBUTION

5.01 Distribution to Employees:

All employees engaged in providing contractual services must receive a copy of this policy and acknowledge receipt in writing. The Company will maintain these signed acknowledgments as part of its compliance records.

Acknowledgment of Receipt:

I acknowledge that I have received, read, and understood the Company's Substance Abuse Policy. I understand my responsibilities and agree to comply with this policy.

Print Name: _____

Date Signed: _____

Employee Signature: _____

6. ADDITIONAL PROVISIONS

6.01 Reporting Medication Use:

Employees must notify their supervisor if they are taking prescription or over-the-counter medication that may impair their ability to perform job duties safely.

6.02 Cooperation with Law Enforcement:

Illegal substances found on Company premises will be reported to law enforcement. Employees involved in illegal activity may face prosecution.

6.03 Searches and Inspections:

The Company reserves the right to conduct personal or property searches when there is reason to believe prohibited substances are present or performance is impaired. Refusal to comply may result in disciplinary action.

6.04 Confidentiality:

All drug test results, and related medical information will be treated as confidential and maintained in accordance with applicable laws.

FORM 4

SWORN STATEMENT PURSUANT TO
FLORIDA STATUTE SECTION 287.133(3)(a) ON PUBLIC ENTITY CRIMES

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

This sworn statement is submitted to Bal Harbour Village, Florida.

By: Delina Garza Negor
(Print individual's name and title)

For: Officers Reserve North America, Inc DBA ORNA
(Print name of entity submitting sworn statement) SECURITY

Whose business address is:

18999 BISCAYNE BOULEVARD #203

and (if applicable) its Federal Employer Identification Number (FEIN) is:

20-3630337

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)

I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentations.

I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means: A predecessor or successor of a person convicted of a public entity crime; or An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or

which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, Shareholders, employees, members, and agents who are active in management of an entity. Based on information and belief, the statement, which I have marked below, is true in relations to the entity submitting this sworn statement. (Indicate which statement applies).

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (attach a copy of the final order).

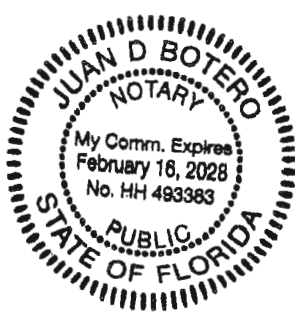
I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

[Handwritten Signature]
Signature

Sworn to and subscribed before me this 10 day of December, 2024.

Personally known _____
OR
Produced identification FL Driver License *[Handwritten Signature]*

Notary Public, State of Florida



Bal Harbour Village 2025

Security Guard Staffing Rates	Rate per Hour	Monthly Cost	Annually
Assigned Unarmed Guard	\$ 29.00	\$ 42,224.00	\$ 506,688.00
Assigned Site Supervisor	\$ 38.00	\$ 6,586.67	\$ 79,040.00
Additional Unarmed Guard	\$ -	\$ -	\$ -
Assigned Unarmed Guard-Overtime	\$ -		
Assigned Site Supervisor-Overtime	\$ -		
Additional Unarmed Guard-After Hours	\$ -		
Total Cost Per Hour			
Total Cost Monthly		\$ 48,810.67	
Total Cost Annually			\$ 585,728.00

Armed Security Guard Staffing Rates	Rate per Hour	Monthly Cost	Annually
Assigned Armed Guard	\$ 33.00	\$ 48,048.00	\$ 576,576.00
Assigned Armed Site Supervisors	\$ 42.00	\$ 7,280.00	\$ 87,360.00
Additional Armed Guard	\$ -	\$ -	\$ -
Assigned Armed Guard-Overtime	\$ -		
Assigned Armed Site Supervisor-Overtime	\$ -		
Additional Armed Guard-After Hours	\$ -		
Total Cost Per Hour			
Total Cost Monthly		\$ 55,328.00	
Total Cost Annually			\$ 663,936.00

Six Legal Holiday pay not included, Patrol Car or Golf Cart not included

Form 06

Affidavit Attesting to Noncoercive Conduct for Labor or Services

Nongovernment Entity name:
OFFICERS RESERVE NORTH AMERICA, INC ("Vendor")
 Vendor DBA ORNA SECURITY
 FEIN: 20-363-0337
 Address: 18999 BISCAYNE BLVD #203
 City: AVENTURA State:
FLA Zip: 33180
 Phone number: 305-945-5022 Email Address:
COMMUNICATIONS@ORNASecurity.JS

As a nongovernmental entity executing, renewing, or extending a contract with a government entity, **Vendor** is required to provide an affidavit under penalty of perjury attesting that **Vendor** does not use coercion for labor or services in accordance with Section 787.06, Florida Statutes.

As defined in Section 787.06(2)(a), coercion means:

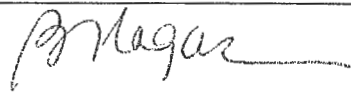
1. Using or threatening to use physical force against any person;
2. Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or service are not respectively limited and defined;
4. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
5. Causing or threatening to cause financial harm to any person;
6. Enticing or luring any person by fraud or deceit; or
7. Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03 to any person for the purpose of exploitation of that person.

As a person authorized to sign on behalf of **Vendor**, I certify that **Vendor** does not use coercion for labor or services in accordance with Section 787.06.

Written Declaration _____

Under penalties of perjury, I declare that I have read the foregoing Affidavit and that the facts stated in it are true.

By: BELINA GARAZI NAGAR, PRESIDENT

— Authorized Signature 
Print Name and Title:

Date: DEC 5, 2024

Professional Services Agreement

This Professional Services Agreement (the "Agreement") is made and entered into as of the ____ day of _____, 2025 (the "Effective Date") by and between Bal Harbour Village, a Florida municipality (the "Village") and ORNA Security, an independent contractor ("Contractor"), with each being referred to herein as a Party or collectively as the "Parties."

WHEREAS, in recognition that the last solicitation for Gated Residential Community security guard services was conducted over twenty (20) years ago, it was deemed appropriate to conduct a public solicitation for these services to obtain current market pricing and incorporate a revised scope of services and Village contractual provisions; and

WHEREAS, to prepare for the engagement of a Security Guard service provider to provide the services described above, a Request for Proposals (RFP) 2024-05, was co-developed by staff and representatives of the BHCA to solicit proposals from area vendors that possess the appropriate capabilities to deliver the services envisioned for the Village; and

WHEREAS, the constituted Evaluation Committee conducted several interview meetings to review the submittals, and unanimously ranked ORNA Security as the number one ranked, most responsive and responsible proposer; and

WHEREAS, the Village desires to enter into an agreement with Contractor for the provision of these services.

NOW, THEREFORE, in consideration of the mutual terms, conditions, promises and covenants set forth below, the Village and Contractor agree as follows:

- I. **SCOPE OF SERVICES.** Contractor shall provide the scope of services ("Services" or "Work"), set forth in Contractor's proposal ("Proposal"), incorporated herein and attached hereto as Exhibit "A." Contractor shall commence the Work upon receipt of a Notice to Proceed, in a form similar to Exhibit "C" attached hereto.
- II. **TERM.** This Agreement shall commence on the Notice to Proceed (NTP), issuance date and shall continue for three (3) years, with two (2) subsequent optional three (3) year renewal periods as approved by the Village Manager, unless otherwise terminated with or without cause, by the Village in accordance with the provisions of this Agreement.

After the initial term, the Agreement may be extended for two (2) additional

three (3) year periods by mutual agreement of the parties. The parties hereto may extend this Agreement by mutual consent, in writing, prior to the expiration of the current term. This provision in no way limits either party's right to terminate this Agreement at any time during the initial term or any extension thereof, pursuant to Section 4 of this Agreement.

I. PAYMENT.

The amount of compensation payable by the VILLAGE to CONTRACTOR shall be based upon the prices as set forth in Exhibit "B", attached hereto and made a part hereof, which amount shall be accepted by CONTRACTOR as full compensation for all such work performed under this Agreement. It is acknowledged and agreed by CONTRACTOR that these amounts are the maximum payable and constitute a limitation upon VILLAGE'S obligation to compensate CONTRACTOR for its services related to this Agreement. This maximum amount, however, does not constitute a limitation of any sort, upon CONTRACTOR'S obligation to perform all items of work required by or which can be reasonably inferred from the Scope of Services.

- A. CONTRACTOR may submit an invoice for compensation, developed and agreed upon by the VILLAGE Manager and CONTRACTOR, no more often than monthly, but only after the services for which the invoices are submitted have been completed. Invoices shall designate the nature of the services performed and shall also show a summary of fees with accrual of the total and credits for portions paid previously and shall allocate the billing costs to the appropriate fund or combination of funds. Each statement shall show the proportion of the guaranteed maximum payment that has been expended through previous billings.
- B. Notwithstanding any provision of this Agreement to the contrary, VILLAGE Manager, may withhold, in whole or in part, payment to the extent necessary to protect itself from loss on account of inadequate or defective work which has not been remedied or resolved in a manner satisfactory to VILLAGE Manager. The amount withheld shall not be subject to payment of interest by VILLAGE.
- C. Payment shall be made to CONTRACTOR in accordance with the Local Government Prompt Payment Act as stipulated in Part VII of Chapter 218, FL Statutes, by check, Electronic Funds Transfer (EFT), E-Pay or P-Card as determined by the VILLAGE in its sole discretion.
- D. CONTRACTOR agrees to keep such records and accounts as may be

necessary to record complete and correct entries as to personnel hours charged for which CONTRACTOR receives reimbursement for a period of at least three (3) years after completion of the work provided for in this Agreement. Such books and records shall be available at all reasonable times for examination and audit by VILLAGE.

- E. If it should become necessary for VILLAGE to request CONTRACTOR to render any additional services to either supplement the services described in the RFP or to perform additional work, such additional work shall be performed only if set forth in an addendum to this Agreement. Any such additional work agreed to by both parties shall be by mutual agreement of both parties and negotiated as to price.
- F. Beginning on October 1, 2029 and annually thereafter, the CONTRACTOR shall receive an annual adjustment in the rates and fees. The adjustment shall be based on the April Consumer Index-All Urban Consumers, Not Seasonally Adjusted, All Items, Miami-Fort Lauderdale Area, 1982-84=100, Series ID:CUURA320SAO, CUUSA320SAO, except that the annual adjustment to the costs shall not exceed 5% (increase or decrease). The Consumer Price Index is available from the United States Department of Labor, Bureau of Labor Statistics. The parties acknowledge that fuel costs are reflected in the above referenced CPI, and therefore there shall be no additional fuel costs adjustments.

II. TERMINATION.

A. Termination for Cause.

If a Party fails to fulfill in a timely manner, or otherwise violates or defaults upon, any of the covenants, agreements, or stipulations material to this Agreement, the non-defaulting Party, shall thereupon have the right to terminate this Agreement for cause. Prior to exercising its option to terminate for cause, the non-defaulting Party shall notify the defaulting Party of its violation of the particular term(s) of this Agreement and shall grant the defaulting Party fifteen (15) business days to cure such default. If such default remains uncured after fifteen (15) business days, the non-defaulting Party may terminate this Agreement without further notice to the defaulting Party. Upon termination, the non-defaulting Party shall be fully discharged from all liabilities, duties, and terms arising out of, or by virtue of, the Agreement.

Notwithstanding the above, Contractor shall not be relieved of liability to the Village for damages in an amount up to and not to exceed the total

paid to date by the Village to Contractor sustained by the Village by virtue of any breach of the Agreement by the Contractor. The Village, at its sole option and discretion, shall be entitled to bring any and all legal or equitable actions that it deems to be in its best interest in order to enforce the Village's rights and remedies against Contractor. The Village shall be entitled to recover all costs of such actions, including reasonable attorney's fees up to and not to exceed the total paid to date by the Village to Contractor.

B. Termination for Convenience of the Village.

The Village may, through its Village Manager, and for its convenience and without cause, terminate the Agreement at any time during the Term by giving written notice to Contractor of such termination; which shall become effective thirty (30) days following receipt by Contractor of such notice. If the Agreement is terminated for convenience by the Village, Contractor shall only be paid for any Services satisfactorily performed up to the date of termination; following which both parties shall be discharged from any and all liabilities, duties, and terms arising out of, or by virtue of, this Agreement. In the event that the Village pays Contractor in advance, the Village shall be entitled to a refund of the prorated amount calculated from the date the contract is terminated through the date that the contract would have expired had the Village not exercised this clause, Contractor shall issue such refund within thirty (30) days of the effective date of termination of the Agreement.

V. INSURANCE REQUIREMENTS

Contractor shall maintain general commercial, automobile (where applicable), workers' compensation, and professional liability insurance in an amount acceptable to the Village.

Contractor shall maintain the following required types and minimum limits of insurance coverage during the term of this Agreement

	<u>Per Occurrence</u>	<u>Aggregate</u>
General Liability	\$1,000,000	\$2,000,000
Automobile Liability	\$1,000,000 combined single limit per accident	
Professional Liability	\$500,000	\$1,000,000
Workers' Compensation	Statutory Amount	

This Agreement shall not be deemed approved until the Contractor has obtained all insurance required under this section and has supplied the Village with evidence of such coverage in the form of a Certificate of Insurance and endorsement. The Village shall be named as an additional insured via a blanket endorsement in the endorsement for commercial and automobile liability coverage. The Village shall approve of such Certificates prior to the performance of any Services pursuant to this Agreement.

CERTIFICATE HOLDER MUST READ

Bal Harbour Village
655 96th Street
Bal Harbour, FL 33154

ALL INSURANCE COMPANIES PROVIDED SHALL: Be rated at least A VII per Best's Key Rating Guide and be licensed to do business in Florida. Contractor's liability insurance shall be primary to any liability insurance policies that may be carried by the Village. Contractor shall be responsible for all deductibles and self-insured retentions on their liability insurance policies. Contractor agrees to provide at least thirty (30) calendar days written notice of cancellation, material change, or renewal refusal to the Village by certified mail, unless policies are renewed with equal or better coverage.

VI. INDEMNIFICATION.

Both Parties agree to indemnify and hold harmless the other Party and its officers, employees, agents, and contractors, from and against any and all third party actions (whether at law or in equity), claims, liabilities, losses, judgments, costs and expenses, including, but not limited to, attorneys' fees and costs (collectively, "Losses"), for personal or bodily injury, wrongful death, or loss of or damage to property, which may arise or be alleged to have arisen from the negligent acts, errors, omissions or willful or intentional conduct of the negligent Party, its officers, employees, agents, subcontractors, or any other person or entity acting under negligent Party's control or supervision, arising out of the negligent Party's performance of the Services pursuant to this Agreement. To that extent, the negligent Party shall pay all such Losses which may issue from any lawsuit arising from such claims, and shall pay all costs and attorneys' fees expended by the afflicted Party in the defense of such claims and losses, including appeals. Subject to Section 768.28, Florida

Statutes, which monetary limits shall apply regardless of whether they would apply in the absence of this provision, the Village shall indemnify the Contractor up to the statutory limits.

Nothing in this Agreement shall be deemed or treated as a waiver by the Village of any immunity to which it is entitled by law, including but not limited to the Village's sovereign immunity as set forth in Section 768.28, Florida Statutes.

VII. ENTIRE AGREEMENT.

This Agreement, Contractor's proposal, and any warranties shall constitute the entire Agreement. In the event of a conflict between the provisions of those documents and this Agreement, the provisions of this Agreement shall prevail. Any amendment to the terms of this Agreement shall be evidenced in writing and executed by both Parties.

VIII. WARRANTIES.

Contractor represents and warrants that Contractor is free to enter into the terms of this Agreement and that Contractor has no obligation to any third party or otherwise that are inconsistent with any of its provisions. Contractor further represents and warrants that Contractor has and shall maintain for the duration of this Agreement, all professional licenses required to be held by an individual or entity providing the Services by any and all federal, state or local law, rule or policy.

Contractor warrants that its services are to be performed within the limits prescribed by the Village and with the usual thoroughness and competence of the Contractor's profession.

Contractor acknowledges that the responsibilities enumerated in this Agreement (a) will not adversely affect her primary employment; (b) will not create a conflict of interest as defined by Chapter 112, Part III of the Florida Statutes.

IX. SEVERABILITY.

The Parties to this Agreement expressly agree that it is not their intention to violate any public policy, statutory or common law rules, regulations, or decisions of any governmental or regulatory body. If any provision of this Agreement is judicially or administratively interpreted or construed as being in violation of any such policy, rule, regulation, or decision, the provision,

sections, sentence, word, clause, or combination thereof causing such violation will be inoperative (and in lieu thereof there will be inserted such provision, section, sentence, word, clause, or combination thereof as may be valid and consistent with the intent of the Parties under this Agreement) and the remainder of this Agreement, as amended, will remain binding upon the Parties, unless the inoperative provision would cause enforcement of the remainder of this Agreement to be inequitable under the circumstances.

X. FEDERAL PROVISIONS

Bal Harbour Village ("Recipient") and ORNA Security, ("Contractor'). The Recipient by entering into an agreement with the State of Florida, Division of Emergency Management for American Rescue Plan Act funding allocations is required by federal law to incorporate the following contractual provisions in all Bal Harbour Village contracts which will be paid for in whole or in part with funds obtained from the federal government.

The services detailed within this agreement may be provided during periods of declared Critical Incidents. The Village if under an active agreement with the State of Florida, Division of Emergency Management, funding allocations are required by federal law to incorporate the following contractual provisions in all Bal Harbour Village contracts which will be paid for in whole or in part with funds obtained from the federal government.

1) EQUAL OPPORTUNITY EMPLOYMENT

The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:

a. Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the

provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

c. The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

d. The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

e. The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

f. The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

g. In the event of the contractor's noncompliance with the nondiscrimination clauses of this Agreement or with any of the said rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965,

and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

2) COPELAND ANTI-KICKBACK ACT

1) "Contractor. The contractor shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 CFR pt. 3 as may be applicable, which are incorporated by reference into this contract.

2) Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clause in subsection b(i) above and a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The Contractor accepts responsibility for the compliance by any subcontractor or lower tier subcontractor with all these contract clauses.

3) Breach. A breach of the contract clauses above may be grounds for termination of the contract, and for debarment as a contractor and subcontractor as provided in 29 CFR § 5.12.

3) CONTRACT WORK HOURS AND SAFETY STANDARDS

Contractor shall comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer based on a standard work week of 40 hours. Working more than the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation.

4) CLEAN AIR ACT AND THE FEDERAL WATER POLLUTION CONTROL ACT

"Contractor agrees to comply with all applicable standards, orders or

regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251- 1387) and will report violations to FEMA and the Regional Office of the Environmental Protection Agency (EPA).”

5) SUSPENSION AND DEBARMENT

This contract is a covered transaction for the purposes of 2 CFR pt. 180 and 2 CFR pt. 3000. As such the contractor is required to verify that neither the contractor, its principals (defined at 2 CFR § 180.995), nor its affiliates (defined at 2 CFR § 180.905) are excluded (defined at 2 CFR § 180.940) or disqualified (defined at 2 CFR § 180.935).

The contractor must comply with 2 CFR pt. 180, subpart C and 2 CFR pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction into which it enters.

6) BYRD ANTI-LOBBYING AMENDMENT

“Byrd Anti-Lobbying Amendment, 31 USC § 1352 (as amended). Contractor shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress,A) **SCRUTINIZED COMPANIES**

A. Contractor certifies that it and its subcontractors are not on the Scrutinized Companies that Boycott Israel List. Pursuant to Section 287.135, F.S., the Village may immediately terminate this Agreement at its sole option if the Contractor or its subcontractors are found to have submitted a false certification; or if the Contractor, or its subcontractors are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.

B. If this Agreement is for more than one million dollars, the Contractor certifies that it and its subcontractors are also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business

operations in Cuba or Syria as identified in Section 287.135, F.S. Pursuant to Section 287.135, F.S., the Village may immediately terminate this Agreement at its sole option if the Contractor , its affiliates, or its subcontractors are found to have submitted a false certification; or if the Contractor, its affiliates, or its subcontractors are placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

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

XI. NOTICES.

All notices hereunder shall be given in writing by registered or certified mail, return receipt requested, postage prepaid, addressed to the Parties at the following respective addresses, or at such other address as may be designated in writing by either Party to the other, and shall be deemed delivered for all purposes hereunder upon deposit of same into the United States mail:

To Village: Jorge Gonzalez, Village Manager
Bal Harbour Village
655 96th Street
Bal Harbour, FL 33154

Copies To: Dwight S. Danie, Village Clerk
Bal Harbour Village
655 96th Street
Bal Harbour, FL 33154

Susan L. Trevarthen, Village Attorney
Weiss Serota Helfman Cole & Bierman, P.L.
200 E. Broward Blvd. Suite 1900
Fort Lauderdale, FL 33312

To Contractor: Officers Reserve North America, Inc., DBA ORNA Security
and Concierge
18999 Biscayne Boulevard Suite 201
Aventura Fl 33180

XII. COMPLIANCE WITH LAWS.

Contractor agrees to comply with all laws, ordinances, rules, and regulations that are now or may become applicable to the Services covered by this Agreement, regardless of the applicable jurisdiction.

XIII. SUCCESSORS AND ASSIGNS.

This Agreement shall be binding upon the Parties and their respective successors, heirs and assigns. However, the Parties agree that nothing contained herein shall authorize the assignment of this Agreement or the delegation of any duties hereunder by either Party, unless previously set out in this Agreement, without the prior written consent of the other party.

XIV. SURVIVAL OF TERMS.

Termination or expiration of this Agreement for any reason shall not release either Party from any liabilities or obligations set forth in this Agreement which (a) the Parties have expressly agreed shall survive any such termination, or (b) remain to be performed and by their nature would be intended to be applicable following any such termination or expiration. Any liabilities which have accrued prior to termination pursuant to the insurance and/or indemnification obligations set forth below shall survive the termination of this Agreement.

XV. GOVERNING LAWS.

This Agreement shall be governed by, construed in accordance with, the laws of the State of Florida. The venue for any dispute arising from this Agreement shall be the Circuit Court of Miami-Dade County, Florida. The Parties voluntarily waive any right to trial by jury in the event of litigation between the Parties, which arises out of this Agreement in any way.

XVI. NO CONTINGENT FEES.

The Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Contractor, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person(s), company, corporation, individual or firm, other

than a bona fide employee working solely for the Contractor any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

XVII. WAIVER.

No delay or omission by either Party hereto, in the exercise of any right or remedy hereunder, shall impair such right or remedy or be construed to be a waiver thereof. Any waiver of any such right or remedy by any Party must be in writing and signed by the Party against which such waiver is sought. A waiver by either of the Parties hereto of any of the covenants to be performed by the other or any breach thereof shall not be construed to be a waiver of any succeeding breach thereof or any other covenant herein contained. All remedies provided for in this Agreement shall be cumulative and in addition to and not in lieu of any other remedies available to either Party at law, in equity or otherwise.

XVIII. FORCE MAJEURE.

Non-performance of Contractor or Village shall be excused to the extent that performance is rendered impossible or delayed by strike, fire, hurricane, flood, terrorism, governmental acts or orders or restrictions, or other similar reason where failure to perform is beyond the control of and not caused by the negligence of the non-performing Party ("Force Majeure"), provided that the non-conforming Party gives prompt notice of such conditions to the other Party and makes all reasonable efforts to perform.

XIX. INDEPENDENT CONTRACTOR.

Contractor has been procured and is being engaged to provide Services to the Village as an independent contractor, and not as an agent or employee of the Village. Accordingly, Contractor shall not attain nor be entitled to any rights or benefits of the Village, nor any rights generally afforded classified or unclassified employees of the Village. Contractor further understands that Florida Workers' Compensation benefits available to employees of the Village are not available to Contractor and agrees to provide workers' compensation insurance for any employee or agent of Contractor rendering Services to the Village under this Agreement.

XX. CONTRACTOR'S COMPLIANCE WITH FLORIDA PUBLIC RECORDS LAW

Pursuant to Section 119.0701 of the Florida Statutes, Contractor agrees

to:

- A.** Keep and maintain public records in Contractor's possession or control in connection with Contractor's performance under this agreement. Contractor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law, for the duration of the Agreement, and following completion of the Agreement until the records are transferred to the Village.
- B.** Upon request from the Village's custodian of public records, Contractor shall provide the Village with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by Chapter 119, Florida Statutes, or as otherwise provided by law.
- C.** Unless otherwise provided by law, any and all records, including but not limited to reports, surveys, and other data and final documents provided or created in connection with this Agreement are and shall remain the property of the Village. Notwithstanding, it is understood that at all times Contractor's workpapers shall remain the sole property of Contractor, and are not subject to the terms of this Agreement.
- D.** Upon completion of this Agreement or in the event of termination by either party, any and all public records relating to the Agreement in the possession of Contractor shall be delivered by Contractor to the Village Manager, at no cost to the Village, within seven (7) days. All such records stored electronically by Contractor shall be delivered to the Village in a format that is compatible with the Village's information technology systems. Once the public records have been delivered upon completion or termination of this Agreement, Contractor shall destroy any and all duplicate records that are exempt or confidential and exempt from public records disclosure requirements. Notwithstanding the terms of this Section, the Parties agree and it is understood that Contractor will maintain a copy of any information, confidential or otherwise, necessary to support its work product generated as a result of its engagement for services, solely for reference and archival purposes in accordance with all applicable professional standards, which will remain subject to the obligations of confidentiality herein.

- E. Any compensation due to Contractor shall be withheld until all records are received as provided herein.
- F. Contractor's failure or refusal to comply with the provisions of this section shall result in the immediate termination of this Agreement by the Village.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 305-866-4633 clerk@balharbourfl.gov OR BY MAIL: Village of Bal Harbour - Village Clerk's Office, 655 96th Street, Bal Harbour, FL 33154.

XXI. E-VERIFY

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin the required registration with, and use of, the E-verify system in order to verify the work authorization status of all newly hired employees. Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of: a) All persons employed by Contractor to perform employment duties within Florida during the term of the contract; and b) All persons (including sub-vendors/subcontractors) assigned by Contractor to perform work pursuant to the contract with the Village. The Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the Village of Bal Harbour.

Should Vendor become the successful Contractor awarded for the above-named project, by entering into this Agreement, the Contractor becomes obligated to comply with the provisions of § 448.095, FL. Statutes, as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees; and requiring all Subcontractors to provide an affidavit attesting that the Subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a Subcontractor knowingly violates the statute, the Subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination. If this contract is terminated for a violation of the statute

by the Contractor, the Contractor may not be awarded a public contract by the Village for a period of 1 year after the date of termination.

XXII **Noncoercive Conduct for Labor or Services**

As a nongovernmental entity executing, renewing, or extending a contract with a government entity, **Vendor** is required to provide an affidavit under penalty of perjury attesting that **Vendor** does not use coercion for labor or services in accordance with Section 787.06, Florida Statutes.

As defined in Section 787.06(2)(a), coercion means:

1. Using or threatening to use physical force against any person;
2. Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or service are not respectively limited and defined;
4. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
5. Causing or threatening to cause financial harm to any person;
6. Enticing or luring any person by fraud or deceit; or
7. Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03 to any person for the purpose of exploitation of that person.

IN WITNESS WHEREOF, Contractor has signed and delivered this Agreement, and the Village has caused this Agreement to be signed and delivered by its duly authorized officer or representative, all as of the date first set forth above.

CONTRACTOR:
Officers Reserve North America, Inc.
DBA ORNA Security and Concierge
18999 Biscayne Boulevard Suite 201
Aventura Fl 33180

VILLAGE:
Bal Harbour Village
655 Ninety-Sixth Street
Bal Harbour, FL 33154

By: _____

Belina Garazi Nagar
President

By: _____

Jorge M. Gonzalez,
Village Manager

Attest: _____

Dwight S. Danie
Village Clerk

Approved as to form and legal
sufficiency for the use and
reliance of the Bal Harbour
Village only.

By: _____

Village Attorney

EXHIBIT A SCOPE OF SERVICES

SECTION 2 - SCOPE OF SERVICES

2.1 BACKGROUND

The selected security company will provide unarmed security personnel to manage access, enforce community regulations, and respond to incidents in a manner that prioritizes both residents' safety and a high standard of customer service.

Bal Harbour Village is located in Southeast Florida, USA and has a population of approximately 3,093 residents. By way of this RFP, the Village is soliciting proposals from interested parties for the provision of Security Services at Bal Harbour Civic Association (BHCA), facilities and common areas by a licensed contractor (the "Services"). In addition, the firm must have the capability to respond in a timely manner to any emergency call as explained here in. Through the process described herein, licensed contractors interested in assisting the Village with the provision of the Service must prepare and submit a proposal in accordance with the procedure and schedule of this RFP. The Village will review submittals only from those contractors that submit a proposal which includes all the information required to be included as described herein. The Village intends to award a contract for Security Services to the contractor that: possesses qualified manpower, equipment, administrative capabilities to provide the proposed services, possesses previous experience on this type of work and provides the best offer and prices deemed to be in the greatest benefit to the BHCA.

2.2 PURPOSE

The Village is seeking proposals to establish contract(s) with a qualified and experienced Security Services company, hereinafter referred to as the "CONTRACTOR", to provide the Services described under this RFP. Scope-of-Work Basic Services. The work areas covered by the Specifications and Contract Documents, consists of: The provision of unarmed security staff to provide 24/7 security coverage at the main vehicle gate, ensuring controlled access for residents, guests, service providers, and marina tenants. Guards must verify credentials, operate the visitor management system, maintain accurate logs of all entries and overnight exits, and promptly report any vehicular gate malfunctions or

issues residents experience with vehicle access tags.

2.3 SCOPE OF WORK-BASIC SERVICES

2.3.1 KEY RESPONSIBILITIES:

- A. Main Gate Security Operations: Provide 24/7 security coverage at the main vehicle gate, ensuring controlled access for residents, guests, service providers, and marina tenants. Guards must verify credentials, operate the visitor management system, maintain accurate logs of all entries and overnight exits, and promptly report any vehicular gate malfunctions or issues residents experience with vehicle access tags.
- B. CCTV and Alert Monitoring: Guards must continuously monitor the community's CCTV camera system and alert systems, which capture activity throughout the gated community's perimeter. Guards must prioritize alerts by promptly reviewing and acknowledging each alert to ensure that no suspicious activity is overlooked, even when guards are occupied assisting residents, conducting patrols, or taking breaks. This system acts as an essential tool for always maintaining vigilance across the property.
- C. Liaison with Bal Harbour Police Department (BHPD): In the event of emergencies or incidents, guards will work closely with BHPD, providing support and assistance with investigations as required.
- D. Customer Service and Conflict De-escalation: Guards must deliver high- quality customer service, assisting residents and guests in a professional and courteous manner. They must be trained in conflict de-escalation techniques and capable of handling disputes and challenging situations with care and professionalism, adhering to established protocols.
- E. Patrolling and Rover Duties: Guards will rotate rover duties to stay engaged and well-acquainted with the community. Responsibilities include checking designated checkpoints, reporting any suspicious activities, security breaches, or violations to BHPD and management, ensuring pedestrian gates are secure, identifying streetlight outages, monitoring construction sites for compliance (no work past 5:30 PM) , and noting parking infractions. This rotation supports active guard involvement and comprehensive familiarity with community protocols.

- F. Gate Troubleshooting: Guards must regularly monitor the functionality of pedestrian and vehicular gates to ensure they are operating properly. If any issues arise, they should be promptly reported to the supervisor and property manager. Additionally, guards are expected to perform basic troubleshooting as needed, following provided guidance, to resolve minor gate malfunctions before escalating.
- G. Pedestrian Gate Monitoring: Monitor the four pedestrian gates to ensure only authorized resident's access. Guards must respond to unauthorized attempts, report suspicious activities, check gate functionality, report malfunctions, and perform gate handle lock core changes for Shabbat and High Holy Days to accommodate the Jewish community.
- H. Marina Security: Security personnel will monitor access to the privately- owned marina and ensure that boat owners and their guests comply with community regulations.
- I. Construction Activity Management: Enforce restricted access hours for construction workers and vehicles, ensuring compliance with community regulations, including noise ordinances. Guards will collaborate with property management, BHPD, and Bal Harbour Code Enforcement to coordinate authorized and unauthorized deliveries and access as needed.
- J. Event and Delivery Management: Security staff will coordinate with property management to oversee resident event access, manage delivery protocols, and control commercial vehicle entry. They will communicate with the Property Manager, BHPD, and Code Enforcement as needed to ensure compliance and smooth operations.
- K. Resident Relations and Protocol Compliance: Guards are encouraged to build rapport with residents by becoming familiar with their needs and offering assistance where appropriate. However, they must strictly enforce all community protocols without showing favoritism or bending the rules for any individual resident.
- L. Shift Pass-Downs: Guards must provide detailed pass-downs during shift changes to ensure seamless communication about ongoing construction projects, incidents, and any important community-specific access rules. This ensures all staff are well-

informed and prepared.

2.4 STAFFING REQUIREMENTS

2.4.1 Staffing Levels:

The following minimum staffing is to be provided on a continuous basis.

- A. Two guards per eight (8) hour shift to provide two guards on duty at all times.
- B. One supervisor 8 hours per 24 period.
- C. Additional guards as required to address temporary staffing needs.

2.4.2. Approval and Training:

All guards must be approved by property management before assignment. Each guard must complete at least 40 hours of additional training beyond the standard Florida state requirements. This training must include advanced security techniques, technology systems, community-specific protocols, customer service, and conflict de-escalation.

2.4.3 Bilingual and Certification Requirements:

Guards must be bilingual in English and Spanish, with proficiency in security operations. They must also hold certifications in first aid, CPR, and safe workplace practices to ensure preparedness for emergencies.

2.4.4 Post Orders:

All guards are required to operate in strict compliance with post orders approved by the Bal Harbour Civic Association, Property Management, and Bal Harbour Village's Chief of Police, ensuring full alignment with local safety standards and community-specific guidelines.

2.4.5 Technical Proficiency:

Guards must demonstrate a high level of technical proficiency and be able to operate a range of security systems, including, but not limited to:

- a. CCTV Systems: Utilize CCTV to monitor for unusual or suspicious activity, maintain awareness of perimeter activity, and oversee the 96th Street unmanned residential-access-only gates. Responsibilities include bookmarking and reviewing events, and using cameras to assist BHPD during incidents or intrusions.
- b. LPR (License Plate Recognition) System: Accurately identify, track, and log vehicles entering or exiting the community. Guards use this system to quickly verify vehicle access permissions, investigate unauthorized entries, and support incident investigations when needed.
- c. Alert Systems: Continuously monitor alerts generated by perimeter sensors, capturing any unusual movement or unauthorized access

attempts. Guards must respond promptly to suspicious activity, coordinating with BHPD or property management for further action as necessary, to ensure immediate response to potential security breaches.

- d. Visitor Management System: Manage and operate the visitor check-in process, ensuring that all visitors are properly logged and verified according to community protocols. Guards will handle visitor registrations, notify residents of guest arrivals, and maintain accurate entry and exit logs to uphold security standards.
- e. Computer Systems: Proficiency in basic computer operations, including turning systems on and off, restarting as needed, and performing routine troubleshooting. Guards must be capable of handling these tasks to ensure all security technology is fully operational and efficient.

2.4.6. Situational Awareness and Judgment:

Guards must maintain high levels of situational awareness at all times, using sound judgment to assess and respond to various scenarios that may not have straightforward solutions. This includes overseeing construction activities to ensure compliance with permitted hours and access restrictions, enforcing noise ordinances respectfully and effectively, and staying vigilant to identify any unusual behavior or security risks. Guards should be trained to handle ambiguous or sensitive situations with professionalism, recognizing when to escalate issues to management or local law enforcement for additional support. Clear, consistent communication and decision-making are essential to maintaining a safe and secure environment for all residents and visitors.

2.4.7. Supervisor and Leadership Requirements:

To ensure the security staff operates effectively and professionally, the security company must assign a dedicated on-site supervisor or leader who will be responsible for the daily management and oversight of the security personnel. This individual will serve as the key point of contact between property management and the security team, handling all day-to-day operational matters and ensuring high standards of service.

The supervisor's responsibilities include, but are not limited to:

- A. Staff Oversight and Activity Monitoring: The supervisor must maintain daily oversight of guard activities, ensuring all personnel adhere to community protocols and perform their duties as required. This includes regular checks to verify that guards are actively monitoring access points, conducting patrols, and responding to incidents promptly and professionally.
- B. Ongoing Training: The supervisor will be responsible for coordinating and facilitating ongoing training sessions for security personnel. This

includes ensuring guards are well-versed in all security protocols, systems, and procedures to enhance their skills and effectiveness.

- C. Scheduling and Staffing: The supervisor is responsible for creating and managing the staff schedule, always ensuring proper coverage. This includes overseeing shift rotations, handling sick days or absences, and ensuring that any gaps in coverage are filled promptly and appropriately. The supervisor must provide weekly staffing updates to property management without the need for repeated follow-ups.
- D. Staff Presentation and Professionalism: The supervisor must ensure that all guards maintain a clean, professional appearance and are wearing the appropriate uniforms. Regular checks will be conducted to ensure that guards are presentable and adhering to the community's standards.
- E. Staff Morale and Engagement: The supervisor is responsible for fostering a positive and engaging work environment. This includes providing ongoing support and guidance to guards, addressing any concerns or issues promptly, and ensuring high morale among the team. The supervisor will be expected to provide regular feedback to guards, helping them improve their performance and encouraging long-term employment within the community.
- F. Issue Resolution and Decision Making: The supervisor must be readily available to handle day-to-day issues that arise, whether it's a performance concern, a staffing issue, or a resident complaint. They must have the authority and leadership skills to make on-the-spot decisions and take corrective action when necessary, in collaboration with property management.
- G. Coordination with Property Management: The supervisor will be the primary liaison between property management and the security team. This includes attending regular meetings with property management to provide updates on staffing, performance, and any ongoing issues. The supervisor must also handle the submission of staff schedules, ensuring these are provided proactively and on time.
- H. Incident Reporting and Documentation: The supervisor will be responsible for reviewing and signing off on incident reports, ensuring that all security-related incidents are properly documented and reported to property management and the appropriate authorities as needed.

2.5. PERFORMANCE METRICS / KEY PERFORMANCE INDICATORS (KPI'S)

- 2.5.1 To ensure high-quality service, the following performance standards must be met:
- A. Access Control Accuracy: Guards must achieve a 99% accuracy rate in allowing only authorized individuals into the community.
 - B. Incident Reporting: All security incidents must be reported within one hour to property management. Logs will be reviewed monthly.
 - C. Construction Access Compliance: Guards must enforce 100% compliance with restricted access hours for construction vehicles and personnel.
 - D. Resident Satisfaction: Maintain a 95% satisfaction rate based on quarterly resident surveys, emphasizing customer service and professionalism.
 - E. Training and Meeting Participation: Guards must have 100% participation in ongoing training and monthly staff meetings to stay updated on community policies and security protocols.

- 2.5.2. Key Performance Indicators (KPIs) for Supervisor:
To ensure the supervisor performs their duties effectively, the following KPIs must be met:

Staff Scheduling and Updates: Timely submission of staff schedules and updates, ensuring no gaps in coverage.

- A. Guard Appearance and Professionalism: Regular inspections ensuring all guards meet appearance and conduct standards.
- B. Issue Resolution: Prompt resolution of staff and operational issues.
- C. Morale and Staff Retention: Positive staff feedback and high retention rates among security personnel.
- D. Incident Reporting Accuracy: 100% accuracy in incident reporting and documentation.

- 2.5.3 Guard Performance and Removal:
Should any guard fail to meet performance expectations, the security company is required to remove the unsatisfactory guard within seven (7) days of receiving a written request from property management.

- 2.5.4 Performance Bonus:
At the discretion of the Bal Harbour Civic Association, the security company may be awarded a performance bonus for providing exemplary service. Any bonus awarded must be distributed to the security personnel who

contributed to the superior service.

2.6 LOCATION OF WORK

2.6.1 The Security Services are to be performed within the limits of the Gated Residential Community. By submitting this proposal, the PROPOSER certifies that he/she is familiar with the B H CA facilities and the proposed scope of work, prior to submitting the bid. The Village reserves the right to remove specific locations as deemed appropriate. The removal of locations from the scope of services shall result in a corresponding reduction of the contract price. The locations to receive the services described include:

- A. One Harbour Way BHCA Security Guard Station staffed 24/7
 - a. One Entrance vehicle gate system-(visitor and resident) with a turnaround loop.
 - b. One Exit vehicle gate
 - c. One Pedestrian Gate-key fob access.
- B. 18 Bal Bay Drive electronic entrance and exit gate system
 - a. EGO pass system for residents only
 - b. One Pedestrian Gate-key fob access
- C. Bal Cross Dr, North Terminus
 - a. One Pedestrian Gate-key fob access
- D. Bal Cross Dr, South-Terminus (Bal Harbour Shops)
 - a. One Pedestrian Gate
- E. Common Areas and Roadways within the Gated Community as assigned

2.7 SUPPLIES AND PROGRAM

The proposer shall supply all tools and equipment of every kind, ample in quantity and capacity, in good working order and suitable in character to carry out the work or services of this contract according to an approved program.

2.8 PROCESSING OF APPLICATION FOR PAYMENT

The Contractor shall submit, by the first Friday of each month, Contractor's completed Application for Payment for the previous month. The Village must be notified of all scheduled and completed work in sufficient time to verify completeness of such work. Should the submittal date fall on a holiday, the Contractor shall submit his application on the next workday. The Contractor is advised that processing of draws must follow this schedule, as the Village has funding requirements and other payment obligations which may prevent payment of late Application for Payment for that month's billing cycle. Late Application for Payment with a Recommendation for Payment will be paid in the Agreement-2025-BHCA- ORNA Security for Security Guard Services

next month's billing cycle.

2.9 SAFETY AND PROTECTION

The CONTRACTOR will be responsible for initiating, maintaining and supervising all safety. They will take all necessary precautions for the safety of, and will provide the necessary protection to prevent damage, injury or loss to all employees and other persons, whom may be affected thereby.

2.10 WORK DURING INCLEMENT WEATHER

No work shall be performed under these specifications except by permission of the Village when the weather is unfit for good and careful work to be performed as determined by the Village. In the event of a Declared State of Emergency due to impending tropical storm or hurricane, the Contractor shall contact the Property Manager to receive directions related to staffing the work locations in collaboration with the Village Administration.

2.11 COMMENCEMENT CONFERENCE

Within ten (20) days after delivery of the executed Agreement by the Village to the Contractor, but before starting the Work, a commencement conference will be held to review the above schedules, and provide procedures for processing Applications for Payment, and to establish a working understanding between the parties as to the services to be provided. Present at the conference will be the Village representative(s), and the Contractor.

2.12 ADDITIONAL SERVICES

The CONTRACTOR may be requested to perform additional services or provide adjusted service frequencies at the discretion of the BHCA Property Manager.

EXHIBIT B-PRICING

Bal Harbour Village 2025

Security Guard Staffing Rates	Rate per Hour	Monthly Cost	Annually
Assigned Unarmed Guard	\$ 29.00	\$ 42,224.00	\$ 506,688.00
Assigned Site Supervisor	\$ 38.00	\$ 6,586.67	\$ 79,040.00
Additional Unarmed Guard	\$ -	\$ -	\$ -
Assigned Unarmed Guard-Overtime	\$ -		
Assigned Site Supervisor-Overtime	\$ -		
Additional Unarmed Guard-After 11 hours	\$ -		
Total Cost Per Hour			
Total Cost Monthly		\$ 48,810.67	
Total Cost Annually			\$ 585,728.00

Armed Security Guard Staffing Rates	Rate per Hour	Monthly Cost	Annually
Assigned Armed Guard	\$ 33.00	\$ 48,048.00	\$ 576,576.00
Assigned Armed Site Supervisors	\$ 42.00	\$ 7,280.00	\$ 87,360.00
Additional Armed Guard	\$ -	\$ -	\$ -
Assigned Armed Guard-Overtime	\$ -		
Assigned Armed Site Supervisor-Overtime	\$ -		
Additional Armed Guard-After 11 hours	\$ -		
Total Cost Per Hour			
Total Cost Monthly		\$ 55,328.00	
Total Cost Annually			\$ 663,936.00

Six Legal Holiday pay not included. Patrol Car or Golf Cart not included

EXHIBIT C - NOTICE TO PROCEED

BAL HARBOUR

- V I L L A G E -

JORGE M. GONZALEZ
VILLAGE MANAGER

Date

Officers Reserve North America, Inc.
DBA ORNA Security and Concierge
18999 Biscayne Boulevard Suite 201
Aventura Fl 33180

RE: Agreement - 2025 - BHCA Security Guard Services

Ms. Belina Garazi Nagar:

Please consider this your official Notice to Proceed on the above referenced work/service. You are hereby authorized to proceed with the work as of _____ Contract time will begin to be counted on this day. The work shall be completed within the prescribed timeframe as specified in the contract documents.

The Village has appointed Bal Harbour Civic Association (BHCA) Property Manager , Ana Chaverria as the Village's Representative who will be your single point of contact.

If you have any questions, please contact the Village Representative.

Sincerely,

Jorge M. Gonzalez
Village Manager

Cc: John Oldenburg, Director Public Works & Beautification Department
Claudia Dixon Chief Financial Officer
Ana Chaverria, Bal Harbour Civic Association (BHCA) Property Manager

BAL HARBOUR

- VILLAGE -

COUNCIL ITEM SUMMARY

Condensed Title:

A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA; APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH WJ ARCHITECTS IN COLLABORATION WITH WOLFBERG ALVAREZ & PARTNERS FOR THE PROVISION OF ARCHITECTURAL, ENGINEERING, AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE DESIGN AND DEVELOPMENT OF THE NEW BAL HARBOUR VILLAGE HALL, IN AN AMOUNT NOT TO EXCEED FOUR MILLION THREE HUNDRED FIFTY-ONE THOUSAND SIX HUNDRED EIGHTY-SEVEN DOLLARS (\$4,351,687), WHICH INCLUDES AN OWNER'S DESIGN CONTINGENCY.

Issue:

Should the Village Council approve the authorization for Bal Harbour Village to execute a Professional Services Agreement with WJ Architects in collaboration with Wolfberg Alvarez & Partners for the new Bal Harbour Village Hall?

The Bal Harbour Experience:

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Beautiful Environment | <input checked="" type="checkbox"/> Safety | <input checked="" type="checkbox"/> Modernized Public Facilities/Infrastructure |
| <input checked="" type="checkbox"/> Destination & Amenities | <input checked="" type="checkbox"/> Unique & Elegant | <input checked="" type="checkbox"/> Resiliency & Sustainable Community |

Item Summary / Recommendation:

This item requests Council approval to execute a Professional Services Agreement with WJ Architects in collaboration with Wolfberg Alvarez & Partners for architectural, engineering, and construction administration services for the new Bal Harbour Village Hall. The agreement includes programming, schematic design, construction documents, permitting assistance, and specialty consulting services necessary for project completion. The basic services fee of \$2,737,655 (LS) is 9% of the \$30,000,000 construction budget, and with the added specialty consultants' fees in the amount of \$1,354,032 (NTE) for an overall total fee of \$4,351,687 which includes reimbursable expenses in the amount of \$60,000 and owner's contingency in the amount of \$200,000. The total fee is 13.8% of \$30 million. This authorization also permits the Village Manager to take all necessary actions to implement the agreement. Approval of this item will advance the design and construction of the new Village Hall while maintaining financial oversight and project efficiency. It is recommended that the Council approve this resolution to facilitate the successful execution of this essential municipal project.

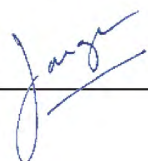
THE ADMINISTRATION RECOMMENDS THE APPROVAL OF THIS RESOLUTION.

Financial Information:

	Amount	Account	Account #
	\$4,351,687	General Fund - Village Hall Capital Outlay	01-73-506415

Sign off:

Capital Program Director Matilde E. Reyes	Chief Financial Officer Claudia Dixon	Village Manager Jorge M. Gonzalez
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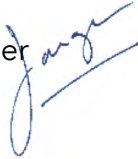


BAL HARBOUR

- V I L L A G E -

COUNCIL MEMORANDUM

TO: Honorable Mayor and Village Council

FROM: Jorge M. Gonzalez, Village Manager 

DATE: February 24, 2025

SUBJECT: **A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA; APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH WJ ARCHITECTS IN COLLABORATION WITH WOLFBERG ALVAREZ & PARTNERS FOR THE PROVISION OF ARCHITECTURAL, ENGINEERING, AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE DESIGN AND DEVELOPMENT OF THE NEW BAL HARBOUR VILLAGE HALL, IN AN AMOUNT NOT TO EXCEED FOUR MILLION THREE HUNDRED FIFTY-ONE THOUSAND SIX HUNDRED EIGHTY-SEVEN DOLLARS (\$4,351,687), WHICH INCLUDES AN OWNER'S DESIGN CONTINGENCY; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.**

ADMINISTRATIVE RECOMMENDATION

I am recommending approval of this Resolution.

BACKGROUND

As part of the December 2017 Development Agreement between Bal Harbour Village and Bal Harbour Shops, the Village committed to the planning, design, and construction of a new Village Hall at 9800 Collins Avenue. The new Village Hall will serve as a centralized facility for Village Administration, the Village Council Chambers, the Bal Harbour Police Department, and other essential municipal and emergency operations functions.

To advance the project, the Village issued RFQ No. 2024-005 to solicit proposals from qualified firms for architectural, engineering, and construction administration services. At the October 29th, 2024, Bal Harbour Village Council meeting, the Council authorized negotiations with WJ Architects (WJA), in collaboration with Wolfberg Alvarez & Partners (WAP), to provide these services. Following successful negotiations, this resolution seeks Council approval of a Professional Services Agreement (PSA) with WJ Architects to proceed with the design and development of the new Village Hall.

ANALYSIS

Following the October 29, 2024, Bal Harbour Village Council meeting, the Village engaged in negotiations with WJA in collaboration with WAP for architectural, engineering, and construction administration services related to the new Bal Harbour

Village Hall Project. The final proposal was received in February 2025 after an extensive negotiation process that began in November 2024.

The following information summarizes the proposed scope of work included in the agreement:

I. Professional Services & Project Scope

WJA and WAP will provide a comprehensive range of architectural and engineering services, including:

- Programming & Conceptual Design - Development of a project-specific programming document, conceptual site plans, and floor plan options based on existing conditions and stakeholder input.
- Schematic Design - Preparation of schematic design documents, including site plans, building layouts, and architectural renderings for Village review and approval.
- Design Development - Refinement of schematic designs into detailed building plans, elevations, and materials selection while incorporating sustainability and resiliency strategies.
- Construction Documents & Permitting - Production of technical drawings and specifications necessary for permitting, bidding, and construction.
- Bidding Assistance - Support during the contractor selection process, including bid review and clarifications.
- Construction Administration - Oversight during the construction phase, including periodic site visits, submittal reviews, and contractor coordination to ensure compliance with the approved design and contract documents.
- Specialized Services - Inclusion of key engineering disciplines such as structural, mechanical, electrical, plumbing (MEP), life safety, landscape architecture, civil engineering, parking design, and environmental considerations.
- Public Engagement & Approvals - Facilitation of public meetings, presentations to the Village's Architectural Review Board (ARB), and coordination with regulatory agencies for approvals and permitting.
- Sustainability & Resiliency Integration - Design considerations for LEED Silver certification, stormwater management, sea-level rise adaptation, and energy-efficient building systems.

II. Consultant Qualifications & Experience

WJA, founded in 1992, has extensive experience in municipal and community-centered design, with a strong presence in Florida. The firm specializes in innovative and resilient civic spaces, operating across six Florida offices. WAP, with over 45 years of architectural and engineering expertise, brings a proven track record in designing governmental and public safety facilities in South Florida.

Together, they have designed the nearby North Bay Village Hall and Public Safety Complex, a project soon to be built, demonstrating their ability to develop civic projects that align with Bal Harbour Village's vision and operational needs. The team includes 117 professionals offering a multi-disciplinary approach, ensuring that all aspects of the project—from architectural design to engineering and sustainability—are seamlessly integrated.

III. Project Budget & Delivery

The proposed estimated construction budget for the new Village Hall is \$25 to \$30 million. The scope of services outlined in the agreement ensures that all necessary design, engineering, and construction administration components are covered to support project delivery within this budget range.

IV. Project Milestones & Schedule

The anticipated project timeline for the design and development of the new Bal Harbour Village Hall is structured across multiple phases, ensuring a methodical and efficient progression from pre-design through construction administration. The proposed schedule includes key milestones that will guide the project's development while remaining subject to approval processes and necessary adjustments.

Key Milestones:

- Pre-Design & Programming / Concept Development
- Schematic Design & Basis of Design Report (BODR)
- Architectural Review Board (ARB) Submission
- Design Development
- Construction Document Preparation
- 30% Completion
- 60% Completion
- 90% Completion
- 100% Completion
- Bidding & Award Assistance
- Construction Administration
- Close-out & Warranty Phase Services

Schedule Considerations:

While the project schedule has been structured to facilitate an efficient and streamlined process, it remains subject to external factors such as regulatory approvals, Village reviews, and potential scope modifications. Timely responses and coordination with the Village will be critical to maintaining the projected timeline.

V. Fee Comparison & Cost Considerations

The table below provides a direct comparison of the fees proposed by WJ Architects in collaboration with Wolfberg Alvarez & Partners and the previous proposal from Zyscovich Architects, who were originally selected before the Village rescinded their agreement in 2024.

