

*Shingle Creek  
Community Development District*

*Agenda*

*May 6, 2019*

# AGENDA

# *Shingle Creek*

## *Community Development District*

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135 W. Central Blvd., Suite 320, Orlando, Florida 32801  
Phone: 407-841-5524 – Fax: 407-839-1526

April 29, 2019

Board of Supervisors  
Shingle Creek Community  
Development District

Dear Board Members:

The meeting of the Board of Supervisors of the Shingle Creek Community Development District will be held **Monday, May 6, 2019 at 12:00 p.m. at the Oasis Club at ChampionsGate, 1520 Oasis Club Blvd., ChampionsGate, Florida.** Following is the advance agenda for the regular meeting:

### **Board of Supervisors Meeting**

1. Roll Call
2. Public Comment Period
3. Organizational Matters
  - A. Acceptance of Resignation of Barry Bichard and Appointment of Individual to Fulfill the Board Vacancy with a Term Ending November 2021
  - B. Administration of Oath of Office to Newly Appointed Board Member
  - C. Consideration of Resolution 2019-15 Electing Assistant Secretary
4. Approval of Minutes of the February 25, 2019 and March 4, 2019 Meetings
5. Review of Proposals and Selection of District Engineer
6. Consideration of Proposal from VGlobal Tech to Provide Website Compliance Services
7. Consideration of Resolution 2019-13 Approving the Proposed Fiscal Year 2020 Budget and Setting a Public Hearing
8. Consideration of Resolution 2019-14 Extending the Terms of Office to Even Years
9. Appointment of Audit Committee and Chairman
10. Ratification of Addendum from Down to Earth for Additional Landscape Areas
11. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. District Manager's Report
    - i. Approval of Check Registers
    - ii. Balance Sheet and Income Statement
    - iii. Presentation of Number of Registered Voters - 588
12. Other Business
13. Supervisor's Requests
14. Adjournment

### **Audit Committee Meeting**

1. Roll Call
2. Public Comment Period
3. Audit Services
  - A. Approval of Request for Proposals and Selection Criteria
  - B. Approval of Notice of Request for Proposals for Audit Services

C. Public Announcement of Opportunity to Provide Audit Services  
4. Adjournment

The second order of business is the Public Comment Period where the public has an opportunity to be heard on propositions coming before the Board as reflected on the agenda, and any other items.

The third order of business is the Organizational Matters. Section A is the acceptance of resignation of Barry Bichard and appointment of individual to fulfill the Board vacancy with a term ending November 2021. A copy of the resignation letter is enclosed for your review. Section B is the administration of the Oath of Office to the newly appointed Board member. Section C is the consideration of Resolution 2019-15 electing an Assistant Secretary. A copy of the Resolution is enclosed for your review.

The fourth order of business is the approval of minutes of the February 25, 2019 and March 4, 2019 meetings. The minutes are enclosed for your review.

The fifth order of business is the review of proposals and selection of a District Engineer. A copy of the ranking sheet and proposals are enclosed for your review.

The sixth order of business is the consideration of proposal from VGlobalTech to provide website compliance services. A copy of the proposal is enclosed for your review.

The seventh order of business is the consideration of Resolution 2019-13 approving the proposed budget for the Fiscal Year 2020 and setting a public hearing. Once the budget is approved it will be transmitted to the governing authorities at least 60 days prior to the final budget hearing. A copy of the Resolution and proposed budget are enclosed for your review.

The eighth order of business is the consideration of Resolution 2019-14 extending the terms of office to even years to coincide with the General Election. A copy of the Resolution is enclosed for your review.

The ninth order of business is the appointment of the Audit Committee and chairman. There is no back-up material.

The tenth order of business is the ratification of addendum from Down to Earth for additional landscape areas.

The eleventh order of business is Staff Reports. Section 1 of the District Manager's Report includes the check registers being submitted for approval and Section 2 includes the balance sheet and income statement for review. Section 3 is the presentation of the number of registered voters within the boundaries of the District. A copy of the letter from the Osceola County Supervisor of Elections is enclosed for your review.

Following the adjournment of the Board of Supervisor's meeting, there will be a meeting of the Audit Committee to approve the Request for Proposals, selection criteria and the notice of RFP for auditing services. Enclosed for your review are copies of the RFP, selection criteria, and RFP notice.

The balance of the agenda will be discussed at the meeting. In the meantime, if you should have any questions, please contact me.

Sincerely,

A handwritten signature in dark ink, appearing to read 'G. S. Flint', with a stylized, flowing script.

George S. Flint  
District Manager

Cc: Jan Carpenter, District Counsel  
David Reid, Interim District Engineer  
Darrin Mossing, GMS

Enclosures

# BOARD OF SUPERVISORS MEETING

## SECTION III

# SECTION A



April 30, 2019

Board of Supervisors  
Shingle Creek Community Development District  
135 W. Central Blvd., Suite 320  
Orlando, FL 32801

Dear Board:

Please consider this my written resignation from the Shingle Creek Community Development District effective April 30, 2019.

Please accept my resignation and feel free to contact me with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "B. Richard", written over a horizontal line.

Barry Richard

# SECTION C

## **RESOLUTION 2019-15**

**A RESOLUTION OF THE SHINGLE CREEK  
COMMUNITY DEVELOPMENT DISTRICT ELECTING  
\_\_\_\_\_ AS ASSISTANT  
SECRETARY OF THE BOARD OF SUPERVISORS**

**WHEREAS**, the Board of Supervisors of the Shingle Creek Community District desires to elect \_\_\_\_\_ as an Assistant Secretary.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD  
OF SUPERVISORS OF THE SHINGLE CREEK  
COMMUNITY DEVELOPMENT DISTRICT:**

1. \_\_\_\_\_ is elected Assistant Secretary of the Board of Supervisors.

Adopted this 6<sup>th</sup> day of May, 2019.

\_\_\_\_\_  
Secretary/ Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

# MINUTES

MINUTES OF MEETING  
SHINGLE CREEK  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Shingle Creek Community Development District was held on Monday, February 25, 2019 at 11:00 a.m. at the Oasis Club at ChampionsGate, 1520 Oasis Club Blvd., ChampionsGate, Florida.

Present and constituting a quorum were:

Rob Bonin	Chairman
Adam Morgan	Vice Chairman
Barry Bichard	Assistant Secretary

Also present were:

George Flint	District Manager
Andrew d'Adesky	District Counsel
Alan Scheerer	Field Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order and called the roll. A quorum was present.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: Only Board Members and staff are present, so there are no public comments.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the January 22, 2019 Meeting**

Mr. Flint: You have the minutes from the January 22, 2019 meeting in your agenda package. Did the Board have any additions, deletions or corrections?

Mr. Morgan: They look good to me.

Mr. Flint: If there are no corrections, we need a motion to approve the minutes as presented.

On MOTION by Mr. Morgan seconded by Mr. Bichard with all in favor the minutes of the January 22, 2019 meeting were approved as presented.
---

**FOURTH ORDER OF BUSINESS**

**Consideration of Bond Counsel Agreement  
with Greenberg Traurig, P.A.**

Mr. Flint: This is an agreement with Greenberg Traurig to serve as bond Counsel. They have been bond Counsel in the past on the other bond issues. The prior agreement did not specifically refer to the Series 2019 bonds.

On MOTION by Mr. Morgan seconded by Mr. Bichard with all in favor, the Bond Counsel Agreement with Greenberg Traurig, P.A., was approved.

**FIFTH ORDER OF BUSINESS**

**Public Hearing**

Mr. Flint: Next is the public hearing to consider the levying of assessments for the Series 2019 assessment area. I need a motion to open the public hearing.

On MOTION by Mr. Morgan seconded by Mr. Bichard with all in favor, the Public Hearing was opened.

**A. Consideration of Engineer's Report**

Mr. Flint: The Board has seen this report previously, it was used as the basis for setting then public hearing a sending the mailed notice. It is dated January 18, 2019. Are there any questions on the Engineer's report?

Mr. Morgan: Is it the exact same as what we previously reviewed?

Mr. d'Adesky: There have been some comments and updates, but in substance it is the same.

Mr. Flint: These numbers have been reviewed by Lennar, Mark and I worked on making sure these cost numbers are lined up with where they need to be. This version was used for the mailed notice.

**B. Consideration of Second Supplemental Assessment Methodology for the  
Series 2019 Assessment Area**

Mr. Flint: You also have the Second Supplemental Assessment Methodology, it is dated February 1, 2019. This reflects the actual terms of the bond issue. You previously approved a Master for the expansion area, and there was already an existing Master for the original boundaries of the District. The Second Supplemental ties both areas together that are part of the Assessment Area, which we are calling the 2019 Assessment Area. Table 1 reflects the

development plan for the Series 2019 bonds. There is a total of 984 units. Those are comprised of 308 platted on roll units, 627 new platted units, and 49 unplatted units. Table 2 shows the Capital Improvement Plan cost estimates. It shows for The Cove it is \$4,400,000 and for Phase I-3B it is \$1,500,000. The remaining improvements of the Series 2015 bonds is \$19,850,000, so those three together total \$25,000,000. Table 3 shows the bond sizing and it reflects the actual interest rate of 4.87%. It is a thirty-year amortization period, there are three months of interest, 50% of max annual debt service reserve, and an Underwriter's discount of 2%. Table 4 shows you the allocation of the improvement costs. Table 5 shows the allocation of the par debt to each product type. Table 6 shows the par debt per product type and the per unit assessment amounts both in net an annual. Table 7 is the preliminary assessment roll, it shows the platted lots as well as the parcel where the remaining unplatted lots are reflected. Are there any questions on the report?

**C. Public Comment & Testimony**

Mr. Flint: No members of the public are here to provide comment or testimony.

On MOTION by Mr. Bichard seconded by Mr. Morgan with all in favor, the Public Hearing was closed.

**D. Consideration of Resolution 2019-10 Levying Assessments for the Series 2019 Assessment Area**

Mr. d'Adesky: Resolution 2019-10 is a levy assessment, this is levying them pursuant to Chapter 190, 197, 170 of the Florida statutes. It approves the final form of the Engineer's Report and the Supplemental Assessment Methodology. It says the assessments that you are placing on these lots and this property are in portion to the benefit that is going to be conveyed to them by the infrastructure that is being built and the benefits of the 2019 project. That comprehensively makes up resolution 2019-10.

Mr. Flint: Are there any questions on the resolution?

On MOTION by Mr. Morgan seconded by Mr. Bichard with all in favor, Resolution 2019-10 Levying Assessments for the Series 2019 Assessment Area, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-11  
Finalizing the Series 2019 Assessments**

Mr. d'Adesky: After we price the bonds, we are required to finalize them by both our documents and resolutions. This brings them in line with the final pricing of the bonds which is consistent with the interest rate.

On MOTION by Mr. Bichard seconded by Mr. Morgan with all in favor, Resolution 2019-11 Finalizing the Series 2019 Assessments, was approved.

## **SEVENTH ORDER OF BUSINESS**

### **Consideration of Resolution 2019-12 Adoption of Tax-Exempt Bond Policies and Procedures**

Mr. d'Adesky: We are required to adopt certain tax policies and procedures, and they are primarily administrative procedures, some of which are already being implemented by the Manager. These are policies and procedures that have been suggested by the IRS and the National Association of Bond Lawyers. They mostly apply to record keeping.

On MOTION by Mr. Bichard seconded by Mr. Morgan with all in favor, Resolution 2019-12 Adopting of Tax-Exempt Bond Policies and Procedures, was approved.

## **EIGHTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Mr. Flint: Do you have anything else Andrew?

Mr. d'Adesky: We should be good to go on the bond closing. That's all I have.

#### **B. Engineer**

Mr. Flint: The Engineer is not here, we'll move on.

#### **C. District Manager's Report**

##### **i. Approval of Check Registers**

Mr. Flint: You have the check register from January 16, 2019 through February 13, 2019 totaling \$51,372. The detailed register is behind the summary. Are there any questions on the check register? If not, I would ask for a motion to approve it.

On MOTION by Mr. Morgan seconded by Mr. Bichard with all in favor, the Check Register was approved.

**ii. Balance Sheet and Income Statement**

Mr. Flint: These are unaudited through January 31, 2019. If there are any questions, we can discuss those. If not, no action is required by the Board.

**NINTH ORDER OF BUSINESS**

**Other Business**

Mr. Flint: Is there anything else that the Board wants to discuss that is not on the agenda?

**TENTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Flint: Are there any Supervisor's requests? If not, we need a motion to adjourn.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Bichard seconded by Mr. Morgan with all in favor, the meeting was adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman



MINUTES OF MEETING  
SHINGLE CREEK  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Shingle Creek Community Development District was held on Monday, March 4, 2019 at 11:00 a.m. at the Oasis Club at ChampionsGate, 1520 Oasis Club Blvd., ChampionsGate, Florida.

Present and constituting a quorum were:

Rob Bonin	Chairman
Adam Morgan	Vice Chairman
Barry Bichard	Assistant Secretary

Also present were:

George Flint	District Manager
Andrew d'Adesky	District Counsel
Michelle Barr	Lennar Homes

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order and called the roll. A quorum was present.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: Only Board Members and staff are present, so there are no public comments.

**THIRD ORDER OF BUSINESS**

**Discussion of District Engineer Contract with  
KPM Franklin**

Mr. Flint: The existing contract was entered into in September 2005, it has a 90-day termination provision in it. It states that once they receive notice of termination, they will stop work if we want them to. Is there any discussion from the Board on that issue?

On MOTION by Mr. Morgan seconded by Mr. Bonin with all in favor, the Termination of the District Engineer Contract with KPM Franklin, was approved.
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**FOURTH ORDER OF BUSINESS**

**Authorization to Issue RFQ for Professional Engineering Services**

Mr. Flint: Because engineering falls under the CCNA, we have to issue an RFQ for those services.

On MOTION by Mr. Bichard seconded by Mr. Morgan with all in favor, Authorization to Issue RFQ for Professional Engineering Services, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Appointment of Interim District Engineer**

Mr. Flint: The Board has the ability to appoint an interim Engineer while you are going through the RFQ process. Is there any desire to do that at this time?

Mr. Bonin: We would like to appoint Dave Reid with Hamilton.

On MOTION by Mr. Bichard seconded by Mr. Morgan with all in favor, the Appointment of Hamilton Engineering & Surveying, Inc. as the Interim District Engineer, was approved.

**SIXTH ORDER OF BUSINESS**

**Ratification of Series 2019 Requisition #1**

Mr. d'Adesky: This totals \$7.1 million, and it was funded last Thursday. Once the bonds were closed, Requisition #1 and the Cost of Issuance were funded. We provided you with the requisition signed by the Chairman and by the consulting Engineer certifying that the expenses are valid and in accordance with the Engineer's report. We gave you the summary back up as well. Are there any questions on the requisition?

On MOTION by Mr. Bonin seconded by Mr. Morgan with all in favor, the Series 2019 Requisition #1, was ratified.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Flint: Do you have anything else Andrew?

Mr. d'Adesky: I have nothing additional.

**B. Engineer**

Mr. Flint: The Engineer is not here, we'll move on to the next item.

**C. District Manager's Report**

**i. Approval of Check Register**

Mr. Flint: You have the check register with checks #285-#287 totaling \$91,440.06. One is an advertising expense for the assessment hearing, and then you have the Down to Earth invoice and an invoice to the Trustee moving Debt Service. The detailed register is behind the summary. Are there any questions on the check register? If not, I would ask for a motion to approve it.

Mr. Morgan: It looks good to me.

On MOTION by Mr. Bonin seconded by Mr. Bichard with all in favor, the Check Register, was approved.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

Mr. Flint: Is there anything else that the Board wants to discuss that is not on the agenda? Hearing none, we'll move on.

**NINTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Flint: Are there any Supervisor's requests? If not, we need a motion to adjourn.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Bonin seconded by Mr. Morgan with all in favor, the meeting was adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## SECTION V

## Shingle Creek Community Development District Engineer RFQ Ranking Sheet

[illegible]

**Shingle Creek  
Community Development District  
Osceola County, Florida**

**April 15, 2019**



**775 Warner Lane Orlando, Florida 32803**

**407-362-5929**

TAMPA OFFICE  
3409 W. Lemon Street  
Tampa, FL 33609-1433  
p. 813.250.3535  
f. 813.250.3636

ORLANDO OFFICE  
775 Warner Lane  
Orlando, FL 32803  
p. 407-362-5929



April 15, 2019

VIA EMAIL AND HAND DELIVERY

[gflint@gmscfl.com](mailto:gflint@gmscfl.com)

Mr. George S. Flint  
District Manager  
Shingle Creek Community Development District  
c/o Governmental Management Services-Central Florida, LLC  
135 West Central Boulevard, Suite 320  
Orlando, FL 32801

**RE: Request for Qualifications for Engineering Services  
Shingle Creek Community Development District**

Dear George & Members of the Selection Committee:

Hamilton Engineering & Surveying, Inc., (HESI) appreciates the opportunity to present our proposal for professional engineering services on a continuing basis for the Shingle Creek Community Development District. I have included a brief description of our firm along with the Standard Forms No. 330.

The 22-person staff of Hamilton Engineering & Surveying in Orlando takes pride in our efforts to provide our local community with effective and timely professional services. Our extensive knowledge and engineering and surveying experience with the Shingle Creek project makes the HESI team an ideal choice for providing these professional services. Our firm's qualifications, and experience are included in the following submittal. I have included Standard Forms No. 330 for this submittal.

Included with the hand delivery is a flash drive containing an electronic version of the submittal.

Hamilton Engineering & Surveying is ready to provide the professional commitment and dedication necessary to ensure that the goals of the Shingle Creek CDD are met. We appreciate the opportunity to submit our qualifications.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. A. Reid", with a stylized flourish at the end.

David A. Reid, PE

Vice President, Director of Engineering

(407) 362-5929

[daver@hamiltonengineering.us](mailto:daver@hamiltonengineering.us)

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## Firm & Professional Information

Hamilton Engineering & Surveying, Inc., was formed in July of 1989 to provide comprehensive civil engineering and land surveying services to markets in southwest, central and north Florida. David A. Reid, PE, Vice President and Director of Engineering for the Orlando office has over 36 years of engineering experience, including 36 years in Osceola County and Central Florida.

HESI's expertise supports the site development process from planning and surveying, through design and construction administration. We handle all aspects of transportation, drainage and utilities, while always meeting client's goals and expectations.

In order to meet our client's needs, we often enlist the services of other specialists in the planning, transportation engineering, geotechnical engineering, and environmental consulting fields and work with various professional firms in the Central Florida area.

## Location

The work for this contract will be performed primarily out of the Hamilton Engineering & Surveying, Inc., Orlando office located near downtown Orlando at 775 Warner Lane, Orlando, Florida 32803. The HESI office phone number is 407-362-5929.

Dave Reid's e-mail address is [daver@hamiltonengineering.us](mailto:daver@hamiltonengineering.us)

## Past Performance

- Shingle Creek Community Development District  
Osceola County, 2006-2019, Present

David Reid, P.E., provided District Engineer consulting services for the Shingle Creek Community Development District for over ten years, and is currently providing interim District engineering Services. The District currently covers approximately 500 acres and includes approximately 2,000 residential units and several amenities. Engineering Services include attending Board of Supervisor meetings, preparing engineering reports, capital improvement plan budgets and reports, providing boundary surveys and exhibits, preparing plans, designs and specifications; and construction administration as needed.

- Stoneybrook South at Champions Gate Community Development District  
Osceola County, 2016-2018

David Reid, P.E., of HESI is currently providing interim District Engineering services to assist with the expansion of the new 373-acre CDD comprising approximately 900 residential units. Current services include attending Board of Supervisor meetings, preparing legal descriptions, exhibits, and preparation of the Capital Improvement Plan budget.

- Stoneybrook South Community Development District  
Osceola County, 2006-2018

David Reid, P.E., provided District Engineering consulting services for the Stonebrook South Community Development District for over ten years. The District has been contracted and now includes approximately 498 acres, with a development of approximately 1,000 residential units and amenities. Engineering Services include attending Board of Supervisor Meetings, preparing engineering reports, capital improvement plan budgets and reports, providing boundary surveys and exhibits, preparing plans, designs and specifications; and construction administration as needed.

## Firm Services

### Civil Engineering

- Site Development Design
- Roadway Design
- Stormwater and Drainage Systems
- Due Diligence Studies
- Drainage Basin Studies
- PETM/PD&E Studies
- Flood Plain Studies
- FEMA Map Amendments
- GIS and Geospatial Analysis
- Cost Estimating
- Design Review
- Permitting
- MOT Review and Design
- CEI Services
- Construction Observation
- Construction Administration
- Engineering Record Drawings
- Pavement Management
- Presentations and Public Meetings
- Expert Witness

### Land Surveying

- Boundary & Topographic Surveys
- ALTA Surveys
- Platting
- Professional Surveying & Mapping
- Right of Way Mapping
- Subsurface Utility Mapping
- Utility coordination
- 3-D Laser Scanning
- Construction layout
- As-built Surveys
- Control Surveys
- Legal Descriptions
- Title Reviews
- Expert Witness

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Hamilton Engineering & Surveying, Inc., is committed to bringing practical, cost-effective solutions to the land development process by meeting our client's needs. We do what is necessary to provide professional services in a timely manner to meet our client's expectations. Our goal is to help improve our community through our efforts and expertise.

Hamilton Engineering & Surveying, Inc., is a team of engineers and surveyors who have been serving Central Florida in various capacities for over 30 years. Although each principal has earned reputations individually with other firms, we are now working together with Hamilton Engineering & Surveying, Inc., to build a better community.

The firm principals are:

**Jack S. Hamilton, JR, P.E., Owner/ President**

**Mike Hardy, P.E., Owner**

## Resources & Technology

Our engineering and surveying departments utilize AutoCAD Civil 3D, V19, WaterCAD and AdICPR.

The use of this software gives us the ability to model 3D surfaces, intelligent pipe networks, integrated hydraulic and hydrological analysis for stormwater management, produce dynamic quantity takeoffs and earthwork calculations.

With the advent of unmanned aerial systems (UAS/drones) and possessing a FAA Part 107 Certified UAS pilot's license, HESI has training and experience utilizing drone technology to capture 2D and 3D imaging for survey/topographic mapping and infrared applications. Applying drone technology can also be effective to record flyovers to study and monitor site improvements or vegetative growth, and market projects. The technology reduces the impact on the ground, provides data capture otherwise not obtainable and allows on many occasions, improved response time for the client.

## Engineering Team

David Reid, P.E., Director of Engineering, is the leader of the Hamilton Engineering & Surveying Engineering Team and responsible for the execution of the required work for the CDD. Mr. Reid has extensive experience on major public works, commercial and subdivision projects & providing engineering services to Community Development Districts. Projects include Stoneybrook South CDD, Shingle Creek CDD, as well as Stoneybrook South DRI, Storey Lake, Altis at Shingle Creek, Bella Celta Boulevard, Westside Boulevard, and Goodman Road Utility Extensions.

David Reid, PE has worked in Osceola County with several consulting firms since 1984, including five years as a self-employed consulting engineer. He has extensive water management and permitting experience, including working at the South Florida Water Management District. He has maintained excellent working relationships with the local, regional and state governments and regulatory agencies.

Mr. Reid earned Bachelor of Science in Civil Engineering from Worcester Polytechnic Institute in Worcester, MA and is affiliated with the American Society of Civil Engineers and the Florida Engineering Society.

All design and production work for the Championsgate is managed and performed in our Orlando office.

Our **Engineering Team** is comprised of the following HESI staff:

<b>David A. Reid, P.E.</b>	<b>Director of Engineering</b>
<b>Val Taylor, P.E.</b>	<b>Project Engineer</b>
<b>Jonathan Soule</b>	<b>Planner / Project Manager</b>
<b>Brandan Laxton</b>	<b>Civil Design Technician</b>

## Minority Business Enterprise

We do not qualify as a Certified Minority Business enterprise currently.

## Current and Projected Workload

As a mid-sized firm, we are constantly working our way through projects both large and small. We maintain an efficient staffing level to ensure a high level of client satisfaction while meeting their needs. We are a growing firm, with a significant number of senior staff and registered professionals. Hamilton Engineering & Surveying, Inc., has the core staff necessary to provide the professional services required. The significant benefit is that the district will receive the attention of the principals of the team, and we are committed to meeting the district's schedule on all our assigned tasks.

## Volume of Work Previously Awarded to Mr. David Reid, P.E., by District

Shingle Creek CDD was formed over 10 years ago and recently expanded. David Reid provided engineering services for the preparation of the current Capital Improvement Plan (CIP) budget. As the current interim District Engineer, David Reid will be provide consulting services on an hourly basis to the District for attending District meetings and performing work authorized by the Board of Supervisors.

# ARCHITECT - ENGINEER QUALIFICATIONS

## PART I - CONTRACT-SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

1. TITLE AND LOCATION (City and State)

Shingle Creek Community Development District

2. PUBLIC NOTICE DATE

03/26/2019

3. SOLICITATION OR PROJECT NUMBER

N/A

### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

David Reid, P.E., Director of Engineering

5. NAME OF FIRM

Hamilton Engineering & Surveying, Inc.

6. TELEPHONE NUMBER

407-362-5929

7. FAX NUMBER

8. E-MAIL ADDRESS

daver@hamiltonengineering.us

### C. PROPOSED TEAM

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

	(Check)				9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V	PARTNER	SUBCON-TRACTOR			
a.	<input checked="" type="checkbox"/>				Hamilton Engineering & Surveying, Inc. <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	775 Warner Lane Orlando, FL 32803	District Engineer
b.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		

### D. ORGANIZATIONAL CHART OF PROPOSED TEAM

☐ (Attached)

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

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
David Reid	District's Professional Engineer	a. TOTAL 36	b. WITH CURRENT FIRM 1.5
15. FIRM NAME AND LOCATION (City and State) Hamilton Engineering & Surveying, Inc.			
16. EDUCATION (Degree and Specialization) Bachelor of Science in Civil Engineering from Worcester Polytechnic Institute in Worcester, MA		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer, Florida	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) David Reid is affiliated with the American Society of Civil Engineers and the Florida Engineering Society			

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION (City and State) Shingle Creek Community Development District, Osceola Co., FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 10	CONSTRUCTION (If applicable)
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE David Reid provided District Engineer consulting services for the Shingle Creek CDD for over ten years. The District currently covers approximately 500 acres, and includes approximately 2,000 residential units and amenities. Services include attending Board of Supervisor meetings, preparing engineering reports improvement plan budgets and surveys.		
<input type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION (City and State) Stoneybrook South Community Development District Osceola Co, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 10	CONSTRUCTION (If applicable)
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Dave Reid provided District Engineering consulting services for the Stonebrook South CDD for over ten years. The District includes approximately 498 acres with approximately 1,000 residential units and amenities. Services include attending Board of Supervisor Meetings preparing engineering reports, capital improvement plan budgets and surveys.		
<input type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION (City and State) Stoneybrook South at ChampionsGate Com. Dev. District Osceola Co, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2	CONSTRUCTION (If applicable)
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE David Reid is currently providing interim District Engineering services for the 388-acre CDD comprising approximately 1,300 residential units. Current services include attending Board of Supervisor meetings, preparing legal descriptions, exhibits, and preparation of the Capital Improvement Plan budget.		
<input type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		
<input type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		
<input type="checkbox"/> Check if project performed with current firm		

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER
21. TITLE AND LOCATION <i>(City and State)</i>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
<b>23. PROJECT OWNER'S INFORMATION</b>		
a. PROJECT OWNER <b>Lennar Homes</b>	b. POINT OF CONTACT NAME <b>Mark McDonald</b>	c. POINT OF CONTACT TELEPHONE NUMBER <b>407-586-4062</b>
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

**1. Story Lake Boulevard / Shingle Creek CDD: Project Manager and Engineer of Record \$150K. Provided design, permitting, cost estimates and construction administration services for one (1) mile of 4-lane divided and 2-lane collector roadways.**

**2. Stoneybrook DRI: Project Manager and Engineer of Record for 900-ac, 3000 unit Development of Regional Impact, \$2MM. Provided engineering design, permitting, cost estimates and construction administration services. Site infrastructure included over 4 miles of Collector roadways, master tri-plex lift station and water booster pump station.**

**3. The Vistas: Project Manager and Engineer of Record for 33-ac multi-family development, \$180K**

**4. Story Lake Tract J and Resort Club / Shingle Creek CDD: Project Manager and Engineer of Record \$150K. Provided design, permitting, cost estimates and construction administration services.**

**Relevance: The above projects are representative of the types of projects being developed and financed in the Shingle Creek at Story Lake CDD.**

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
<b>a.</b> (1) FIRM NAME ----- N / A -----	(2) FIRM LOCATION <i>(City and State)</i> -----	(3) ROLE
<b>b.</b> (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>c.</b> (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>d.</b> (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>e.</b> (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>f.</b> (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

[illegible]

## 29. EXAMPLE PROJECTS KEY

NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)	NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)
1	Shingle Creek CDD	6	
2	Stoneybrook South CDD	7	
3	Stoneybrook South at ChampionsGate CDD	8	
4		9	
5		10	

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## H. ADDITIONAL INFORMATION

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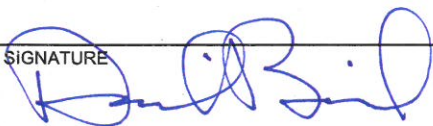
30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

---

## I. AUTHORIZED REPRESENTATIVE

*The foregoing is a statement of facts.*

31. SIGNATURE



32. DATE

04/09/2019

33. NAME AND TITLE

David Reid, P.E., Director of Engineering

## 1. SOLICITATION NUMBER (If any)

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

[illegible]

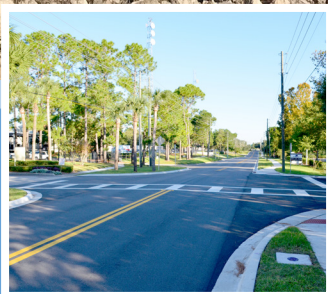
<b>11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS</b> <i>(Insert revenue index number shown at right)</i>		<b>PROFESSIONAL SERVICES REVENUE INDEX NUMBER</b>	
a. Federal Work		1. Less than \$100,000	6. \$2 million to less than \$5 million
b. Non-Federal Work		2. \$100,000 to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

STANDARD FORM 330 (REV. 8/2016) PAGE 6



# PROFESSIONAL ENGINEERING SERVICES FOR:

## SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT



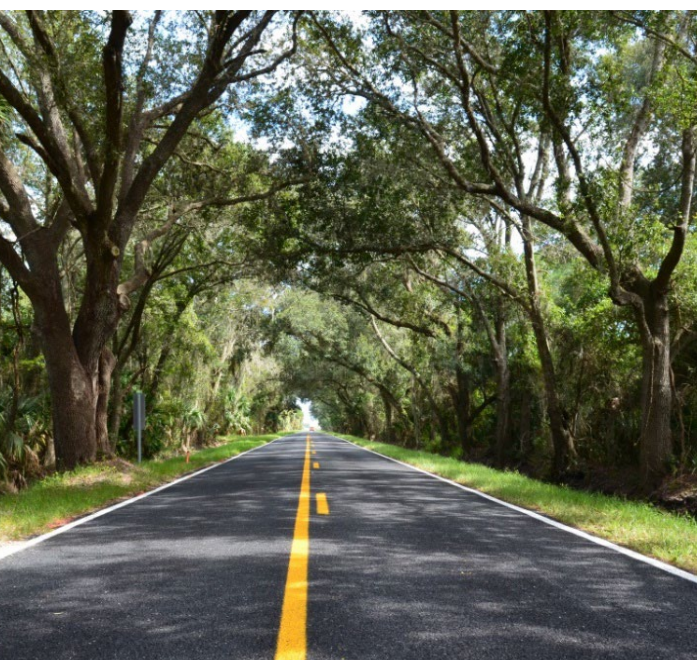
**cph**

1117 East Robinson Street  
Orlando, FL 32801  
Phone: 407.425.0452  
Fax: 407.648.1036  
[info@cphcorp.com](mailto:info@cphcorp.com)



# TABLE OF CONTENTS

1. Cover Letter
2. Applicable Federal, State and Local Licenses
3. Qualification Statement and Standard Form No. 330
4. Relevant Information
  - A. Professional Personnel Qualifications and Ability
  - B. CPH's Past Experience and Performance
  - C. CPH's Willingness to Meet Time and Budget Requirements
  - D. Minority Business Enterprise
  - E. Office Location
  - F. Current and Projected Workloads
  - G. Volume of Work Previously Awarded by the District



April 15, 2019

Mr. George S. Flint  
Governmental Management Services - Central Florida, LLC  
District Managers Office  
135 W. Central Boulevard, Suite 320  
Orlando, FL 32801



1117 East Robinson Street  
Orlando, FL 32801  
Phone: 407.425.0452  
Fax: 407.648.1036  
info@cphcorp.com

Re: Professional Engineering Services

Dear Selection Committee Members:

CPH, Inc. (CPH) is pleased to respond to the Shingle Creek Community Development District's (the District) Request for Qualifications for Professional Engineering Services. CPH has provided municipal consulting services since our inception in Florida in 1981. We have since grown to numerous offices with a combined staffing level of 240+ employees and we have a fully staffed office in nearby Orlando. We have maintained an office in Orlando since 1993, with established continuing service contracts with numerous local CDDs. We are certain that CPH exceeds the Shingle Creek Community Development District's qualification requirements for the following reasons:

**CPH's Ability to Meet the Shingle Creek Community Development District's Requirements Are Unmatched.** CPH is a multi-disciplinary engineering firm recognized for providing superior quality services to our clients in an efficient and effective manner. The selection of the CPH team results in cost savings on projects assigned due to the ability to coordinate in-house on numerous services. CPH has been providing consulting services for over 38 years; we believe that this experience is imperative to successfully execute the wide variety of projects that this contract may bestow. With our multi-disciplinary staff and nearby offices in Orlando and Sanford, CPH is eager and ready to provide services for any project that may arise under this contract, including stormwater and drainage, roadway, utilities, architecture, natural resources/ecological, structural, landscape and irrigation. Our staff understands the importance of cost-effective project planning and project results. Our vast experience serving other CDD's provides CPH with the understanding of the District's needs and how to work with the community.