Task Number	Task Description	WJA's Fees	Zyscovich Fees	
Basic Services	Task 1	Programming / Conceptual Design	\$ 107,433.00	\$ 77,000.00
	Task 2	Schematic Design	\$ 402,872.00	\$ 554,600.00
	Task 3	Design Development	\$ 564,821.00	\$ 693,250.00
	Task 4	Construction Documents	\$ 940,835.00	\$ 970,250.00
	Task 5	Assistance with Permitting/Bidding	\$ 134,291.00	\$ 138,050.00
	Task 6	Construction Administration and Close-Out	\$ 589,803.00	\$ 465,950.00
	Sub-Total Basic Design Services (LS)	\$ 2,737,655.00	\$ 2,900,000.00	
Specialty Services	Task 7	Geotechnical Engineering	\$ 13,053.00	TBD
	Task 8	Phase I Environmental - provided by BHS	\$ -	-
	Task 9	Asbestos Survey -provided by BHS	\$ -	-
	Task 10	Sub Utilities SUE + Locates	\$ 30,475.00	TBD
	Task 11	Traffic Engineering	\$ 57,443.00	\$ 85,500.00
	Task 12	Reasonable Assurance Report	\$ 3,450.00	TBD
	Task 13	Lighting Design	\$ 256,156.00	TBD
	Task 14	Interior Design and Furniture and Furnishings	\$ 126,390.00	TBD
	Task 15	Sustainability and LEED Consulting	\$ 128,743.00	TBD
	Task 16	Building Envelope Consulting/Commissioning	\$ 124,200.00	\$ 55,750.00
	Task 17	Audio/Visual/IT/Low Voltage	\$ 222,212.00	TBD
	Task 18	Acoustic Design	\$ 17,535.00	TBD
	Task 19	Building Security	\$ 81,075.00	TBD
	Task 20	Threshold Inspections	\$ 143,520.00	TBD
	Task 21	Art-In-Public Spaces	\$ 19,300.00	TBD
	Task 22	Signage and Wayfinding	\$ 30,800.00	TBD
	Task 23	Planning & Zoning	\$ 100,000.00	N/A
	Sub-Total Specialty Services (NTE)	\$ 1,354,032.00	TBD	
Financial Summary		WJA's Totals	Zyscovich's Totals	
	Reimbursable Expenses:	\$ 50,000.00	\$ 60,000.00	
	Total Fees:	\$ 4,151,687.00	\$ 3,101,250.00	
	Owner's Design Contingency	\$ 250,000.00	\$ 200,000.00	

The basic services fee of \$2,737,655 (LS) is 9% of the \$30,000,000 construction budget and with the added specialty consultants' fees in the amount of \$1,354,032 (NTE) the overall total fee is \$4,151,687. The total fee is 13.8% of \$30 million. The specialty consultants' fees are NTE to allow the Village the flexibility to either contract our own consultant, such as the threshold inspector.

While WJ Architects' total estimated cost appears higher than Zyscovich's, it is important to consider several key factors:

1. Inflation & Market Increases
 - Zyscovich's proposal was submitted over a year ago, and construction and design costs have risen significantly due to inflation and market conditions.
2. Inclusion of Specialty Services
 - Zyscovich's proposal did not include several specialty services that are likely to be required for the successful execution of the project. The Village was in the process of negotiating the contract, but the final proposal was never finalized.
 - WJ Architects' proposal incorporates essential components such as Geotechnical Engineering, Phase I Environmental Assessments, Lighting Design, Sustainability & LEED Consulting, Audio/Visual & IT, Acoustic Design, Building Security, and Art-In-Public Spaces—all of which are necessary for modern municipal buildings.
3. Basic Services Cost Comparison
 - WJ Architects' Basic Services fee (\$2,737,655) is lower than Zyscovich's (\$2,900,000).
 - The primary difference in the total estimated cost is due to the inclusion of Specialty Services under a "Not to Exceed" structure.
4. Fee Structure: Lump Sum vs. Not to Exceed
 - WJ's Basic Services fees are lump sum, meaning they are fixed costs.
 - Specialty Services are listed as Not to Exceed amounts, meaning the Village will only pay for what is necessary and used—providing financial flexibility.
5. Negotiation Efforts
 - The Village has negotiated extensively to streamline costs and eliminate unnecessary expenses, reducing the likelihood of having to return to the Council for additional funding approvals later in the project.
6. Potential Future Unknowns
 - At this time, the main unknown factors that could necessitate future Council action for additional funding include:
 1. Extreme escalation in construction costs beyond current projections.

THE BAL HARBOUR EXPERIENCE

This action is aligned with the Village's stated mission through the *Bal Harbour Experience*. The services required to complete the design and construction of the new Village Hall correspond directly to our goals for:

- Modernized Public Facilities and Infrastructure
- Safety
- Resiliency and Sustainable Community.
- Beautiful Environment
- Destination & Amenities
- Exclusivity & Access

CONCLUSION

The WJ Architects, in collaboration with Wolfberg Alvarez & Partners fee proposal, has been thoroughly reviewed and negotiated to align with the Village's needs while maintaining financial flexibility. The total fee of \$4,351,687 includes all necessary basic services structured as a lump sum and specialty services proposed as not-to-exceed amounts to prevent cost overruns. In addition, this amount also includes an owner's design contingency of \$200,000 and an amount of \$60,000 as a reimbursable fee. This contract is based on a level of effort rather than a percentage of the construction value, and every effort has been made to minimize the need for future funding requests. Approval of this resolution will authorize the Village Manager to execute the Professional Services Agreement with WJ Architects in collaboration with Wolfberg Alvarez & Partners for architectural, engineering, and construction administration services for the Bal Harbour Village Hall Project.

Attachments:

1. WJ Architects Proposal

RESOLUTION NO. 2025-

A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA; APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH WJ ARCHITECTS IN COLLABORATION WITH WOLFBERG ALVAREZ & PARTNERS FOR THE PROVISION OF ARCHITECTURAL, ENGINEERING, AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE DESIGN AND DEVELOPMENT OF THE NEW BAL HARBOUR VILLAGE HALL, IN AN AMOUNT NOT TO EXCEED FOUR MILLION THREE HUNDRED FIFTY-ONE THOUSAND SIX HUNDRED EIGHTY-SEVEN DOLLARS (\$4,351,687), WHICH INCLUDES AN OWNER'S DESIGN CONTINGENCY; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Bal Harbour Village (the "Village") committed to the planning, design, and construction of a new Village Hall at 9800 Collins Avenue as part of the December 2017 Development Agreement between the Village and Bal Harbour Shops; and

WHEREAS, the new Village Hall will serve as a centralized facility for Village Administration, the Village Council Chambers, the Bal Harbour Police Department, and other essential municipal operations; and

WHEREAS, to advance the project, the Village issued Request for Qualifications (RFQ) No. 2024-005 to solicit proposals from qualified firms for architectural, engineering, and construction administration services; and

WHEREAS, at the October 29, 2024 Bal Harbour Village Council meeting, the Council authorized negotiations with WJ Architects in collaboration with Wolfberg Alvarez & Partners as the selected firm to provide these services; and

WHEREAS, following an extensive negotiation process beginning in November 2024, the final proposal was received in February 2025, outlining a comprehensive scope of services, including programming, schematic design, construction document preparation, permitting assistance, construction administration, and specialized consulting services necessary for the successful development of the new Village Hall; and

WHEREAS, the Village has negotiated extensively to ensure cost efficiency, with basic services structured as a lump sum and specialty services under a not-to-exceed framework, reducing the likelihood of additional funding requests from the Council; and

WHEREAS, the total estimated cost for WJ Architects' professional services is \$4,351,687 reflecting market increases, expanded specialty services, and critical project needs; and

WHEREAS, the basic services fee of \$2,737,655 (LS) is 9% of the \$30,000,000 construction budget and with the added specialty consultants' fees in the amount of \$1,354,032 (NTE) the overall total fee including reimbursable expenses is \$4,151,687, which is 13.8% of the estimated construction budget; and

WHEREAS, the Village acknowledges that future Council action may be required to address potential increases in construction costs and zoning ordinance modifications necessary to accommodate the required building size and parking constraints, with WJ Architects assisting in this effort; and

WHEREAS, the Village Council has determined that entering into a Professional Services Agreement with WJ Architects in collaboration with Wolfberg Alvarez & Partners is in the best interest of the Village and will advance the design and development of the new Bal Harbour Village Hall.

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

Section 1. Recitals Adopted. That the above-mentioned recitals are hereby adopted and confirmed.

Section 2. Resolution and Professional Services Agreement Approved. The Village Council hereby approves this Resolution and the Professional Services Agreement with WJ Architects in collaboration with Wolfberg Alvarez & Partners for the provision of architectural, engineering, and construction administration services for the Bal Harbour Village Hall Project, in an amount not to exceed \$4,351,687, which includes an owner's design contingency.

Section 3. Implementation. That the Village Manager is authorized to execute the Professional Services Agreement, initiate all necessary activities to proceed with project development to implement the purposes of this Resolution.

Section 4. Effective Date. That this Resolution shall take effect immediately upon the adoption hereof.

PASSED AND ADOPTED this 24th day of February 2025.



Mayor Jeffrey P. Freimark

ATTEST:

Dwight S. Danie, Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Village Attorney
Weiss Serota Helfman Cole & Bierman P.L.

Bal Harbour Village
Matilde Reyes
Capital Program Director
655 96th Street
Bal Harbour, FL 33154

February 17, 2025

Ref: Architectural and Engineering Design Services Agreement for The New Bal Harbour Village Hall Project – RFQ NO. 2024-005

Wannemacher Jensen Architects, Inc. (Architect) is pleased to submit this proposal to provide design services for the development of a new Village Hall and Police Department for Bal Harbour Village (Client or Village). This proposal is based upon the following assumptions.

Project Description/Information

Location:

The project site is on a vacant parcel located at 9800 Collins Avenue within Bal Harbour Village. The site sits between Collins Avenue (East) and Park Drive (West). To the North, the site abuts a Multi family residential building. To the south is the vehicular entry drive to the Bal Harbour shops.

Project information, Program and Physical Characteristics:

The Village of Bal Harbour seeks to develop a new Village Hall that will be a beacon of elegance and sustainability. This design will integrate the Village Council, Administration, Police Department, and other essential departments, providing a unified hub for civic and community services. The project will incorporate all necessary parking facilities to ensure convenient access for both staff and visitors. The new Village Hall will be an iconic multi-level structure with an elegant and understated modern aesthetic that reflects the timeless character of Bal Harbour Village.

ARCHITECT shall integrate building materials and methods that promote environmental quality, economic vitality, and social benefit through the construction and operation of the built environment in accordance with U.S. Green Building Council standards Requirements. The final project aims to meet LEED Silver Certification. Additionally, the project shall include best design practices to address future sea-level rise, the VILLAGES's storm water management program.

Client's Budget for Construction Cost and Delivery Method:

\$25 - \$30 Million Estimated Construction Budget.

Scope of Basic Services

The Basic Services below (Task 1 thru Task 6) consist of Programming/Conceptual Design, Schematic Design, Design Development, Construction Documents, Permitting/Bidding, and Construction Administration for architectural, structural, mechanical, electrical, plumbing, Fire Protection,

landscape, civil, Generator Design, Lightning Protection, Entitlement Process, Renderings, Public Meetings, Life Safety, Parking Design, and Cost Estimating Services. All Sub-consultants are required to meet and coordinate internally as needed including but not limited to quality control and clash detection. Services not set forth in the Scope of Basic Services are considered Specialized Services and are listed starting from Task 7.

Task 1: Pre-Design, Programming Verification and Conceptual Design

Prior to beginning Schematic Design Phase ARCHITECT will develop a project specific programming document and Conceptual Design Based on Existing Conditions and Investigations. ARCHITECT will meet with all pertinent department heads and stakeholders. ARCHITECT will prepare a program summary identifying all required areas and their associated square footage. The ARCHITECT will assist the Client to establish the project goals, size, budget, and objectives to provide a clear scope of work for the full design and documentation for the Project. All Surveys and Reports will commence during this task. It is assumed the VILLAGE will provide site access as needed.

The Architect will:

1. Coordinate and attend a kick-off meeting to discuss and reach an understanding of the ARCHITECT/VILLAGES's Project requirements.
2. Review the program and other information provided by the VILLAGE.
3. Meet with the VILLAGE Stakeholders and VILLAGE departments heads.
 - a. It is assumed that the Village will be responsible for selecting the required stakeholders/departments and organizing the meetings with these parties. It is also assumed these meetings will be scheduled to be completed across a span of no more than Five (5) days.
4. Analyze Data gathered and provided.
5. Prepare program summary with Square Foot requirements.
6. Review laws, codes, and regulations applicable to the Project.
7. Prepare a program of spaces for individual spaces and rooms. (If a program has not been developed)
8. Assist with developing two conceptual site plans.
9. Provide up to two conceptual floor plan design options for review and selections.
10. Provide up to two 3-Dimensional design options for review and selection.
11. Provide a conceptual cost opinion of the selected option.

Civil Engineer Consultant will:

1. Attend kick-off and bi-weekly meetings
2. Meet with and advise Architect on design iterations during progress meetings and furnish feedback and comments for consideration.
3. Data gathering and review utility information, as-builts and surveys.
4. Review all Due Diligence Documentation.
5. Perform Site Visit to review existing conditions

Landscape Architecture Consultant will:

6. Attend kick-off and bi-weekly meetings
7. Data gathering
 - Review utility information, as-builts, existing topographic survey.
 - Perform a site visit to review the existing conditions.
 - Request additional information as needed for the design.

8. Review all Due Diligence Documentation. (design, permitting, design services during bidding, services during construction)
9. Design of the required new services for preparation of paving grading and drainage plans, preparation of planting plans, and preparation of irrigation plans for the proposed site improvements
10. Perform Site Visit to review existing conditions
11. Meet the Village's Architectural Review Board Process, if required.
12. Consultant will develop initial design concepts and ideas through sketches and preliminary layouts, addressing the main functions and aesthetics of the space.
 - concept development process will be in an advisory capacity
13. Meetings with the project team to review the design concepts.

Task 2: Schematic Design

Based upon a Client provided approved program of spaces, the Architect will prepare Schematic Design Documents for review and approval. The documents will consist of items necessary to convey the nature of the schematic approach, including an architectural site plan, preliminary building plans and other drawings as needed by Architect for Client review and feedback.

Included in this task will be the schematic design for architectural, structural, mechanical, electrical, plumbing, Fire Protection, landscape, civil, Generator Design, Lightning Protection, Entitlement Process, Renderings, Public Meetings, Life Safety, Parking Design, and Cost Estimating Services. All Sub-consultants are required to meet and coordinate internally as needed including but not limited to quality control and clash detection.

The Architect will:

1. Coordinate and attend a kick-off meeting to discuss and reach an understanding of the Client's Project requirements.
2. Review the program and other information provided by the Client, review laws, codes, and regulations applicable to the Project.
3. Evaluate the Client provided program, schedule, budget for the Cost of Work, Project site, and other information pertinent to the requirements of the Project.
4. Coordinate and attend up to six (6) progress AO meeting(s).
5. Coordinate Preliminary Design Review Meetings with FDOT and MDC Fire Department for early input and recommendations. It is assumed that the Village will schedule and pay for MDC Fire Review meeting.
6. Prepare one Schematic concept consisting of a site plan, preliminary building plan, sections and elevations required to develop and coordinate the schematic scope of work.
7. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.
8. Submit Schematic Design Documents and Basis of Design Report for Client's review and approval.
9. Provide a cost estimate for the project at the completion of Schematic Design Phase.

Civil Engineering

Consultant will:

1. Review design iterations during progress meetings and furnish feedback and comments for consideration.

2. Contribute necessary information for inclusion in the Basis of Design Report including Design Narrative, Applicable codes and standards.
3. Identify risk factors, if any, that need to be factored into the design process.
4. Prepare a preliminary evaluation of the drainage requirements and existing utilities conditions and connection needs to support the approved project program requirements, including assessing any required processes and agencies that need to be engaged with.

Landscape

Consultant will:

1. review design iterations during progress meetings and furnish feedback and comment for considerations on landscape components of the project.
2. contribute necessary information for inclusion in the Basis of Design Report, limited to landscape components of the project as follows but not limited to:
 - Prepare a narrative of the landscape design approaches
 - Define the applicable codes and standards to be applied for landscape elements to ensure compliance with applicable regulations.
 - Identify landscape related risk factors, if any, that need to be factored into the design process.
 - Prepare a preliminary evaluation to support the approved programming requirements of the project, including assessing any required processes and agencies that need to be engaged with.
 - Prepare a preliminary evaluation of landscape needs (including placement, code requirements/limitations, and soil volumes) to support resiliency needs of the project and impacts on irrigation design.
3. Meetings with the project team to review the design advancement. Attendance by representative of the Landscape team. Assumed as bi-weekly, virtual meetings.

Life Safety

Conduct an initial review of architectural drawings for the new building construction being proposed. This initial phase of design will focus on developing a list of codes, standards and other regulations that would be applicable to the project. The exit arrangement will also be studied to determine how applicable provisions may affect the design development of the existing for the building.

Consultant will:

1. Perform one (1) review of the architectural drawings in PDF format. Prepare a redline markup of the PDF's to identify building features to consider for establishing a means of egress approach to be carried forward in the building design.
2. Attend a total of one (1) coordination meeting with the design team to facilitate life safety planning. This total is in addition to participation of the initial kickoff meeting anticipated for the project.
3. Consultation effort for the purpose of addressing building code and life safety planning inquiries

Parking Design

Support of Architect regarding the functional design of the parking garage as described below, providing input on the parking levels focused on maximizing efficiency and implementing user-friendly layouts. Consultant design phase involvement will commence with Schematic Design Development through 50% Design Development.

Consultant will:

- review progress drawings, zoning requirements, and user requirements related to the parking garage as needed.
- Analyze the parking structure for general parking functionality, circulation, level of service, and efficiency. Areas of emphasis are provided below.
 1. Number of parking spaces
 2. Efficiency of parking layouts and traffic flow
 3. Parking geometrics including parking space dimensions, dead-end bays, bay and aisle widths, ADA parking spaces, and accessible routes
 4. Vehicle maneuverability and turning radii
 5. Ramp configurations and slopes
 6. Entrance and exit capacities
 7. Potential vehicular and pedestrian conflicts
 8. Vehicular entry/exit number of lanes
 9. Parking equipment recommendations
 10. Pick-up/drop-off areas
- Provide comments and recommendations placed on plan PDFs (redlines) to guide project improvements.
- Participate in conference calls/virtual meetings as requested/needed.

Task 3: Design Development

Based upon the Client's approval of the Schematic Design Documents, the Architect will prepare Design Development Documents for review and approval. The Design Development Documents will consist of items necessary to illustrate and describe the development of the schematic design, including building plans, sections, elevations, and diagrammatic layouts of building systems necessary to convey the character of the project.

Included in this task will be the design development for architectural, structural, mechanical, electrical, plumbing, Fire Protection, landscape, civil, Generator Design, Lightning Protection, Entitlement Process, Renderings, Public Meetings, Life Safety, Parking Design, and Cost Estimating Services. All Sub-consultants are required to meet and coordinate internally as needed including but not limited to quality control and clash detection.

The Architect will:

1. Coordinate structural, mechanical and electrical systems with engineering design consultants as needed to meet the project requirements.
2. Prepare developed plans, sections, elevations, typical construction details, and diagrammatical layouts of building systems.
3. Coordinate and attend up to 8 progress meeting(s).
4. Outline specifications that identify the major materials and systems.
5. Submit Design Development Documents for Client's approval.

6. Provide a cost estimate for the project at the completion of Design Development Phase.

Architectural Review Board (ARB) Submittal

The process will start after schematic Design is approved. It is expected to be two (2) month duration. This scope is based on the standard practices of the Village's ARB process and with the understanding that the process will go through the ARB review and approval process only once.

1. Consultants will prepare presentation documents and attend Meetings / presentation to the board. Prepare required site plan and rendered views necessary for Planning and ARB review Including computer-based model of proposed structure as well as generic massing for existing structures on all directions within 200 feet of the proposed structure.

Public Meetings

Attend up to two (2) Public meetings with the community. Consultant will prepare presentation documents and attend Meetings for community input and feedback.

Civil Engineering

Consultant will provide the following:

- Preliminary plan layout consisting of Demolitions and Proposed drawings (water, sewer, fire, and storm water utilities), and Proposed Grading improvements for building entrances and sidewalks.
- Consultant will prepare the required documents for ARB Submission including:
 - Pre-application meeting with city staff and architect
 - Prepare drawings for the architect to submit to the Village for ARB to include
 - Preliminary utility demolition
 - Preliminary utility relocation plan
 - Preliminary paving grading and drainage (PGD)
 - Preliminary PGD drawings to include a schematic infrastructure drainage plan depicting the general direction of surface water flow and ADA compliant connections to garage entrance and exits.
 - Attend one (1) ARB meeting with all relevant City staff and design team staff for a site plan review and feedback.
 - Address the ARB comments and progress plans
- Provide engineer's opinion of probable cost.

Landscape

Consultant will provide the following:

- Develop more detailed and specified site plan and architectural plans, including finalizing materials, finishes, and systems. Specific to landscape components, all design elements shall be considered conceptual in nature to support the architectural resolution of the site and building design. Consultant will review Geotechnical investigation reports during this phase.
- Develop a conceptual landscape planting plan.
- Develop a conceptual irrigation plan, focusing on infrastructure and connection needs only (no head or system layout to be provided during this phase).

- Provide an engineer's opinion of probable cost for the conceptual landscape and irrigation plans.

Architectural Review Board (ARB) Submittal

This scope is based on the standard practices of the Village's ARB process.

Consultant will provide:

- Preliminary hardscape plan
- Preliminary disposition plans for trees and palms.
- Preliminary planting plan, including planting selection and specie images.
- Preliminary irrigation head layout plan.
- Preparation on Arborist Report for any impacted vegetation.
- Preparation of certification letter that all landscaping satisfies all requirements of the Miami-Dade County Landscape Code, Section 18A.
- Landscape design illustrative renders, including:
 - A color-rendered, scaled site plan
 - Color-rendered, landscape-focused site elevations (North, south, west and east frontages of the property). This scope is based on the understanding that WJARC will furnish a completed 3-d model of the proposed structure in a Rhino 3d-compatible format.
- Address the ARB comments and progress plans

Life Safety

Evaluate the new building renovation in terms of meeting the requirements of the applicable building code (Florida Building Code 8th edition). Provisions for Use and Occupancy Classification and Fire Protection Systems will be reviewed to confirm and establish the code compliant approach for this project. Means of egress provisions for the building code will also be reviewed. An emphasis on the following items will also be examined during this design phase in order to assist with further development of the design:

Consultant will:

1. Fire separation distances from adjacent lot lines and openings being planned.
2. Remoteness of exits and exist discharge locations
3. Capacity of exiting required for the calculated occupant load.
4. Review requirements for the state adopted version of the Fire Code (NFPA 1) and Life Safety Code (NFPA 101) as applicable will be reviewed.

Deliverables include:

1. Perform one (1) review of the architectural drawings in PDF format for compliance with building code provisions applicable to the project. Prepare a redline markup of the PDF's to identify building features which may not be conforming or may be in excess of code requirements.
2. Provide consultation effort for the purpose of addressing building code and life safety planning inquiries

Task 4: Construction Documents

Based upon the Client's approval of the Design Development Documents, the Architect will prepare Construction Documents for review and approval. The Construction Documents will illustrate and

describe the further development of the approved Design Development Drawings and will consist of detailed Drawings and Specifications that describe requirements for the construction of the work. The Construction Documents will be used for the purpose of bidding, permitting, and construction.

Included in this task will be the construction documents for architectural, structural, mechanical, electrical, plumbing, Fire Protection, landscape, civil, Generator Design, Lightning Protection, Entitlement Process, Renderings, Public Meetings, Life Safety, Parking Design, and Cost Estimating Services. All Sub-consultants are required to meet and coordinate internally as needed including but not limited to quality control and clash detection.

The Architect will:

1. Meet and coordinate systems with engineering design consultants.
2. Coordinate and attend up to 11 progress meeting(s).
3. Incorporate the design requirements of governmental authorities having jurisdiction over the Project
4. Prepare a set of 90% Construction Documents for permitting including detailed design plans, detailed building system plans, specifications identifying materials, systems and their respective standard of quality.
5. Submit 100% Final Construction Documents to Client based on comments and changed received based on 90% CD Submission.
6. Provide a cost estimate for the project at the completion of Construction Document Phase.

Civil Engineering

- Attend bi-weekly meetings
- provide advanced plan layouts consisting of the following:
 - Site demolition notes, plans, and details
 - Demolition notes and plans for water, sewer, fire, and stormwater utilities.
 - Proposed location for the new water, sewer, fire and stormwater utilities for the proposed building.
 - Grading notes and plans for the building entrances and sidewalks around the proposed improvements.
 - Signing and Pavement Marking notes, plans, and details
 - Proposed Erosion Control Plan
- Quality Assurance/Quality Control: Review of the plans at each phased submittal by each professional of record as well as an in-house professional not directly involved with the project.
- Provide an engineer's opinion of probable cost

LANDSCAPE

This scope is based on the understanding that, at the completion and approval of the Design Development documents and ARB approval. The completed Design Development approach shall be the basis for the preparation of plans and specifications, moving forward, and it is understood that there will be no major iterative design changes that will impact previously determined decisions on utility, drainage, planting or infrastructure designs.

The Construction Documents phase is hereby understood as the preparation of final, fully detailed and specified construction documents ready for use in permitting and for contractor

use in building the project. This phase includes pre-application meetings and development Consultant's plans for submittal to the Village and permitting agencies.

Consultant will

- Attend meetings with the project team to review the document advancement.
- Utilizing the completed plans, Consultant will provide plans and specifications consisting of the following:
 - Proposed hardscape notes, plans, schedules, and details.
 - Disposition notes and plans for trees and palms.
 - Proposed planting notes, plans, schedules, and details.
 - Proposed irrigation notes, plans, schedules, and details.
 - Quality Assurance/Quality Control: Review of the plans at each phased submittal by each professional of record as well as an in-house professional not directly involved with the project.
 - Provide an engineer's opinion of probable cost for the proposed civil and landscape improvements.
 - Attend pre-application meetings with permitting agencies, limited to:
 - Bal Harbour Village Building Department
 - Miami-Dade County Department of Environmental Management (DERM) for tree permits

Lightning Protection

Consultant's scope of services will include a Lightning protection design specification for the project as requested by the Village.

Fire Protection Design

Consultant's scope of services will include a Fire protection design specification for the project as requested by the Village.

Emergency Generator

Consultant's scope of services will include a back-up generator design for the building

Life Safety

Review the life safety plan view drawing sheets based on the architectural background information prepared by the architectural group to ensure that the applicable code provisions are met. Prepare life-safety drawing annotations and supporting tabulations as required of the occupancy loads, exit widths and capacities. Evaluate common path and dead-end travel distances, wall fire-ratings and opening protection requirements for code compliance. Interface with the architectural group as well as coordinate with other design team members as required to assist in finalizing this design phase for completion of the construction documents.

Deliverables

1. Prepare one (1) PDF drawing markup submittal of the Phase VI building design (60%) with redline markups of the life safety plan view drawing sheets, providing drawing symbolism and notations as required to demonstrate applicable code compliance.

2. Perform one (1) review of the Phase VIII final architectural drawings (90%) in PDF format for compliance with building and fire code provisions applicable to the project. Prepare/update a redline markup of the PDF's for completion of the design phase to identify building features which may not be conforming to code requirements.
3. Attend coordination meetings with the design team to review/discuss the markup submittals and finalize life safety planning.

Task 5: Assistance with Permitting/Bidding

Following the submission of the Construction Documents for Client's approval, the Architect will assist the Client/Contractor with permitting and obtaining bids from Contractors/subcontractors.

The Architect will:

1. Provide Signed and Sealed document sets for the building permit to the following Jurisdictions;
 - Bal Harbour Building Dept., DEP, DERM, MDC Fire, DOH, FDOT, WASD, South Florida Water Management.
2. Respond to questions, provide clarifications, and modify documents as required in response to Permit Review comments
3. Assist the Client/Contractor with preparation and distribution of bid documents.
4. Respond to questions and provide clarifications and interpretations of the Construction Documents to Client/Contractor and prospective subcontractors.

Landscape Consultant will:

1. Prepare and process permit applications through the above entities.
2. Address all comments issued by permit agencies and make one (1) resubmittal in order to secure permits and obtain a building department 'Dry Run' approval, pending the contractor's official submittal of the plans.
3. Meetings with the project team to coordinate all final components. Limited to one 1-hour meetings.
4. Provide Bid Documents to include:
 - Final building department approved plans and specifications for advertisement to include:
 - Two (2) 24" x 36" set of plans signed & sealed
 - (Two (2) Technical Specifications Documents (front-end documents by others).
 - One (1) Digitally signed and sealed PDF set of plans
 - Applicable Permits
 - Landscape-related bid tab elements for inclusion in advertisement.
5. Attend Pre-Bid Conference with potential Contractors and Village representatives.
 - Consultants will respond to contractor questions related to civil and landscape improvements.
6. Consultant to include written responses to RFI questions

Task 6: Construction Administration and Close-Out

The Architect will provide construction oversight to review if the project is being performed in accordance with the Construction Documents. The Architect will assist the Contractor when conflicts or clarifications are needed. The Architect will make periodic site visits to observe construction and follow the progress.

The Architect will:

1. Review and certify Contractor's pay applications based on the Architect's best knowledge of the information and data available to Architect.
2. Attend site visits/meetings at the project site to evaluate the progress of Construction.
 - a. Prepare Meeting Minutes and Field Reports
 - b. It is anticipated that all site visits and meetings will be completed concurrently.
3. Review and respond to the contractor's submittals and shop drawings.
4. Review and respond to the contractor's requests for information (RFIs).
5. Provide telephone and email correspondence as necessary.

Landscape Consultant will:

1. Prepare "as-bid" construction documents.
2. Attend Pre-Construction Conference meeting with Contractor.
3. Shop Drawing Review for up to one (1) initial review of shop drawing and one (1) review following any required revisions.
4. Construction Meetings – up to a maximum of 10 meetings.
5. Site Visits - up to six 1-hour site visits for the LAOR are included.
6. Respond in writing to Contractor's Requests for Information (RFI) regarding the design documents during the construction period.
7. Any field visits necessary for conflict resolution shall occur during the site visits.
8. Assist in the preparation of inspection punch list(s).
9. Certificate of Construction Completion - Provide assistance for necessary documents to close out applicable regulatory permitting for the project and to obtain acceptance of site improvements.

Close Out:

1. Attend one Substantial Completion walk-through.
2. Attend one Final Completion Walk-Through.
3. Review and respond to the Contractor's prepared as-built drawings.

A construction duration not exceeding 18 months is anticipated based on the project information. Up to 36 site visits/meetings at the Project site are included.

Specialty Services

The following services are not included in Basic Services but may be required for the Project or requested by the Client.

Task 7: Geotechnical Engineering

The geotechnical engineering scope of services will include the following main items.

- Desktop review of generally available public information, i.e., NRCS, USGS databases.
- Field exploration consisting of drilling and sampling of the subsurface materials and observation of current groundwater levels at the site.
- Conducting representative laboratory testing of subsurface materials.
- Performing engineering analysis and providing geotechnical recommendations in written report PDF format.

Private Utility Locator – Ground Penetrating Radar (GPR):

Considering the site is an existing building and paved lot, to further mitigate the risk of drilling through existing underground utilities, the proposed exploratory areas will be scanned with Ground Penetrating Radar (GPR), which is a special device that transmits electromagnetic pulses through the ground at shallow depths. Upon locating any underground utility lines, their approximate locations will be marked on the ground surface with temporary marking paint. It should be noted that the proposed location methods are typically only somewhat reliable for larger or shallower utilities. Smaller utility lines such as fiber optic cable or utility lines deeper than five to six feet from the ground surface may not be identified.

Field Exploration

Consultant proposes that the subsurface conditions be explored by five Standard Penetration Test (SPT) soil borings, and one South Florida Water Management District (SFWMD) exfiltration test following the provided Consultant drilling program. The table below summarizes our exploratory boring program and the figure that follows depicts the proposed boring location plan.

TABLE 3: SUMMARY OF BORINGS

Design Element	Number of Borings	Boring Depth (feet)	Drilling Footage (feet)
Proposed Buildings (B2 and B4)	2	50	100
Proposed Buildings (B1, B3 and B5)	3	40	120
Percolation Test (P1)	1-PT	-	-
TOTAL (Borings):	5	-	220

The borings' locations will be identified in the field using available natural landmarks or standard GPS coordinates. Surveying of the boring locations to obtain surface coordinates and elevations is beyond the scope of service. References to depths of various subsurface strata will be based on depths below existing grade at the time of drilling. See below for a list of field activities and then a table below of our field exploration description.

- During the field activities, the subsurface conditions will be observed, logged, and visually classified. Field notes will be maintained to summarize soil types and descriptions, water levels, changes in subsurface conditions, and drilling conditions.
- Final depths of the borings may be extended (because of weak/soft soils) or reduced (because of refusal) depending on the subsurface materials identified during field activities.
- Consultant will contact Local Utility Clearance Entity, i.e., Sunshine 811 prior to the start of drilling activities. It is our experience that these companies do not mark the locations of privately-owned utilities. This proposal is based on private utility lines and other subsurface appurtenances are located in the field by others prior to field activities.
- Some damage to the ground surface may result from the drilling operations near the work areas and along ingress/egress pathways. The field crew will attempt to limit such damage, but no restoration other than backfilling and grouting the borings is included in this proposal. Excess auger cuttings and drilling spoils would be spread on the site.

TABLE 4: ANTICIPATED FIELD EXPLORATION DESCRIPTION

Drilling Equipment	Truck-mounted drilling equipment
Drilling Method	Mud rotary
Field Testing	Standard Penetration Testing (ASTM D1586)
Sampling Procedure	Soils: ASTM D1587/1586
Sampling Frequency	Continuously (two-foot intervals) to a depth of 10 feet and at five-foot intervals thereafter
Frequency of Groundwater Level Measurements	During drilling
Boring Backfill Procedures	Soil cuttings and grouting
Sample Preservation and Transportation Procedure	General accordance with ASTM D4220

The field exploration program will be performed in general accordance with the designated ASTM procedures considering local and regional standard of care practices. Laboratory Testing Representative split spoon soil samples obtained during the SPT-field exploration program will be transported to the Consultant’s laboratory in Fort Lauderdale for testing. The nature and extent of this representative laboratory testing program will be dependent upon the subsurface conditions identified during the field exploration program. The laboratory program will be performed in general accordance with the applicable ASTM procedures considering local and regional standard of care practices. The laboratory program may include the following standard tests included in Table 5.

TABLE 5: LABORATORY TESTING GENERAL PROCEDURES

Laboratory Test	Applicable ASTM
Visual Classification	ASTM D2488
Organic Content	ASTM D2944
Moisture Content	ASTM D2216
Material Finer than No. 200 Sieve	ASTM D1140

Engineering Analyses and Report

The results of the field exploration and representative laboratory testing will be used in the engineering analysis and in the formulation of the recommendations. The results of the subsurface exploration, including the recommendations and the data on which they are based, will be presented in a written geotechnical report. The geotechnical report may include the following items:

- General soil profile description, soil characteristics, soil classifications, and groundwater table conditions.
- General site development and subgrade preparation recommendations.
- Recommendations for site excavation, fill compaction, and the use of on-site and imported fill material under the structures.
- Recommendations for shallow foundation system, i.e., spread, and continuous footings, as needed for the project. Estimation of bearing capacity and settlements.
- Recommendations for building pad preparation for ground supported slabs having a maximum movement potential, due to settlement, of one inch.
- Provide Hydraulic Conductivity (K) rate.

A pdf version of the geotechnical report will be prepared and submitted by email to WJ Architects and design team. The geotechnical report will be reviewed, signed, and sealed by a registered Professional Engineer in the State of Florida.

Task 8: Phase I Environmental Site Assessment

Consultant will complete the Phase I ESA using the guidelines of the ASTM International Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process (ASTM E1527-21), and the United States Environmental Protection Agency's (US EPA's) All Appropriate Inquiries (AAI) Rule (40 CFR Part 312). The purpose of this Phase I ESA is to identify, to the extent feasible pursuant to the processes prescribed herein, recognized environmental conditions (RECs) in connection with the subject property. The Phase I ESA will include reviewing physical setting resources, government records and historical records; completing a site reconnaissance; interviewing owners/operators/occupants of the subject property; and evaluating the information obtained. We will provide the findings, opinions, and conclusions of the Phase I ESA in a report signed by an environmental professional.

Consultant assumes that the names and contact information for current and prior owners, operators, and occupants of the subject property will be provided by Owner, if available.

Consultant assumes that the following information be provided upon authorization to proceed:

- A completed User Questionnaire (Attachment B)
- The findings of tasks defined as user responsibilities (e.g., title search, environmental lien search, etc.)
- Pertinent documents as described in Attachment A, Task 2
- All previous environmental reports (e.g., previous Phase I ESA reports)

Task 9: Pre-Demolition Asbestos-Containing Materials Survey

The purpose of the ACM survey will be to identify ACM for compliance with Florida Department of Environmental Protection (FDEP) and U.S. Environmental Protection Agency (EPA) National Emission Standards for Hazardous Air Pollutants (NESHAP), and Occupational Safety and Health Administration (OSHA) asbestos regulations prior to demolition. The state, county, and federal NESHAP regulations require a 'thorough inspection' prior to the renovation or demolition of a facility so that identified ACM can be properly managed.

Consultant will endeavor to conduct the survey to meet the federal, state, and local regulatory requirements for a "thorough inspection" by assessing safely accessible interior, exterior, and roof areas to the practical extent allowed by current property ownership and/or current occupants/tenants, as applicable.

Consultant will conduct the ACM survey following the guidance for Pre-Construction Survey protocols in the ASTM International's (ASTM) E2356 Standard Practice for Comprehensive Building Asbestos Surveys. ASTM E2356 meets the applicable requirements of current FDEP, Miami-Dade County, EPA NESHAP Standard 40 CFR 61, Subpart M (Asbestos), EPA Asbestos Hazard Emergency Response Act (AHERA) Standard 40 CFR 763, Subpart E, and OSHA asbestos survey and/or sampling regulations. consultant may deviate from the ASTM E2356 prescribed protocols or recommendations if warranted

or determined necessary by the inspector's professional judgment to meet our client's expectations within the limitations of our scope of services.

Destructive, intrusive, and/or exploratory testing is included in our scope of services as part of the ACM survey. We will endeavor to observe normally inaccessible areas such as pipe chases, wall cavities, inside mechanical systems, under primary flooring surfaces, etc. for suspect ACMs, as practical. Where destructive, intrusive, and/or exploratory testing is unauthorized, or access is prevented or unsafe, consultant will document these areas and/or materials that may not be properly inspected and include them in the report for further investigation prior to or during the actual construction work. The survey will include interior, exterior, and roof probes. These probes may be necessary for areas where consultant suspects that ACM may be hidden or concealed. For roofing systems, consultant will provide temporary patch/repair of intrusive/destructive access locations. However, we cannot warranty or guarantee the effectiveness or water-tightness of our patch and repair work. It is assumed that there will be safe access to roofing systems and ceiling areas with either a fixed-ladder to access the roofs or stepladder to access ceilings.

To the practical extent allowed, consultant will endeavor to observe normally inaccessible areas such as pipe chases, wall cavities, inside mechanical systems, under primary flooring surfaces, etc. for suspect ACMs, as practical. There may be areas, materials, and/or equipment that would be considered inaccessible at the time of the survey due to current owner/tenant and/or physical constraints, or apparent safety hazards. In these instances, consultant will document suspect ACM that in our professional opinion may be present or are observed but cannot be accessed due to either administrative or physical constraints, or accessing would be unsafe.

When necessary and based upon site conditions, samples will be collected in a random, representatively distributed manner at the inspector's judgment. However, based upon site conditions, scope, budgetary, and/or schedule constraints, observations and samples may be collected at points of convenience to facilitate the execution of the survey.

Because of the inherent nature of collecting bulk samples from suspect materials, some damage will occur to these building components. Consultant will not be responsible for repairing such damage back to its original finish for interior sampling locations but will attempt to reduce this damage to the extent practicable.

Consultant will inventory and collect representative bulk samples from suspect homogeneous areas (HAs) and submit the samples for analysis. HAs are materials that appear similar in terms of color, texture, and date of material application. The condition, and approximate location and quantity of each identified ACM will be documented for incorporation in the survey report. Our survey will include only above ground investigations (e.g., no subsurface/below grade sampling is included).

Consultant anticipates collecting up to 115 bulk samples for laboratory analysis from the facility. Each bulk asbestos sample will be submitted under chain of custody to a Voluntary Laboratory Accreditation Program (NVLAP) accredited laboratory and analyzed using Polarized Light Microscopy (PLM) coupled with dispersion staining as outlined in the USEPA's "Method for the Determination of Asbestos in Bulk Building Materials" (EPA-600/R-93, July 1993). The samples will be analyzed with a standard five (5) business-day turnaround time schedule. Our proposal does not include performing point counting or other additional analysis for bulk samples being reported as trace amounts of

asbestos. If point counting or additional confirmatory analysis is recommended, Langan will discuss additional costs prior to proceeding with additional confirmatory analyses.

ACM Survey Report

Upon completion of the pre-demolition ACM field survey activities and receipt of laboratory analytical results, a single report of findings will be prepared that presents the sampling strategy, sample results and recommendations for abatement, if necessary, for the facility. The one survey report will include the following:

- ACM Summary Table:
 - Description (e.g., 12" x12" black floor tile) and result (e.g. ACM, non-ACM, etc.)
 - General location
 - Approximate quantity
 - General condition (Friable/Non-Friable)
 - Regulated or Non-Regulated (required abatement prior to demo or not)
 - Recommended action for demolition (e.g., remove, remain in-place, dispose of as hazardous waste)
- Laboratory Reports
 - Photograph Log
 - Figures with Approximate Bulk Sample Locations
- Inspector Qualifications

Task 10: Sub Utilities SUE + Locates

(SUE) GPR of the subject site and requested area for underground utilities. (As shown within Red limits)

Site and SUE Survey Extents



Task 11: Traffic Engineering

Traffic engineering services related to preparing the Traffic Impact Study for the proposed new Bal Harbour Village Hall located at 9800 Collins Avenue in Bal Harbour, Florida. The proposed new Village Hall will house the Village Council, Administration, the Bal Harbour Police Department, and other Village Departments. The current conceptual design anticipates a building with 20,000 to 30,000 square feet of interior conditioned space. The site will also incorporate all parking facilities to accommodate the facility's requirements. The existing parcel is vacant.

This Traffic Impact Study will be prepared following the Miami-Dade County Department of Transportation and Public Works Traffic Impact Study Standard Methodology document dated 07/29/2020.

II. SCOPE OF SERVICES

This task work order proposal will include the following TASKS:

1. Project Traffic Methodology & General Project Management Activities
2. Traffic Data Collection
3. Trip Generation
4. Trip Distribution & Assignment
5. Traffic Operational Analysis

6. Roadway Segment Analysis
7. Traffic Impact Study Preparation
8. Traffic Impact Study Agency Review/Revisions
9. Public Hearings/Meeting Attendance
10. Civil Engineering and Architectural Site Plan Review

1.0: General Project Management Activities

This task includes general project management activities, client management, coordination with the Design Team, Village of Bal Harbour, FDOT, Miami Dade County Department of Transportation and Public Works (DTPW). This includes attendance at up to two (2) joint virtual meetings with the Design Team, Village staff, FDOT, and Miami-Dade County DTPW.

2.0: Traffic Data Collection

Turning movement counts will be collected during the morning (7:00 a.m. – 9:00 a.m.) and afternoon (4:00 p.m. – 6:00 p.m.) peak periods during a normal week at the following intersections:

1. SR A1A/Collins Avenue and 9800 Block (signalized)
2. SR A1A Collins Avenue and 9700 Block (signalized)
3. SR A1A/Collins Avenue and Bal Harbour Shops Driveway (signalized)
4. SR A1A/Collins Avenue and SR 922/96th Street (signalized)
5. SR A1A/Harding Avenue and SR 922/96th Street (signalized)
6. SR 922/96th Street and 500 Block/Bal Harbour Shops (signalized)

Existing FDOT traffic count station number 870540 along SR A1A/Collins Avenue (200' S End Bridg/NCL Bal Harb) was reviewed, and the AM peak period was confirmed to be between 7:00 a.m. and 9:00 a.m. The PM peak period was confirmed to be between 4:00 p.m. and 6:00 p.m. One 72-hour daily speed/volume tube count will be collected on SR A1A/Collins Avenue between SR 922/96th Street and Harbour Way. Historical traffic counts may be used in lieu of collecting new traffic data as approved by the Village

3.0: Trip Generation

The number of weekday peak period trips generated by the proposed development will be calculated using rates in the Institute of Transportation Engineers (ITE) Trip Generation, 11 Edition for Land Use Code 730 (Government Office Building). Additional trip reductions for internal capture and pass-by trips are not anticipated for this proposed land use.

4.0: Trip Distribution & Assignment

Distribution of project traffic will be based on cardinal distribution percentages for TAZ 615 published in the latest edition of the Miami-Dade Transportation Planning Organization (TPO)'s Directional Trip Distribution Report and then assigned to the roadway network in the study area.

5.0 Traffic Operational Analyses

Existing Conditions: The Consultant will complete a traffic operational analysis of the existing conditions using the traffic data collected from task 2.0 Future Conditions (Background Traffic): The Consultant will complete a traffic operational analysis for the future project build-out year without the subject project traffic. This scenario will include the traffic expected to be generated by committed developments within the study area. Future Conditions with Project: The Consultant will complete a traffic operational analysis for the future project build-out year as explained under Future Conditions (Background Traffic), plus the project site generated trips.

6.0: Roadway Segment Analysis

The Consultant will complete a Roadway Segment Analysis along SR A1A/Collins Avenue between SR 922/96th Street and Harbour Way in accordance with FDOT's latest Q/LOS procedures.

7.0 Traffic Impact Study Preparation

The Consultant will prepare a traffic impact study documenting the results of task 1.0 to 6.0 using tables and figures. Based on the results of the future traffic analysis, traffic mitigation improvements will be recommended for roadways and intersections which are forecasted to operate below the adopted level of service threshold. The traffic mitigation improvements will aim at maintaining levels of operation without project implementation. The traffic impact study will be signed and sealed by a Florida-registered professional engineer.

8.0 Traffic Impact Study Agency Review/Revisions

This scope of services includes the initial traffic impact study submittal plus one revision based on a set of comprehensive traffic review comments by the Village of Bal Harbour, FDOT, and/or Miami Dade County DTPW (as applicable). Any additional revisions will be performed as part of an additional service agreement.

9.0 Public Hearings/Meeting Attendance

This Consultant will prepare and attend up to three (3) planning and zoning meetings/hearings related to the traffic impact study.

10.0 Civil Engineering and Architectural Site Plan Review

This Consultant will complete a traffic review of the proposed architectural site plan and pavement, marking and signage plan. The Consultant will provide suggested improvements related to internal traffic circulation. The Consultant will complete a review of the parking information to confirm compliance with the Village of Bal Harbour criteria and standards.

Note:

- The Village of Bal Harbour will approve the traffic count locations prior to deployment of the traffic data collection devices.
- If modifications are required to the traffic impact study due to changes in the traffic impact study methodology, including the proposed site and intensity of the proposed development program, these services can be provided as an additional service as requested.

Task 12: Reasonable Assurance Report

Prepare Reasonable Assurance Report re-write

Task 13: Lighting Design

An over-arching lighting strategy will establish the hierarchy of places and series of 'character zones', through location specific lighting elements. To encourage nighttime use of the spaces, we suggest to emphasize comfort and accessibility at night and providing an agreeable passage experience between the various exterior spaces using re-occurring elements along the pathways.

Environmental protection, including turtle friendly lighting between May and October, will play an important role in supporting the defined character of the exterior lighting.

Our design may be influenced by following lighting mitigation hierarchy:

- Reduce quantity
- Reduce time
- Focus
- Reduce brightness
- Adjust spectrum

The lighting technology will be designed to a high standard of impact protection, suitable for their locations and ease of maintenance.

Meetings and Site Visit

Consultant will meet with the Owner, Client, the design & engineering team, and others during the design and construction phases for reviews, coordination, and presentations, as needed by phone, web conference or in person in Bal Harbour.

We have allowed in our fees for one (1) in-person site visit in preparation for existing conditions analysis, up to four (4) in-person site visits during CA for construction progress review, and up to one (1) in-person site visit upon substantial completion of construction for aiming and adjustment of lights and for overseeing commissioning of lighting control system.

Lighting Scope of Work

Proposed scope of work covers the following lighting systems for the project:

- Architectural interior lighting
- Façade lighting and nighttime building image (including lighting within 5 feet of the building envelope)
- Site lighting (beyond 5 feet from the building envelope, extending to the project boundary)
- Exterior landscape lighting (including within and beyond 5 feet from the building envelope, extending to the project boundary)
- Emergency / egress lighting (for review by the project electrical engineer)
- Lighting control system design (for review by the project electrical engineer)
- Daylight analysis for LEED Silver certification (for review by the project LEED consultant)

Architectural and Façade

Consultant will work with the design team to develop visual concepts that complement the project specifics, while supporting the project goals. To communicate design concepts, we will utilize the following tools, as determined by project needs:

- Lighting concept renderings and sketches
- Illustrative lighting diagrams based on 3D renderings provided to us by the Architect
- Visual references and precedents to convey design concepts
- Sketches, drawings, and specifications

Consultant will provide design information on illumination levels to meet program requirements and/or industry standard practice. We will provide relevant lighting information for others to use for energy code analysis, such as lighting power densities.

Interior architectural lighting design scope includes all public spaces in the building and the parking

garage. Back-of-house spaces such as MEP rooms and janitor's closets are not included but can be for additional fee.

Exterior Site and Landscape Lighting

For the exterior architectural lighting design, the following scope will be included within the Project Site boundary.

- Pedestrian pathway lighting
- Landscape accent lighting
- Building nighttime image illumination (façade)
- Outdoor common areas
- Lighting for building entry points and outdoor circulation

Lighting Control System Design

Consultant will provide the design team with guidance on the lighting control system design and strategy to meet the sustainability and functional design goals for the project.

Consultant will recommend a control system type and provide a lighting control schedule indicating control type and functionality required. We expect the project electrical engineer to incorporate this information into the final design. All sizing and placement of panels, circuiting, and specification of lighting control equipment shall be by the electrical engineer.

Emergency Lighting Design

Emergency lighting for architecturally sensitive areas often requires emergency lighting to be a highly integrated part of the lighting and architectural design. We will provide full design services of the emergency lighting system, including emergency lighting calculations for review and approval by the project electrical engineer at the end of Phase 6 – 60% Construction Documentation (CD).

Consultant expects that exit sign specification and placement will be done by the architect and incorporated into the contract drawings by the project electrical engineer.

Daylight Analysis

As part of the design process, we will work with the Client and LEED Consultant to identify the impact of the proposed fenestration systems and solar mitigation on the daylight environment within the building. We will work with the architect to review the design and propose adjustments to the building massing and / or fenestration to optimize the design for daylight access and visual comfort in spaces deemed necessary for LEED requirements.

The following services are included in the daylighting scope:

- Daylight Autonomy (DA) – the percentage of time during a typical year that a target daylight illuminance is exceeded for LEED Silver only
- Specification review and comment on daylighting-related elements, such as glazing and roller shades
- Recommendations of daylight mitigation and shading techniques, including fenestration and shading systems
- Lighting control system consultation related to daylighting design, including zoning of luminaires based on daylight availability.

Our proposed scope includes daylighting consultation for regularly occupied spaces within the buildings.

Theatrical / Event Lighting Design

The following Scope will be included in theatrical / Event lighting for chambers space.

- Design of the event lighting system, specifying fixture types, locations, control systems, and power distribution. This phase includes lighting plots (drawings showing fixture placement), circuit schedules, equipment specifications, and renderings or visualizations to illustrate the final look.

Key Deliverables

Key tasks and deliverables for each stage are as follows:

Phase 1 – Existing Conditions Analysis

- Existing lighting conditions analysis on site, including review of site context and space use at night, physical urban characteristics, and technical lighting measurements (foot-candle spot measurements)
- Photo survey to document street, pedestrian and existing architectural elements for future reference
- In-person meeting with Client for understanding existing conditions and opportunities
- Virtual meetings are assumed to be bi-weekly with regular communication

Phase 2 – Concept Development

- N.A.

Phase 3 – Schematic Design (SD)

- Meet with the Client, Owner and other stakeholders to understand project goals and aspirations and to explore the neighborhood character context
- Identify applicable code and standards with local consultants and engineers
- Working with the Client, develop preliminary lighting design concept sketches to illustrate the lighting design concepts
- Generate a concept statement for each area
- Develop shaded sketches to indicate lighting zones/atmospheres per space type
- Propose a lighting control strategy
- Provide input to presentations and Produce a Basis of Design report including:
 - Applicable codes and standards
 - A concept statement for each area
 - Shaded site plan to indicate lighting zones/atmospheres
 - Conceptual/precedent images for lighting and installation types
 - Recommendations on preliminary luminaires
 - Recommendations related to lighting sustainability and light pollution reduction/turtle friendly lighting
 - Recommendations on light source type and color temperature
 - Lighting control recommendations
- Virtual meetings are assumed to be bi-weekly with regular communication

Phase 4 – Design Development (DD)

- Incorporate comments from the review of SD documentation by the Owner/Client
- Review cost estimates from SD phase estimation

- Develop preliminary lighting scheme using site plans, floor plans, reflected ceiling plans and elevations furnished to us by the Client
- Prepare preliminary luminaire schedule
- Prepare outline CSI formatted Luminaire and Lighting Controls fixture specifications
- Provide the design team with guidance on the options available to the project on various lighting control strategies. These strategies will comply with the project's programming and space use design goals.
- Prepare a lighting control narrative and lighting control schedule
- Daylight Simulation: Spatial Daylight Autonomy for spaces necessary for LEED
- Provide supporting specification information for glazing and shading systems for inclusion in the architect's documents for spaces necessary for LEED
- Discuss the design with the Project's Electrical Engineer of Record (EEoR) for their incorporation of the requirements in the electrical system engineering design
- Provide final Basis of Design report, including all design elements
- Virtual meetings are assumed to be bi-weekly with regular communication

Phases 5-8 – Construction Documents (CD)

- Incorporate comments from the review of DD documentation by the Owner/Client
- 30-60% CD: Finalize lighting scheme using site plans, floor plans, reflected ceiling plans and elevations furnished to us by the Client. The architects and engineers shall use these drawings in the preparation of the contract documents.
 - Provide updated luminaire schedule
 - Provide a written Luminaires specification in CSI format, including:
 - Written text describing installation requirements
 - Luminaire Data sheets for each fixture type
 - Provide a written Lighting Controls specification in CSI format
 - Provide designation of control zoning information in lighting layouts for use in engineering the lighting control system
 - Provide an updated lighting control schedule and narrative
 - Work with the EEoR to incorporate the lighting control system design with the facilities electrical infrastructure. We expect the electrical engineer to produce branch circuiting, and panel schedules
 - Provide sketches, where required, to clarify the design and develop lighting details with the Client and other project consultants
 - Coordinate issues related to lighting with structural and MEP trades
 - Coordinate foundation details with the project's civil and structural engineer for site lighting
- 90-100% CD: Review and annotate Client's and EEoR's drawings to show modifications to layouts. The architects and engineers shall use these markups in the preparation of the contract documents. No Lighting drawings/specifications after 60% CD.
- Virtual meetings are assumed to be bi-weekly with regular communication

Phase 9 – Bidding & Negotiation (BN)

- Assist the Client, where required, with the selection of appropriate bidders
- Provide one set of responses to RFIs from bidders for portions of the work related to lighting
- Provide one review of bids for conformance with our design intent, and make recommendations
- One round of value engineering (VE) to meet the project budget

Construction Administration (CA)

- Attend construction progress meetings by phone or web conference, as needed
- Respond to requests for information (RFIs)
- Review of shop drawings and submittals for luminaires and lighting controls systems. This proposal allows for up to two (2) reviews of each submittal.
- Visit the site to prepare punch lists, subject to the field-day limit:
 - Up to four (4) site visits during construction / luminaire installation to review progress
- Provide an overview of set-up of the lighting installation
- Provide direction for onsite programming by the contractor of level scenes and selections of the lighting installation
- Provide direction for luminaire focusing by the contractor
- Supervise, upon completion of the punch-list, the final focus and adjustment by the contractor of all permanently installed, adjustable lighting equipment subject to field-day limit
- Following formal notification of systems commissioning completion from the contractor, provide a site review observing system operations.
- Up to one (1) site visit to prepare punch lists, oversee aiming / adjustments of luminaires, and oversee commissioning of lighting control systems

Task 14: Interior Design and Furniture and Furnishings

Interior design applies creative and technical solutions within a structure to achieve a built interior environment. Designs are coordinated with the building shell and acknowledge the physical location and social context of the project finishes.