**Experience Working Under Continuing Contracts:** We have worked with many of our clients for 35+ years. **We are currently serving the following Community Development Districts: Heritage Bay CDD, Habitat CDD, Heritage Oak Park CDD, Lakewood Ranch CDD, Reedy Creek Improvement District, Dunes CDD; and the following water districts: Toho Water Authority, Key Largo Wastewater Treatment District, Valencia Water Control District, Englewood Water District, and FGUA.** We are also currently serving local municipalities that include the City of Haines City, City of Kissimmee, City of Lake Alfred, City of Maitland, Town of Oakland, City of Winter Springs, City of Ocoee, Orange County, City of Orlando, Orlando Utility Company (OUC), Osceola County, and City of Oviedo to name a few, under continuing services contracts. This extensive local background experience, teamed with the extensive knowledge of our personnel, will allow the CPH team to provide the Shingle Creek Community Development District with quality and on-time projects.



CPH routinely provides a variety of services to our CDD clients under continuing contracts allowing for the development of a long-term relationship with extensive experience throughout these communities. CPH's Stormwater, Survey, and Environmental Departments have recently assisted numerous CDD's with lake/pond analysis and management as well as emergency bank stabilization and assistance working with FEMA after Hurricane Irma.

**Experience:** CPH has assembled a vastly diverse and highly qualified team with experience in all discipline areas requested by the Shingle Creek Community Development District. Our team is capable of providing services for every project that will emerge under this contract. CPH realizes and understands that each project has its individual characteristics and will need specialized expertise. Therefore, CPH has assembled a team composed of engineers, environmental scientists, contractors, inspectors, surveyors, and administrative staff; which will bring a significant assortment of knowledge to the contract. Additionally, CPH understands the unique needs of working with a CDD Board to keep the Community well informed and "in-mind" when developing our plans. All projects are thoughtfully planned out and well communicated to ensure that impacts to the residences are minimized.

**Budget and Schedule:** CPH places a high level of emphasis on meeting or exceeding the District's goals. The team understands the significance of completing projects on schedule and within budget. In order to ensure a cost-effective, timely, and successful project, CPH's Program Manager, Mr. David E. Mahler, P.E., will be responsible for ensuring that each project is properly performed and exceeds the expectations and standards of the Shingle Creek Community Development District. Mr. Mahler has served as Program Manager for numerous local CDD's and is efficient at problem solving with the Districts to create a project that is both appealing to the eye and cost effective. CPH has qualified team members that have proven through our recent projects for local CDD's that we can provide the District with the responsive and cost-effective service the District needs and wants.

We believe that our team, its management, and its individual staff members are well respected by the clients we serve, and by the various regulatory agencies that have many occasions to review our work.

**Our team can provide the full-service, turnkey capabilities required for the successful completion of projects for the District.** We appreciate the opportunity to submit our qualifications and look forward to working with the Shingle Creek Community Development District.

Sincerely,  
CPH, Inc.

A handwritten signature in blue ink, appearing to read 'David E. Mahler', is written over a light blue horizontal line.

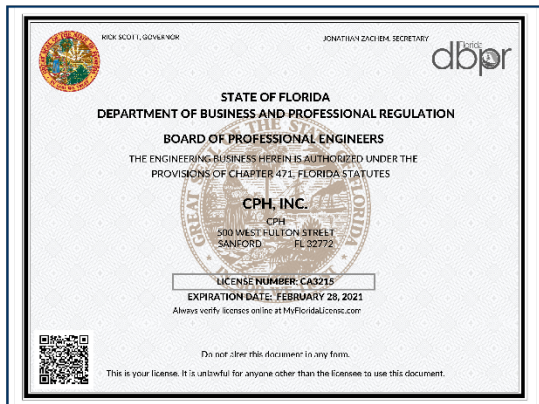
David E. Mahler, P.E.  
Sr. Vice President / Associate

# APPLICABLE FEDERAL, STATE, AND LOCAL LICENSES

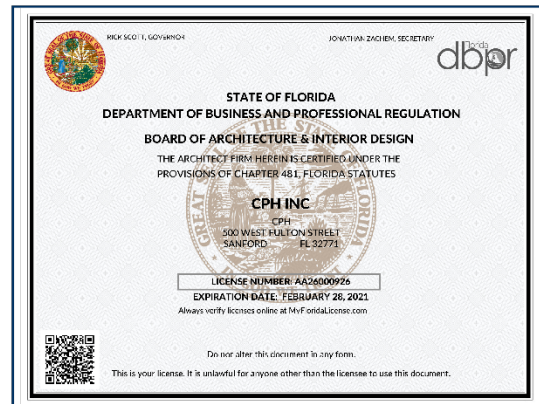
## CPH LICENSES

2

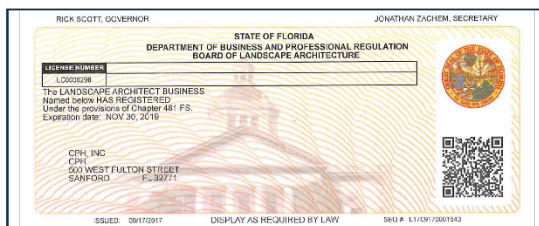
### PROFESSIONAL ENGINEERS



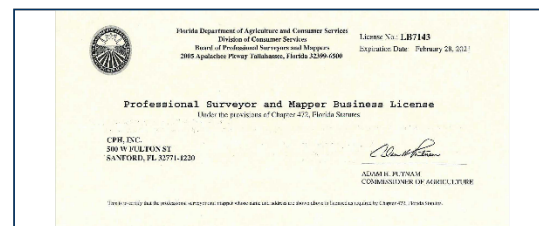
### ARCHITECTURE



### LANDSCAPE ARCHITECTS



### SURVEYORS & MAPPERS



### State of Florida Department of State

I certify from the records of this office that CPH, INC. is a corporation organized under the laws of the State of Florida, filed on March 6, 1981.  
The document number of this corporation is F22258.  
I further certify that said corporation has paid all fees due this office through December 31, 2019, that its most recent annual report/uniform business report was filed on January 2, 2019, and that its status is active.  
I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Second day of January, 2019



Ken Detjen  
Secretary of State

Tracking Number: CCN40399324

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

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

# ARCHITECT - ENGINEER QUALIFICATIONS

## PART I - CONTRACT-SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

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

"Request for Qualifications for Professional Engineering Services - SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT"  
Osceola County, FL

2. PUBLIC NOTICE DATE

4/15/19

3. SOLICITATION OR PROJECT NUMBER

### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

David E. Mahler, P.E. / Sr. Vice President/Associate

5. NAME OF FIRM

CPH, Inc.

6. TELEPHONE NUMBER

407.425.0452

7. FAX NUMBER

407.648.1036

8. E-MAIL ADDRESS

info@cphcorp.com

### C. PROPOSED TEAM

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

	(Check)					
	PRIME	J-V	SUBCON-TRACTOR	9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
a.	<input checked="" type="checkbox"/>			<b>CPH, Inc.</b> <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	1117 East Robinson Street Orlando, FL 32801	Engineering, Stormwater, Utilities, Transportation/Traffic, Landscape, MEP Engineering, Construction Administration, Structural Engineering, Site Civil Engineering, Environmental, and Survey & Mapping
b.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		

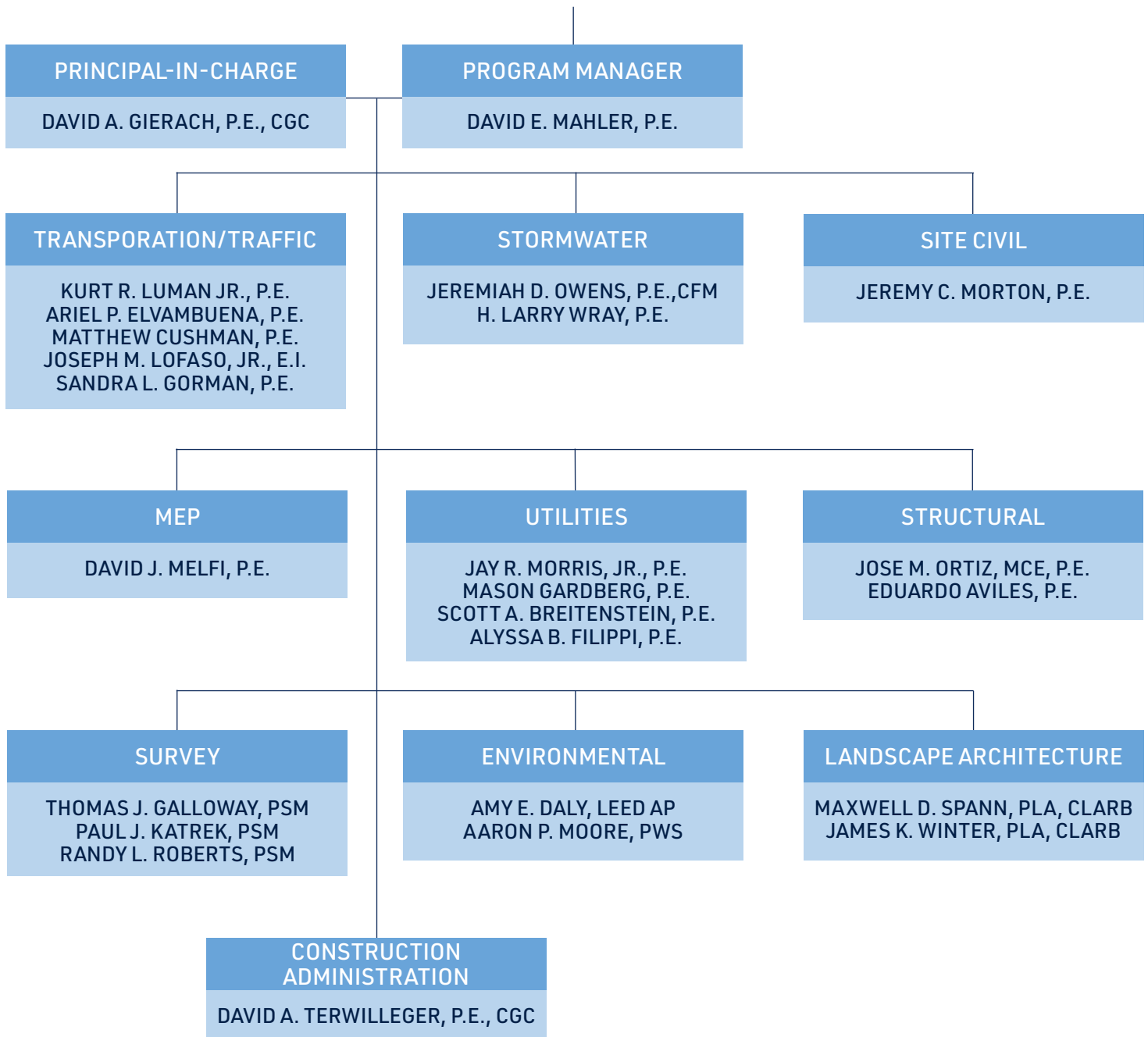
### D. ORGANIZATIONAL CHART OF PROPOSED TEAM

☒ See Next Page

## D. ORGANIZATIONAL CHART OF PROPOSED TEAM

CPH has assembled a vastly diverse and highly qualified team with experience in all discipline areas requested by the Shingle Creek CDD. Our team is capable of providing services for every project that will emerge under this contract. The CPH Team Organizational Chart (provided below) depicts the overall reporting and communication hierarchy as well as project roles and responsibilities in relation to the District's scope of services.

# SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT



## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>David A. Gierach, P.E., CGC</b>	13. ROLE IN THIS CONTRACT <b>Principal-in-Charge</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>34</b>	b. WITH CURRENT FIRM <b>30</b>
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Environmental Engineering, University of Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 38642) General Contractor License – FL (No. 060789)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State) <b>Volusia-Sanford Reclaimed Interconnect</b> Volusia County & Seminole County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2014
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Principal-in-Charge - This project is for the extension of the City of Sanford's existing reclaimed water system across the St. Johns River into Volusia County. The Project included construction of new reclaimed water main starting at Wayside Park in Seminole Co. and ending near the Lake Monroe Park entrance in Volusia Co.		
	(1) TITLE AND LOCATION (City and State) <b>Sand Pond Road and Skyline Drive</b> Lake Mary, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2012
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Principal-in-Charge - 1.25 mile project also included minor roadway widening, turn lane improvements, horizontal and vertical curve reconstruction, milling and resurfacing, new sidewalk on both sides of the road, retaining wall, and the extension of existing Skyline Drive approximately 1100-feet.		
	(1) TITLE AND LOCATION (City and State) <b>Moselle Avenue and Corrine Terrace Pump Stations and Force Main Replacements</b> Orange County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2011
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Project Manager - CPH was responsible for the construction of approximately 7,470 lf of 8 and 10-inch PVC gravity sewer, 28 sanitary manholes, reconnection of 99 service laterals, 5,165 lf of 6-inch force main, two new duplex pump stations and site plans, two existing pump stations abandonments, existing sewer removal or abandonments, and easement acquisitions. CPH was responsible for completing applications and obtaining a wastewater collection system permit. During construction, CPH provided part time project observations, attended monthly meetings, reviewed shop drawings, replied to requests for information, and reviewed change orders as needed.		
	(1) TITLE AND LOCATION (City and State) <b>US 17/92 Riverwalk Phases II and III (FDOT LAP)</b> Sanford, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Principal-in-Charge - Phase II of this project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III involves planning, survey, and design services for a 1.7 mile extension to an existing trail. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation. The current estimated construction cost of \$20 Million is funded through a Local Joint Project Agreement between the City of Sanford, Seminole County and the FDOT.		
	(1) TITLE AND LOCATION (City and State) <b>SR-50 Utility Relocation Project, Phases I - III (FDOT JPA)</b> Orange County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2015
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Principal-in-Charge - CPH has provided improvements to over 13 miles of the water distribution system and wastewater collection and transmission system within the SR-50 Corridor, one of the busiest roads in Central Florida – which is being expanded from 4-lanes to 6-lanes. The utility improvements included building new facilities as well as the removal of facilities in conflict with the FDOT roadway design. The project included the installation of approximately 5.5 miles of 8, 12, 16, 20 and 24-inch diameter water main and 7.7 miles of 4, 8, 12, 16, 20 and 30-inch diameter force main along SR-50 from West SR-436 to Old Cheney Road (the project). Connection of existing services and lateral mains were required while maintaining service to customers.		

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>David E. Mahler, P.E.</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Program Manager</b>	<b>14. YEARS EXPERIENCE</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL 27</td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM 19</td> </tr> </table>		a. TOTAL 27	b. WITH CURRENT FIRM 19
a. TOTAL 27	b. WITH CURRENT FIRM 19				
<b>15. FIRM NAME AND LOCATION (City and State)</b> CPH, Inc. / Orlando, FL					
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> B.S. in Environmental Engineering, University of Central Florida		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Professional Engineer – FL (No. 56875)			
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b>					

### 19. RELEVANT PROJECTS

	<b>(1) TITLE AND LOCATION (City and State)</b> <b>SR-50 Utility Relocation Project, Phases I - III (FDOT JPA)</b> Orange County, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2009</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2015</td> </tr> </table>		PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2015
PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2015				
<b>a.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Principal-in-Charge - CPH has provided improvements to over 13 miles of the water distribution system and wastewater collection and transmission system within the SR-50 Corridor, one of the busiest roads in Central Florida – which is being expanded from 4-lanes to 6-lanes. The utility improvements included building new facilities as well as the removal of facilities in conflict with the FDOT roadway design. The project included the installation of approximately 5.5 miles of 8, 12, 16, 20 and 24-inch diameter water main and 7.7 miles of 4, 8, 12, 16, 20 and 30-inch diameter force main along SR-50 from West SR-436 to Old Cheney Road (the project). Connection of existing services and lateral mains were required while maintaining service to customers.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Islamorada Village Wide Wastewater System, Design, Build, Operate (DBO)</b> Islamorada, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2012</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2015</td> </tr> </table>		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2015
PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2015				
<b>b.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Engineer - CPH's areas of responsibility included the design and permitting of the vacuum collection system for the Island of Upper Matecumbe Key; vacuum pumping stations for the Islands of South Plantation Key, Upper Matecumbe Key and Lower Matecumbe Key; and low pressure force main collection systems for the Island of Windley Key and portions of Upper Matecumbe Key. CPH provided input data and documentation associated with areas of responsibility incorporated into the Preliminary Design Report for the overall project.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Highlands Gravity Sewer and Water Main Replacement</b> Kissimmee, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2012</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2014</td> </tr> </table>		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2014
PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2014				
<b>c.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Principal-in-Charge - This project included engineering and permitting services needed to replace approximately 8,300 feet each of aged gravity sewer (8") and small diameter water main [6,650 (6") and 1,750 (8")] along Coral Avenue, North Beaumont Avenue, Highland Avenue, Martina Avenue, Milton Avenue, and West Jackson Street between West Carroll Street and West Donegan Avenue. This project had over 240 service connections within the projects residential streets that required both new water and sewer connections. CPH provided all design services including survey and geotechnical coordination, preplanning and coordination with Osceola County, project design, permitting, bidding services, and assisted with public meetings.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Cape Coral SE 47th Terrace Streetscape Improvements</b> Cape Coral, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018				
<b>d.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Engineer - CPH provided design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements included sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Moselle Avenue and Corrine Terrace Pump Stations and Force Main Replacements</b> Orange County, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2009</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2011</td> </tr> </table>		PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2011
PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2011				
<b>e.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Manager - CPH was responsible for the construction of approximately 7,470 lf of 8 and 10-inch PVC gravity sewer, 28 sanitary manholes, reconnection of 99 service laterals, 5,165 lf of 6-inch force main, two new duplex pump stations and site plans, two existing pump stations abandonments, existing sewer removal or abandonments, and easement acquisitions. CPH was responsible for completing applications and obtaining a wastewater collection system permit. During construction, CPH provided part time project observations, attended monthly meetings, reviewed shop drawings, replied to requests for information, and reviewed change orders as needed.				

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

12. NAME <b>Jeremiah D. Owens, P.E., CFM</b>	13. ROLE IN THIS CONTRACT <b>Project Engineer (Stormwater)</b>	14. YEARS EXPERIENCE	
		a. TOTAL 17	b. WITH CURRENT FIRM 13
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S in Civil Engineering, Louisiana Tech University		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer - FL (No. 65037) Certified Floodplain Manager	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

**19. RELEVANT PROJECTS**

a.	(1) TITLE AND LOCATION (City and State) <b>US 17/92 CRA Stormwater Master Plan</b> Seminole County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm  Project Engineer – Design of a Stormwater Master Plan for the Seminole County CRA's 13 mile corridor. The plan will include a GIS database of plans, permits, maps and models within the linear corridor. Services included in this project are: surveying, environmental, property acquisition, engineering, modeling, permitting, and construction support.		
b.	(1) TITLE AND LOCATION (City and State) <b>Fairgreen Street Drainage and Roadway Improvements</b> Orlando, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2014
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm  Project Engineer – CPH was tasked with preparing a set of construction plans for the roadway and drainage improvements to Fairgreen Street, from Maguire Boulevard to North Primrose Street. Due to inadequate drainage conveyance along the street, minor flooding occurred regularly. The City requested that CPH provide alternate drainage solutions, which was coordinated with SJRWMD during the preliminary design/concept phase. Services for this project included roadway and intersection design, surveying, drainage, utility coordination, maintenance of traffic, signing and pavement marking, quantity calculation booklets and cost estimates.		
c.	(1) TITLE AND LOCATION (City and State) <b>Sand Pond Road and Skyline Drive</b> Lake Mary, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2012
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm  Project Engineer - CPH completed the Sand Pond/Skyline roadway project for the City of Lake Mary. The 1.25 mile project consisted of minor widening, turn lane improvements, safety upgrades and converting the existing two-lane rural roadway to a two-lane urban roadway with sidewalks on both sides. The project also included extending Skyline Drive from its current terminus approximately 1,100-feet to Emma Oaks Trail.		
d.	(1) TITLE AND LOCATION (City and State) <b>Drainage Analysis for SR 44 and Florida Avenue</b> DeLand, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2010	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm  Project Engineer -The analysis identified specific problems, potential solutions, estimated benefits of proposed improvements, estimated construction costs, and provided a recommendation for which improvements should be considered for design and implementation. CPH's innovative thinking, detailed analysis and experience assisted the City of DeLand in obtaining FDOT approval for the proposed \$750,000 project, as well as, \$540,000 of funding from FDOT through a Joint Project Agreement (JPA).		
e.	(1) TITLE AND LOCATION (City and State) <b>Sanford TMDL Monitoring and BMAP Assistance</b> Sanford, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2014	CONSTRUCTION (If applicable) 2014
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm  Project Engineer - CPH work with the City of Sanford in monitoring of stormwater discharges from major discharge points within the City. CPH tested seven of the major outfalls within the City's stormwater system; testing will be performed monthly, quarterly, and immediately after major rainfall events. Worked with FDEP on updating the FDEP nutrient model and reducing nutrient removal requirements of the City.		

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

12. NAME <b>H. Larry Wray, P.E.</b>	13. ROLE IN THIS CONTRACT <b>Project Engineer (Stormwater)</b>	14. YEARS EXPERIENCE	
		a. TOTAL 21	b. WITH CURRENT FIRM 21
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) M.S. in Water Resources Engineering, University of Central Florida, 1996 B.S. in Environmental Engineering, University of Central Florida, 1994		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 55557) Qualified Stormwater Management Inspector (FDEP)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

**19. RELEVANT PROJECTS**

a.	(1) TITLE AND LOCATION (City and State) <b>US 17/92 CRA Stormwater Master Plan</b> Seminole County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>			
Project Engineer – Design of a Stormwater Master Plan for the Seminole County CRA's 13 mile corridor. The plan will include a GIS database of plans, permits, maps and models within the linear corridor. Services included in this project are: surveying, environmental, property acquisition, engineering, modeling, permitting, and construction support.			
b.	(1) TITLE AND LOCATION (City and State) <b>US 17-92 RiverWalk, Phase II (FDOT LAP)</b> Sanford, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2014
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>			
Project Engineer – The FDOT LAP project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. The design included advanced coordination with SJRWMD and FDEP because of work within sovereign submerged lands, replacement seawall, and pedestrian bridge. Due to the need for the trail to comply with ADA 2% maximum cross slope requirements, retaining walls were used in some areas to provide the necessary flat area, and simultaneously provided 100 year flood plain compensation – a requirement of the SJRWMD.			
c.	(1) TITLE AND LOCATION (City and State) <b>McKinnon Avenue Drainage Improvements</b> Oviedo, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2008	CONSTRUCTION (If applicable) 2009
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>			
Project Engineer - These improvements included road widening, curbing, storm water collection and connection to a State Road. Services included preparation of final engineering plans; preparation of opinion of probable construction cost; permitting services, inclusive of assisting the Owner with SJRWMD and FDOT permit applications; Bidding Services; and construction oversight and administration services.			
d.	(1) TITLE AND LOCATION (City and State) <b>Modification of Stormwater/Drainage Improvements Plan</b> Oakland, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>			
Project Engineer – Design of two phases of Master Stormwater Plan construction to include the proposed filter media ponds, the collection system along Henschen Avenue, grading for a master stormwater pond and possible extension of an outfall pipe from the master storm pond to the West Orange Trail.			
e.	(1) TITLE AND LOCATION (City and State) <b>Port of Sanford Stormwater Improvements Master Plan</b> Seminole County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>			
Project Engineer – Planning, data collection, design, permitting and post design services for the Port of Sanford Stormwater Improvements Master Plan. Specific tasks included planning services for a master stormwater conveyance system to relieve ongoing flooding concerns, preparation of an Opportunities and Constraints report, and a proposed design to collect stormwater runoff from the various commercial and industrial properties located within the Port.			

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

12. NAME <b>Jeremy C. Morton, P.E.</b>	13. ROLE IN THIS CONTRACT <b>Project Engineer (Site Civil)</b>	14. YEARS EXPERIENCE	
		a. TOTAL 12	b. WITH CURRENT FIRM 12

15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL
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16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Civil Engineering, University of Florida	17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer - FL (No. 75410)
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18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)
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**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION (City and State) <b>Earl Brown Park Improvements</b> DeLand, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2013
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Project Engineer - CPH was awarded the Earl Brown Park improvements project which will include stormwater, site design, minor roadway improvements, and parking lot design. CPH will be responsible for site and stormwater design for the Wayne Sanborn Senior Center replacement project (and related parking), parking lot serving Spec Martin Stadium, parallel parking and traffic calming along Alabama Ave., an amphitheater, basketball courts, restroom/concession building, playground area, and a hardscaped entryway feature.		
	(1) TITLE AND LOCATION (City and State) <b>Orlando Sanford International Airport Terminal Expansion</b> Sanford, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) Ongoing
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Project Engineer - The \$60 million expansion/renovation includes many passenger-oriented improvements including a consolidated ticketing and screening, covered passenger drop off areas, curbside check-in, and the addition of four new gates and apron. Access improvements to the terminal area also included with the addition of a new traffic signal to support the new entrances to terminal parking lots which will reduce the amount of vehicular traffic in front of the terminal.		
	(1) TITLE AND LOCATION (City and State) <b>Sand Point Park Splash Pad</b> Titusville, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2017
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Project Engineer - CPH provided Design, Permitting, and Post Construction Services for the splash pad project in a Design/Build format. CPH performed the design of the splash pad, including civil, landscape architecture, and electrical design services for the splash pad and related infrastructure. The splash pad was approximately 2,000 SF, which included multiple in-ground and above-ground interactive water features.		
	(1) TITLE AND LOCATION (City and State) <b>Sand Pond Road and Skyline Drive</b> Lake Mary, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2012
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Project Engineer - CPH completed the Sand Pond/Skyline roadway project for the City of Lake Mary. The 1.25 mile project consisted of minor widening, turn lane improvements, safety upgrades and converting the existing two-lane rural roadway to a two-lane urban roadway with sidewalks on both sides. The project also included extending Skyline Drive from its current terminus approximately 1,100-feet to Emma Oaks Trail.		
	(1) TITLE AND LOCATION (City and State) <b>Seminole County Sports Complex Planning and Design</b> Seminole County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2016
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Project Engineer - The CPH Team was awarded the planning and design of a new Sports Complex situated on over 120 Acres in Seminole County. The project consisted of implementing the pro forma developed for the Seminole County Leisure Services Department which included 15 tournament quality baseball fields, 25 batting cages, 3 concession/restroom buildings, an administration and conference building, playground, walking trail, 3 storage buildings, and a maintenance facility. The baseball fields included four 385' and five 350' artificial turf fields, and six 315' natural turf fields.		

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Kurt R. Luman, Jr., P.E.</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Project Engineer (Transportation/Traffic)</b>	<b>14. YEARS EXPERIENCE</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">a. TOTAL 19</td> <td style="width: 50%; border: none;">b. WITH CURRENT FIRM 18</td> </tr> </table>		a. TOTAL 19	b. WITH CURRENT FIRM 18
a. TOTAL 19	b. WITH CURRENT FIRM 18				
<b>15. FIRM NAME AND LOCATION (City and State)</b> CPH, Inc. / Sanford, FL					
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> B.S. in Civil Engineering, University of Central Florida		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Professional Engineer – FL (No. 65036)			
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b> American Society of Civil Engineers/American Public Works Association, Advanced Maintenance of Traffic, NCEES, Critical Structures Construction Issues Course					

### 19. RELEVANT PROJECTS

	<b>(1) TITLE AND LOCATION (City and State)</b> <b>West Georgia Avenue Streetscape and Landscaping Improvements</b> DeLand, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018				
<b>a.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Manager - The improvements included sidewalk removal and replacement, modification of access drives and ramps for accessibility, design of decorative lighting, roadway rehabilitation, street furniture, signage, decorative pavers and related infrastructure. Landscape architectural services included design of irrigation system and plantings.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Cape Coral SE 47th Terrace Streetscape Improvements</b> Cape Coral, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018				
<b>b.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Engineer - CPH provided design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements included sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Fairgreen Street Drainage and Roadway Improvements</b> Orlando, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) 2014</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2014
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2014				
<b>c.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Engineer – CPH was tasked with preparing a set of construction plans for the roadway and drainage improvements to Fairgreen Street, from Maguire Boulevard to North Primrose Street. Due to inadequate drainage conveyance along the street, minor flooding occurred regularly. The City requested that CPH provide alternate drainage solutions, which was coordinated with SJRWMD during the preliminary design/concept phase. Services for this project included roadway and intersection design, surveying, drainage, utility coordination, maintenance of traffic, signing and pavement marking, quantity calculation booklets and cost estimates.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Sanford Riverwalk Phases II and III (FDOT LAP)</b> Sanford, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD				
<b>d.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Manager - Phase II of this project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III involves planning, survey, and design services for a 1.7 mile extension to an existing trail. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation. The current estimated construction cost of \$20 Million is funded through a Local Joint Project Agreement between the City of Sanford, Seminole County and the FDOT.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>W. Central Blvd. Sanitary Sewer Replacement and Streetscape</b> Orlando, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) 2017</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017				
<b>e.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Manager - Garney Construction along with CPH was selected for the \$6.5 million dollar Design/Build project in downtown Orlando. The 0.55 mile project included upsizing the existing gravity sewer line on Central Blvd. between Glenn Ln. & Garland Ave. from an 8" sanitary sewer to a 18" & 21" sewer system. The upsized sewer will serve the future MLS Stadium and City of Orlando Sports Entertainment District as well as future redevelopment along W. Central Blvd. Additional improvements included complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans, incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture.				

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

12. NAME <b>Ariel P. Elvambueno, P.E.</b>	13. ROLE IN THIS CONTRACT <b>Project Engineer (Transportation/Traffic)</b>	14. YEARS EXPERIENCE	
		a. TOTAL 21	b. WITH CURRENT FIRM 10
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Tampa, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Civil Engineering, Purdue University		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 66657)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) CTQP Final Estimates- Level I, CTQP QC Manager, CTQP Asphalt Paving Technician- Level I & II, Advanced Maintenance of Traffic Certified INDOT Inspector/Philippine Engineers and Scientist Organization, Philippine Professional Association			

**19. RELEVANT PROJECTS**

a.	(1) TITLE AND LOCATION (City and State) <b>Bell Shoals Road Four-Laning Design</b> Hillsborough County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2015
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm  Project Engineer - CPH provided services for this four-lane widening of approximately 3.25 miles of the existing two-lane roadway for Bell Shoals Road, Boyette Road and Fishhawk Boulevard, plus another approximate .2 mile of overlapping transitions on Bell Shoals Road between the two phases. CPH services included preparation of final engineering plans for permitting and construction and permitting assistance with the various agencies that required approval.		
b.	(1) TITLE AND LOCATION (City and State) <b>Largo West Bay Trailhead (FDOT LAP)</b> Largo, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm  Project Engineer – CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. The project includes aesthetic improvements to the West Bay Drive overpass and developing the trail head on both sides of West Bay Drive to provide trail amenities such as seating, drinking facilities, landscaping, lighting with event outlets, and educational and wayfinding information. It also includes converting 12th St SW to a one-way street with on-street parking, and numerous connections to the adjacent residential areas.		
c.	(1) TITLE AND LOCATION (City and State) <b>W. Central Blvd. Sanitary Sewer Replacement and Streetscape</b> Orlando, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm  Project Engineer - Garney Construction along with CPH was selected for the \$6.5 million dollar Design/Build project in downtown Orlando. The 0.55 mile project included upsizing the existing gravity sewer line on Central Blvd. between Glenn Ln. & Garland Ave. from an 8" sanitary sewer to a 18" & 21" sewer system. The upsized sewer will serve the future MLS Stadium and City of Orlando Sports Entertainment District as well as future redevelopment along W. Central Blvd. Additional improvements included complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans, incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture.		
d.	(1) TITLE AND LOCATION (City and State) <b>Sand Pond Road and Skyline Drive</b> Lake Mary, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2012
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm  Project Engineer - 1.25 mile project included minor roadway widening, turn lane improvements, horizontal and vertical curve reconstruction, milling and resurfacing, new sidewalk on both sides of the road, retaining wall, and the extension of existing Skyline Drive approximately 1100-feet.		
e.	(1) TITLE AND LOCATION (City and State) <b>Ocoee Downtown Streets Redevelopment</b> Ocoee, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm  Project Engineer – CPH is providing design services needed to build a major gateway structure at the intersection of Bluford Avenue and Geneva Street, plus a West Orange Trail connection from the SR 429 interchange on Franklin Street to the northern Taylor Street roundabout. Continuity of the Trail connection will also be part of the Taylor Street and Oakland Avenue reconstruction projects. The total cost of construction for the included scope of work is estimated to be approximately \$2.4 million.		