The Interior Designer will:

- Formulate preliminary space plans, design concept studies and sketches that integrate the client's program needs.
- Attend up to two (2) in-person meetings with the Village
- Survey existing furniture and equipment if needed
- Prepare furniture plans and drawings to assist with placement and installation.
- Research and selection of required furniture with standard manufacturer finishes.
- Coordination and assistance with a single furniture vendor.
- Research interior materials applicable to the Project.
- Provide interior finish selections (color/material) and specifications
- Design and documentation of custom casework/millwork to include elevations, sections, detailing and selection of decorative hardware.
- Select specialty lighting fixtures
- Coordination with Electrical Engineer and AV/IT Vendor for power/data location requirements
- Formulate reflected ceiling plan to illustrate specialty ceiling materials, finishes and lighting selections.
- Select and document interior signage.
- Present preliminary design vision inclusive of material selections and color palettes.
- Present final design vision inclusive of Owner selected material selections and color palettes.
- Construction Documentation: Prepare finish plans, interior elevations, detailing, finish schedules and legends to illustrate specialty materials and finishes.
- Provide specifications and select all room finishes, including flooring, paint, wallcovering, wall base, millwork, furniture, and window blinds.

- Observe and report on the construction of the project, while in progress and upon completion, as it pertains to the interior scope listed within this task.

Not Included but can be added for an additional fee if requested by Client:

- Detailed specifications for furniture selections
- Incorporation of Owner's graphics into built interior environment.
- Selection of Fixtures or Equipment.
- Survey of and/or Incorporation of Owner's Fixtures or Equipment
- Custom selected furniture finishes.
- Coordination and assistance with multiple furniture vendors.
- Materials Presentation Boards
- Supervision during furniture installation

Task 15: Sustainability and LEED Consulting

The approach to decarbonization and certification for this project will be determined by Ownership goals and development plans.

For this project, Consultant proposes the following:

- Participation during the early stages of design to ensure that the project sustainability and increased building performance goals are integrated in the project design.
- LEED Program Management: Design + construction phases documentation and submittal + certification
- LEED Fundamental (pre-requisite)
- LEED Energy Modeling under the new version of LEED

For this project, Consultant will lead the LEED NC certification efforts for the project. Based on the project's description and at the client's request, Consultant proposes to represent the ownership and design team as the Sustainability Consultant and LEED Program Manager on behalf of the USGBC/GBCI while pursuing a LEED Certification under Version 4.0 or 4.1. Consultant assumes management of the entire LEED certification process from design to final construction submittal and certification.

Consultant will:

- Provide advice to ownership and A/E on cost-efficient sustainability and increased performance design strategies, included but not limited to: passive design, heat-gain management, heat island effect, energy conservation measures, etc.
- Offer an integrative approach to the implementation of sustainability and performance strategies towards the achievement of the LEED certification.
- Complete the LEED Energy Modeling & Simulation.
- Collaborate with the entire team to evaluate site use strategies and resiliency considerations that impact both the use of the site and the LEED certification.
- Coordinate LEED efforts with all team members, complete most LEED templates, except those required to be completed by the Engineer of Record.
- Identify credits and strategies that are most appropriate at the Site and Building that better align with the Client's sustainability goals.
- Provide comprehensive LEED PM and Commissioning Design Reviews, LEED and commissioning site visits, inspections, and testing as described in this scope.

- Reviews of construction submittals.
- Work with the construction team to guide them on providing construction-related documentation and implementation of strategies, all leading towards the successful achievement of the LEED certification.
- Collaborate with ownership, the A/E team, and solar vendors on the design and selection of a solar renewable energy system that aligns with ownership goals, future proof the site, and that is cost-efficient.
- Prepare most LEED templates for submittal, except those requiring the designer/engineer seal.
- Submit documentation to the LEED online platform for GBCI review (design and final submittals).
- Respond to GBCI reviewer comments and/or coordinate with the appropriate team member for response.

LEED Feasibility

Overview

Consultant will provide feasibility analysis, consulting, and certification administration services to facilitate the project's achievement of LEED Silver certification. A detailed description of the approach to LEED facilitation can be found in the LEED Services section below.

Consultant project management services shall include:

- Appoint a project manager who will be the primary point of contact.
- Coordinate the planning, execution, and documentation of all LEED-related criteria among the Owner and project team members.
- Provide services required to complete the project in accordance with best professional practices.
- Identify the applicability of Bal Harbour's Local Laws and regulatory processes and permits, and any potential impact to project cost and/or scope.
- Consultant will complete a review of the SD Layout package and the existing LEED scorecard prepared by others and identify potential gaps and efficiencies needed to be implemented towards the achievement of the LEED Silver certification.
- Conduct an initial charette with Ownership and the Arch team to determine what the most appropriate path for certification would be for this project.
- At this point, the project has the potential to pursue several avenues to LEED certification. Consultant will assess the most cost-effective path for the project to be finally determined with the Client.

Deliverables

Consultant will deliver the following, either throughout or at the end of this process:

- LEED feasibility scorecard, indicating which credits will be targeted for certification and the selected LEED version, presented based on their achievability potential.
- LEED feasibility Executive Summary memo
- LEED action items list + narrative
- List of items required for the project registration with the USGBC

Meetings & Site Visits

Consultant will attend the following meetings during the feasibility phase:

- Introductory meeting
- Feasibility LEED charette

LEED Certification Management

Overview

Consultant will provide analysis, consulting, and certification administration services to facilitate the project's achievement of LEED certification.

Consultant project management services shall include:

- Appoint a project manager who will be the primary point of contact.
- Coordinate the planning, execution, and documentation of all LEED-related criteria among the Owner and project team members.
- Complete most LEED templates for submittal for LEED review and certification, except those required to be signed by the specialty engineers (IAQp1, IAQc6, Thermal Comfort calculations, stormwater calculations, MEP calculations, interior lighting, surface reflectivity calculations).
- In depth materials vetting consulting during the design phase and additional materials tracking during construction.
- Provide services required to complete the project in accordance with best professional practices.

Deliverables

Consultant will deliver the following, either throughout or at the end of this process:

- Division 1 sustainable design requirements.
- SDs-DDs-CDs drawing set reviews and updated scorecard updates.
- LEED action items list, issues logs, site visits reports.
- Access to Consultant's online Project Management Platform and automations
- Digital files of LEED certification award, documents, and final LEED Scorecard post certification.

Meetings & Site Visits

Consultant will attend regular weekly virtual project meetings as requested:

- LEED charrette and design/construction kickoff meetings.
- LEED-design meetings with individual trades from A/E to address specific credits.
- Attendance to regular design-phase meetings
- Attendance to Construction O/A/C meetings
- Coordination with other LEED credits Energy Model results. Additional services recommendations may be made for points compliance.
- Should the Client require it: Up to three (3) construction-phase site visits.
- Monthly LEED progress meetings with the construction team throughout the construction phase.

Energy Modeling & Analysis – Required for LEED certification

Consultant will provide energy modeling and analysis services to facilitate high-performing MEP system design and to support achievement of the project's energy goals and overall sustainable objectives, including LEED certification. Energy modeling will be used as a tool to evaluate the project's expected performance relative to local code and LEED requirements, yielding an

understanding of the design's overall utility costs, energy usage, and greenhouse gas (GHG) emissions. Modeling will also provide analytics on the end-use systems level, enabling opportunities for improvement to be identified and quantified.

Ultimately, the purpose of modeling is to provide the best possible understanding of expected system performance to facilitate decision making for improvements during the design process. Modeling also provides a preferred path to achieving LEED prerequisite compliance and energy performance points.

Understanding that the project is currently at the end of the issuance of Construction Documents and nearing the beginning of construction activities, Consultant's energy modeling scope will fuse together the scope to generally a baseline, comparison with proposed design, issue potential energy conservation measures, document final design, and related Energy & Atmosphere prerequisite and credits. Below is a description of the scope:

Integrated Design Assistance

Following the energy targets charrette, Consultant will build a simple box and/or single floor energy model based on the early schematic design documents as well as standard simulation assumptions, with review and input from the design team. The building system options will be incorporated into the model parametrically to estimate energy, utility cost, and greenhouse gas emission impacts. Individual building system upgrades are added sequentially to the model for quality control purposes with the result being the as-designed building. This model will help identify the major energy end-uses and utility costs in the building. Work at this phase includes:

Parametric analysis of additional upgrades: Energy efficiency measure recommendations, which may include but are not limited to:

- HVAC system selection
- HVAC controls including heat recovery and ventilation
- Glazing area and glazing performance
- Envelope performance
- Lighting systems
- Lighting controls
- Residential appliance selection
- Plumbing fixture and domestic hot water system selection
- Energy analysis memo detailing energy end uses, current energy performance, carbon emissions and energy efficiency measures
- LEED prerequisite and energy credit point estimate

Design Energy Model

At the CD phase, a full building energy model will be developed at this stage. Work included at this phase includes:

- Whole building energy model built based on current construction documents with input from the design, construction, and ownership teams
 - Identification of energy end-use, utility cost, and carbon emission breakdown including potential effect of on-site renewable energy systems

- Refinement of systems selection should there be an opportunity to implement Energy Conservation Measures
- Review and confirm compliance with mandatory provisions of ASHRAE 90.1-2010 and 90.1-2016:
 - Envelope
 - 6.4 Mechanical
 - Service Hot Water
 - 8.4 Power
 - 9.4 Lighting
 - 10.4 Other Equipment
- Energy conservation measure (ECM) recommendations, which may include but are not limited to:
 - Alternate lighting system selection
 - HVAC controls and integration
 - Façade optimization
 - Heat recovery
 - Domestic hot water (DHW) system integration
- Analysis of available utility incentive programs (optional)
- Energy analysis memo detailing current energy performance, LEED performance, breakdown of major energy end uses, and recommended energy efficiency measures.

Final Energy Model & Documentation

The final energy model will be built based on the IFC documents or other documents representing the project's final MEP design. This model will reflect the project's actual operational parameters and equipment selections, including but not limited to lighting fixtures, domestic hot water systems, HVAC systems, controls, and renewable energy systems.

The project's final design will also be documented for LEED, using either the prescriptive or performance option, based on the most advantageous path for demonstrating LEED prerequisite compliance and potentially earning LEED credit points.

Work included at this phase includes:

- Updated proposed design energy model to reflect final set of design documents
- Updated energy model memo detailing final energy end uses and energy performance
- Completion of LEEDv4 energy and atmosphere prerequisite and related documentation
- Completion of LEEDv4 energy and atmosphere credit and related documentation, if achievable
- Response and update to energy model based on GBCI review of energy prerequisite and energy credit, if required
- Submission of utility incentive applications (optional)

LEED Fundamental Commissioning – Required

Overview

Consultant will provide commissioning services to ensure the project's energy-related systems are designed, installed, and calibrated to meet the Owner's requirements. Consultant's commissioning services shall include:

Design Development

- Perform activities prescribed for the CxA to satisfy LEED v4/v4.1 prerequisite requirements for Fundamental Commissioning and, if selected, Enhanced Commissioning.
- Provide services required to complete the project in accordance with best professional practices.
- Serve as the Building Commissioning Authority (BCxA) on behalf of the owner to ensure that the project intent is met for the systems to be commissioned.
- Review the Owner's Project Requirements (OPR) and the Basis of Design (BOD) as prepared/provided by the owner and design team, including building envelope performance requirements.
- Provide commissioning specifications and create sample pre-functional checklists document for inclusion in the project's Construction Documents.
- Ensure and verify that all commissioning activities have been included in the project specifications.

Construction Documents

- Conduct a thorough review of the design and specification of materials, components, assemblies and systems of all Commissioned Systems (CxS) at 50% construction documents.
- Prepare a Building Commissioning Plan (BCxP) and use it to guide the commissioning process.
- Provide a backcheck commissioning design review at 100% construction documents.
- Verify that contractor training obligations are clearly identified in the project specifications.
- Incorporate Systems Manual requirement into the project specifications.

Construction Administration

- Report all findings and recommendations directly to the owner throughout the commissioning process.
- Attend pre-construction meetings as required and necessary.
- Schedule building commissioning kick-off meeting with CM, general contractor, ownership, design team and relevant subcontractors.
- Review construction schedule as prepared by the Contractor and provide commissioning schedule estimations and milestones.
- Assist project team and controls subcontractor in coordinating BAS sequence of operations based on actual system to be installed.
- Update the Commissioning Plan to reflect actual submitted materials.
- Perform site visits to witness installation of building system components and witness mockup staging and testing as defined in the specifications.
- Initiate an Issues Log to document findings in the field and track resolution and corrective action through project completion.
- Observe, document and verify materials, components, assemblies and systems to validate that installation meets project requirements.
- Develop Functional Test Plans (FTP) describing a series of customized procedures for the commissioning of the building envelope systems.
- Perform on-site Functional Performance Tests (FPT) of the building envelope systems to verify intended performance, for the commissioned systems as defined elsewhere in this proposal.
- Complete a system-wide validation of the Building Automation System (BAS).
- Provide ongoing documentation of the commissioning process, including letters, Project Communication Reports and an Issues Log to track issues and document resolution.

- Confirm that contractor fulfills obligation for owner and occupant training on the operation of the commissioned systems, in an effective manner.
- Develop and execute alternate-season test simulations during functional testing so as to confirm that the systems perform appropriately at all times.
- Assist and advise project team on developing systems manual language for optimal owner operation of commissioned systems.

Deliverables

Consultant will deliver the following, either throughout or at the end of this process:

- Review of the OPR, BOD, and project design.
- Final review of construction documents to confirm incorporation of Cx requirements
- Cx Plan
- Construction checklists
- Design review issues log
- Issues and benefits log, to be maintained throughout the Cx process
- Documentation of all findings and recommendations, provided to Owner throughout the Cx process
- LEED credit documentation: EA Fundamental Commissioning, EA Enhanced Commissioning (if selected)

Meetings & Site Visits

Consultant will Attend regular weekly project meetings as requested. Consultant will default to attending regular project meetings by phone/videoconferencing. Consultant will perform site visits and/or work inspections as required to complete planned Cx activities.

Consultant will attend the following meetings:

- Design-phase meetings
- Monthly LEED progress meetings with the construction team throughout the construction phase
- Inspections during the construction phase, turnover, and occupancy phase as required to complete planned Cx activities and day field testing events.

Assumptions

- Consultant will witness required testing and one (1) retesting. Any additional time spent on-site may result in additional hourly fee.
- All commissioning work to be performed during normal business hours (8am-6pm). Any after-hours work requested may result in additional hourly fee.
- The scope of systems to be commissioned is not finalized at the time of bid. Consultant to provide a final Commissioning proposal based on MEP design/schedules and project timeline.

LEED Enhanced Commissioning (Optional)

As an extension of the Fundamental Commissioning process, the Consultant's Commissioning team will provide further oversight and verification that the building is capable of meeting owner expectations and requirements beyond the first day of occupancy. Enhanced Commissioning activities allow the CxA to advocate important specification - defined contractor requirements such as training, testing and proper delivery of closeout documentation.:

1. Conduct a review of contractor submittals representing components of systems to be commissioned.
2. Review any changes to the design during construction and incorporate these changes into the commissioning process.
3. Confirm that contractor fulfills obligation for owner and occupant training on the operation of the commissioned systems in an effective manner.
4. Develop and execute alternate-season test simulations during functional testing so as to confirm that the systems perform appropriately at all times.
5. Maintain changes in the Commissioning Plan that reflect the ongoing nature of the construction process.
6. Prepare a Systems Manual that provides the owner with relevant information necessary to operate, maintain and recommission the commissioned systems within the building.
7. Provide an on-site, post-occupancy warranty review of system operation and performance, at approximately 8-10 months after substantial completion.

Deliverables

Consultant will deliver the following, either throughout or at the end of this process:

- Reviewed Cx Plan
- Construction checklists
- Submittals review log
- Documentation of all findings and recommendations, provided to Owner throughout the Cx process
- LEED credit documentation: EA Enhanced Commissioning (if selected)

Meetings & Site Visits

Consultant will attend regular weekly project meetings as requested. Consultant will default to attending regular project meetings by phone/videoconferencing. Consultant will perform site visits and/or work inspections as required to complete planned Cx activities. Consultant will attend the following meetings:

- One (1) 10 month port occupancy visit.

Assumptions

- All commissioning work to be performed during normal business hours (8am-6pm). Any after-hours work requested may result in additional hourly fee.
- The scope of systems to be commissioned is not finalized at the time of bid. Consultant may provide a refined Commissioning proposal based on MEP design/schedules and project timeline.

LEED Certification Management

LEED Design Development & Construction Document Phase

LEED Action Item Checklist

Consultant will create an action item checklist for LEED during the design development phase based on the preliminary LEED scorecard. This list will feature a credit matrix that indicates the LEED prerequisites and credits targeted for certification. Each prerequisite and credit will include a list of action items (i.e. documentation, calculations, explanations, etc.) that must be completed and

provided to Consultant in order to document compliance for LEED. The action items list will identify the responsible party for demonstrating compliance with each action item. Consultant will maintain this list, providing periodic updates to the team showing which items are still open and which have been completed. An overall LEED project schedule will be set, including delivery dates of all action items and other milestones associated with the LEED certification submissions.

Design Administration

Consultant will provide ongoing consulting and guidance to verify that the project is on track for the targeted certification level as outlined in the LEED scorecard.

To ensure successful implementation of the action items list, Consultant will work with the project team to facilitate LEED documentation and will perform reviews of all submitted action items to ensure compliance with LEED requirements. We will work with each design team member on their assigned action items to satisfy LEED credit templates and documentation requirements. Consultant may also provide sample policies required for certification that have already been vetted by the LEED review team at GBCI. Such policies may include construction waste management, construction indoor air quality management, water fitting and fixture upgrade policy, among others.

Drawings Review

Consultant will perform drawing and specification reviews, typically at the 50% and 100% DD stages and 50% and 95%-100% CD stages, to ensure adherence to the LEED requirements and preliminary scorecard. During each drawing review, Consultant will determine if the design meets all LEED requirements as outlined during the LEED charrette. With each drawing review, Consultant will deliver a memo to the owner and project team indicating the status of all prerequisites and credits being pursued. The memo will include a list of corrective actions where prerequisites and credits are not correctly incorporated into the design. At the conclusion of the 100% CD drawing review, Consultant will issue a revised LEED scorecard reflecting the final project design.

LEED Design Submission

Consultant will guide the team in preparing documentation for the LEED design submission. Consultant will follow up with each team member on their assigned action items that contribute to the submission. Consultant will complete the remainder of LEED Online documentation. Timely completion of the LEED design submission will depend on project team responsiveness and quality of deliverables. Once Consultant has finished coordinating the LEED design submission preparation, Consultant will conduct a comprehensive quality assurance review of the submission before delivering to LEED reviewers at GBCI for commenting. When comments are returned from GBCI, Consultant will coordinate responses to each comment.

Note: following design credits, are designated to the following responsible party indicated in parenthesis:

- Minimum Energy Performance (Energy Modeler)
- Optimize Energy Performance (Energy Modeler)
- Renewable Energy Production (Energy Modeler)
- Enhanced Refrigerant Management (MEP)
- Minimum Indoor Air Quality Performance (MEP)
- Thermal Comfort (MEP)
- Interior Lighting (Lighting Designer)

- Acoustical Performance (Acoustician)

Once Consultant has finished coordinating the LEED design submission preparation, Consultant will complete a comprehensive QA/QC of the documentation before submitting it to LEED reviewers at GBCI for commenting. Consultant will then complete the submission through LEED Online. When comments are returned from LEED reviewers, Consultant will coordinate responses to each comment.

LEED Construction Administration Phase

LEED Construction Kickoff Meeting

Consultant will host the LEED construction kickoff meeting with the construction team to educate the team on the LEED requirements for the construction phase. This will include best management practices for construction waste management and indoor air quality, materials submittals requirements, and documentation requirements for the LEED construction submission. Consultant will issue a construction-specific LEED action item list to the team at this kickoff meeting.

The construction credits to be pursued will be determined based upon the goals stated in the LEED charrette, the project's certification goal, the current LEED scorecard, and discussions held at this meeting. In order to ensure success, it is critical that the construction team is well-versed in the LEED program and associated requirements. Consultant requests that the owner, project management, general contractor, and associated subs attend this meeting. Concurrently with this meeting, or shortly thereafter, Consultant recommends that the commissioning agent hold a commissioning kickoff meeting to review requirements and process throughout and post-construction.

LEED Action Item Checklist

Consultant will create a construction-specific action item checklist for LEED during the construction phase based on the revised LEED scorecard. This list will feature a credit matrix that indicates the LEED prerequisites and credits targeted for certification. Each prerequisite and credit will include a list of action items (i.e. documentation, calculations, explanations, etc.) that must be completed and provided to Consultant in order to document compliance for LEED. The action items list will identify the responsible party for demonstrating compliance with each action item. Consultant will maintain this list, providing periodic updates to the team showing which items are still open and which have been completed.

Construction Administration

Consultant will provide ongoing consulting and guidance to verify that the project is on track for the target certification level as outlined in the LEED scorecard.

Throughout the construction phase, Consultant will review select construction submittals (product selection, shop drawings, and RFIs) that are relevant for LEED certification. Consultant will provide feedback on the submittals to support LEED credit achievement. Consultant will return submittal comments within one-week or as requested for any high-priority items.

It is the responsibility of the general contractor to provide product documentation and to maintain ongoing tracking for LEED materials credits being pursued. Consultant will coordinate with the general contractor to ensure criteria are being met and properly tracked and will provide periodic status updates to the project team.

LEED Construction Submission

Consultant will guide the team in preparing documentation for the LEED construction submission. Consultant will follow up with each team member on their assigned action items that contribute to the submission. Consultant will complete the remainder of LEED Online documentation. Timely completion of the LEED construction submission will depend on project team responsiveness and quality of deliverables.

Note: The following responsible party for documenting the following construction credits are indicated in parenthesis:

- Fundamental Commissioning and Verification (Commissioning Agent)
- Enhanced Commissioning (Commissioning Agent)
- Building Products Disclosure & Optimization: Sourcing of Raw Materials (Contractor)
- Construction Activity Pollution Prevention – (Contractor) to provide documentation of onsite practices
- Construction Indoor Air Quality Management Plan – (Contractor) to provide photos documenting onsite practices
- Construction and Demolition Waste Management – (Contractor) to provide documentation of waste diversion
- Low-Emitting Materials – Contractor to provide material cost and volume information for submitted products as requested

Once Consultant has finished coordinating the LEED construction documentation preparation, we will conduct a comprehensive quality assurance review of the submission package prior to delivering to GBCI for official review. When comments are returned from GBCI, Consultant will coordinate with the project team to provide responses to each comment.

LEED Certification Award Phase

When the project receives official certification award from GBCI, Consultant will notify the Owner and project team and provide the Owner with digital files of the project's LEED award certificate, final LEED scorecard, and USGBC congratulatory letter. Consultant will also provide the Owner with instructions for purchasing any additional LEED award plaques desired.

Task 16: Building Envelope Consulting/Commissioning

Document/Design Review Phase:

1. Attend project planning conference; review program requirements; provide a summary of the preliminary Building Envelope Commissioning (BECx) Plan scope and budget.
2. Review and provide technical assistance during the development of the preliminary building enclosure (BE) basis of design (BOD).
3. Prepare BECx Document Review Comment list; Update, refine, and document the enclosure BOD, and BECx Plan at the conclusion of each sub-phase of the design process. Redline enclosure details at each phase and provide revision commentary to the Design Team.
4. Design review of enclosure-related construction document drawings and specifications at:
 - Schematic Design phase
 - Design Development phase
 - Construction Document phase

5. Document review to address design concepts, design criteria, compliance with codes, and compliance with generally accepted local industry standards, constructability, and compliance with the Owners's Performance Requirements (OPR).
6. Provide recommendations and sketches of roofing, flashing and other BE related details as needed to supplement the Construction Documents.
7. Review and comment on the BECx requirements and specifications incorporated into the CD's. Confer with design team regarding review and recommendations.

Construction Administration Phase - Field Observations:

1. Quality assurance observation work is defined as the observation of construction to permit the consultant to determine that the Work, when completed by the Contractor, generally conforms to the Contract Documents. The consultant shall have no responsibility for the means, methods, techniques, sequences or procedures selected by the Contractor or for the Contractor's safety precautions and programs nor for failure by the Contractor to comply with any laws or regulations relating to the performance or furnishing of the Work by the Contractor, or for the acts or omissions of the Contractor or any other persons or entities performing portions of the Work.
2. Visually assess construction activities, identify any/all problematic detail conditions (where applicable) and provide commentary on any non-conforming work.
3. Review construction materials and methods employed and compare work with the approved drawings and specifications, manufacturer's published details and available product/system literature, along with generally accepted waterproofing practices.
4. Photograph details and construction as necessary to explain and support the report commentary.
5. Prepare and submit a written field report for each site visit.
6. Field observation work shall include a review of the following items:
 - Mock ups of windows and cladding systems.
 - Roofing and plaza deck waterproofing application and related details.
 - Air/vapor retarder application
 - WRB application.
 - Below-grade waterproofing application.
 - Waterproofing application around fenestration openings.
 - Window and glazing application.
 - Sealant applications.
 - Substantial completion walkthroughs.
 - Final walkthrough

Process and Documentation

1. Prepare a building enclosure commissioning (BECx) plan and project-specific BECx requirements.
2. Provide consulting support during construction (estimated).
3. Review RFIs, ASIs, Change Orders, etc. that may affect the systems to be commissioned.
4. Attend all online BECx meetings during construction as needed and scheduled (estimated).
5. Review all enclosure submittals and shop drawings to support the commissioning process.
6. Maintain an issues/non-conformance log process.
7. Attend OAC progress meetings via Zoom, WebEx, MS Teams, etc.
8. Review O & M manuals prepared by the CM and subcontractors.

9. Review enclosure-related items to be included in the System Readiness Checklist (SRC).
10. Review operating and maintenance manuals from envelope product manufacturers.
11. Review operator training plans and schedules prepared by CM.
12. Review and prepare checklists and reports, as required to achieve final project commissioning.
13. Prepare related BECx items to be included in the final Commissioning report.

Task 17: Audio/Visual/IT/Low Voltage

Consultant will work with the Village to design the space with cost-effective, high-quality Audio and Video equipment. Working closely with Bal Harbour Village IT department, Facilities consultant will review the potential approaches to the A/V, wireless, and security deployment, considering industry trends, hybrid workplace standards, existing assets, and project specific design considerations.

Consultant will:

- Meet with the key users of the Council Chamber and other conferencing spaces to understand the objectives for the room, the intended use, and any personal preferences.
- Consider various approaches to equipping the Council Chambers with Audio/Visual technologies, and present three options for Bal Harbour Villages' consideration.
- Review alternatives for a more basic deployment in other spaces, such as multipurpose, medium, and smaller conference rooms and potentially a break room.
- Evaluate the feasibility of re-deploying some existing assets, considering their suitability for the space, age, reliability history, and any migration challenges.
- Based upon selections made, prepare an A/V budget and implementation schedule.
- Identify items impacting the project MEP, such as niches to recess displays, location of ceiling-mounted loudspeakers and room controls, input points, or faceplates.
- Project probable number, location, and nature of Wireless Access Points.

Once A/V/IT decisions are made and the requirements are well understood, Consultant will document the choices during the Construction Documents & Acquisition phase. This phase will include necessary AutoCAD or Revit drawings (using typical outlet layouts provided by Architect), component specifications, one Request for Proposal package suitable for competitive bidding of the Audio/Visual.

Consultant will evaluate existing 911 equipment, consider migration options to minimize downtime, and prepare specifications for new 911 equipment, as appropriate. Note our focus will be on voice systems, recording, and peripherals, and will exclude applications such as computer-aided dispatch.

Consultant will also review Architects and the electrical engineer's drawings to ensure the needs for conduits and electrical power are on their drawings.

Evaluation & Selection

Consultant provides Evaluation & Selection services to fully evaluate the various proposals, provide specific recommendations for the best offering, and assist in contract negotiations. Our team can quickly discern the most attractive proposal and provide a "user friendly" evaluation matrix such as the one below, resulting in a clear contract with highly predictable costs. We also encourage our clients to consider using our contract template, which includes

provisions for consistent project management, penalties for failure to deliver on time, service response requirements, and provisions to cap ongoing support costs.

Precision Project Management

Consultant will coordinate with all providers such as: the cable contractor, A/V Integrators, construction trades, Internet providers, and more.

Key elements of our Precision Project Management® methodology include:

- Participation in OAC coordination meetings, as warranted.
- Careful coordination throughout.
- Clear documentation (beginning with Project Plans and specifications).
- Frequent, unannounced inspections to ensure quality.
- Coordination and sequencing with construction trades.
- Change Order controls.
- Cutover Management.
- Hosting Coordination Meetings with IT providers.
- Providing leadership during cutover.
- Acceptance testing.
- Reconciling and approving vendor invoices.

Task 18: Acoustic Design

Acoustical consulting services for the proposed new Bal Harbour Village Hall. The new Village Hall will consist of a chamber, conference rooms, offices, and open workspaces. Mitigation of acoustical issues and noise are of critical importance.

The proposed Key Public Areas (from an acoustical perspective) are as follows:

- Chambers
- Public Reception and Pre-Function (volume shared with Chambers)
- Open/Private Offices
- Meeting/Conference Rooms

It is understood that some of these areas will have audiovisual facilities.

Acoustical Goals

The proposed new facility will be multi-use. Reverberance, echoes, and other acoustical anomalies should be mitigated to help optimize speech intelligibility and to provide a proper environment for the varied performance and educational functions. The acoustics of the Chamber, Reception and Open Office spaces should be as acoustically neutral as possible to allow for a diverse program of activities.

Sound Isolation

Based on initial review of information provided, it is anticipated standard noise mitigation methods and constructions will be used to address general sound isolation issues.

Sound Absorption

The design of the sound system will be reviewed to ensure the acoustics of Key Spaces enhance speech intelligibility (both natural and amplified).

Mechanical Noise

Mechanical Noise will need to be well controlled in the Key Areas, especially the Chamber which may include additional provisions for mechanical noise mitigation (i.e. possibly duct silencers, and/or extra vibration isolation of equipment, ductwork, and piping).

To ensure these fundamental goals are met, the following acoustical consulting scope is recommended:

Architectural Acoustics

Consultant will provide Architectural Acoustics advice on the following:

- Sound absorbing finishes in the Key Areas
- Sound insulation of internal partitions for Key Areas
- Room shape and wall surfaces (to avoid disruptive sound reflections which may have a negative effect on music or speech)

The following are key tasks for the Architectural Acoustics design:

- Provide recommendations on mitigation of reverberation and noise buildup in key Spaces
- Address any acoustical issues arising from non-orthogonal wall geometry
- Provide recommendations on cost effective materials that meet architectural and acoustical criteria

Mechanical/Electrical Services Noise & Vibration

Keane Acoustics will provide Mechanical/Electrical Acoustics advice on the following:

- Provide advice on noise attenuation and vibration isolation of mechanical and electrical systems (emphasis on rooftop equipment)

The following are key tasks for the Mechanical/Electrical Acoustics design:

- Isolation/mitigation of air handling units (including rooftop units above Chambers)
- Resolve mechanical/electrical room adjacency issues

Design Phase: The following tasks will be completed during the Design Phase.

- Establish acoustic criteria for: a) sound insulation of internal partitions; b) room reverberation; c) mechanical noise
- Conduct review of the design drawings as issued by the architect and engineers
- Provide recommendations of the amount, type and location of sound absorbing and sound finishes required to meet the room acoustic design targets
- Identify costs for key acoustic elements
- Discuss options and alternatives with the design team and develop the preferred design approach to achieve the design goals
- Review final drawings and specifications prior to completion to verify that previous recommendations are coordinated

Deliverables

- Basis of Design Report with narrative that summarizes the design targets and initial acoustical strategy
- DD Drawings and Construction Drawings Review Report that cover key cost items, and issues addressed in the design.
- Additional drawing reviews as needed with technical recommendation letters, memoranda, and analysis documentation, as appropriate

Meetings

- Attend design meetings by Teams or phone upon request to discuss acoustical topics.

Construction Support Services: The following tasks will be completed during the Construction phase.

- Respond to requests for information on interpretations and clarifications of construction issues relating to acoustics
- Review of related submittals
- Conduct site visits as needed to review construction progress and quality of workmanship (additional services based on attached hourly rates).
- Issue review notes for each site visit, indicating issues that do not match the design intent

Deliverables

- Responses to RFIs
- Review of related submittals
- Issue site review notes and punch lists

Task 19: Building Security

Electronic Security Systems, including access control, intrusion detection, emergency phones, intercom, secure vestibules, 911 alerting systems, security gates and interior/exterior video surveillance systems, applying the principles of Crime Prevention Through Environmental Design (CPTED). Our scope of work includes all relevant spaces and systems in the facility.

Pre-Design and Programming

1. Meet with the owner and architect to ascertain the functional, aesthetic, sustainability and budgetary requirements and aspirations of the building security. Review the principles of CPTED or Crime Prevention Through Environmental Design.
2. Submit a preliminary electronic security systems program with optional security mitigation measures to consider and an Opinion of Probable Cost for the installed electronic security systems. Present non-electronic elements as options to consider but not included in the Opinion of Probable Cost. The report is intended to be used as a decision-making tool for planning and budgeting purposes. The costs expressed are estimates for the equipment and labor necessary to achieve the planned functionality; the document does not identify specific component-level costs, manufacturers, makes or model numbers. Submit the report in PDF format intended to be used as a stand-alone document or as an attachment to other project documentation prepared by the architect.
3. Meet with the owner and architect to review the electronic security systems program.

4. Submit a final electronic security systems program based on the information provided at the meeting. Upon acceptance by the owner, the final document is a guideline for planning and design efforts as the project progresses.

Systems Design and Bidding

1. Review and comment on the architectural plans in the context of principles of CPTED or Crime Prevention Through Environmental Design.
2. Generate and submit equipment plan drawings for the electronic security systems, illustrating recommended locations for surveillance cameras, card access, intrusion detection, emergency telephone (often referred to as "Blue Phones") and recording and monitoring equipment locations as needed.
3. Review the equipment plan drawings with the owner and architect. Submit revised equipment plan drawings for approval by the owner. Submit to the architect, for coordination with appropriate members of the design team, guidelines for the following elements as related to the electronic security systems: as bollards, gates, fencing, AC power, vibration and structural needs, lighting performance, telecommunications, interior finishes, cooling, humidity, furnishings, elevators and intelligent building systems. Our input for these elements as related to building security will be recommendations and options to consider, not final designs or specifications.
4. Perform one review of the project's door hardware schedule, created by others, at 60% construction documents or another milestone directed by the architect. Submit report summarizing electronic access control coordination items.
5. Submit to the architect, or contribute to the Revit model, for inclusion into the construction documents package, model elements and detail drawings illustrating the electronic security systems design. Floor plans, site plans, security monitoring room enlarged plans, riser diagrams, equipment rack elevations, select elevations, and associated details as required comprise the drawing set. The drawings illustrate equipment locations, camera mounting and housing types, panel details, access door types, emergency phone locations, conduit and junction box types, cable pathways, conduit destinations and sizes, power locations, architectural integration details, and other information conveying design intent.
6. Submit to the architect CSI-format specifications for electronic security systems. Specifications are anticipated to include access control systems, surveillance systems, intrusion detection, emergency phones, racks and cable management, installation requirements, training, warranty, performance verification, and certification.
7. Provide answers to technical questions from bidders during the bidding process.
8. Review bid responses for compliance to design and specification.

Construction Administration

1. Provide clarifications to drawings and specifications if required.
2. Respond to relevant RFIs, shop drawings and other project submittals for compliance with design documentation, as related to our design scope and responsibilities.
3. Observe and report on the general, electrical and electronic security system contractor's work-in-progress as related to our design scope and responsibilities.
4. Observe and report on the completed building security systems and final documentation. Submit punch list report detailing results.

Task 20: Threshold Inspections

The Threshold Inspector shall observe that the work is executed in substantial accordance with the permitted Official Contract Documents. The Official Contract Documents are defined as the permitted plans, recorded addenda, and the specifications with all amendments thereto, including the Threshold Inspection Plan.

DUTIES

The Threshold Inspector shall maintain a record of the progress, working conditions, observations given to the Contractor and suspected deviations from the Official Contract Documents. The reports shall be in writing and shall be made out promptly at the end of the period covered. The reports will be present at all times, in the Contractor's field office, in the job site in the form of a job site log and an inspection field report for each day an inspection is made.

CONSULTANT will inspect the following areas:

- Foundation reinforcement and concrete placement.
- Concrete columns and shear walls reinforcement and concrete placement.
- Masonry wall reinforcing.
- Steel and metal deck erection

The report may consist of any or all the following:

- Report of each inspection.
- Job site log of area inspected.
- Special records from testing lab (welding and bolts inspection, mill tests, and concrete tests).
- Record of placing and curing concrete.
- Changes made in the field during observations.

REPORTING INFORMATION AND OBSERVATIONS

It is the duty of the Threshold Inspector to notify the Contractor, Building Official, Architect of Record, and the Owner if the following events occur:

- The use of materials, equipment or workmanship that does not conform to the Official Contract Documents or which may cause improper construction, which is not acceptable.
- Work that is not being done in accordance with the approved Official Contract Documents.
- Faulty construction or of construction performed without inspection and not capable of being inspected or tested in place.
- The request for interpretations from the Architect of Record, as required, to clarify the construction documents.

REQUIREMENTS OF THE OWNER

The Construction Manager shall arrange for all necessary construction records to be furnished to the Threshold Inspector during the progress of the work in a timely manner. Such records shall consist of, but may not be limited to: soil density test records, shop drawings, mill reports, concrete cylinder test reports, bolted and welded connections testing result, etc. The owner should contract the services of a testing lab to provide concrete cylinders test, slump test, mortar test, bolted connections quantity, sizes and proper torque/tension and welded connections sizes and quality. For elevated slabs that require shoring, The CONSULTANT shall insure that the Contractor provides a shoring and re-shoring plan to the Building Department which is signed and sealed by an Engineer registered in the State of Florida. Such registered engineer may represent the form supplier. Such

engineer must also inspect the shoring and re-shoring for each elevated slab and provide a signed and sealed affidavit indicating that "Shoring and re-shoring has been installed as per the drawings prepared by his office", this affidavit for each elevated deck, must be delivered to the job site and a copy provided to the threshold inspector before concrete is placed.

RESPONSIBILITY

The Threshold Inspector does not surrogate the Building Official's or the Architect of Record's responsibilities. Further, it is not intended that the Contractor's contractual or statutory obligations are in any way relieved or foregone by the presence of the Threshold Inspector. The Contractor has the sole responsibility for any deviations from the Official Contract Documents. The Threshold Inspector will not replace the quality control personnel for the Contractor. All inspections will be in accordance with the provisions of the Threshold Inspector Law.

LIMITATIONS

Unless otherwise provided in written requests, this contract limits the Threshold Inspector to provide services only with regards to the structural frame of the building, including foundation, primary and secondary framing systems, and all items included in the Inspection Plan and as indicated above.

This Contract does not include any testing of bolted or welded connections, concrete slump or concrete strength test, which should be done by a testing lab as specified by the Engineer of Record. Also, this Contract does not include inspection of any safety provisions as required by OSHA or other safety standards that apply during the construction period. Nor does it apply to elements such as metal or wooden balcony railings, mechanical/electrical systems, architectural components, site work or other elements not contributing to the capacity of the structural building frame. Since the Threshold Inspector does not certify that the Official Contract Documents are, in themselves, in compliance with the Standard Building Code, all certifications issued will refer to completed work being in substantial accordance with the Official Contract Documents rather than the Florida Building Code. Inspection reports of Consultant's findings will be furnished on a weekly basis.

Task 21: Art In Public Spaces (Miami-Dade County Requirement)

Architect will assist the Village in administering the requirements of Miami Dade Art in Public Places Ordinance with Selection of artist and works of art. See attached code section (EXHIBIT A) for reference.

Scope of work:

- Assistance with Coordination with MDC Department of Cultural Affairs
- Assistance with preparing required documents for RFQ Process.
- Attendance at required Committee meeting and artist interviews.
 - 3-4 (Virtual or In Person) meetings are Anticipated.
- Participate in the Selection of Artist and Artist proposed design if required.
 - 2-3 (Virtual or In Person) meetings are Anticipated.
- Participate in Village's Approvals Process if required .
 - 1-2 (Virtual or In Person) meetings are Anticipated.
- Coordination with Design Team and the selected artist to incorporate the Art into the project design with required disciplines.
- Attend Additional Meetings (Up to 6 virtual meetings) as required.

It is anticipated that the art in public places Department of cultural affairs will organize, manage, and lead the Art-in-Public Places process. AIPP coordination will be initiated during the projects Design Development Phase and all required specific coordination for the installation will be developed along with the Design development and Construction Document process for the project. Approval by Miami Dade County is anticipated for the proposed art as part of the AIPP process.

Task 22: Signage and Wayfinding

Architect will develop an overarching signage concept that aligns with the overall design vision and identity of the project, including color palette, typography, materials, and locations.

Types of Signage: Design and provide prototypes for the following types of signage:

- Directional Signage: Signs to guide visitors through the building or site.
- Informational Signage: Includes signs providing details such as room names, functions, and other essential information.
- Regulatory Signage: Safety, compliance, and regulatory signs, including ADA-compliant signage (e.g., restroom, exit, no smoking).
- Building Identification: Signs that identify key locations or building entrances.
- Specialty Signage: One exterior monumental sign
- Wayfinding: Maps, directories, and points of interest to help users orient themselves within the space or campus.

Task 23: Planning and Zoning Amendment Process

Architect will provide services for municipal zoning and ordinance amendments which may encompass: research, analysis, and documentation of existing regulations; development of proposed revisions with supporting rationale; preparation of presentation materials for community and municipal review; and advocacy for the proposed changes through the approval process.

Project Milestones

<u>Description</u>	<u>Duration</u>
Pre-Design & Programming & Concept Development	8 weeks
Schematic Design and Basis of Design Report (BODR)	12 weeks
Architectural Review Board (ARB) Submission	4 weeks
Design Development	12 weeks
Construction Document Preparation (30%)	6 weeks
Construction Document Preparation (60%)	6 weeks
Construction Document Preparation (90%)	6 weeks
Construction Document Preparation (100%)	3 weeks
 Bidding and Award Assistance	 Appx. 12 weeks
 Construction Administration	 Based on City and AHJ schedule. up to 18 months included. Selected contractor to provide final schedule.
 Close-out and Warranty Phase Services	 2 weeks

While every effort will be made by the Architect to adhere to the anticipated schedule, delays may occur due to revisions, approvals, or changes requested by the City. The proposed fees and anticipated schedule are dependent on timely responses from the City, including providing necessary information, approvals, and feedback. This schedule does not include any additional work outside the included scope, which may result in a revised schedule.

PROPOSED FEES:

The following is a summary of the total fees for all services listed above.

Task	Basic Services	Total Fee
	<i>The Basic Services (Task 1 thru Task 6) includes: structural, mechanical, electrical, plumbing, Fire Protection, landscape, civil, Generator Design, Lightning Protection, Entitlement Process, Renderings, Public Meetings, Life Safety, Parking Design, and Cost Estimating Services</i>	
Task 1	Programming / Conceptual Design	\$107,433
Task 2	Schematic Design	\$402,872
Task 3	Design Development	\$564,021
Task 4	Construction Documents	\$940,035
Task 5	Assistance with Permitting/Bidding	\$134,291
Task 6	Construction Administration & Close-out	\$589,003
	Sub-Total Design Services	\$2,737,655
Task	Specialty Services	Total Fee
Task 7	Geotechnical Engineering	\$13,053
Task 8	Phase I Environmental Site Assessment	\$6,900
Task 9	Pre-demolition Asbestos Survey	\$4,428
Task 10	Sub Utilities SUE + Locates	\$30,475
Task 11	Traffic Engineering	\$57,443
Task 12	Reasonable Assurance Report	\$3,450
Task 13	Lighting Design	\$256,136
Task 14	Interior Design and Furniture and Furnishings	\$126,390
Task 15	Sustainability and LEED Consulting	\$128,743
Task 16	Building Envelope Consulting/Commissioning	\$124,200
Task 17	Audio/Visual/IT/Low Voltage	\$222,212
Task 18	Acoustic Design	\$17,535
Task 19	Building Security	\$81,075
Task 20	Threshold Inspections	\$143,520
Task 21	Art-In-Public Spaces	\$19,800
Task 22	Signage and Wayfinding	\$30,000
	Sub-Total Specialty Services	1,265,360
Task	Undefined Specialty Services (hourly Not-to Exceed)	
Task 23	Planning and Zoning Amendment Process	NTE \$ 100,000
	Sub-Total	\$100,000

Estimated Reimbursable Expenses (Allowance)	\$60,000
Total Design Services and Allowances	4,163,015

Reimbursable Expenses

Reimbursable expenses are in addition to compensation for Basic and Supplemental, and Additional Services and include expenses incurred by the design team directly related to the Project. Compensation for reimbursable expenses shall be the cost of expenses incurred plus 10%. Reimbursable expenses include but are not limited to:

1. Printing and Plotting costs incurred by the A/E Design Team for review, team distribution, and Bid & Permit Documents.
2. Courier, Mail and Delivery.
3. Transportation and travel
4. Physical Presentation materials (Boards, banners, etc.)
5. Other similar Project-related expenditures

The Reimbursable Expenses is an estimate and may not cover all reimbursable expenses necessary to either meet the Client's or Project's needs. Contrarily, the full estimated amount may not be required. Unused reimbursable expense allowance will not be billed to the Client.

The Following Services Are Not Included Within This Fee:

- Application fees and fees paid to secure approval from authorities with jurisdiction over the Project
- Measured Drawings of Existing Facilities
- Existing Facilities Analysis
- Historic Preservation
- Grant Assistance or Applications
- Existing Off-site Utility Infrastructure Improvements
- Food Service
- Life Cycle Cost and/or Energy (FLEET) Analysis
- Solar/Photovoltaic Design or Consultation
- Graphic Design/Branding
- Value Analysis or Value Engineering beyond Design Development phase. VE is included after both the schematic/programming verification phase and the Design Development phase. A conceptual estimate will be performed and presented for approval. We would ask that the budget is verified at that time and either approved or VE occur at these phases to reduce greater effort later in the project. VE for elements, materials and similar are included during the CD phase. We would just not anticipate structural or square footage changes to the building.
- Documents Prepared for: Alternate Bids Requested by Client, Change Orders, Multiple Construction Contracts, Record Documents/As-Builts
- Prolonged Construction Contract Administration Services
- Construction Phasing or Multiple Bid Submissions
- Project Representation During Construction Beyond periodic inspection

- Additional Construction Contract Administration Services for Multiple Contracts
- Building Commissioning and Training Services
- Post Occupancy Inspections/ Evaluations
- Changes to Scope, Size or Complexity
- Revisions to Previously Approved Documents
- ACM survey for exterior sub-surface/below-grade investigations.
- Considerations outside of the scope of ASTM E1527-21 are excluded from this Phase I ESA. Such non-scope considerations include, but are not limited to: asbestos-containing building materials (unrelated to releases into the environment); biological agents; cultural and historical resources; ecological resources; endangered species; health and safety; indoor air quality (unrelated to releases of hazardous substances or petroleum products into the environment); industrial hygiene; lead-based paint (unrelated to releases into the environment); lead-in-drinking water; mold or microbial growth conditions; polychlorinated biphenyl (PCB)-containing building materials (for example, fluorescent light ballasts, paint, and caulk); naturally occurring radon; regulatory compliance; substances not defined as hazardous substances (including some substances sometimes generally referred to as emerging contaminants); and wetlands.
- Lighting along the existing-to-remain roadway/sidewalk areas for public right-of-way
- Monumental art or exterior feature elements. Coordination of an art piece/sculpture is included. However, if the selected art requires any structural, electrical, plumbing, etc. that is not included and assumed to be handled directly by the Artist/Contractor.
- Design of custom luminaires and site visits to manufacturer.
- Daylighting design beyond the required by LEED Silver documentation
- Daylight analysis and integration, including but not limited to:
 - Solar animations indicating solar exposure and shadowing on the exterior/interior of the building
 - Annual illuminance calculations on the interior/exterior of the building indicating hourly illuminance at specific points
 - Daylight Autonomy (DA) beyond spaces necessary for LEED – the percentage of time during a typical year that a target daylight illuminance is exceeded
 - Specification review and comment on daylighting-related elements, such as glazing and roller shades beyond spaces necessary for LEED
- Fee includes LEED facilitation services for up to the Silver certification level. Feasibility analysis, consulting, and certification services to facilitate any higher certification target, if requested, will be considered additional services.
- Any LEED credit appeals or Credit Interpretation Rulings (CIR) will be considered additional services.
- Boundary and Topographic Survey

Thanks for the opportunity to propose services for your project.

Wannemacher Jensen Architects, Inc.

A handwritten signature in black ink, appearing to read 'Jason Jensen', with a stylized, cursive script.

Jason Jensen, AIA, LEED AP, Principal

Pursuant to Florida State Statute 558.0035, an individual employee or agent of the Design Professional may not be held individually liable for negligence.

BAL HARBOUR

- VILLAGE -

COUNCIL ITEM SUMMARY

Condensed Title:

A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA, AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. AS THE ENGINEER OF RECORD (EOR) AND PRIME CONSULTANT FOR THE HARBOURFRONT PARK, JETTY, AND CUTWALK PROJECT; REALLOCATING SIX HUNDRED TEN THOUSAND, SEVEN HUNDRED THIRTY-SEVEN DOLLARS AND THIRTY-FIVE CENTS (\$610,737.35) IN PREVIOUSLY AUTHORIZED FUNDS TO COVER THE AGREEMENT AND ASSOCIATED SUBCONSULTANT SERVICES.

Issue:

Should the Village Council authorize the Village Manager to enter into an agreement with Kimley-Horn as EOR for the Harbourfront Park Project, reallocate remaining previously approved funds, and further authorize him to take all necessary steps to implement the Resolution?

The Bal Harbour Experience:

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Beautiful Environment | <input checked="" type="checkbox"/> Safety | <input checked="" type="checkbox"/> Modernized Public Facilities/Infrastructure |
| <input checked="" type="checkbox"/> Destination & Amenities | <input checked="" type="checkbox"/> Unique & Elegant | <input checked="" type="checkbox"/> Resiliency & Sustainable Community |

Item Summary / Recommendation:

This item requests Village Council approval authorizing the Village Manager to execute a Professional Services Agreement (PSA) with Kimley-Horn and Associates, Inc. as the new Engineer of Record and Prime Consultant for the Harbourfront Park, Jetty, and Cutwalk project. Additionally, this resolution reallocates previously authorized funds, in the amount of \$610,737.35, to cover the new PSA and retain essential subconsultant services, ensuring the timely completion of construction documents, permitting and construction administration services. If approved, the Village Manager under his authority will terminate the agreement with Charles H. Benson & Associates, P.A. (AOR) for convenience. The Village will continue to operate as the fiscal agent over the new prime consultant (KHA) and subconsultants, as previously authorized under Resolution 2024-1698. Approval of this item will advance the project while maintaining financial oversight and operational efficiency.


THE ADMINISTRATION RECOMMENDS THE APPROVAL OF THIS RESOLUTION.

Financial Information:

	Amount	Account	Account #
	X	X	X

Sign off:

Capital Program Director	Chief Financial Officer	Village Manager
Matilde E. Reyes	Claudia Dixon	Jorge M. Gonzalez



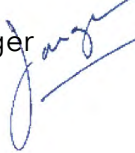
BAL HARBOUR

- VILLAGE -

COUNCIL MEMORANDUM

TO: Honorable Mayor and Village Council

FROM: Jorge M. Gonzalez, Village Manager



DATE: February 24, 2025

SUBJECT: **A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA, AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. AS THE ENGINEER OF RECORD (EOR) AND PRIME CONSULTANT FOR THE HARBOURFRONT PARK, JETTY, AND CUTWALK PROJECT; REALLOCATING SIX HUNDRED TEN THOUSAND, SEVEN HUNDRED THIRTY-SEVEN DOLLARS AND THIRTY-FIVE CENTS (\$610,737.35) IN PREVIOUSLY AUTHORIZED FUNDS TO COVER THE AGREEMENT AND ASSOCIATED SUBCONSULTANT SERVICES; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

ADMINISTRATIVE RECOMMENDATION

I am recommending approval of this Resolution.

BACKGROUND

On October 22, 2018, RFQ No. 2018-03 for Landscape Architectural and Engineering Services was advertised and sought to retain a qualified firm to design a cohesive and aesthetically integrated public space, specifically for the project now known as the Harbourfront Park, Jetty, and Cutwalk Project. Subsequently, on March 19, 2019, Resolution No. 2019-1216 approved the selection of Mikyoung Kim Design (MYKD) as the top-ranked firm under RFQ No. 2018-03 and authorized the Village Manager to negotiate with MYKD. The resolution also authorized the negotiations with the second-ranked firm, Kimley-Horn and Associates (KHA), or the third-ranked firm, Perkins+Will, if an agreement could not be reached with the first ranked firm, MYKD.

Following this approval, the Village executed a Professional Services Agreement with MYKD on May 21, 2019, engaging the firm for landscape architecture and engineering services. MYKD proceeded with design development and subconsultant coordination, advancing the project to approximately 50% Construction Document phase.

On July 17, 2024, following preliminary coordination with the Village Building Department, the Building Official noted the need for a local licensed Architect of Record (AOR) to oversee permit submissions and manage the increasing complexity of the project's structural engineering components. Consequently, the Village, in conjunction with MYKD and Charles H. Benson & Associates, P.A. (Benson), executed an Assignment of Agreement, formally transferring MYKD's contractual responsibilities to Benson. This

assignment granted the Village an irrevocable license to use MYKD's work and the authority to retain or assign subconsultants as needed.

To formalize Benson's role as AOR, the Village executed a Master Owner-Architect Professional Services Agreement with Benson on August 9, 2024. Under this agreement, Benson assumed responsibility, as AOR, to coordinate the architectural design and construction administration services, with the ability to retain existing or new subconsultants as necessary.

During the Fall of 2024, as Benson met with the Village, subconsultants, and CMAR, the firm commenced its analysis of the design documents and it became evident that additional surveying, coordination, and design revisions—requiring multidisciplinary expertise in landscape architecture, civil engineering, and electrical engineering—were necessary to efficiently meet the project's demands. In coordination with the project surveyor, Benson identified additional survey points that needed to be incorporated into the base layer of the existing construction documents, requiring adjustments across all disciplines.

Following discussions with several subconsultants and MYKD, it was determined that some were unable to commit to the additional workload within the time constraints and/or could only do so with additional funding, which was not feasible. As a result, the Village sought a larger firm that could consolidate multiple subconsultant roles and also act as the Engineer of Record (EOR) into a single entity, maximize remaining project funds within the previously approved spending authority, and ensure that the project remained on schedule for 100% construction document completion by April.

To identify a qualified and eligible firm, the Village Capital Programs Department, in collaboration with the Village Manager and the Village attorney, revisited the original RFQ and Resolution. The second-ranked firm, Kimley-Horn and Associates (KHA), along with an additional Landscape Architecture and Engineering firm, were invited to discuss their timeline, capacity, project understanding, and ability to assume the role as EOR. Following discussions with the Building Official he confirmed that an EOR could replace an AOR for permit submission purposes, further expanding the options for restructuring the project team.

A review of available firms determined that KHA, the second-ranked firm under the 2018 RFQ No. 2018-03, possessed the necessary resources, expertise, and capacity to meet project deadlines while maintaining fiscal efficiency. Additionally, KHA's proposal consolidated three key disciplines—Landscape Architecture, Civil Engineering, and MEP (mechanical, electrical, and plumbing)—within a single firm, streamlining the project team while also offering cost savings to the Village. This approach ensures that no additional funding authorization is required for the project team restructuring.

As a result, the Village now seeks to contract with the previously second-ranked firm, KHA. If approved, the Village Manager under his authority will terminate the agreement with

Benson for convenience and assign the remaining scope as prime consultant to KHA. This transition complies with Florida's Consultants' Competitive Negotiation Act (CCNA) and ensures that the Village remains on track to:

- Meet critical project deadlines;
- Proceed with contractor (CMAR) requirements & process;
- Secure a timely and well-defined Guaranteed Maximum Price (GMP);
- Begin project construction to align with grant requirements.

Additionally, adherence to CCNA protocols ensures compliance with State funding requirements, preventing the risk of losing design-related State funding eligibility due to procurement noncompliance. This approach represents the most advantageous and fiscally responsible path for the Village while preserving all necessary funding sources.

KHA 2025 PROPOSAL ANALYSIS

KHA's final proposal was received by the Village in February of 2025. Under this proposal, KHA will serve as the Engineer of Record (EOR) and Prime Consultant for the Harbourfront Park, Jetty, and Cutwalk Project, assuming responsibilities for finalizing construction documents, coordinating permitting efforts, and ensuring timely project completion.

The scope of work outlined in KHA's proposal includes:

- 90% and 100% Construction Documents - Completing the remaining construction documents, incorporating necessary updates, and addressing Village and permitting agency review comments.
- Multidisciplinary Coordination - Providing expertise in landscape architecture, civil engineering, and electrical engineering, ensuring that all elements of the project align with previously approved designs.
- CMAR (Construction Manager at Risk) Coordination - Engaging with the project's CMAR to review Guaranteed Maximum Price (GMP) considerations, respond to Requests for Information (RFIs), and support construction planning.
- Permitting Assistance - Supporting outstanding permitting efforts, particularly in finalizing the DERM Class I permit and assisting with building permit application process.
- Meetings and Stakeholder Engagement - Allocating resources for direct engagement with the Village, project team, and permitting agencies to keep the project on track.

KHA's proposal consolidates key project functions within a single firm, replacing multiple subconsultants and streamlining coordination efforts. This approach reduces administrative inefficiencies, minimizes additional costs, and maintains alignment with the project's approved funding and timeline. Furthermore, KHA's expertise in similar waterfront and public space projects ensures that the final construction plans will be developed with a high level of precision and attention to environmental and structural considerations.

KHA is a nationally recognized planning, engineering, and design consulting firm known for its exceptional client service, innovative solutions, and multidisciplinary expertise. With over 7,500 professionals across 100+ offices, the firm has a strong reputation for delivering complex infrastructure, transportation, and urban design projects. Nearly 90% of KHA's business comes from repeat clients, a testament to their reliability and commitment to long-term success.

Their extensive experience in waterfront park development, environmental planning, and sustainable design makes KHA an ideal partner for the Harbourfront Park project. Their ability to seamlessly integrate landscape architecture, civil engineering, and MEP services will ensure that Bal Harbour Village receives a resilient, well-planned, and community-focused public space that meets both aesthetic and functional goals.

By transitioning to KHA as the Engineer of Record, the Village secures a qualified, experienced, and resource-equipped partner capable of ensuring the successful completion of the Harbourfront Park project without requiring additional funding authorization. This strategic move aligns with the Village's objectives of maintaining fiscal responsibility while advancing the project efficiently and effectively.

FINANCIAL IMPACT AND PRIOR AUTHORIZATIONS

The Harbourfront Park project design and permitting phase has been funded through a series of previously approved resolutions, which granted spending authority to both past and current consultants involved in the design team. The following resolutions were approved, along with their respective funding amounts and services:

Resolution	MYKD	Benson	Moffatt & Nichol	
2019-1225	\$ 766,387.00			
2019-1272	\$ 57,500.00			
2020-1351	\$ 253,652.00			
2021-1389	\$ 148,547.00			
2021-1426	\$ 256,315.00			
2023-1537	\$ 249,625.00			
2024-1648		\$ 442,200.00		
2024-1697			\$ 80,000.00	Overall Totals
Spending Authority	\$1,732,026.00	\$442,200.00	\$ 80,000.00	\$ 2,254,226.00
Paid Through 2/24/2025	\$1,613,488.65	\$ 30,000.00	\$ -	\$ 1,643,488.65
Balance through 2/24/2025	\$ 118,537.35	\$412,200.00	\$ 80,000.00	\$ 610,737.35

To date, the Village has expended \$1,643,488.65 on project design services out of the total approved amount of \$2,254,226.00. The CMAR's most recent 2025 construction cost estimate is approximately \$31 million, meaning the overall design cost of \$2.2 million represents just 7% of the tentative GMP—still below the industry standard for a project of this complexity. With the termination of Benson's agreement and after accounting for all remaining authorized funds, the Village retains a balance of \$610,737.35. These funds will be reallocated to support KHA's agreement and key subconsultant services necessary to

finalize the project's design, permitting and construction administration phases. Construction administration was previously not included in the subconsultant fees provided by the former prime consultant.

Among the key subconsultants, Moffatt & Nichol, the structural engineer, remains one of the most critical for completing the project design and providing support during construction. Given that most of the project scope involves marine structural construction, their expertise is essential. Following the December 2024 Council Meeting, the Village Council approved a portion of Moffatt & Nichol's additional funding request at a reduced amount of \$80,000. The Council directed Village staff to reassess the proposal and ensure that the remaining funds approved for Moffatt & Nichol provided appropriate value for the services rendered. The Village staff met with the design team and CMAR to further assess the work remaining to be completed. Through this continued collaboration with the structural engineer, the CMAR, and the AOR, it became evident that restructuring the design team would be the most cost-effective approach. This restructuring would also ensure the project remains on schedule to meet grant deadlines, which the grant funders have made clear cannot and will not be extended.

By selecting KHA as the EOR, the Village can avoid unnecessary duplication of effort and costs, as well as reduce overhead and administrative fees. The KHA team is fully integrated, eliminating the need for additional AOR-related fees. Upon analyzing the remaining structural design work, it was determined that an additional \$50,000 is necessary to adequately fund this discipline, which now includes construction administration. This is \$47,800 less than the original proposal submitted in November. The reallocation of the remaining previously approved spending authorities, granted by the Council since 2019, will be sufficient not only to fund KHA as the new EOR but also to compensate Moffatt & Nichol for their remaining services—services that are critical to the project's successful completion.

Furthermore, the transition to KHA allows for the reallocation of remaining funds to cover upcoming services required from key subconsultants, including an environmental consultant, a specialty lighting consultant, and a delegated design engineer for the canopy, flood gates, and other surface amenities. In addition, construction administration fees have been negotiated and are included now within the reallocation of previously approved funds. Ensuring adequate funding for these critical contributors is essential to maintaining project progress and meeting all necessary requirements.

ALLOCATION OF REMAINING FUNDS

With the termination of Benson's agreement, the remaining balance of \$610,737.35 from previously authorized funds will be reallocated to support the new project team, ensuring the successful completion of the Harbourfront Park, Jetty, and Cutwalk Project. These funds will be reallocated as follows:

Anticipated Design Team	Remaining Balance Applied as Credit	Reallocation of Funds
MYKD	\$ (118,537.35)	\$ -
Benson	\$ (412,200.00)	\$ -
Moffatt & Nichol – Structural Engineer	\$ (80,000.00)	\$ 130,000.00
KHA - Landscape, Civil EOR, MEP	\$ -	\$ 230,000.00
Environmental Consultant	\$ -	\$ 117,500.00
Delegated Design Engineer	\$ -	\$ 35,250.00
Specialty Lighting Consultant	\$ -	\$ 26,400.00
Sub-totals	\$ (610,737.35)	\$ 539,150.00
Owner's Design Contingency	\$ -	\$ 71,587.35
Balanced Totals	\$ (610,737.35)	\$ 610,737.35

FISCAL OVERSIGHT AND ADMINISTRATION

The Village will continue to operate as the fiscal agent over the new prime consultant (KHA) and subconsultants, as previously authorized under Resolution 2024-1698. This structure ensures the efficient management of payments, project oversight, and financial accountability throughout the remaining design, permitting and construction administration phases.

THE BAL HARBOUR EXPERIENCE

By restructuring the Harbourfront Park, Jetty, and Cutwalk Project design team and reallocating existing funds, Bal Harbour Village reaffirms its commitment to efficiency, financial responsibility, and high-quality public infrastructure. This transition to KHA as the Engineer of Record consolidates key disciplines, streamlines coordination, and ensures the project remains on track without requiring additional funding. By maintaining its role as fiscal agent, the Village enhances project oversight, timely payment processing, and financial transparency, reinforcing its dedication to exceptional public spaces, resilient infrastructure, and responsible municipal governance.

CONCLUSION

Following a comprehensive review, I am seeking Council approval of this resolution, which authorizes the Village Manager to execute the Professional Services Agreement with Kimley-Horn and Associates, Inc. as the new Engineer of Record and Prime Consultant for the Harbourfront Park, Jetty, and Cutwalk project. Additionally, this resolution reallocates previously authorized funds to cover the new professional services agreement and maintain essential subconsultant services, ensuring the timely completion of construction documents, permitting and construction administration services. This action reflects the Village’s commitment to fiscal prudence, project efficiency, and delivering a well-designed, community-focused public space. Approval of this resolution will provide the necessary framework to advance the project while maintaining responsible financial stewardship.

Attachments:

1. Exhibit A - Kimley-Horn & Associates Proposal
2. Exhibit B - Kimley-Horn & Associates Qualifications Submittal to RFQ 2018-03

RESOLUTION NO. 2025-

A RESOLUTION OF THE VILLAGE COUNCIL OF BAL HARBOUR VILLAGE, FLORIDA, AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. AS THE ENGINEER OF RECORD (EOR) AND PRIME CONSULTANT FOR THE HARBOURFRONT PARK, JETTY, AND CUTWALK PROJECT; REALLOCATING SIX HUNDRED TEN THOUSAND, SEVEN HUNDRED THIRTY-SEVEN DOLLARS AND THIRTY-FIVE CENTS (\$610,737.35) IN PREVIOUSLY AUTHORIZED FUNDS TO COVER THE AGREEMENT AND ASSOCIATED SUBCONSULTANT SERVICES; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Bal Harbour Village (the "Village") has been actively engaged in the design and development of the Harbourfront Park, Jetty, and Cutwalk Project to enhance public access, safety, and infrastructure resilience; and

WHEREAS, on August 9, 2024, the Village executed a Professional Services Agreement with Charles H. Benson & Associates, P.A. ("Benson") to serve as the Architect of Record for the project, following the transfer of responsibilities from Mikyoung Kim Design; and

WHEREAS, during the project development process, the need for enhanced multidisciplinary expertise and efficient coordination led the Village to assess alternatives to ensure project completion in accordance with its timeline and fiscal objectives; and

WHEREAS, after evaluating available firms and their capacity to fulfill project requirements, the Village determined that transitioning to Kimley-Horn and Associates, Inc. ("KHA"), the second-ranked firm under RFQ No. 2018-03, as the Engineer of Record and Prime Consultant would optimize project efficiency and financial stewardship; and

WHEREAS, KHA's proposed scope of work consolidates key project disciplines—including landscape architecture, civil engineering, and mechanical, electrical, and plumbing (MEP) services into a single entity, reducing administrative overhead, streamlining permitting efforts, integrating construction administration services and ensuring timely project completion; and

WHEREAS, the Village has identified and reallocated \$610,737.35 in previously authorized but unspent project funds to support the execution of the agreement with KHA and essential subconsultant services without requiring additional funding approval, while continuing to act as the fiscal agent as previously approved under Resolution 2024-1698 and further facilitating the retainment of new and future subconsultants engaged as part of the project team; and

WHEREAS, upon approval of this Resolution the Village Manager will terminate for convenience the agreement with Benson and enter into a new agreement with KHA in the amount of \$230,000 as part of the reallocation of remaining previously approved funds, and further the Village Manager will take all necessary steps to implement this Resolution.

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

Section 1. Recitals Adopted. That the above-mentioned recitals are hereby adopted and confirmed.

Section 2. Approval of Agreement with Kimley-Horn & Associates, Inc. That the Village Council hereby approves the execution of an agreement with Kimley-Horn and Associates as Engineer of Record and Prime Consultant for the Harbourfront Park, Jetty, and Cutwalk Project.

Section 3. Fund Reallocation and Fiscal Oversight. That the Village Council approves the reallocation of six hundred ten thousand, seven hundred thirty-seven dollars and thirty-five cents (\$610,737.35) from previously authorized but unspent project funds to cover the agreement with KHA and necessary subconsultant services, while continuing to operate as the fiscal agent over the project and actively participating in the retainment of new and future subconsultants as needed.

Section 4. Implementation. That the Village Manager is authorized to execute the Professional Services Agreement, oversee project transition efforts, and take all necessary actions to implement the purposes of this Resolution.

Section 5. Effective Date. That this Resolution shall take effect immediately upon the adoption hereof.

PASSED AND ADOPTED this 24th day of February 2025.



Mayor Jeffrey P. Freimark

ATTEST:

Dwight S. Danie, Village Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Village Attorney
Weiss Serota Helfman Cole & Bierman P.L.



February 6, 2025

Matilde E. Reyes, RA
Capital Program Director
Bal Harbour Village
655 96th Street
Bal Harbour, FL 33154

**RE: *Proposal for Professional Design Services
Harbourfront Park, Jetty and Cutwalk Project***

Dear Mrs. Reyes,

Kimley-Horn and Associates, Inc. (“Consultant” or “Kimley-Horn”), is pleased to submit this letter agreement (the “Agreement”) to Bal Harbour Village (“Client”) to provide professional Landscape Architectural and Civil Engineering services for the Harbourfront Park, Jetty and Cutwalk project (the “Project”) located within Bal Harbour Village, Florida.

PROJECT UNDERSTANDING

The Client would like to engage Kimley-Horn to finalize construction documents and for permitting assistance. The Project has been designed by Mikyoung Kim Design (MYKD), ultimately delivering schematic design plans for further development. The Client then engaged a consultant team to prepare permit and construction documents for implementation of the schematic design. To our understanding, the project’s construction plans are approximately 50% complete and all permits except for the DERM Class I and building permit(s) have been applied for or achieved. The Client will retain the structural consultant (Moffatt and Nichols) and the environmental and lead permitting consultant (The Chappel Group, Inc.) to continue those roles in finalizing the construction documents and respective permitting. Kimley-Horn’s services are limited to specific civil engineering, landscape architectural and electrical engineering services described herein, using the MYKD designs and progress plans as a basis for preparing plans.

SCOPE OF SERVICES

Task 1 – 90% Construction Documents

Consultant will implement the changes discussed at the kick-off meeting with the Village and prepare 90% construction documents for submittal to the Client. Consultant will prepare the following:

- **Cover Sheet**
- **General Notes**
- **Civil Plans and Details** - Plans will be prepared for horizontal control of the design, as well as paving, grading and drainage design and detailing. Village, County and/or FDOT standard details and specifications will be used or referenced as applicable.

kimley horn.com

8201 Peters Road, Suite 2200, Plantation, FL 33324

954 535 5100

- **Demolition Plans** - Plans will identify items for demolition, salvage, and protection based on the proposed Project program.
- **Erosion Control Plans** - Plans will indicate erosion control measures to be implemented by the contractor prior to disturbing the site.
- **Landscape Plans and Details** – Plans will delineate plant material, plant quantities, plant schedules, specifications and project-specific planting details, with required planting calculations, as required for permitting the landscape improvements.
- **Irrigation Plan and Details** – Plans will be prepared to depict the project irrigation system. Consultant will provide the following:
 - Calculation of irrigation system requirements based on water application per week and water window availability as determined by local municipality and Water Management District.
 - Water source(s) evaluation for irrigation system
 - Irrigation mainline and sub-mainline sizing with recommended routing.
 - Sleeve and conduit routing.
 - Irrigation controller location
 - Material legend of all components.
 - Irrigation specifications will be placed on plan sheets.
- **Hardscape Plans and Details** – Plans will be prepared to identify hardscape treatments, using the MYKD plans as a basis for design with material layout, type, and specification. All vertical structural elements and all structural attachments are assumed to be designed and detailed by others.
- **Site Furniture Plans and Details** - Plans and details indicating site furniture locations with details, specification, and notes.
- **Enlargements, Sections and Details** – Plans will be prepared as necessary to describe design intent and to identify elements designed and detailed by others.
- **Electrical and Data Plans and Details** – Plans will delineate the electrical services and lighting, while also depicting the data conduit locations within the project limits. Consultant will coordinate with FPL for available power and service connection. The plans be prepared using lighting details as approved by the Client.

Consultant will prepare one submittal at 90% to the Client for review and for incorporation into permit submittal(s). The effort for this task includes addressing one round of ordinary and reasonable comments. Subsequent modifications resulting from significant project changes or additional review comments directed by the Client will be considered an Additional Service.

Upon receiving Client input, Kimley-Horn will revise the 90% Construction Documents listed above as part of developing the Final Construction Documents in Task 2.

Task 2 – 100% Construction Documents

Consultant will prepare 100% Construction Documents for the proposed development based on Client and permit agency input received as a result of Task 1. Updates to the following sheets will be prepared:

- **Cover Sheet**
- **General Notes**
- **Civil Plans and Details**
- **Demolition Plans**
- **Erosion Control Plans**
- **Landscape Plans and Details**
- **Irrigation Plans and Details**
- **Hardscape Plans and Details**
- **Site Furnishing Plans and Details**
- **Electrical and Data Plans and Details**

The effort for this task is limited to one submittal of 100% Construction Documents to the Client for review. The effort for this task includes addressing one (1) round of ordinary and reasonable comments. Subsequent modifications resulting from significant project changes or additional review comments directed by the Client shall be considered an Additional Service.

Task 3 – CMAR Coordination

- Coordinate and conduct up to three meetings with CMAR to consider CMAR input in design.
- During the CMAR's development of the GMP, Consultant will respond to up to four (4) requests for information (RFIs) from the CMAR and/or their subconsultants.
- Review the GMP on the Client's behalf for completeness and accuracy of quantities.

Task 4 – Limited Permitting Assistance

It is Kimley-Horn's understanding that The Chappell Group Inc. is leading the permitting effort and that the only outstanding design permit is the DERM Class I permit. As such, this task is limited to the following:

- Preparing plans for Chappell Group to incorporate into permit submittal packages.
- Preparing plans for the CMAR to make building permit applications. CMAR is responsible for making the permit application and making the building permit submittals.
- Providing responses to permit comments, related to Kimley-Horn's scope.

Task 5 – Limited Post Design Services

Post design services are limited to Kimley-Horn assisting the Village in addressing contract clarifications and providing responses to Requests for Information (RFI's) from the Contractor and site visits to assist with contract clarifications.

It is anticipated that the following post design services will be provided by a separate CEI firm and are not included as part of this scope:

- Progress Meetings
- Resident Project Representative
- Shop Drawing Review
- Review of Pay Application
- Project Close Out

Task 6 – Meetings and Conference Calls

Kimley-Horn will prepare for and attend meetings and conference calls at the direction and request of the Client. These meetings may consist of meetings and/or conference calls with the Client, design team, and/or authorities having jurisdiction for the project. The assumed effort for this lump sum task is 120 hours. If additional meetings are required, a project amendment will be required.

ADDITIONAL SERVICES

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates. Alternatively, a lump sum amendment can also be prepared. Additional services we can provide include, but are not limited to, the following:

1. Permitting services not described herein
2. Construction Phase Services
3. Structural Engineering services
4. Architectural services
5. Bidding Assistance
6. Franchise utility coordination
7. SUE services

PROJECT ASSUMPTIONS

This agreement is based on the following assumptions:

- Client has engaged Whiting-Turner Contracting Company as Construction Manager at Risk (CMAR). Because a CMAR is engaged in the Project, the Consultant will not provide cost estimating or bid phase services.
- Previously prepared designs will be used as a basis for design for Consultant's services. Consultant assumes that no major changes to the design scope are needed. Should the design scope change due to value engineering, constructability concerns, or similar reasons, a project amendment will be required.
- This scope of services assumes that all structural engineering for the Project is to be provided by others.
- Domestic water and sanitary sewer services are not required for the project. Consultant will prepare a design for the irrigation water service, if required.

- CMAR is responsible for leading Building Department submittals, assembling submittal packages, drawings & revisions tracking, and dissemination of agency issued comments & markups to the design team.
- All Coastal Construction Control Line (CCCL) and FDEP coastal related permitting will be led by others.
- Canopy structural design will be prepared by others.
- It is anticipated that most of the existing stormwater facilities serving the project area can remain and be repurposed for the proposed project with only minor modifications or upgrades. It is assumed the jetty will require new stormwater systems and coordination thereof.
- GMP negotiations and/or value engineering services, or the associated revisions to the plans, are not included.
- Public hearings, rezoning, platting, comprehensive plan amendments or variances are not required.
- Coordination of agreements, easements, covenants, or other entitlement requirements are not included. It is assumed that the Project and/or Client does not require variances or waivers of any sort. Services associated with obtaining variances or waivers may be performed as an additional service.
- Kimley-Horn will provide one round of revisions per submittal in order to address Client comments on the Task 1 and Task 2 plans and exhibits. Any additional revisions due to Client generated design changes will be addressed as additional services.
- Kimley-Horn will revise the Plans prepared under this scope of services to address reasonable agency comments as defined in the permitting tasks. If Agency comments require significant changes to the design intent, Kimley-Horn will perform said revisions as an additional service.
- The project drawings will be produced in AutoCAD "dwg" (2-D) format. This scope of services does not include the development of a 3-D Building Information Model (BIM).
- Preparation of 3D renderings or plan renderings is not part of this scope of work.
- Certified arborist services are not part of this scope of services.
- Kimley-Horn will provide specifications as notes on the plans. CSI format written specifications are not part of this scope of services.
- Maintenance of Traffic Plans (MOT) and Dewatering Plans, if necessary, are to be completed by others.
- If needed, the Client will hire a subsurface utility company to provide information on existing utilities within the project area, if needed. Client will hire a local well driller to obtain site specific well capacity rates. SUE services are not included.
- Existing utilities of sufficient size, depth, pressure, and capacity are available & readily accessible to the site and can serve this project. Irrigation wells, pumps, and/or the associated permitting is not included.

- Offsite improvements, such as roadway improvements, or offsite water, sanitary sewer, or other utility improvements, are not required and are not included in this scope of work.
- CMAR will be responsible for the utilities disconnect letters and the demolition permit.
- Consultant does not guarantee the issuance of permits or approvals. If permits are issued for this project, the conditions and expiration dates thereof are the sole responsibility of the Client. Consultant is not responsible for extending time limited entitlements or permits. Permit fees and impact fees are by Client and are not included.

During the course of the project, if actual requirements or conditions are found to be different from the assumptions above, the Consultant will submit to Client for Client’s approval a supplemental scope of services and fee for any additional work that may be required.

FEES AND EXPENSES

The Services in Tasks 1 through 6 will be provided for the lump sum labor fee outlined below. Direct reimbursable expenses such as express mail, out-of-town mileage, out-of-office reproduction and other direct expenses shall be reimbursed at 1.15 times cost. Any and all permitting, application, impact, and similar project fees will be paid directly by the Client. Fees are payable monthly based upon the percentage of services completed on lump sum elements and for the actual amount of services performed for hourly rate elements.

Billing will be due and payable within 25 days upon Client’s receipt of invoice. This contract is subject to the terms and conditions herein.

Task 1 – 90% Construction Documents	\$75,000
Task 2 – Final Construction Documents	\$55,000
Task 3 – CMAR Coordination	\$10,000
Task 4 – Limited Permitting Assistance	\$10,000
Task 5 – Limited Post Design Services.....	\$50,000
Task 6 – Meetings and Conference Calls	\$30,000
Total	\$230,000

CLOSURE

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the attached Standard Provisions, which are incorporated by reference. As used in the Standard Provisions, “Consultant” shall refer to Kimley-Horn and Associates, Inc., and “Client” shall refer to **Bal Harbour Village**.

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, submits invoices via email in an Adobe PDF format. We can also provide a paper copy via regular mail if requested. Please include the invoice number and Kimley-Horn project number with all payments. Please provide the following information:

_____ Please email all invoices to _____

_____ Please copy _____

If you concur in all the foregoing and wish to direct us to proceed with the services, please have authorized persons execute both copies of this Agreement in the spaces provided below, retain one copy, and return the other to us. We will commence services only after we have received a fully-executed agreement.

To ensure proper set up of your projects so that we can get started, please complete and return with the signed copy of this Agreement the attached Request for Information. Failure to supply this information could result in delay in starting work on your project.

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Stefano Viola, P.E.
Vice President

O:\Stefano\Bal Harbour\Harbour Front Park\2024.01.20_Harbourfront Park Project Final Design Proposal.doc

BAL HARBOUR VILLAGE
A Municipality

By:

_____, President/Vice President

(Date)

(Print or Type Name)

(Email Address)

Attest:

_____, Secretary/Assistant Secretary

(Print or Type Name)

Request for Information

Please return this information with your signed contract; failure to provide this information could result in delay in starting your project

Client Identification

Full, Legal Name of Client					
Mailing Address for Invoices					
Contact for Billing Inquiries					
Contact's Phone and e-mail					
Client is (check one)	Owner	<input type="checkbox"/>	Agent for Owner	<input type="checkbox"/>	Unrelated to Owner

Property Identification

	Parcel 1	Parcel 2	Parcel 3	Parcel 4
Street Address				
County in which Property is Located				
Tax Assessor's Number(s)				

Property Owner Identification

	Owner 1	Owner 2	Owner 3	Owner 4
Owner(s) Name				
Owner(s) Mailing Address				
Owner's Phone No.				
Owner of Which Parcel #?				

Project Funding Identification – List Funding Sources for the Project

Attach additional sheets if there are more than 4 parcels or more than 4 owners

KIMLEY-HORN AND ASSOCIATES, INC.
STANDARD PROVISIONS

- 1) **Kimley-Horn's Scope of Services and Additional Services.** Kimley-Horn will perform only the services specifically described in this Agreement ("Services"). Any services that are not set forth in the scope of Services described herein will constitute additional services ("Additional Services"). If requested by the Client and agreed to by Kimley-Horn, Kimley-Horn will perform Additional Services, which shall be governed by these provisions. Unless otherwise agreed to in writing, the Client shall pay Kimley-Horn for any Additional Services an amount based upon Kimley-Horn's then-current hourly rates plus an amount to cover certain direct expenses including telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Other direct expenses will be billed at 1.15 times cost.
- 2) **Client's Responsibilities.** In addition to other responsibilities herein or imposed by law, the Client shall:
 - a. Designate in writing a person to act as its representative, such person having complete authority to transmit instructions, receive information, and make or interpret the Client's decisions.
 - b. Provide all information and criteria as to the Client's requirements, objectives, and expectations for the project and all standards of development, design, or construction.
 - c. Provide Kimley-Horn all available studies, plans, or other documents pertaining to the project, such as surveys, engineering data, environmental information, etc., all of which Kimley-Horn may rely upon.
 - d. Arrange for access to the site and other property as required for Kimley-Horn to provide its services.
 - e. Review all documents or reports presented by Kimley-Horn and communicate decisions pertaining thereto within a reasonable time so as not to delay Kimley-Horn.
 - f. Furnish approvals and permits from governmental authorities having jurisdiction over the project and approvals and consents from other parties as may be necessary.
 - g. Obtain any independent accounting, legal, insurance, cost estimating, and feasibility services required by Client.
 - h. Give prompt written notice to Kimley-Horn whenever the Client becomes aware of any development that affects Kimley-Horn's services or any defect or noncompliance in any aspect of the project.
- 3) **Period of Services.** Unless otherwise stated herein, Kimley-Horn will begin work after receipt of a properly executed copy of this Agreement. This Agreement assumes conditions permitting continuous and orderly progress through completion of the services. Times for performance shall be extended as necessary for delays or suspensions due to circumstances that Kimley-Horn does not control. If such delay or suspension extends for more than six months, Kimley-Horn's compensation shall be renegotiated.
- 4) **Method of Payment.** Client shall pay Kimley-Horn as follows:
 - a. Invoices will be submitted periodically for services performed and expenses incurred. Payment of each invoice will be due within 25 days of receipt. The Client shall also pay any applicable sales tax. All retainers will be held by Kimley-Horn and applied against the final invoice. Interest will be added to accounts not paid within 25 days at the maximum rate allowed by law. If the Client fails to make any payment due under this or any other agreement within 30 days after Kimley-Horn's transmittal of its invoice, Kimley-Horn may, after giving notice to the Client, suspend services and withhold deliverables until all amounts due are paid.
 - b. The Client will remit all payments electronically to:

Account Name: KIMLEY-HORN AND ASSOCIATES, INC.
Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94104
Account Number: 2073089159554
ABA#: 121000248
 - c. The Client will send the project number, invoice number and other remittance information by e-mail to payments@kimley-horn.com at the time of payment.
 - d. If the Client relies on payment or proceeds from a third party to pay Kimley-Horn and Client does not pay Kimley-Horn's invoice within 60 days of receipt, Kimley-Horn may communicate directly with such third party to secure payment.
 - e. If the Client objects to an invoice, it must advise Kimley-Horn in writing giving its reasons within 14 days of receipt of the invoice or the Client's objections will be waived, and the invoice shall conclusively be deemed due and owing. If the Client objects to only a portion of the invoice, payment for all other portions remains due.
 - f. If Kimley-Horn initiates legal proceedings to collect payment, it shall recover, in addition to all amounts due, its reasonable attorneys' fees, reasonable experts' fees, and other expenses related to the proceedings. Such expenses shall include the cost, at Kimley-Horn's normal hourly billing rates, of the time devoted to such proceedings by its employees.
 - g. The Client agrees that the payment to Kimley-Horn is not subject to any contingency or condition. Kimley-Horn may negotiate payment of any check tendered by the Client, even if the words "in full satisfaction" or words intended to have similar effect appear on the check without such negotiation being an accord and satisfaction of any disputed debt and without prejudicing any right of Kimley-Horn to collect additional amounts from the Client.

- 5) **Use of Deliverables.** All documents, data, and other deliverables prepared by Kimley-Horn are related exclusively to the services described in this Agreement and may be used only if the Client has satisfied all of its obligations under this Agreement. They are not intended or represented to be suitable for use or reuse by the Client or others on extensions of this project or on any other project. Any modifications by the Client to any of Kimley-Horn's deliverables, or any reuse of the deliverables without written authorization by Kimley-Horn will be at the Client's sole risk and without liability to Kimley-Horn, and the Client shall indemnify, defend and hold Kimley-Horn harmless from all claims, damages, losses and expenses, including but not limited to attorneys' fees, resulting therefrom. Kimley-Horn's electronic files and source code remain the property of Kimley-Horn and shall be provided to the Client only if expressly provided for in this Agreement. Any electronic files not containing an electronic seal are provided only for the convenience of the Client and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the deliverables prepared by Kimley-Horn, the hardcopy shall govern.
- 6) **Intellectual Property.** Kimley-Horn may use or develop its proprietary software, patents, copyrights, trademarks, trade secrets, and other intellectual property owned by Kimley-Horn or its affiliates ("Intellectual Property") in the performance of this Agreement. Intellectual Property, for purposes of this section, does not include deliverables specifically created for Client pursuant to the Agreement and use of such deliverables is governed by section 5 of this Agreement. Unless explicitly agreed to in writing by both parties to the contrary, Kimley-Horn maintains all interest in and ownership of its Intellectual Property and conveys no interest, ownership, license to use, or any other rights in the Intellectual Property to Client. Any enhancements of Intellectual Property made during the performance of this Agreement are solely owned by Kimley-Horn and its affiliates. If Kimley-Horn's services include providing Client with access to or a license for Kimley-Horn's (or its affiliates') proprietary software or technology, Client agrees to the terms of the Software License Agreement set forth at <https://www.kimley-horn.com/khts-software-license-agreement> ("the License Agreement") which terms are incorporated herein by reference.
- 7) **Opinions of Cost.** Because Kimley-Horn does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to the costs of construction and materials, are made solely based on its judgment as a professional familiar with the industry. Kimley-Horn cannot and does not guarantee that proposals, bids or actual costs will not vary from its opinions of cost. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Kimley-Horn's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.
- 8) **Termination.** The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof, or upon thirty days' written notice for the convenience of the terminating party. Kimley-Horn shall be paid for all services rendered and expenses incurred to the effective date of termination, and other reasonable expenses incurred by Kimley-Horn as a result of such termination.
- 9) **Standard of Care.** The standard of care applicable to Kimley-Horn's services will be the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the services are provided. No warranty, express or implied, is made or intended by Kimley-Horn's performance of services, and it is agreed that Kimley-Horn is not a fiduciary with respect to the Client.
- 10) **LIMITATION OF LIABILITY.** In recognition of the relative risks and benefits of the Project to the Client and Kimley-Horn, the risks are allocated such that, to the fullest extent allowed by law, and notwithstanding any other provisions of this Agreement or the existence of applicable insurance coverage, that the total liability, in the aggregate, of Kimley-Horn and Kimley-Horn's officers, directors, employees, agents, and subconsultants to the Client or to anyone claiming by, through or under the Client, for any and all claims, losses, costs, attorneys' fees, or damages whatsoever arising out of or in any way related to the services under this Agreement from any causes, including but not limited to, the negligence, professional errors or omissions, strict liability or breach of contract or any warranty, express or implied, of Kimley-Horn or Kimley-Horn's officers, directors, employees, agents, and subconsultants, shall not exceed twice the total compensation received by Kimley-Horn under this Agreement or \$50,000, whichever is greater. Higher limits of liability may be negotiated for additional fee. This Section is intended solely to limit the remedies available to the Client or those claiming by or through the Client, and nothing in this Section shall require the Client to indemnify Kimley-Horn.
- 11) **Mutual Waiver of Consequential Damages.** In no event shall either party be liable to the other for any consequential, incidental, punitive, or indirect damages including but not limited to loss of income or loss of profits.
- 12) **Construction Costs.** Under no circumstances shall Kimley-Horn be liable for extra costs or other consequences due to changed or unknown conditions or related to the failure of contractors to perform work in

accordance with the plans and specifications. Kimley-Horn shall have no liability whatsoever for any costs arising out of the Client's decision to obtain bids or proceed with construction before Kimley-Horn has issued final, fully approved plans and specifications. The Client acknowledges that all preliminary plans are subject to substantial revision until plans are fully approved and all permits obtained.

- 13) **Certifications.** All requests for Kimley-Horn to execute certificates, lender consents, or other third-party reliance letters must be submitted to Kimley-Horn at least 14 days prior to the requested date of execution. Kimley-Horn shall not be required to execute certificates, consents, or third-party reliance letters that are inaccurate, that relate to facts of which Kimley-Horn does not have actual knowledge, or that would cause Kimley-Horn to violate applicable rules of professional responsibility.
- 14) **Dispute Resolution.** All claims arising out of this Agreement or its breach shall be submitted first to mediation in accordance with the American Arbitration Association as a condition precedent to litigation.
- 15) **Hazardous Substances and Conditions.** Kimley-Horn shall not be a custodian, transporter, handler, arranger, contractor, or remediator with respect to hazardous substances and conditions. Kimley-Horn's services will be limited to analysis, recommendations, and reporting, including, when agreed to, plans and specifications for isolation, removal, or remediation. Kimley-Horn will notify the Client of unanticipated hazardous substances or conditions of which Kimley-Horn actually becomes aware. Kimley-Horn may stop affected portions of its services until the hazardous substance or condition is eliminated.
- 16) **Construction Phase Services.**
 - a. If Kimley-Horn prepares construction documents and Kimley-Horn is not retained to make periodic site visits, the Client assumes all responsibility for interpretation of the documents and for construction observation, and the Client waives any claims against Kimley-Horn in any way connected thereto.
 - b. Kimley-Horn shall have no responsibility for any contractor's means, methods, techniques, equipment choice and usage, equipment maintenance and inspection, sequence, schedule, safety programs, or safety practices, nor shall Kimley-Horn have any authority or responsibility to stop or direct the work of any contractor. Kimley-Horn's visits will be for the purpose of observing construction and reporting to the Client whether the contractors' work generally conforms to the construction documents prepared by Kimley-Horn. Kimley-Horn neither guarantees the performance of contractors, nor assumes responsibility for any contractor's failure to perform its work in accordance with the contract documents.
 - c. Kimley-Horn is not responsible for any duties assigned to it in the construction contract that are not expressly provided for in this Agreement. The Client agrees that each contract with any contractor shall state that the contractor shall be solely responsible for job site safety and its means and methods; that the contractor shall indemnify the Client and Kimley-Horn for all claims and liability arising out of job site accidents; and that the Client and Kimley-Horn shall be made additional insureds under the contractor's general liability insurance policy.
- 17) **No Third-Party Beneficiaries; Assignment and Subcontracting.** This Agreement gives no rights or benefits to anyone other than the Client and Kimley-Horn, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of the Client and Kimley-Horn. The Client shall not assign or transfer any rights under or interest in this Agreement, or any claim arising out of the performance of services by Kimley-Horn, without the written consent of Kimley-Horn. Kimley-Horn reserves the right to augment its staff with subconsultants as it deems appropriate due to project logistics, schedules, or market conditions. If Kimley-Horn exercises this right, Kimley-Horn will maintain the agreed-upon billing rates for services identified in the contract, regardless of whether the services are provided by in-house employees, contract employees, or independent subconsultants.
- 18) **Confidentiality.** The Client consents to the use and dissemination by Kimley-Horn of photographs of the project and to the use by Kimley-Horn of facts, data and information obtained by Kimley-Horn in the performance of its services. If, however, any facts, data or information are specifically identified in writing by the Client as confidential, Kimley-Horn shall use reasonable care to maintain the confidentiality of that material.
- 19) **Miscellaneous Provisions.** This Agreement is to be governed by the law of the State of Florida. This Agreement contains the entire and fully integrated agreement between the parties and supersedes all prior and contemporaneous negotiations, representations, agreements, or understandings, whether written or oral. Except as provided in Section 1, this Agreement can be supplemented or amended only by a written document executed by both parties. Any conflicting or additional terms on any purchase order issued by the Client shall be void and are hereby expressly rejected by Kimley-Horn. If Client requires Kimley-Horn to register with or use an online vendor portal for payment or any other purpose, any terms included in the registration or use of the online vendor portal that are inconsistent or in addition to these terms shall be void and shall have no effect on Kimley-Horn or this Agreement. Any provision in this Agreement that is unenforceable shall be ineffective to the extent of such unenforceability without invalidating the remaining provisions. The non-enforcement of any provision by either

party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

20) PURSUANT TO FS 558.0035, EMPLOYEES OF KIMLEY-HORN MAY NOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE UNDER THIS AGREEMENT.

ORIGINAL

Landscape Architecture & Engineering Services

for the Design of Public Spaces
within Bal Harbour Village

RFQ No. 2018-03

Kimley»Horn

Bal Harbour
V I L L A G E

1. COVER PAGE (4.7.1)

THIS SUBMITTAL IS MADE IN RESPONSE TO RFQ NO. 2018-03;

Landscape Architecture and Engineering Services for the Design of Public Spaces within Bal Harbour Village.



KIMLEY-HORN AND ASSOCIATES, INC.

355 Alhambra Circle, Suite 1400
Coral Gables, FL 33134
305.673.2025

CONTACT:

George Puig, PLA, ASLA
355 Alhambra Circle, Suite 1400
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KIMLEY-HORN AND ASSOCIATES, INC. PRINCIPAL OFFICERS

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November 30, 2018

Bal Harbour Village
Village Clerk
655 96th Street
Bal Harbour Village, Florida 33154

RE: Landscape Architecture and Engineering Services for the Design of Public Spaces within Bal Harbour Village; RFQ 2018-03

Dear Members of the Selection Committee:

Kimley-Horn and Associates, Inc. welcomes the opportunity to collaborate with Bal Harbour Village to provide Landscape Architecture and Engineering Services. We have assembled a proven team of dedicated professionals that are committed to understanding the Village's needs and desires. Kimley-Horn has the unmatched qualifications, local knowledge, diversity of expertise, and commitment to your goals to be the partner that you are looking for. *We will draw upon the expertise of our staff to enhance the serene, shining enclave that is Bal Harbour Village.*

Unmatched professional qualifications. On behalf of Kimley-Horn, I, **George Puig, PLA**, am pleased to provide our qualifications for landscape architectural design and engineering services to Bal Harbour Village for the Landscape Architecture Services Project. We have assembled a team of talented individuals characterized by innovative urban public realm renewal and design, technical excellence, and extensive experience with recent similar award winning urban public realm projects in South Florida.

The successful redesign and implementation of the urban public realm spaces within Bal Harbour Village will require an experienced team with a proven track record of urban streetscape design and implementation, as well as a keen understanding of the local heritage of Bal Harbour Village. As your project manager, I have successfully managed several similar projects within South Florida. I will be supported by more than a dozen landscape architect professionals and streetscape specialists in Florida — giving the Kimley-Horn team the necessary manpower and expertise to successfully deliver this project with an unmatched depth of knowledge and commitment that excels in all of these aspects, and we have the track record to prove it!

Areas of specialization. As a multidisciplinary firm, Kimley-Horn will provide the majority of services required for this project, including project management, landscape architecture, civil engineering, structural engineering design, computer aided design (CADD), graphics design, and construction engineering and inspection services. In order to best serve you, we have enhanced our project team with the expertise of highly-qualified sub-consultants. Kimley-Horn's emphasis on dynamic teamwork and quality performance serves as the foundation from which we build a team. *O'Brien Lighting, Inc., will provide lighting design, Nelco Testing will provide geotechnical engineering, while surveying services will be provided by M.G Vera & Associates, Inc.* These partnerships will bring the highest level of expertise and resources to thoroughly meet all aspects of the Village's scope of services.

Qualifications of key personnel. I have more than 28 years of experience managing a broad range of urban public realm planning and design projects. As your project manager, I will be accessible and accountable to you and will ensure that the Village receives the resources necessary to conduct an effective and well-coordinated plan of action for each proposed project. I will be supported by a dedicated team of skilled professionals who have successfully worked together on similar landscape architecture projects. I am confident in our staff's ability to exceed the Village's objectives and recognize the necessity of close coordination among all project team members.

Matthew Wisniewski, PLA will serve as your Lead Landscape Architect. He has more than 13 years of experience in landscape architecture. His diverse portfolio ranges from hospitality, mixed-use, and single-family developments to post-industrial landscapes, urban waterfront parks, and planning for cultural institutions. Additionally, Matthew has worked on several oceanfront projects in Florida such as The Confidante Hotel in Miami Beach, as well as multiple projects in the Faena District, including Faena Hotel Miami Beach, Faena House, Claridge Hotel, and Versailles Condominiums.

The Kimley-Horn team has the unique combination of local knowledge, experience, and a solid depth of resources and insight necessary to partner with the Village to successfully implement the community's vision for this contract. This team has extensive experience in sophisticated urban design projects, understand the balance between aesthetics, design criteria, and business impacts.

Past involvement with similar services. From the high-end, retail-oriented Worth Avenue Restoration Project in Palm Beach, to the award-winning Lincoln Road Extension project in Miami Beach, the Miami World Center Project in Miami and the Palmetto Park Road Improvements/Downtown Boca Raton Pedestrian Promenade in downtown Boca Raton, Kimley-Horn combines national design experience with local sensibilities and project management.

- **Authors of Bicycle, Pedestrian Oriented and Complete Streets Guidelines.** We understand that Bal Harbour Village is a heavily pedestrian oriented community and that you would like to have strong bicycle connectivity throughout the Village. Kimley-Horn was the primary author of a proposed recommended practice for designing thoroughfares in traditional, walkable, mixed-use urban areas. The ITE Recommended Practice, Designing Walkable Urban Thoroughfares: A Context-Sensitive Approach (CSS Manual) was developed as a national resource to provide design guidance for balanced multimodal streets in dense urban areas with pedestrian, bicycle, and/or transit orientation. Kimley-Horn also prepared the Broward Complete Streets Guidelines for a partnership, including the Broward Regional Health Planning Council (BRHPC) and the Broward Metropolitan Planning Organization (MPO). Kimley-Horn's staff developed guidelines that are customized for local Broward jurisdictions and reflect local conditions, Florida State Statutes, and Florida design criteria. In addition, our staff has developed bicycle master plans and intermodal transportation plans for several municipalities throughout South Florida including the Cities of Doral, Miami, South Miami, and the Village of Miami Shores.
- **In-house Expertise in Park Design.** We have extensive experience in designing iconic streetscapes, parks and civic spaces for communities in Florida and throughout the United States. Recent projects include the Siesta Beach Park in Sarasota, the Miami River Greenway along the Miami River, the Bradenton Riverwalk in Bradenton, and Regatta Park in Miami. Our team of professionals is experienced in working together on park projects from the development of the initial concept through final acceptance after construction.



PALMETTO PARK ROAD, BOCA RATON, FL

Our team is eager to begin working with the Village, Village staff, and the community on the design and implementation of various urban public realm improvement projects that will communicate to residents and visitors alike that they have arrived at a very special place. As project manager, my role is not only to ensure that we produce high-quality, creative designs, but also to properly manage the project by acting as the facilitator for keeping the projects on schedule and within budget. I will be your first point of contact and I am committed to exceeding your expectations and ensuring the success of your projects.

Thank you in advance for your consideration of Kimley-Horn, and we look forward to the opportunity to discuss our ideas with you in more detail.

Sincerely,

KIMLEY-HORN

George Puig, PLA
Project Manager

Aaron Buchler, P.E.
Principal-in-Charge

4. MINIMUM QUALIFICATIONS (4.7.4)

Exemplary Record of Performance

Kimley-Horn and Associates, Inc. has a distinguished history of successfully completing projects. Our success is due to a combination of effective project management, strong technical expertise, and a steadfast quality control program. We offer you an impeccable record of quality, creativity, and the drive required to excel in our assignments, as well as the aptitude to maintain effective communication and responsiveness with all parties involved. We take pride in our staff's willingness to fulfill the high expectations our firm requires and our clients expect.

We are recognized for the outstanding work of our consulting staff, the quality of our work environment, and our stature as a business enterprise. **In 2018, FORTUNE named Kimley-Horn one of its "100 Best Companies to Work For" for the 11th time. This year, we ranked #10.** We were also named Southeast Design Firm of the Year by Engineering News Record in 2015. Much of our growth extends from the confidence and trust that clients have in us.

We will take on any assignment with the attention it deserves—resulting in improved community amenities and infrastructure for the residents and visitors of Bal Harbour Village.

Our in-house specializations include, but are not limited to:

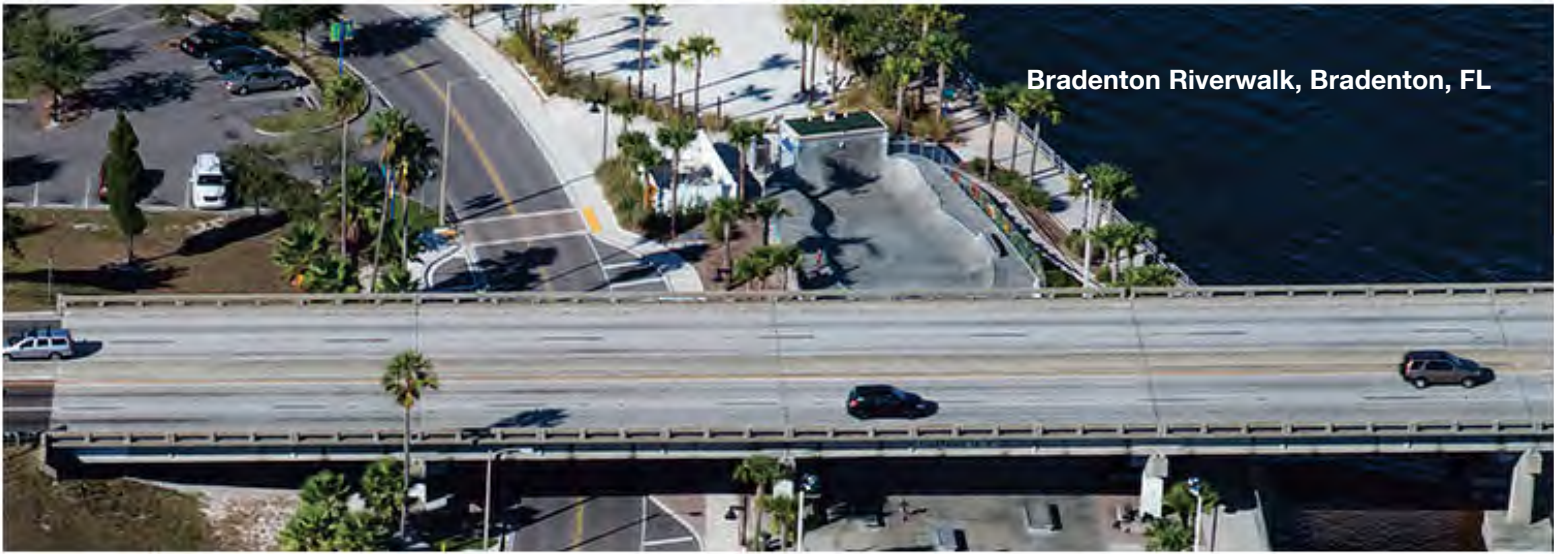
- Landscape architectural design
- Streetscape design
- Landscape design within FDOT ROW
- Irrigation design
- Parks and recreational facility design
- Parking planning and design
- Public involvement programs
- Bicycle/pedestrian studies/design
- Plan review for municipal support
- Permitting (including local jurisdictions, water management districts, USACOE, FDOT, FDEP)
- Construction phase services
- Transportation planning and traffic engineering
- Roadway and bridge design
- Paving and drainage
- Signal system study/design
- Safety studies
- Data collection, evaluation, and analysis
- Site civil engineering
- Environmental services/permitting
- Pavement management/maintenance studies
- Access and circulation studies
- Traffic impact analysis
- Local Presence
- Electrical engineering
- Structural engineering
- Computer-aided design and drafting
- Graphic design
- Full service project accounting

Kimley-Horn has had a presence in South Florida for decades. We are confident that our local presence and sensitivity to the community's concerns will benefit Bal Harbour Village by providing you with unmatched accountability, responsiveness, and value.

We recognize that these types of contracts require quick action, flexibility, experience, creativity, and innovation—and our company culture aligns very well with this approach. As a full-service consulting firm, we have the resources that you will need over the life of this contract

Financial Capacity Equipment and Organization

Kimley-Horn and Associates, Inc. is a full-service engineering and consulting firm with approximately 3,100 employees and 81 offices in twenty states and Puerto Rico. The Company had 2017 revenues of \$806 million. Kimley-Horn has been in business since 1967. We are financially strong, and we are committed to our continued financial health. As of December 31, 2017, the Company had total assets of \$379 million and stockholder's equity of approximately \$112 million. In addition to the financial resources noted, Kimley-Horn also has an untapped \$10 million operating line of credit available for short-term cash flow needs. The Company's cash flow continues to be very strong. We maintain a disciplined focus on business fundamentals, operate the firm conservatively, and our internal controls and business standards are designed to keep our foundation strong.



Bradenton Riverwalk, Bradenton, FL

Professional Qualifications

1. CONSULTANT'S EXPERIENCE

Kimley-Horn and Associates, Inc. was founded in 1967 in Raleigh, North Carolina by Bob Kimley and Bill Horn — two senior engineering professors at North Carolina State University. The firm established its first Florida office in West Palm Beach the following year and celebrated its 51st year in May of 2018. Kimley-Horn has had an established local office in Miami-Dade County since 1995. The expertise of the firm was initially focused on traffic planning and public transportation projects. In the ensuing 51 years, the firm has expanded both geographically and in the variety of planning, engineering, and environmental services that it provides. *Kimley-Horn has provided landscape architecture services in Florida since 1990.*

Today, Kimley-Horn is a full-service, multidisciplinary consulting firm with over 3,100 employees in more than 81 offices around the county offering a full range of consulting services to local, regional, national, and international clients. In Florida alone, there are more than 650 employees in 14 offices. We remain one of the few employee-owned consulting firms in the nation.