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Matthew C. Cushman, P.E.</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Project Engineer (Transportation/ Traffic)</b>	<b>14. YEARS EXPERIENCE</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">a. TOTAL 12</td> <td style="width: 50%; border: none;">b. WITH CURRENT FIRM 11</td> </tr> </table>		a. TOTAL 12	b. WITH CURRENT FIRM 11
a. TOTAL 12	b. WITH CURRENT FIRM 11				
<b>15. FIRM NAME AND LOCATION (City and State)</b> CPH, Inc. / Sanford, FL					
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> B.S. in Aerospace Engineering, Minor in Mathematics and Foreign Relations, Embry-Riddle Aeronautical College		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Professional Engineer – FL (No. 73150) Traffic Signal Inspector – IMSA, FL			
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b>					

### 19. RELEVANT PROJECTS

	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Cape Coral SE 47th Terrace Streetscape Improvements</b> Cape Coral, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018				
<b>a.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Engineer - CPH provided design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements included sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Largo West Bay Trailhead (FDOT LAP)</b> Largo, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2017</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD				
<b>b.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Engineer – CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. The project includes aesthetic improvements to the West Bay Drive overpass and developing the trail head on both sides of West Bay Drive to provide trail amenities such as seating, drinking facilities, landscaping, lighting with event outlets, and educational and wayfinding information. It also includes converting 12th St SW to a one-way street with on-street parking, and numerous connections to the adjacent residential areas.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Bay County Sidewalk Design (FDOT LAP)</b> Bay County, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2014</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) 2015</td> </tr> </table>		PROFESSIONAL SERVICES 2014	CONSTRUCTION (If applicable) 2015
PROFESSIONAL SERVICES 2014	CONSTRUCTION (If applicable) 2015				
<b>c.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Engineer – CPH provided engineering services to Bay County for the design of sidewalks along Joan Avenue, from N. Lagoon Drive to Front Beach Road (0.65 miles); Frankford Avenue, from 16th St to 23rd St (0.85 miles); and along Star Avenue from Cherry St to SR-22 (0.50 miles). Services provided included 3D Laser Scanning, Design and Permitting, Utility Coordination, Public Involvement, Bid Phase Services, Multi Agency Coordination, and Swale Analysis.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Sanford Riverwalk Phases II and III (FDOT LAP)</b> Sanford, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD				
<b>d.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Engineer - Phase II of this project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III involves planning, survey, and design services for a 1.7 mile extension to an existing trail. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation. The current estimated construction cost of \$20 Million is funded through a Local Joint Project Agreement between the City of Sanford, Seminole County and the FDOT.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>W. Central Blvd. Sanitary Sewer Replacement and Streetscape</b> Orlando, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; border: none;">CONSTRUCTION (If applicable) 2017</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017				
<b>e.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Engineer - Garney Construction along with CPH was selected for the \$6.5 million dollar Design/Build project in downtown Orlando. The 0.55 mile project included upsizing the existing gravity sewer line on Central Blvd. between Glenn Ln. & Garland Ave. from an 8" sanitary sewer to a 18" & 21" sewer system. The upsized sewer will serve the future MLS Stadium and City of Orlando Sports Entertainment District as well as future redevelopment along W. Central Blvd. Additional improvements included complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans, incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture.				

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

12. NAME <b>Sandra L. Gorman, P.E.</b>	13. ROLE IN THIS CONTRACT <b>Project Engineer (Traffic)</b>	14. YEARS EXPERIENCE a. TOTAL 24         b. WITH CURRENT FIRM 3	
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Tampa, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) M.C.E. in Civil Engineering, University of South Florida B.S. in Civil Engineering, University of South Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 59530)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION (City and State) <b>W. Central Blvd. Sanitary Sewer Replacement and Streetscape</b> Orlando, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;">[X] Check if project performed with current firm</span>  Project Engineer - Garney Construction along with CPH was selected for the \$6.5 million dollar Design/Build project in downtown Orlando. The 0.55 mile project included upsizing the existing gravity sewer line on Central Blvd. between Glenn Ln. & Garland Ave. from an 8" sanitary sewer to a 18" & 21" sewer system. The upsized sewer will serve the future MLS Stadium and City of Orlando Sports Entertainment District as well as future redevelopment along W. Central Blvd. Additional improvements included complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans, incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture.		
(1) TITLE AND LOCATION (City and State) <b>Cape Coral SE 47th Terrace Streetscape Improvements</b> Cape Coral, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;">[X] Check if project performed with current firm</span>  Project Engineer - CPH provided design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements included sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.		
(1) TITLE AND LOCATION (City and State) <b>Mitchell Hammock Road at Lake Jessup Drive Intersection Improvements</b> Oviedo, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;">[X] Check if project performed with current firm</span>  Project Engineer - Design services included geotechnical exploration, survey, utility coordination, signal pole clearings, traffic analysis, and construction plan development. The project also included adding a southbound left-turn lane along S. Lake Jessup and extending the eastbound left-turn lane along W. Mitchell Hammock Rd.		
(1) TITLE AND LOCATION (City and State) <b>Titusville Downtown Parking Study</b> Titusville, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;">[X] Check if project performed with current firm</span>  Project Engineer – CPH was selected to perform a Parking study to evaluate current parking needs and future demands for Downtown Titusville. Provided analysis of current parking demand and patterns as well as an evaluation for future land use and parking needs for both on-street and off-street parking.		
(1) TITLE AND LOCATION (City and State) <b>US 17-92 Riverwalk, Phase III (FDOT LAP)</b> Sanford, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;">[X] Check if project performed with current firm</span>  Project Engineer – Phase III involves planning, survey and design services for a 1.7 mile extension to the existing trail. The new extension connects to the previous phase designed by CPH and is the final connection between the I-4 Corridor with the adjacent Seminole County Rinehart Trail and the downtown Sanford RiverWalk Trail system. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation.		

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Joseph M. LoFaso, Jr., E.I.</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Project Engineer (Transportation/Traffic)</b>	<b>14. YEARS EXPERIENCE</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">a. TOTAL</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">2</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	3	2
a. TOTAL	b. WITH CURRENT FIRM						
3	2						
<b>15. FIRM NAME AND LOCATION (City and State)</b> CPH, Inc. / Sanford, FL							
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> B.S. in Civil Engineering, University of Central Florida M.S. in Civil Engineering, University of Central Florida		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Engineer Intern – FL Advanced Maintenance of Traffic					
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b>							

### 19. RELEVANT PROJECTS

	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Seminole Wekiva Trail, Phase IV (FDOT LAP)</b> Seminole County, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2013</td> <td style="text-align: center;">2015</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2013	2015
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)						
2013	2015						
<b>a.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Engineer - CPH was responsible for the last segment of the highly successful Seminole Wekiva Trail in Seminole County, Florida. The 12- 14 foot wide trail is 2.5 miles long and runs from Maitland Boulevard near the county line to SR 436 with portions falling within the City of Altamonte Springs. The project entailed extensive public involvement and right of way acquisition for easements through previously-vacated portions of the railroad corridor.						
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>W. Central Blvd. Sanitary Sewer Replacement and Streetscape</b> Orlando, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2016</td> <td style="text-align: center;">2017</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2016	2017
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)						
2016	2017						
<b>b.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Engineer - Garney Construction along with CPH was selected for the \$6.5 million dollar Design/Build project in downtown Orlando. The 0.55 mile project included upsizing the existing gravity sewer line on Central Blvd. between Glenn Ln. & Garland Ave. from an 8" sanitary sewer to a 18" & 21" sewer system. The upsized sewer will serve the future MLS Stadium and City of Orlando Sports Entertainment District as well as future redevelopment along W. Central Blvd. Additional improvements included complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans, incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture.						
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>US 17-92 RiverWalk, Phase III (FDOT LAP)</b> Sanford, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">Ongoing</td> <td style="text-align: center;">TBD</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	Ongoing	TBD
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)						
Ongoing	TBD						
<b>c.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Engineer - CPH provided planning, survey, and design services for a 1.7 mile extension to an existing trail. The new extension connects to the previous phase designed by CPH and is the final connection between the I-4 Corridor with the adjacent Seminole County Rinehart Trail and the downtown Sanford RiverWalk Trail system. Additionally, these improvements filled the largest remaining gap within the Lake Monroe Trail Loop system which spans both Seminole and Volusia Counties.						
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>West Georgia Avenue Streetscape and Landscaping Improvements</b> DeLand, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2017</td> <td style="text-align: center;">2018</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2017	2018
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)						
2017	2018						
<b>d.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Engineer - The improvements included sidewalk removal and replacement, modification of access drives and ramps for accessibility, design of decorative lighting, roadway rehabilitation, street furniture, signage, decorative pavers and related infrastructure. Landscape architectural services will include design of irrigation system and plantings.						
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Largo West Bay Trailhead (FDOT LAP)</b> Largo, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2017</td> <td style="text-align: center;">TBD</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2017	TBD
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)						
2017	TBD						
<b>e.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Engineer - CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. This portion of the Pinellas Trail is part of the 37-mile long liner park and recreation trail that extends from St. Petersburg to Tarpon Springs. The Trail provides protected green space for walking, jogging, skating, and biking. Approximately 70,000 people on average use some portion of the Trail each month.						

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>James "Jay" R. Morris, Jr., P.E.</b>	13. ROLE IN THIS CONTRACT <b>Project Engineer (Utilities)</b>	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-right: 1px solid black; padding: 2px;">a. TOTAL 17</td> <td style="padding: 2px;">b. WITH CURRENT FIRM 12</td> </tr> </table>		a. TOTAL 17	b. WITH CURRENT FIRM 12
a. TOTAL 17	b. WITH CURRENT FIRM 12				
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Orlando, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Environmental Engineering, University of Central Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 62384) Commercial Pilot License (No. 266577109)			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
a.	<b>SR-50 Utility Relocation Project, Phases I - III (FDOT JPA)</b> Orange County, FL	PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2015
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> <p>Project Manager - CPH has provided improvements to over 13 miles of the water distribution system and wastewater collection and transmission system within the SR-50 Corridor, one of the busiest roads in Central Florida – which is being expanded from 4-lanes to 6-lanes. The utility improvements included building new facilities as well as the removal of facilities in conflict with the FDOT roadway design. The project included the installation of approximately 5.5 miles of 8, 12, 16, 20 and 24-inch diameter water main and 7.7 miles of 4, 8, 12, 16, 20 and 30-inch diameter force main along SR-50 from West SR-436 to Old Cheney Road (the project). Connection of existing services and lateral mains were required while maintaining service to customers.</p>		
b.	(1) TITLE AND LOCATION (City and State) <b>CEI for I-4 Ultimate Utility Relocations</b> Altamonte Springs, FL	PROFESSIONAL SERVICES N/A	CONSTRUCTION (If applicable) Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> <p>Project Engineer – CPH provided CEI for utility relocations included water mains, gravity sewer, force mains installed by methods such as open cut, horizontal directional drill, and jack and bore. Gravity sewer evaluation and CIPP inspections were also provided.</p>		
c.	(1) TITLE AND LOCATION (City and State) <b>Highlands Gravity Sewer and Water Main Replacement</b> Kissimmee, FL	PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2014
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> <p>Project Manager - This project included engineering and permitting services needed to replace approximately 8,300 feet each of aged gravity sewer (8") and small diameter water main [6,650 (6") and 1,750 (8")] along Coral Avenue, North Beaumont Avenue, Highland Avenue, Martina Avenue, Milton Avenue, and West Jackson Street between West Carroll Street and West Donegan Avenue. This project had over 240 service connections within the projects residential streets that required both new water and sewer connections. CPH provided all design services including survey and geotechnical coordination, preplanning and coordination with Osceola County, project design, permitting, bidding services, and assisted with public meetings.</p>		
d.	(1) TITLE AND LOCATION (City and State) <b>Moselle Avenue and Corrine Terrace Pump Stations and Force Main Replacements</b> Orange County, FL	PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2011
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> <p>Project Manager - CPH was responsible for the construction of approximately 7,470 lf of 8 and 10-inch PVC gravity sewer, 28 sanitary manholes, reconnection of 99 service laterals, 5,165 lf of 6-inch force main, two new duplex pump stations and site plans, two existing pump stations abandonments, existing sewer removal or abandonments, and easement acquisitions. CPH was responsible for completing applications and obtaining a wastewater collection system permit. During construction, CPH provided part time project observations, attended monthly meetings, reviewed shop drawings, replied to requests for information, and reviewed change orders as needed.</p>		
e.	(1) TITLE AND LOCATION (City and State) <b>Simpson Road 30" Water Main Project</b> Kissimmee, FL	PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2016
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> <p>Project Manager - TWA needed to extend a 30" water main from their Parkway Water Treatment Plant north along Simpson Road to just south of Boggy Creek Road. This phase of the Project consisted of approximately 5,300 l.f. of conventionally installed Ductile Iron 30" water main Right of way, 1,080 l.f. of 30" fusible PVC installed within 1,060 l.f. of directionally drilled 36" fusible PVC casing pipe across the Florida Turnpike. All work was performed in and along the rights of way of Osceola County and the FDOT.</p>		

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Mason Gardberg, P.E.</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Project Engineer (Utilities)</b>	<b>14. YEARS EXPERIENCE</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-right: 1px solid black; padding: 2px;">a. TOTAL 6</td> <td style="padding: 2px;">b. WITH CURRENT FIRM 6</td> </tr> </table>		a. TOTAL 6	b. WITH CURRENT FIRM 6
a. TOTAL 6	b. WITH CURRENT FIRM 6				
<b>15. FIRM NAME AND LOCATION (City and State)</b> CPH, Inc. / Orlando, FL					
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> B.S. in Environmental Engineering and Civil Engineering (double major) University of Central Florida		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Professional Engineer - FL (No. 86595) Florida Water Environmental Association (FWEA)			
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b>					

### 19. RELEVANT PROJECTS

	<b>(1) TITLE AND LOCATION (City and State)</b> <b>SSA/ESA 36-inch Potable Water Main and 24-inch Reclaimed Water Main &amp; J. Lawson Re-Pump Station</b> Orange County, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-right: 1px solid black; padding: 2px;">PROFESSIONAL SERVICES 2018</td> <td style="padding: 2px;">CONSTRUCTION (If applicable) 2021</td> </tr> </table>		PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) 2021
PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) 2021				
<b>a.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> <p>Program Engineer - CPH provided engineering services to Orange County Utilities for the connection of the Southern Service Area to the Eastern Service Area with the potable water and reclaimed water system. These services include preliminary design report, final design, MOT design, survey, environmental assessment, geotechnical investigation, bidding, and construction administration. The project includes the installation of approximately 7 miles of parallel 36-inch potable water main and 24-inch reclaimed water main from J. Lawson Blvd. to Moss Park Rd. via a combination of directional drill, jack and bore, and open cut installation. A segment of the transmission mains will be installed with the City of Orlando's JPA project for the Narcoossee Road widening. This segment includes approximately 4,000 LF of 36-inch potable water main and 24-inch reclaimed water main. A potable re-pump station has also been included with this project with the ability to pump to the southern or eastern services area. The re-pump station includes general piping, a building, pumps, electrical equipment, controls and future chlorination feed equipment, stand-by generator and above ground fuel tank; general site grading and improvements.</p>				
<b>b.</b>	<b>(1) TITLE AND LOCATION (City and State)</b> <b>SR-50 Utility Relocation Project, Phases I - III (FDOT JPA)</b> Orange County, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-right: 1px solid black; padding: 2px;">PROFESSIONAL SERVICES 2009</td> <td style="padding: 2px;">CONSTRUCTION (If applicable) 2015</td> </tr> </table>		PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2015
PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2015				
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> <p>Principal-in-Charge - CPH has provided improvements to over 13 miles of the water distribution system and wastewater collection and transmission system within the SR-50 Corridor, one of the busiest roads in Central Florida – which is being expanded from 4-lanes to 6-lanes. The utility improvements included building new facilities as well as the removal of facilities in conflict with the FDOT roadway design. The project included the installation of approximately 5.5 miles of 8, 12, 16, 20 and 30-inch diameter force main along SR-50 from West SR-436 to Old Cheney Road (the project). Connection of existing services and lateral mains were required while maintaining service to customers.</p>				
<b>c.</b>	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Highlands Gravity Sewer and Water Main Replacement</b> Kissimmee, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-right: 1px solid black; padding: 2px;">PROFESSIONAL SERVICES 2012</td> <td style="padding: 2px;">CONSTRUCTION (If applicable) 2014</td> </tr> </table>		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2014
PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2014				
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> <p>Project Engineer - This project included engineering and permitting services needed to replace approximately 8,300 feet each of aged gravity sewer (8") and small diameter water main [6,650 (6") and 1,750 (8")] along Coral Avenue, North Beaumont Avenue, Highland Avenue, Martina Avenue, Milton Avenue, and West Jackson Street between West Carroll Street and West Donegan Avenue. This project had over 240 service connections within the projects residential streets that required both new water and sewer connections. CPH provided all design services including survey and geotechnical coordination, preplanning and coordination with Osceola County, project design, permitting, bidding services, and assisted with public meetings.</p>				
<b>d.</b>	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Boggy Creek Road Intersection Utility Project</b> Kissimmee, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-right: 1px solid black; padding: 2px;">PROFESSIONAL SERVICES 2013</td> <td style="padding: 2px;">CONSTRUCTION (If applicable)</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable)
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable)				
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> <p>Project Engineer - This project consisted of 2,150 LF of 16-inch ductile iron water main and relocating 2,000 LF of PVC 16-inch force main due to conflicts with a roadway intersection improvement project. This project also included removal of existing 16" force main and smaller water and sewer mains.</p>				
<b>e.</b>	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Simpson Road 30" Water Main Project</b> Kissimmee, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-right: 1px solid black; padding: 2px;">PROFESSIONAL SERVICES 2015</td> <td style="padding: 2px;">CONSTRUCTION (If applicable) 2016</td> </tr> </table>		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2016
PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2016				
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> <p>Project Engineer - TWA needed to extend a 30" water main from their Parkway Water Treatment Plant north along Simpson Road to just south of Boggy Creek Road. This phase of the Project consisted of approximately 5,300 l.f. of conventionally installed Ductile Iron 30" water main Right of way, 1,080 l.f. of 30" fusible PVC installed within 1,060 l.f. of directionally drilled 36" fusible PVC casing pipe across the Florida Turnpike. All work was performed in and along the rights of way of Osceola County and the FDOT.</p>				

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Scott A. Breitenstein, P.E.</b>	13. ROLE IN THIS CONTRACT <b>Project Engineer (Utilities)</b>	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">a. TOTAL 26</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">b. WITH CURRENT FIRM 18</td> </tr> </table>		a. TOTAL 26	b. WITH CURRENT FIRM 18
a. TOTAL 26	b. WITH CURRENT FIRM 18				
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Orlando, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Environmental Engineering, University of Central Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 57402)			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					

### 19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION (City and State) <b>Eatonville West and East Side Wastewater Improvements</b> Eatonville, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2015</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2017</td> </tr> </table>		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2017
PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2017				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Manager - This project included replacement of gravity sanitary sewer lines, service laterals and manholes, replacement of existing lift station, abandonment of an existing force main and the elimination of an existing lift station, and all road replacement and/or restoration necessary to complete the project within the Town of Eatonville service area.				
b.	(1) TITLE AND LOCATION (City and State) <b>Lake Underhill Utility Relocations</b> Orange County, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2009</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2013</td> </tr> </table>		PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2013
PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2013				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Engineer – The project involved relocation or replacement of 1,810 LF of 16ft PVC force main; and, 1,650 LF of 20 -inch; 650 LF of 12 -inch and 400 LF of 8 -inch ductile iron water mains, plus smaller segments of water and force main connecting to the existing water mains and force mains. The work included the installation of a temporary bypass system for a 740 LF segment of the 12 -inch water main along the south side of Lake Underhill. In addition to the line relocations and replacements, there was a reconfiguration of the County Pump Station site to replace the electric and control system for the station and rework the site to allow maintenance vehicles access without blocking the newly widened roadway.				
c.	(1) TITLE AND LOCATION (City and State) <b>Town of Oakland Water System Improvements Project</b> Oakland, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2013</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2015</td> </tr> </table>		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2015
PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2015				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Manager - The Town authorized services for CPH to design, permit, bid and provide construction administration for improvements to their existing water system. The improvements included a 500,000 gallon GST, a 3,750 gallon/minute high service pumping (one (1) @750 gpm/two (2) @ 1,500 gpm), 1,415 LF of 8-inch replacement raw water main, 217 LF of 12-inch new raw water main (on-site piping), 170 LF of 16 -inch potable water main for discharge connection, 350 SF electrical / pump building, extensive landscape architecture to help screen the ground storage tank, conversion of the existing passive park to an active park including future splash pad, and SCADA upgrade and Improvements. In addition, CPH assisted the Town with obtaining a FDEP SRF loan for \$1.973 Million to install the water system improvements.				
d.	(1) TITLE AND LOCATION (City and State) <b>International Drive and Universal Boulevard Force Main</b> Orange County, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2010</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) 2011</td> </tr> </table>		PROFESSIONAL SERVICES 2010	CONSTRUCTION (If applicable) 2011
PROFESSIONAL SERVICES 2010	CONSTRUCTION (If applicable) 2011				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Engineer - This project included the design of 10,100 LF of 24-inch force main along Universal Boulevard and Point Plaza Ave., across International Drive and Interstate-4, with a connection across Turkey Lake Road. Approximately 2,300 LF of 24-inch force main were installed by directional drill and 330 LF of 42-inch jack and bore were needed to facilitate this installation. CPH provided a Preliminary Design Report which addressed permitting requirements, right-of-way usage issues, survey and geotechnical requirements, cost estimates and reviewed various pipeline installation technologies to best recommend the alignment for the new 24-inch force main.				
e.	(1) TITLE AND LOCATION (City and State) <b>Pump Station 3028, 3202, &amp; 3014 Replacement and Rehabilitation</b> Orange County, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES 2015</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) TBD				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Manager - CPH provided engineering services to OCU for the replacement of three pump stations with three new duplex stations, which meet Orange County pump station standards. CPH provided the preliminary and final design services as well as the permitting and bidding services. We are also providing limited construction administrative services.				

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

12. NAME <b>Alyssa B. Filippi, P.E.</b>		13. ROLE IN THIS CONTRACT <b>Project Engineer (Utilities)</b>		14. YEARS EXPERIENCE	
				a. TOTAL <b>6</b>	b. WITH CURRENT FIRM <b>5</b>
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Orlando, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Environmental Engineering, University of Central Florida			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 82339 )		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Florida Water Environmental Association (FWEA) - Treasurer					
<b>19. RELEVANT PROJECTS</b>					
a.	(1) TITLE AND LOCATION (City and State) <b>SR 50 Utility Relocations (Phase III) Project Duration</b> Orange County, FL		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2015	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;">[X] Check if project performed with current firm</span>  Project Engineer – This portion of the project is currently under construction and involves the relocation of utilities along approximately 4.9 miles of existing roadway from SR-425 (Dean Road) to Old Cheney Highway, near Avalon Park Boulevard. The utility relocations and replacements are necessary to accommodate roadway widening by the FDOT. This portion included 5,500 l.f. of 24-inch water main, 11,300 l.f. of 20-inch water main, 2,600 l.f. of 12-inch water main and 4,500 l.f. of 10-inch and under water mains. It also includes the replacement of 1,200 l.f. of 30-inch, 5,897 l.f. of 24-inch, 8,000 l.f. of 16-inch, 1,100 l.f. of 12-inch and 8,700 l.f. of 8-inch and under force mains.				
b.	(1) TITLE AND LOCATION (City and State) <b>Simpson Road 30-inch Water Main Project</b> Kissimmee, FL		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2015	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;">[X] Check if project performed with current firm</span>  Project Engineer – Assisted the project manager in the design, construction documents, permitting and construction administration of approximately 6,500 lineal feet of 30-inch water main. The project includes a directional drill under the turnpike of approximately 1,100 lineal feet of 30-inch fusible PVC, with a 36-inch fusible PVC casing. There was extensive coordination with the Osceola County Jail and other utilities.				
c.	(1) TITLE AND LOCATION (City and State) <b>City of Sanford's Water Treatment Plant No. 2 – Disinfection By-Product Reduction Improvements</b> Sanford, FL		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2015	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;">[X] Check if project performed with current firm</span>  Project Engineer – Design and CEI of improvements at the existing WTP No. 2 to remove organics from the raw water. The improvements include the addition of ozone treatment to reduce hydrogen sulfide levels and six (6) new 40,000 lb. GAC cylinders to removal total organic carbon. The project also included a new chemical storage and pump building, on site piping, new operations building, SCADA/Controls, and demolition of existing cascading aerators.				
d.	(1) TITLE AND LOCATION (City and State) <b>Eatonville West and East Side Wastewater Improvements</b> Eatonville, FL		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2017	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;">[X] Check if project performed with current firm</span>  Project Engineer – The project includes replacement of gravity sanitary sewer lines, service laterals and manholes, replacement of existing lift station, abandonment of an existing force main and the elimination of an existing lift station, and all road replacement and/or restoration necessary to complete the project within the Town of Eatonville service area. The West Side Project includes the replacement of the Campus View Lift Station and its tributary gravity sewer system. The total project length is approximately 4,500 linear feet. It also includes replacement of the gravity sewer on Katherine Avenue and re-routing of the flows to the new Campus View Lift Station.				
e.	(1) TITLE AND LOCATION (City and State) <b>Boggy Creek Road Intersection Utility Relocation Project</b> Sanford, FL		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2014	CONSTRUCTION (If applicable) 2014	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;">[X] Check if project performed with current firm</span>  Project Engineer – This project included 2,150 LF of 16-inch ductile iron water main and relocating 2,000 LF of PVC 16-inch force main due to conflicts with a roadway intersection improvement project. This project also includes removal of existing 16" force main and smaller water and sewer mains				

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Jose M. Ortiz, MCE, P.E.</b>	13. ROLE IN THIS CONTRACT <b>Structural Engineer</b>	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">a. TOTAL 22</td> <td style="width: 50%; border-bottom: 1px solid black;">b. WITH CURRENT FIRM 5</td> </tr> </table>		a. TOTAL 22	b. WITH CURRENT FIRM 5
a. TOTAL 22	b. WITH CURRENT FIRM 5				
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL					
16. EDUCATION (DEGREE AND SPECIALIZATION) M.E. in Structural Engineering, Cornell University B.S. in Civil Engineering, Recinto Universitario de Mayaguez, UPR		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 67920)			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State) <b>Cape Coral SE 47th Terrace Streetscape Improvements</b> Cape Coral, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; border-bottom: 1px solid black;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018				
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Structural Engineer - CPH provided design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements included sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.				
	(1) TITLE AND LOCATION (City and State) <b>Orlando Sanford International Airport Terminal Expansion</b> Sanford, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PROFESSIONAL SERVICES 2018</td> <td style="width: 50%; border-bottom: 1px solid black;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) Ongoing				
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Structural Engineer - The \$60 million expansion/renovation includes many passenger-oriented improvements including a consolidated ticketing and screening, covered passenger drop off areas, curbside check-in, and the addition of four new gates and apron. Access improvements to the terminal area also included with the addition of a new traffic signal to support the new entrances to terminal parking lots which will reduce the amount of vehicular traffic in front of the terminal.				
	(1) TITLE AND LOCATION (City and State) <b>Largo West Bay Trailhead (FDOT LAP)</b> Largo, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PROFESSIONAL SERVICES 2017</td> <td style="width: 50%; border-bottom: 1px solid black;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD				
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Structural Engineer - CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. The project includes aesthetic improvements to the West Bay Drive overpass and developing the trail head on both sides of West Bay Drive to provide trail amenities such as seating, drinking facilities, landscaping, lighting with event outlets, and educational and wayfinding information. It also includes converting 12th St SW to a one-way street with on-street parking, and numerous connections to the adjacent residential areas.				
	(1) TITLE AND LOCATION (City and State) <b>US 17-92 Riverwalk, Phase II &amp; III (FDOT LAP)</b> Sanford, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; border-bottom: 1px solid black;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD				
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Structural Engineer – Phase II of this FDOT LAP project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. The design included advanced coordination with SJRWMD and FDEP because of work within sovereign submerged lands, replacement seawall, and pedestrian bridge. Due to the need for the trail to comply with ADA 2% maximum cross slope requirements, retaining walls were used in some areas to provide the necessary flat area, and simultaneously provided 100 year flood plain compensation – a requirement of the SJRWMD. Phase III involves planning, survey and design services for a 1.7 mile extension to the existing trail.				
	(1) TITLE AND LOCATION (City and State) <b>W. Leesburg Neighborhood Resource Center</b> Leesburg, FL	(2) YEAR COMPLETED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">PROFESSIONAL SERVICES 2017</td> <td style="width: 50%; border-bottom: 1px solid black;">CONSTRUCTION (If applicable) 2017</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2017
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2017				
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Structural Engineer – CPH provided surveying, civil, landscape, architectural and MEP design for a new 9,000 SF Neighborhood Resource Center for the City of Leesburg. The Center included meeting room spaces for large and small groups, a computer lab, office space for local community service providers, conference rooms for miscellaneous social groups, and a Kitchen / Café facility.				

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Eduardo Aviles, P.E.</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Structural Engineer</b>	<b>14. YEARS EXPERIENCE</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL <b>5</b></td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM <b>3</b></td> </tr> </table>		a. TOTAL <b>5</b>	b. WITH CURRENT FIRM <b>3</b>
a. TOTAL <b>5</b>	b. WITH CURRENT FIRM <b>3</b>				
<b>15. FIRM NAME AND LOCATION (City and State)</b> CPH, Inc. / Sanford, FL					
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> M.S. in Structural Engineering, University of Puerto Rico B.S. in Civil Engineering, University of Puerto Rico B.S. in Land Surveying, University of Puerto Rico		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Professional Engineer - FL (No. 85877)			
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b>					

### 19. RELEVANT PROJECTS

	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Orlando Sanford International Airport Terminal Expansion</b> Sanford, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2018</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) Ongoing				
<b>a.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Structural Engineer - The \$60 million expansion/renovation includes many passenger-oriented improvements including a consolidated ticketing and screening, covered passenger drop off areas, curbside check-in, and the addition of four new gates and apron. Access improvements to the terminal area also included with the addition of a new traffic signal to support the new entrances to terminal parking lots which will reduce the amount of vehicular traffic in front of the terminal.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>JEA – Otter Run Water Treatment Plant Renewal &amp; Replacement</b> Jacksonville, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2015</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2017</td> </tr> </table>		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2017
PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2017				
<b>b.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Structural Engineer - CPH provided engineering services to JEA for the Otter Run Water Treatment Plant Renewal and Replacement. This work included evaluating the existing water treatment facility and make recommendations for upgrading the existing plant to include a removal and replacement of the high service pumps, above ground storage tanks, aerator, sodium hypochlorite system and the electrical equipment.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Sanford Riverwalk Phases II and III (FDOT LAP)</b> Sanford, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD				
<b>c.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Structural Engineer - Phase II of this project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III involves planning, survey, and design services for a 1.7 mile extension to an existing trail. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation. The current estimated construction cost of \$20 Million is funded through a Local Joint Project Agreement between the City of Sanford, Seminole County and the FDOT.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Southwest Regional Wastewater Reclamation Facility Nutrient Reduction and Expansion Project</b> Volusia County, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018				
<b>d.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Structural Engineer – Improvements consisted of: new flow metering systems, a new mechanical barscreen system, an anoxic flow equalization basin, conversion of the USBF treatment trains and the Orbal Treatment Trains into fourstage BNR treatment systems, a common reaeration basin, two new secondary clarifiers and RAS/WAS pumping systems, Addition of one turbo blower, fine bubble aeration/bubble mixing systems, internal recycle pumping, chemical and supplemental carbon storage/handling facilities, and a disc filtration system expansion.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Monroe County Firestation at Cudjoe Key</b> Cudjoe Key, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) TBD				
<b>e.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Structural Engineer - CPH is providing pre-design phase/programming, Schematic Design, Design Development, Construction documents, Bidding and Permitting assistance, and Construction Administration for a new 7,500 SF Fire Station on Cudjoe Key. Additional services provided will be site plan review, civil engineering, landscape architecture, and FDOT Review and Florida Green Build criteria. The building will be designed to meet or exceed Florida Green Building Coalition (FGBC) standards.				

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

12. NAME <b>David J. Melfi, P.E.</b>	13. ROLE IN THIS CONTRACT <b>MEP Engineer</b>	14. YEARS EXPERIENCE a. TOTAL 12      b. WITH CURRENT FIRM 2	
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) M.A. in Architectural Engineering, Pennsylvania State University B.A. in Architectural Engineering, Pennsylvania State University		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 72405)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			
<p align="center"><b>19. RELEVANT PROJECTS</b></p>			
a. (1) TITLE AND LOCATION (City and State) <b>OUC Warehouse Expansion and Improvements</b> Orlando, FL	(2) YEAR COMPLETED		
	PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  MEP Engineer - This was a design-build project for the Orlando Utilities Commission. It consisted of a new 9,506 SF pre-engineered metal building warehouse addition that ties into the existing warehouse building for the Orlando Utilities Commission. This facility stores non-combustible material. The walls are metal panels with a standing seam metal roof.			
b. (1) TITLE AND LOCATION (City and State) <b>Monroe County Firestation at Cudjoe Key</b> Cudjoe Key, FL	(2) YEAR COMPLETED		
	PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) TBD	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  MEP Engineer - CPH is providing pre-design phase/programming, Schematic Design, Design Development, Construction documents, Bidding and Permitting assistance, and Construction Administration for a new 7,500 SF Fire Station on Cudjoe Key. Additional services provided will be site plan review, civil engineering, landscape architecture, and FDOT Review and Florida Green Build criteria. The building will be designed to meet or exceed Florida Green Building Coalition (FGBC) standards.			
c. (1) TITLE AND LOCATION (City and State) <b>W. Leesburg Neighborhood Resource Center</b> Leesburg, FL	(2) YEAR COMPLETED		
	PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2017	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  MEP Engineer – CPH provided surveying, civil, landscape, architectural and MEP design for a new 9,000 SF Neighborhood Resource Center for the City of Leesburg. The Center included meeting room spaces for large and small groups, a computer lab, office space for local community service providers, conference rooms for miscellaneous social groups, and a Kitchen / Café facility.			
d. (1) TITLE AND LOCATION (City and State) <b>Largo West Bay Trailhead (FDOT LAP)</b> Largo, FL	(2) YEAR COMPLETED		
	PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  MEP Engineer - CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. The project includes aesthetic improvements to the West Bay Drive overpass and developing the trail head on both sides of West Bay Drive to provide trail amenities such as seating, drinking facilities, landscaping, lighting with event outlets, and educational and wayfinding information. It also includes converting 12th St SW to a one-way street with on-street parking, and numerous connections to the adjacent residential areas.			
e. (1) TITLE AND LOCATION (City and State) <b>West Melbourne Police Station Renovation and Addition</b> W. Melbourne, FL	(2) YEAR COMPLETED		
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  MEP Engineer - CPH is providing architectural and engineering services to design a renovation to increase the existing 10,200 SF building by 9,500 SF including the addition of new offices, a training room and evidence storage. The existing building will have a new entrance canopy and façade to match the addition. CPH will reconfigure the interior rooms for larger locker rooms and offices for police operations.			

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

<b>12. NAME</b> <b>Maxwell D. Spann, PLA, APA, CLARB</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Landscape Architect</b>	<b>14. YEARS EXPERIENCE</b> a. TOTAL 18      b. WITH CURRENT FIRM 3	
<b>15. FIRM NAME AND LOCATION (City and State)</b> CPH, Inc. / Sanford, FL			
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> Bachelor of Landscape Architecture, Kansas State University	<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Professional Landscape Architect – FL (No. 6666780) CLARB Certified – (No. 31691)		
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b> American Planning Association, American Public Gardens Association, Florida Chapter ASLA – Orlando Section Chair			

**19. RELEVANT PROJECTS**

<b>(1) TITLE AND LOCATION (City and State)</b> <b>US 17-92 Riverwalk, Phase III (FDOT LAP)</b> Sanford, FL	<b>(2) YEAR COMPLETED</b> PROFESSIONAL SERVICES Ongoing      CONSTRUCTION (If applicable) TBD	
<b>a.</b> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Landscape Architect – Phase III involves planning, survey and design services for a 1.7 mile extension to the existing trail. The new extension connects to the previous phase designed by CPH and is the final connection between the I-4 Corridor with the adjacent Seminole County Rinehart Trail and the downtown Sanford RiverWalk Trail system. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation.		
<b>(1) TITLE AND LOCATION (City and State)</b> <b>Cape Coral SE 47th Terrace Streetscape Improvements</b> Cape Coral, FL	<b>(2) YEAR COMPLETED</b> PROFESSIONAL SERVICES 2016      CONSTRUCTION (If applicable) 2018	
<b>b.</b> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Landscape Architect - CPH provided design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements included sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.		
<b>(1) TITLE AND LOCATION (City and State)</b> <b>W. Central Blvd. Sanitary Sewer Replacement and Streetscape</b> Orlando, FL	<b>(2) YEAR COMPLETED</b> PROFESSIONAL SERVICES 2016      CONSTRUCTION (If applicable) 2017	
<b>c.</b> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Landscape Architect - Garney Construction along with CPH was selected for the \$6.5 million dollar Design/Build project in downtown Orlando. The 0.55 mile project included upsizing the existing gravity sewer line on Central Blvd. between Glenn Ln. & Garland Ave. from an 8" sanitary sewer to a 18" & 21" sewer system. The upsized sewer will serve the future MLS Stadium and City of Orlando Sports Entertainment District as well as future redevelopment along W. Central Blvd. Additional improvements include complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans, incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture.		
<b>(1) TITLE AND LOCATION (City and State)</b> <b>Oak Avenue Streetscape Improvement</b> Sanford, FL	<b>(2) YEAR COMPLETED</b> PROFESSIONAL SERVICES 2018      CONSTRUCTION (If applicable) 2018	
<b>d.</b> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Landscape Architect – CPH was selected to perform the design for landscape, irrigation, hardscape, and lighting along Oak Avenue between 1st Street and 3rd Street. The project added parallel parking in areas that have no designated parking spaces as well as convert angle parking spaces to parallel parking. The purpose of this project was to improve the visual and functional character of the street in order to encourage business development.		
<b>(1) TITLE AND LOCATION (City and State)</b> <b>Casselberry Parks Master Planning</b> Casselberry, FL	<b>(2) YEAR COMPLETED</b> PROFESSIONAL SERVICES 2016      CONSTRUCTION (If applicable) N/A	
<b>e.</b> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Landscape Architect - CPH is providing parks and recreational facility planning, programming and design services to develop alternatives for the redevelopment of the City of Casselberry's Sunnyside and Wirz Parks. The designs address improvements to public access, neighborhood connectivity, safety and improvements to parking, lighting, facilities and amenities. Outreach meetings with the public and City provide opportunities for community input.		

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>James K. Winter, PLA, CLARB</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Landscape Architect</b>	<b>14. YEARS EXPERIENCE</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL 36</td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM 12</td> </tr> </table>		a. TOTAL 36	b. WITH CURRENT FIRM 12
a. TOTAL 36	b. WITH CURRENT FIRM 12				
<b>15. FIRM NAME AND LOCATION (City and State)</b> CPH, Inc. / Sanford, FL					
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> B.A. in Landscape Architecture, Mississippi State University		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Registered Landscape Architect – FL (No. 0000911) CLARB Certified – (No. 5203)			
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b>					

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	<b>US 17-92 Riverwalk, Phase III (FDOT LAP)</b> Sanford, FL	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
<b>a.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Landscape Architect – Phase III involves planning, survey and design services for a 1.7 mile extension to the existing trail. The new extension connects to the previous phase designed by CPH and is the final connection between the I-4 Corridor with the adjacent Seminole County Rinehart Trail and the downtown Sanford RiverWalk Trail system. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation.		
	<b>Cape Coral SE 47th Terrace Streetscape Improvements</b> Cape Coral, FL	PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018
<b>b.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Landscape Architect - CPH provided design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements included sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.		
	<b>Monroe Street/Huntley Ave. Roadway/Streetscape/Waterline</b> Dunedin, FL	PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) Ongoing
<b>c.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Landscape Architect - CPH provided engineering services for the Streetscape and Roadway/ADA Improvement project for the City of Dunedin. The improvement project consisted of two connections to the Pinellas Trail, allowing pedestrians and bicyclist to move from the Trail to the Huntley Avenue corridor. In addition, the project included: parallel/angled parking within the right-of-way, new sidewalks on both sides of the road, drainage evaluation, a new water main along Huntley Avenue that connected to existing water mains along Monroe Street and Washington Street. CPH services included planning, roadway, drainage, utility, traffic, landscaping, irrigation, survey and permitting		
	<b>Oak Avenue Streetscape Improvement</b> Sanford, FL	PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) 2018
<b>d.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Landscape Architect – CPH was selected to perform the design for landscape, irrigation, hardscape, and lighting along Oak Avenue between 1st Street and 3rd Street. The project added parallel parking in areas that have no designated parking spaces as well as convert angle parking spaces to parallel parking. The purpose of this project was to improve the visual and functional character of the street in order to encourage business development.		
	<b>DeBary Community Park</b> DeBary, FL	PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013
<b>e.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Landscape Architect - CPH provided planning, design, permitting, surveying and construction services for a splash pad water feature and all associated appurtenances for the City of DeBary. The design included a 2,000 sq. ft. splash pad, bathroom building, pump room to house the pump and chlorination equipment, in-ground return water tank, extension of electrical service, water service and gravity sewer lines to support the splash pad, and additional sidewalks adjacent to the new splash pad. CPH met with City staff to select the theme and features for the park during the design phase. CPH provided plan and profile drawings for the splash pad at the 60%, 90% and 100% design levels. This project also included coordination with the electrical engineer and the water feature manufacturer for both layout and power supply to the pump equipment.		

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Thomas J. Galloway, PSM</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Project Surveyor</b>	<b>14. YEARS EXPERIENCE</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL 27</td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM 16</td> </tr> </table>		a. TOTAL 27	b. WITH CURRENT FIRM 16
a. TOTAL 27	b. WITH CURRENT FIRM 16				
<b>15. FIRM NAME AND LOCATION (City and State)</b> CPH, Inc. / Sanford, FL					
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> B.S. in Surveying and Mapping, University of Florida		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Professional Surveyor & Mapper – FL (No. 6549) NCEES Council No. 1291			

**18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)**

### 19. RELEVANT PROJECTS

<b>a.</b>	<b>(1) TITLE AND LOCATION (City and State)</b> <b>DeBary Community Park</b> DeBary, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2012</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2013</td> </tr> </table>		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013
	PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013			
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Surveyor - CPH provided planning, design, permitting, surveying and construction services for a splash pad water feature and all associated appurtenances for the City of DeBary. The design included a 2,000 sq. ft. splash pad, bathroom building, pump room to house the pump and chlorination equipment, in-ground return water tank, extension of electrical service, water service and gravity sewer lines to support the splash pad, and additional sidewalks adjacent to the new splash pad. CPH met with City staff to select the theme and features for the park during the design phase. CPH provided plan and profile drawings for the splash pad at the 60%, 90% and 100% design levels. This project also included coordination with the electrical engineer and the water feature manufacturer for both layout and power supply to the pump equipment.				
<b>b.</b>	<b>(1) TITLE AND LOCATION (City and State)</b> <b>West Georgia Avenue Streetscape and Landscaping Improvements</b> DeLand, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2017</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018
	PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018			
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Surveyor - The improvements included sidewalk removal and replacement, modification of access drives and ramps for accessibility, design of decorative lighting, roadway rehabilitation, street furniture, signage, decorative pavers and related infrastructure. Landscape architectural services will include design of irrigation system and plantings.				
<b>c.</b>	<b>(1) TITLE AND LOCATION (City and State)</b> <b>W. Central Blvd. Sanitary Sewer Replacement and Streetscape</b> Orlando, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2017</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017
	PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017			
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Manager - Garney Construction along with CPH was selected for the \$6.5 million dollar Design/Build project in downtown Orlando. The 0.55 mile project included upsizing the existing gravity sewer line on Central Blvd. between Glenn Ln. & Garland Ave. from an 8" sanitary sewer to a 18" & 21" sewer system. The upsized sewer will serve the future MLS Stadium and City of Orlando Sports Entertainment District as well as future redevelopment along W. Central Blvd. Additional improvements included complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans, incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture.				
<b>d.</b>	<b>(1) TITLE AND LOCATION (City and State)</b> <b>US 17-92 Riverwalk, Phase II &amp; III (FDOT LAP)</b> Sanford, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD			
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Surveyor – Phase II of this FDOT LAP project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. The design included advanced coordination with SJRWMD and FDEP because of work within sovereign submerged lands, replacement seawall, and pedestrian bridge. Due to the need for the trail to comply with ADA 2% maximum cross slope requirements, retaining walls were used in some areas to provide the necessary flat area, and simultaneously provided 100 year flood plain compensation – a requirement of the SJRWMD. Phase III involves planning, survey and design services for a 1.7 mile extension to the existing trail.				
<b>e.</b>	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Habitat CDD - Continuing Services Contract</b> Estero, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing			
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><b>[X]</b> Check if project performed with current firm</span> Project Surveyor - CPH has been providing continuing Engineering services to the Habitat Community Development District since 2016. Projects have included surveying, stormwater, and environmental services. The team has provided services that include engineering, landscape architecture, surveying, environmental science, and construction administration.				

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

12. NAME <b>Paul J. Katrek, PSM</b>	13. ROLE IN THIS CONTRACT <b>Project Surveyor</b>	14. YEARS EXPERIENCE	
		a. TOTAL 25	b. WITH CURRENT FIRM 11
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) A.S. in Architecture & Building Technology, Daytona Beach Community College		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Surveyor & Mapper - FL (No. 6233) NCEES Record No. 1342	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION (City and State) <b>DeBary Community Park</b> DeBary, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2013
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Surveyor - CPH provided planning, design, permitting, surveying and construction services for a splash pad water feature and all associated appurtenances for the City of DeBary. The design included a 2,000 sq. ft. splash pad, bathroom building, pump room to house the pump and chlorination equipment, in-ground return water tank, extension of electrical service, water service and gravity sewer lines to support the splash pad, and additional sidewalks adjacent to the new splash pad. CPH met with City staff to select the theme and features for the park during the design phase. CPH provided plan and profile drawings for the splash pad at the 60%, 90% and 100% design levels. This project also included coordination with the electrical engineer and the water feature manufacturer for both layout and power supply to the pump equipment.		
	(1) TITLE AND LOCATION (City and State) <b>Sanford 1st Street Streetscape and Gateway Improvements</b> Sanford, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2009
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Surveyor - CPH provided the City of Sanford a streetscape design package for a 6 block section of historic First Street (approximately 0.40 miles). The intent of this project was to closely match the streetscape of improvements previously completed on First Street. CPH designed the Roadway, Landscape, Architecture, and Utility Plans and prepared Specifications for the complete reconstruction of the roadway, including several utility upgrades. Located within the historic district, all accessible routes were upgraded to meet current ADA criteria, including the intersection with US 17-92. Detailed Maintenance of Traffic Plans were developed, with additional emphasis on pedestrian routes to maintain access to the downtown businesses. The two-lane urban section included parallel parking and speed tables for traffic calming.		
	(1) TITLE AND LOCATION (City and State) <b>Bluford Avenue, Phase II</b> Ocoee, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Surveyor - This project involved a 3,000 ft. long segment of Bluford Ave. in the heart of the City of Ocoee, from Delaware St. to Silver Star Road (SR 438) and passes through the historic downtown area, as well as the current and future City Halls. The project included the reconstruction of the roadway following the completion of the water main, gravity sewer, and reclaimed water main installations. This reconstruction included replacing nearly two-thirds of the roads length with brick pavers instead of halt, to denote the downtown and municipal complexes with this change in road's character. This was done in conjunction with the transfer of all utilities from existing overhead poles to underground conduits and the installation of street lighting.		
	(1) TITLE AND LOCATION (City and State) <b>West Georgia Avenue Streetscape and Landscaping Improvements</b> DeLand, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) 2018
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Surveyor - The improvements included sidewalk removal and replacement, modification of access drives and ramps for accessibility, design of decorative lighting, roadway rehabilitation, street furniture, signage, decorative pavers and related infrastructure. Landscape architectural services will include design of irrigation system and plantings.		
	(1) TITLE AND LOCATION (City and State) <b>Ocoee Downtown Streets Redevelopment</b> Ocoee, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Surveyor - CPH is providing design services needed to build a major gateway structure at the intersection of Bluford Avenue and Geneva Street, plus a West Orange Trail connection from the SR 429 interchange on Franklin Street to the northern Taylor Street roundabout. Continuity of the Trail connection will also be part of the Taylor Street and Oakland Avenue reconstruction projects. The total cost of construction for the included scope of work is estimated to be approximately \$2.4 million.		

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

12. NAME <b>Randall "Randy" L. Roberts, PSM</b>	13. ROLE IN THIS CONTRACT <b>Project Surveyor</b>	14. YEARS EXPERIENCE	
		a. TOTAL 43	b. WITH CURRENT FIRM 13
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) Honor Graduate of University of Florida Surveying Program, College of Engineering		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Surveyor & Mapper – FL (No. 3144)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

**19. RELEVANT PROJECTS**

a.	(1) TITLE AND LOCATION (City and State) <b>Largo West Bay Trailhead (FDOT LAP)</b> Largo, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Surveyor - CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. The project includes aesthetic improvements to the West Bay Drive overpass and developing the trail head on both sides of West Bay Drive to provide trail amenities such as seating, drinking facilities, landscaping, lighting with event outlets, and educational and wayfinding information. It also includes converting 12th St SW to a one-way street with on-street parking, and numerous connections to the adjacent residential areas.		
b.	(1) TITLE AND LOCATION (City and State) <b>Cape Coral SE 47th Terrace Streetscape Improvements</b> Cape Coral, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Surveyor - CPH provided design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements included sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.		
c.	(1) TITLE AND LOCATION (City and State) <b>Sand Pond Road and Skyline Drive</b> Lake Mary, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2012
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Surveyor - 1.25 mile project also included minor roadway widening, turn lane improvements, horizontal and vertical curve reconstruction, milling and resurfacing, new sidewalk on both sides of the road, retaining wall, and the extension of existing Skyline Drive approximately 1100-feet.		
d.	(1) TITLE AND LOCATION (City and State) <b>Bell Shoals Road Four-Laning Design</b> Hillsborough County, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2015
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Surveyor - CPH provided services for this four-lane widening of approximately 3.25 miles of the existing two-lane roadway for Bell Shoals Road, Boyette Road and Fishhawk Boulevard, plus another approximate .2 mile of overlapping transitions on Bell Shoals Road between the two phases. CPH services included preparation of final engineering plans for permitting and construction and permitting assistance with the various agencies that required approval.		
e.	(1) TITLE AND LOCATION (City and State) <b>W. Central Blvd. Sanitary Sewer Replacement and Streetscape</b> Orlando, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Surveyor - Garney Construction along with CPH was selected for the \$6.5 million dollar Design/Build project in downtown Orlando. The 0.55 mile project included upsizing the existing gravity sewer line on Central Blvd. between Glenn Ln. & Garland Ave. from an 8" sanitary sewer to a 18" & 21" sewer system. The upsized sewer will serve the future MLS Stadium and City of Orlando Sports Entertainment District as well as future redevelopment along W. Central Blvd. Additional improvements included complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans, incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture.		

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Amy E. Daly, LEED AP</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Principal Environmental Scientist</b>	<b>14. YEARS EXPERIENCE</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">a. TOTAL 26</td> <td style="width: 50%; text-align: center;">b. WITH CURRENT FIRM 15</td> </tr> </table>		a. TOTAL 26	b. WITH CURRENT FIRM 15
a. TOTAL 26	b. WITH CURRENT FIRM 15				
<b>15. FIRM NAME AND LOCATION (City and State)</b> CPH, Inc. / Sanford, FL					
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> M.B.A., FMU, Summa Cum Laude B.S. Biological Sciences, Florida State University		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Authorized Gopher Tortoise Agent (GTA-09-00145) LEED Accredited Professional			
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b> U.S. Army Corps of Engineers Wetland Delineator, Florida Unified Mitigation Methodology Course, Qualified Stormwater Management Inspector, Prescribed Burner					

### 19. RELEVANT PROJECTS

	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Heritage Bay CDD - Continuing Services Contract</b> Naples, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing				
<b>a.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Environmental Scientist - CPH has been providing continuing Engineering services to the Heritage Bay Community Development District since 2016. Projects have included roadway, stormwater, and environmental services. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Cape Coral SE 47th Terrace Streetscape Improvements</b> Cape Coral, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2018</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2018				
<b>b.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Environmental Scientist - CPH provided design and construction engineering services for the streetscape improvements of SE 47th Terrace from Coronado Parkway to Del Prado Blvd. The improvements included sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking, off-street parking modifications, streetlights, traffic analysis and calming, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Largo West Bay Trailhead (FDOT LAP)</b> Largo, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2017</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) TBD				
<b>c.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Environmental Scientist - CPH was selected by the City of Largo to perform Preliminary and Final Design Services for the W. Bay Drive Trail Head along the regional Pinellas Trail. The project includes aesthetic improvements to the West Bay Drive overpass and developing the trail head on both sides of West Bay Drive to provide trail amenities such as seating, drinking facilities, landscaping, lighting with event outlets, and educational and wayfinding information. It also includes converting 12th St SW to a one-way street with on-street parking, and numerous connections to the adjacent residential areas.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Sanford Riverwalk Phases II and III (FDOT LAP)</b> Sanford, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) TBD</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD				
<b>d.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Environmental Scientist - Phase II of this project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III involves planning, survey, and design services for a 1.7 mile extension to an existing trail. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation. The current estimated construction cost of \$20 Million is funded through a Local Joint Project Agreement between the City of Sanford, Seminole County and the FDOT.				
	<b>(1) TITLE AND LOCATION (City and State)</b> <b>W. Central Blvd. Sanitary Sewer Replacement and Streetscape</b> Orlando, FL	<b>(2) YEAR COMPLETED</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; text-align: center;">CONSTRUCTION (If applicable) 2017</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017
PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017				
<b>e.</b>	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Manager - Garney Construction along with CPH was selected for the \$6.5 million dollar Design/Build project in downtown Orlando. The 0.55 mile project included upsizing the existing gravity sewer line on Central Blvd. between Glenn Ln. & Garland Ave. from an 8" sanitary sewer to a 18" & 21" sewer system. The upsized sewer will serve the future MLS Stadium and City of Orlando Sports Entertainment District as well as future redevelopment along W. Central Blvd. Additional improvements included complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans, incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture.				

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

12. NAME <b>Aaron P. Moore, PWS</b>	13. ROLE IN THIS CONTRACT <b>Environmental Scientist</b>	14. YEARS EXPERIENCE	
		a. TOTAL 17	b. WITH CURRENT FIRM 12
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Biology, Minor Studies in Chemistry, University of Central Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Wetland Scientist Certification- #2440 Authorized Gopher Tortoise Agent (GTA-09-00125)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION (City and State) <b>W. Central Blvd. Sanitary Sewer Replacement and Streetscape</b> Orlando, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable) 2017
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Project Manager - Garney Construction along with CPH was selected for the \$6.5 million dollar Design/Build project in downtown Orlando. The 0.55 mile project included upsizing the existing gravity sewer line on Central Blvd. between Glenn Ln. & Garland Ave. from an 8" sanitary sewer to a 18" & 21" sewer system. The upsized sewer will serve the future MLS Stadium and City of Orlando Sports Entertainment District as well as future redevelopment along W. Central Blvd. Additional improvements included complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans, incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture.		
	(1) TITLE AND LOCATION (City and State) <b>Heritage Bay CDD - Continuing Services Contract</b> Naples, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Environmental Scientist - CPH has been providing continuing Engineering services to the Heritage Bay Community Development District since 2016. Projects have included roadway, stormwater, and environmental services. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration.		
	(1) TITLE AND LOCATION (City and State) <b>Harrison Avenue Streetscape Design</b> Panama City, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) TBD
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Environmental Scientist - The City of Panama City and the Panama City CRA selected CPH to perform the Streetscape Design of Harrison Avenue. Harrison Avenue is Panama City's main street leading to City Hall and the Panama City Marina. Final Design elements included a roundabout at Harrison Ave. and 4th Street, revised on-street parking to provide wider pedestrian areas in front of the businesses, upgraded street lighting including electrical outlets for various community events, modified stormwater and minor utility relocations.		
	(1) TITLE AND LOCATION (City and State) <b>Oak Avenue Streetscape Improvement</b> Sanford, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) 2018
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Environmental Scientist – CPH was selected to perform the design for landscape, irrigation, hardscape, and lighting along Oak Avenue between 1st Street and 3rd Street. The project added parallel parking in areas that have no designated parking spaces as well as convert angle parking spaces to parallel parking. The purpose of this project was to improve the visual and functional character of the street in order to encourage business development.		
	(1) TITLE AND LOCATION (City and State) <b>Sanford 1st Street Streetscape and Gateway Improvements</b> Sanford, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2009	CONSTRUCTION (If applicable) 2009
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>  Environmental Scientist - CPH provided the City of Sanford a streetscape design package for a 6 block section of historic First Street (approximately 0.40 miles). The intent of this project was to closely match the streetscape of improvements previously completed on First Street. CPH designed the Roadway, Landscape, Architecture, and Utility Plans and prepared Specifications for the complete reconstruction of the roadway, including several utility upgrades. Located within the historic district, all accessible routes were upgraded to meet current ADA criteria, including the intersection with US 17-92. Detailed Maintenance of Traffic Plans were developed, with additional emphasis on pedestrian routes to maintain access to the downtown businesses. The two-lane urban section included parallel parking and speed tables for traffic calming.		

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

12. NAME <b>David A. Terwilleger, P.E., CGC</b>	13. ROLE IN THIS CONTRACT <b>Construction Administration</b>	14. YEARS EXPERIENCE	
		a. TOTAL 36	b. WITH CURRENT FIRM 27
15. FIRM NAME AND LOCATION (City and State) CPH, Inc. / Sanford, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. in Civil Engineering, University of Florida M.S. in Civil Engineering, University of Central Florida Graduate work in Structural and Geotechnical Engineering		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – FL (No. 34376) & VT Certified General Contractor – FL (No. CGC 031751) Advanced Maintenance of Traffic/CTQP QC Manager	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION (City and State) <b>St. Johns Parkway (Phases I, II, &amp; III)</b> Sanford, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2004	CONSTRUCTION (If applicable) 2004
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Construction Administration - CPH provided services for Phases I and II of the St. Johns Parkway project consisting of widening an existing roadway. Phase III of the St. Johns Parkway project additionally included construction of approximately 0.53 miles of new four-lane divided roadway between Rinehart Road and Upsala Road. Major project components included: 28-foot span (7-foot rise by 72-foot long) concrete arch culvert, wingwalls at the canal, curb and gutter, sidewalk, guardrail, aluminum handrail, storm sewer, and utilities construction of approximately 1,750 LF of new 12-inch watermain and 1,900 LF of new 8-inch reclaimed watermain.		
	(1) TITLE AND LOCATION (City and State) <b>Highbanks Road Sidewalk Widening Project</b> DeBary, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2012
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Construction Administration - CPH provided construction, engineering and inspection services for the Highbanks Road Sidewalk Widening project for the City of DeBary. Local Agency Program (LAP) funding was provided and EEO and other Federal Reporting was required. The project included the demolition of existing sidewalk and the construction of approximately 3,000 square yards of new 8 foot wide concrete sidewalk along with pedestrian crossings, and new driveway construction and drainage improvements.		
	(1) TITLE AND LOCATION (City and State) <b>US 17-92 RiverWalk, Phase II (FDOT LAP)</b> Sanford, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable) 2015
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Construction Administration - The FDOT LAP project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. The project included the use of innovative use of best management practices and pervious pavement to minimize the impact of stormwater runoff on Lake Monroe.		
	(1) TITLE AND LOCATION (City and State) <b>Sand Pond Road and Skyline Drive</b> Lake Mary, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2012
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Construction Administration - CPH completed the Sand Pond/Skyline roadway project for the City of Lake Mary. The 1.25 mile project consisted of minor widening, turn lane improvements, safety upgrades and converting the existing two-lane rural roadway to a two-lane urban roadway with sidewalks on both sides. The project also included extending Skyline Drive from its current terminus approximately 1,100-feet to Emma Oaks Trail.		
	(1) TITLE AND LOCATION (City and State) <b>Highbanks Road at US 17/92</b> DeBary, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2012
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Construction Administration - CPH provided construction engineering and inspection services for the Highbanks Road at US 17/92 intersection improvements project. Local Agency Program (LAP) funding was provided and EEO and other Federal Reporting was required.		

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

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

**20. EXAMPLE PROJECT KEY NUMBER**  
**1****21. TITLE AND LOCATION (City and State)****Heritage Bay CDD - Continuing Services Contract**  
Naples, FL**22. YEAR COMPLETED**PROFESSIONAL SERVICES  
Ongoing

CONSTRUCTION (If applicable)

**23. PROJECT OWNER'S INFORMATION**a. PROJECT OWNER  
Heritage Bay CDDb. POINT OF CONTACT NAME  
Mr. Justin Fairclothc. POINT OF CONTACT TELEPHONE NUMBER  
239.245.7118 Ext. 306**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)**

CPH has been providing continuing Engineering services to the Heritage Bay Community Development District since 2016. Projects have included roadway, stormwater, and environmental services. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration. Some of the most recent projects for the CDD include:

**Lake Bank Restoration (2018)**

CPH provided design of bank restoration for the north shores of Lakes 30A and 30B of the community district boundary. CPH utilized record drawings provided by the District to aid in the design of the lake bank restoration. Rip rap and other methods of erosion prevention were incorporated in the final design.

**Water Quality Monitoring (2018)**

CPH provided water quality monitoring services quarterly from April 2017 through February 2018. The purpose of this project was to collect water quality data within approximately 29 lakes/stormwater management ponds within the Community Development District boundary. Samples taken were evaluated for Total Nitrogen, Total Phosphorous and chlorophyll a for each of the 29 lakes. A report of results was prepared for each quarterly monitoring event.

**Stormwater System Analysis and Recommendations (2017)**

CPH provided site investigation and data collection services to identify problem areas, confirm drainage flow, and identify areas that may not be constructed as designed for existing control structures, accessible inlets and cross drains. Findings were summarized in a report including SFwMD Inspection and Certification Requirements, critical areas that needed immediate attention, a ranking/prioritization of each pond/lake for the next phase of the Management Plan and recommendations for a routine inspection and maintenance schedule. CPH also provided topographic surveying and depth soundings to include Top of Bank (TOB) to pond bottoms with cross sections at a minimum of every 100 feet. Six site benchmarks were provided. The National Geodetic Survey control points were researched and verified in the field.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION (City and State) Orlando, FL	(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>2</b>			
<b>21. TITLE AND LOCATION (City and State)</b> <b>Habitat CDD - Lake Management &amp; Stormwater System Analysis</b> Estero, FL		<b>22. YEAR COMPLETED</b> <table border="1"> <tr> <td>PROFESSIONAL SERVICES Ongoing</td> <td>CONSTRUCTION (If applicable) Ongoing</td> </tr> </table>		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing				
<b>23. PROJECT OWNER'S INFORMATION</b>					
<b>a. PROJECT OWNER</b> Habitat CDD		<b>b. POINT OF CONTACT NAME</b> Mr. Bob Koncar			
		<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> 239.690.7100 Ext. 101			

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

CPH has had a continuing contract with the Habitat CDD located in Estero, FL since 2016. CPH has provided services under our contract with the Habitat CDD for projects that include:

**Lake Management and Stormwater System Analysis (2016)** - CPH was responsible for conducting inspections and the analysis of stormwater management systems, lakes and wetland preserve areas. Considerations included permit compliance, proper system function and safety and aesthetic concerns for the residents and the District. Resultant assessment reports included identification and documentation of problems or concerns along with options and recommendations for corrective action, priorities and cost estimates for budgeting purposes. Also included are recommended routine maintenance actions, schedules and budgets.

**LED Street Light Conversion Analysis (2016)** - CPH evaluated the existing street light system for maintenance, tree trimming and repair. The evaluation included data on the cost benefits of modifying to an LED system compared to existing system. CPH also provided photometric planning for recommendations of additional light locations.

**Bella Terra Wetland Staking (2016)** - CPH provided services to verify and perform a wetland boundary stakeout of Lot 1, Block E, Bella Terra Unit Five. CPH prepared a boundary survey exhibit.

**Bella Terra Environmental Preserve Line/Lake Maintenance Easement Staking (2018)** - CPH provided services to field locate boundary monumentation and stakeout approximately 218 points within the Environmental Preserve Line/Lake Maintenance Easement.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
<b>a.</b>	(1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Orlando, FL	(3) ROLE Prime
<b>b.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>c.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>d.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>e.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>f.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>3</b>
<b>21. TITLE AND LOCATION (City and State)</b> <b>Reedy Creek Improvement District - Continuing Services Contract</b> Lake Buena Vista, FL	<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES Ongoing CONSTRUCTION (If applicable) Ongoing	
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b> City of Lake Buena Vista	<b>b. POINT OF CONTACT NAME</b> Jason D. Herrick	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> 407.824.4759

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

CPH provided professional services on multiple projects under continuing contract with the Reedy Creek Improvement District. A few examples are below:

**South Service Area / Site Master Planning** - CPH was retained by Reedy Creek Energy Services (RCES) to conduct a Master Plan Study for the South Service Area (SSA). The mission was to identify, analyze and provide a "blueprint" for the efficient expansion and consolidation of the SSA Facility Campus given its anticipated growth and demand for its services. CPH prepare three (3) Master Plan Options identifying areas for expansion, relocation of uses, new uses, wayfinding concepts, parking loading, internal circulation and back-of-house activities. The master planning process included extensive Stakeholder interviews and questionnaires to identify department needs, concerns and growth projectives. A Preliminary Opinion of Cost was prepared for each Master Plan Option and an Implementation/Action Plan. A Structural Condition Assessment Report was conducted for the Recycled Materials Building and the Roof of Compost Building.

**PW Valve Replacement at Magnolia and Floridan Way** - A 16-inch water valve in the intersection of Magnolia Palm Drive and Floridan Way was leaking. As this is a major intersection and the entrance to the Shades of Green Resort, a failure of the main in this location would create major disruptions to guests and also block the entrance to the resort. Two alternatives were available to fix this valve. The first alternative involved replacing the valve in its current location. This alternative would require a detailed Maintenance of Traffic (MOT) plan to regulate traffic while the construction work is performed. Although a double depth digging box could be used to reach the valve, which is between 7 and 10 feet deep, there is very limited space available between the existing utilities (water, gravity, power, communications and force main) for placement of the digging box. Also, a digging box will not provide the structural integrity to allow traffic directly adjacent to the pit. It is standard practice to allow a space between the Jersey barricade and the edge of the box. This space for a 7 to 10-foot depth would be a minimum of four (4) feet. The total space needed for the construction would be approximately 20 feet wide. This would necessitate installation of temporary secondary lanes to accommodate traffic around the construction. If trench boxes could not be used, then the work would sheeting and shoring which would keep the work in a smaller footprint and limit the disruption to the traffic lanes. Also the smaller footprint will fit within the available area between existing utilities. This design alternative would also upgrade the existing fire hydrant by adding a shut-off valve at the hydrant. The second alternative evaluated involved a re-routing of the piping which removes the valve from the driving lane and from the system. We developed a preliminary sketch for the owner to review. This sketch showed the intent of our recommended design for the piping replacement. The reconnection of the water line was to be placed outside of the intersection which would allow more space for traffic movement. We believed that this connection could be done with a digging box because space is not limited in the area by other utilities. Disruption to traffic would be lessened by the piping relocation. The construction of the re-routed water line could also be accomplished in phases and at night which would allow the traffic to be reinstated during the daytime. This will lessen the impact on the Disney guests. The fire hydrant would be relocated to the southwest corner of the intersection and include an isolation valve. Reedy Creek staff also requested additional work while in the intersection. This additional work included locating a sanitary manhole, uncovering the manhole and raising it to pavement grade. Reedy Creek also wanted to repair/rehabilitate this manhole by the use of an internal liner. This work can be accomplished from the surface without shoring or a digging box. However, an MOT plan would be required and the work could easily be incorporated into the MOT plan for the valve replacement.