Kimley-Horn meets and exceeds the minimum qualifications as outlined in section 1.2.2 Minimum Qualifications on page 5 of the RFQ. Kimley-Horn has been a licensed, registered, and practicing landscape architecture and engineering firm in the State of Florida since 1968. This carefully curated team of professionals exceeds 100+ years of combined proven professional experience providing landscape architectural and engineering design services. **Matthew Wisniewski, PLA**, the Lead Design Landscape Architect, holds more than 13 years of professional experience. Your project manager, **George Puig, PLA**, holds more than 28 years of experience of managing similar design and construction projects. Please find more detailed information regarding our qualifications in the following pages.

Date of Incorporation: February 10, 1967
(Incorporated in the state of NC)

Number of Years in Business: 51

Federal Identification Number (FEIN): 56-0885615

Corporate Charter Number: 126896

Professional License Number: 00000696

Florida Corporate Charter Number: 821359

Firmwide Employees: 3,398

Florida Employees 688
185

State of Florida Department of State

I certify from the records of this office that KIMLEY-HORN AND ASSOCIATES, INC. is a North Carolina corporation authorized to transact business in the State of Florida, qualified on April 24, 1968.

The document number of this corporation is 821359.

I further certify that said corporation has paid all fees due this office through December 31, 2018, that its most recent annual report/uniform business report was filed on March 15, 2018, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-fourth day of April,
2018*



Ken Detjmer
Secretary of State

Tracking Number: CU7486580346

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

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

Proof of Licensure

State of Florida
Board of Professional Engineers
 Attests that
Kimley-Horn & Associates, Inc.





Is authorized under the provisions of Section 471.05, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.

Expiration: 2/28/2019
 Audit No: 228201901966 R

CA Lic. No:
696

RICK SCOTT, GOVERNOR JONATHAN ZACHEM, SECRETARY





STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL GEOLOGISTS


THE GEOLOGY BUSINESS HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 492, FLORIDA STATUTES

KIMLEY-HORN AND ASSOCIATES INC
 421 FAYETTEVILLE STREET
 SUITE 600
 RALEIGH, NC 27601

LICENSE NUMBER: G0175
 EXPIRATION DATE: JULY 31, 2020
 Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.
 This is your license. It is unlawful for anyone other than the licensee to use this document.




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.: **ED696**
 Expiration Date: February 28, 2019

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

KIMLEY-HORN AND ASSOCIATES, INC.
 3001 WESTON PKWY
 CARY, NC 27513-2301



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.



RICK SCOTT, GOVERNOR JONATHAN ZACHEM, SECRETARY

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF LANDSCAPE ARCHITECTURE

LICENSE NUMBER: **LCC000219**

The LANDSCAPE ARCHITECT BUSINESS Named below HAS REGISTERED Under the provisions of Chapter 481 FS. Expiration date: NOV 30, 2019

KIMLEY-HORN AND ASSOCIATES INC.
 421 FAYETTEVILLE STREET
 SUITE 600
 RALEIGH, NC 27601

ISSUED: 11/06/2017 DISPLAY AS REQUIRED BY LAW SEQ # L1711060001566

Municipalities Currently Being Served by Kimley-Horn

The following table depicts a sampling of municipalities currently being served by Kimley-Horn.

Municipality Served	Description of Services
City of Aventura	On-call traffic engineering services, on-call transportation planning services
Bay Harbor Islands	On-call civil engineering services
Boynton Beach CRA	On-call landscape architecture services, on-call civil engineering services, on-call traffic engineering services, on-call marine engineering services
Broward County MPO	On-call planning services
City of Clearwater	On-call parking consultant services
City of Coconut Creek	On-call landscape architecture and urban design services
City of Coral Springs	On-call civil engineering services, on-call environmental engineering services, on-call transportation and traffic engineering services, on-call landscape architecture services
Town of Cutler Bay	On-call civil engineering services, on-call landscape architecture services, on-call transportation planning and engineering services
Town of Davie	On-call civil engineering services, on-call landscape architecture services
City of Doral	On-call civil engineering services
City of Fort Lauderdale	On-call traffic engineering services, on-call civil engineering services
City of Hollywood CRA	On-call planning and landscape architecture services, on-call traffic engineering services, on-call civil engineering services
City of Lauderdale Lakes	On-call civil engineering services, on-call general planning services, on-call stormwater and drainage services, on-call roadway and traffic engineering services, on-call landscape architecture services
Martin County MPO	On-call transportation planning services
City of Miami	On-call landscape architecture, on-call civil engineering, on-call environmental, and on-call transportation program support services
City of Miami Beach	On-call landscape architecture, on-call civil engineering, on-call environmental, and on-call ITS and parking management services
City of Miami Gardens	On-call civil engineering services
Town of Miami Lakes	On-call civil engineering services
Miami-Dade TPO	On-call general planning consultant services
City of Miramar	On-call civil engineering services
City of North Bay Village	On-call civil engineering services
City of North Miami	On-call traffic engineering services
City of North Miami Beach	On-call civil engineering services
City of Oakland Park	On-call civil engineering services
City of Pompano Beach	On-call traffic engineering services
City of West Palm Beach	On-call transportation engineering services, on-call planning services

1111 LINCOLN ROAD AND LINCOLN ROAD CLOSURE MIAMI BEACH, FL

Kimley-Horn provided landscape architecture and civil engineering services for these projects.

The 1111 Lincoln Road and Lincoln Road Closure projects were a joint-venture between the City of Miami Beach and UIA Management, LLC.

1111 Lincoln Road is a mixed-use project composed of retail space, parking, residential units, and an open-air restaurant on the roof. This project was accomplished through renovation and improvements to the former SunTrust building as well as the addition of a new 2-story, mixed-use building and a new mixed-use structure for parking, retail, and a private residence. Kimley-Horn provided civil and traffic engineering services, including due diligence, contract documents, permitting, and construction phase assistance. The firm also provided parking functional design review services and provided comments to the design team.



Awards:

- 2012 Award of Excellence in Landscape Architecture, Miami Chapter American Institute of Architects
- 2011 Award of Excellence, Florida Chapter American Society of Landscape Architects
- 2011 City of Miami Beach Beautification Award



The Lincoln Road Closure project closed the 1000-1100 Block of Lincoln Road to vehicular traffic to allow for the extension of the Lincoln Road Pedestrian Mall. The mall was extended west, from Lenox Avenue to Alton Road, to include a new pedestrian plaza. The design also included four water gardens, and streetscape and infrastructure improvements. Kimley-Horn provided due diligence, landscape architecture, civil engineering, permitting, traffic signal modifications, and lighting and electrical design services for this project.

Similarities to the Bal Harbour Landscape Architecture and Engineering services contract include streetscape of retail area, art in public places, and civil and traffic engineering.

WORTH AVENUE RESTORATION PROJECT PALM BEACH, FL

Kimley-Horn provided roadway engineering, civil engineering and landscape architecture services for this project.

Recognized along with Rodeo Drive and Fifth Avenue, Palm Beach's Worth Avenue is an internationally known shopping destination for the rich and famous. Bringing new life to this retail mecca is just one of the many projects Kimley-Horn has successfully completed while partnering with the Town of Palm Beach.

Renovating this noted locale included the construction of a clock tower, living wall, fountains, piazza, new roadway section, replacement and modification of various underground utilities, conversion of overhead FPL/AT&T/Comcast facilities to underground facilities, replacement of sidewalks with decorative tabby concrete, and the introduction of many landscaping and architectural elements throughout the corridor. Kimley-Horn served as the civil and traffic engineer for this exciting project brought to life by a group of property owners along Worth Avenue who wanted to revitalize the area and bring it back to its former glory.





While the “facelift” components of the project are obvious, numerous infrastructure elements required creativity from Kimley-Horn’s engineers to solve. To accommodate the Town’s request to widen the avenue’s sidewalks while still allowing on-street parking, the travel lanes were narrowed. This created wider sidewalks while slowing down traffic for pedestrian safety. Numerous mid-block cross walks were added along with pedestrian nodes that not only create gathering areas and pockets of interesting landscaping and hardscaping, but also greatly increased pedestrian visibility to passing motorists.

To comply with the Town’s limited time of year for construction, the project was completed within a very tight, eight-month time frame. Therefore, it was imperative that existing conditions, both above and below ground, were thoroughly researched and documented. There would be no room in the schedule for surprises in the form of unknown utilities or structures, which can be a significant challenge for a roadway that was originally constructed in the late 1800s. Kimley-Horn extensively researched public records, historical photographs, and record drawings as well as dug numerous test holes to develop an accurate base map of the existing conditions. This effort proved to be invaluable by providing the contractor accurate plans and allowing construction to stay on schedule without delays.

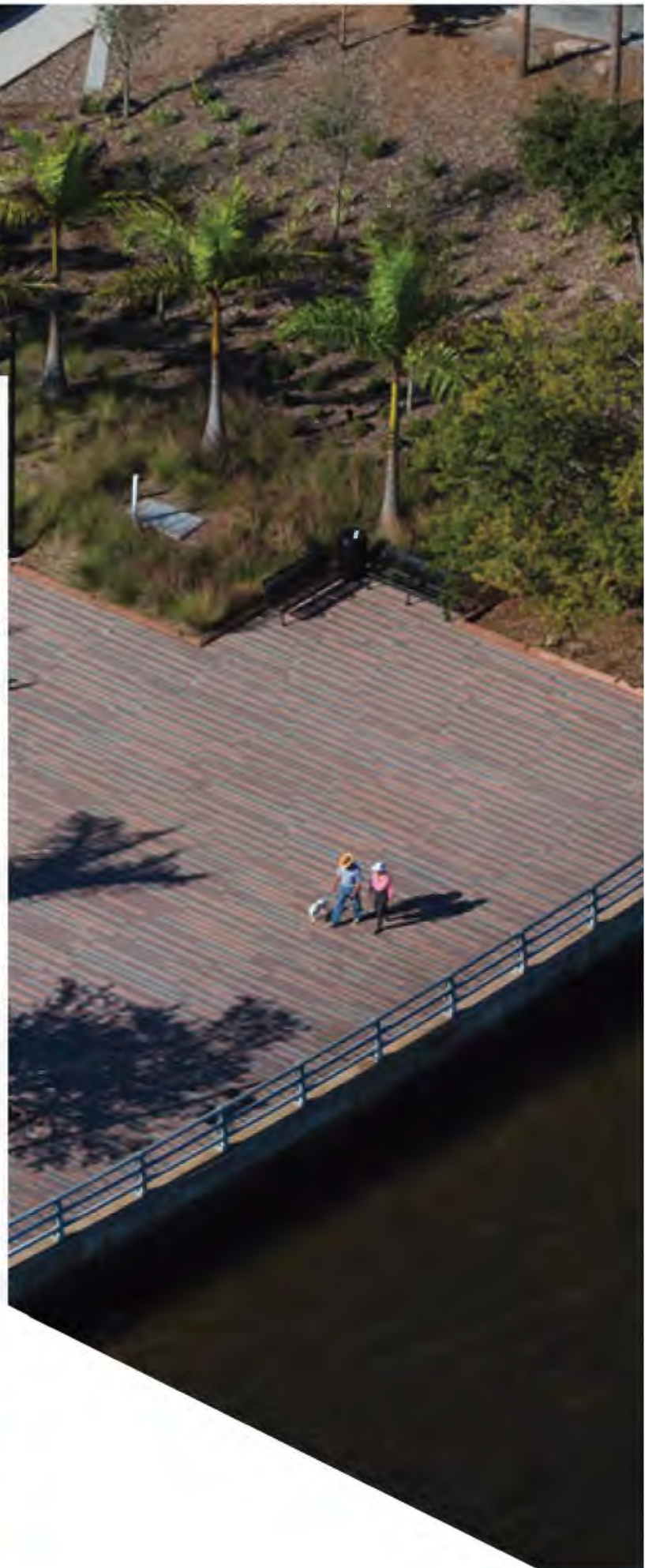
One of the most significant challenges on the project was the grading. None of the existing sidewalks conformed to the current ADA accessibility code. This created the need to change the roadway section to allow accessible routes on both sides of the road while taking into account the widely varying finished floor elevations and doorway locations. The road grades also needed to remain generally the same in order to maintain the existing drainage trunkline, which offered a significant construction cost savings, and to minimize impacts to the area’s floodplain storage. With creative grading and a new W-shaped roadway section, these objectives were achieved and the pedestrian areas are now ADA compliant.

The design was completed in January 2010, construction began in April 2010 and was completed in November 2010 on time and under budget.

Similarities to the Bal Harbour Landscape Architecture and Engineering services contract include streetscape improvements within an existing retail area, art in public places component, compressed time schedule, extensive public involvement, ADA compliance, subtropic vegetation, and high-end retail.

BRADENTON RIVERWALK BRADENTON, FL

This celebrated 1.25-mile linear park creates a multimodal link between the Historic Downtown Center and the Health and Wellness District anchored by Manatee Memorial Hospital. Project services included master planning, civil and landscape architecture construction documents, grants/funding analysis, design development, stakeholder coordination, permitting, and construction phase services.





The project also included the facilitation of an extensive public involvement program to identify key goals and objectives for implementation in the renovated Riverwalk, as well as features that would attract users to the waterfront (public art, Florida history garden, skate park, amphitheater, active/passive recreation, playgrounds, and interpretive/historical signage). Key components of the Riverwalk include:

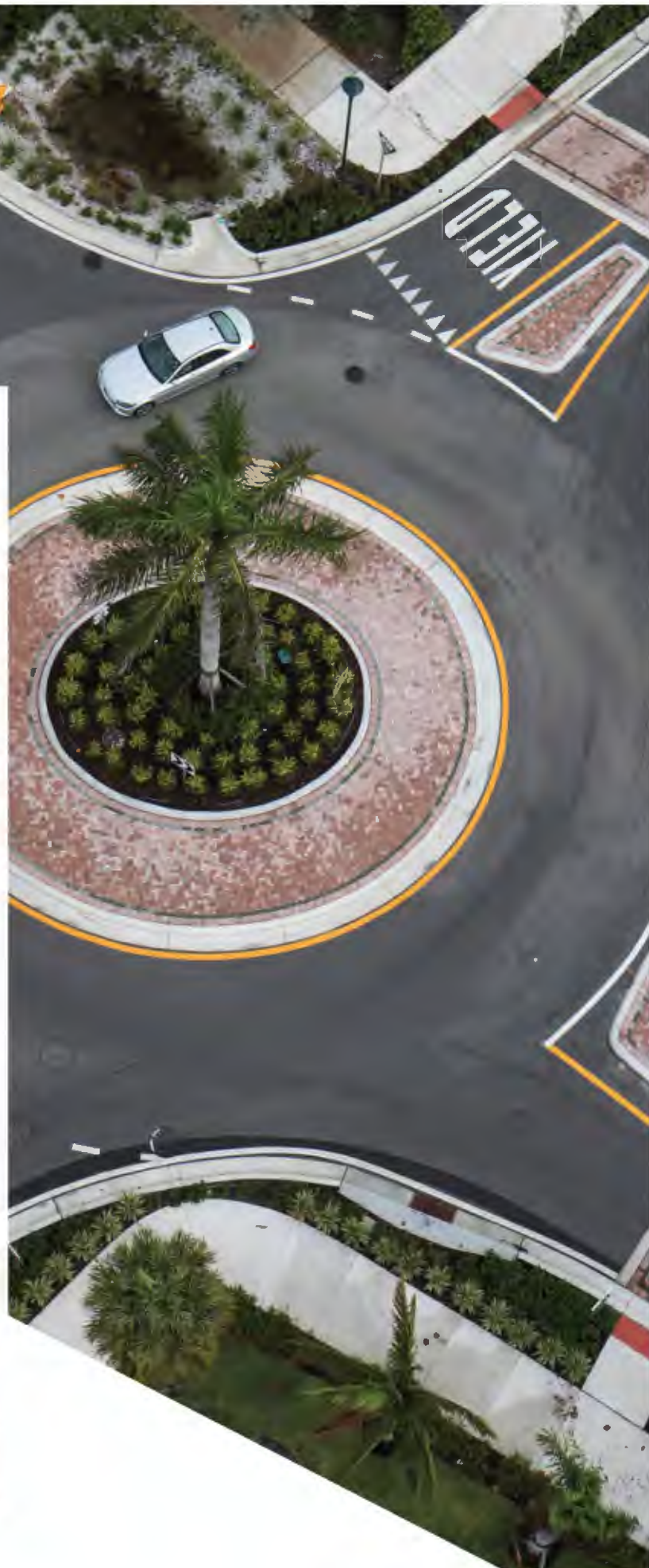
- Skate park under the Desoto Bridge within FDOT right-of-way
- Removal of a 0.25-mile long segment of road and converting the area back into parkland, resulting in approximately one acre of additional space
- Daydock including 20 boat slips
- Fishing pier
- Playground area featuring accessible equipment for 2-5 year olds and 5-12 year olds
- Interactive fountain
- Renovated bandshell
- Tidal discovery marsh
- Great lawn



Bradenton Riverwalk, Bradenton, FL

CENTRAL AVENUE IMPROVEMENTS NAPLES, FL

Kimley-Horn provided streetscape, intersection design, lighting design, and multimodal improvements for Central Avenue between 8th Street and Riverside Circle for 0.5 mile. Detailed traffic modeling was utilized to fully assess laneage requirements and the resulting level of service from possible lane modifications. The goal was to provide a safe, balanced approach for all modes of travel through the corridor, including motor vehicles, bicycles, and pedestrians. Roadway improvements included milling and resurfacing, drainage upgrades to reduce flooding, utility upgrades to increase water main size and add reclaimed water service, landscaping improvements, and signalization upgrades. Kimley-Horn helped direct a public involvement program with local stakeholders and agency staff to obtain consensus from the community for the approved design concept. Permit coordination was required with FDOT and Collier County for pavement, drainage, and signalization enhancements.



THE RIVERWALK AT KENNEDY BOULEVARD PLAZA TAMPA, FL

The Riverwalk at Kennedy Boulevard Plaza is the final link between the southern and northern leg of the Tampa Riverwalk, connecting almost 2.5 miles of continuous waterfront amenity. At over a third of a mile, the Kennedy Boulevard Plaza, also known as segments 13, 14, and 15 is the longest over-water segment and the crown jewel of the Riverwalk. This segment connected MacDill Park to Curtis Hixon Waterfront Park under the Historic Kennedy Boulevard Bridge, a major corridor to the urban core of downtown Tampa. The structure also serves as a pathway to two of Tampa's downtown gems, the new Tampa Museum of Art and the new Glazer Children's Museum.



Awards:

- 2017 AIA Tampa Bay H. Dean Rowe
- FAIA Award for Design Excellence
- 2015 Planning and Design Award of Excellence from Plan Hillsborough
- 2015 Public Sector Urban Excellence Award from Tampa Downtown Partnership

Kimley-Horn, as a subconsultant to another firm, provided urban design and landscape architecture services for this exciting project. Kimley-Horn approached the design of this segment as a celebration of Kennedy Boulevard Plaza in the form of a “Gateway” to the urban core. Our design focused on Tampa’s tropical waterfront and heritage and incorporated cabana-like shading elements and trellis features to offer relief and playful interaction with the Florida sunshine. The form-giving components of the shade features evolved from the curvature edge of the deck platform, creating “hoop” geometry for structural integrity to withstand the regional wind loading in an elegant and simplistic shape. Creative lighting design and complimenting furniture add to the pedestrian experience to give patrons an engaging and unique perspective of Tampa’s waterfront.



The Riverwalk at Kennedy Boulevard Plaza, Tampa, FL

2. PRINCIPAL-IN-CHARGE'S EXPERIENCE



Aaron Buchler, P.E.

Aaron Buchler has 23 years of experience in land development, utility systems, and drainage design. He has extensive experience with entitlements, community development districts, the regulatory agencies and permitting processes in South Florida, including South Florida Water Management District and DERM permits.

For the Midtown Miami project, Aaron has served as principal-in-charge for civil construction documents including roadway, utilities, signals, soils management, and streetscape. He also coordinates entitlements and serves as the Midtown Miami Community Development District Engineer; reviews and coordinates a bond budget in excess of \$100 million while serving four clients simultaneously on this major redevelopment project. He is also serving as principal-in-charge for the Midtown Miami Streetcar project. This segment of the streetcar will be designed and constructed within the Midtown Miami project streetscape and will contain three stations. Aaron has served as principal-in-charge for approximately 20 urban mixed-use projects within Miami. Each project was located on approximately two acres of land. The design included detailed grading due to space constraints, drainage well design, and off-site improvements including roadway redesign, water and sewer extensions, and entitlements.

Aaron has served as Principal-in-Charge for the Miami World Center, Brickell City Center, and Midtown Miami Brownfield Redevelopment projects, among many others in South Florida.



3. LEAD DESIGN LANDSCAPE ARCHITECT'S EXPERIENCE

Matthew Wisniewski, PLA

Matthew will be serving the Village as the Lead Design Architect. He has more than 13 years of experience in landscape architecture. His diverse portfolio ranges from hospitality, mixed-use, and single-family developments to post-industrial landscapes, urban waterfront parks, and planning for cultural institutions. He has extensive technical experience in grading, drainage, soils, material depths, and stormwater management. Additionally, Matthew has worked on several oceanfront projects in Florida such as The Confidante Hotel in Miami Beach, as well as multiple projects in the Faena District, including Faena Hotel Miami Beach, Faena House, Claridge Hotel, and Versailles Condominiums.



Miami World Center,
Miami, FL

Previously Completed Projects by Matthew Wisniewski, PLA, Lead Design Landscape Architect

Matthew has completed the following five projects that similar in nature to the services needed under Bal Harbour Village's RFQ No. 2018-03.

Bal Harbour Shops

Bal Harbour, FL

Matthew served in an advisory role as studio director to support the acting project manager on an as needed basis. Landscape improvements related to harmonizing pedestrian corridors with parking lot improvements, and integration of Village standards into the entry experience from 96th street, Collins Avenue, and Bal Cross Drive were project considerations. Landscape concepts for improving the aesthetics of the existing parking garage were also explored by the design team relative to site circulation and reinforcing the identity of the Shops.

Faena District Miami Beach

Miami Beach, FL

Matthew was responsible for design coordination with consultants, preparation of technical documents, and providing holistic, landscape architectural construction administration services required for project construction. Stretching five blocks along Collins Avenue, this ambitious project's area was comprised of all the private and public scope within the newly established overlay district. This included the renovation and improvements associated with several existing, historic Miami Beach hotels, namely the Saxony Hotel, the Versailles Hotel, the Atlantic Hotel, and the Claridge Hotel. In addition, three new buildings were constructed. These include the Faena Art Center, Faena House, and Faena Park. Public space scope encompassed a multi-block stretch of beach walk and district ROW corridors with custom pavement design. A majority of the private oceanfront gardens were built over underground parking garages, requiring specialized, highly technical design provisions. Matthew collaborated with Kimley-Horn's team in the related scope of services to insure the design vision was implemented from a multi-disciplinary perspective.

Ford Foundation

Miami, FL

The renovation of the Ford Foundation, a Historic Landmarked building in New York City, included the renewal of the interior atrium designed by the famed modernist landscape architect, Dan Kiley. The physical and environmental conditions of the space represented significant challenges for the design team. Low interior lighting conditions, temperature & humidity constraints, extreme slopes, and limited access are part of the pre-existing factors that shaped the design strategy. To honor Dan Kiley's original vision, the design team developed a comprehensive strategy that involves the following aspects: early procurement, root shaping, acclimation under shade, and specialty boxing system for transport. Matthew was involved in the project acquisition process and creation of project team through all design phases into the late stages of construction administration.



Miami World Center

Miami, FL

Spanning more than 20 acres, the Miami World Center includes approximately 13 million square feet of retail, residential, office, and institutional uses. As proposed, the Center will create a vibrant, walkable pedestrian environment with a unique sense of place: a modern design statement driven by Miami's unique physical context, culture, and architectural heritage.

Kimley-Horn partnered with a private developer, the City of Miami and other stakeholders in preparing the civil engineering and landscape architectural documentation for the City's largest proposed downtown project from concept through construction documents for both the on-site improvements and the surrounding street right of ways adjacent to the project.

As part of the project's design process, Kimley-Horn worked with multiple stakeholders to develop and evaluate various streetscape options for the surrounding streets, avenues and pedestrian promenades within the multi-block project limits.

Jade Signature

Sunny Isles Beach, FL

Matthew served as the project manager, studio director and construction administrator for the landscape architectural elements for this 2.2-acre oceanfront development. His responsibilities included oversight of construction document preparation and technical aspects such as grading, drainage, stormwater management, design detailing, soil profiles, material depths, and installation weight restrictions. Project involved extensive coordination between contractor, government agencies and the developer. The high-rise condominium opened in Spring 2018.



4. PROJECT MANAGER'S EXPERIENCE

George Puig, PLA

With more than 28 years of professional practice in South Florida, George Puig is a registered landscape architect with experience on a number of projects throughout the United States, Latin America, and abroad, within both the private and public sectors. George's project knowledge has been built by his critical involvement in master planning, urban design/streetscape, site development, and conceptual and final design for resorts, hotels, single-family, multi-family, mixed-use, and entertainment/recreational facility projects. His responsibilities include management of designers and planners, marketing, recruiting, team leadership and project management, and ensuring that our clients receive the best possible service.

Previously Completed Projects by George Puig, PLA, Project Manager

George has completed the following five projects that are similar in nature to the services needed under Bal Harbour Village's RFQ No. 2018-03.

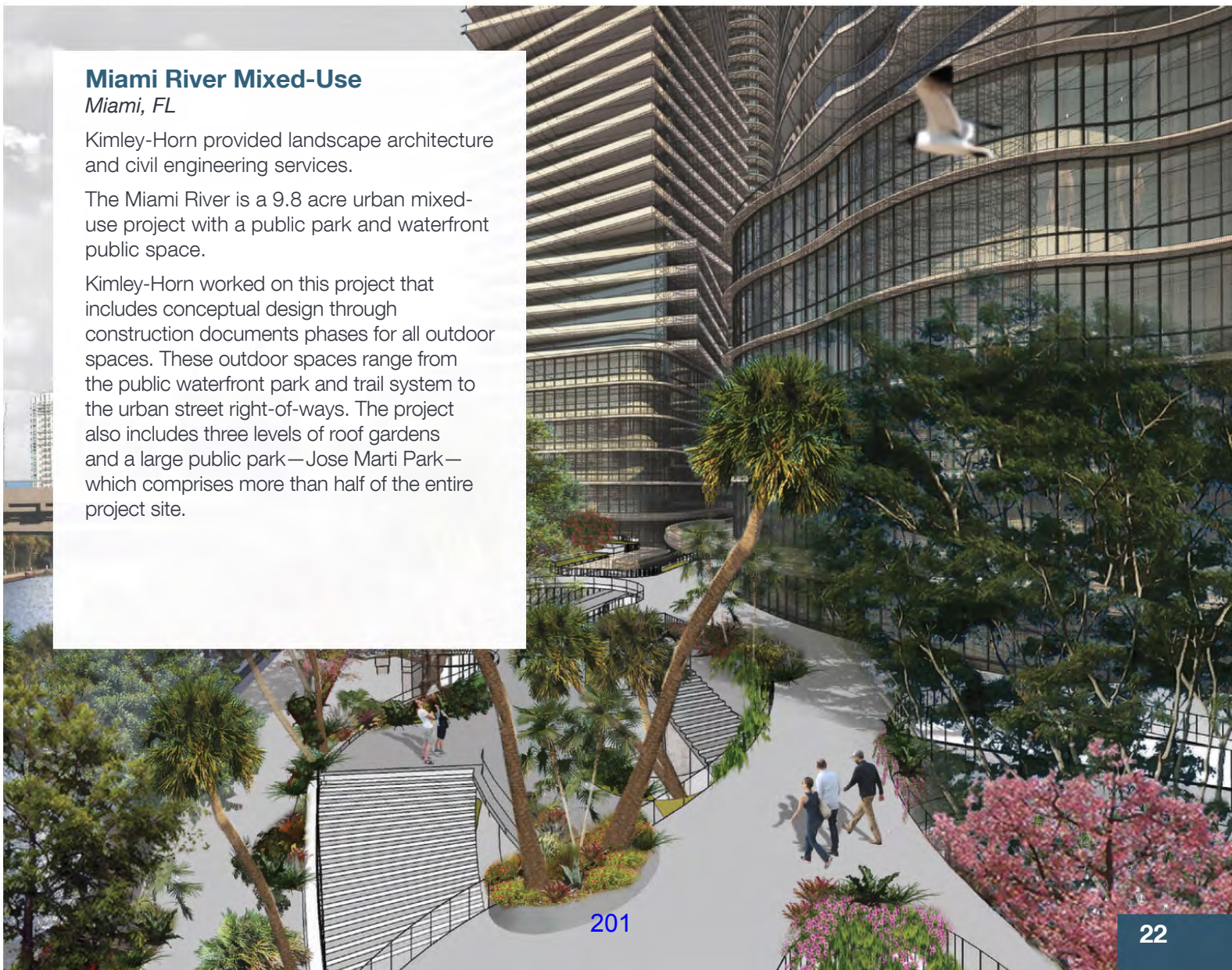
Miami River Mixed-Use

Miami, FL

Kimley-Horn provided landscape architecture and civil engineering services.

The Miami River is a 9.8 acre urban mixed-use project with a public park and waterfront public space.

Kimley-Horn worked on this project that includes conceptual design through construction documents phases for all outdoor spaces. These outdoor spaces range from the public waterfront park and trail system to the urban street right-of-ways. The project also includes three levels of roof gardens and a large public park—Jose Marti Park—which comprises more than half of the entire project site.





In bold defiance of traditional podium/ tower design, Miami River proposes an intersecting web of pedestrian bridges and vertical circulation patterns. Planters with Florida native or relevant vegetation focus zones of circulation and provide shade and intrigue throughout the structure. At the terminus of each bridge, the lush textured vegetation spills out onto each respective terrace and unifies the entire collective podium. In continuation of the balconies below, several oculi are carved out of the structure. On the ground plane, intricate paving patterns unite the 4-block urban district while planting, seating, and water features create places for congregation, action, and contemplation.



The proposed enhancements for the Jose Marti Park will improve upon the existing public amenities while adding additional public benefit. The Park will be a unifying connection between the diverse adjacent existing neighborhoods and the future residents. The design will integrate a new riverwalk that will create a seamless connection to adjacent future river-walk experiences. Additional habitat will be created using vegetation that is mostly native to south Florida. The landscape will be comprised of plants with long life spans, low maintenance requirements, and low precipitation requirements. It will ultimately become a garden of sustainable legacy for future generations to enjoy.

Similarities to the Bal Harbour Landscape Architecture and Engineering services contract include public spaces and public amenities.

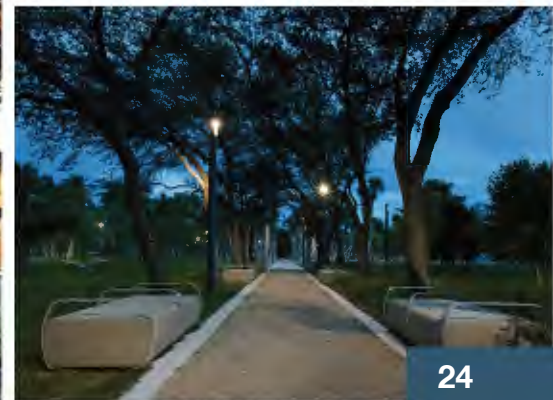
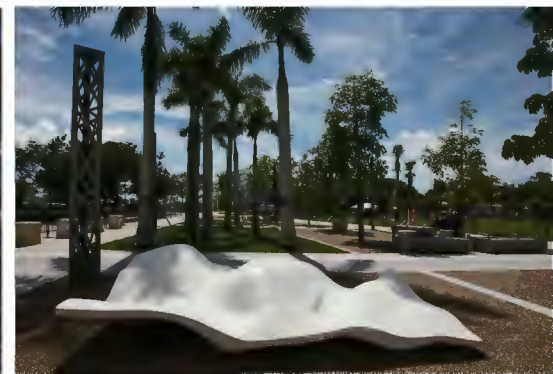


Regatta Park

Miami, FL

The Kimley-Horn team provided landscape architecture services for Regatta Park in the City of Miami, a new 15-acre waterfront passive park that will transform the underutilized waterfront into a more cohesive and vibrant public space that will help connect the general public to the waterfront. The main features of the park include the Expo Lawn, Regatta Lawn, Tropical Gardens, Promenade, Multi-use Path Connector, Tree Alee, and Children's Play Area. Kimley-Horn was tasked with the landscape architectural and civil engineering design of the park from concept through construction administration.

Similarities to the Bal Harbour Landscape Architecture and Engineering services architecture services, waterfront locale, and public space improvements. contract include general landscape



Miami World Center

Miami, FL

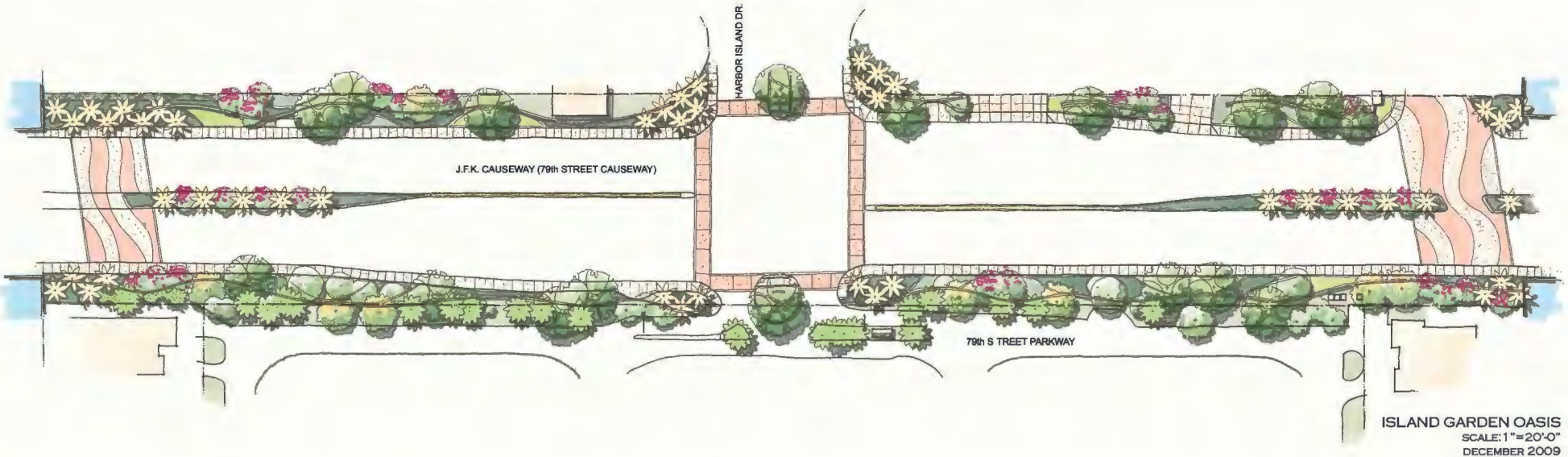
Spanning more than 20 acres, the Miami World Center includes approximately 13 million square feet of retail, residential, office, and institutional uses. As proposed, the Center will create a vibrant, walkable pedestrian environment with a unique sense of place: a modern design statement driven by Miami's unique physical context, culture, and architectural heritage.

Kimley-Horn partnered with a private developer, the City of Miami and other stakeholders in preparing the civil engineering and landscape architectural documentation for the City's largest proposed downtown project from concept through construction documents for both the on-site improvements and the surrounding street right of ways adjacent to the project.

As part of the project's design process, Kimley-Horn worked with multiple stakeholders to develop and evaluate various streetscape options for the surrounding streets, avenues and pedestrian promenades within the multi-block project limits.



NORTH BAY VILLAGE - J.F.K. CAUSEWAY STREETScape REDEVELOPMENT

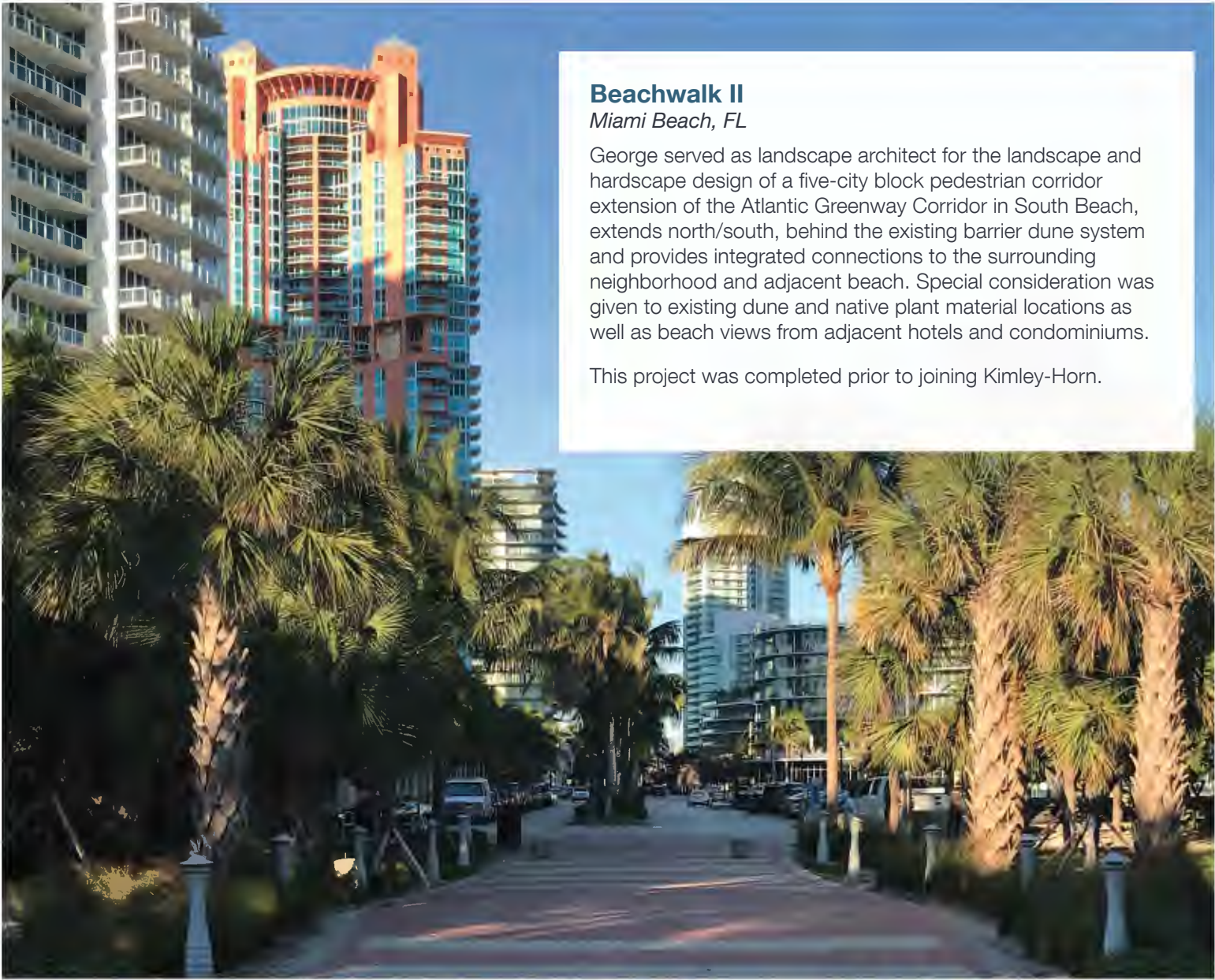


JFK Causeway Beautification
North Bay Village, FL

George served as the project manager for a City of North Bay Village roadway beautification project along JFK Causeway (SR 934). This project involved close coordination with City staff, residents and FDOT during the concept through construction administration phases of the project and involved several public meetings and presentations. The plant and hardscape materials selected for the project will help establish a distinct sense of place and identity for visitors and residents traveling through this corridor, as well as set the tone for the aesthetics of future public space projects throughout the City. George also worked with the City and FDOT on the establishment of a maintenance agreement for the beautification improvements of the project.

This project was completed prior to joining Kimley-Horn.



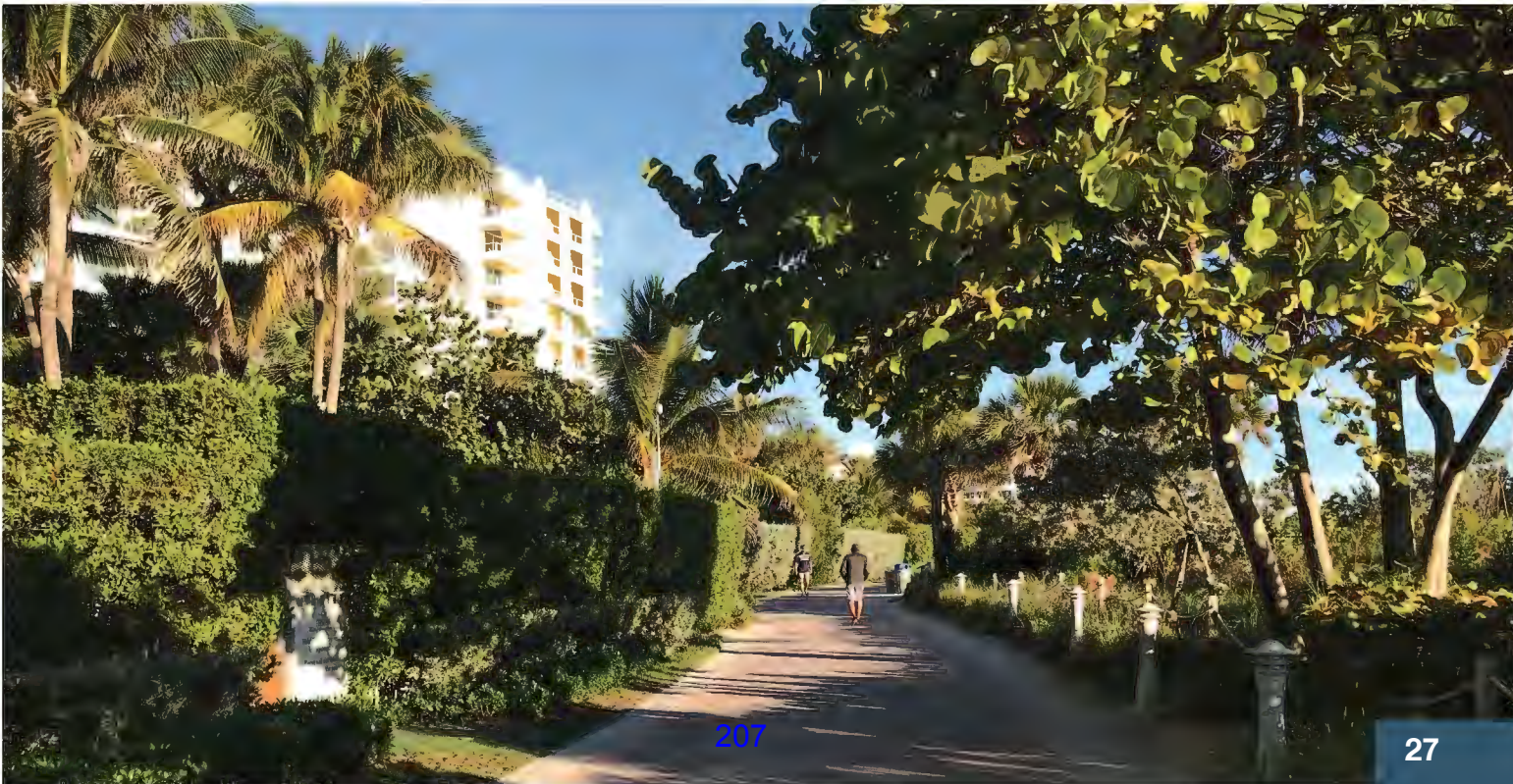


Beachwalk II

Miami Beach, FL

George served as landscape architect for the landscape and hardscape design of a five-city block pedestrian corridor extension of the Atlantic Greenway Corridor in South Beach, extends north/south, behind the existing barrier dune system and provides integrated connections to the surrounding neighborhood and adjacent beach. Special consideration was given to existing dune and native plant material locations as well as beach views from adjacent hotels and condominiums.

This project was completed prior to joining Kimley-Horn.



5. SUBCONSULTANT EXPERIENCE

Kimley-Horn maintains a focus on selecting subconsultants who share common values. These common values include accountability, leadership, teamwork, open-mindedness, flexibility, creativity, innovation, honesty, and fairness. These common values have formed the basis of strong partnerships over the past 51 years. Kimley-Horn emphasizes the value of building structured working relationships to obtain the greatest combination of skills and professionalism to offer dependable, quality service to our clients. For this contract, we have identified several local subconsultants with whom we have a close affiliation and successful performance history to provide additional support in the areas outside of our service lines.



O'Brien Lighting, Inc. – Lighting Design

O'Brien Lighting, Inc. is a creative and visionary, full service illumination design studio, specializing in commercial and residential architectural lighting. They believe in the power of light to transform the built environment as, in the classical narrative, the creation of light transformed the universe.

Their staff consists of top performers with exceptional skills in design and design production with principle designers having over 78 combined years of experience in international project work. O'Brien Lighting maintains a highly efficient, productive and professional environment collaborating with top developers, architects and interior designers. They pride themselves on meticulous involvement during all phases of our projects in order to protect the client's interests, preserve the design intent and guarantee a successful outcome.

O'Brien Lighting is dedicated to providing quality Lighting Design services oriented around the Client's program and financial needs. Mike O'Brien maintains hands-on involvement with the design of projects as well as day-to-day activities within the office. A personalized approach and close relationship with clients is a given.

At the outset of each project, the firm meet with the client to clearly define their program, goals, budget, and preferences to create a project that will be reflective of the client and fulfill their program and budgetary requirements. Throughout the design process, O'Brien Lighting meets to review design approaches and alternatives. They strive to control construction cost during all phases of the project. Independent of any particular manufacturer we are able to compare and make changes to the specifications at any time to suit the needs of the Owner.

They believe that a team approach to design and production between the Lighting Designer, Owner, Architect and Contractor creates an atmosphere of cooperation that is critical to the success of any project. They are sensitive to project time constraints and the needs of the Owner and Contractor in this respect.

From the initial concept to the final installation our work incorporates the following essential characteristics:

- Emotionally and psychologically pleasing and inspiring, enhancing space through shadow, form, color and texture.
- Technically fine-tuned for photometric accuracy, brightness, intensity and distribution control, utilizing state-of-the-art luminaire sources and systems.
- Environmentally sensitive, efficient and sustainable.
- Maintenance wise to reduce costs at all levels.

Similar Project Experience



Brickell City Center, Miami, FL

Brickell City Centre is a \$1.05 billion mixed-use development in the heart of Miami’s financial district. This site is created and maintained by Swire Properties Inc., one of the World’s preeminent developers with operations in Miami, Hong Kong, Shanghai and many more.

Versailles, Miami Beach, FL

Located at the southeast corner of Collins Avenue and 35th Street, Faena Versailles Classic will have 22 units designed by William Sofield and Faena Versailles Contemporary will have 41 units designed by Brandon Haw.



Grove at Grand Bay, Miami, FL

The Grove at Grand Bay is a new ultraluxury condo project in the elegant waterfront community of Coconut Grove. With 97 units over two towers that both rise in a “twist”, Bjarke, Ingels Group (BIG), the architects for the project, have created one of the most interesting cutting edge designs we have ever seen.



M.G. Vera & Associates, Inc. – Survey Services

Manuel G. Vera & Associates Inc. (MGV) was established in Miami-Dade County in 1977. Since then, survey and mapping is what we have specialized in and is all we do. In over our 40 years of existence, there has not been a survey task, terrain, or problem we have not seen. MGV is a unique firm, in that it has the capability and technology of our competitors, but our principles are patterned by a family business with a service oriented and sound quality control ideology. This ideology is the foundation for our firm, and the reason MGV is revered as one of the premier survey firms in South Florida. MGV will always perform our projects to our client's specifications, by meeting and exceeding standards and expectations. The firm has been, and is currently, providing Miscellaneous Survey and Right of Way Mapping Services to a number of Cities, Counties, and Municipalities throughout South Florida, as well as State and Federal Agencies such as: South Florida Water Management District, South Florida Rail Transit Agency, All Aboard Florida, FEMA, Miami-Dade Expressway Authority, Miami-Dade Transit, Miami-Dade County, Palm Beach County, Monroe County, City of Miami, City of Doral, City of Miami Gardens, City of Port St. Lucie, City of Key West, and countless of private engineering clients providing survey support for miscellaneous engineering design and design-build projects.

MGV is dedicated and committed to providing excellent service and complete client satisfaction. MGV has a highly-trained staff of professional surveyors and associates with extensive experience in a wide range of surveying and mapping services. We employ a staff of over 50 skilled survey personnel. Among these, 10 employees are registered PSM's (which combined, have over two centuries of survey experience), 8 Survey Technicians, and 17 fully staffed and equipped survey crews, in which 5 are SUE capable.

MGV has the ability to perform all survey tasks using either traditional methodologies such as EFB data collection, Electronic Total Stations/levels, hydrographic [sonar/GPS], GPS/RTK, and the latest in 3D Lidar Static Scanning. Recent advances in scanning technologies have opened the door to the future in 3D surveying. MGV was one of the pioneers in the use of 3D laser scanning technology, having purchased our first Scanner in 2004. All our office support staff are well versed and trained in Caice, Microstation & Geopak, AutoCAD Civil 3D, FDOT Hector and EFBP, Pedds, Electronic Signatures and will continue to parallel the industries software advances.

Similar Project Experience

Topographic Survey for NW 82nd Avenue from NW 27th Street to NW 33rd Street, Doral, FL

MGV was responsible for providing a Design Survey consisting of the following deliverables: the establishment of horizontal (NAD 83/90) and vertical control (NAVD 88) networks; Survey Baseline; Topographic survey and Digital Terrain Model (DTM/3D), including all above ground features and improvements including existing lighting, pavement markings, trees, pedestrian ramps, driveways, visible ground utilities, sodded and paved areas, drainage structures, etc.- as well as an additional Topographic Survey with spot elevations at 10 Bus Bench Locations. The Topo covered an area of approximately 80-ft in length and extends from the nearest edge of pavement to 5-ft beyond right of way; Drainage Survey, performed along the corridor, and the survey included rim, bottom of structure, inverts and size and type of pipe found; Subdivision Locations for Survey Baselines and Right of Way Lines, performing field locations of section corners, ¼-section corners, and fractional corners as well as block closures, monument lines, etc., in order to establish right of way lines- also performed field locations of existing section, plat, lot, subdivision, etc. corners in order to facilitate the Point of Commencement (POC) for each proposed easement legal description; Parcel Sketches and Legal Descriptions for proposed easements on ten (10) bus bench locations.

Update Alta Survey for Everglades Park & Ride Parcel A & B, Miami-Dade County, FL

MGV prepared an Alta Boundary survey which includes the establishment of horizontal (NAD 83/90) and vertical control (NAVD 88) networks. The topographic portion of the Boundary survey will locate all above ground features and improvements will be located including: fences, walls, buildings, and appurtenances, fire hydrants, manholes, catch basins, meters, valve boxes, existing lighting, pavement markings, trees, visible above ground utilities, and drainage structures (including rim elevations), etc.



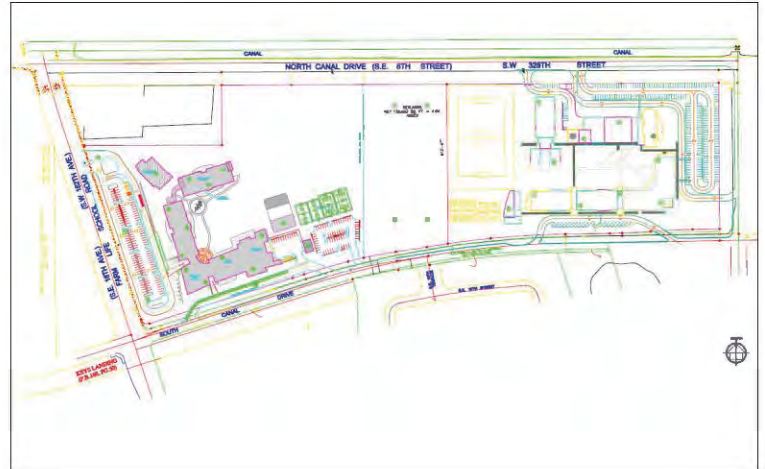
Nelco Testing & Engineering Services, Inc.

Nelco is a multi-disciplinary engineering firm offering a wide variety of client services throughout South Florida. Every Nelco client receives personal attention and top priority. Our timely and accurate results, reporting of in-depth engineering consulting and contract research have ensured quality and enhanced performance; giving our customers a competitive edge in the marketplace. Our strengths lie in the powerful synergy of our people, our solutions, our technology and our commitment to being the best.

Founded in 1996, Nelco has earned recognition in the State of Florida, as an experienced Minority/Veteran owned engineering firm. Our clients receive cost effective cohesive project management, and adherence to proposed schedules, regulatory standards and procedures. We at Nelco are dedicated to providing high quality work and personal attention to clients throughout all phases of a project.

Our services include, but are not limited to:

- Building/Special Inspections
- Site/Field Inspections
- Environmental Site Assessments (Phase 1 & 2)
- Site Remediation/Monitoring Well Install
- Construction Materials/concrete Testing
- Non-destructive Rebar Inspection
- Pile Monitoring & Reporting
- Geotechnical Engineering & Recommendations
- Boring Tests/Percolation Tests
- Density Tests/Modified Proctor Tests
- Project Management for Site Development
- Laboratory Testing
- Sieve Analysis
- LBR Tests



Nelco has performed many geotechnical site investigations throughout the State of Florida. These investigations are performed following the guidelines set forth by ASTM. We have performed these investigations for numerous sites for proposed Residential Development, Individual Residences, Commercial Properties, and Government Agencies. Based on these investigations, our experienced professionals provide an insight for our clients regarding the type of structures the soil can hold and necessary modifications to increase the strength of the existing sub-grade materials. We can also provide our clients deep foundations, recommendations, supervision of installation and load testing.

Similar Project Experience

NW 138th Street Improvements, Miami-Dade County, FL

This project consisted of existing roadway improvements, SFWMD canal relocation, and drainage design/construction throughout the site, which runs along NW 138th Street from approximately NW 107th Avenue to Interstate 75 in Hialeah, Florida.