**Cable and Electric Equipment Storage Facility – Site Improvements** - The Reedy Creek Improvement District (Owner and/or RCID) desired to develop the existing Electrical Storage Yard (a.k.a. Back 40) located north of Floridian Way and West of Center Drive within the Disney World property. The site is surrounded by wetlands and accessed from Floridian Way with a secondary entrance from the main facility complex located at 5300 Center Drive. Based on wetland delineation information/ drawing provided by RCID, which CPH overlaid on an aerial, the approximate developable land area is 3.06 acres. The site is being used as a storage yard for electrical transformers, electrical cables and other miscellaneous electrical equipment. Several small sheds are also on the site. Proposed improvements to the site includes installation of new security systems including new fences, fast arm gate, lighting and cameras are proposed. The remainder of the work will be to provide site work to improved storage area features and access so that the transformers and cable reels are not being placed directly on the ground. The proposed improvements to the Back 40 site included modification of the existing yard layout, modification and addition of perimeter fencing, pervious surface stabilization, installation of a fast-arm gate at the Floridian Way entrance, and installation of site lighting (six fixtures) and a security surveillance system (three cameras) that will be connected to the existing fiber optic network. As part of the site layout improvements, a storage system is developed that will include equipment pedestals for the transformers in one area and the cable reels in another area. Each area will include signage to identify the equipment located in each area of the site to facilitate inventory control and proper storage of the equipment.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION (City and State) Orlando, FL	(3) ROLE Prime

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

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

**20. EXAMPLE PROJECT KEY  
NUMBER**  
**4****21. TITLE AND LOCATION (City and State)****Toho Water Authority - Continuing Services Contract**  
Kissimmee, FL**22. YEAR COMPLETED**PROFESSIONAL SERVICES  
OngoingCONSTRUCTION (If applicable)  
Ongoing**23. PROJECT OWNER'S INFORMATION**a. PROJECT OWNER  
Toho Water Authorityb. POINT OF CONTACT NAME  
Mr. Edwin Matos, P.E.c. POINT OF CONTACT TELEPHONE NUMBER  
407.944.5024**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)**

CPH was awarded our first continuing contract with the Toho Water Authority in 2004, since then we have worked on a variety of projects for Toho, which include large diameter water and wastewater transmission mains, lift station and sewer line rehabilitations, residential water mains, and services for the RAS pump replacement at the Sandhill Wastewater Treatment Plant. . Some of the most recent projects for the County include:

**Simpson Road 30" Water Main Project** - TWA needed to extend a 30" water main from their Parkway Water Treatment Plant north along Simpson Road to just south of Boggy Creek Road. This phase of the Project consisted of approximately 5,300 l.f. of conventionally installed Ductile Iron 30" water main Right of way, 1,080 l.f. of 30" fusible PVC installed within 1,060 l.f. of directionally drilled 36" fusible PVC casing pipe across the Florida Turnpike. All work was performed in and along the rights of way of Osceola County and the FDOT.

**Lift Stations (LS) LS-102 and LS-51 Rehabilitations** - The Engineering Services consisted of preliminary and final design, permitting, bidding and construction phase services for LS-102 and LS-51 rehabilitations. The improvements at both locations consisted of the replacement of pump station pumps, bases, rails, discharge piping and valves with no change in capacity or head conditions, lift station control panel and other electrical components and replacement of existing SCADA system with new telemetry units.

**Toho Lift Station No. 4P Replacement** - The existing wet well was converted into a collection structure that will enter the new wet well via a 16-inch gravity sewer. The design for the proposed duplex lift station included lift station calculations to determine the size of the new pumps based on proposed flow data provided by TWA.

**Poinciana Blvd and US-17/92 Water Main** - The project had 6-30-inch HDPE directional drills for a total 3,600 l.f. throughout the project. Additionally 2-42-inch jack and bores were designed for a total of 380.

**Highlands Gravity Sewer and Water Main Replacement** - This project included engineering and permitting services needed to replace approximately 8,300 feet each of aged gravity sewer (8") and small diameter water main [6,650 (6") and 1,750 (8")] and a sewer and roadway repair.

**Martin Luther King Blvd 12" Reclaimed Water Main Extension** - The project included two separate segments; the first segment included a connection to TWA's existing 30-inch reclaimed water main (RWM) located on the Kissimmee Airport Property and extended 1,500 l.f.

**Osceola Parkway Phase II Utility Relocations & Improvements** - This project consisted of the installation of approximately 10,900 l.f. of 24 -inch potable water transmission main with connections to existing water mains along the project route and one 24 -inch directional drill of 460 l.f.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	CPH, Inc.	Orlando, FL	Prime

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

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

20. EXAMPLE PROJECT KEY NUMBER  
**5**

21. TITLE AND LOCATION <i>(City and State)</i> <b>Orange County - Continuing Services Contract</b> Orange County, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Orange County	b. POINT OF CONTACT NAME Mr. Jose E. Hernandez, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER 407.254.9718
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

CPH has been providing design and construction services to Orange County since 1985. Projects have included water, wastewater, stormwater, roadway, parks, and trails. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration. Some of the most recent projects for the County include:

**Sunflower Trail Master Pump Station** - The project consisted of the construction of the new Sunflower Master Pump Station, cast-in-place concrete, six-plex, variable speed, submersible pump lift station with odor control and backup emergency power. The station capacity is 10.8 MGD with current configuration of four pumps (one pump is used for a backup). Each pump is 125 Hp with a future capacity of 26 MGD.

**SR-50 Utility Relocation Project (FDOT JPA)** - CPH has provided improvements to over 13 miles of the water distribution system and wastewater collection and transmission system within the SR-50 Corridor. The project included the installation of approximately 5.5 miles of 8, 12, 16, 20 and 24-inch diameter water main and 7.7 miles of 4, 8, 12, 16, 20 and 30-inch diameter force main along SR-50 from West SR-436 to Old Cheney Road (the project). Connection of existing services and lateral mains were required while maintaining service to customers.

**SR 482 Utility Relocation Project (FDOT JPA)** - This project involved the relocation of utilities along approximately 2.4 miles of existing roadway on SR 482 from International Drive to just east of Shingle Creek. This project also included the relocation of an existing duplex lift station on International Drive.

**SR 15 Utility Relocations (FDOT JPA)** - The overall project included the installation of 870 LF of 4-inch force main, 8130 LF of 6-inch force main, and 9,000 LF of 8-inch force main as well as 200 LF of 6-inch water main, 1,000 LF of 8-inch water main, 1,000 LF of 12-inch water main, 10,400 LF of 16-inch water main, and 3,700 LF of 24-inch water main. This project also included a 600 LF 8" HDD under a major roadway.

**SSA-ESA 36" Water Main and 24" Reclaimed Water Main Project** - The project includes the installation of approximately 7 miles of parallel 36-inch potable water main and 24-inch reclaimed water main from J. Lawson Blvd. to Moss Park Rd via a combination of directional drill, jack and bore, and open-cut installation. A segment of the transmission mains will be installed with the City of Orlando's JPA project for the Narcoossee Road Widening. This segment includes approximately 4,000 LF of 36-inch potable water main and 24-inch reclaimed water main. The re-pump station includes general piping, a building, pumps, electrical equipment, controls and future chlorination feed equipment, stand-by generator and above ground fuel tank, general site grading and improvements.

**Bonneville Lift Station Rehabilitation** - This project included the re-construction of the Bonneville area system pump station. The project involved the replacement of the pumps, controls and electrical systems. It also included replacement of internal piping, replacement of the liner system as well as the addition of an on-site stand-by generator and fuel tank as well as a new odor control system. The project also involved bypassing of existing flows during the rehabilitation of the station. The original triplex station had a design capacity of approximately +/- 2.3 MGD with the three 47 Hp pumps.



**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Orlando, FL	(3) ROLE Prime
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**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

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

**20. EXAMPLE PROJECT KEY NUMBER**  
**6****21. TITLE AND LOCATION (City and State)****City of Sanford - Continuing Services Contract**  
Sanford, FL**22. YEAR COMPLETED**PROFESSIONAL SERVICES  
OngoingCONSTRUCTION (If applicable)  
Ongoing**23. PROJECT OWNER'S INFORMATION**a. PROJECT OWNER  
City of Sanfordb. POINT OF CONTACT NAME  
Bilal Iftikhar, P.E.c. POINT OF CONTACT TELEPHONE NUMBER  
407.688.5000**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)**

CPH has been providing design and construction services to the City of Sanford since 1958. Projects have included water, wastewater, stormwater, roadway, parks, and trails. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration. Some of the most recent projects for the City include:

**US 17/92 Beautification, Phase II (Ongoing)** - After successful completion of the City of Sanford's 17-92 Beautification project Phase I, CPH was selected to complete Phase II as well. The proposed improvements will include decorative lighting, traffic signals, crosswalks, and paver utility strips. The current lighting levels will likely improve with the installation of technologically improved and more efficient fixtures that will be more carefully set for better light distribution. All overhead power lines will be undergrounded. Decorative crosswalks and inset pavers will round out the decorative and historic theme established in Phase I of the beautification project.



**US 17/92 Riverwalk, Phase II & III (FDOT LAP) (Ongoing)** - CPH provided design for this FDOT LAP project which included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. The design included advanced coordination with SJRWMD and FDEP because of work within sovereign submerged lands, replacement seawall, and pedestrian bridge. Due to the need for the trail to comply with ADA 2% maximum cross slope requirements, retaining walls were used in some areas to provide the necessary flat area, and simultaneously provided 100 year flood plain compensation - a requirement of the SJRWMD. CPH also provided planning, survey, and design services for a 1.7 mile extension to an existing trail. The new extension connects to the previous phase designed by CPH and is the final connection between the I-4 Corridor with the adjacent Seminole County Rinehart Trail and the downtown Sanford RiverWalk Trail system. Additionally, these improvements filled the largest remaining gap within the Lake Monroe Trail Loop system which spans both Seminole and Volusia Counties.



**Mill Creek and Cloud Branch Drainage Improvements (Ongoing)** - The Mill Creek and Cloud Branch drainage basins are approximately 1980 acres located within the northwestern portion of the City and drain through existing developed residential and industrial areas to Lake Monroe, which is a part of the St. Johns River. CPH's services included reviewing earlier reports, conducting field visits, gathering updated information, interviewing City and County staff, reviewing jurisdictional considerations, and establishing an existing condition and proposed improvements stormwater modeling report that was used to obtain an Individual MSSW Permit from the SJRWMD.



**Oak Avenue Streetscape Improvements (2018)** - CPH provided professional engineering services to provide streetscape upgrades along Oak Avenue between 1st Street and 3rd Street to improve the visual and functional character of the street in order to encourage business development in the area. The project included the addition of parallel parking areas as well as converting angle parking to parallel parking. The existing sidewalks were reconstructed for additional width where permitted. The project also included landscaped areas at the intersection of 2nd Street as well as the north side of the 3rd Street intersection and along the east and west sides of Oak Avenue. Lighting upgrades were performed to be consistent with the lighting master plan and utility stub-outs and connections were coordinated for future tie-ins.



**SR 46 Utility Relocations** - CPH provided design, permitting, and CEI services for the relocation of existing utilities along a 2.7 mile stretch of SR 46 between Mellonville Ave. and SR 415. The City's utilities were required to be relocated to accommodate the SR 46 widening to be constructed by the Florida Dept. of Transportation (FDOT). The Work included Gopher Tortoise permitting and relocations, permitting through the Florida Dept. of Environmental Protection (FDEP water and sewer permits), coordination with FDOT and Florida Power and Light (FPL), and preparation of the FDOT required Utility Work Schedule (UWS).

**Pump Branch Ditch Enclosure** - The project consisted of constructing approximately 372-ft of new 7'x7' concrete box culvert to enclose an existing ditch and replace existing 84" culvert along the Pump Branch drainage system between 5th St. and 3rd St., east of Pine Ave. The project included surveying, environmental services (wetlands and ecological), geotechnical investigations, design, and permitting of a ditch enclosure, bidding assistance, and limited construction inspection services.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	CPH, Inc.	Orlando, FL	Prime

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

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

**20. EXAMPLE PROJECT KEY NUMBER**  
**7****21. TITLE AND LOCATION (City and State)****City of DeLand - Continuing Services Contract**  
DeLand, FL**22. YEAR COMPLETED**PROFESSIONAL SERVICES  
OngoingCONSTRUCTION (If applicable)  
Ongoing**23. PROJECT OWNER'S INFORMATION**a. PROJECT OWNER  
City of DeLandb. POINT OF CONTACT NAME  
Mr. Keith Riger, P.E.c. POINT OF CONTACT TELEPHONE NUMBER  
386.626.7196**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)**

CPH has been providing design and construction services to the City of DeLand since 1997. Projects have included water, wastewater, stormwater, roadway, parks, and trails. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration. Some of the most recent projects for the City include:

**West Georgia Avenue Streetscape** - The improvements included sidewalk removal and replacement, modification of access drives and ramps for accessibility, design of decorative lighting, roadway rehabilitation, street furniture, signage, decorative pavers and related infrastructure. Landscape architectural services included design of irrigation system and plantings. The roadway was designed with an inverted crowned section sending the storm water to the center of the street, and Old Castle Adobe concrete pavers where use in a decorative herringbone pattern down the street. Removable bollards are used to define the festival area limits at both ends of the street, which allows for closure during events. The addition of festoon (market) lights along the corridor helped create a vibrant "festival-like" atmosphere, significantly enhancing evening events.



**Drainage Analysis for SR 44 and Florida Avenue** - CPH was tasked with analyzing the historical flooding issue at the intersection of SR 44 and Florida Avenue in the heart of downtown DeLand, Florida. Multiple studies had previously been performed in an attempt to identify ways to reduce the flooding that occurs with any storm greater than a 2-year rainfall event. The flooding often resulted in damage to adjacent commercial businesses and City Hall, as well as, presenting a hazard to vehicles along SR 44 which is a designated Coastal Hurricane Evacuation Route. The analysis identified specific problems, potential solutions, estimated benefits of proposed improvements, estimated construction costs, and provided a recommendation for which improvements should be considered for design and implementation. CPH's innovative thinking, detailed analysis and experience assisted the City of DeLand in obtaining FDOT approval for the proposed \$750,000 project, as well as, \$540,000 of funding from FDOT through a Joint Project Agreement (JPA).



**Spec Martin Stadium and Earl Brown Park Improvements** - The renovations to Spec Martin Stadium included the construction of a new multi-story press box that had suites for the Stetson University president, City officials, Press, and Coaches. A covered observation deck was added on the roof to allow for filming. Additional upgrades were also needed to the officials, visiting team, and home team locker rooms which were included as part of the project. The design also included many civil/site improvements around the stadium. The primary improvement was the addition of paved parking on the home and visitor sides of the stadium as well as grass parking across the street in Earl Brown Park. Retaining walls were added to the western parking area to allow for the creation of the new parking area and pedestrian access within the earthen berm. ADA upgrades were made to the south side of the stadium to allow visitors the ability to access this part of the locker rooms and concession building. Previously the only ADA access to the stadium was from the northern parking lot or through separate manned access gates. Safety improvements were also included to allow better movement of rescue personnel in and out of the stadium and to allow for larger vehicles movement. Stormwater upgrades are required for any new impervious area added to the site. For this we designed multiple treatment options which included overland flow system, exfiltration trenches, and dry retention ponds.



**Alabama Avenue Greenway** - The project consisted of a Local Agency Program (LAP) project between the Florida Department of Transportation and the City of DeLand. The project included the design and CEI of a 1.4 mile shared use path from the City's Earl Brown Park to the City's Painters Pond Park located near the southern property line of Stetson University. The design phase required reviewing the trail study prepared for FDOT by another engineering company, and modifying the alignment and trail width to fit within the City's existing rights-of-way. The Alabama Avenue Greenway Phase 2 project for the City of DeLand consisted of a 0.70 mile extension of the original 1.20 mile trail. CPH was awarded the original Alabama Avenue Greenway Trail which received funding through the FDOT Local Agency Program (LAP) and Volusia County's ECHO grant program. Excess funds remained allowing the City to extend the construction limits. CPH prepared cost models to determine how much additional trail could be constructed with the remaining funds. This phase included the design and permitting of a 10' - 12' wide asphalt and concrete trail through Stetson University, requiring extensive coordination and a combination of permanent and temporary construction easements from Stetson. The permitting required a permit exemption from SJRWMD, and CEI services were also included with the project.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	CPH, Inc.	Orlando, FL	Prime

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

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

**20. EXAMPLE PROJECT KEY  
NUMBER**  
**8****21. TITLE AND LOCATION (City and State)****City of Lake Mary - Continuing Services Contract**  
Lake Mary, FL**22. YEAR COMPLETED**PROFESSIONAL SERVICES  
OngoingCONSTRUCTION (If applicable)  
Ongoing**23. PROJECT OWNER'S INFORMATION**a. PROJECT OWNER  
City of Lake Maryb. POINT OF CONTACT NAME  
Bruce Paster, P.E.c. POINT OF CONTACT TELEPHONE NUMBER  
407.585.1452**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)**

CPH has been providing design and construction services to the City of Lake Mary since 1975. Projects have included water, wastewater, stormwater, roadway, parks, and trails. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration. Some of the most recent projects for the City include:

**Wood Street/Soldier's Creek Crossing Improvements** - The Soldier's Creek crossing of Wood Street was subject to frequent flooding since the existing culverts were severely undersized and the road grade was well below the flood stage, even during the 10-year storm. CPH created a new model for the City's project (using ICPR) and showed that the new crossing and a change in the road grade (the road elevation was increased so it was above the 10-year flood stage), did not increase or decrease channel flood elevations upstream and downstream of the crossing. The project consisted of replacement of the existing creek crossing with a new triple barrel concrete box culvert including headwalls and wingwalls, roadway re-grading and widening at the crossing, creek and embankment improvements, sodding, and other improvements associated with the new crossing.



**Sports Complex** - CPH was retained by the City of Lake Mary to provide master planning, design, bidding and services during the construction phase for this project. The primary facilities included a multi-purpose playing field, two softball fields, two little league/t-ball fields, and one picnic area with a fishing pier. Support facilities and improvements consisted of a restroom facility, stabilized parking area, site grading and development, and bleachers and bike racks. CPH provided coordination with other consultants, including a landscape architect, a surveying firm, soils engineering, and an electrical engineer.



**Lake Mary Trailhead, Multi-Use Trail, and Gateway Park** - CPH provided civil, landscape, and construction services for Rinehart Road Trail, Trailhead Park, and Lake Mary Gateway. The project entailed the planning and layout of a 12-ft. 2.1 mile asphalt trail segment from Lake Mary Blvd to CR46A. This portion of the trail is part of the Florida National Scenic Trail System. The project was done in conjunction with a roadway project which included the widening from 2-lane to 4-lane.



**Sand Pond Road and Skyline Drive** - CPH completed the Sand Pond/Skyline roadway project for the City of Lake Mary. The 1.25-mile project consists of minor widening, turn lane improvements, safety upgrades and converting the existing 2-lane rural roadway to a 2-lane urban roadway with sidewalks on both sides. The project also included extending Skyline Drive from its current terminus approximately 1,100-ft. to Emma Oaks Trail. The design implemented recommendations identified in a previous study to eliminate roadway flooding, improve traffic flow, and improve safety along the corridor. Services included geometric design to correct the horizontal and vertical alignments to comply with current standards, pavement analyses to determine the strength and integrity of the existing base material, hydraulic modeling for the proposed stormwater management system, utility coordination and permitting through SJRWMD and Seminole County.



**Lake Mary Downtown Sanitary Sewer System Expansion** - CPH provided design and permitting for a new wastewater collection system which included; submersible duplex pump station, 650 LF of 4" PVC forcemain, approximately 4,850 LF of gravity lines, 19 manholes, and 70 service laterals. The project work involved working within a well-established residential neighborhood within tree lined rights-of-way of the City of Lake Mary. CPH assisted the City in the application to FDEP for a construction permit as well as the application for a right of way permit for Seminole County. This project was constructed in two phases. The first was as part of the City's community building, and the second phase was a separate competitively bid project. Construction inspection and administrative services for both projects were provided by City staff. CPH prepared record drawings and final project certification.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**a. (1) FIRM NAME  
CPH, Inc.(2) FIRM LOCATION (City and State)  
Orlando, FL(3) ROLE  
Prime

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

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

20. EXAMPLE PROJECT KEY NUMBER  
**9**

21. TITLE AND LOCATION (City and State)

**City of Palm Coast - Continuing Services Contract**  
Palm Coast, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES  
Ongoing

CONSTRUCTION (If applicable)  
Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER  
City of Palm Coast

b. POINT OF CONTACT NAME  
Mr. Richard Adams

c. POINT OF CONTACT TELEPHONE NUMBER  
386.986.2351

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

CPH has been providing design and construction services to the City of Palm Coast since 1998. Projects have included water, wastewater, stormwater, roadway, parks, and trails. The team has provided services that include engineering, landscape architecture, architecture, planning, surveying, environmental science, and construction administration. Some of the most recent projects for the City include:

**Palm Coast Water Treatment Plant No. 3** - CPH provided complete design (architectural and civil design) and construction management services for a new water treatment facility and administration offices. CPH prepared the initial project scope, initial budgets, prepared surveys, designs, permitted the project with FDEP, FDOT, Army Corp of Engineers, Flagler County, City of Palm Coast, and the St. Johns River Water Management District and provided full construction engineering and inspection services for the project.



**Belle Terre Parkway 4-Lane** - CPH provided services including design, traffic services, landscape architecture, right-of-way acquisition, surveying and environmental services for the Belle Terre Parkway 4-Lane. The project consisted of approximately 4.1 miles of a 4-lane divided roadway, four 12-ft. travel lanes and two 4-ft. bicycle lanes. CPH provided general traffic engineering services including access management studies, traffic volume projections and traffic signal warrant analysis, plus the design of five new signals. The project also included the re-design of approximately 10,000 l.f. of 20-inch water main, 12,000 l.f. of 12-inch water main and 20,000 l.f. of 16-inch force main. Coordination with Florida Power and Light was provided to assist the City to bury 2 miles of overhead utilities, and avoid any potential conflicts between all utilities.



**SRF Funded Swale Rehabilitation Project** - This project consisted of the rehabilitation of approximately 50 miles of roadside swales throughout the City. CPH's services included providing ROW surveys for the swale systems, and associated culverts to their outfall locations as well as preparation of construction plans for positive outfall to all of the swales, as well as identify and correct any driveway or roadway culverts that were impeding the flow of stormwater. Permit exemptions were obtained from SJRWMD for all of the improvements. CPH assisted the City with securing FDEP SRF loans for the project.



**Palm Coast WWTP No. 2 – MBR BNR Project** - Improvements consisted of the following: Flow metering systems, Influent headworks structure, a 5-Stage MBR/BNR treatment system, process control equipment, flow equalization, fine and coarse bubble aeration systems, internal recycle pumping systems, submersible mixing systems, membrane modules, chlorine contact chambers, a transfer pump station, a 2.0 MG ground storage tank, a reject/percolation pond, chemical and supplemental carbon storage/handling facilities, sludge holding/treatment tanks, sludge dewatering facilities, electrical, controls, instrumentation and SCADA improvements, yard piping, stormwater management system improvements, roadway improvements, reclaimed water distribution pump station, and various buildings.



**Easthampton Boulevard Multi-Purpose Trail (FDOT LAP)** - CPH provided design services for a 1.25 mile, 10-ft wide concrete trail within the Easthampton Blvd. right-of-way. The project included a prefabricated pedestrian bridge over the Easthampton Waterway and required a drainage analysis to maximize the remaining swale, minimize earthwork, and to maintain the City's conveyance system which doubles as part of the City's overall 100-yr flood storage. Minor traffic modifications at the intersection of Belle Terre Parkway included repositioning the existing pedestrian features and designing a custom pedestrian curb cut ramp to include a divided trail segment around the existing signal mast arm pole meeting FDOT and ADA standards. This project received funding through the FDOT Local Agency Program (LAP) and required coordination and approval from FDOT.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a. (1) FIRM NAME  
CPH, Inc.

(2) FIRM LOCATION (City and State)  
Orlando, FL

(3) ROLE  
Prime

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>10</b>	
<b>21. TITLE AND LOCATION (City and State)</b> <b>Collier County - Continuing Services Contract</b> Collier County, FL		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES Ongoing CONSTRUCTION (If applicable) Ongoing	
<b>23. PROJECT OWNER'S INFORMATION</b>			
a. PROJECT OWNER Collier County		b. POINT OF CONTACT NAME Thomas A. Sivert P. E. c. POINT OF CONTACT TELEPHONE NUMBER 239.252.5376	

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

**NCRWTP Post RO/NF Sulfuric Acid Modifications** - This project included Design, Permitting, Bid and Construction Services to relocate sulfuric acid feed after the NF and RO skids (20 mgd WTP) and adding a dilution pump prior to injection. Design, Permitting Bidding and Construction Services for two (2) dilution pumps, associated piping, controls, equipment housing, skid, injection quill, and an inline static mixer. The system was design to provide adequate mixing of the high concentration sulfuric acid before injection into a 30-inch combined permeate water pipeline in association with the Post Membrane Sulfuric Acid Improvements. The design improvements conveyed the acid securely while reducing the concentration from 98% to the required 3.5% before injection into the pipeline and includes required controls for operation and maintenance of the system.

**NCRWTP Odor Control Blowdown Modifications** - This project included Design, Permitting, Bid and Construction Services for Sulfuric Acid feed to stabilize the pH of odor control blowdown following the degassification process and prior to deep injection. Evaluated and designed a sulfuric acid feed system and containment area. Design met FDEP standards for containment of sulfuric acid. Due to the hazards associated with sulfuric acid, additional safety provisions (i.e. eye wash/shower, dual contained piping, additional containment (up to 1.15 times the storage volume) to capture spills between chemical feed skid and bulk storage tank, sump pump, drain line to the wetwell, appropriate alarms, and proper coatings of containment area) were designed. Proposed improvements were integrated into the existing SCADA system. The HMI screens were updated and modified to allow the operators to observe the tank liquid levels and provide the necessary low and high level alarms.

**NCRWTP High Service Pump (HSP) Replacement** - CPH provided Design and construction services for the replacement of vertical turbine high service pumps. This project included Design, Permitting, Bid and Construction Services for the replacement of high service pumps 1-4 at the NCRWTP. Existing pumps were over 20-years old and reaching their useful life. Replacement of the pumps was warranted to ensure continuing service at the NCRWTP. Existing vertical turbine pumps, Peerless Model 16HXB, 4,000 gpm at 220 TDH were replaces with similar type and capacity. Electrical design was required to reconnect the proposed pumps to the electrical and SCADA system.

**NCRWTP Diesel Fuel Storage Tanks** - This project included Design replacement of the existing aboveground diesel fuel storage tanks at the NCRWTP. The existing fuel storage tanks were over 20-years old and did not meet the current codes that require the secondary containment to have a vent. The replacement of the fuel tanks were of similar type, aboveground secondary contained, both the inner tank and outer tank vented, meeting current codes. Similar capacity and size tanks were installed in the existing fuel storage area, thus not requiring the need for structural evaluation of the existing storage area. The new fuel storage tanks were designed to reconnect to the existing fuel lines.

**NCRWTP – Design and Construction Services of Chlorine and Ammonia Control Feed Systems** - This project included the design of upgrades and improvements to automate both chlorine and ammonia systems to effectively form and control chloramines. Chlorine dosages set to pace flow from NF and RO membranes separately because the NF system has different chlorine demands from the RO system. Proposed improvements to the chloramination system were integrated into the existing SCADA system. The HMI screens were updated and modified to allow the operators to observe and control the chloramination. Construction plans and technical specifications were developed for the County to bid the improvements to prequalified contract electricians

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME CPH, Inc.	(2) FIRM LOCATION (City and State) Orlando, FL	(3) ROLE Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

### G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
David A. Gierach, P.E., CGC	Principal-in-Charge	X	X	X	X	X	X	X	X	X	X
David E. Mahler, P.E.	Program Manager			X	X	X	X		X		X
Jeremiah D. Owens, P.E., CFM	Project Engineer (Stormwater)						X	X	X	X	
H. Larry Wray, P.E.	Project Engineer (Stormwater)	X	X				X	X	X	X	
Jeremy C. Morton, P.E.	Project Engineer (Site Civil)						X	X	X	X	
Kurt R. Luman, Jr., P.E.	Project Engineer (Transportation / Traffic)				X	X	X	X	X	X	
Matthew Cushman, P.E.	Project Engineer (Transportation / Traffic)						X	X	X	X	
Ariel P. Elvambuenza, P.E.	Project Engineer (Transportation / Traffic)						X			X	
Joseph M. LoFaso, Jr., E.I.	Project Engineer (Transportation / Traffic)						X	X	X	X	
Sandra L. Gorman, P.E.	Project Engineer (Transportation / Traffic)						X			X	
James "Jay" R. Morris, Jr., P.E.	Project Engineer (Utilities)			X	X	X	X		X		X
Mason Gardberg, P.E.	Project Engineer (Utilities)			X	X	X					
Scott A. Breitenstein, P.E.	Project Engineer (Utilities)			X	X	X			X	X	X
Alyssa B. Filippi, P.E.	Project Engineer (Utilities)			X	X	X					
Jose M. Ortiz, MCE, P.E.	Structural Engineer					X	X	X	X	X	
Eduardo Aviles, P.E.	Structural Engineer					X	X	X	X	X	
David J. Melfi, P.E.	MEP Engineer					X	X	X	X	X	
Maxwell D. Spann, PLA, CLARB	Landscape Architect						X	X	X	X	
James K. Winter, PLA, CLARB	Landscape Architect						X	X	X	X	
Thomas J. Galloway, PSM	Project Surveyor	X	X	X	X	X	X	X	X	X	X
Paul J. Katrek, PSM	Project Surveyor			X	X	X	X	X	X	X	
Randy L. Roberts, PSM	Project Surveyor			X	X	X	X	X	X	X	
Amy E. Daly, LEED AP	Principal Environmental Scientist	X	X	X	X	X	X	X	X	X	
Aaron P. Moore, PWS	Environmental Scientist	X	X	X	X	X	X	X	X	X	
David A. Terwilleger, P.E., CGC	Construction Administration						X	X	X	X	

### 29. EXAMPLE PROJECTS KEY

NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	Heritage Bay CDD - Continuing Services Contract	6	City of Sanford - Continuing Services Contract
2	Habitat CDD - Continuing Services Contract	7	City of DeLand - Continuing Services Contract
3	Reedy Creek Improvement District - Continuing Services Contract	8	City of Lake Mary - Continuing Services Contract
4	Toho Water Authority - Continuing Services Contract	9	City of Palm Coast - Continuing Services Contract
5	Orange County - Continuing Services Contract	10	Collier County - Continuing Services Contract

## H. ADDITIONAL INFORMATION

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The City of Orlando

July 12, 2017

**RE: CPH, Inc. – W. Central Blvd. Sanitary Sewer Replacement and Streetscape Design/Build  
(W. Central Blvd, Glenn Ln. and Garland Ave., Orlando, FL 32805)**

To Whom It May Concern:

It is my pleasure to provide CPH, Inc. (CPH) with this letter of recommendation regarding their recent services for Streetscape and Roadway improvements for W. Central Blvd.

CPH was the Prime Engineer under Garney Construction for the City's Design/Build/CMAR project. The project included the upsizing the existing 8" gravity sewer to an 18" & 21" gravity sewer, duct bank design to underground the overhead utilities, and the complete reconstruction and streetscaping of the corridor. The CPH Team managed the designed and permitted of the 0.55 mile project. The upsized sewer along W. Central Blvd is required to serve the new Major League Soccer (MLS) Stadium that was recently constructed, the City's future Sports Entertainment District redevelopment, as well as other future redevelopment along W. Central Blvd and the Parramore District. The roadway reconstruction and streetscape improvements include complete roadway reconstruction including removal of the underlying brick, addition of left turn lanes at the existing intersections, a new traffic signal with a BRT (Bus Rapid Transit) phase, widened sidewalks to accommodate larger pedestrian traffic, additional right-of-way and easement coordination, placing all overhead utility lines underground (including the duct bank design), complete Maintenance of Traffic Plans (including coordination with FDOT on the Ultimate I-4 Construction MOT), and incorporating landscape/hardscape features including street lighting, trees, decorative crosswalks, and street furniture. The project was initiated in March 2016 and is currently under construction. The anticipated completion date is October 2017.

The City officials and staff members have been satisfied with the performance by CPH. CPH has always been responsive to the City's needs during both design and construction, and understood the importance of the project to the City. I am very confidence that our experience with CPH is reflective of the professionalism, level of service, and satisfaction others can expect.

Should you have any questions regarding the information above please do not hesitate to contact me.

Sincerely,



Mike Melzer, P.E.  
Project Manager/Construction Manager  
400 South Orange Avenue, Orlando, FL 32801  
Phone: 407.246.3187  
E-mail: Michael.Melzer@cityoforlando.net

## H. ADDITIONAL INFORMATION (continued)

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January 13, 2017

City of Sanford/City Hall  
300 North Park Avenue  
Sanford, FL 32771-1244

To Whom It May Concern:

It is my pleasure to provide CPH, Inc. (CPH) with this letter of recommendation. CPH has worked with the City of Sanford since 1958 and has retained the distinction of being the City's consulting utility engineer. The staff is innovative, professional, reliable, resourceful, and responsive. CPH has worked alongside the City in anticipating future growth and building the utility infrastructure to accommodate that growth. They have designed both water and wastewater facilities throughout the City and they have provided exceptional project management services for the majority of the City's large-scale utility projects. In addition, CPH has provided us with extensive consulting and engineering services for projects that include landscape architecture, roadway, streetscape design, drainage, recreational facility projects and many other projects involving our municipal buildings and facilities.

CPH completed the design in 2016 of the Sanford North WRF - Biological Nutrient Removal Expansion (BNR) project. The Sanford North WRF IFAS BNR improvements consisted of the following infrastructure: (1) new RAS/WAS pumping systems; (2) primary anoxic basins (2-stage); (3) wastewater step-feed process; (4) aerobic basins; (5) deoxygenation basins; (6) secondary anoxic basins; (7) reaeration basins; (8) turbo blowers (5 units); (9) chemical and supplemental carbon storage/handling facilities; (10) aerobic digestion system improvements; (11) internal recycle systems; and (12) various buildings. The facility meets all TN and TP mandated effluent limitations.

CPH also recently provided design improvements to the City of Sanford's Water Treatment Plant No. 2. The improvements were designed to remove the organics from the raw water, which were identified as precursors of disinfection by-products (TTHM's). The project was constructed in 2014. The improvements were part of an overall project being funded through FDEP # DW590120, to comply with the stage 2 of the Disinfection By-Products Rule.

CPH provided master planning and design services for the City of Sanford's regional water/wastewater/reclaimed master plan. CPH was pivotal in forming the business model for the regional reclaimed system, and drafting the agreements and reaching consensus among the parties.

In addition, CPH upgraded biosolids treatment to include thermally system followed by solar dryer to produce a marketable product. This is a new cost-effective biosolids disposal method that reduces cost and potentially increases revenue.

City officials and staff members have been pleased with the cost, quality, timeliness and responsiveness from the principals and staff members of CPH. The City of Sanford has a strong commitment to CPH and will continue to rely on the firm as the City continues to grow. We highly recommend CPH for any engineering services you might require.

Should have any specific questions about the information above please do not hesitate to contact me.

Sincerely,



Bilal Iftikhar, P.E./Public Works Director



# City of DeLand

"The Athens of Florida"

[www.deland.org](http://www.deland.org)

1102 South Garfield Avenue  
DeLand, FL 32724  
Telephone: (386) 626-7196  
Fax: (386) 736-5366

February 08, 2017

Re: CPH, Inc. Reference DeLand Park- Parks-Trail

To Whom It May Concern:

The City of DeLand has had the pleasure of working with CPH since 1997. We have relied on their assistance for projects and issues specifically involving FDOT since they have a good working relationship with FDOT staff and excellent knowledge of the rules and requirements of that organization. CPH has provided the City with site/civil engineering, transportation engineering, landscape architecture, utility design, structural/mechanical/electrical/plumbing design, architecture, survey, and construction administration. They have played a key role in the planning, design and construction of our greenway/trail system that meanders throughout the City.

CPH provided complete design and post design services for the Alabama Avenue Greenway Phase I and II. CPH was well qualified to design the trail and was highly responsive whenever the City needed their assistance. The project consisted of a Local Agency Program (LAP) project between the Florida Department of Transportation and the City of DeLand. Phase I included a 1.20 miles, 10' - 12' wide asphalt and concrete trail, from the City's Earl Brown Park to the City's Painters Pond. The design phase required reviewing the trail study prepared for FDOT by another engineering company, and modifying the alignment and trail width to fit within the City's existing rights-of-way. Phase 2 consisted of a 0.70 mile extension of the original 1.20 mile trail, extending through Stetson University. Coordination with the Stetson was handled by CPH to ensure the design met the requirements and needs of the University since it coincided with campus sidewalk network.

We also selected CPH to design the DeLand Greenway, North Extension Part A project. This FDOT LAP project will extend the Alabama Ave Greenway Multi-Use Trail approximately 1.30 miles. CPH was responsible for survey, ROW analysis, design, permitting, and obtaining approval of proposed bid documents from FDOT and Volusia County.

Another important project for the City that CPH recently completed was our Earl Brown Park Improvements. This project included site and stormwater design for the Wayne Sanborn Activity Center replacement project (and related parking), parking lot serving Spec Martin Stadium, parallel parking and traffic calming along Alabama Ave., an amphitheater, basketball courts, restroom/concession building, playground area, and a hardscaped entryway feature.

February 8, 2017  
Page 2

The CPH team has provided very professional service and has the overhead to meet budgets and schedules for our projects. They have been dedicated to the City of DeLand and provide very responsive and quality services. We look forward to working with CPH on ongoing projects and other projects in the future.

Should you have any questions, please feel free to contact me.

Sincerely,

Keith D. Riger, PE  
Public Services Director



Utility Department

July 18, 2017

**RE: CPH, Inc. – Palm Coast Roadway Network**

To Whom It May Concern:

CPH has provided engineering consulting services to the City of Palm Coast since 1999. Since then CPH has conducted roadway evaluation surveys, coordinated traffic counts, developed bridge inspection programs, performed roadway and intersection improvement projects, and provided construction administration and inspection to accommodate the needs of the City. CPH has also conducted a roadway and stormwater evaluation program for over 500 miles of collector and local roadways to be overlaid or repaired where required and as a result, the City implemented a 50 mile per year program. CPH evaluated roadway conditions and assisted the City in providing the design criteria for the overlay specs and repair methods. Design projects consist of roadway planning, complete roadway design, stormwater surface management systems, pedestrian systems, signing and pavement marking design, signalization design, maintenance of traffic (MOT) design, and construction administration and inspection.

CPH provided services for the Belle Terre Parkway Four-Lane project including roadway and drainage design, traffic services, landscape architecture, utility design, right-of-way acquisition, surveying and environmental services. The project consisted of approximately 4.1 miles of a four-lane divided roadway, four 12-foot travel lanes and two four-foot bicycle lanes. CPH also provided general traffic engineering services for the project, including access management studies, traffic volume projections and traffic signal warrant analyses, and traffic signal design for five intersections.

Another project designed by CPH was the Palm Coast Parkway & Brushwood Lane - Traffic Analysis and Intersection Improvements design. CPH worked with the City Engineer and staff to find a cost-effective solution which addressed multiple issues including cut-through traffic, business and legal damages, and a significant safety problem. After the analysis, CPH found a design solution consisting of median and turn lane modifications in lieu of a signal.

The City of Palm Coast can attest to the firm's high standards for innovative and functional designs, responsive services, and commitment to quality projects. CPH has provided us with consulting and engineering services for projects that include water and sewer systems and treatment facilities, roadway design, streetscapes, multi-use trails, landscape architecture, drainage, recreational upgrades and refurbishments and many other projects involving our municipal buildings and facilities. The City has been very pleased with CPH in the projects they have undertaken.

Should you like to discuss the information above, please not hesitate to contact me.

Sincerely,

Richard Adams  
Utility Director  
E-mail: [radams@palmcoastgov.com](mailto:radams@palmcoastgov.com)

---

2 Utility Drive • Palm Coast, FL 32137 • Tel (386) 986-2360

The Panama City Community Redevelopment Agency (CRA)

July 12, 2017

**Re: CPH, Inc. – Harrison Avenue Streetscape Design**

To Whom It May Concern:

It is my pleasure to provide CPH, Inc. (CPH) with this letter of recommendation. The staff is innovative, professional, reliable, resourceful, and responsive. We can attest to the firm's high standards for functional designs and a steadfast commitment to quality projects.

CPH is providing innovative services for the Streetscape Design of Harrison Avenue for the Panama City CRA. The design was initiated in September 2015, and completed in April 2017. Harrison Avenue is Panama City's main street leading to City Hall and the Panama City Marina. Preliminary Design Services included assisting the CRA with Public Outreach to obtain initial stakeholder input to determine project wants/needs, preparing three streetscape alternatives, and Public Involvement meetings. After public meetings were conducted, the Final Design elements included roadway rehabilitation through milling and resurfacing, a roundabout at Harrison Ave. and 4th Street, converting the existing angled on-street parking to parallel parking to provide wider pedestrian areas in front of the businesses, upgraded street lighting, including electrical outlets for various community events, landscaping, modified stormwater, and minor utility relocations.

We have been very pleased with the efforts of the CPH Team, including their timeliness, attention to detail, and their pride and ownership of their work. I am confident that our favorable experience with CPH is reflective of the professionalism, level of service, and satisfaction that others can expect, and I highly recommend them to fulfill your project needs. If you have any questions please do not hesitate to contact me.

Sincerely,



Onya Bates, FRA-RP, CRA Program Manager  
9 Harrison Avenue,  
Panama City, FL 32404  
Phone: 850.872.3011  
E-mail: obates@pcgov.org



PUBLIC WORKS DEPARTMENT  
120 E. Pomelo Street  
Lake Alfred, Florida 33850  
Phone: (863) 291-5274 Fax: (863) 968-5090

June 12, 2012

**Re: CPH Engineers, Inc. Letter of Reference**

To Whom It May Concern:

The City of Lake Alfred has maintained a professional relationship with the firm of CPH Engineers, Inc. since 1999. During this time, CPH has provided us with extensive consulting engineering services for the City's utility systems. CPH has also assisted us with miscellaneous CDBG paving and drainage improvements, and larger FDEP SRF low interest loan funding for our water line project and our wastewater treatment facility (WWTF), as described below.

CPH was responsible for upgrading the City of Lake Alfred's WWTF. The project consisted of upgrading the existing 0.600 MGD trickling filter facility with a new 1.0 MGD modified activated sludge process WWTF. The design included adding a new pretreatment headworks, new 1.0 MGD rated WWTF (anoxic zones, aeration basins, and clarifiers), and new microscreen filtration (two units). The existing trickling filter tank was converted to a 260,000 gallon equalization basin and the two existing clarifiers were converted to aerated digesters/holding tanks. The FDEP SRF Loan amount was approximately \$4.5 million.

On another notable project, the CR 557 Water Main Extension, CPH was responsible for the installation of the City of Lake Alfred CR 557 water main extension. The project consisted of 10,105 LF of 12" PVC water main within the public right-of-way of CR 557 in Polk County. CPH worked directly on the SRF facility planning documents and provided the capital financing plan. CPH worked together with the City to plan and establish the most practical route for the utilities. The route layout involved coordination with land owners and Polk County.

Officials and staff members of the City of Lake Alfred have been extremely pleased with the cost, quality, timeliness and responsiveness of the professional consulting services we have received from CPH. I am confident that our favorable experience with CPH Engineers is reflective of the level of service and satisfaction that others can expect, and I do not hesitate to recommend them to fulfill your project needs.

If you have any questions please do not hesitate to contact me.

Sincerely,

  
John Deaton  
Public Works Director

21 West Church Street  
Jacksonville, Florida 32202-3139

January 20, 2017

Re: CPH, Inc.

To Whom-It-May-Concern:



E L E C T R I C

W A T E R

S E W E R

It is my pleasure to provide CPH, Inc. (CPH) with this letter of recommendation. CPH provided engineering services to JEA for the Ponce de Leon Water Treatment Plant (WTP) Pump Building and Reservoir Replacement project, which was constructed in 2016.

The Ponce De Leon WTP is located near the Atlantic Ocean in St. Johns County; its above-grade metallic tank, equipment and piping had subsequently corroded due to the marine environment. The facility had a permitted capacity of 0.865 MGD and the project included replacement of a 500,000 gallon ground storage tank with aerator, three high service pumps and a new sodium hypochlorite system along with a new building and associated piping and electrical equipment. The new equipment was specified with materials suitable for the marine environment.

CPH has also developed a Project Definition, which included the background, justification, scope, cost, and schedule for upgrading the existing Otter Run Water Treatment Plant in Nassau County. CPH is currently designing the plant's upgrades, including removal and replacement of the high service pumps, above-ground storage tanks, aerator, sodium hypochlorite system, building and electrical equipment.

The CPH team is professional, innovative, resourceful, and responsive. Their designs have been efficient, effective and delivered on-time. JEA welcomes the opportunity to work with CPH on future projects.

Please feel free to contact me at (904) 665-4028 or [vuhx@jea.com](mailto:vuhx@jea.com) if you would like to discuss any of the above information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Hai X. Vu", is positioned above the typed name.

JEA  
Hai X. Vu, P.E.  
Manager, Water Plants Engineering and Construction



[www.sanfordfl.gov](http://www.sanfordfl.gov)

MAILING ADDRESS  
CITY OF SANFORD  
POST OFFICE BOX 1788  
SANFORD, FL 32772-1788

PHYSICAL ADDRESS  
CITY HALL  
300 NORTH PARK AVENUE  
SANFORD, FL 32771-1244

TELEPHONE  
407.688.5001

FACSIMILE  
407.688.5002

CITY COMMISSION

JEFF TRIPLETT  
MAYOR

ART WOODRUFF  
DISTRICT 1

VELMA H. WILLIAMS  
DISTRICT 2

PATRICK AUSTIN  
DISTRICT 3

PATTY MAHANY  
DISTRICT 4

NORTON N. BONAPARTE, JR.  
CITY MANAGER

## OFFICE OF THE MAYOR AND CITY COMMISSION

May 17, 2017

RE: CPH, Inc. Reference

To Whom It May Concern:

I am happy to provide CPH, Inc. (CPH) with this letter of recommendation regarding their recent exceptional performance on two phases of our RiverWalk. CPH has worked with the City of Sanford since 1958 and has acted as the City's continuing contract engineer since that time for countless projects.

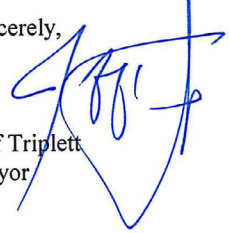
They recently completed Phase II of the US 17-92 RiverWalk and they are wrapping up Phase III. The design included advanced coordination with SJRWMD and FDEP due to work within sovereign submerged lands, seawall replacement, and a pedestrian bridge. CPH included the use of innovative best management practices to minimize the impact of stormwater runoff on Lake Monroe and obtained a permit exemption for the project. Phase II consisted of 0.75 miles of 10-14 foot wide trail, replacement of 3,800 feet of seawall along Lake Monroe, trail head parking, a pedestrian activated signal crossings, a prefabricated pedestrian bridge over Mill Creek, cantilever overlook structure extending over Lake Monroe, and additional hardscaping, landscaping, and lighting.

CPH is providing planning, survey, and design services for Phase III of the project which includes a 2.0 mile extension to the existing trail. During both phases of the RiverWalk project, CPH staff worked diligently to adhere to the schedule and budget, despite the difficulty of designing a trail along the waterfront. The City is thrilled with the results of Phase II, is anxiously awaiting the completion of Phase III, and can't thank CPH enough regarding their performance on these projects.

The City has worked with all departments in CPH and has always been pleased with the cost, quality, timeliness, and responsiveness from every service provided. We are committed to utilizing CPH on future projects and look forward to working with CPH in expanding and improving the City of Sanford.

I encourage you to contact me regarding the CPH's professionalism, exceptional design, and responsive staff.

Sincerely,

  
Jeff Triplett  
Mayor

*The Friendly City*



City of Punta Gorda, Florida

**DIRECTOR OF GROWTH MANAGEMENT**  
**DENNIS B MURPHY SR., PG; PSM**  
326 West Marion Avenue  
Punta Gorda, Florida  
941-575-3372 Telephone  
941-575-3356 Fax  
dmurphy@ci.punta-gorda.fl.us  
www.ci.punta-gorda.fl.us

May 6, 2011

RE: Linear Park Phases II and III, Punta Gorda, Florida

To Whom It May Concern:

The City of Punta Gorda retained the services of CPH Engineers, Inc. (CPH) in March 2009 for the design, permitting and construction assistance for Phases II and III of our Linear Park Project. Our Master Plan included the continuation of the first phase of the multi-use trail from West Olympia Avenue to Cross Street.

The project involves 0.8 miles of ten foot wide trail located in an abandoned Rail Road Right of Way. In addition to the trail, the project includes two trail head parking lots, two dual Bocce Ball courts, and five exercise stations. Key points along the trail include inlaid brick compass roses and street crossings. With Punta Gorda being the Hibiscus City, CPH prepared an intricate design of the City Seal for the intersection of Virginia Avenue and Shreve Street. This project runs through the historic district of the City, and therefore has a very high profile.

CPH completed the design and secured the required permitting, including a delicate wetlands mitigation permit with the Southwest Florida Water Management District in a very timely manner. Unfortunately, due to funding constraints with the Florida Department of Transportation, the City was unable to proceed with the full design. CPH is now working with Punta Gorda to develop a minimal Base Plan for each Phase, along with Bid Alternates that will be added based on the actual bids and available funding.

Punta Gorda has been pleased with the efforts of the CPH Team, including their timeliness, attention to detail, and their pride and ownership of their work. They have worked well as an extension of the City's Staff. We would highly recommend CPH for similar projects.

Should you like to discuss CPH's efforts in more detail, please do not hesitate to contact me directly at (941) 575-3370.

Sincerely,  
The City of Punta Gorda

Dennis B. Murphy, Sr., PG, PSM  
Director of Growth Management



David J. Mealor  
Mayor  
dmealor@lakemaryfl.com



## City of Lake Mary

*Incorporated in 1973*

July 12, 2017

**RE: CPH, Inc. – Sand Pond Road and Skyline Drive**  
**(Sand Pond Road and Skyline Drive, Lake Mary, FL 32746)**

To Whom It May Concern:

CPH, Inc. (CPH) has been providing consulting engineering services to the City of Lake Mary since 1975. They have assisted the City in a broad range of engineering areas including water, wastewater, stormwater, recreational facilities, landscape architecture, traffic studies, roadway design, and construction engineering inspection (CEI) services.

CPH performed the design, permitting, and construction administration services for the Sand Pond Road and Skyline Drive roadway project for the City of Lake Mary. The 1.25-mile project consisted of converting the existing two-lane rural roadway to a two-lane urban roadway, minor widening to accommodate the turn lane improvements, safety upgrades, and adding sidewalks along both sides of the corridor. The project also included extending Skyline Drive from its former terminus approximately 1,100 feet to Emma Oaks Trail. The design implemented recommendations identified in a previous study to eliminate roadway flooding, improve traffic flow, and improve safety along the corridor. Services included geometric design to correct the horizontal and vertical alignments to comply with current standards, pavement analyses to determine the strength and integrity of the existing base material, hydraulic modeling for the proposed stormwater management system, utility coordination, and permitting through SJRWMD and Seminole County. The project was initiated in February 2010, and was completed in June 2012.

The City of Lake Mary can attest to the firm's high standards for innovative and functional designs, responsive services, and a steadfast commitment to quality projects. CPH has provided us with extensive consulting and engineering services throughout the years, and we have been very pleased with their efforts in all the projects they have undertaken. We can confidently recommend this firm to meet your engineering needs.

If you have any questions, please feel free to contact me directly.

Sincerely,

David J. Mealor  
Mayor

[www.lakemaryfl.com](http://www.lakemaryfl.com) • Main Phone: (407) 585-1423 • Fax: (407) 585-1498

CITY HALL, 100 N. Country Club Road, P.O. Box 958445, Lake Mary, FL 32795-8445

### I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

4/15/2019

33. NAME AND TITLE

David E. Mahler, P.E. / Sr. Vice President/Associate

# ARCHITECT ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)


## PART II - GENERAL QUALIFICATIONS

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

2a. FIRM (OR BRANCH OFFICE) NAME CPH, Inc.				3. YEAR ESTABLISHED 1981		4. DUNS NUMBER 058232349	
2b. STREET 1117 East Robinson Street				5. OWNERSHIP			
2c. CITY Orlando		2d. STATE FL		2e. ZIP CODE 32801		a. TYPE Corporation	
6a. POINT OF CONTACT NAME AND TITLE David E. Mahler, P.E. / Sr. Vice President/Associate				b. SMALL BUSINESS STATUS Yes			
6b. TELEPHONE NUMBER 407.425.0452		6c. E-MAIL ADDRESS info@cphcorp.com		7. NAME OF FIRM (If block 2a is a branch office) CPH, Inc.			
8a. FORMER FIRM NAME(S) (If any)				8b. YR. ESTABLISHED		8c. DUNS NUMBER	
CPH Engineers, Inc. (1998-2013) / Conklin, Porter, & Holmes (1981-1998)				1981		058232349	
9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS			
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)	
		(1) FIRM	(2) BRANCH				
02	Administrative	40	4	C10	Commercial Building; (low rise); Shopping	6	
12	Civil Engineer	53	6	C15	Construction Management	4	
15	Construction Inspection	6	1	C18	Cost Estimating; Cost Engineering and	3	
08	Draftsmen	10		E09	Environmental Impact Studies, Assessments	5	
18	Estimators	4		H07	Highways; Streets; Airfield Paving; Parking	7	
39	Landscape Architects	3	1	L03	Landscape Architecture	4	
42	Mechanical Engineer	4		O01	Office Building; Industrial Parks	4	
47	Planner	5	4	P06	Planning (Site, Installation and Project)	7	
52	Sanitary Engineer	3	1	R04	Recreational Facilities (Parks; Marinas; etc.)	3	
57	Structural Engineer	2		R06	Rehabilitation (Buildings; Structures;	4	
38	Surveyor	19		S04	Sewage Collection, Treatment & Disposal	8	
60	Transportation Engineer	9		W02	Water Resources; Hydrology; Ground Water	6	
23	Environmental Engineer	13	2	W03	Water Supply; Treatment and Distribution	6	
08	Engineering/CADD Techs	15	4	L02	Land Surveying	6	
12	Engineering Interns	19	2				
02	Network Admin	6					
08	Technical Assistants	19	1				
24	Environmental Scientists	5					
06	Architects	5					
	Other Employees	0					
Total		240	26				
11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER					
a. Federal Work		1		1. Less than \$100,000.			
b. Non-Federal Work		10		2. \$100,000 to less than \$250,000			
c. Total Work		10		3. \$250,000 to less than \$500,000			
				4. \$500,000 to less than \$1 million			
				5. \$1 million to less than \$2 million			
				6. \$2 million to less than \$5 million			
				7. \$5 million to less than \$10 million			
				8. \$10 million to less than \$25 million			
				9. \$25 million to less than \$50 million			
				10. \$50 million or greater			

### I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE 		32. DATE 4/15/2019
33. NAME AND TITLE David E. Mahler, P.E. / Sr. Vice President/Associate		

# RELEVANT INFORMATION

4

## A. PROFESSIONAL PERSONNEL QUALIFICATIONS AND ABILITY

We have carefully evaluated the RFQ document and available information, and have assembled a team that has the expertise and background to work on the “Professional Engineering Services” contract. In addition to the assigned staff, CPH has the ability to pull from over 240 staff members to assist in design and construction services. Our total level of in-house resources consists of engineers, designers, environmental scientists, contractors, architects, surveyors, planners, GIS analysts, and landscape architects. The chart below identifies our project team and their qualifications. **We have provided detailed resumes in Part I, Section E of our Standard Form 330.**

Name	Title	Years of Experience	Education/Licenses
David A. Gierach, P.E., CGC	Principal-in-Charge	34	B.S. in Environmental Engineering, University of Florida Professional Engineer – FL (No. 38642) General Contractor License – FL (No. 060789)
David E. Mahler, P.E.	Program Manager	27	B.S. in Environmental Engineering, University of Central Florida Professional Engineer – FL (No. 50041)
Jeremiah D. Owens, P.E., CFM	Project Engineer (Stormwater)	17	B.S. in Civil Engineering, Louisiana Tech University Professional Engineer – FL (No. 65037) Certified Floodplain Manager Qualified Stormwater Management Inspector
H. Larry Wray, P.E.	Project Engineer (Stormwater)	21	M.S. in Water Resources Engineering, University of Central Florida, 1996 B.S. in Environmental Engineering, University of Central Florida, 1994 Professional Engineer – FL (No. 55557) Qualified Stormwater Management Inspector (FDEP)
Jeremy C. Morton, P.E.	Project Engineer (Site Civil)	12	B.S. in Civil Engineering, University of Florida Professional Engineer – FL (No. 75410)
Kurt R. Luman, Jr., P.E.	Project Engineer (Transportation/Traffic)	19	B.S. in Civil Engineering, University of Central Florida Professional Engineer – FL (No. 65036) Advanced Maintenance of Traffic, FDOT, Critical Structures Construction Issues Course
Matthew Cushman, P.E.	Project Engineer (Transportation/Traffic)	12	B.S. in Aerospace Engineering, Embry-Riddle Aeronautical College Professional Engineer – FL (No. 73150) Advanced Maintenance of Traffic Traffic Signal Inspector Level I, IMSA Certified - FL
Ariel P. Elvambuena, P.E.	Project Engineer (Transportation/Traffic)	21	B.S. in Civil Engineering, Purdue University Professional Engineer- FL (No. 66657) CTQP QC Manager CTQP Asphalt Paving Technician- Level I & II FDOT Approved Advanced Maintenance of Traffic Philippine Engineers and Scientist Organization Philippine Professional Association
Joseph M. LoFaso, Jr., E.I.	Project Engineer (Transportation/Traffic)	3	M.S. in Civil Engineering, University of Central Florida B.S. in Civil Engineering, University of Central Florida Engineer Intern – FL (No. 1100015828) Advanced Maintenance of Traffic
Sandra L. Gorman, P.E.	Project Engineer (Traffic)	24	M.C.E. in Civil Engineering, University of South Florida B.S. in Civil Engineering, University of South Florida Professional Engineer – FL (No. 59530)
James “Jay” R. Morris, Jr., P.E.	Project Engineer (Utilities)	18	B.S. in Environmental Engineering, University of Central Florida Professional Engineer – FL (No. 62384) Commercial Pilot License (No. 266577109)
Mason Gardberg, P.E.	Project Engineer (Utilities)	5	B.S. in Environmental Engineering and Civil Engineering (double major) University of Central Florida Engineering Intern – FL (No. 1100018416)
Scott A. Breitenstein, P.E.	Project Engineer (Utilities)	26	B.S. in Environmental Engineering, University of Central Florida Professional Engineer – FL (No. 57402)
Alyssa B. Filippi, P.E.	Project Engineer (Utilities)	6	B.S. in Environmental Engineering, University of Central Florida Professional Engineer – FL (No. 82339)

Name	Title	Years of Experience	Education/Licenses
Jose M. Ortiz, MCE, P.E.	Structural Engineer	22	M.E. in Structural Engineering, Cornell University B.S. in Civil Engineering, Recinto Universitario de Mayaguez, UPR Professional Engineer – FL (No. 67920), PR (No. 17212)
Eduardo Aviles, P.E.	Structural Engineer	5	M.S. in Structural Engineering, University of Puerto Rico B.S. in Civil Engineering, University of Puerto Rico B.S. in Land Surveying, University of Puerto Rico Professional Engineer – FL (No. 85877)
David J. Melfi, P.E.	MEP Engineer	12	M.A. in Architectural Engineering, Pennsylvania State University B.A. in Architectural Engineering, Pennsylvania State University Professional Engineer – FL (No. 72405)
Maxwell D. Spann, PLA, CLARB	Landscape Architect	18	Bachelor of Landscape Architecture, Kansas State University 2002, Professional Landscape Architect – FL (No. 6666780) CLARB Certified – No. 31691 American Planning Association, American Public Gardens Association Florida Chapter ASLA – Orlando Section Chair
James K. Winter, PLA, CLARB	Landscape Architect	36	B.A. in Landscape Architecture, Mississippi State University Registered Landscape Architect – FL (No. 0000911) CLARB Certified – (No. 5203)
Thomas J. Galloway, PSM	Project Surveyor	27	B.S. in Surveying and Mapping, University of Florida Professional Surveyor & Mapper – FL (No. 6549) NCEES Council No. 1291
Paul J. Katrek, PSM	Project Surveyor	25	A.S. in Architecture & Building Technology, Daytona Beach Community College, Professional Surveyor & Mapper - FL (No. 6233) NCEES Record No. 1342
Randy L. Roberts, PSM	Project Surveyor	43	Honor Graduate of University of Florida Surveying Program, College of Engineering Professional Surveyor & Mapper – FL (No. 3144)
Amy E. Daly, LEED AP	Principal Environmental Scientist	26	M.B.A., FMU, Summa Cum Laude B.S. Biological Sciences, Florida State University U.S. Army Corps of Engineers Wetland Delineator Florida Unified Mitigation Methodology Course Qualified Stormwater Management Inspector Prescribed Burner Authorized Gopher Tortoise Agent (GTA-09-00145) LEED Accredited Professional
Aaron P. Moore, PWS	Environmental Scientist	17	B.S. Biology, University of Central Florida Authorized Gopher Tortoise Agent, (GTA-09-00125) Southwest Florida Water Management District Soils Identification Course Florida United Mitigation Assessment Methodology Course ACOE Wetland Delineator Professional Wetland Scientist Certification- #2440
David A. Terwilleger, P.E., CGC	Construction Administration	36	M.S. in Civil Engineering, University of Central Florida B.S. in Civil Engineering, University of Florida Graduate work in Structural and Geotechnical Engineering Professional Engineer - FL (No. 34376) Certified General Contractor - FL (No. 031751) Advanced Maintenance of Traffic CTQP QC Manager Critical Structures Construction Issues Course CTQP Final Estimates- Level I & II

## B. CPH'S PAST EXPERIENCE AND PERFORMANCE

### Overview of Experience

CPH has Continuing Contracts with 8 Districts, 43 Cities and 13 Counties. The team has extensive experience working throughout Florida serving these municipalities and under continuing contracts. CPH is available for planned projects as well as unplanned emergencies. The following matrix highlights some of CPH's recent continuing contracts experience:

### Community Development District Experience

	Public Involvement	Permitting	Landscape Architecture	Stormwater	Architecture	M/E/P	Environmental	Traffic	Roadways	Pipelines	Treatment Systems	Master Planning	Surveying & Mapping	Construction Inspection	Construction Management
Heritage Bay CDD		x								x	x	x	x	x	x
Habitat CDD		x	x					x		x	x	x	x	x	x
Dunes CDD		x		x						x	x		x	x	x
Heritage Oak Park CDD			x												
Palmetto CRA	x	x	x	x	x			x	x			x	x		
Toho Water Authority	x	x		x	x		x			x	x	x	x	x	x
Valencia Water Control District	x	x		x			x					x	x	x	x
Key Largo Wastewater Treatment District	x	x		x	x		x			x	x	x	x	x	x
Hillsborough County	x	x	x	x				x	x				x	x	x
Sarasota County	x	x	x	x	x		x	x	x	x		x	x	x	x
Manatee County	x	x	x	x	x		x	x	x	x		x	x	x	x
City of Dunedin	x	x		x			x						x	x	x
City of Lake Alfred	x	x	x	x	x		x	x		x	x	x	x	x	x
City of Winter Garden		x		x			x			x	x	x	x	x	x
USF St. Pete	x	x	x		x		x	x	x			x	x		
City of Eustis	x	x	x	x			x	x	x	x	x	x	x	x	x
City of Sanford	x	x	x	x	x		x	x	x	x	x	x	x	x	x
City of Palm Coast	x	x	x	x	x		x	x	x	x	x	x	x	x	x
City of Winter Springs	x	x	x	x	x		x	x	x	x	x	x	x	x	x
City of Oviedo	x	x	x	x			x	x	x	x	x	x	x	x	x
Orange County		x	x	x			x			x	x		x	x	x
City of Titusville	x	x		x			x			x	x	x	x	x	x
City of Lake Mary	x	x	x	x	x		x	x	x	x	x	x	x	x	x
City of DeLand	x	x	x	x	x		x	x	x	x		x	x	x	x
City of Casselberry	x	x	x	x			x	x	x	x	x	x	x	x	x
Volusia County	x	x	x	x	x		x		x	x	x	x	x	x	x
Seminole County		x		x			x		x	x	x		x	x	x
Florida State of Agriculture Department		x	x	x	x		x	x	x				x	x	x

The team is currently serving the following Community Development Districts located nearby in the Southwest Florida area: Habitat, Heritage Bay, Lakewood Ranch, and Heritage Oak Park CDD. We serve these CDD's under a similar continuing contract whereby CPH provides all services in-house including Civil, Architecture, Landscape Architecture, Environmental, Structural, MEP, Survey, and Construction Administration/CEI. The team is well versed in working closely with CDD's as well as the community. We live, work, and play nearby, and would be thrilled to serve another local CDD.

CPH is focused on providing optimal and reliable client services for our Clients. We have been serving many of our clients for over 38 years and have successfully provided services to Federal and municipal clients through repeat business. Our core values to providing our service is to act as an extension of our clients' staff and manage projects to be on time and within budget while exceeding expectations. During our tenure with our clients, we have built a successful approach to providing client driven solutions based on honesty, responsiveness, meeting and exceeding expectations, and mutual respect.