Our scope as geotechnical engineering consultants included SPT borings, hydraulic conductivity evaluation, and obtaining subsurface profile information under existing canals. Reports submitted included recommendations for roadway, bridge, drainage design, as well as sheet pile and precast concrete pile wall recommendations. Preparation of a geotechnical engineering report was completed summarizing the field testing data and subsurface groundwater

conditions. Fieldwork involved underground utility location, layout coordination, traffic MOT procedures, barge boat operation (for canal subsurface data) drilling equipment/crew mobilization. Retained samples were tested for grain size distribution and plasticity (where applicable). All procedures were performed in compliance with all applicable Federal, State, and Local laws, and regulations including the South Florida Water Management District (SFWMD), and Miami-Dade County Public Works Department, underground utility Location protocol, and general permit requirements.



5. QUESTIONNAIRE



RFQ No. 2018-03 Landscape Architecture and Engineering Services

FORM 1

QUESTIONNAIRE

Firm Name:	Kimley-Horn and Associates, Inc.		
Firm	Street Address: 355 Alhambra Circle, Suite 1400		
Address:	City: Coral Gables	State: Florida	Zip Code: 33134
Firm Contact	Telephone: 305.673.2025	Fax: 561.863.8175	
Firm Representative:	Name: George Puig, PLA		
Representative Contact Info:	Title: Project Manager		
	Telephone: 786.725.5698	Fax: 561.863.8175	
	Email: george.puig@kimley-horn.com		

Firm Type (circle one): Individual Partnership **Corporation**

If Corporation:
Date and State of Incorporation: Date: February 10, 1967 State: North Carolina

If Foreign Corporation:
Date and Country of Corporation: Date: N/A Country:

Date of Registration with Florida Secretary of State: Date: April 24, 1968

Resident Agent Name:	CT Corporation System		
Street:	1200 South Pine Island Road, Plantation FL	State: FL	Zip: 33324

President Name:	Steven E. Lefton, CEO, President
Vice President Name:	Richard N. Cook, Senior Vice President
Treasurer Name:	David L. McEntee, Treasurer
Board of Director Name:	John C. Atz, Barry L. Barber, Stephen W. Blakley, Paul B. Danielson, James R. Hall, Nicole M. Kerry, Steven E. Lefton, Emmeline F. Montanye, Terence T. Murphy, Brooks H. Peed, Michael G. Schiller, Christopher A. Squires, G. Bradbury Tribble

<u>Partnership:</u> Date and Place of Organization	Date:	Place:
Partners Names:	N/A	

BAL HARBOUR

- VILLAGE -

RFQ No. 2018-03 Landscape Architecture and Engineering Services

Consultant hereby acknowledges that the information contained in this Questionnaire will be relied upon by the VILLAGE in awarding this solicitation, and such information is warranted by Consultant to be true. The undersigned Consultant agrees to furnish such additional information, prior to acceptance of any Proposal relating to the qualifications of Consultant, as may be required by the VILLAGE. Consultant further understands that the information contained in this Questionnaire may be confirmed through background investigation conducted by the VILLAGE. By submitting this Questionnaire, consultant agrees to cooperate with said investigation, including but not limited to fingerprinting and providing information for a creditcheck.

WITNESS:

IF INDIVIDUAL

Signature

Signature

Print Name

Print Name

WITNESS:

IF PARTNERSHIP:

Signature

Print Name of Firm

Print Name

Address

By:
General Partner

Print Name

WITNESS:

IF CORPORATION:

Signature

Kimley-Horn and Associates, Inc,

Print Name of Firm

Print Name

355 Alhambra Circle, Suite 1400, Coral Gables, FL 33134

Address

By:
President

Print Name Steven E. Lefton, PLA, President

(Handwritten signature)
Signature
LAURA VALENTE-JOHANSON
Print Name

(CORPORATE SEAL)



Attest: *(Handwritten signature)*
Richard N. Cook, Esq., Secretary NC



6. CLIENT REFERENCES

Kimley-Horn provides successful landscape architecture services to numerous public and private clients throughout Florida. We have worked with the following client references on projects that illustrate our breadth of qualifications providing the types of services required for Bal Harbour Village's Landscape Architecture and Engineering Services; RFQ No. 2018-03.

Maria Pineda/ LEED Green Associate
Director Community & Economic Development
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, Florida 33157
305.259.1234
Fax N/A
mpineda@palmettobay-fl.gov

Jennifer Korth, LEED GA
Neat Streets Special Projects Administrator
Miami-Dade County
275 NW 2nd Street
Miami, Florida 33128
305.755.7849
Fax N/A
jennifer.llorente@miamidade.gov

Etienne Bejarano
Parks and Recreation Director
Town of Cutler Bay
10720 Caribbean Blvd, Suite 105
Cutler Bay, FL 33189
786.573.5502
Fax 305.232.4561
ebejarano@cutlerbay-fl.gov

John De Pazos
Sr. Project Manager
City of Miami, Capital Improvement Program
Miami Riverside Center
444 S.W. 2nd Avenue, 8th floor
Miami, FL 33130
305.416.1094
Fax 305.416.2153
jdepazos@miamigov.com

Florian Hüttl
Square Edge Inc.
100 S.E. 2nd Street
Miami, FL 33131
305.263.5193
Fax 305.895.8916
florianh@miamiworldcenter.com



7. CLIENT PERFORMANCE EVALUATION SURVEY

The following client performance evaluation surveys have been submitted to John Oldenburg with Bal Harbour Village directly from each client. We have included them in this section for reference.

BAL HARBOUR
VILLAGE

RFQ No. 2018-03 Landscape Architecture and Engineering Services

PERFORMANCE EVALUATION SURVEY
VILLAGE OF BAL HARBOUR RFQ NO. 2018-03
Landscape Architecture and Engineering Services

Company Name:

Village of Palmetto Bay Florida

Point of Contact:

Maria Pineda

Phone and email:

305.259.1234

Nature of services provided:

Landscape Architecture and engineering services

Please evaluate the performance of the CONSULTANT Firm and/or Project manager. A score of 10 means you are very satisfied and have no questions about hiring them again, and a score of one is if you would never hire them again because of very poor performance.

Please indicate by "N/A" if there is a criteria that does not apply.

NO.	CRITERIA	SCORE (1 to 10)
1	Ability to perform the requested services	10
2	Accessibility of firm's staff and principals	10
3	Ability to ensure the project is completed on-time and within budget	10
4	Responsiveness	10
5	Quality of services provided	10
6	Quality and accuracy of on-site inspection	10
7	Ability to respond to feedback	10
8	Professionalism	10
9	Overall customer satisfaction	10

Overall Comments:

The Village is very satisfied with the quality of services provided by Kimley-Horn and Associates.

Company providing Referral:

Village of Palmetto Bay

Contact Name:

Maria Pineda

Contact Phone and e-mail:

305.259.1234.

Date of Services:

on-going

BAL HARBOUR
- VILLAGE -

RFQ No. 2018-03 Landscape Architecture and Engineering Services

PERFORMANCE EVALUATION SURVEY
VILLAGE OF BAL HARBOUR RFQ NO. 2018-03
Landscape Architecture and Engineering Services

Company Name:

KIMLEY-HORN AND ASSOC.

Point of Contact:

GEORGE PUIG

Phone and email:

305 - 673 - 2025

Nature of services provided:

LANDSCAPE ARCH.

Please evaluate the performance of the CONSULTANT Firm and/or Project manager. A score of 10 means you are very satisfied and have no questions about hiring them again, and a score of one is if you would never hire them again because of very poor performance.

Please indicate by "N/A" if there is a criteria that does not apply.

NO.	CRITERIA	SCORE (1 to 10)
1	Ability to perform the requested services	10
2	Accessibility of firm's staff and principals	9
3	Ability to ensure the project is completed on-time and within budget	9
4	Responsiveness	10
5	Quality of services provided	10
6	Quality and accuracy of on-site inspection	9
7	Ability to respond to feedback	10
8	Professionalism	10
9	Overall customer satisfaction	10

Overall Comments:

KH is a very professional firm. Landscaping project (Coral Way Medians) was a great success.

Company providing Referral:

CITY OF MIAMI

Contact Name:

JOHN DE PAZOS

Contact Phone and e-mail:

305-416-1094 JDEPAZOS@MIAMI.GOV.COM

Date of Services:

2017-2018

BAL HARBOUR
VILLAGE

RFQ No. 2018-03 Landscape Architecture and Engineering Services

PERFORMANCE EVALUATION SURVEY
VILLAGE OF BAL HARBOUR RFQ NO. 2018-03
Landscape Architecture and Engineering Services

Company Name:

Kimley Horn

Point of Contact:

George Puig

Phone and email:

George.Puig@kimley-horn.com

Nature of services provided:

Consultant for Town Center Plaza Plans

Please evaluate the performance of the CONSULTANT Firm and/or Project manager. A score of 10 means you are very satisfied and have no questions about hiring them again, and a score of one is if you would never hire them again because of very poor performance.

Please indicate by "N/A" if there is a criteria that does not apply.

NO.	CRITERIA	SCORE (1 to 10)
1	Ability to perform the requested services	9
2	Accessibility of firm's staff and principals	9
3	Ability to ensure the project is completed on-time and within budget	8
4	Responsiveness	10
5	Quality of services provided	10
6	Quality and accuracy of on-site inspection	N/A
7	Ability to respond to feedback	10
8	Professionalism	10
9	Overall customer satisfaction	9

Overall Comments:

Company providing Referral: Town of Cutler Bay

Contact Name: Etienne Bejarano

Contact Phone and e-mail: 786-573-5573

Date of Services: 2016-2017

8. ADDITIONAL FORMS



RFQ No. 2018-03 Landscape Architecture and Engineering Services

FORM 3

DRUG-FREE WORKPLACE PROGRAM CERTIFICATION

Pursuant to Florida Statutes Section 287.087 ("Preference to Businesses with Drug-Free Workplace Programs"), whenever two or more bids, proposals, or replies that are equal with respect to price, quality, and service are received by the state or by any political subdivision for the procurement of commodities or contractual services, a bid, proposal, or reply received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

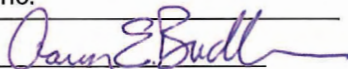
- Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- Inform employees about the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

Does the individual responding to this solicitation certify that their firm has implemented a drug-free workplace program in accordance with the provision of Section 287.087, Florida Statutes, as stated above?

YES

NO

NAME OF BUSINESS: Kimley-Horn and Associates, Inc.

SIGNATURE: Aaron Buchler, P.E., Senior Vice President 

RFQ No. 2018-03 Landscape Architecture and Engineering Services

FORM 4

SWORN STATEMENT PURSUANT TO
FLORIDA STATUTE SECTION 287.133(3) (a) ON PUBLIC ENTITY CRIMES

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

1. This sworn statement is submitted to Bal Harbour Village, Florida.
By: George Puig, PLA, ASLA
(Print individual's name and title)
For: Kimley-Horn and Associates, Inc.
(Print name of entity submitting sworn statement)
Whose business address is:
355 Alhambra Circle, Suite 1400, Coral Gables, FL 33134
and (if applicable) its Federal Employer Identification Number (FEIN) is:
56-0885615.
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: - _____ - _____.)
2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentations.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

RFQ No. 2018-03 Landscape Architecture and Engineering Services

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


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

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Signature 
Aaron Buchler, P.E., Senior Vice President

Sworn to and subscribed before me this 29th day of November, 2018.

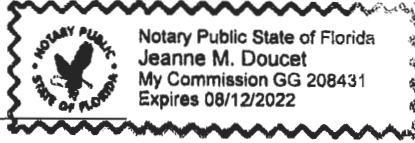
Personally known OR
Produced identification

RFQ No. 2018-03 Landscape Architecture and Engineering Services

Notary Public, State of Florida

Type of identification

Jeanne M. Doucet



Printed, typed or stamped
commissioned name of notary

Public Commission expires: 08/12/2022

9. SUPPLEMENTAL INFORMATION

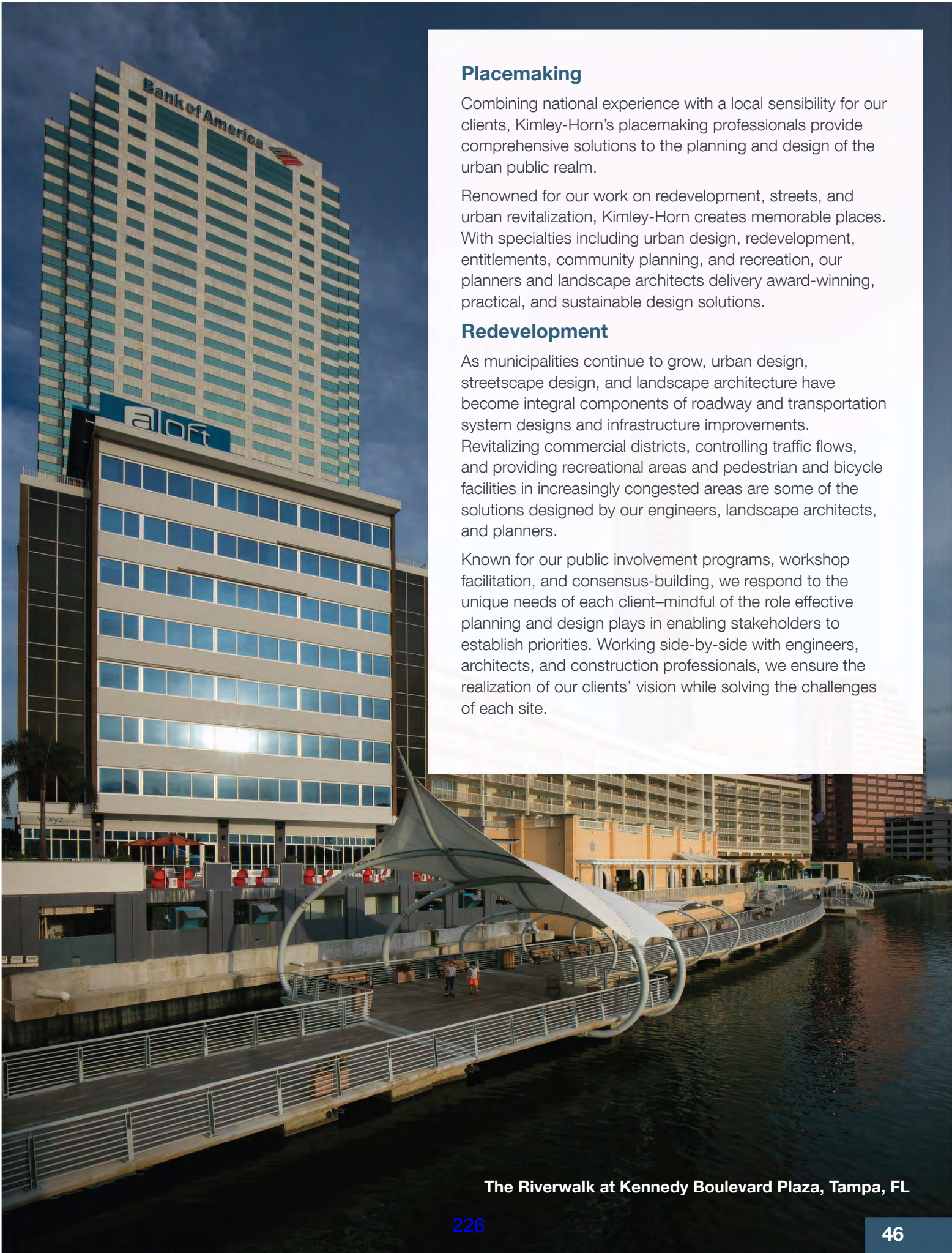
Innovative Urban Renewal and Streetscape Design

The Kimley-Horn team has extensive experience in streetscaping and urban design projects, and we understand the balance between aesthetics, design criteria, and business impacts. These projects include detailed work in lighting systems, banners, specialty paving, landscaping, integration of vehicular and pedestrian traffic, and site amenities such as street furniture, water features, and site graphics.

Our in-house services include:

- Streetscape design – paving, planting, lighting, street furniture, wayfinding
- Roadway landscaping
- Parks and recreational facilities
- Public participation and consensus building
- Feasibility studies
- Master planning and site design
- Bicycle and pedestrian design
- Funding strategies
- Permitting
- Construction documentation, bid evaluation, and observation

Palmetto Park Road Improvements and Downtown Boca Raton
Pedestrian Promenade, Boca Raton, FL



Placemaking

Combining national experience with a local sensibility for our clients, Kimley-Horn's placemaking professionals provide comprehensive solutions to the planning and design of the urban public realm.

Renowned for our work on redevelopment, streets, and urban revitalization, Kimley-Horn creates memorable places. With specialties including urban design, redevelopment, entitlements, community planning, and recreation, our planners and landscape architects deliver award-winning, practical, and sustainable design solutions.

Redevelopment

As municipalities continue to grow, urban design, streetscape design, and landscape architecture have become integral components of roadway and transportation system designs and infrastructure improvements. Revitalizing commercial districts, controlling traffic flows, and providing recreational areas and pedestrian and bicycle facilities in increasingly congested areas are some of the solutions designed by our engineers, landscape architects, and planners.

Known for our public involvement programs, workshop facilitation, and consensus-building, we respond to the unique needs of each client—mindful of the role effective planning and design plays in enabling stakeholders to establish priorities. Working side-by-side with engineers, architects, and construction professionals, we ensure the realization of our clients' vision while solving the challenges of each site.

The Riverwalk at Kennedy Boulevard Plaza, Tampa, FL

Roadway Landscaping

The basic tenet of roadway landscaping is to provide an enjoyable driving experience while recognizing the importance of safety and maintenance. Kimley-Horn has designed many roadway landscapes and each represents the challenges associated with limited space, water conservation, plant survivability, utility conflicts, and traffic congestion. Our landscape design approach is to use plant material in a manner that creates a “rhythm” or “theme” for the roadway corridor. Varying tree heights, combining different plant species for textural interest, and spacing plant material are methods of creating aesthetically pleasing vehicular corridors. Practical restrictions related to Bal Harbour Village standards for plant selection, application of Xeriscape principles, and roadway design and road lighting will often dictate design. The effective use and placement of vertical features including trees, signs, and light poles will result in a landscape treatment that provides optimum safety, pleasing aesthetics, and low maintenance.

Kimley-Horn’s goal is to turn our clients’ ideas into destinations where memories are made. Our cross functional teams of landscape architects, engineers, and planners have provided comprehensive consulting services for dozens of award-winning projects across the country. We know how to maximize amenities while minimizing frontend and maintenance costs, resulting in destinations that stand the test of time.

The Riverwalk at Kennedy Boulevard Plaza, Tampa, FL



Community Visioning and Consensus-Building

Kimley-Horn is sensitive to the pivotal role of meaningful public involvement programs and supports the active participation of your staff, stakeholders, and general public in finding an optimum design solution. We also recognize the importance of a comprehensive business participation program for these types of projects — it serves to heighten local awareness, educate, and ensure success by accurately defining the needs of local owners and merchants. Community involvement determines the overall design program, funding strategies, and implementation priorities. Our expertise in providing a broad range of services helps ensure the successful implementation of your vision while addressing the specific challenges that each project entails. Kimley-Horn is known for developing innovative approaches to projects that involve neighborhood participation. We understand that many projects require community involvement and acceptance, and we have developed effective methods of bringing the community into the process. We are strongly committed to conducting public participation programs that educate, inform, and build consensus for a particular solution. Each project is different in terms of the stakeholders and the critical issues involved; thus, each public involvement program must be tailored to specifically address each project's needs.

Traffic Calming

Kimley-Horn's team of roadway designers, traffic engineers, and planners knows how to design roadways that accommodate a defined volume of through-traffic, while also serving as a corridor for business/residential units and pedestrian/ bicycle usage. All reasonable efforts are made to restore a balance between automobiles and pedestrians. When addressing the functional and aesthetic needs of municipal road corridors, Kimley-Horn's team emphasizes a wide variety of traffic calming principles.



DESIGN PHILOSOPHY

In the 21st Century, old formulas related to the design and implementation of the urban public realm no longer apply. The days where cookie cutter streets and park spaces with minimum landscaping, site furniture and standard concrete sidewalks are no longer acceptable. The new generation of cities with successful urban public realms are not only capitalizing on their surroundings but providing a wide range of urban public realm activities and experiences that reinforce a strong sense of place. Bal Harbour Village is positioned to strengthen its already established position as a sophisticated but growing position as a world class municipality with its unique combination of high end residential and retail development combined with an enticing tropical coastal environment.

From concept to detail design, every aspect of the urban public realm, which includes streetscapes and park spaces, should convey a consistent and recognizable image. Kimley-Horn assists our Clients in creating distinctive urban public realms where landscape architecture, architecture, civil engineering, entertainment, culture, and history combine for an unforgettable experience. In our pursuit of creating an engaging urban public realm, we consider operations and maintenance factors at every phase of planning and implementation to reach the level of quality on stage, and discrete support services backstage, which we understand is one of the hallmarks of this world class municipality.

What allows some projects to thrive while others fail ranges from proper location and planning to outstanding operations and design. The first steps include creating a Concept Plan as well as carefully planning project components to ensure differentiation in the marketplace.

Increasing competition demands that urban public realm projects rely on imaginative concepts. Early in the planning phase, provides alternatives that explore different opportunities, resolve siting issues, evaluate environmental constraints, and test the program against site conditions while respecting the unique historic and ownership patterns of Bal Harbour Village.

Kimley-Horn staff are firm believers that a sustainable approach to land development ultimately creates and preserves the maximum value of the resultant urban public realm products and their associated amenities. At the same time, this methodology ensures environmental sensitivity as well as social responsibility and aims to gain support from local or regional governmental authorities.

The Kimley-Horn approach to the project would be to apply our expertise and experience in designing and implementing contemporary state-of-the-art a urban public realm, in keeping with the site, and building on the unique cultural identity of the area. The "Visioning" portion of the project will address the following key elements:

- Reflects the development driven by Bal Harbour Village's urban public realm aspirations;
- Reflects Bal Harbour Village's operations program;
- Is sensitive and responsive to Bal Harbour Village's implementation budget goals;
- Has a cohesive central theme;
- Has a distinct sense of place;
- Provides a high-quality environment within the Village' urban public realm spaces in keeping with the local context;
- Provides comfortable and pleasing exterior human environments adaptable for a variety of uses;
- Is ecologically sensitive with regard to water use and balances the use of native and exotic materials; and
- Is engaging to the both the resident and visitor alike, providing a unique and memorable experience.



Bradenton Riverwalk, Bradenton, FL

The Kimley-Horn team members are firm believers that the exterior environment is composed of a seamless integration of architecture and landscape elements including vegetation, lighting, environmental graphics, structures and engineering aspects. In many respects one's experience in the landscape should not distinguish between these different elements; their integration being a very deliberate product of a well-coordinated design process.

For Bal Harbour Village, we will apply a multi-disciplinary approach to the preparation of a Concept Plan and supporting illustrative graphics as well as complete landscape, hardscape, site furniture and civil engineering design, from conceptual design to detail plans.

WORK PLAN APPROACH

In addition to our proactive communication, Kimley-Horn uses a "work plan" tool for organizing individual project tasks by phase and discipline. The anticipated labor effort is then summarized in a matrix that forms the basis for establishing and tracking the project budget. We track the budget on a percent-complete basis in order to measure performance during each accounting report period. Project budget status reports are accessible via our intranet.

The work plan is also the tool for establishing staffing for each project and identifying the anticipated labor requirements of each phase. The work plan is reviewed frequently throughout the project and is used in conjunction with our in-house "cast-ahead" process to forecast project workloads. This program requires project managers to forecast, on a weekly basis, their staffing needs for the ensuing week. This "cast-ahead" process is followed by a weekly conference call among company resource managers to identify who is overloaded and who needs work. Resources are reallocated on a weekly basis as needed to meet client schedules.

A similar process is conducted monthly as project managers forecast their resource needs during the next six months. This information is used to assess hiring needs. Conducted throughout the entire firm, these extra efforts are performed to make sure our project managers have the resources they need to meet our clients' needs.

PROJECT CONTROL AND METHODOLOGY

Kimley-Horn understands that a successful design process requires direct input and involvement from the Village, as well as effective and constant communication with the Village throughout all phases. The daily management effort conducted under this contract will flow through and be directed by the project manager, George Puig, PLA, who will work with Village staff in preparing or obtaining a scope for each work assignment, and then coordinate and assign the appropriate staff to perform each task. George will oversee the performance of the tasks to ensure high quality is maintained without impacting the scope or the schedule and will ensure that the quality control process is completed before the final submittal to the Village.



We apply a proven approach to urban public realm planning and design, based on our more than 30 years of experience on hundreds of urban public realm projects similar to this one. Known as the “5D” approach, it assures our clients that we will develop thoughtful, creative design solutions grounded in community needs and context. The basic steps of our “5D” approach includes Desire, Discovery, Design, Discussion, and Documentation.

Desire

During this first phase of the process, we will conduct a Kick-off Meeting with Village staff, advisory committee/ steering committee members and/or other key stakeholders (as determined by the Village) in order to establish expectations for the project. Typical review topics includes scope of work, project schedule, lines of communications, public involvement, review and approval process, project development program, construction budget, permitting and bidding process and construction delivery method.

We will also discuss community needs as they relate to the proposed Development Program for the various sites within the urban public realm including:

- The Cut walk and Jetty located at the northern tip of the Village along the Haulover Cut (collectively, the “Jetty”) including the Beach Parking lot and adjacent areas under the Herman F. Fulton Bridge; The 96 Street eastern street end
- Collins Avenue and public right of ways
- 96 Street and public right of ways
- Additional public space locations as identified for improvement

Should the Village wish to further verify the community’s specific desires for the urban public realm spaces listed above, then we may recommend one or more of our typical public involvement techniques such as stakeholder interviews (elected officials, staff, recreation providers, residents, community leaders, others); visioning workshop(s); public open houses; Advisory Board/ Steering Committee workshop(s) or Others.

The outcome from the Desire phase will be a Concept Plan for the project, describing the proposed uses and facilities, approved by the Village Council.

Deliverables may include kick-off meeting minutes; interviews, focus groups, public meetings and minutes; preliminary development programs, and a Concept Plan as needed and desired by the Village.

Discovery

During the Discovery phase of the project – which may run concurrently with the Desire phase – the design team learns about site opportunities and constraints including transportation or access issues, environmental conditions, drainage, utilities, easements, permitting and other issues that may influence the proposed design. The Discovery phase also includes visits to comparable sites. Once the Concept Plan is approved by Village Council, we will identify comparable facilities for the design team, staff, Council members and other stakeholders to visit. The purpose of the site visits is to develop a common understanding of what we everyone likes and dislikes about similar projects, which further helps us to better understand the specific needs and desires of the Village. The product from the Discovery phase will be an Opportunities and Constraints Memorandum, summarizing site opportunities and constraints to successfully constructing the site elements established in the Concept Plan.

Deliverables may include topographic and boundary survey; geotechnical/ phase I environmental analysis; wetland demarcation, native habitat survey, and protected species survey; site boundary and tree and topographic survey; comparables evaluation; inventory and site analysis memorandum and base map; and pre-applications and site review meeting minutes and needed and desired by the Village.



Design

The Design phase builds on the findings from the first two phases, exploring various alternatives for accomplishing the Concept Plan. We will begin by developing concepts for review, along with estimates of construction costs, necessary field work, and surveying.

Deliverables may include alternative concepts and illustrations; cost estimates; refined, preferred concept and cost estimate; preliminary master phasing and implementation plan; and meeting minutes and needed and desired by the Village.

Discussion

The purpose of the Discussion phase is to build final consensus regarding a preferred direction/ concept for the various urban public realm spaces. We will discuss and confirm the Village's preferred review and approval process at the Kick-off Meeting; our typical approval process includes the review of alternative concepts and cost estimates with Village staff, Advisory/ Steering Committee, Key Stakeholders, other local and state level Governmental Agencies, General Public, and Village Council.

Effective meeting formats include workshops and open houses, and numerous meetings may be required to reach consensus. The final concept and budget approved by the Village Council will become Documentation which is the basis for the next phase of the process.

Deliverables may include PowerPoint presentation; display boards, handouts, and exhibits; and meeting minutes as needed and desired by the Village.

Documentation

The final phase of the planning and design process – before permitting, bidding and construction – is the Documentation phase. During this phase of work we develop 30%, 60%, 90% and 100% construction documents for the project, based on the final approved design. The documents include construction plans, specification and cost estimates, which will be submitted and reviewed according to the project schedule. We have found it very helpful to assemble the entire design team for each of the review meetings to insure good coordination; during the Documentation phase of the recently constructed City of Boynton Beach's Congress Avenue Park, for example, the City and design team met monthly to review plans, specifications, product samples, design details, cost estimates and permit submittals.

Deliverables may include 30, 60, 90, and 100% submittals; construction cost estimates; response to written review comments; pre-bid and pre-construction meeting minutes; final construction documents for bidding; signed and sealed sets of final construction documents for permitting; permit applications to appropriate agencies; field reports and shop drawings; one substantial completion punch list; and a final completion review letter as needed and desired by the Village.



Following the “5D” approach, we apply the following additional comprehensive steps:

Quality Assurance/Quality Control

During the documentation phase we use our Kimley-Horn quality assurance/quality control process. Our Quality Assurance/Quality Control benefits are maximized through a well-defined process of communication involving all levels of the project team, along with a clear definition of project control and coordination activities. We utilize an in-house QA/QC peer review group to oversee the production of the final documents to assure their completeness and appropriate level of detail. The peer review team will involve senior architects, landscape architects and engineers who are experienced with the design and detailing of facilities similar in scope and complexity. The peer review team will check for accuracy, clarity, consistency, proper level of detail, compliance with all programming information and regulatory procedures and practices.

Permitting, Bidding, and Construction Administration

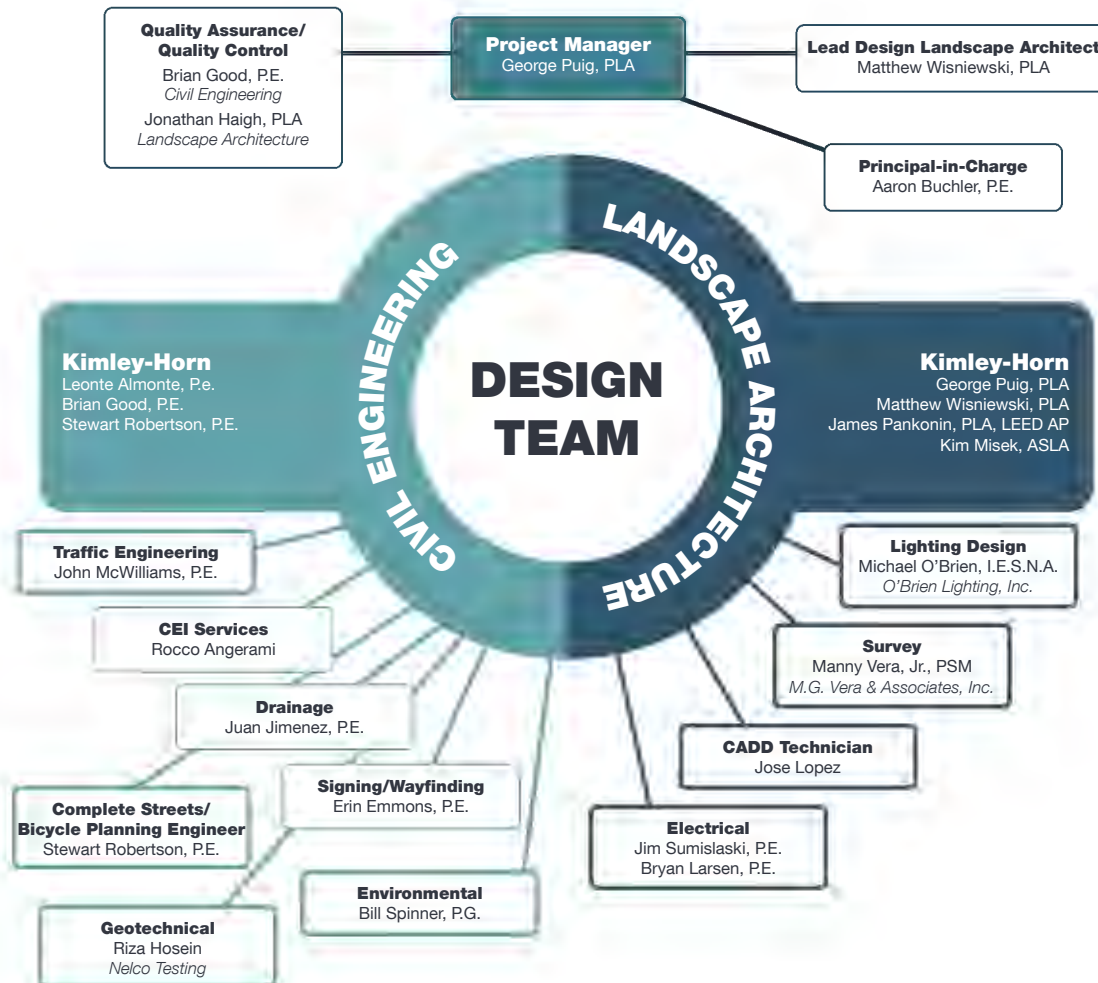
Kimley-Horn has been a fixture of the South Florida Landscape Architectural and Engineering industry for more than 40 years. For this reason, our firm has developed a solid working relationship with the various agencies with whom our team will need to coordinate with in order to ensure the timely delivery of the urban public realm projects to be designed under this contract. Our extensive knowledge of local conditions, permitting and approval procedures, and construction industry has allowed us to recognize and avoid the common pitfalls of this complicated process. Our hands-on experience with all of the Regulatory Agencies who will be involved with projects to be developed under this contract will be extremely beneficial to the Village.

Bid assistance will include conducting a prebid meeting with prospective contractors, answering bidders’ questions, clarifying the final construction documents and project schedule, issuing required addendas, and evaluating submitted bids. Upon receipt of the bids, we will work with Village staff to evaluate the best construction value and provide recommendations for efficient contractor selection.

Our construction observation services can ensure quality and efficient implementation conforming to the final construction documents and environmental permits and agreements. These services will include conducting a preconstruction meeting; issuance of a conformed set of drawings including the incorporation of addenda and permitting requirements; review of contractor submittals and Requests for Information (RFIs); review of shop drawings (as required) for any components related to the proposed design and issuing Architect’s Supplemental Instructions (ASIs); review of contractor pay applications; issuing field orders and change orders as necessary to document changes in the contract documents; conducting preliminary and final punch lists and facilitating Final Acceptance of phases of construction.

BAL HARBOUR

- VILLAGE -



KEY PERSONNEL PROFESSIONAL QUALIFICATIONS

As indicated by the organization chart below, Kimley-Horn understands the value of assembling a strong project team and has strategically selected a team of experts based on the needs outlined in the scope of services. Our team members are available immediately to begin working for Bal Harbour Village and project manager, **George Puig, PLA**, will be responsible for the coordination of all project efforts

Kimley-Horn's culture is structured to hire and retain highly motivated employees who exude pride and enthusiasm for the services we provide. We have assembled an experienced and multidisciplinary consulting team with the proven ability to respond to every need for the Bal Harbour Village Landscape Architecture Services project. Our team of landscape architects, planners, environmental scientists, engineers, and architects can offer the Village the technical resources of a nationally acclaimed organization, while simultaneously providing the personal service, responsiveness, and local knowledge of a South Florida firm. Kimley-Horn offers the Village a proactive, experienced consulting team that will lead the process from kick-off to approval of the final design documents.

As project manager, **George Puig, PLA**, will provide the leadership and creative passion to ensure an effective consensus driven process that reaches a successful conclusion. George has direct relevant experience with recent streetscape and landscape architecture design projects. He has handpicked an experienced and creative team that has collaborated on many successful projects. In addition to having relevant experience together, our team has the technical expertise to solve any technical challenge that may arise, and our truly integrated approach creates an environment where our entire team and our clients collaborate not only to create a great design, but also have fun along the way.

Key personnel and their professional qualifications are highlighted in their full resumes provided in the following pages

George Puig, PLA

Project Manager, Landscape Architecture

Miami World Center, Miami, FL— Landscape architecture project manager. Kimley-Horn partnered with a private developer, the City of Miami, the Miami Community Redevelopment Agency (CRA), and other stakeholders in preparing typical sections for streetscapes for the City's largest proposed downtown project. Kimley-Horn also partnered with numerous utility companies to determine existing underground conditions. Once this information was obtained, we worked with multiple stakeholders to develop and evaluate various streetscape options for roads and avenues within the multi-block project limits.

Miami River Mixed-Use, Miami, FL — Serving as landscape architecture project manager. This project is a proposed major mixed-use development that will encompass approximately three city blocks and include the enhancement of Jose Marti Park. The new development will compose of approximately 10 acres in the Brickell/City of Miami area. Kimley-Horn is providing site/civil engineering, landscaping, and traffic engineering services. The proposed project includes four new towers with approximately 1,750 units; a luxury retail Galleria; 290 hotel rooms; 50+ restaurants, lounges, and bars; and a marina. Team tasks include due diligence, parking studies, underground utility design, and preparation of a Special Area Plan (SAP) traffic, civil, and landscaping study consistent with City of Miami 21 zoning code.

Regatta Park, Miami, FL — Project manager for the Kimley-Horn team that provided landscape architecture services for Regatta Park in the City of Miami, a new 15-acre waterfront passive park that will transform the underutilized waterfront into a more cohesive and vibrant public space that will help connect the general public to the waterfront. The main features of the park include the Expo Lawn, Regatta Lawn, Tropical Gardens, Promenade, Multi-use Path Connector, Tree Alee and Children's Play Area. Kimley-Horn was tasked with the landscape architectural and civil engineering design of the park from concept through construction administration.

Oceanfront Neighborhood Streetscape Improvements, Miami Beach, FL — Prior to joining Kimley-Horn, served as project manager for the landscape, hardscape, site furniture, and lighting design services from concept through construction administration. Project included management of subconsultants, including civil engineer and surveyors. The project area is part of the Collins Waterfront Architectural District, an area recently added to the National Register of Historic Places. The Oceanfront neighborhood project includes improvements to more than 15 city-owned public rights-of-way and several greenway locations between the Atlantic Ocean and Indian Creek.

Beachwalk II, Miami Beach, FL — Prior to joining Kimley-Horn, served as landscape architect for the landscape and hardscape design of a five-city block pedestrian corridor extension of the Atlantic Greenway Corridor in South Beach, extends north/south, behind the existing barrier dune system and provides integrated connections to the surrounding neighborhood and



Office Location: Miami

Professional Credentials

- Bachelor of Landscape Architecture, Landscape Architecture, University of Florida
- Professional Landscape Architect in Florida, #0001706
- Professional Landscape Architect in Puerto Rico, #41
- Crime Prevention Through Environmental Design (CPTED) certification
- Roadside Vegetation Management advanced training certification
- Member: American Society of Landscape Architects (ASLA), Full Member, Urban Land Institute, Colegio de Arquitectos y Arquitectos Paisajistas de Puerto Rico (CAAPPR)

Special Qualifications

- Has 28 years of landscape architecture experience
- Chair of the Miami-Dade County Waterfront Development Review Committee
- Citizens for a Better South Florida Executive Board Member
- Neat Streets Miami - Board Member
- Team oriented with a unique blend of design knowledge and management experience
- Critical involvement in recreational and streetscape type projects from concept through construction administration

George Puig, PLA

Relevant Experience Continued

adjacent beach. Special consideration was given to existing dune and native plant material locations as well as beach views from adjacent hotels and condominiums.

Ingraham Park, Coral Gables, FL — Project manager and landscape architectural design lead responsible for the landscape, hardscape, fountain, site furniture, irrigation and architectural improvements at Ingraham Park, a 1.5-acre park at the intersections of Le Jeune Roadway and Ingraham Terrace in Coral Gables. Ingraham Park has been a passive park for the City of Coral Gables for many decades but does not include any significant recreational features or amenities to be enjoyed by residents and visitors. The inclusion of walking/exercise trails, outdoor exercise equipment, trellises and fountains and site furniture using the historic Coral Gables architectural vocabulary prominent throughout the City as inspiration, provides residents and visitors with the opportunity to enjoy many additional passive activities within the park.

Tiziano Park, Coral Gables, FL — Project manager and landscape architectural design lead responsible for the landscape and irrigation improvements at Tiziano Park, a 0.6-acre park at the intersections of Old Cutler Road, Tiziano Avenue and Almansa Street, in Coral Gables. Landscape improvements for this small pocket park successfully addressed many design challenges including planting in heavy shade and buffering unattractive above ground utilities adjacent to a busy street and single-family homes.

Cartagena Circle, Coral Gables, FL — Prior to joining Kimley-Horn, served as project manager and landscape architect responsible for the conceptual design through construction documents for the planting, irrigation and site lighting improvements of ten proposed landscape areas surrounding the historic Cartagena Circle at the edge of the Coral Gables Waterway in the city of Coral Gables, Florida. It is commonly referred to as Cocoplum Circle because of its direct connection to the entrance of the community of Cocoplum, one of Coral Gables' wealthiest residential areas. Working together with City of Coral Gables and Miami Dade County staff, these landscape and associated improvements were designed taking into account aesthetics as well as pedestrian, bicycle and vehicular safety. Cartagena Circle connects the southern terminus of Le Jeune Road (West 42nd Avenue) to the north, the eastern terminus of Sunset Drive (South 72nd Street) to the west, the northeastern terminus of Old Cutler Road to the southwest.

JFK Causeway Beautification, City of North Bay Village, FL — Prior to joining Kimley-Horn, served as project manager for a City of North Bay Village roadway beautification project along JFK Causeway (SR 934). This project involved close coordination with City staff, residents and FDOT during the concept through construction administration phases of the project and involved several public meetings and presentations. The plant and hardscape materials selected for the project will help establish a distinct sense of place and identity for visitors and residents traveling through this corridor, as well as set the tone for the aesthetics of future public space projects throughout the City. George also worked with the City and FDOT on the establishment of a maintenance agreement for the beautification improvements of the project.

Black Creek Trail Segment A Construction Documents, Miami-Dade County, FL — Served as landscape architect. Kimley-Horn prepared construction documents for Black Creek Trail, Segment A, which is a 9.1-mile, multi-use greenway trail in southern Miami-Dade County. Our client was the Miami-Dade Parks and Recreation Department (MDPR). Kimley-Horn was responsible for all phases of this project ranging from programming and schematic design through construction phase services. We assisted MDPR in identifying potential trail alignments, amenities, trailhead locations, and neighborhood connections. Our design incorporated a non-motorized trail and linear park design within the Black Creek Canal (C-1) right-of-way (ROW) owned by the South Florida Water Management District (SFWMDD).

Doral Serene Park (aka Downtown Triangle Park), Doral, FL — Project manager. Kimley-Horn prepared the conceptual plan and construction documents for a two-acre park across from the recently completed City Hall in Downtown Doral. The concept for the park is based on "offering a quiet respite amidst the urban context in order to connect your mind, body, and spirit and discover about yourself, about your community, and about your place in the world." Park amenities include a labyrinth, sunken garden, yoga/tai-chi lawn, contemplative pond, tree bosque, reading rooms/seating circles, scent garden water features, plazas, and passive trails.

Matthew Wisniewski, PLA

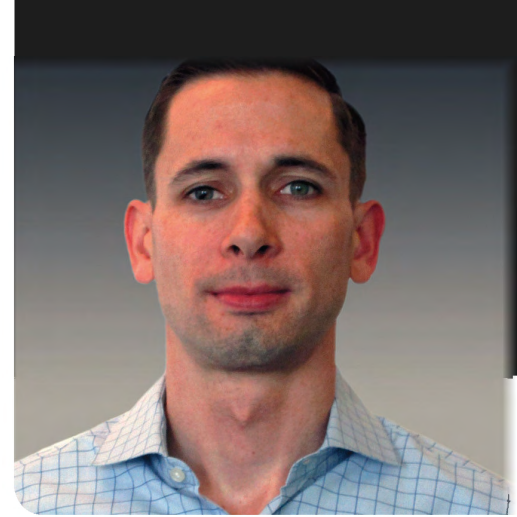
Landscape Architecture

Miami World Center, Miami, FL — Landscape architect for Kimley-Horn's design services for the 20-acre, 13 million SF Miami Worldcenter. Responsible for (QA/QC) quality assurance / quality control of construction documents and construction administration services such as submittal review and tagging of plant material. As proposed, the Worldcenter will create a vibrant, walkable pedestrian environment with a unique sense of place for retail, residential, office, and institutional uses. Kimley-Horn partnered with a private developer, the City of Miami, the Miami Community Redevelopment Agency (CRA), and other stakeholders in preparing typical sections for streetscapes for this downtown project. Kimley-Horn also partnered with a number of utility companies to determine existing underground conditions. Once this information was obtained, we worked with multiple stakeholders to develop and evaluate various streetscape options for roads and avenues within the multi-block project limits.

Fort Lauderdale Downtown Mobility Hub Streetscape, Fort Lauderdale, FL — Landscape architect for Kimley-Horn's design services under a continuing services contract. Responsible for schematic design studies for multi-modal ROW corridors. Kimley-Horn is providing landscape architecture design, planning, traffic engineering, and civil engineering services for the revitalization of the existing streetscape in Downtown Fort Lauderdale. The goal is to create a pedestrian-friendly environment by adding walk/bike lanes and creating separation between traffic and pedestrian spaces—this includes adjusting lane lengths and altering bus lanes. Kimley-Horn is coordinating with various stakeholders (Broward County, Broward County Transportation, Sun Trolley, Brightline Rail) and preparing workshop-style presentations for several streetscape options. Our team recently completed 30% plans for the project, with 60% plans expected in August 2018.

Master Planning for Key Biscayne Village-Wide Undergrounding of Utilities Program, Key Biscayne, FL — Landscape architect. The design and construction of the undergrounding program is anticipated to take multiple years to complete. The underground program will be broken into multiple phases that can be constructed on an annual basis. In order to balance potentially competing priorities such as cost, project duration, traffic impacts for this large-scale project, development of a Master Plan was recommended in order to evaluate these priorities ahead of any detailed design of any single undergrounding phase.

Grove Central Station, a Transit-Oriented Development, Miami, FL — Landscape architect for this mixed-use transit-oriented, urban development consisting of retail and residential use. Kimley-Horn is providing civil engineering services for the on-site and off-site components of the project. The project entails the redevelopment of an existing surface parking lot serving the Grove Metrorail Station in Miami, Florida into a multi-tenant retail facility and apartment building. As part of the Miami-Dade County Rapid Transit



Office Location: Miami

Professional Credentials

- Bachelor, Landscape Architecture, Pennsylvania State University
- Professional Landscape Architect in Florida (LA6667406), New York (002204-1), and New Jersey (21AS00107500)
- American Society of Landscape Architects (ASLA)

Special Qualifications

- Has 13 years in landscape architecture
- Extensive technical experience in grading, drainage, soils, material depths, stormwater management, detailing, and installation of oceanfront landscapes over structure

Matthew Wisniewski, PLA

Relevant Experience Continued

Zone, this project requires close coordination with the Miami-Dade Department of Transit and Public Works to ensure connectivity of buses, rail, bicycles, and pedestrians is enhanced.

The following projects were completed prior to joining Kimley-Horn:

Jade Signature, Sunny Isles Beach — Project manager, studio director and construction administrator for the landscape architectural elements for this 2.2-acre oceanfront development. His responsibilities included oversight of construction document preparation and technical aspects such as grading, drainage, stormwater management, design detailing, soil profiles, material depths, and installation weight restrictions. Project involved extensive coordination between contractor, government agencies and the developer. The high-rise condominium opened in Spring 2018.

Bal Harbour Shops, Bal Harbour, FL — Served in an advisory role as studio director to support the acting project manager on an as needed basis. Landscape improvements related to harmonizing pedestrian corridors with parking lot improvements, and integration of Village standards into the entry experience from 96th street, Collins Avenue, and Bal Cross Drive were project considerations. Landscape concepts for improving the aesthetics of the existing parking garage were also explored by the design team relative to site circulation and reinforcing the identity of the Shops.

Faena District Miami Beach, Miami Beach, FL — Served as project manager. Responsible for design coordination with consultants, preparation of technical documents, and providing holistic, landscape architectural construction administration services required for project construction. Stretching five blocks along Collins Avenue, this ambitious project's area was comprised of all the private and public scope within the newly established overlay district. This included the renovation and improvements associated with several existing, historic Miami Beach hotels, namely the Saxony Hotel, the Versailles Hotel, the Atlantic Hotel, and the Claridge Hotel. In addition, three new buildings were constructed. These include the Faena Art Center, Faena House, and Faena Park. Public space scope encompassed a multi-block stretch of beach walk and district ROW corridors with custom pavement design. A majority of the private oceanfront gardens were built over underground parking garages, requiring specialized, highly technical design provisions. Matthew collaborated with Kimley-Horn's team in the related scope of services to insure the design vision was implemented from a multi-disciplinary perspective.

Ford Foundation, New York, NY — Served as studio director and project manager. The renovation of the Ford Foundation, a Historic Landmarked building in New York City, included the renewal of the interior atrium designed by the famed modernist landscape architect, Dan Kiley. The physical and environmental conditions of the space represented significant challenges for the design team. Low interior lighting conditions, temperature & humidity constraints, extreme slopes, and limited access are part of the pre-existing factors that shaped the design strategy. To honor Dan Kiley's original vision, the design team developed a comprehensive strategy that involves the following aspects: early procurement, root shaping, acclimation under shade, and specialty boxing system for transport. Matthew was involved in the project acquisition process and creation of project team through all design phases into the late stages of construction administration.

Jonathan Haigh, PLA

Project Manager, Landscape Architecture



Palmetto Park Road Improvements and Downtown Boca Raton Pedestrian Promenade, Boca Raton, FL — Landscape architect. For this retail district through the downtown area, Kimley-Horn provided full roadway and streetscape design and landscape architectural design to create a pedestrian friendly downtown with emphasis on a promenade connecting Plaza Real with Mizner Park. Intersections were redesigned to reduce pavement crossing width, minimize turn lanes, emphasize pedestrian crossings and modify signal timing to improve the pedestrian and downtown environment. Special emphasis was placed on providing an inviting pedestrian experience along retail businesses and providing on-street parking. Improvements include brick paved intersections, introduction of curbside streets along NE 1st Avenue, reconstruction of Boca Raton Road with an inverted crown roadway with wider sidewalks and on-street parking. Curbside streets were introduced to enable their use for special events when streets can be closed for fair events. Landscape and hardscape improvements include planter islands and wide brick paver sidewalks on both sides of the roadways. Improvements along Palmetto Park Road include construction of wider brick paver sidewalks, raised brick paver intersections, lighted bollards, and new decorative street lighting.

24th and 25th Street Improvements, West Palm Beach, FL — Landscape architect for the Kimley-Horn team retained by the City of West Palm Beach to provide streetscape improvements in the Northwood neighborhood area. This project is a joint effort between the City of West Palm Beach and the West Palm Beach Community Redevelopment Agency (CRA) to reconstruct each of the two-lane roadways with on-street parallel parking on both sides, thus creating a main street through the District. The project included extensive landscape and hardscape plans, renderings, decorative street lights, drainage, signing and marking, and traffic control plans; 24th and 25th streets were also designated as SR 5 and are owned and maintained by the Florida Department of Transportation (FDOT). Therefore, permitting and close coordination with FDOT were necessary. Due to local agency participation, funding was provided by state and federal governments.

Streetscape Design-Build (includes 10th Avenue North/6th Avenue South Enhancement Project), Lake Worth, FL — Landscape architect for construction phase. Kimley-Horn developed a series of streetscape beautification guidelines, as well as private sector setback and building massing guidelines for the two primary east/west corridors connecting downtown Lake Worth to I-95. The project consisted of more than 8 miles of streetscape design guidelines, including landscape material, decorative lighting, street furniture, hardscape palette gateway features, intersection layouts, and special signage. The blocks abutting the roadways were studied to provide appropriate setbacks to maximize pedestrian usage along the corridor. Construction for 6th Avenue South was completed in December 2009, 10th Avenue North was completed in April of 2010.

Office Location:

West Palm Beach

Professional Credentials

- Bachelor of Landscape Architecture, Landscape Architecture, University of Arkansas
- Professional Landscape Architect in Florida, #6666795
- FDOT Landscaping-Outdoor Advertising Training
- American Society of Landscape Architects (ASLA), Past President
- Florida Recreation and Parks Association

Special Qualifications

- Has 23 years of experience as a practicing professional landscape architect
- Skilled designer with park-related project experience throughout the Southeast United States: eight community parks of 60 acres and greater, more than 20 passive parks of varying size, and more than 50 miles of dedicated greenways
- Contributed, managed, and/or produced seven recreation master plans in five different states
- Experienced in applying a practical and budget-friendly, yet creative design approach to each project
- Proficient in applying sustainable principles in project design and incorporating the design of Florida-friendly landscapes and water-efficient irrigation systems
- Skilled designer with streetscape and roadway-related project experience throughout the South Florida for various municipalities, FDOT, and Florida's Turnpike Enterprise.

Jonathan Haigh, PLA, ASLA

Relevant Experience Continue

Martin Luther King, Jr. (MLK) Drive Beautification, Delray Beach CRA, Delray Beach, FL — Project manager on the Kimley-Horn team. Provided landscape architectural master planning services for the design of landscape, lighting, and hardscape enhancements for the entire length of Martin Luther King, Jr. (MLK) Drive in Delray Beach. This 1.5-mile corridor will also incorporate MLK commemorative design elements placed in the right-of-way. The design concept included the continuation of an existing sidewalk network; decorative lighting; right-of-way plantings with flowering trees, palms, and other landscaping; a program for live oaks to be planted outside of the right of way; and artwork on existing utility poles. The master plan will also address prioritization and phasing of the proposed improvements with respect to budget. Similar to other community enhancement master plans, public involvement is a key element in the success of this project. The Kimley-Horn team coordinated closely with a committee of community representatives to identify community assets and to solicit their ideas and preferences for incorporation into the master plan.

South Atlantic Avenue Sidewalk/Streetscape Design, Daytona Beach Shores, FL — Served as landscape architect. The City of Daytona Beach Shores implemented a unique concept whereby they are reducing the number of travel lanes on a half-mile section of South Atlantic Avenue to accommodate an eight-foot sidewalk on one side and a 12-foot path on the other side, along with streetscaping enhancements. Kimley-Horn prepared a traffic impact analysis and provided alignment and sidewalk options through the corridor. In addition, we prepared both the engineering and streetscaping plans for the preferred alternative. A Local Agency Program (LAP) agreement was established with the Florida Department of Transportation, and we worked with the City to understand their vision for this streetscape beautification project, which included converting existing overhead FPL distribution lines to underground utilities, adding decorative street lighting, and constructing various landscape/hardscape design elements to enhance aesthetics of the roadway.

Lloyd Estates Streetscape and Drainage Improvements, Oakland Park, FL — Landscape architect for the Kimley-Horn team providing the landscape architectural design of streetscape improvements for the Lloyd Estates Residential and Industrial Area Drainage Project. The project comprised of residential streetscape enhancements with trees, palms, new turf, and shrubs in the medians and larger islands. We overcame design challenges in placing and selecting plant material under overhead utilities and providing clear sight and offset clearances from numerous driveways and intersections. Also designed a new irrigation system with new well and pump station, as well as paver sidewalks and crosswalk enhancements.

Miami Lakeway North Resurfacing and Drainage Improvements, A Federally-Funded Design-Build Project, Miami Lakes, FL — Landscape architect. Kimley-Horn assisted the Town in obtaining more than \$600,000 in stimulus funding to construct this roadway and drainage improvement project that includes a portion of Miami Lakeway North between Celebration Point and Miami Lakes Drive and NW 153rd Street from Miami Lakeway North to NW 60th Avenue. Prior to obtaining the stimulus funding, Kimley-Horn assisted the Town in becoming Local Agency Program (LAP) certified so that the Town would be eligible to obtain the stimulus funding. Our team developed a design criteria package—in compliance with Federal funding criteria—which resulted in securing the stimulus funding and award of the project to the design-build team. The project included drainage system improvements such as new stormwater inlets, a new outfall connection, exfiltration trench for water quantity and quality treatment, new sidewalk, and new pavement markings and signage. Kimley-Horn also provided construction phase services to expedite the project and to confirm that the project was built in compliance with the design criteria.

Black Creek Trail Segment A Construction Documents, Miami-Dade County, FL — Served as landscape architect on the Kimley-Horn team that prepared construction documents for this 9.1-mile, multi-use greenway trail in southern Miami-Dade County. Kimley-Horn was responsible for all phases of this project ranging from programming and schematic design through construction phase services. We assisted the Miami-Dade County Parks and Recreation Department (MDPR) in identifying potential trail alignments, amenities, trailhead locations, and neighborhood connections. We coordinated with numerous stakeholder groups, including utilities, local governments, and permitting agencies. Our design incorporated a non-motorized trail and linear park design within the Black Creek Canal (C-1) right-of-way owned by the South Florida Water Management District (SFWMD). Key challenges on this project that we addressed included slope stability near the canal bank, crossing several major roadways (including a six-lane section of US 1), and working within SFWMD design standards for permitted use of their right-of-way.

Aaron Buchler, P.E.

Principal-in-Charge

Miami World Center, Miami, FL — Served as project manager. Kimley-Horn partnered with a private developer, the City of Miami, the Miami Community Redevelopment Agency (CRA), and other stakeholders in preparing typical sections for streetscapes for the City's largest proposed downtown project. Kimley-Horn also partnered with numerous utility companies to determine existing underground conditions. Once this information was obtained, we worked with multiple stakeholders to develop and evaluate various streetscape options for roads and avenues within the multi-block project limits.

Brickell City Center, Miami, FL — Project manager. Located at the core of the City's financial district, Brickell City Centre is a nine-acre mixed-use development—and one of the largest active projects in the City of Miami today. The site comprises approximately three city blocks. At completion, this \$1.05 billion project will include 2.9 million square feet of retail, office, residential, and entertainment space. The parking demand for this proposed development will be satisfied by the construction of a two-level subterranean parking garage, which will extend beneath the right-of-way for full connectivity between the three blocks. This LEED Neighborhood Certified project will also include sustainable elements such as a climate ribbon, green roofs, and cisterns for irrigation use. As the engineer of record, Kimley-Horn is providing an array of civil engineering, transportation planning, and traffic engineering services. The scope of work includes design, permitting, and construction administration for the installation of more than 7,000 linear feet of new water and sewer utilities within an extremely congested utility corridor; full roadway reconstruction including drainage improvements; traffic signalization; and on-site stormwater management.

Midtown Miami Brownfield Redevelopment, Miami, FL — Principal-in-charge for civil construction documents, including roadway, utilities, signals, soils management, and streetscape; also coordinated entitlements and served as the Midtown Miami Community Development District Engineer. Responsibilities include the review and coordination of a bond budget in excess of \$100 million while simultaneously serving four clients on this major redevelopment project. Midtown Miami is the largest urban infill redevelopment project in Miami-Dade County and is located on a 56-acre Brownfield site previously owned by the FEC Railroad. The project involved planning, design, and construction of all public and private infrastructure to serve 3,500 residential units, 800,000 square feet of commercial, and 15,000 square feet of office space. Some of the major infrastructure components included FPL and telecommunications duct banks, storm drainage wells, traffic signals and roadways, and street car system. Infrastructure also included 12,500 linear feet of new 12-inch water distribution mains and 6,500+/- linear feet of new 8-inch to 20-inch sanitary sewer mains, which required a 100-linear-foot bore-and-jack beneath the FEC Railroad and interconnection with existing 72-inch live interceptor at Biscayne Boulevard. Kimley-Horn designed water and sewer service connections for future parcel developments.

Miami Children's Hospital, Miami, FL — Served as project engineer. Kimley-Horn provided civil engineering services to Miami Children's Hospital



Office Location: Miami

Professional Credentials

- Bachelor of Science, Civil Engineering, Florida International University
- Professional Engineer in Florida, #54606, July 26, 1999
- Florida Engineering Society
- International Council of Shopping Centers
- National Society of Professional Engineers (NSPE)
- Urban Land Institute

Special Qualifications

- Has 23 years of experience in land development, utility systems, and drainage design
- Extensive experience with the entitlements, regulatory agencies, and permitting processes in South Florida

Aaron Buchler, P.E.

Relevant Experience Continued

for a parking garage, central energy plant, and oxygen plant. Associated civil engineering services included drainage design, roadway design, easement coordination, permitting, development of a stormwater management plan, design of underground storage tanks, and the preparation of construction documents.

Resorts World Miami (former Miami Herald site), Miami, FL — Project manager for the Kimley-Horn team that is providing site/civil engineering, environmental, and ongoing traffic engineering services for the 14-acre bayfront site that previously housed the Miami Herald newspaper at 1 Herald Plaza in Miami. The proposed project includes four new hotels with more than 5,000 rooms and two residential towers featuring up to 1,000 units; a luxury retail Galleria; a 3.6-acre rooftop lagoon and natural sand beach; more than 50 restaurants, lounges, bars, and nightclubs; a high-tech multimedia entertainment area showcasing the music and culture of Florida and South America; and 700,000 square feet of convention and meeting space. The resort will help develop the three-mile BayWalk, which highlights a 150-acre leisure and entertainment area in Downtown Miami. Team tasks include due diligence, parking studies, underground utility design, preparation of a Special Area Plan (SAP) traffic study consistent with City of Miami 21 Zoning Code, environmental site assessment, and potential remediation planning, including contaminant delineation, water quality evaluation, and quarterly groundwater monitoring.

Sian Ocean Residences and Resort (aka Indigo or Indigo/Sian), Hollywood, FL — Served as project engineer. Sian is a four-phase residential project that sits between the Atlantic Ocean and the Intracoastal Waterway. Phase 1 included a master plan for the 9.5-acre site, reaching from oceanfront property across A1A to the Intracoastal. A pedestrian walkway connects the entire project, allowing users to walk from a resort pool and docks along the Intracoastal, across A1A, and past the condominium conversion to a 20-story beachfront tower. This tower includes two units per floor, five penthouses, and its own private beachfront pool. In Phase 2, Kimley-Horn's services included landscape architecture, civil and traffic engineering, roadway, environmental, and structural engineering. This phase involved converting an existing hotel to a hotel/condo with a temporary parking lot and a large resort-style pool that overlooks the Intracoastal. In addition, it included a new entry area, fountain wall, and pedestrian crosswalk light.

Leonte Almonte, P.E.

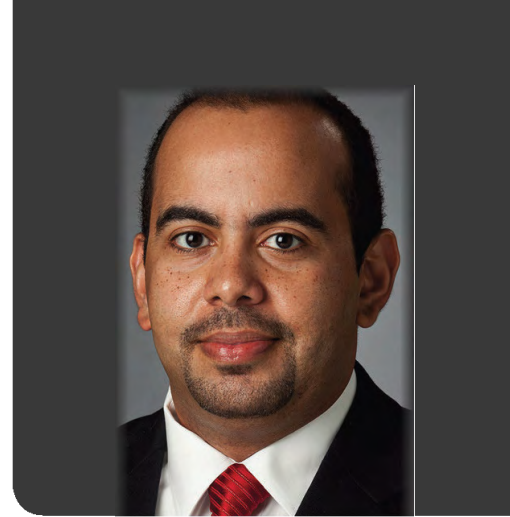
Civil Engineering

Mowry Drive Roadway Improvements, Homestead, FL — Served as project engineer for the new construction and widening of Mowry Drive (SW 320th Street) from SW 157th Avenue to SW 152nd Avenue. The existing roadway consisted of a one-lane paved road and was proposed to be converted to a four-lane divided urban section with bike lanes on both sides. The project included design and preparation of roadway, drainage, signing and marking, lighting, water main extension, landscaping and irrigation plans. As part of the project, environmental and drainage permits were obtained from SFWMD, RER and USACE. Served as construction supervisor during construction.

Resorts World Miami (former Miami Herald site), Miami, FL — Serving as design engineer. Kimley-Horn is providing site/civil engineering, environmental, and ongoing traffic engineering services for the 14-acre bayfront site that previously housed the Miami Herald newspaper at 1 Herald Plaza in Miami. The proposed project includes four new hotels with more than 5,000 rooms and two residential towers featuring up to 1,000 units; a luxury retail Galleria; a 3.6-acre rooftop lagoon and natural sand beach; more than 50 restaurants, lounges, bars, and nightclubs; a high-tech multimedia entertainment area showcasing the music and culture of Florida and South America; and 700,000 square feet of convention and meeting space. The resort will help develop the three-mile BayWalk, which highlights a 150-acre leisure and entertainment area in downtown Miami. Team tasks include due diligence, parking studies, underground utility design, preparation of a Special Area Plan (SAP) traffic study consistent with City of Miami 21 Zoning Code, environmental site assessment and potential remediation planning, including contaminant delineation, water quality evaluation, and quarterly groundwater monitoring.

Lincoln Road District Improvements, Miami Beach, FL — Project engineer. This is an ongoing project with City of Miami Beach for the redevelopment of Lincoln Road Pedestrian Mall. The mall is being redeveloped between Lenox Avenue to Washington Avenue. The design included water features, streetscape, and infrastructure improvements. Kimley-Horn is currently providing civil engineering, permitting, traffic signal modifications, and civil engineering design services for this project. This project includes the replacement of 8-inch sewer main, 12-inch water main, 24-inch storm pipe, and 30-inch force main along Meridian Avenue.

Lloyd Estates Streetscape and Drainage Improvements, Oakland Park, FL — Design engineer. Kimley-Horn provided professional engineering services for the design and construction of the Lloyd Estates Residential and Industrial Area Drainage Project. The project involves phased drainage and water distribution system improvements consisting of the construction of a stormwater collection system with water quality treatment measures and possible upgraded outfalls, as well as replacement of select existing water mains within the project area. The professional services include surveying, stormwater analysis, civil and electrical engineering design, landscaping and



Office Location: Miami

Professional Credentials

- Master of Science, Transportation Engineering, Florida International University
- Bachelor of Science, Civil Engineering, Pontificia Universidad Catolica Madre y Maestra
- Professional Engineer in Florida #70822
- Professional Engineer in Dominican Republic
- FDOT Advanced MOT Training and FDOT Local Agency Program Workshop
- IBTTA Leadership Academy Alumni
- Member: American Society of Civil Engineers (ASCE), Institute of Transportation Engineers (ITE), Society of Hispanic Professional Engineers
- International Bridge, Tunnel and Turnpike Association - Leadership Academy, 2017

Special Qualifications

- Has 16 years of roadway design experience
- Proficient in MicroStation, Geopak, Civil 3D, AutoCAD, EaglePoint, HCS+, CORSIM, Primavera P6, ArcGIS, AUTOTurn, Real Cost, and MS Project
- Alumni of the International Bridge, Toll and Turnpike Associations (IBTTA) Leadership Academy

Leonte Almonte, P.E.

Relevant Experience Continued

irrigation, permitting, coordinating with utility providers for adjustments and or relocations, preparing quantity calculations, and engineer's estimates of probable costs.

Coral Way from SW 37 Avenue to SW 13 Avenue Resurfacing, Miami, FL — Project engineer responsible for developing plans for the resurfacing of Coral Way from SW 37th Avenue to east of SW 13th Avenue in Miami. The project corridor, which includes a mix of businesses and apartments, is unique in its designation as a State Historic Highway (SHH), and is famous for its canopy of mature Banyan trees. The historic nature of these signature trees and widespread flooding made this more than a typical milling and resurfacing project and required extensive coordination with FDOT and local agencies, including the City of Miami Historic Preservation Board. Kimley-Horn's other services included roadway, drainage, signing and marking, addressing ADA issues along the project corridor, design of one new signalized intersection, one new mid-block signal, and addition of new Rectangular Rapid Flashing Beacons (RRFBs) and speed feedback signs at four locations.

Federal Highway (US 1) Interim and Final Enhancements, Delray Beach, FL — Project engineer on a multi-phased project providing roadway design, water main design services, relocation of piping for new drainage facilities, and design of water main crossings. This project included two miles of the US 1/Federal Highway one-way pair in each direction in Delray Beach. The City and CRA adopted the Downtown Delray Beach Master Plan, which has as one of its key elements a reconfiguration of the two one-way segments of US 1 from three lanes to two lanes.

Miami Lakes Downtown Phase I and II, and Lake Patricia Roadway/Drainage Improvement Projects, Miami Lakes, FL — Served as project engineer. Kimley-Horn was involved with the design and permitting services to implement a large roadway and drainage improvement project located in Downtown Miami Lakes. The project area consisted of Bull Run Road from NW 67th Avenue south to Ludlum Road and Miami Lakeway North from NW 67th Avenue to Miami Lakes Drive. It also included Main Street and Meadow Walk from Bull Run to Miami Lakeway North. The capital project included approximately one mile of roadway restoration/resurfacing and drainage improvements in residential/business areas, curbing and sidewalk improvements, a new outfall pipe, swale restoration, signing and pavement markings, and site restoration. The drainage improvements consisted of approximately 3,000 linear feet of exfiltration trench, approximately 2,500 linear feet of HDPE piping, approximately 40 drainage structures and one outfall structure and headwall. Kimley-Horn also provided construction phase services to expedite the project, confirm the project was built in accordance with the design plans, and to minimize impacts to the community during construction.

NW 5th Avenue Sidewalk Improvements from NW 112th Terrace to NW 115th Street, Miami Shores Village, FL — Design engineer for the design and development of plans for new sidewalk construction as part of the Safe Routes to School (SRTS) program. The project included design of new sidewalk along both sides of NW 5th Avenue from NW 112th Terrace to NW 115th Street, utility coordination, and preparation and submittal of LAP documents to FDOT.

SR A1A/Collins Avenue Resurfacing (Phase II), Miami, FL — Project engineer on the Kimley-Horn team provided design services for the SR A1A/Collins Avenue from 26th Street to Indian Creek Drive 3R project. The drainage was enhanced through the use of trench drains in those areas where the existing longitudinal slope was less than 0.3% and at the bulb-outs that were proposed to enhance the ADA compliance of the project. Engineer in charge of designing the drainage for this project, the roadway plans, upgrades to nine existing signals, and signing and pavement marking plans for this project. Existing parking was striped per current FDOT Standards. Prepared pavement design and coordinated with both the District pavement design engineer and bituminous engineer to achieve the best pavement design for this project.

Brian Good, P.E.

Civil Engineering

Kissimmee Community Redevelopment Agency (CRA) Streetscape Projects, Kissimmee, FL

— Project manager on the Kimley-Horn team selected as part of a design-build team to provide roadway design, landscape architecture, utility improvements, permitting, and construction implementation assistance associated with the redevelopment of Ruby Avenue, Monument Avenue, Dakin Avenue, and Sproule Avenue. Services included evaluating alternative parking configurations within a defined roadway right-of-way and determining a balance between pedestrian accommodations and vehicular facilities. Kimley-Horn will design and permit all improvements in the CRA and Burkhardt Construction will construct the improvements.

North and South River Drives – Miami River Greenway, Miami, FL

Drainage engineer. Kimley-Horn was retained to redesign North and South River Drives in the City of Miami to incorporate a continuous greenway along the Miami River. The firm developed schematic designs and 30 percent construction documents. Additional aesthetic improvements included site furniture, pedestrian lighting, and preliminary landscape recommendations to enhance the overall quality and provide a definable image for the Miami River Greenway. In addition to landscape architecture and urban planning, Kimley-Horn also provided civil engineering, roadway design, and stormwater retrofitting services for this project. With these in-house capabilities, the design team was able to produce high-quality 30 percent construction drawings for the City within the anticipated timeframe.

Barton Boulevard Streetscape, Rockledge, FL — Served as project engineer for this \$4.2-million facelift for two miles of Barton Boulevard, from US 1 on the east to Fiske Boulevard on the west. Kimley-Horn provided design services to improve traffic flow, add new decorative lighting and landscaping, contain a landscape median, improve pedestrian movements with new sidewalks and bike paths, upgrade drainage and stormwater management, install new mast arm traffic lights, add new infrastructure, and beautify the heart of the Redevelopment district. Kimley-Horn also worked with a number of agencies, such as the Florida Department of Transportation (FDOT), St. Johns River Water Management District, and the FEC Railway. In addition, the major intersection of US 1 and Barton Boulevard was improved as part of a multi-million dollar FDOT road widening project. The City and CRA have contributed \$1.5 million dollars for project enhancements which included pedway, landscaping, lighting, and wayside stations.

Streetscape for SR 60 and 58th Avenue, Indian River County, FL

Project manager for Kimley-Horn team providing streetscape services for this project that involves widening a prominent intersection in Indian River County from four lanes to six lanes by adding turn lanes. This high-profile intersection has limited right of way; because of the limited right of way, streetscape and landscape opportunities will be somewhat limited as well. A joint venture with private and public property owners will be necessary to make improvements to the streets, which belong to both entities.

North 13th Street Phases I through III, Fort Pierce, FL — Project manager. Under our general services contract with the City of Fort Pierce,



Office Location: Vero Beach

Professional Credentials

- Bachelor of Science, Environmental Engineering, University of Central Florida
- Professional Engineer in Florida, #56939
- Federal Highway Administration Training Seminar: Bridge Scour and Stream Stability
- Florida Department of Transportation Training Seminar: Modeling of Bridges and Floodplains using Federal Highway Administration Water Surface Profile Computer Model
- Member: American Society of Civil Engineers (ASCE), California Water Environment Association, Toastmasters International

Special Qualifications

- Has 22 years of experience related to transportation design projects, including roadway geometric design, hydrologic and hydraulic analyses, plans preparation, and bridge hydraulics
- Has performed drainage designs and provided solutions for transportation, aviation, residential, and retail projects
- Stormwater management experience includes hydrological and hydraulic analysis on drainage basins and floodplains from 10 to 50,000 acres, floodway analysis on Federal Emergency Management Agency (FEMA) regulated floodways, and bridge hydraulic backwater analysis for numerous Florida Department of Transportation (FDOT) structures

Brian Good, P.E.

Relevant Experience Continued

the Kimley-Horn team is providing roadway, drainage, signalization, landscape, street lighting, and streetscape improvements for this project. The project encompasses 1.8 miles of North 13th Street between Georgia Avenue and Avenue Q. The design includes nearly every aspect of street reconstruction, along with landscape and hardscape aesthetic improvements. Electric utilities will be relocated underground, curbs and sidewalks replaced, street lighting and furnishings added, and the entire corridor will be landscaped. Kimley-Horn has completed 100% plans for the project and it is awaiting funding.

Broadway Avenue and Adjacent Side Street Streetscape Improvements, Programmatic Categorical Exclusion, Kissimmee, FL — Served as project manager. Kimley-Horn was responsible for completing the programmatic categorical exclusion checklist and documentation for this Local Agency Program funded project. This project was part of the implementation of Phase II of the City of Kissimmee's Master Redevelopment Plan developed by the Community Redevelopment Agency (CRA). The CRA proposed to convert Broadway Avenue from a four-lane, divided roadway to a two-lane, divided roadway from Ruby Avenue to Drury Avenue. The project also includes streetscape improvements on the side streets of Stewart, Darlington, Monument, and Dakin Avenues and Sproule Street. The services involved evaluating the site for wetlands, listed species and contamination involvement, and completing the documentation to demonstrate that the project impacts were minor and could meet the requirements to categorically exclude the project from the National Environmental Policy Act. Because the project is located in historic downtown Kissimmee, coordination was required regarding the potential adverse effects to historic properties. We were able to demonstrate that there would not be an adverse effect.

Darwin Boulevard Roadway and Drainage Improvements, Port St. Lucie, FL — Member of the Kimley-Horn team retained by the City of Port St. Lucie to provide engineering design services associated with the roadway and drainage improvements for Darwin Boulevard from S.W. Port St. Lucie Boulevard to Landale Boulevard. Darwin Boulevard used to pond water during heavy storms. The prolonged water on the pavement was deteriorating the asphalt and causing the roadway surface to fail. The project included conducting permit research at SFWMD; obtaining a full topographic survey of the 100-foot right-of-way; evaluating the existing drainage patterns for the corridor; analyzing the existing drainage structures; adding two turn lanes at an elementary school entrance and a proposed sidewalk along the south side of the corridor; and providing geotechnical evaluation, permitting, and roadway and drainage construction plans. The construction plans were prepared for 4,100 feet of the corridor.

Ocean Drive and Beachland Boulevard Intersection Improvements, Vero Beach, FL — Member of the Kimley-Horn team retained by the City of Vero Beach to conduct a feasibility study to investigate alternatives for replacing the existing signalized intersection of Beachland Boulevard and Ocean Drive. The existing mast arms are in poor condition and in need of replacement. We assisted the City with public involvement with the local business association in which we served in an advisory capacity to assist during the workshops conducted for the intersection. We evaluated traffic movement and use within the intersection and found that a four-way stop may be a feasible alternative appropriate for the location. After this evaluation, we proceeded with the design of an intersection improvement with enhancements to landscaping and signage.

Stewart Robertson, P.E.

Civil Engineering, Complete Streets/Bicycle
Planning Engineer

Lake Worth Streetscape Design-Build (includes 10th Avenue North/6th Avenue South Enhancement Project), Lake Worth, FL — Provided traffic engineering services for this streetscape project in Lake Worth. The project extended from I-95 to Dixie Highway along 6th Avenue and 10th Avenue. This was part of an effort by the Community Redevelopment Agency (CRA) to improve major roads in their community. Kimley-Horn teamed with another consultant on this design/build project.

Broward Complete Streets Guidelines, Broward County, FL — Served as project manager for the Kimley-Horn team that prepared the Broward Complete Streets Guidelines for a partnership including the Broward Regional Health Planning Council (BRHPC) and the Broward Metropolitan Planning Organization (MPO). Kimley-Horn was tasked with developing guidelines that were customized for local Broward jurisdictions and reflected local conditions, Florida State Statutes, and Florida design criteria. The Guidelines were made possible through a Centers for Disease Control and Prevention (CDC) grant, the Transforming Our Community's Health (TOUCH) initiative, administered by BRHPC. Particular themes that were incorporated into the Guidelines include public health, smart growth, transportation equity, sustainability, placemaking, safety, and age-in-place. The resulting Guidelines present standards and design guidance for planners, engineers, and maintenance officials to achieve a vision of implementing complete streets principles, which aim to design streets for people of all ages and physical abilities and accommodate all travel modes. Duties included development of technical content, stakeholder coordination, and giving monthly presentations to the Complete Streets Technical Advisory Committee (TAC).

On-Call Planning Services (includes Complete Streets Guidelines), Broward MPO, FL — Project manager Kimley-Horn was selected in 2011 to provide on-call planning services for the Broward Metropolitan Planning Organization (MPO). For our first task under this contract, Kimley-Horn prepared Complete Street Guidelines to present standards and design guidance for planners, engineers, and maintenance officials to achieve a vision of implementing Complete Streets principles which aim to design streets for people of all ages, physical abilities, and travel modes. Kimley-Horn's next task will be a Five-Year corridor Management Plan Update for the SR A1A Scenic Highway Redesignation.

Dixie Highway/21st Avenue Corridor Redesign Concept and Mobility Study, Hollywood, FL — Project manager. Through contracts with the City of Hollywood and the Hollywood CRA, Kimley-Horn is preparing a Redesign Concept Study for the Dixie Highway and 21st Avenue corridor throughout Hollywood between Pembroke Road and Sheridan Street. The goal is to create a "transit-ready corridor" along the FEC Railroad by implementing Complete Streets solutions in anticipation of re-establishing passenger rail service through seamless integration of an anticipated Tri-Rail Coastal Link station. Implementing Complete Streets solutions along Dixie Highway/21st Avenue is important to achieve the vision for improved multimodal mobility and



Office Location: Fort Lauderdale

Professional Credentials

- Master of Science, Civil Engineering, University of Kentucky
- Bachelor of Science, Civil Engineering, University of Kentucky
- Professional Engineer in Florida, #63939
- Member: American Society of Civil Engineers (ASCE), Association of Pedestrian and Bicycle Professionals, Institute of Transportation Engineers (ITE), National Society of Professional Engineers (NSPE)

Special Qualifications

- Has 17 years of experience specializing in transportation planning and engineering, with an emphasis in multimodal planning and design including complete streets and bicycle/pedestrian safety and mobility
- Project management experience includes multimodal master planning; complete streets planning, design, and implementation; design plan reviews; bicycle corridor studies; pedestrian and bicycle network plans; pedestrian safety studies; transit studies; transit ITS implementation; corridor analysis; intersection capacity analysis; travel demand analysis; and geographic information systems (GIS)
- Specializes in transportation engineering, with an emphasis in bicycle/pedestrian planning
- Experience includes bicycle corridor studies, bicycle network plans, transit studies, and GIS

Stewart Robertson, P.E.

Relevant Experience Continued

livability along this important north-south corridor. The Complete Streets approach recommended in this study includes a “road diet” lane reduction to repurpose excess automobile capacity for bicyclist, pedestrian, and transit improvements. In addition, the Complete Streets approach will establish a transit-ready corridor for seamless integration of an anticipated Tri-Rail Coastal Link station along the Florida East Coast (FEC) railroad.

Venetian Causeway Improvements from Bayshore Drive (Miami) to Alton Road (Miami Beach), FL — Project engineer for the Kimley-Horn team responsible for the professional services, master planning, and the preparation of a traffic study to evaluate the impacts to the Historic Venetian Causeway. Responsible for developing vertical and horizontal alignments, coordinating drainage design and signing and pavement markings, decorative lighting, landscape/hardscape/irrigation and signalization plans for this corridor. The project included extensive coordination with the City of Miami and the City of Miami Beach. It also required an involved public involvement program.

Bicycle/Pedestrian Mobility Plan for the Miami Downtown Development Authority Area, Miami, FL — Served as project manager. Kimley-Horn prepared the Downtown Miami Bicycle and Pedestrian Mobility Plan, which was a joint effort of the Miami-Dade Metropolitan Planning Organization (MPO) and the Miami Downtown Development Authority (DDA). Significant aspects of the Plan included the transportation mobility analysis, setting of goals and objectives, developing recommendations, and coordinating a 15-member steering committee. Recommendations were organized into 37 distinct projects, for which project-specific implementation tasks, lead agencies, support agencies, and cost ranges were identified. Projects were categorized into area-wide improvements; transit accessibility improvements; corridor-specific improvements; and non-engineering strategies such as education, encouragement, enforcement, and evaluation/monitoring. Projects focused on improving mobility and safety for pedestrians and bicyclists in the downtown area through strategies such as a modal priority zone, low-speed design principles, curb bulb-outs, new crosswalks, raised crosswalks at transit stations, pedestrian signalization improvements, expanded bicycle parking opportunities, and automated pedestrian detection at key intersections. At its conclusion, the Plan was endorsed by both the MPO Governing Board and the DDA Governing Board. Since completion of the Plan, implementing agencies have been using the Plan to seek grant funding and to ensure projects become part of local capital improvement programs.

Bicycle and Pedestrian (Bike/Ped) Mobility Plan, Miami Gardens, FL — Served as project manager for a bicycle and pedestrian mobility plan for the City of Miami Gardens. The project included recommendations for short- and long-term mobility improvements based on the literature review, transportation mobility analysis, identification of goals and objects, and input from the Steering Committee. We analyzed existing transportation mobility conditions and community features in Miami Gardens through the use of geographic information systems (GIS) and prepared a series of maps that illustrate the background conditions for improving the City’s bicycle and pedestrian mobility. The Kimley-Horn team used the methodologies established in the 2009 FDOT Quality/Level of Service Handbook to assess the bicycle and pedestrian level of service of the major roadways with the City and mapped the results with GIS.

Hollywood/Pines Boulevard Congestion Management System (CMS) Multimodal Corridor Study, Broward County, FL — Provided multimodal planning and transportation engineering services for a study to develop a congestion management system (CMS) plan to enhance travel in this high-priority corridor in southern Broward County. The plan includes recommended strategies to improve transportation conditions for four primary modes of travel (pedestrian, bicycle, transit, and roadway) plus a multimodal section to integrate efficient transfers between modes. Duties included demand analysis, capacity analysis, transit data analysis, developing short-term multimodal mobility strategies, presenting concepts at public meetings, and writing reports.

Lake Worth Bicycle Master Plan, Lake Worth, FL — Project manager for the Kimley-Horn team that developed a Bicycle Network Plan for the City of Lake Worth Community Redevelopment Agency (CRA). The plan included several public outreach efforts, including workshops, a community open house, meetings with stakeholders, and presentations to elected officials. The plan identified a network of on-road and off-road bicycle facilities, including bicycle lanes, bicycle boulevards, shared-use paths, and bicycle route signage. It also included an educational and encouragement component, including a bicycle rodeo, outreach to law enforcement officers, and recommendations regarding the development of bilingual bicycling promotional materials.

James Pankonin, PLA, LEED AP

Landscape Architecture

Miami RiverFront, Miami, FL — Served as landscape architect. Kimley-Horn was responsible for site planning, landscape architecture, and street and amenity lighting, as well as signage and wayfinding systems for this urban development located in Miami's Central Business District. As part of the renaissance taking place along the Miami River, this 11-acre site was originally proposed to include six high-rise towers with 3,000 luxury condominiums and more than 100,000 square feet of retail space, all connected by pedestrian plazas and covered arcades. As of 2012, the complex contains only three main towers. The area will also include 10 water features and more than 1,000 linear feet of riverfront improvements, which were guided by the Greenway Regulatory Enhancement Program written by Kimley-Horn and adopted by the City of Miami.

Bradenton Downtown Development Authority Riverwalk, Bradenton, FL — As landscape architect, provided landscape architecture design and analysis for this project. Kimley-Horn completed the master planning process for the 1.25-mile-long riverfront area in Bradenton known as the Riverwalk. Services included grants/funding analysis, master planning, public involvement, design development, and stakeholder coordination. The grand opening for the project was in fall of 2012, and it was awarded the top cultural and recreation project in the Tampa Bay Area by the Regional Planning Council.

Bradenton Streetscape Design Consultant, Bradenton, FL — Project manager. Kimley-Horn was awarded this project to develop a master plan for the pedestrian and streetscape improvements located within the Bradenton Community Redevelopment Agency (BCRA). These improvements and projects goals will focus on and reflect specific user experience within the BCRA. The team will provide planning and design services, including data collection, stakeholder and community engagement, master plan production, construction documents, a tree assessment site visit, and artist coordination.

Lincoln Road Closure, Miami Beach, FL — Served as landscape architect. This project was a joint-venture between the City of Miami Beach and UIA Management, LLC. The 1000-1100 Block of Lincoln Road was closed to vehicular traffic to allow for the extension of the Lincoln Road Pedestrian Mall. The mall was extended west, from Lenox Avenue to Alton Road, to include a new pedestrian plaza. The design also included four water gardens, and streetscape and infrastructure improvements. Kimley-Horn provided due diligence, civil engineering, landscape architecture, permitting, traffic signal modifications, and lighting and electrical design services for this project.

The Riverwalk at Kennedy Boulevard Plaza, Tampa, FL — Landscape architect. The Kennedy Boulevard Plaza is the longest over-water segment of the Tampa Riverwalk and serves as a gateway into the downtown core of Tampa. Two new parks, MacDill Park and Curtis Hixon Waterfront Park, were linked by the plaza. The structure also serves as a pathway to two of Tampa's



Office Location:

Sarasota

Professional Credentials

- Bachelor of Landscape Architecture, Landscape Architecture, University of Georgia
- Professional Landscape Architect in Florida, #LA6666900
- LEED Accredited Professional
- American Society of Landscape Architects (ASLA)
- U.S. Green Building Council

Special Qualifications

- Has 14 years of landscape architectural experience, including site planning, streetscape design, parks and recreation design, hardscape design and custom detailing, construction document preparation, construction phase services, project team coordination, and preparation of presentation graphics
- Experienced with arboricultural services such as tree inventory and assessment
- Provides landscape architectural services for streetscape projects in urban and suburban commercial corridors
- Assists in developing maintenance guidelines to be used by public staff and private citizens

James Pankonin, PLA, ASLA, LEED AP

Relevant Experience Continued

downtown gems, the new Tampa Museum of Art and the new Glazer Children's Museum. Kimley-Horn provided urban design and landscape architecture services for this exciting project.

Bradenton Downtown Development Authority Riverwalk, Bradenton, FL — As landscape architect, provided landscape architecture design and analysis for this project. Kimley-Horn completed the master planning process for the 1.25-mile-long riverfront area in Bradenton known as the Riverwalk. Services included grants/funding analysis, master planning, public involvement, design development, and stakeholder coordination. The grand opening for the project was last fall, and it was recently awarded the top cultural and recreation project in the Tampa Bay Area by the Regional Planning Council.

Atlantic Boulevard/Southside Boulevard Intersection Improvements, Jacksonville, FL — Served as landscape architect. Kimley-Horn performed an intersection improvements study to determine the recommended improvements to the intersection of Atlantic Boulevard and Southside Boulevard, located in southeast Jacksonville. This project is part of the City's "Better Jacksonville Plan." Our services included traffic operations analysis; schematic and conceptual design; an interactive public involvement process; cost evaluations; surveying and photogrammetry; traffic counts; and environmental assessments and contamination impacts. The study area encompasses a one-half mile radius from the intersection. In addition, the Atlantic Boulevard corridor is being studied for an additional one-half mile to the east to make sure that the improvements proposed at the Atlantic/Southside intersection are consistent with the ultimate needs of the corridor.

North Collier Boulevard Improvements, Marco Island, FL — Provided supporting landscape architectural services to improve the streetscape of this main boulevard leading into Marco Island from mainland Florida. The scope of services included landscape design and plant selection, hardscape design including pedestrian rest areas with overhead structures and furniture and construction phase services.

South Gulf Cove Community Entry Feature Designs, Port Charlotte, FL — Served as landscape architect. The South Gulf Cove entry monument project consisted of design development, construction documents, and construction phase services for entry monuments at four locations in the South Gulf Cove community. As project engineer there was oversight and involvement from concept development to final construction. This project included close coordination with the County and South Gulf Cove Community MSBU Committee. The monuments were designed from concepts provided by the community with input and guidance from the Kimley-Horn team. Themes reflecting the waterfront nature of the community were woven into the design.

City of North Port US 41 Gateway Monuments, North Port, FL — Landscape architect for the Kimley-Horn team that provided landscape architecture, civil and structural engineering, permit preparation and submittal, and construction bidding assistance services for two main entry features along US 41 (Tamiami Trail) in the City of North Port. The entry features create a gateway to the City, providing a sense of arrival. Residents of the City felt that the traveling public should be able to identify the boundaries of North Port and recognize that the City is unique along that stretch of roadway. Kimley-Horn's landscape architects and engineers worked closely with City staff designing the structure, landscape enhancements, and lighting.

Palazzo Del Sol and Palazzo Del Luna, Fisher Island, Miami, FL — Served as landscape architect. The addition of two luxury condominium residences will complement the high-profile Fisher Island residential community and finish off the water's edge along Government Cut facing South Beach. This 12-acre site includes two 11-story towers with 94 luxury condominiums. These oceanfront towers, designed by Kobi Karp Architects, will be connected by lush garden trails and a major pathway along Government Cut, all leading to two breathtaking multi-level lagoon pools. Additionally, two dramatic porte-cochere water features will greet guests and residents, while two 35-foot-long by six-foot-high water walls frame vistas and a pathway to a sandy beach retreat facing the water and overlooking South Beach. Responsibilities include design development of site amenities and special features, planting design, lighting design, quality control of construction documents, and coordination with project team.

Kim Misek, ASLA

Landscape Architecture

Lincoln Road Closure, Miami Beach, FL — Assisted the lead landscape architect in the preparation of hardscape plans, irrigation plans and custom detailing through construction documents and construction phase services. This project was a joint-venture between the City of Miami Beach and UIA Management, LLC. The 1000-1100 Block of Lincoln Road was closed to vehicular traffic to allow for the extension of the Lincoln Road Pedestrian Mall. The mall was extended west, from Lenox Avenue to Alton Road, to include a new pedestrian plaza. The design also included four water gardens, and streetscape and infrastructure improvements. Kimley-Horn provided due diligence, civil engineering, landscape architecture, permitting, traffic signal modifications, and lighting and electrical design services for this project.

24th and 25th Street Improvements, West Palm Beach, FL — Landscape analyst for the Kimley-Horn team retained by the City of West Palm Beach to provide streetscape improvements in the Northwood neighborhood area. This project is a joint effort between the City of West Palm Beach and the West Palm Beach Community Redevelopment Agency (CRA) to reconstruct each of the two-lane roadways with on-street parallel parking on both sides, thus creating a main street through the District. The project included extensive landscape and hardscape plans, renderings, decorative street lights, drainage, signing and marking, and traffic control plans; 24th and 25th streets were also designated as SR 5 and are owned and maintained by the Florida Department of Transportation (FDOT). Therefore, permitting and close coordination with FDOT were necessary. Due to local agency participation, funding was provided by state and federal governments.

Palmetto Park Road Improvements and Downtown Boca Raton Pedestrian Promenade, Boca Raton, FL — Landscape analyst. Kimley-Horn provided urban streetscape design services for this project, including inverted crown, curbless streets, and raised intersections to improve walkability north and south across Palmetto Park Road. Design features include intricate decorative paver design, unique pergola and trellis features, and site furnishings.

South Atlantic Avenue Sidewalk/Streetscape Design, Daytona Beach Shores, FL — Served as landscape analyst. The City of Daytona Beach Shores implemented a unique concept whereby they are reducing the number of travel lanes on a half-mile section of South Atlantic Avenue to accommodate an eight-foot sidewalk on one side and a 12-foot path on the other side, along with streetscaping enhancements. Kimley-Horn prepared a traffic impact analysis and provided alignment and sidewalk options through the corridor. In addition, we prepared both the engineering and streetscaping plans for the preferred alternative. A Local Agency Program (LAP) agreement was established with the Florida Department of Transportation, and we worked with the City to understand their vision for this streetscape beautification project, which included converting existing overhead FPL distribution lines to



Office Location: Miami

Professional Credentials

- Bachelor of Landscape Architecture, Landscape Architecture, University of Arkansas
- FDOT Landscaping Outdoor Advertising Training
- Member: American Society of Landscape Architects (ASLA), Commercial Real Estate Women (CREW), University of Arkansas Architectural Advisory Board

Special Qualifications

- Has 12 years of experience with landscape design, site planning, construction document preparation, and in preparing presentation graphics—both digitally and by hand

Kim Misek, ASLA

Relevant Experience Continued

underground utilities, adding decorative street lighting, and constructing various landscape/hardscape design elements to enhance aesthetics of the roadway.

Lake Worth Streetscape Design-Build (includes 10th Avenue North/6th Avenue South Enhancement Project), Lake Worth, FL — Landscape analyst. Kimley-Horn developed a series of streetscape beautification guidelines, as well as private sector setback and building massing guidelines for the two-primary east/west corridors connecting downtown Lake Worth to I-95. The project consisted of more than eight miles of streetscape design guidelines, including landscape material, decorative lighting, street furniture, hardscape palette gateway features, intersection layouts, and special signage.

Lake Worth Beach Redevelopment, Lake Worth, FL — Landscape analyst for the preliminary site plan development for the redevelopment of the public beach site. Assisted in developing graphics and cost estimates that were instrumental in securing a new interlocal agreement with Palm Beach County for funding the beach design. The Kimley-Horn team is also assisting with LEED certification of the Casino building.

Ingraham Park, Coral Gables, FL — Landscape architect on team responsible for the landscape, hardscape, fountain, site furniture, irrigation and architectural improvements at Ingraham Park, a 1.5 acre park at the intersections of Le Jeune Roadway and Ingraham Terrace in Coral Gables. Ingraham Park has been a passive park for the City of Coral Gables for many decades but does not include any significant recreational features or amenities to be enjoyed by residents and visitors. The inclusion of walking/exercise trails, outdoor exercise equipment, trellises and fountains and site furniture using the historic Coral Gables architectural vocabulary prominent throughout the City as inspiration, provides residents and visitors with the opportunity to enjoy many additional passive activities within the park.

Tiziano Park, Coral Gables, FL — Landscape Architect on team responsible for the landscape and irrigation improvements at Tiziano Park, a .6-acre park at the intersections of Old Cutler Road, Tiziano Avenue and Almansa Street, in Coral Gables. Landscape improvements for this small pocket park successfully addressed many design challenges including planting in heavy shade and buffering unattractive above ground utilities adjacent to a busy street and single-family homes.

Lloyd Estates Streetscape and Drainage Improvements, Oakland Park, FL — Landscape analyst for the Kimley-Horn team providing the landscape architectural design of streetscape improvements for the Lloyd Estates Residential and Industrial Area Drainage Project. The project comprised of residential streetscape enhancements with trees, palms, new turf, and shrubs in the medians and larger islands. We overcame design challenges in placing and selecting plant material under overhead utilities and providing clear sight and offset clearances from numerous driveways and intersections. Also designed a new irrigation system with new well and pump station, as well as paver sidewalks and crosswalk enhancements.

Miami Lakeway North Resurfacing and Drainage Improvements, A Federally-Funded Design-Build Project, Miami Lakes, FL — Landscape analyst. Kimley-Horn assisted the Town in obtaining more than \$600,000 in stimulus funding to construct this roadway and drainage improvement project that includes a portion of Miami Lakeway North between Celebration Point and Miami Lakes Drive and NW 153rd Street from Miami Lakeway North to NW 60th Avenue. Prior to obtaining the stimulus funding, Kimley-Horn assisted the Town in becoming Local Agency Program (LAP) certified so that the Town would be eligible to obtain the stimulus funding. Our team developed a design criteria package—in compliance with Federal funding criteria—which resulted in securing the stimulus funding and award of the project to the design-build team. The project included drainage system improvements such as new stormwater inlets, a new outfall connection, exfiltration trench for water quantity and quality treatment, new sidewalk, and new pavement markings and signage. Kimley-Horn also provided construction phase services to expedite the project and to confirm that the project was built in compliance with the design criteria.

John McWilliams, P.E.

Traffic Engineering

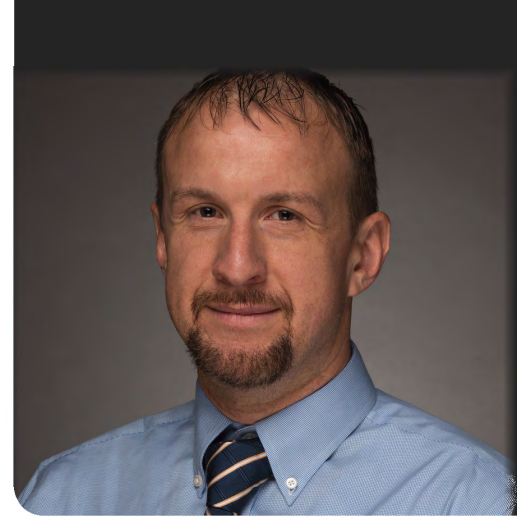
Brickell City Centre, Miami, FL — Project engineer. Located at the core of the City's financial district, Brickell CityCentre is a nine-acre mixed-use development—and one of the largest active projects in the City of Miami today. The proposed development includes 830 residential units, a 290-room hotel, and 906,463 square feet of office of which 95,117 square feet will serve as a medical office. The development will also include 535,300 square feet of retail of which 142,000 square feet will serve as entertainment uses such as a nightclub, cinema, and a bowling alley. Kimley-Horn is providing civil engineering, traffic engineering, roadway design, transit engineering, and construction phase services for the site.

1111 Lincoln Road, Miami Beach, FL — Traffic engineer for this mixed-use project composed of renovation and improvements to an existing building, which includes retail space, six levels of parking, residential rooftop units, an open-air restaurant on the roof, renovation and improvements to the existing building, and the addition of a new building. The new building includes a ground floor bank, private banking quarters, and four residential units. Kimley-Horn provided civil and traffic engineering services, including due diligence, contract documents, permitting, and construction phase assistance.

Lincoln Road Closure, Miami Beach, FL — Traffic engineer. This project is a joint-venture between the City of Miami Beach and UIA Management, LLC. The 1000-1100 Block of Lincoln Road was closed to vehicular traffic to allow for the extension of the Lincoln Road pedestrian mall. The mall was extended west, from Lenox Avenue to Alton Road, and includes a new pedestrian plaza. The design also includes four water gardens, and streetscape and infrastructure improvements. Kimley-Horn is providing due diligence, civil engineering, landscape architecture, permitting, traffic signal modifications, and lighting and electrical design services for this project.

Epic Hotel and Residences Parking Garage Analysis, Miami, FL — Project manager for a study to assess the hotel's current parking supply and evaluate additional modifications to increase the number of parking spaces, improve traffic circulation, and reduce valet processing times. Our team also conducted a parking garage analysis that recommended additional self-park and valet parking spaces for inclusion on the upper floor parking levels of the garage. We also made recommendations regarding improvements to the garage's functional flow, including signage, striping, turning bay, curb extension, and structural improvements to increase driver visibility and valet response times.

Miami Beach Valet Parking Operations Analyses, Miami Beach, FL — Project manager for valet operations analysis for numerous redevelopments in Miami Beach. Tasks included data collection, operations plan development, porte cochere design, staffing analysis, and queuing studies. Hotels include Cleavelander, Seville, Saxony, Versailles, Cadillac/Marriott Courtyard, Thompson, Gansevoort/Perry/One, and Bijou. Other retail/restaurant/residential sites include



Office Location: Fort Lauderdale

Professional Credentials

- Bachelor of Science, Civil Engineering, Ohio Northern University
- Professional Engineer in Florida, #62541
- Institute of Transportation Engineers (ITE)

Special Qualifications

- Has 20 years of experience in traffic engineering and transportation planning experience, 18 of which have been in South Florida
- Expertise in traffic operations, transportation planning, and access management

John McWilliams, P.E.

Relevant Experience Continued

Cibo/Continuum, Collins Park Garage, 2000 Collins Avenue/Parc Place, Paris Theatre, Ahunvee 619 Washington Avenue, 304-312 Ocean Drive, and Lord Balfour/350 Ocean Drive.

Robotic/Mechanical Parking Operations Analysis, South Florida — Project manager for numerous robotic/mechanical parking garage analyses throughout the region. Tasks included data collection, processing analyses, parking bay design, conceptual queuing plan development, etc. Sites include Costa Hotel – Hollywood, Brickellhouse Condominium – Miami, Echo Brickell Condominium – Miami, Muse Condominium – Sunny Isles.

Eden Roc (aka Eden Roc Hotel and Spa Resort), Miami Beach, FL — Project engineer. Kimley-Horn provided civil and traffic engineering services for this new 20-story hotel building with an underground parking garage. Tasks included due diligence, permitting, on- and off-site water distribution and sanitary sewer collection systems; paving/grading/drainage; on- and off-site roadway construction; and construction phase assistance.

Biscayne Boulevard Roadway Diet between SE 1st Street and NE 5th Street, Miami, FL — Project manager to prepare a traffic analysis to assess traffic conditions, if the number of travel lanes on Biscayne Boulevard between SE 1st Street and NE 5th Street were reduced. A total of four different laneage configurations were developed. Analyses were conducted for weekday A.M. and P.M. peak hours. Significant coordination was held with City of Miami and Miami Downtown Development Authority.

1400 Biscayne Boulevard, Miami, FL — Performed traffic engineering services for this project appropriately named for its location along Biscayne Boulevard. 1400 Biscayne, adjacent to the Performing Arts Center, is poised to become a lively pre- and post-theatre gathering spot, as well as one of the area's major retail/residential centers. Kimley-Horn provided planning approval, site planning, urban design, and landscape architecture services for this project. Kimley-Horn also worked closely with city and state agencies on overall design integration into the Omni redevelopment plan. With its two high-rise residential towers offering 850 dwelling units and 44,000 square feet of retail, 1400 Biscayne Boulevard will accomplish the Community Redevelopment Authority goal to reinvigorate the urban core.

Infinity at Brickell (Infinity I and II), Miami, FL — As project analyst, performed all of the geometric analyses for this project. Phase I responsibilities included a parking garage geometric/traffic circulation review to determine areas of potential conflict between vehicular movements and structural elements. Analysis also examined turning radii at ramp locations. A conceptual parking control plan, which examined the methods of separating different parking user groups throughout the garage using nesting techniques, was also performed. Other responsibilities for Phase I included the preparation of brief functional descriptions of nesting operations and recommendations regarding access control technologies. Phase II responsibilities included a parking garage geometric/traffic circulation review to determine areas of potential conflict. Phase II analysis also included the vehicular operations in the loading areas, which involved an examination of the required height for refuse vehicles in the loading area.

Lincoln East Parking Garage (aka 420 Lincoln Road), Miami Beach, FL — Project manager/traffic engineer for a mixed-use development at 420 Lincoln Road on the northeast corner of Drexel Avenue and 16th Street. The project consisted of a 484-space public parking garage and 17,000 square feet of street-level retail facilities. Tasks included site impact analysis, geometric review of parking garage maneuvers, and entry gate queuing analyses.

Alton Road PD&E Study (5th Street to Michigan Avenue), Miami Beach, FL — Project engineer for the Kimley-Horn team that performed a PD&E study to document the requirements for preliminary design for SR 907 (Alton Road) from 5th Street to Michigan Avenue (in Miami Beach), including the flyover ramp connector between SR 836 and SR 907. The study included existing conditions, typical sections, traffic analysis, right-of-way requirements, environmental impacts, and cost of improvements.

Aventura General Services Contract, Aventura, FL — Serving as project engineer. Kimley-Horn is currently providing general traffic engineering and transportation planning services to City staff as a subconsultant to another firm. Team duties include peer review of traffic impact and parking studies, site plan review, representation at public hearings, and signal design. Additional duties include comprehensive study of various proposed infrastructure modifications, including Aventura Mall access and circulation, William Lehman Causeway interchange justification, US 1 median closure, extension of Miami Gardens Drive (east of US 1/Biscayne Boulevard) and evaluation of potential railroad crossings.

Rocco Angerami

CEI Services

Baker Park, Naples, FL — Inspector. Kimley-Horn is currently providing full design services for Baker Park on the Gordon River in Naples. Design components include a large multi-purpose concession building, playground with integrated splash pad, Founder's Garden, day dock, canoe/kayak launch, knoll/overlook, stormwater treatment marsh, small amphitheater area, sunrise terrace, waterfront boardwalks, and a ½ mile trail connecting to the Gordon River Greenway bridge. Kimley-Horn is providing landscape architecture, civil, environmental, and permitting/construction phase services for this \$14.5 million, high-profile planned destination.

Bowery Bayside, Tampa, FL — Inspector. Kimley-Horn is providing civil engineering services for this 10.3-acre, phased, multifamily development. The proposed complex will contain 660 residential units in one building on the parcel located at 6608 West Shore Boulevard. Phase I includes design, permitting, and construction for the complex, as well as the design of a parking deck. Phase II of the project includes final design services for a seven-level, stand-alone parking deck. Kimley-Horn's scope of services includes an environmental site assessment, asbestos investigation, construction site plans, landscape and irrigation plans, parking consultation, permitting, and construction phase services.

Naples Central Avenue Improvements, Naples, FL — Construction inspector. Kimley-Horn provided streetscape, intersection design, lighting design, and multimodal improvements for Central Avenue between 8th Street and Goodlette-Frank Road for a distance of 0.5 mile. Utilized detailed traffic modeling to fully assess laneage requirements and the resulting level of service from possible lane modifications. The goal of the projects was to provide a safe, balanced approach for all modes of travel through the corridor, including motor vehicles, bicycles, and pedestrians. Roadway improvements included milling and resurfacing, drainage upgrades to reduce flooding, utility upgrades to increase water main size and add reclaimed water service, landscaping improvements, and signalization upgrades. Our team helped direct a public involvement program with local stakeholders and agency staff to obtain consensus from the community for the approved design concept. Permit coordination was required with FDOT and Collier County for pavement, drainage, and signalization enhancements at the intersections of Central Avenue with US 41 and Goodlette-Frank Road.

Siesta Key Beach Park, Sarasota County, FL — Field representative for the Kimley-Horn team in charge of park design, construction documents, and permitting for the high-profile Siesta Beach Park which was voted the #1 beach in the USA (2011). Kimley-Horn worked with Sarasota County for the implementation of this \$21-million project. Construction started in fall 2013 and opened February 2016. Construction was carefully sequenced to minimize interruption during peak tourist season. Services included programming, park design, landscape architecture, civil engineering, construction documents, and permitting for this high-profile park project. Design components included "site design" enhancements; a beachfront esplanade to connect key park



Office Location:

Sarasota

Professional Credentials

- Bachelor, Civil Engineering, Rochester Institute of Technology
- Associate, Civil Technology, Hudson Valley Community College

Special Qualifications

- More than 35 years of experience in the engineering/construction industry
- Successfully operated his own construction company specializing in the installation of traffic signals and highway lighting

Rocco Angerami

Relevant Experience Continued

components; improved traffic circulation and parking; high-quality, indigenous architecture; beautification consistent with a “world class” beach park; phasing and effective implementation while keeping the park open; wayfinding signage; environmental permitting; sustainable design to respect the environment and wildlife; and LID/LEED design solutions.