The core of our approach to supporting our clients is communication. Our team communicates from scope development through construction to assure everyone is on the same page. We pride ourselves in documenting and coordination plan changes, variations, and basis of decisions. We work with our clients to develop a communication plan that meets their individual needs and project requirements. This could include weekly, bi-weekly, or monthly calls and / or meetings as well as status update emails or memos on projects. Our motto is "an informed client is a happy client." CPH has built a solid reputation of providing services for our clients as evidenced through our repeat business with numerous clients. Below is a sample of the projects we have completed under our continuing contracts:

#### **Heritage Bay Community Development District (Since 2016)**

- Water Quality Monitoring for Lakes
- Continuous Period Water Sampling and Testing
- Surveying Services – Bathymetric Analysis
- Bank Stabilization
- Construction Administration
- FEMA Coordination
- Bond Referendum Support

#### **Habitat Community Development District (Since 2016)**

- Reclaimed Water Feasibility Study
- Street Light Photometric Survey and Cost Evaluation
- District wide Lake Management and Erosion Control Study
- Irrigation Systems Study and Spec Design
- Conservation/Wetland Staking
- Stormwater and Lake Assessment
- LED Street Light Conversion Analysis
- Review & Coordination of Adjacent Commercial Development

#### **City of Oviedo (Since 1991)**

- SR 426 Utility Relocation Project
- Oviedo Reclaimed Water Main Phase I and II
- U.S. 17-92 Water Main Upgrade
- City of Oviedo Future Sanitary Sewer Flow Study
- Clark Street Roadway Improvements
- City of Oviedo Water Supply Plan
- Alafaya WRF Headworks and Surge Tank
- Oviedo Water Treatment Plant

#### **Reedy Creek Improvement District (Since 2016)**

- Cable and Electric Equipment Storage Facility – Site Improvements
- PW Valve Replacement at Magnolia and Floridan Way
- South Service Area / Site Master Planning

#### **Englewood Water District (Since 2006)**

- Maintenance Office & Warehouse

#### **JEA (Since 2016)**

- JEA Ponce de Leon WTP Pump Building & Reservoir Replacement
- JEA – Otter Run Water Treatment Plant Renewal & Replacement

#### **Seminole County (Since 1975)**

- CEI Lake Emma Road
- Lake Harriet Water Transmission Main
- Seminole County Regional Water Treatment Facility at Yankee Lake
- Midway Utilities Replacement – Phase 1

#### **City of Largo (Since 2012)**

- Largo/West Bay Trailhead Improvements

#### **City of DeBary (Since 2010)**

- DeBary Public Safety Complex
- DeBary Central Fire Station
- Highbanks Road at US 17/92
- Highbanks Road Sidewalk Widening Project
- DeBary Community Park

#### City of Casselberry (Since 1965)

- Casselberry Infiltration Inflow
- ARRA-Funded Water System Improvements
- Community Redevelopment Agency (CRA) area U.S. 17-92/Triplet Lake
- Hunterfield Booster Station
- Lake Howell Area Septic Tank Elimination
- Seminole Boulevard Sanitary Sewer Expansion
- North Lake Triplet Erosion Control Project
- Queens Mirror Erosion Control Project
- City of Casselberry Master Wastewater Plan
- Casselberry Water Reclamation Facility

#### Dunes Community Development District (Since 2012)

- Miscellaneous Mapping/Drafting Services
- Filter Line Design & Permit Preparation
- Hammock Dune & Camino Del Mar Parkway Milling and Resurfacing Design, Bidding & Construction Assistance
- Computer Model Development for a Reclaimed Water Interconnect Between the Dunes and the City of Palm Coast
- Reclaimed Water Computer Model Development
- Design, Permitting, Bidding and Construction Services for Water Supply Wells
- Water and Wastewater Facilities Review and Capacity Analyses
- Reclaimed Water Storage Ponds No. 1 and 4 Liner Replacement
- Construction Engineering and Inspection Services for Pond Liner Project
- WWTP Expansion

#### City of Sanford (Since 1958)

- St. Johns Parkway (Design and CEI Services)
- Sanford Reclaimed Water System
- Cloud Branch and Mill Creek Drainage Improvements
- Water Main Looping Construction
- US 17-92 Riverwalk, Phase II
- Water Treatment Plant Operations Building
- Fort Mellon Lift Station
- Sanford 1st Street Streetscape and Gateway Improvements
- St. Johns Parkway (Phases I, II, III)
- 2nd Street Drainage Improvements
- Oak Avenue Stormwater Pond
- Sanford's US 17-92 Beautification, Phase I
- Sanford South Water Resource Center
- Sanford North Wastewater Treatment Plant
- Mayfair Water Treatment Plant

#### City of Winter Springs (Since 1974)

- Winter Springs Fire Station Master Plan
- City of Winter Springs New Public Works Facility
- Winter Springs Reclaimed Water Improvements
- Winter Springs Market Square
- Winter Springs Town Center Storm System
- Winter Springs East
- City of Winter Springs Town Center Stormwater and Roadway Improvement Project
- Winter Springs Magnolia Square

#### City of Lake Mary (Since 1975)

- City Hall Expansion and Fire Station Site Planning Study
- Lake Mary Public Safety Complex
- CEI Rinehart Road Widening
- Lake Mary Sports Complex
- Sand Pond Road and Skyline Drive
- City of Lake Mary Road Reclamation and Paving Project
- Lake Mary Downtown Sanitary Sewer System Expansion
- Lake Mary Trailhead, Multi-Use Trail, and Gateway Park

#### City of DeLand (Since 1997)

- DeLand New Public Works Complex
- Spec Martin Stadium Design Criteria Package
- SR 44 (New York Avenue) Streetscape Improvement Project
- Woodland Boulevard (us 17/92)
- Alabama Avenue Greenway

#### City of Palm Coast (Since 1998)

- Belle Terre Parkway Four-Laning
- Palm Coast Roadway Network
- Palm Coast Reclaimed Water Distribution System Improvements
- Palm Coast Parkway and Pine Lakes Parkway Intersection Improvements
- Palm Coast Wellfield
- Old Kings Road North Reclaimed Water Main
- City of Palm Coast- SRF Funded Swale Rehabilitation Project
- Easthampton Boulevard Parkway Multi-Purpose Trail
- Ravenwood Drive/Whiteview Parkway Multi-Purpose Trail

#### Lee County (Since 2007)

- Sketch and Description for Existing Utility Lines
- Intersection Design/Colonial & Fowler
- Summerlin Road Improvements

#### **Volusia County (Since 1974)**

- Enterprise Road Utility Relocation
- Tenth Street
- Rhode Island Avenue
- Spring Hill Park/Trail
- Lake Monroe Trail
- S.E. Regional Wastewater Treatment Plant
- Southwest Regional Water Reclamation Facility Expansion

#### **City of Punta Gorda (Since 2008)**

- Design & Permitting for Linear Park Phases I, II & III
- Design & Permitting for Linear Park Phase IV
- WWTP Filtration Project
- WTP Filtration Improvements
- Boundary & Topo Survey 317 E. Virginia Avenue
- Shell Creek WTP, Raw Water Pump Station

#### **City of Dunedin (Since 2011)**

- Briar Circle Ditch Enhancement
- Briar Circle & Jessica Court Gabion Wall Improvements
- Monroe/Huntley Streetscape/Waterline Design
- Wastewater Treatment Tank Replacement

#### **Sarasota County (Since 2006)**

- Twin Lake Park Master Plan
- Caspersen Beach Architectural Services & Preliminary Design
- Manasota Beach Park
- Manasota Beach Dune Walkover
- North Port Health and Family Services Center Architectural Services
- Blind Pass Beach Park at Manasota Key
- North Port Health Clinic Interior Refurbishment and Expansion
- North Port Dental Clinic Architectural Services
- North Jetty Park
- Turtle Beach Renovation Design and Permitting
- Culverhouse Nature Park Driveway Design & Permitting

#### **City of Cape Coral (Since 2004)**

- Galvanized Pipe Replacement
- CPIWA Water Main Extension
- Northwest Cape and 7 Islands Vision Plan
- Electronic Message Board Study
- LED Sign Modeling Study
- Median Landscape Rendering
- 47<sup>th</sup> Terrace Streetscape Improvements

#### **Manatee County (Since 2004)**

- Bennett Park Final Site
- Lakewood Ranch Parking Improvements
- Civic Center Landscape and Stormwater Improvements
- 59<sup>th</sup> Street /Warner's Bayou Boat Ramp Improvements
- GT Bray Gymnasium Stormwater Improvements
- Kingfish Boat Ramp Improvements
- Jiggs Landing Boat Ramp Improvements
- GT Bray Park Tennis Court
- South Coquina Boat Ramp Improvements
- North Coquina Boat Ramp Improvements

#### **City of Fort Myers (Since 2004)**

- Alhambra Drive East Utility Improvements
- Riverside Park Utility Improvements
- Comprehensive Needs Assessment for Five City Buildings
- ADA Upgrades for City Water Plant
- Treatment Plant Restroom & Locker Room Upgrades
- ADA Improvements for South Wastewater Treatment Plant

#### **Collier County (Since 2012)**

- NCRWTP Odor Control Blowdown – Sulfuric Acid Injection
- NCRWTP Sand Separator Evaluation
- NCRWTP Raw Water Main Flow Meter
- SCRWTP Odor Control Blowdown Improvements
- NCRWTP Well Meter Replacement
- NCRWTP High Service Pump Replacement
- South RO Wellfield Upgrades
- NCRWTP Diesel Fuel Storage Tank Replacement
- NCRWTP Sulfuric Acid Improvements for Antiscalant Modifications
- SCRWTP CAP General Consulting Services
- NCRWTP Post Membrane Improvements
- NCRWTP Chloramination Upgrades & Improvements
- NCRWTP Blowdown SA Bulk Tank
- NCRWTP Blowdown Wet Well
- North Property Boundary Locate and Stake (Albritton)
- Resurfacing Warm Mineral Springs, Area 12C
- Sarasota County Fire Station No. 12
- Mid County Tax Collector Due Diligence, Sawyer Loop
- GT Relocation at Manasota Beach Park

## HABITAT COMMUNITY DEVELOPMENT DISTRICT CONTINUING SERVICES CONTRACT

CPH has been providing services to the Habitat Community Development District since 2016. During that time, we have completed projects that include environmental services, lake management, stormwater engineering, water quality and surveying.

Services for these projects have included:

- Engineering
- Environmental
- Lake Management
- Stormwater
- Surveying
- Water Quality Sampling

**We encourage you to contact the Habitat Community Development District about our ability to provide the required services, and our team's history of success implementing projects.**



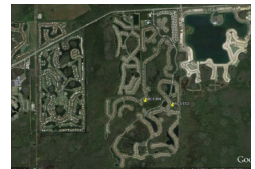
### Reclaimed Water Feasibility Study

CPH was tasked with investigating the feasibility of utilizing reclaimed water as an alternative water supply and report the feasibility to SFWMD every five years. CPH assisted the Habitat Community Development District by preparing a report for submittal to SFWMD.

## PROJECTS List



- Street Light  
Photometric Survey  
and Cost Evaluation



- District Wide Lake  
Management and  
Erosion Control  
Study



- Irrigation Systems  
Study and Spec  
Design



- Conservation/  
Wetland Staking

### Who to Contact:

Calvin Teague  
c/o Premier District  
Management  
1922 Victoria Ave, Suite B  
Fort Myers, FL 33901  
Phone: 239.690.7100

## HERITAGE BAY COMMUNITY DEVELOPMENT DISTRICT CONTINUING SERVICES CONTRACT

CPH has been providing services to the Heritage Bay Community Development District since 2016. During that time, we have worked on projects that include environmental services, stormwater, surveying services, and water quality sampling and monitoring.

Services for these projects have included:

- Engineering
- Environmental
- Stormwater
- Surveying
- Water Quality Sampling
- Water Quality Monitoring

**We encourage you to contact the Heritage Bay Community Development District about our ability to provide the required services, and our team's history of success implementing projects.**

### Who to Contact:

Bob Koncar  
313 Campus Street  
Celebration, FL 34747  
5911 Country Lakes Drive  
Ft. Myers, FL 33905  
Office Phone: 904.940.6044  
Ext. 405591  
Mobile Phone: 904.626.0593  
[www.inframarkims.com](http://www.inframarkims.com)



#### Water Quality Monitoring for Lakes

CPH was tasked with performing monthly monitoring to collect limited water quality data within approximately 29 lakes/stormwater management lakes within the Heritage Bay Community Development District boundary. CPH did sampling for salinity, conductivity, temperature, dissolved oxygen, and PH for each lake. Water sampling was conducted within the deep part of the lake and multiple samples were taken over the depth profile as appropriate. Sampling was photographed and documented as well as aquatic vegetation.

## PROJECTS List



- Continuous Period Water Sampling and Testing
- Surveying Services - Bathymetric Analysis

# CITY OF LAKE MARY CONTINUING SERVICES CONTRACT

CPH has been providing services to the City of Lake Mary since 1975. During that time, we have completed project that include streetscapes, roadways, parks, trails, stormwater, pipelines, treatment plants, pump stations, and office.

Services for these projects have included:

- Engineering
- Planning
- Landscape Architecture
- Transportation/Traffic
- Construction Administration
- Public Relations
- Environmental

**We encourage you to contact the City of Lake Mary about our ability to provide the required services, and our team's history of success implementing projects.**



## **Sand Pond Road and Skyline Drive**

CPH completed the Sand Pond/Skyline roadway project for the City of Lake Mary. The 1.25 mile project consists of minor widening, turn lane improvements, safety upgrades and converting the existing two-lane rural roadway to a two-lane urban roadway with sidewalks on both sides. The project also included extending Skyline Drive from its current terminus approximately 1,100-feet to Emma Oaks Trail. The design implemented recommendations identified in a previous study to eliminate roadway flooding, improve traffic flow, and improve safety along the corridor. Services included geometric design to correct the horizontal and vertical alignments to comply with current standards, pavement analyses to determine the strength and integrity of the existing base material, hydraulic modeling for the proposed stormwater management system, utility coordination and permitting through SJRWMD and Seminole County.

## **Who to Contact**

Ms. Jackie Sova, City Manager  
100 North Country Club Road  
Lake Mary, FL 32795  
Phone: 407.585.1419

## PROJECTS List



### **Roadways**

- Skyline/Sand Pond Road
- Rinehart Road
- International Parkway



### **Streetscape/Trails**

- Rinehart Road Trail
- Gateway & Fountains



### **Parks**

- Tennis Center
- Sports Complex
- Trailhead Park



### **Drainage**

- Soldier's Creek
- Master Drainage Plan
- Sand Pond Drainage



### **Utilities**

- Downtown Sewer System
- Main WTP
- Reclaimed Water System
- Utility Master Plan
- Elevated Ground Storage Tank

# VOLUSIA COUNTY CONTINUING SERVICES CONTRACT

CPH has been providing services to Volusia County since 1974. During that time, we have completed projects that include roadways, parks, trails, stormwater, pipelines, treatment plants, pump stations, and office.

Services for these projects have included:

- Architecture
- Engineering
- Planning
- Landscape Architecture
- Transportation/Traffic
- Construction Administration
- Public Relations
- Environmental

**We encourage you to contact the Volusia County about our ability to provide the required services, and our team's history of success implementing projects.**

## Who to Contact

Volusia County  
Michael Ulrich, Director  
123 W. Indiana Ave.  
DeLand, FL 32720  
Phone: 386.736.5965



### Tenth Street

CPH provided design services for the reconstruction of 1.2 miles of an existing 2-lane rural road to a 4-lane divided urban road. The cross-section included four 12-ft lanes with 4-ft bike lanes in both directions. CPH also assisted Volusia County by preparing right-of-way maps, and legal sketches and descriptions for the additional right of way and pond sites. The project was associated with two Volusia County Schools which included detailed coordination and scheduling between Public Works Department and the School Board.

The maintenance of traffic was also a critical element to maintain to ensure full access to both schools, by both vehicles and pedestrians, during construction. The proposed stormwater management facilities included joint use between the roadway project and one of the school's properties.

## PROJECTS List



### Roadways

- Rhode Island Avenue
- Tenth Street
- Westside Parkway



### Streetscape/Trails

- Lake Monroe Trail
- Spring Hill Trail



### Parks

- Spring Hill Park
- Lighthouse Point Park



### Utilities

- Sanford Interconnect
- Halifax R.O. WTP
- SW Regional WWTP
- SE Regional WWTP
- Deltona North WWTP
- NE Regional WWTP
- Reclaimed System

# CITY OF PALM COAST CONTINUING SERVICES CONTRACT

CPH has been providing services to the City of Palm Coast since 1999. During that time, we have completed project that include roadways, trails, stormwater, pipelines, treatment plants, pump stations, and office.

Services for these projects have included:

- Architecture
- Engineering
- Planning
- Landscape Architecture
- Transportation/Traffic
- Construction Administration
- Public Relations
- Environmental

**We encourage you to contact the City of Palm Coast about our ability to provide the required services, and our team's history of success implementing projects.**

## Who to Contact

Mr. Richard Adams, Public Works  
Director  
2 Utility Dr.  
Palm Coast, FL 32137  
Phone: 386.986.2351



### Belle Terre Parkway

CPH provided complete design for the Belle Terre Parkway four-laning. The project consisted of reconstructing approximately 4.1 miles of an existing 2-lane rural road to a 4-lane divided urban roadway with four 12-foot travel lanes and two 4-foot bicycle lanes.

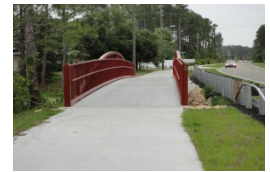
- Complete hydraulics analysis for the primary and secondary systems
- 0.6-mile realignment of the northern end of Belle Terre Parkway
- 0.12-mile two-lane curb and gutter extension
- 5 Signalized Intersections (Mast Arm) (interconnected)
- Four-Phased Maintenance of Traffic Plans
- Right-of-Way Acquisition services
- Traffic Volume Projections & Signal Warrant Analyses
- Access Management Analysis
- Utility Relocation
- Undergrounding 2 miles of Power/Fiberoptic
- Wetland and Floodplain Impacts

## PROJECTS List



### Roadways

- Belle Terre Parkway
- City-Wide Overlay
- Program
- Palm Coast Parkway
- Intersection
- Whiteview Intersection
- Brushwood Drive Intersection
- Rymfire Drive
- Belle Terre Signalized Intersections



### Streetscape/Trails

- East Hampton Trail
- Ravenwood Trail
- Belle Terre Trail
- Whiteview Trail



### Drainage

- City-Wide Swale Rehab
- Valley Gutter Rehab
- Belle Terre Stormwater
- Master Stormwater Plan



### Utilities

- R.O. WTP
- WWTP Expansion
- Cigar Lake Pump Station
- MBR WWTP
- Reclaimed Water System
- Belle Terre Utility Relocations

## CITY OF SANFORD CONTINUING SERVICES CONTRACT

CPH has been providing services to the City of Sanford since the 1960's. During that time, we have completed project that include streetscapes, roadways, parks, trails, stormwater, pipelines, treatment plants, pump stations, office, and redevelopment/historic renovations.

Services for these projects have included:

- Architecture
- Engineering
- Planning
- Landscape Architecture
- Transportation/Traffic
- Construction Administration
- Public Relations
- Environmental

**We encourage you to contact the City of Sanford about our ability to provide the required services, and our team's history of success implementing projects.**

### Who To Contact

Mr. Bilal Iftikhar, P.E.,  
Public Works Director  
P.O. Box 1788  
Sanford, FL 32772-1788  
Phone: 407.688.5000  
Ext. 5085



#### Sanford 1<sup>st</sup> Street Streetscape, Gateway, Drainage, and Utility Project

CPH provided the City of Sanford a streetscape design package for a 6 block section of historic First Street. CPH designed the Roadway, Landscape, Architecture, and Utility Plans and prepared Specifications for the complete reconstruction of the roadway, including several utility upgrades. Located within the historic district, all accessible routes were upgraded to meet current ADA criteria, including the intersection with US 17-92. The two-lane urban section includes parallel parking and speed tables for traffic calming.

CPH's services included the conceptual and final design of a Gateway Entrance Feature introducing the historic district. A detailed Public Involvement Plan was implemented to ensure input and direction from City officials and all other key stakeholders. CPH used its in-house 3D survey team to provide right-of-way surveys, while minimizing impacts to traffic. CPH was also responsible for utility relocations which consisted of relocating existing potable water main and installing new fire hydrants, services, and meters.

## PROJECTS List



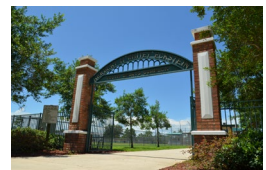
#### Streetscape/Trails

- Riverwalk Phase II
- 1<sup>st</sup> Street Streetscape
- 2<sup>nd</sup> Street
- Magnolia Avenue
- Palmetto Avenue
- US 17/92 Beautification



#### Roadways

- Oleander Avenue
- St. Johns Parkway



#### Parks

- Chase Park
- Memorial Stadium
- Little League Softball Park



#### Drainage

- Cloud Branch Basin
- Mill Creek Basin
- 2<sup>nd</sup> Street Interceptor
- CRA Treatment Credits
- 1<sup>st</sup> Street



#### Utilities

- Reclaimed Water System
- Vacuum Sewer System
- North WWTP
- South WWTP

## CITY OF DELAND CONTINUING SERVICES CONTRACT

CPH has been providing services to the City of DeLand since 1997. During that time, we have completed project that include streetscapes, roadways, parks, trails, stormwater, office, and redevelopment/historic renovations.

Services for these projects have included:

- Architecture
- Engineering
- Planning
- Landscape Architecture
- Transportation/Traffic
- Construction Administration
- Public Relations
- Environmental

**We encourage you to contact the City of DeLand about our ability to provide the required services, and our team's history of success implementing projects.**

### Who to Contact

Mr. Keith Riger, P.E.,  
City Engineer  
1102 S. Garfield Ave.  
DeLand, FL 32724  
Phone: 386.626.7196



#### Alabama Ave Greenway (Phase I and Phase II)

The project included the design and CEI of a 1.4 mile shared use path. Portions of the project were located on the City's existing property, while other areas travel through some of the historic neighborhoods with limited right-of-way. The areas with narrow right-of-way required narrowing the existing roadway, and overlaying portions of the existing road to provide adequate drainage without adding additional structures. This not only saved money by avoiding additional structures and pipe, but also saved a lot of time by eliminating the need to open cut the existing road. The project included a second study phase from the northern terminus for 5 miles. Phase 2 of the project consists of a 0.70 mile extension of the original 1.20 mile trail. This phase includes the design and permitting of a 10' - 12' wide asphalt and concrete trail through Stetson University, requiring extensive coordination and a combination of permanent and temporary construction easements from Stetson.

## PROJECTS List



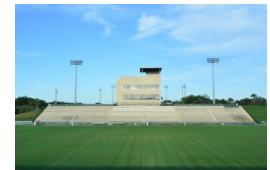
#### Roadways

- 5 Year Dirt Road Paving Program
- Alabama Ave Regrading



#### Streetscape/Trails

- Alabama Ave. Greenway Phase I
- Alabama Ave. Greenway Phase 2
- Alabama Ave Trail Northern Extension
- Woodland Blvd Streetscape
- Indiana Ave. Streetscape



#### Parks

- Spec Martin Stadium
- Earl Brown Park



#### Drainage

- SR 44 Drainage

## C. CPH'S WILLINGNESS TO MEET TIME AND BUDGET REQUIREMENTS

CPH has ample staff available to perform projects on time and within budget for the Shingle Creek CDD. The team has extensive in-house capabilities to take on multiple projects and provide a variety of services concurrently to ensure quality and on-time projects.

### **Methods and Controls to be Utilized to Balance and Maintain Quality, Schedule and Budget**

CPH is uniquely qualified to provide professional engineering services for projects assigned by the Shingle Creek CDD. The team will be led by Mr. David E. Mahler, P.E. He will serve as the Shingle Creek CDD's immediate contact, and will coordinate all projects and activities as the primary liaison for the Shingle Creek CDD and CPH. The team, located at our CPH Orlando office, includes engineers, designers, surveyors, environmental scientists and administrative personnel. CPH is currently finishing design services for other clients, but is actively seeking work for our Orlando office staff. As a result, our staff is available and has the capacity to perform projects as they are assigned, and CPH is committed to meeting budget and schedule requirements. Keys to the success of projects include:

- Open lines of Communication
- Knowledgeable Team Members
- Local and Available Staff
- Monthly Project Meetings
- Weekly Internal Meetings with Project Manager and Design Teams
- Technical Review Committee that will assist in quality assurance and control

Authority for a particular project is delegated to the Project Manager for execution of the project work. A project team having previous experience on similar projects is assembled with leadership from the Project Manager. The Project Manager is the coordinator and point of contact person for the project and is involved in the design of the project with the Project Engineer. Normally one Project Engineer is assigned specifically to the project with assistance provided by other engineers in other areas of specific expertise. The Project Engineer provides and coordinates the design with technicians and drafting personnel and other consultants.

Initially, the members of the team are assembled and briefed on the scope of the project, the budget and possible constraints. This initial meeting is used to establish the basic project approach, to establish the direction of the work, and to give all members of the team an opportunity to visualize the whole project. Once the objective is established, the tasks are assigned to each team member and input from the team is solicited. Project approach is discussed and the format for production is determined (i.e., AutoCAD, coordination with subconsultants, etc.). CPH typically works with Microsoft Office and the latest version of AutoCAD, but also routinely works within ArcGIS and can produce documents in Adobe.pdf format.

All projects are reviewed throughout the design phase. After the design team is assembled and the initial design team meeting is held, an internal review meeting is held with at least one of the firm Principals and one or more Project Managers. These individuals are not personally involved with the project, but are utilized to provide a fresh, outside view to the project approach. The project team presents the project to review team members for their evaluation. Follow-up meetings are held at the 30%, 60%, and 90% completion points to help assure that the project is proceeding correctly. On a more complex project, the follow-up meetings consist of an actual review of the plans and specifications. These meetings also serve as Value Engineering meetings. With regard to coordination methods, we have an excellent record with our clients. Project quality is of utmost importance to us and is not sacrificed due to time constraints or workload.

CPH's design services are carefully budgeted at the beginning of the project. We attempt to divide the job into its various tasks and estimate amounts of labor and expenses needed for each. We have an in-house computerized cost control system capable of providing the Project Manager with current job costs, as obtained through entry of weekly time sheets. The original budget is used as a guide to determine progress and efficiency by checking hours expended versus hours budgeted. The budget is also used to plan the needed level of manpower to complete the job on time.

In addition to engineers and construction personnel, the team has the added value of having on-staff licensed general and utility contractors that can review projects from various perspectives. With experienced personnel that have provided construction services for over 35 years, this enables us to review the project from a constructability and/or mean and methods view point. In addition, the licensed on staff contractors review projects and provide "real-time" cost estimates throughout the duration of the project. This construction experience allows the team to view these projects through the eyes of a contractor with the ability to identify intangible cost factors/elements such as restricted site conditions, specialized equipment requirements, excessive material and labor costs, impacts on schedules, etc. that may not be apparent to the design engineer.

### **Experience with Finding Cost Savings/Cost Effective Solutions**

CPH's innovative solutions include providing funding analysis and opportunities for project enhancements through various departments. CPH has assisted numerous municipalities in the evaluation of financial options for projects. For most of the firm's municipal Clients team members routinely evaluate funding alternatives such as DEP or DOT grants, federal grants/match programs, local/State funding programs, and financial analysis of rate systems. The Firm has been able to save Clients substantial amounts in financial costs through lower interest rates or money received as grants from other sources. CPH recently helped the City of Sarasota in drainage improvements by providing improvements through a Community Development Block Grant (CDBG) program. The team was able to identify that the challenges/issues and area demographics were able to meet the requirements of the CDBG funding. Another area where the team has provided cost savings is in the Capital Planning Process.

Our team routinely helps clients organize and prioritize projects. The team reviews planned projects and evaluates priorities based on needs, and cost savings based on construction phasing. For example, CPH was able to review a planned project list and determine that two projects could be combined to save the client substantial money in design and construction costs. This alternative also shortened the disruption to the community and provided an overall shortened construction period.

## D. MINORITY BUSINESS ENTERPRISE

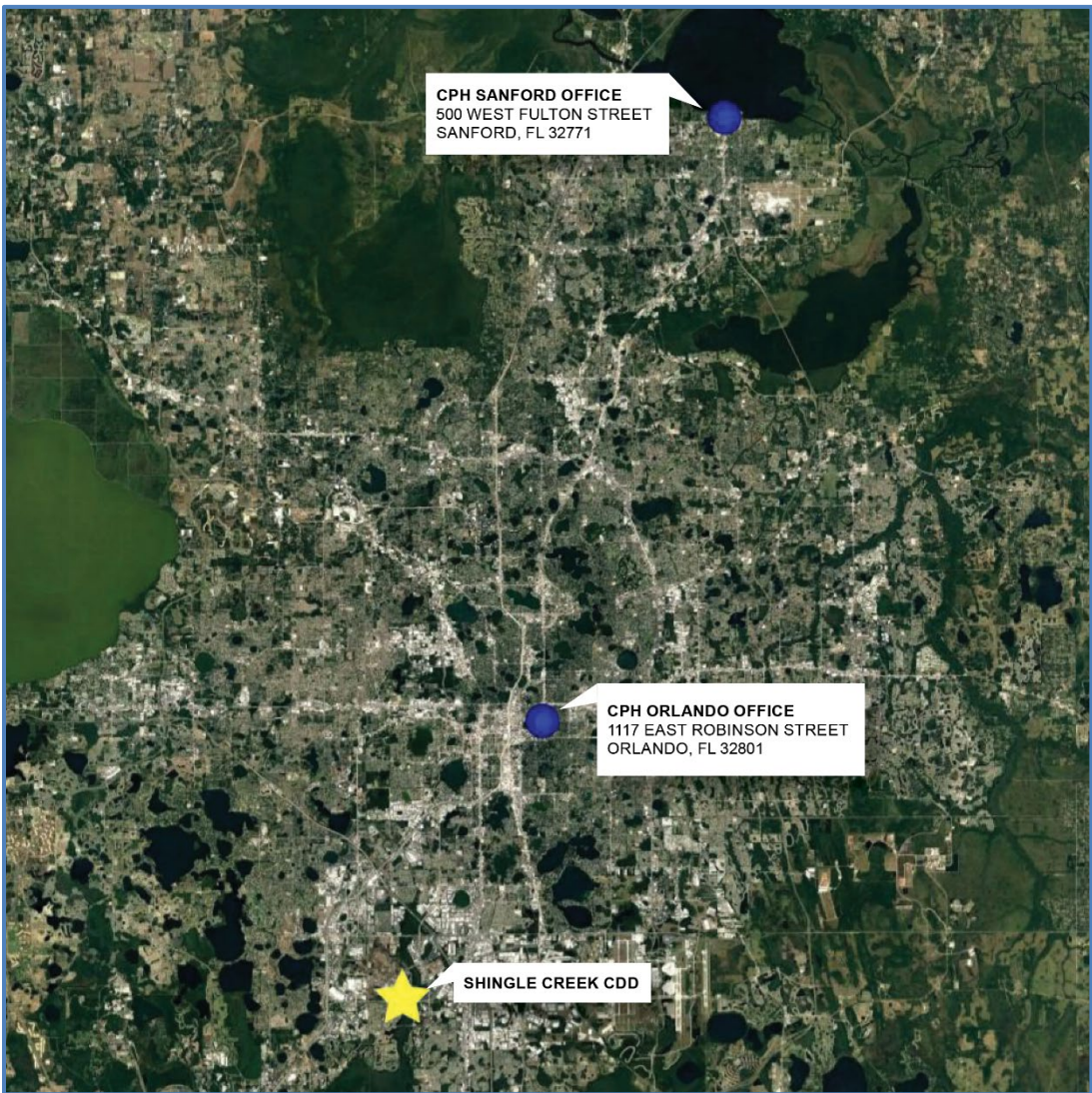
CPH is committed to meeting or exceeding the M/WBE participation goals for this project. CPH has established working relationships with many minority firms in the area.

### **Commitment to Diversity Among the Firm**

CPH has a culturally and ethnically diverse workplace from its owners to employees. CPH employs a workforce that is reflective of many nationalities and cultures. We have established programs and policies for recruiting and retaining minority and women engineers and staff, and strongly encourage all of our employees to become involved in our communities. It is the policy of CPH to provide equal employment opportunity at all times in all actions related to employment without regard to race, color, religion, gender, citizenship status, age, national origin, disability, veteran status, sexual orientation, or any other status protected by state or federal law. This policy applies to recruiting, hiring, training, promotion, evaluation, termination, compensation, benefits eligibility, working conditions and all other aspects of employment. The Firm supports a policy of actively recruiting and retaining a diverse workforce to support both our Equal Employment Opportunity Policy and our business objective to provide the highest quality service possible. CPH is committed to fostering an inclusive atmosphere that seeks actively to employ.



## E. OFFICE LOCATION



Office Location	Approximate Distance From CDD
CPH Orlando	17 Miles (20 Minutes)
Support Offices	
CPH Sanford (Headquarters)	42 Miles (43 Minutes)

CPH has ten (10) offices in the State of Florida with support of approximately 240 personnel throughout the company to assist in the projects for the District. **The District will have the direct commitment of the CPH Orlando Office, located at 1117 East Robinson Street, Orlando, FL 32801,** supported by our team members in our Sanford Office. Our offices are staffed with employees that include registered personnel, administrative staff, and owners of the firm to accomplish the projects on time and within budget. The map above shows the District along with CPH's local offices.