Gran Paradiso, North Port, FL — Field representative for this Kimley-Horn project. Gran Paradiso is a high-end residential community located at the West Villages on 1,068 acres in the City of North Port. Composed of 1,000 single-family and multi-family units, Gran Paradiso features an amenity center building with a resort-style pool, a neighborhood center, pocket parks, and multimodal pa

GreyHawk Landing, Manatee County, FL — Field representative for the Kimley-Horn team responsible for the entitlements, design, permitting, drainage modeling, utility design, plat processing, construction plans, and construction phase services for this 650-acre and 314-acre, 787-unit and 482-unit single-family residential development on SR 64 in Manatee County. GreyHawk Landing was completed in 2003. GreyHawk Landing West started in 2004 and is still an ongoing project.

Lakewood Ranch Boulevard Extension, Sarasota, FL — Inspector for design and construction of a new roadway corridor from the southern village boundary of the Lakewood Ranch Stewardship District to Fruitville Road. The new Lakewood Ranch Boulevard roadway was designed as a four-lane urban minor arterial roadway with closed drainage and constructed to meet Sarasota County land development regulations. This joint partnership between Lakewood Ranch Stewardship District and Sarasota County allows for the accelerated design and construction of a desperately needed roadway corridor that provides an alternate route to the I-75 corridor when incidents occur on the interstate. The four-lane divided closed drainage roadway will include 5-foot bicycle lanes, 6- to 8-foot sidewalks on both sides of the corridor, lighting, utility improvements, and water quality pond sites. Distinctive aspects of this project were the design of 2 two-lane roundabouts to improve circulation along the future commercial center, new future roadway connection to Richardson Road, landscaping enhancements, and decorative retaining wall system along the existing Main C channel. This project was fully modeled in 3D with FDOT SS4.

Myrtle Street Improvements from US 41 to West of US 301, Sarasota, FL — Team member for the Kimley-Horn team that is providing engineering services for the design of improvements to Myrtle Street from US 41 to west of US 301. The proposed roadway improvements include the widening of the existing two-lane road; adding/widening the shoulder of the roadway to include bicycle lanes, sidewalks, street lighting, landscaping, and utility coordination; and permitting. In addition, the design will include replacing the existing ditches with a closed drainage system and stormwater management facility to minimize the right-of-way acquisition along the road frontage. Other services will include preparation of right-of-way maps, parcel sketches, and easement acquisition needs. Kimley-Horn will be incorporating Low Impact Design (LID) elements into the design of this road widening project.

Juan Jimenez, P.E.

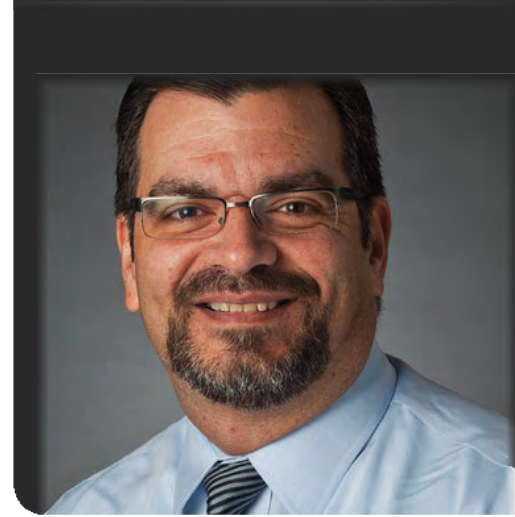
Drainage

Midtown Miami Brownfield Redevelopment, Miami, FL — Project engineer. Located in the heart of Miami, this 56-acre brownfield site is the largest redevelopment project in the City of Miami. Kimley-Horn worked with the architectural design team to develop a truly urban mixed-use master plan that can support 1.2 million square feet of commercial development; 4,500 residential units; 15,000 square feet of office space; and parks. The design includes nearly 12,000 linear feet of urban streetscapes, a linear park system, an urban plaza, and a series of vest pocket parks. Infrastructure components included FPL, telecommunications, storm drainage, traffic signals, roadways, 12,500 linear feet of new water mains, and 6,500+/- linear feet of new sanitary sewer mains. The sanitary sewer required a challenging interconnection with an existing 72-inch live interceptor on Biscayne Boulevard. Tracks and infrastructure were also laid for a future street car system. Permitting involved multiple jurisdictions, including the City of Miami, Miami-Dade County Public Works, FDOT, Miami-Dade DERM, FDEP, and the Miami-Dade Water and Sewer Department. During construction, served as District Engineer for the Midtown Miami Community Development District (CDD), which was responsible for constructing all of the public improvements (roads, street lighting, traffic signals, utilities, drainage, landscaping and site amenities) for both the residential and retail portions of the overall redevelopment project; also coordinated the efforts of multiple developers, design professionals, and contractors.

1111 Lincoln Road, Miami Beach, FL — Project engineer for this mixed-use project composed of renovation and improvements to an existing building, which includes retail space, six levels of parking, residential rooftop units, an open-air restaurant on the roof, renovation and improvements to the existing building, and the addition of a new building. The new building includes a ground floor bank, private banking quarters, and four residential units. Kimley-Horn provided civil and traffic engineering services including due diligence, contract documents, permitting, and construction phase assistance.

Brickell City Centre, Miami, FL — QA/QC reviewer and involved with team coordination efforts for this project. The proposed development includes 830 residential units, a 290-room hotel, and 906,463 square feet of office of which 95,117 square feet will serve as medical office. The development will also include 535,300 square feet of retail of which 142,000 square feet will serve as entertainment uses such as a nightclub, cinema, and a bowling alley. Kimley-Horn is providing civil engineering, traffic engineering, roadway design, transit engineering, and construction phase services for the site.

Miami World Center, Miami, FL — Project engineer. Kimley-Horn partnered with a private developer, the City of Miami, the Miami Community Redevelopment Agency (CRA), and other stakeholders in preparing typical sections for streetscapes for the City's largest proposed downtown project. Kimley-Horn also partnered with numerous utility companies to determine existing underground conditions. Once this information was obtained, we worked with multiple stakeholders to develop and evaluate various streetscape options for roads and avenues within the multi-block project limits.



Office Location: Miami

Professional Credentials

- Bachelor of Science, Civil Engineering, Florida International University
- Professional Engineer in Florida, #56704
- Member: American Society of Civil Engineers (ASCE), Florida Engineering Society, National Society of Professional Engineers (NSPE)

Special Qualifications

- Has 24 years of diverse engineering and project management experience
- Areas of expertise include water supply and distribution, wastewater collection and transmission, stormwater management, roadway, general civil engineering, and land development
- Experienced in the preparation of permit documents, bid/contract documents and specifications, work schedules, and opinions of construction costs
- Experienced in the use of AutoCAD software, WaterCAD hydraulic modeling software, Microsoft Project scheduling software, and flood routing software published by the Florida Department of Transportation (FDOT) and the South Florida Water Management District (SFWMD)
- Experienced serving a diverse group of clients, including private developers, municipalities, and utilities
- Experienced in quality control review of projects with constant client interaction through all phases

Juan Jimenez, P.E.

Relevant Experience Continued

Ten Aragon/55 Miracle Mile (formerly One Aragon Avenue), Coral Gables, FL — Project engineer. Situated in the historic heart of Coral Gables, Ten Aragon/55 Miracle Mile (formerly known as One Aragon Avenue) consists of 184 residential units and a 25,000-square-foot office building interwoven with structured parking and 40,000 square feet of retail space. Kimley-Horn provided urban planning, civil engineering, landscape architecture, and streetscape design services. Design detailing included working with the City of Coral Gables to develop streetscape plans for Miracle Mile, Aragon Avenue, and Galino Street. Landscape architectural services ranged from paved pattern design and decorative pots selection, to the design of structural soil systems to support mature canopy trees in the urban core. In this complex urban setting, one of the project's challenges was the strategic placement of all underground utilities and onsite drainage. Key relationships with local agencies were critical to avoid delays in the aggressive project schedule.

Miami Jewelry District: Miami Downtown Development Authority, Miami, FL — Project engineer. For the past decade, downtown Miami has been undergoing an economic revitalization which includes the introduction of several high-rise mixed-use developments, as well as public infrastructure projects, including the renovation of Flagler Street, Miami's main street; a new downtown master plan; and the soon to come light rail line, which will run through the Jewelry District. The Jewelry District master plan and streetscape improvements are the next phase in the continuing improvement of downtown. Kimley-Horn developed an implementation master plan for the right-of-way elements within the Jewelry District. In addition, we produced construction documents for the streetscapes based on the implementation master plan.

Streetscape for SW 4th Street, Homestead, FL — Project manager for the design of roadway and streetscape improvements following the SW 4th Street Master Plan. The project consisted of roadway resurfacing, right-of-way beautification, on-street parking, streetscape, landscape, and irrigation improvements along SW 4th Street between SW 2nd and SW 7th Avenues. The project also included repair of existing drainage utilities and traffic signage.

Parking Lots, Sidewalks and Street Repair, Homestead, FL — Design engineer responsible for the design and preparation of construction documents and specifications, permitting, bidding, and construction phase services for the construction of two parking lots and 500 linear feet of roadway improvements along NW 2nd and 3rd Streets. Improvements consisted of on-street and off-street parking, paving and roadway reconstruction, drainage, lighting, irrigation, and landscaping.

Miami River Greenway, Miami, FL — Project engineer and assisted with the design of roadway improvements, including production work and utility coordination. The Kimley-Horn team was retained to redesign North and South River Drives in the City of Miami to incorporate a continuous greenway along the Miami River. The firm developed schematic designs and 30% construction documents based on a previous visioning master plan created by Greenways, Inc. The new Miami River Greenway will serve as a pedestrian linkage for the many communities along the river to the downtown. Under this contract, Kimley-Horn developed typical cross-sections and plan view graphics that incorporated important urban design elements along the greenway.

North and South River Drives – Miami River Greenway, Miami, FL — Project engineer. Kimley-Horn was retained to redesign North and South River Drives in the City of Miami to incorporate a continuous greenway along the Miami River. The firm developed schematic designs and 30 percent construction documents. Additional aesthetic improvements included site furniture, pedestrian lighting, and preliminary landscape recommendations to enhance the overall quality and provide a definable image for the Miami River Greenway. In addition to landscape architecture and urban planning, Kimley-Horn also provided civil engineering, roadway design, and stormwater retrofitting services for this project. With these in-house capabilities, the design team was able to produce high-quality 30 percent construction drawings for the City within the anticipated timeframe.

Erin Emmons, GISP

Signing/Wayfinding

Development of Transit Mobility Strategies, Miami, FL — Project manager. As part of the Walkable and Livable Downtown Miami initiative and Downtown Miami Transportation Vision, the City of Miami contracted Kimley-Horn and Associates to review the existing Miami Trolley and Miami-Dade Transit (MDT) bus routes and provide recommendations on the development of a transit grid network within the Downtown Miami urban core. The project included the refinement of the Miami Trolley routes to operate in a series of north-south and east-west routes spaced approximately every three (3) city blocks within the urban core in addition to proposed modifications to MDT bus routes to redirect routes to terminals on the fringe of the urban core to reduce the impact of large buses on the livability of the urban environment.

Venice Downtown Mobility Study, Venice, FL — Assistant project manager for the Kimley-Horn team recently selected to develop a Downtown Mobility Plan focused on improving mobility on transportation corridors in and around the Venice downtown area. The study includes the assessment of existing parking conditions, the design and placement of wayfinding signage to direct residents and visitors to points of interest within Venice, as well as recommended improvements to address walking, biking, and transit use. The results will help to identify the city's needs associated with all modes of transportation to accommodate pedestrians, bicycles, transit, and automobiles.

Miami-Dade MPO 2040 Bicycle/Pedestrian Plan, Miami, FL — Project analyst. Kimley-Horn is preparing the Miami-Dade MPO 2040 Bicycle and Pedestrian Plan, which will serve as the bicycle and pedestrian element for the 2040 Long Range Transportation Plan (LRTP). In addition, the document serves as a standalone bicycle and pedestrian plan for Miami-Dade County. The overall goal of this initiative is to identify a plan of infrastructure and non-infrastructure improvements to reduce bicyclist and pedestrian fatalities and increase bicyclist and pedestrian mode share in Miami-Dade County. Kimley-Horn's work to date includes conducting public engagement events, preparing an existing context data analysis, and developing a draft 2040 needs plan. One innovative strategy that we utilized on this project to engage the public and collect valuable information is an online survey that allows respondents to rate potential facility types, projects, and provide attitudinal information about bicycling and walking in Miami-Dade County. We also prepared a detailed project newsletter to kick off the project and to help communicate the value of bicycling and walking to the public.

ITS and Smart Parking System Program Management, Miami Beach, FL — GIS specialist. Kimley-Horn is developing a project system engineering management plan, concept of operations, project plan, and procurement documents for a Smart Cities initiative combining ITS and smart parking. The project will deploy cameras, arterial dynamic message signs, vehicle detection, parking occupancy information to communicate real time traffic and parking conditions throughout the City. Also through this contract, Kimley-Horn is providing hot spot signal timing support for the City of Miami Beach in coordination with Miami-Dade County.



Office Location: Fort Lauderdale

Professional Credentials

- Bachelor of Science, Urban and Regional Planning, Florida Atlantic University
- GIS Professional (GISP)
- Graduate Certificate in Geographic Information Science (GIS), University of West Florida
- Software experience: ESRI ArcGIS, Interactive website and mobile application development, and ArcGIS 10.X
- Member: American Planning Association (APA), Women's Transportation Seminar (WTS), Florida Parking and Transportation Association (FPTA), Palm Beach GIS User Group

Special Qualifications

- Has 13 years of experience years of experience as a transportation and long-range community planner, with a specialty focus in GIS, field surveying and GPS data configuration, and database development for asset management
- Project manager for the development and implementation of web and mobile, GIS based interactive applications
- Experience with Park+ software, a Kimley-Horn-developed software designed to dynamically model parking supply/demand
- Experience in socioeconomic assessments, market feasibility assessments, site selection and planning, including GIS administration, hazards planning, and support

Erin Emmons, GISP

Relevant Experience Continued

City of Miami Transportation Program Support Services, Miami, FL — Project analyst for Transportation Program Support Services contract with the City of Miami. In this role, Kimley-Horn served as an extension of the City's staff assisting in the program management and administration of transportation and transit projects in the City's Capital Improvements Program (CIP). Kimley-Horn's responsibilities include providing oversight of projects encompassing planning, design, and construction activities.

Bicycle and Pedestrian (Bike/Ped) Mobility Plan, Miami Gardens, Miami Gardens, FL — Project analyst. Kimley-Horn prepared a bicycle and pedestrian mobility plan for the City of Miami Gardens. The project included recommendations for short- and long-term mobility improvements based on the literature review, transportation mobility analysis, identification of goals and objects, and input from the Steering Committee. We analyzed existing transportation mobility conditions and community features in Miami Gardens through the use of geographic information systems (GIS) and prepared a series of maps that illustrate the background conditions for improving the City's bicycle and pedestrian mobility. The Kimley-Horn team used the methodologies established in the 2009 FDOT Quality/Level of Service Handbook to assess the bicycle and pedestrian level of service of the major roadways with the City and mapped the results with GIS.

Miami-Dade TPO General Planning Consultant (GPC I-V) Contracts, Miami-Dade County, FL — GIS specialist. Kimley-Horn served as General Planning Consultant (GPC) for the Miami-Dade TPO for five consecutive contract terms between 2000 and 2016. Kimley-Horn completed forty-seven (47) work orders during the course of GPCs I-V. Work orders that have been performed under these contracts include congestion management system plan updates, multimodal corridor studies, bicycle/pedestrian plans, transit studies, transit passenger surveys, freight and goods movement analyses, and sub-area mobility plans. Projects performed for this contract have included Transit Contraflow Feasibility Study, Local Municipal Transit Circular Policy Study, Development of a Service Plan for Waterborne Transit Service in Miami-Dade County, Snake Creek Bike Trail Planning and Feasibility Study, Metrorail M-Path Master Plan, Florida East Coast (FEC) Transit Connection Study, Automated Bicycle Rental System and Parking Plan Study, Safe Routes to School Infrastructure Plans, Origin-Destination Surveys for Local Bus Service, NW 27th Avenue Enhanced Bus Service Concepts and Environmental Study, Non-Motorized Network Connectivity Plan, Impact of PortMiami Tunnel on Downtown Traffic Congestion, Snapper Creek Trail Segment B Planning and Feasibility Study, Metromover System Expansion Study, Bicycle Wayfinding Study, and Guidelines for Municipal Transit Programs in Miami-Dade County.

Bill Spinner, P.G.

Project Manager, Landscape
Architecture Environmental



Baker Park, Naples, FL — Project geologist. Kimley-Horn is currently providing full design services for Baker Park on the Gordon River in Naples. Design components include a large multi-purpose concession building, playground with integrated splash pad, Founder's Garden, day dock, canoe/kayak launch, knoll/overlook, stormwater treatment marsh, small amphitheater area, sunrise terrace, waterfront boardwalks, and a ½ mile trail connecting to the Gordon River Greenway bridge. Kimley-Horn is providing landscape architecture, civil, environmental, and permitting/construction phase services for this \$14.5 million, high-profile planned destination.

Osprey Avenue Phase II Utilities and Roadway Improvements, Sarasota, FL — Environmental scientist. Kimley-Horn completed preliminary desktop reviews of environmentally impacted properties during the due diligence phase of pipeline installation activities. This information was used to focus the pipeline route without affecting environmentally impacted sites along the route. The City used this information to select a route that would save them money and have the least impact on the construction schedule.

Resorts World Miami (former Miami Herald site), Miami, FL — Member of the Kimley-Horn team that is providing site/civil engineering, environmental, and ongoing traffic engineering services for the 14-acre bayfront site that previously housed the Miami Herald newspaper at 1 Herald Plaza in Miami. The proposed project includes four new hotels with more than 5,000 rooms and two residential towers featuring up to 1,000 units; a luxury retail Galleria; a 3.6-acre rooftop lagoon and natural sand beach; more than 50 restaurants, lounges, bars, and nightclubs; a high-tech multimedia entertainment area showcasing the music and culture of Florida and South America; and 700,000 square feet of convention and meeting space. The resort will help develop the three-mile BayWalk, which highlights a 150-acre leisure and entertainment area in downtown Miami. Team tasks include due diligence, parking studies, underground utility design, preparation of a Special Area Plan (SAP) traffic study consistent with City of Miami 21 Zoning Code, environmental site assessment and potential remediation planning, including contaminant delineation, water quality evaluation, and quarterly groundwater monitoring.

Residences at the Riverwalk, Tampa, FL — Project geologist to complete a Phase I ESA. The Residences at the Riverwalk is a proposed residential mixed-use tower within the Cultural Arts District of Tampa. The proposed development will be constructed on approximately one acre of land to be created through modifications to the existing roadway network. Kimley-Horn is providing the transportation planning, traffic engineering, urban design, site civil design, landscape architecture, and environmental design services for the project. In addition to the complex and creative design process, Kimley-Horn is working with stakeholders such as the City of Tampa, the David A. Straz Center for the Performing Arts, and the John F. Germany Library to ensure that all stakeholders' interests are being addressed during the design process.

Hillsborough Area Regional Transit Authority (HART) Bus Rapid Transit (BRT) North-South MetroRapid Preliminary and Final Design Services,

Office Location:

Jacksonville

Professional Credentials

- Bachelor of Science, Geology, University of South Florida
- Professional Geologist in Florida, #2570
- Member: Real Estate Investment Council (REIC), Risk Management Association (RMA) – Tampa Bay Chapter, Florida Association of Environmental Professionals – Tampa Bay Chapter (TBAEP)

Special Qualifications

- Has more than 14 years of experience with conducting and managing remediation projects involving Brownfield sites, hazardous waste, industrial waste, and petroleum contamination; groundwater modeling; and regulatory reporting
- Experience with environmental compliance, RCRA, CERCLA, and state hazardous waste and petroleum cleanup programs

Bill Spinner P.G.

Relevant Experience Continued

Tampa, FL — Project geologist and completed a Phase II Environmental Site Assessment report. Kimley-Horn provided design services to implement the first BRT project for the Hillsborough Area Regional Transit Agency (HART). The North-South MetroRapid project was the first in the region and a first for Florida's west coast. MetroRapid is HART's signature BRT service that provides additional passenger conveniences, including enhanced buses, 10-minute headways during peak hours and 15 minutes during non-peak hours, and traveler information systems. The MetroRapid project spans 17.5 miles of roadway and has 65 signature stations to serve passengers.

Streamsong Wastewater Treatment Facility — Project geologist on the Kimley-Horn team that prepared site civil construction plans for the wastewater treatment facility, force main infrastructure, and reuse main infrastructure associated with this 16,000-acre resort project in southern Polk County. The project included approximately 4.0 miles of force main design, 3/4 mile of reuse main design and a 2.2 acre treatment facility site. Project permitting was conducted through the Florida Department of Environmental Protection and Polk County.

Wauchula EPA Brownfields Assessment Program Consulting, Wauchula, FL — In 2011, the City of Wauchula was awarded a Brownfields Assessment Grant by the EPA to assess hazardous substances and petroleum contamination at various sites within the designated enterprise zone. Kimley-Horn's scope of work under this task-based contract includes generation of scope/fee and completion of Phase I and Phase II Environmental Site Assessments (ESAs) at designated sites; preparation of site-specific Quality Assurance Project Plans (QAPPs) and Health and Safety Plans (HASPs) to meet EPA and FDEP standards; preparation of monthly and quarterly report documentation for submittal to EPA; Brownfield Site Rehabilitation Agreements (BSRAs) development and negotiations; and assisting with negotiating assessment requirements with the EPA and FDEP on behalf of the County. Additional services include community outreach/stakeholder involvement, risk assessment reporting, asbestos and lead-based paint surveys, and the generation of cleanup and redevelopment plans.

Jose Lopez

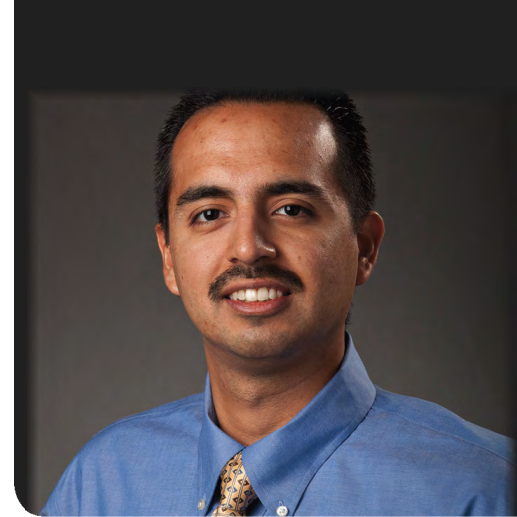
CADD Technician

1 Hotel South Beach (fka Gansevoort Hotel Miami and The Perry Hotel), Miami Beach, FL — CADD operator for this mixed-use project that involves renovations and improvements to the existing historic Hotel building, as well as the existing condominium tower and amenity deck. This project also includes the redevelopment of the existing beach walk. This project is currently under construction. Kimley-Horn has provided civil and traffic engineering services including due diligence, contract documents, permitting, and construction phase assistance.

Faena Miami Beach, Miami Beach, FL — CADD technician. Stretching five blocks along Collins Avenue, this ambitious project involves the renovation and improvement of a number of existing, historic Miami Beach hotels including the Saxony Hotel, the Versailles Hotel, the Atlantic Hotel, and the Claridge Hotel. In addition, three new buildings will be constructed. These include the Faena Art Center, Faena House, and Faena Park. A marina is also planned. Kimley-Horn is providing a range of services for all components of this very complex development project with the exceptions of the Faena Art Center and the marina. Our services include due diligence; schematic design; site civil engineering pertaining to roadway design and site planning, as well as utility coordination and design (water, sewer, drainage, electrical, communications); traffic engineering; landscape architecture; permitting through the City of Miami Beach, Miami-Dade County Water and Sewer Department (WASD) and RER (Regulatory and Economic Resources), FDOT, FDEP, and SFWMD; preparation of construction documents; and construction phase assistance. This project is being undertaken in phases with some phases currently under construction and others in design.

Fisher Island Ferry Terminal, Miami, FL — CADD operator. Kimley-Horn was retained by Fisher Island Community Association for the proposed development of a parking garage and improvements to the existing ferry terminal vehicle loading/unloading area. Kimley-Horn developed various alternatives for the ferry terminal vehicle loading area aimed at facilitating the egress of the vehicle from the loading area and their access to MacArthur Causeway. As part of the design process, the Florida Department of Transportation and Kimley-Horn worked closely to evaluate each option working towards a full construction set of plans inclusive of driveway modification plans, drainage plans, and a traffic signal modification plan. The selected option involved realignment of the egress road, which also triggered a modification to an existing seawall and required permitting. The development of the parking garage was on an adjacent parcel. The development of the site involved the design of access roads to the parking for ingress and egress, site drainage and water/sewer services for the garage which was programmed to have small office space for rental purposes. The design of the access drives was closely coordinated with a second existing ferry to allow the connection of the access drive to the ferry loading area.

Swire Properties, Brickell City Centre, Miami, FL — CADD designer. Located at the core of the City's financial district, Brickell City Centre is a



Office Location: Miami

Professional Credentials

- MCTS - Windows, FL Certification #8265937
- MCTS - Server, FL Certification #8265937

Special Qualifications

- Has 20 years of experience in AutoCAD
- Certified in AutoTurn and AeroTurn
- Other software experience includes Civil 3D 2008, 2010, 2011, Land Desktop Development Map, Raster Design (all previous editions), Architectural Desktop, Revit, GIS, and ArcView

Jose Lopez

Relevant Experience Continued

nine-acre mixed-use development—and one of the largest active projects in the City of Miami today. The proposed development includes 830 residential units, a 290-room hotel, and 906,463 square feet of office of which 95,117 square feet will serve as a medical office. The development will also include 535,300 square feet of retail of which 142,000 square feet will serve as entertainment uses such as a nightclub, cinema, and a bowling alley. Kimley-Horn is providing civil engineering, traffic engineering, roadway design, transit engineering, and construction phase services for the site.

The Villages Multifamily Residential Development, Miami, FL — CADD operator. Kimley-Horn provided professional engineering services for this 576-unit multifamily residential development. The Villages Apartments development includes six residential buildings ranging from seven to twelve stories, a 3,000-square-foot club house, a pool and playground, and a 390-space parking garage. Specific responsibilities included site investigation, platting assistance, civil engineering design development, offsite water main extension documents, and civil engineering onsite contract documents.

Broadstone Brickell Lofts, Miami, FL— CADD designer for this multi-family development in Miami's Financial District (Brickell). The proposed project will include the construction of an eight-story residential building with approximately 419 units, a leasing office, an eight-story enclosed parking garage, and several amenity areas serving the development. Kimley-Horn is providing civil engineering services including due diligence, contract documents, permitting, and construction phase assistance.

West Brickell Residential Tower, Miami, FL— CADD operator. This 24-story story, mixed-use development is proposed to include a 262-unit residential building with 16,000 square feet of ground floor retail space. Kimley-Horn is providing civil engineering and traffic engineering services for this project.

Gables Station Mixed-Use Development, Coral Gables, FL— CADD operator. Gables Station is a transit-oriented development that combines residential space, public space, and commercial space in a prime location. Gables Station is a unique development that will connect Coral Gables to Downtown Miami through the transit corridors of US 1 and the Metrorail. Kimley-Horn is providing civil engineering, transportation/traffic engineering, and landscape architectural services for this development.

Divine Savior Academy Expansion, Doral, FL— CADD designer. Kimley-Horn is part of the team providing civil engineering design and permitting services for a three-story high school expansion project at Divine Savior Academy in Doral. The 108,000-square-foot facility will include a three-story classroom, an auditorium/chapel, gym, and fitness center, along with athletic fields, courts, and a new parking area.

James Sumislaski, P.E.

Electrical



City of Boca Raton Design Manual, Boca Raton, FL — Primary engineer and technical advisor to the City of Boca Raton to review and update the existing City of Boca Raton Design Standards Manual. This work included reviewing current City standards; reviewing City codes, ordinances, and standard details; and recommending modifications and enhancements thereto. The outcome was a more comprehensive manual that addresses recent design standards and practices in the construction and design industry. The manual serves as a guide to the City, engineers, developers, contractors, or anyone else performing construction inside public rights of way under the jurisdiction of the City of Boca Raton.

Palmetto Park Road Beautification, Boca Raton, FL — Senior project engineer for this three-mile improvement project completed ahead of schedule in just seven months. The project consisted of full corridor master planning, consensus building, landscape architectural design, and complete construction engineering and inspection services for this traditional retail district through the downtown area of the City of Boca Raton. It included new storm drainage; undergrounding of 0.5 miles of FPL overhead lines; new curb, gutter, and sidewalks; milling and resurfacing of the roadway; new water and sanitary mains; reuse water lines; and irrigation system and streetscape elements. Maintaining access to businesses during construction was a key concern.

All Electronic Tolling (AET) 5B, Sawgrass Expressway Design-Build, Florida's Turnpike Enterprise, FL — Project manager. This project involves the AET conversion of 20 miles of the Sawgrass Expressway from I-595 to Florida's Turnpike in Broward County, including two mainline toll plazas and fifteen ramp plazas. The conversion included demolition, grading, paving, maintenance of traffic, signing and pavement markings, lighting modifications, drainage, permitting, ITS, utility coordination, tolling, architecture with MEP, and landscaping. Kimley-Horn's scope also included signing and pavement marking plans, including structural design, lighting plans, ITS plans, and landscaping plans

Palmetto Park Road Improvements and Downtown Boca Raton Pedestrian Promenade, Boca Raton, FL — Project manager. For this retail district through the downtown area, Kimley-Horn provided full roadway and streetscape design and landscape architectural design to create a pedestrian friendly downtown with emphasis on a promenade connecting Plaza Real with Mizner Park. Intersections were redesigned to reduce pavement crossing width, minimize turn lanes, emphasize pedestrian crossings and modify signal timing to improve the pedestrian and downtown environment. Special emphasis was placed on providing an inviting pedestrian experience along retail businesses and providing on-street parking. Improvements include brick paved intersections, introduction of curbless streets along NE 1st Avenue, reconstruction of Boca Raton Road with an inverted crown roadway with wider sidewalks and on-street parking. Curbless streets were introduced to enable their use for special events when streets can be closed for fair events.

Office Location: West Palm Beach

Professional Credentials

- Bachelor of Science, Civil Engineering, Merrimack College
- Professional Engineer in Florida, #38841
- FDOT Advanced Traffic Control Certification
- FDOT Specifications Package Preparation Training
- Member: Florida Engineering Society

Special Qualifications

- Has 36 years of experience in design and preparation of construction plans, including roadway geometrics, specifications, signalization plans, lighting plans, signing and pavement marking plans, permitting, and traffic control plans
- Serves as senior project manager and Engineer of Record on a variety of roadway and lighting projects
- Experience includes complex traffic operational analysis and improvements at Toll plazas, Interchanges and intersections incorporating ITS technologies including ramp metering, signal optimization and managed lanes
- Versed in Microstation, Geopak, and AGI 32 lighting analysis computer design program
- Attended design specifications package seminar training under special invitation from FDOT staff

James Sumislaski, P.E.

Relevant Experience Continued

Landscape and hardscape improvements include planter islands and wide brick paver sidewalks on both sides of the roadways. Improvements along Palmetto Park Road include construction of wider brick paver sidewalks, raised brick paver intersections, lighted bollards, and new decorative street lighting. Planned pergola structures, which we anticipate will be added in 2012, will accent the streets providing shade and a seating area for pedestrians.

Royal Palm Pointe, Vero Beach, FL — Project engineer for this \$5.6-million enhancement project. Scope of work included coordinating multiple subconsultants, conducting several public consensus workshops, assisting City government in applying for and securing various grants, expediting environmental permits, and ultimately producing a comprehensive redevelopment plan for the 2,800-foot corridor. Included within the project is a three-acre urban waterfront park, including a participatory fountain, park pavilion, multi-level plaza, bulkhead, and pier. The project included planning, design, permitting, structural design, and construction phase services for seawalls, aids to navigation, and a four-slip courtesy dock. The project received the Engineering Excellence Award from the Florida Institute of Consulting Engineers in 2001. In addition, the project was awarded the 2002 American Society of Landscape Architects Award of Honor and the American Council of Engineering Companies National Recognition Award for Engineering Excellence in 2002.

Bryan Larsen, P.E. (DE, DC, VA)

Electrical



Boynton Beach Gateway Enhancements and Welcome Signage, Boynton Beach, FL — Electrical Engineer. Kimley-Horn provided landscape architecture, structural engineering, signage design, construction plans preparation, and construction observation services to design and construct two “Welcome to Boynton Beach” signs. One sign is located at the north city limits along Federal Highway (just west of Ocean Inlet Drive) and another sign at the south city limits in the median of Federal Highway (just north of Gulfstream Blvd). These beautification and general improvements are part of Boynton Beach CRA’s overall plan to improve the City’s aesthetic and provide enhanced gateways into the community. The signs were installed in January 2016. Key services provided: Obtaining FDOT Community Aesthetic Feature approval, City of Boynton Beach right of way permitting, coordination with FEC railroad, and electrical coordination with FPL for new service.

North Bay Village Baywalk Plaza Area Design, North Bay Village, FL Electrical Engineer. As prime consultant, Kimley-Horn provided landscape architecture, civil engineering design and permitting from concept through construction documents of this 1 acre waterfront park and plaza on either side of the eastern JFK Causeway Bridge that links North Bay Village to Miami Beach at the edge of Biscayne Bay.

Florida’s Turnpike Mainline Widening PD&E Study and Design, Boynton Beach to Lake Worth, Florida’s Turnpike Enterprise, FL Electrical Engineer. Kimley-Horn originally performed a PD&E study from north of Boynton Beach Boulevard to south of Lake Worth Road in Palm Beach County. Kimley-Horn was responsible for preparing all engineering and environmental reports necessary to evaluate impacts for the proposed widening. This project included a public information meeting and a public hearing. After approval of the study, Kimley-Horn was contracted to design the widening for this section and redesign the Lake Worth Road interchange. In addition to the widening (to eight lanes) of this seven-mile section of Florida’s Turnpike, the project also included design of an ultimate express lane toll plaza (open road tolling), which includes eight express lanes at the Lantana Toll Plaza and modification to existing manual lanes.

Services: PD&E study, including preparation of engineering and environmental reports; development of alternate improvement options; public information meeting/hearing; roadway design.

SR A1A Streetscape Improvements, Fort Lauderdale, FL — Electrical Engineer. Kimley-Horn is providing full civil engineering services for the redevelopment of the existing streetscape of State Road A1A Northbound from the South Beach Parking to Alhambra Street along Fort Lauderdale Beach. Kimley-Horn is the prime consultant on the project, with a team of local subconsultants, and is responsible for providing the civil engineering, permitting, coordination, and other services for the complete project.

All Electronic Tolling (AET) 5B, Sawgrass Expressway Design-Build, Florida’s Turnpike Enterprise, FL — Project Engineer. Kimley-Horn provided development of signing and pavement marking components for this AET conversion project along 20 miles of the Sawgrass Expressway

Office Location: Virginia Beach

Professional Credentials

- Bachelor of Science, Electrical Engineering, Old Dominion University
- Professional Engineer in Delaware, District of Columbia, and Virginia
- Member: Institute of Electrical and Electronic Engineers (IEEE)

Special Qualifications

- Has 8 years of experience in the design of lighting systems for site lighting, parking, and a variety of transportation lighting projects
- Relevant experience includes modeling luminaire photometrics as well as electrical power distribution and lighting control systems
- Responsible for the development of lighting plans, specifications, and details
- Brings 8 years of experience in the design of SCADA and electrical systems for a variety of municipal utility, private utility, and transportation projects
- Experience includes the layout and connectivity of instrumentation devices as well as electrical power distribution design, backup power systems, grounding systems design, and hazardous area classifications
- Develops electrical plans, specifications, and details

Bryan Larsen, P.E. (DE, DC, VA)

Relevant Experience Continued

from I-595 to Florida's Turnpike in Broward County. Kimley-Horn's scope also included development of an overall master signing plan, design of all ITS components, design of all sign structures, and design of all overhead spans, cantilever sign structures, and toll gantries.

Jacksonville Transportation Authority (JTA) On-Call Technical Support Services, Jacksonville, FL — Electrical Engineer. Kimley-Horn has supported the Jacksonville Transportation Authority (JTA) with technical support services in connection with their Bus Rapid Transit (BRT) and Computer Aided Dispatch/Automatic Vehicle Location (CAD/AVL) system implementation. For the BRT project, Kimley-Horn reviewed the Downtown BRT project plans and specifications and developed an integrated project schedule for implementation of several project components. In addition, we provided an integration and commissioning report; reviewing project construction sequencing, and provided recommendations for project integration. Kimley-Horn is also providing technical assistance for the CAD/AVL deployment. Kimley-Horn assisted JTA in developing the technical requirements for the CAD/AVL system for the Downtown BRT system, as well as the entire fleet. Kimley-Horn participated in the technical evaluation of the submittals and will be providing program management services for the procurement, testing, integration, and installation of the CAD/AVL system. The project will be deployed in several phases and will include integration with the existing Hastus scheduling system, as well as the NextBus bus arrival information system. Kimley-Horn will provide oversight for software and system integration and development.



O'BRIEN LIGHTING, INC.

MICHAEL O'BRIEN, I.E.S.N.A. PROFESSIONAL LIGHTING DESIGN AND CONSULTATION

- 1990-1994** **University of North Carolina**, Greensboro, North Carolina
BFA Theatrical Design and Stage Management
- 1994-1999** **Duke University**, Durham, North Carolina
*Operations Supervisor – Theater Technical Director – Bryan Center
Theaters and Campus Facilities*
- 1990-1999** **Manbites Dog Theater**, Durham, North Carolina
Resident Lighting Designer
- 1999-2000** **Radiance Lighting, Inc.**, Miami Beach, Florida
Co-Founder, Architectural Lighting Designer, Chief Operating Officer
- 2000-2003** **Barbizon Lighting – Systems Control Division**, Palm Beach
Senior Systems Integration Engineer
- 2002 - Present** **O'Brien Lighting, Inc.**, Miami, Florida
Founder, Principal Designer, President, CEO
- 2010 – Present** **O'Brien Lighting Hong Kong, LTD.**, Hong Kong SAR
Chairman, CEO

Affiliations **Illuminating Engineering Society of North America**

Selected Projects Resorts World Casino Hotel, Bimini
SE Financial Center, Miami
Winstar Casino, Dallas
Michael Jordan Residence, Palm Beach
Paul Cejas Residence, Miami
Mira Hotel and Conference Center, Hong Kong
Marriott Grand Lakes Reserve, Orlando
Bahia Mar Park, Ft. Lauderdale
MVCI Oceana Palms Condominium, Riviera Beach
El Dorado Furniture Showrooms
Capital at Brickell, Hotel, Offices & Condominium, Miami
Everglades on the Bay Condominium, Downtown Miami
Serta Showroom, Las Vegas
Palm Beach Zoological Park, Palm Beach

Please visit www.obrienlighting.com for a complete list of recent projects, project photographs and awards.

1111 Brickell Avenue, 11th Floor
Miami, FL 33131
www.obrienlighting.com

PH 305-774-0416
FX 305-774-0417
info@obrienlighting.com

Manuel G Vera, Jr., PSM

Principal / Chief Surveyor

Education/Training

Bachelor of Science, Legal Studies, Nova Southeastern University, 1994
Associates of Science, Land Surveying, Miami Dade College, 1988



Professional Registration

Professional Surveyor & Mapper, Florida, PSM#5291 (1994)

Years of Experience

35 Years (with MGV for 35 years)

Office Location

Miami, Florida

Professional Affiliations

Florida Surveying & Mapping Society
The Transportation and Expressway Authority Membership of Florida

Mr. Vera Jr., a registered Land Surveyor has over 34 years of experience with the company and throughout the state of Florida. He has managed a variety of survey contracts and projects for the Florida Department of Transportation, Miami-Dade County, Miami-Dade Expressway Authority, City of Miami, and numerous Engineering and Design firms. Mr. Vera has performed and managed all types of surveying services including: Design Surveys, Right-of-Way Control Surveys, Right-of-Way Mapping, Platting, Construction Layout, As-built Surveys, Drainage Surveys, etc. Mr. Vera is a Senior Surveyor and Mapper as well as our Senior Project Manager. He has extensive experience in the management and coordination of survey projects involving a variety of surveying techniques such as Aerial Surveys, Conventional Ground Surveying, Utilities designation, etc.

Surveying Experience:

Manuel G Vera & Associates, Inc. (1983-current)

FDOT District 6, SR 826 Palmetto Expressway from East of NW 67th Avenue to East of NW 57th Avenue (Segment 3) - (MP 18.117 / to MP 19.08)

Sub Consultant to: TRACE Consultants, Inc.

Contact: Frank Panellas, PE (305) 338-1509, jfpanellas@traceci.com

Duration: 11/2016 thru On-Going

Total Contract Amount: \$91,122.61

Project Length: 1 mile

Project Description: The primary purpose of this project is to relieve congestion on the SR 826 corridor by increasing capacity and improving system connectivity, enhance safety by addressing operational, structural and functional deficiencies and provide additional travel options. These improvements consist of the addition of express lanes, auxiliary lanes, reconstruction of the mainline and improvements to the existing interchanges. MGV is responsible for the following design survey tasks: 1.) Using the existing survey control, establish horizontal and vertical project network controls and re-set/add monuments that have been destroyed on project network control sheets; 2.) Extend the existing Topographic and DTM Survey; 3.) Planimetrics- locating approximately 600 trees along the main line of SR 826 / Palmetto Expressway; 4.) Check Cross Sections; 5.) A Drainage Survey to be performed along NW 57th Ave; and 6.) Geotechnical Support- approximately 250 test holes will be located with horizontal and vertical values.

FDOT District 6, Districtwide Right of Way Mapping & Survey (C-9M05)

Consultant to: FDOT, District 6

Contact: Cristina Albury, PSM (305) 470-5489, cristina.albury@dot.state.fl.us

Duration: 09/2015 thru On-Going

Location: Miami-Dade and Monroe Counties, Florida

Contract Amount: \$1.5 Million

Project Description: Task driven contract. Recent tasks for Right of Way Mapping and Surveying services have included the preparation of Right of Way Control Surveys, Right of Way Control Maps, Right of Way Surveys, Right of Way Maps, Boundary Surveys, Geographic Information System (GIS) Mapping, preparation of Parcel Sketches and Legal Descriptions, Quality Assurance Reviews, Title Searches, Title Search Review, plotting Legal Descriptions, and miscellaneous surveying and mapping. Right of Way surveys include, but are not limited to: Geodetic Control / Project Network Control (PNC), Alignments, Section Ties, Subdivision Ties, Maintained Right of Way Survey, Building Ties, Jurisdictional Line Survey, and Side Street Surveys.

FDOT District 6, Districtwide Miscellaneous Location Survey Consultant (C-9C43)

Consultant to: FDOT, District 6

Contact: Bill Arata, PSM (305) 470-5249, william.arata@dot.state.fl.us

Duration: 08/2013 thru On-Going

Location: Miami-Dade and Monroe Counties, Florida

Contract Amount: \$1.5 Million

Project Description: Task driven contract. MGV is responsible for supplying qualified personnel if requested within 48 hours, and will consist of field surveys for Right of Way and Design projects as assigned. The surveys will include, but not be limited to re-establishment of survey baselines, control points, bench marks, DTM elevations, Topo, drainage and bridge data, Right of Way control Surveys, Right of Way Maps, and Legal Descriptions along with Engineering Design Surveys, Geodetic Control/PNC, Project Network Control Sheet with horizontal and vertical datum, Alignments, Bench Levels, Topographic/Hydrographic, and Roadway DTM and Tin Models, Side Street Surveys, Underground Utilities, Drainage Survey, Bridge Data Survey, Outfall/Detention/Mitigation Survey, Stakeout for Borings, Section Ties, Subdivision Ties, Maintained Right of Way Survey, Building Ties, Jurisdictional Line Survey, as well as provide Maintenance of Traffic.

FDOT District 6, Districtwide Right of Way Monumentation Consultant Contract (C-9D05)

Consultant to: FDOT District 6

Contact: Cristina Albury, PSM (305) 470-5489, cristina.albury@dot.state.fl.us

Duration: 10/2013 thru On-Going

Location: Miami-Dade and Monroe Counties, FL

Contract Amount: \$1.5 Million

Project Description: Task driven contract. MGV is responsible for the performance of Right of Way Monumentation and Right of Way Monumentation Mapping services. These services include, but are not limited to the preparation of Right of Way Control Surveys, Right of Way Maps, Boundary Surveys, Title Search Reviews, and Right of Way Monumentation to include annotation and recordation of Right of Way Maps once the Monumentation is complete.

FDOT District 6, Districtwide Right of Way Location Survey Consultant (C-9127)

Consultant to: FDOT District 6

Contact: Scott Perkins, PSM (305) 470-5410, scott.perkins@dot.state.fl.us

Duration: 03/2011 thru 03/2016

Location: Miami-Dade and Monroe Counties, FL

Contract Amount: \$1.5 Million

Project Description: Task driven contract. MGV is responsible for supplying qualified personnel if requested within 48 hours, and will consist of field surveys for Right of Way and Design projects as assigned. The surveys will include, but not be limited to re-establishment of survey baselines, control points, bench marks, DTM elevations, Topo, drainage and bridge data, Right of Way control Survey, Right of Way Maps, and Legal Descriptions along with Engineering Design Surveys, Geodetic Control/PNC, Project Network Control Sheets, Alignments, Reference Points upon request, Vertical Bench Marks, Topography, Roadway Cross-Sections and Profiles, Side Street Surveys, Underground Utilities, Drainage Survey, Bridge Data Survey, Outfall/Detention/Mitigation Survey, Stakeout for Borings, Section Ties, Subdivision Ties, Maintained Right of Way Survey, Building Ties, Jurisdictional Line Survey, as well as provide Maintenance of Traffic (safety).



NELCO

TESTING & ENGINEERING SERVICES, INC.

Riza Hosein P.G. – Résumé

Education:

- 1998: BS in Geology, University of North Carolina at Charlotte, Charlotte, North Carolina
- Dean's Honor List 1997-1998

Certifications:

- State of Florida Licensed Professional Geologist
- Nuclear Density Gauge Certified

Present Job Description:

May 2003 to Present:

NELCO Testing and Engineering Services, Inc.:

- November 2012 to Present: Executive Vice President
- May 2003 to November 2012: Geologist/Operations Manager & Project Manager

Duties:

- Geotechnical report writing, interpretation of geotechnical field data (subsurface data, soil density reports, soil percolation data)
- Providing geotechnical consultation in the field during deep foundation installation (augercast piles)
- Coordination and mobilization of field personnel
- Technical assistance in the office and field environment
- Various administrative tasks, including client relations
- Fee proposal writing and coordination

Supervisor: Ulysses Batista, President
NELCO Testing and Engineering Services, Inc.
13370 SW 131st Street, Suite 105
Miami, Florida 33186 Phone: 305-259-9779

Previous Job Descriptions:

September 1999 to March 2003:

Geotechnology, Inc.: Soil Technician/Field Geologist/Field Engineer

Duties:

- Technical consultation in the field on viability of building Materials
- Soil compaction using sand cone, drive tube, and nuclear density gauge control methods
- Concrete testing/sampling in the field
- Compressive/tensile strength testing of various sample types of concrete, masonry and rock cores
- Technical Report Writing Laboratory Analysis of Building Materials
- Drilled Shaft Analysis: - Perform "down hole" observation of drilled shaft foundations
- Perform sonic analysis of drilled shaft concrete (strength evaluation)
- Subsurface Geotechnical Drilling: -Supervise and log up to three drill crews
-Provide technical direction based on subsurface conditions
-Obtain data in adverse weather and drilling conditions
- Work well with subordinates, sub-contractors, and peers in team-like fashion to get the job done
- Reason for leaving: moved to be closer to family

Supervisor: Sam Klucker, (now with) Breckenridge Material Company: 2833 Breckenridge Industrial Court P.O. Box 19918 St. Louis, MO 63144.
Email: sam.klucker@breckenridgematerial.com

NELCO

TESTING AND ENGINEERING SERVICES

April to August 1999:

The University of North Carolina at Charlotte, Charlotte, North Carolina

Research Associate: Research in Sedimentology

Duties:

- Responsible for describing and archiving sediment samples. Analysis of data using graphics and Excel spread sheets.
- Using laser particle counter and statistics for grain size analysis
- Using binocular microscope for soil analysis
- Supervising operation of X-Ray Diffraction instrument for sample analysis
- Field work including generator operation, auger operation, and piezometer installation
- Attending seminars for training and certification as a Research Geologist
- Reason for leaving: Obtained professional position in St. Louis

Supervisor: Dr. John Diemer, University of North Carolina at Charlotte, Charlotte, North Carolina.

Tel: 704-547-2293 Email: jadiemer@email.uncc.edu

Summer 1998:

The University of North Carolina at Charlotte, Charlotte, North Carolina

Research Assistant Earth Sciences:

Employed at the Ontario Ministry of Natural Resources, Research Camp in Atikokan, Ontario, Canada Analyzing the effect of clear cut logging in a northern boreal forest watershed system

Duties:

- Installation, monitoring, and maintaining of field data
- Analyzing data
- Water chemistry related tasks
- Freshwater lake analysis
- Light penetration profiles, oxygen and carbon dioxide profiles
- Rock sample collection for petrographic analysis
- Rough mapping of outcrops using existing maps of research sites
- Reason for leaving: Student summer employment

Supervisor: Dr. Craig Allan, Professor, Department of Geology, University of North Carolina at Charlotte, Charlotte, North Carolina.

Tel: 704-547-3377 Email: cjallan@mail.uncc.edu

References:

Sam Klucker

Breckenridge Material Company: 2833 Breckenridge Industrial Court P.O. Box 19918 St. Louis, MO 63144

email: sam.klucker@breckenridgematerial.com

Dr. Craig Allan

Professor, Department of Geology

The University of North Carolina at Charlotte

9201 University City Boulevard Charlotte, North Carolina 28223

Tel: 704 547 2293

Email: cjallan@email.uncc.edu

Dr. John A. Diemer

Associate Professor, Department of Geology

The University of North Carolina at Charlotte

9201 University City Boulevard Charlotte, North Carolina 28223

Tel: 704 547 2293

Email: jadiemer@email.uncc.edu

Dr. Pentti M Rautaharju, MD, PhD – Professor Emeritus

Wake Forest University – Bowman Grey School of Medicine

Email: penttir@bellsouth.net

BAL HARBOUR

- VILLAGE -

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Dwight S. Danie, Village Clerk 

DATE: February 19, 2025

RE: Lobbyist Registration Report

Name of Lobbyist	Principal Represented	Date Registered
John Shubin	Mathew Whitman Lazenby	01/09/24
Ian DeMello	Mathew Whitman Lazenby	01/09/24
Darrell Payne	Saks Fifth Avenue LLC	01/16/24
Maria A. Gralia	Saks Fifth Avenue LLC	01/16/24
Seth P. Robert	Saks Fifth Avenue LLC	01/16/24
Pravin R. Patel	Saks Fifth Avenue LLC	01/16/24
Mathew Lazenby	Bal Harbour Shops LLC	01/16/24
Benjamin Elias	Bal Harbour Shops LLC	01/16/24
Ivor Nicholas Massey	Bal Harbour Shops LLC	01/16/24
Caroline Travis	Bal Harbour Shops LLC	01/16/24
Nicholas Noto	LK Hotel, LLC	01/19/24
Carter McDowell	LK Hotel, LLC	01/01/25
Michael Marrero	1800 LLC	05/15/24
Melissa Tapanes Llahues	1800 LLC	05/15/24

Annual Renewals are due February 1, 2025

BAL HARBOUR

- VILLAGE -

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Susan L. Trevarthen *SLT*

DATE: February 24, 2025

RE: Monthly Report of Village Attorney for January 2025 Activities

Here is the monthly report on the Village Attorney's activities. While we attend to Village business and confer with Village officials continuously, this report highlights specific tasks and projects for the month. Please contact me or Robert Meyers if you have any questions about this report.

Retainer Services

Within the fixed fee retainer in January 2025 (130), we completed our work for the January Council meeting and began to review, advise, and prepare documents for agenda items for the February Council meeting and annual Council retreat. We attended the January ARB meeting, the weekly staff meetings, and the monthly agenda review/after action meetings.

Specific additional matters included:

- We reviewed state law and conferred with staff regarding retroactive application of state law to prohibit referenda on LDRs. We reviewed and analyzed Village charter height provision issues, and preemption/prohibition issues. We drafted our legal memo analyzing these matters in support of the January discussion item.
- We met with a Title Examiner concerning chain of title for submerged lands, and reviewed and prepared memorandum regarding chain of title and last grantee of record. We met with staff concerning aquatic surveyor and possible FDEP response.
- We reviewed and analyzed case law on citation procedures under Chapter 162 and appeals on same. We reviewed the law on municipal use of drones.
- We had several meetings with staff and examined issues related to easements for FPL.
- We conducted research, conferred with counsel, and drafted an unsafe structures notice for Bal Harbour Manor and reviewed/responded to various correspondence. We reviewed public records request from Bal Harbour Manor and conferred with staff regarding request.
- We reviewed and analyzed case law on rules on rules of construction of municipal codes.

- We conferred with staff and conducted research on intellectual property rights retained by MYKD related to Jetty project.
- We analyzed the CM at risk agreement for the jetty in detail for potential issues in response to Administration inquiries.
- We attended to issues concerning the Graham claim being handled by the Village's liability counsel.
- We prepared an opinion concerning application of resort tax to catering services.
- We reviewed correspondence, conferred with Police Department, and reviewed and revised idCore agreement. We analyzed and followed up re inquiries concerning the police pension board.
- We prepared for and attended DERM Impervious Surface Webinar and reviewed the County ordinance concerning Village obligations.
- We prepared for and trained an ARB member.
- We continued to prepare for ethics training workshop for Village Manager's office.
- We reviewed and commented on proposed legislation affecting the Village.

Additional Services

For the Security/Landscaping Assessment matter, we reviewed FPL easement forms and conferred with staff. We met with the Administration and with Civic Association special counsel and representatives re FPL issues.

For the Dade County PBA Collective Bargaining matter, we reviewed and responded to correspondence concerning time sheet issues; reviewed and responded to correspondence concerning continued negotiations and bargaining strategies; and prepared for attended bargaining session; reviewed and responded to PBA grievance.

For Zyscovich matter, we attended to client communications and followed up regarding filing of claim.

For NV2A matter, we reviewed correspondence and prepared notice regarding compliance with closeout agreement.

For Bal Harbour Shops (Live Local Act) matter, we conferred with client regarding several discovery and strategy matters in both cases, and regarding the request to invoke FLUEDRA. We reviewed/commented on summary judgment motion concerning noise ordinance litigation, and we reviewed the Shops' proposed second amended complaint in LLA litigation.