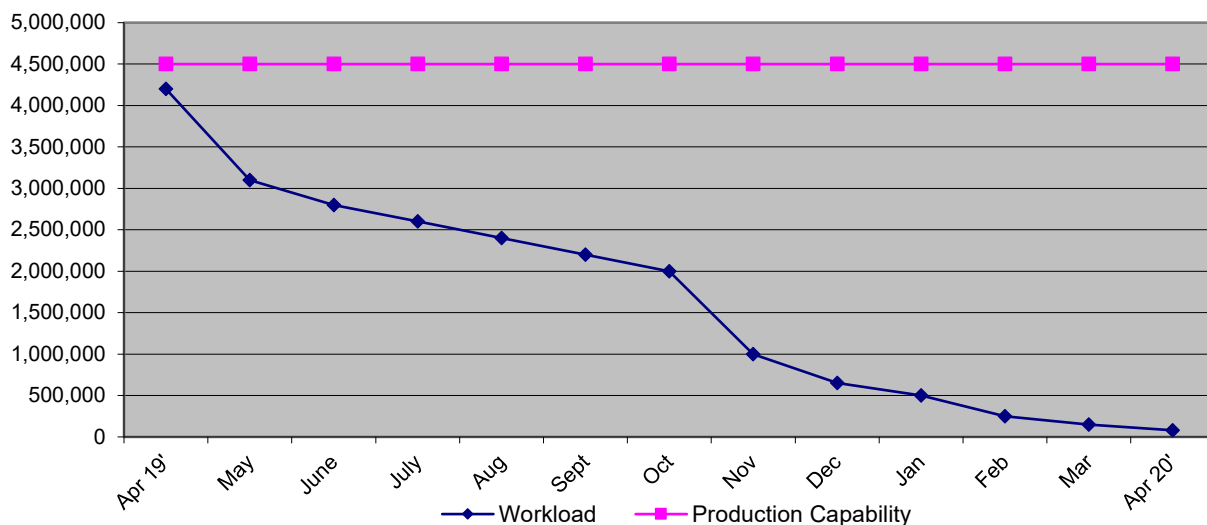
## F. CURRENT AND PROJECTED WORKLOADS

CPH has reviewed the scope of services and has developed ideas for staffing the projects. Based on our recent experience, and our program manager's experience, we feel comfortable in meeting the scope requirements.

CPH has the personnel and resources immediately available to carry any project under the "Professional Engineering Services" contract to successful completion. The firm's Orlando office can provide approximately 4,300 man-hours per month, and CPH's corporate monthly availability is approximately 56,000 man-hours a month. The CPH Orlando office has more than adequate personnel and availability to provide the services to the Shingle Creek CDD.

### CORPORATE WORKLOAD / AVAILABILITY

The current and projected workload of our team is such that we can provide responsive service to the Shingle Creek CDD. We are well-staffed, equipped with our nearby location, and believe that we and our team members can provide a high quality, professional service to the District that is completely responsive and cost effective. The graph below depicts our current contracted backlog with no consideration for any additional work. The current workload will spread over 13 months. Our current production capability is \$4,500,000 per month. With that capacity, there are more than adequate personnel hours to cover the workload.



## STAFFING AVAILABILITY MATRIX

The team proposed to provide services to the Shingle Creek CDD has adequate time available to dedicate to the successful completion of any project that may emerge under this contract.

Key Personnel	Current Availability	Availability in 6 Months	Availability in 12 Months
David A. Gierach, P.E., CGC	50%	55%	65%
David E. Mahler, P.E.	65%	75%	80%
Jeremiah D. Owens, P.E., CFM	60%	75%	80%
H. Larry Wray, P.E.	60%	70%	85%
Jeremy C. Morton, P.E.	65%	80%	85%
Kurt R. Luman, Jr., P.E.	60%	70%	80%
Ariel P. Elvambuena, P.E.	75%	70%	80%
Matthew Cushman, P.E.	75%	70%	80%
Joseph M. LoFaso, Jr., E.I.	60%	70%	80%
Sandra L. Gorman, P.E.	60%	70%	75%
James “Jay” R. Morris, Jr., P.E.	70%	75%	85%
Mason Gardberg, P.E.	75%	80%	85%
Scott A. Breitenstein, P.E.	70%	80%	85%
Alyssa B. Filippi, P.E.	75%	85%	90%
Jose M. Ortiz, MCE, P.E.	70%	75%	80%
Eduardo Aviles, P.E.	70%	80%	85%
David J. Melfi, P.E.	75%	80%	85%
Maxwell D. Spann, PLA, CLARB	75%	80%	85%
James K. Winter, PLA, CLARB	80%	85%	90%
Thomas J. Galloway, PSM	60%	65%	70%
Paul J. Katrek, PSM	60%	70%	75%
Randy L. Roberts, PSM	70%	75%	80%
Amy E. Daly, LEED AP	75%	80%	85%
Aaron P. Moore, PWS	70%	80%	85%
David A. Terwilleger, P.E., CGC	65%	70%	80%

## **G. VOLUME OF WORK PREVIOUSLY AWARDED BY THE DISTRICT**

CPH has not yet had the chance to provide services to the Shingle Creek CDD; however, CPH is more than capable of handling any project for the Shingle Creek CDD, with approximately 240 employees in 10 Florida offices. CPH has the availability, manpower and knowledge to deliver the professional services required of the Shingle Creek CDD. CPH considers the Shingle Creek CDD a valued client and would hope to provide more services in the future.

## SECTION VI

# Shingle Creek CDD Website Compliance Proposal

(URL: <http://www.shinglecreekcdd.com/>)

Website Accessibility for People with Disabilities as per

Nondiscrimination requirements of Title II of the American Disabilities Act (ADA)

Date	Version#	Comments	Author
May 25, 2018	1.0	Initial version	VB Joshi
June 18, 2018	1.1	Added document conversion cost	VB Joshi Kristen Thornburgh
June 21, 2018	1.2	Added WCAG Standards Compliance	VB Joshi
August 10, 2018	1.3	Added CDD Specific details	VB Joshi
Jan 5 <sup>th</sup> 2019	1.4	Discussion with Management Company	VB Joshi
Feb 15 <sup>th</sup> 2019	2.0	Human Audit Seal	VB Joshi



BBB Rating: A+

[Click for Profile](#)

## VGlobalTech's Compliance Seal & Human Audit Compliance Seal\*

(\* Human Audit Contract required. Please email [contact@vglobaltech.com](mailto:contact@vglobaltech.com) for audit proposal)



***VGlobalTech the ADA, WCAG Compliance Experts, with over 100 ADA & WCAG compliant websites created (...and counting) to-date! We have also partnered with a non-profit agency to conduct Human Audit and Certification Seal***

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## 1.0 The Law

### Source:

[http://www.leg.state.fl.us/statutes/index.cfm?App\\_mode=Display\\_Statute&URL=0100-0199/0189/Sections/0189.069.html](http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&URL=0100-0199/0189/Sections/0189.069.html)

189.069 Special districts; required reporting of information; web-based public access.—

(1) Beginning on October 1, 2015, or by the end of the first full fiscal year after its creation, each special district shall maintain an official website containing the information required by this section. Each special district shall submit its official website address to the department.

(a) Each independent special district shall maintain a separate website.

(b) Each dependent special district shall be prominently displayed on the home page of the website of the local general-purpose government upon which it is dependent with a hyperlink to such webpages as are necessary to provide the information required by this section. A dependent special district may maintain a separate website providing the information required by this section.

(2)(a) A special district shall post the following information, at a minimum, on the district's official website:

1. The full legal name of the special district.
2. The public purpose of the special district.
3. The name, official address, official e-mail address, and, if applicable, term and appointing authority for each member of the governing body of the special district.
4. The fiscal year of the special district.
5. The full text of the special district's charter, the date of establishment, the establishing entity, and the statute or statutes under which the special district operates, if different from the statute or statutes under which the special district was established. Community development districts may reference chapter 190 as the uniform charter but must include information relating to any grant of special powers.
6. The mailing address, e-mail address, telephone number, and website uniform resource locator of the special district.

7. A description of the boundaries or service area of, and the services provided by, the special district.

8. A listing of all taxes, fees, assessments, or charges imposed and collected by the special district, including the rates or amounts for the fiscal year and the statutory authority for the levy of the tax, fee, assessment, or charge. For purposes of this subparagraph, charges do not include patient charges by a hospital or other health care provider.

9. The primary contact information for the special district for purposes of communication from the department.

10. A code of ethics adopted by the special district, if applicable, and a hyperlink to generally applicable ethics provisions.

11. The budget of the special district and any amendments thereto in accordance with s.189.016.

12. The final, complete audit report for the most recent completed fiscal year and audit reports required by law or authorized by the governing body of the special district.

13. A listing of its regularly scheduled public meetings as required by s. 189.015(1).

14. The public facilities report, if applicable.

15. The link to the Department of Financial Services' website as set forth in s. 218.32(1)(g).

16. At least 7 days before each meeting or workshop, the agenda of the event, along with any meeting materials available in an electronic format, excluding confidential and exempt information. The information must remain on the website for at least 1 year after the event.

(b) The department's website list of special districts in the state required under s. 189.061 shall include a link for each special district that provides web-based access to the public for all information and documentation required for submission to the department pursuant to subsection

## 2.0 ADA & WCAG Compliance – Introduction

Every individual must have equal access to information whether it is in person service or online. This is a general agreement and understanding of access.

The Internet has dramatically changed the way state and local governments do business. Today, government agencies routinely make much more information about their programs, activities, and services available to the public by posting it on their websites. As a result, many people can easily access this information seven day a week, 24 hours a day.

Many government services and activities are also provided on websites because the public is able to participate in them at any time of day and without the assistance of government personnel. Many government websites offer a low cost, quick, and convenient way of filing tax returns, paying bills, renewing licenses, signing up for programs, applying for permits or funding, submitting job applications, and performing a wide variety of other activities.

The **Americans with Disabilities Act (ADA)** and, if the government entities receive federal funding, the Rehabilitation Act of 1973 generally require that state and local governments provide qualified individuals with disabilities equal access to their programs, services, or activities unless doing so would fundamentally alter the nature of their programs, services, or activities or would impose an undue burden. One way to help meet these requirements is to ensure that government websites have accessible features for people with disabilities, using the simple steps described in this document. An agency with an inaccessible website may also meet its legal obligations by providing an alternative accessible way for citizens to use the programs or services, such as a staffed telephone information line. These alternatives, however, are unlikely to provide an equal degree of access in terms of hours of operation and the range of options and programs available.

The World Wide Web Consortium (W3C) sets the main international standards for the World Wide Web and its accessibility. W3C created the Web Content Accessibility Guidelines (WCAG 2.0 and 2.1) which are similar to Section 508, but on an international level. WCAG 2.0 and 2.1 requires specific techniques for compliance and is more current than Section 508.

Many countries and international organizations require compliance with WCAG 2.0 and 2.1. The guidelines are categorized into three levels of compliance: A (must support), AA (should support), and AAA (may support). Representatives from the accessibility community around the world participate in the evolution of these guidelines.

Source: <https://www.w3.org/WAI/standards-guidelines/wcag/>

**Visit <http://vglobaltech.com/website-compliance/> for more details, do a website compliance check on your website and to download a PDF proposal.**

## **2.1 Common Problems and VGlobalTech Solutions for Website Accessibility**

### **2.1.1 Problem: Images Without Text Equivalents**

#### **Solution: Add a Text Equivalent to Every Image**

Adding a line of simple HTML code to provide text for each image and graphic will enable a user with a vision disability to understand what it is. Add a type of HTML tag, such as an “alt” tag for brief amounts of text or a “longdesc” tag for large amounts, to each image and graphic on your agency’s website.

The words in the tag should be more than a description. They should provide a text equivalent of the image. In other words, the tag should include the same meaningful information that other users obtain by looking at the image. In the example of the mayor’s picture, adding an “alt” tag with the words “Photograph of Mayor Jane Smith” provides a meaningful description.

In some circumstances, longer and more detailed text will be necessary to convey the same meaningful information that other visitors to the website can see. For example, a map showing the locations of neighborhood branches of a city library needs a tag with much more information in text format. In that instance, where the map conveys the locations of several facilities, add a “longdesc” tag that includes a text equivalent description of each location shown on the map – e.g., “City Center Library, 433 N. Main Street, located on North Main Street between 4th Avenue and 5th Avenue.”

### **2.1.2 Problem: Documents Are Not Posted In an Accessible Format**

#### **Solution: Post Documents in a Text-Based Format**

Always provide documents in an alternative text-based format, such as HTML or RTF (Rich Text Format), in addition to PDF. Text-based formats are the most compatible with assistive technologies.

### **2.1.3 Problem: Specifying Colors and Font Sizes**

#### **Solution: Avoid Dictating Colors and Font Settings**

Websites should be designed so they can be viewed with the color and font sizes set in users’ web browsers and operating systems. Users with low vision must be able to specify the text and background colors as well as the font sizes needed to see webpage content.

## 2.1.4 Problem: Videos and Other Multimedia Lack Accessible Features

### Solution: Include Audio Descriptions and Captions

Videos need to incorporate features that make them accessible to everyone. Provide audio descriptions of images (including changes in setting, gestures, and other details) to make videos accessible to people who are blind or have low vision. Provide text captions synchronized with the video images to make videos and audio tracks accessible to people who are deaf or hard of hearing.

## 2.1.5 Web Content Accessibility Guidelines (WCAG)

### Understanding the Four Principles of Accessibility

The guidelines and Success Criteria are organized around the following four principles, which lay the foundation necessary for anyone to access and use Web content. Anyone who wants to use the Web must have content that is:

1. **Perceivable** - Information and user interface components must be presentable to users in ways they can perceive.
  - This means that users must be able to perceive the information being presented (it can't be invisible to all of their senses)
2. **Operable** - User interface components and navigation must be operable.
  - This means that users must be able to operate the interface (the interface cannot require interaction that a user cannot perform)
3. **Understandable** - Information and the operation of user interface must be understandable.
  - This means that users must be able to understand the information as well as the operation of the user interface (the content or operation cannot be beyond their understanding)
4. **Robust** - Content must be robust enough that it can be interpreted reliably by a wide variety of user agents, including assistive technologies.
  - This means that users must be able to access the content as technologies advance (as technologies and user agents evolve, the content should remain accessible)

**If any of these are not true, users with disabilities will not be able to use the Web.**

Under each of the principles are guidelines and Success Criteria that help to address these principles for people with disabilities. There are many general usability guidelines that make content more **usable by all people**, including those with disabilities. However, in WCAG 2.1, we only include those guidelines that address problems particular to people with disabilities. This includes issues that block access or interfere with access to the Web more severely for people with disabilities.

See reference section at the end of this document for more information and websites for ADA, Usability and other important compliance issues and solutions.

**VGlobalTech development and business management team shall study these compliance guidelines and with our technical capabilities apply these to make your website accessible, compatible and fully functional for all people, including those with disabilities.**

**Upon full remediation the CDD Website shall receive VGlobalTech's and Human Audit Compliance Seals**

### 3.0 Pricing

#### Website Complexity: Small Level Websites

VGlobalTech team shall complete the following critical tasks for client website.  
All costs below are per website / CDD:

##### 3.1 One time (website conversion and compliance cost):

	Task
1.	Perform ADA Website Compliance Check for current website – Update ALL webpages on the website / Create new website with all current content. Create an accessibility before and after document, code review, html updates, plugins / security updates required for ADA and WCAG compliance
2.	Cross-Device Check (Website needs to appear as per ADA standards on Mobile Phones, Tablets, Desktops etc). Braille Readers, Other assistance technology compatibility
3.	ADA Standards application (as per Section 1 above). ADA.gov, <b>Web Content Accessibility Guidelines (WCAG)</b>
4.	PDF Documents conversion (to Text, HTML etc) as needed for ADA Compliance / Reader Compliance
5.	Create a webpage showing websites ADA Compliance efforts
6.	Create customized footer with VGlobalTech's ADA Compliance Seal (valid for 1 year only)
	<b>Total (one-time compliance / conversion cost): \$2375 / one time</b>

**3.2 ADA Compliance Yearly Maintenance and Upgrade starting after initial conversion is completed (Annual Maintenance – It is critical to maintain compliance as websites get updated):**

**VGlobalTech team shall complete the following critical tasks for client website. All costs below are per website / CDD:**

	Task
1.	Perform ADA Website Compliance Check for current website – All new webpages on the website
2.	Cross-Device Check (Website needs to appear as per ADA standards on Mobile Phones, Tablets, Desktops etc)
3.	Update footer with VGlobalTech’s ADA Compliance Seal (extended for current year)
4.	Support (upto 8 hr / month) for the year including updates to newly added pages, upgrade to new standards (if any). Posting new documents, minutes, agendas etc to the websites as needed – Worry Free Monthly Maintenance.
5.	PDF Documents conversion (to Text, HTML etc) as needed for ADA Compliance / Reader Compliance – Upto 2 years of documents only as required by Florida Statute
	<b>Annual Maintenance (starts after initial compliance engagement quoted above section is complete): \$1350 / year</b> (can be broken up into smaller monthly bills)

***This proposal includes following points, stipulations terms and conditions:***

\*(1) conference call or in person meetings per month with client to review metrics, results and monthly recaps *\*unless otherwise noted*

\* email and phone communication

\*Anything out of the scope of work in the above proposal will be addressed and client will be immediately notified. After notification of additional work, a subsequent quote will be provided to cover that work.

\*Client is responsible to adhering to timelines as far as information required to complete the task is concerned. If timelines are not adhered to and exceed 15 business days past the current marketing months, last day, all work will end. A new month with new allocated costs will be presented for future work to commence. No refunds and owed work will be due unless otherwise agreed upon. **An Invoice will be provided once signature approval of this project proposal. Payments will be made to VGLOBALTECH**

\*Client is responsible for verifying quality of work, providing feedback, verifying that compliance has been met as required. VGlobalTech team shall not be responsible for any legal ramifications arising from work not done as per external agencies / organizations / associations needs if proper feedback is not provided by the customer. VGlobalTech's work will be in best faith but cannot guarantee all compliance / legal needs since we are not the SME's in the compliance area. VGlobalTech shall not be liable for any legal ramifications arising from compliance issues.

Refund Policy: The client may halt work and request for a refund within seven days of the date of signing this services agreement by mailing a signed letter to the main address listed on [www.VGlobalTech.com](http://www.VGlobalTech.com) website. If client requests a refund within seven days of the date of signing their agreement they shall be liable to pay for all work completed and will be refunded the remaining balance of the initial payment if billable work has not exceeded a charge that would be greater than client's initial payment. If client requests a refund after the seven days from the date of the signing of the agreement client is liable to pay for all work completed plus an additional 25% of any remaining balance that may still be due. Once line item projects are complete no refunds will be issued. Confidentiality: All information between client and service provider inclusive of technical and business information relating to proprietary ideas, patentable ideas and/or trade secrets, existing and/or contemplated products and services, research and development, production, costs, profit and margin information, finances and financial projections, customers, clients, marketing, and current or future business plans and models, regardless of whether such information is designated as "Confidential Information" at the time of its disclosure and will be treated as such and with absolute confidentiality and will not be shared or used, which will be maintained at all times. The client is not allowed to disclose their price with any third parties. Doing so is in breach of this agreement. All information development will be shared and proprietary information and property between client and service providers.

#### 4.0 Proposal Acceptance:

To accept these project, associated costs and conditions as listed above please sign and date below.

***The VGlobalTech proposed solution and terms have been accepted by the customer and the VGlobalTech team can proceed with the project. All payments shall be made according to this agreement.***

---

**Select Proper Option Below, Sign and Date, Return to [contact@vglobaltech.com](mailto:contact@vglobaltech.com):**

---

☐ **Section 3.1: One time (website conversion and compliance cost):**

☐ **Section 3.1: One time (website conversion and compliance cost)**

**+**

***Section 3.2 ADA Compliance Yearly Maintenance and Upgrade starting after initial conversion is completed (Annual Maintenance – It is critical to maintain compliance as websites get updated):***

---

For Customer

*Date*

VB Joshi

---

For VGlobalTech

*Date*

## 5.0 References:

**ADA Best Practices Tool Kit for State and Local Governments:**

<https://www.ada.gov/pcatoolkit/chap5toolkit.htm>

**U.S. Department of Justice, Civil Rights Division, Disability Rights Section**

<https://www.ada.gov/websites2.htm>

**Web design Standards:** <https://www.w3schools.com/>

**Web Content Accessibility Guidelines (WCAG)** <https://www.w3.org/TR/WCAG21/>

**VGlobalTech Web Content Accessibility Implementation and Checkpoints:**

<http://vglobaltech.com/website-compliance/>



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# SECTION VII

## RESOLUTION 2019-13

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2019/2020 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Shingle Creek Community Development District ("**District**") prior to June 15, 2019, a proposed budget ("**Proposed Budget**") for the fiscal year beginning October 1, 2019 and ending September 30, 2020 ("**Fiscal Year 2019/2020**"); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2019/2020 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE:	August 5, 2019
HOUR:	12:00 p.m.
LOCATION:	Oasis Club at ChampionsGate 1520 Oasis Club Blvd. ChampionsGate, FL 33896

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Osceola County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

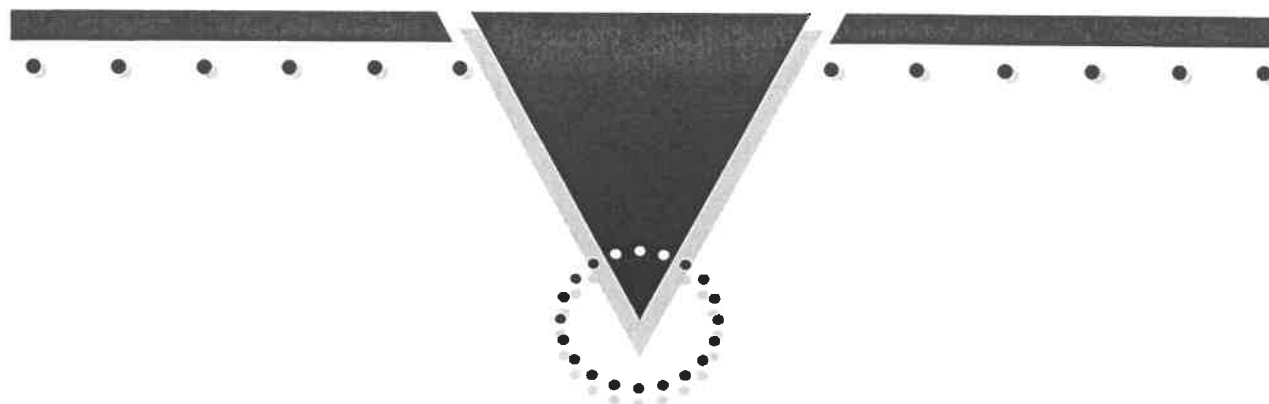
**PASSED AND ADOPTED THIS 6<sup>TH</sup> DAY OF MAY, 2019.**

ATTEST:

**SHINGLE CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
Its: \_\_\_\_\_



**Shingle Creek  
Community Development District**

**Proposed Budget  
FY 2020**



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# Shingle Creek

## Community Development District

**Fiscal Year 2020  
General Fund**

Adopted Budget FY2019	Actual Thru 3/31/19	Projected Next 6 Months	Total Thru 9/30/19	Proposed Budget FY2020
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### Revenues

Assessments/Developer Contributions	\$413,581	\$347,793	\$76,194	\$423,987	\$598,157
<b>Total Revenues</b>	<b>\$413,581</b>	<b>\$347,793</b>	<b>\$76,194</b>	<b>\$423,987</b>	<b>\$598,157</b>

### Expenditures

#### Administrative

Supervisors Fees	\$0	\$0	\$0	\$0	\$0
FICA Expense	\$0	\$0	\$0	\$0	\$0
Engineering	\$25,000	\$3,423	\$9,077	\$12,500	\$25,000
Attorney	\$40,000	\$11,171	\$13,829	\$25,000	\$40,000
Arbitrage	\$650	\$0	\$650	\$650	\$1,300
Dissemination	\$3,500	\$2,042	\$3,500	\$5,542	\$7,000
Annual Audit	\$6,500	\$0	\$6,500	\$6,500	\$6,500
Trustee Fees	\$3,500	\$0	\$3,500	\$3,500	\$7,500
Assessment Administration	\$5,000	\$5,000	\$0	\$5,000	\$5,000
Management Fees	\$33,475	\$16,737	\$16,737	\$33,475	\$33,475
Information Technology	\$600	\$300	\$2,800	\$3,100	\$600
Telephone	\$200	\$6	\$94	\$100	\$200
Postage	\$500	\$86	\$164	\$250	\$500
Travel Per Diem	\$250	\$0	\$0	\$0	\$0
Printing & Binding	\$500	\$449	\$401	\$850	\$500
Insurance	\$10,000	\$8,930	\$0	\$8,930	\$10,000
Legal Advertising	\$2,500	\$8,996	\$850	\$9,846	\$2,500
Other Current Charges	\$300	\$0	\$100	\$100	\$300
Office Supplies	\$200	\$2	\$48	\$50	\$200
Property Appraiser	\$500	\$512	\$0	\$512	\$550
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175

<b>Administrative Expenses</b>	<b>\$133,350</b>	<b>\$57,828</b>	<b>\$58,250</b>	<b>\$116,078</b>	<b>\$141,300</b>
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#### Operation & Maintenance

Field Services	\$7,500	\$3,750	\$3,750	\$7,500	\$7,500
Utilities	\$12,000	\$3,998	\$4,002	\$8,000	\$17,000
Landscape Maintenance	\$174,851	\$73,464	\$95,245	\$168,709	\$315,377
Landscape Contingency	\$10,000	\$1,690	\$8,700	\$10,390	\$15,000
Property Insurance	\$6,300	\$5,723	\$0	\$5,723	\$8,000
London Creek Ranch Maintenance	\$30,000	\$0	\$30,000	\$30,000	\$30,000
Lake Maintenance	\$12,080	\$5,040	\$5,040	\$10,080	\$16,480
Lake Contingency	\$5,000	\$0	\$2,500	\$2,500	\$2,500
Drainage R&M	\$5,000	\$0	\$2,500	\$2,500	\$5,000
Irrigation Repairs	\$2,500	\$4,886	\$5,114	\$10,000	\$15,000
Lighting Maintenance	\$5,000	\$464	\$4,536	\$5,000	\$5,000
Repairs & Maintenance	\$5,000	\$824	\$1,676	\$2,500	\$5,000
Pressure Washing	\$0	\$0	\$8,000	\$8,000	\$10,000
Contingency	\$5,000	\$0	\$500	\$500	\$5,000

<b>Operation &amp; Maintenance Expenses</b>	<b>\$280,231</b>	<b>\$99,838</b>	<b>\$171,563</b>	<b>\$271,401</b>	<b>\$456,857</b>
---	------------------	-----------------	------------------	------------------	------------------

<b>Total Expenditures</b>	<b>\$413,581</b>	<b>\$157,666</b>	<b>\$229,813</b>	<b>\$387,479</b>	<b>\$598,157</b>
---------------------------	------------------	------------------	------------------	------------------	------------------

<b>Excess Revenues/(Expenditures)</b>	<b>\$0</b>	<b>\$190,128</b>	<b>(\$153,619)</b>	<b>\$36,508</b>	<b>\$0</b>
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# Shingle Creek Community Development District

GENERAL FUND BUDGET

## **REVENUES:**

### **Special Assessments**

The District will levy a non-ad valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the fiscal year.

### **Developer Contributions**

The District will enter into a Funding Agreement with the Developer to fund any shortfall in the General Fund expenditures for the fiscal year.

---

## **EXPENDITURES:**

### **Administrative:**

#### **Engineering**

The District's engineer, Franklin, Hart and Reid, will be providing general engineering services to the District, e.g. attendance and preparation for monthly board meetings, review of invoices and requisitions, preparation and review of contract specifications and bid documents, and various projects assigned as directed by the Board of Supervisors and the District Manager.

#### **Attorney**

The District's legal counsel, Latham, Shuker, Eden & Beaudine, LLP, will be providing general legal services to the District, e.g. attendance and preparation for monthly meetings, preparation and review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

#### **Arbitrage**

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on the Series 2015 & Series 2019 Special Assessment Bonds. The District has contracted with LLS Tax Solutions, Inc. for this service.

#### **Dissemination**

The District is required by the Security and Exchange Commission to comply with Rule 15c2-12(b)(5) which relates to additional reporting requirements for unrated bond issues.

#### **Annual Audit**

The District is required by Florida Statutes to arrange for an independent audit of its financial records on an annual basis. The District has contracted with McDirmit, Davis & Company for this service.

# **Shingle Creek Community Development District**

## **GENERAL FUND BUDGET**

### *Trustee Fees*

The District will pay annual trustee fees for the Series 2015 & Series 2019 Special Assessment Bonds that are deposited with a Trustee at Regions Bank.

### *Assessment Administration*

The District has contracted with Governmental Management Services-CF, LLC to levy and administer the collection of non-ad valorem assessment on all assessable property within the District.

### *Management Fees*

The District has contracted with Governmental Management Services-Central Florida, LLC to provide Management, Accounting and Recording Secretary Services for the District. The services include, but not limited to, recording and transcription of board meetings, budget preparation, all financial reporting, annual audit, etc.

### *Information Technology*

Represents costs related to District's accounting and information systems, District's website creation and maintenance, electronic compliance with Florida Statutes and other electronic data requirements.

### *Telephone*

Telephone and fax machine.

### *Postage*

The District incurs charges for mailing of agenda packages, overnight deliveries, checks for vendors and other required correspondence.

### *Travel Per Diem*

The Board of Supervisors can be reimbursed for travel expenditures related to the conducting of District business.

### *Printing & Binding*

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

### *Insurance*

The District's general liability and public officials liability insurance coverage is provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

### *Legal Advertising*

The District is required to advertise various notices for monthly Board meetings, public hearings, etc in a newspaper of general circulation.

**Shingle Creek**  
**Community Development District**  
GENERAL FUND BUDGET

Other Current Charges

Represents any miscellaneous expenses incurred during the fiscal year such as bank fees, deposit slips, stop payments, etc.

Office Supplies

The District incurs charges for office supplies that need to be purchased during the fiscal year.

Property Appraiser

Represents a fee charged by Osceola County Property Appraiser's office for assessment administration services.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

**Field:**

Field Services

Provide onsite field management of contracts for the District such as landscape and lake maintenance. Services to include onsite inspections, meetings with contractors, monitoring of utility accounts, attend Board meetings and receive and respond to property owner phone calls and emails.

Utilities

Represents cost of electric and water services for items such as monument lighting, fountains, etc. District currently has one account with Kissimmee Utility Authority.

Description	Monthly	Annual
3100 Storey Lake Blvd. Block Even Monument/Fountain	\$750	\$9,000
Contingency - 1 Sign & 2 Floating Fountains		\$8,000
<b>Total</b>		<b>\$ 17,000</b>

# Shingle Creek Community Development District

GENERAL FUND BUDGET

## Landscape Maintenance

The District will maintain the landscaping within the common areas of the District after installation of landscape material has been completed. The District has contracted with Down to Earth Lawncare II, Inc. for this service.

Description	Monthly	Annual
Phase I	\$6,116	\$73,392
Phase II - Storey Lake Boulevard	\$1,423	\$17,076
Area I - Bahia Mowing	\$350	\$4,200
Phase II Part 2 - Additional Bahia	\$1,150	\$13,800
Phase III - Roundabout	\$2,740	\$32,875
Storey Lake Additional Areas	\$2,792	\$33,508
Ritual Road Pond	\$1,564	\$18,766
Contingency - Future Areas	\$10,147	\$121,760
<b>Total</b>		<b>\$315,377</b>

## Landscape Contingency

Represents estimated costs for any additional landscape expenses not covered under the monthly landscape maintenance contract.

## Property Insurance

Represents estimated costs for the annual coverage of property insurance. Coverage will be provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

## London Creek Ranch Maintenance

The District will schedule maintenance of wetlands located in the London Creek Ranch area of the District. Services will include vegetation maintenance, site inspections, site maintenance, trail maintenance and permit status and compliance. The District has contracted with Austin Environmental Consultants, Inc. for this service.

Description	Per Visit	Annual
Vegetation Maintenance - 3 x per year	\$8,000	\$24,000
Site Inspections & Maintenance	As Needed	\$6,000
<b>Total</b>		<b>\$30,000</b>

**Shingle Creek**  
**Community Development District**  
GENERAL FUND BUDGET

Lake Maintenance

Represents cost for maintenance to three ponds located within the District. Services include shoreline grass and brush control, floating and submersed vegetation control, additional treatments as required and a monthly report of all waterways treated. The District has contracted with Aquatic Weed Control, Inc. for these services.

Description	Monthly	Annual
Lake Maintenance - 3 Original Ponds	\$840	\$10,080
Windermere/2 Storey Lake/Natures Ridge Ponds	\$210	\$2,520
P1/P3/P4 Ponds	\$240	\$2,880
Contingency - 2 Future Bronson Ponds		\$1,000
<b>Total</b>		<b>\$16,480</b>

Drainage R&M

Represents estimate repair and maintenance costs to the drainage structures, outfall structures, storm piping and bank erosions maintained by the District.

Irrigation Repairs

Represents estimated costs for any repairs to the irrigation system.

Lighting Maintenance

Represents estimated repair and maintenance cost to all lighting fixtures maintained by the District.

Repairs & Maintenance

Represents general repairs and maintenance costs that are not budgeted under any other budgeted line item.

Pressure Washing

Represents estimated costs to pressure wash common area sidewalks, curbs and monuments as needed.

Contingency

Represents any additional field expense that may not have been provided for in the budget.

# Shingle Creek

## Community Development District

### Fiscal Year 2020 Debt Service Fund Series 2015

Adopted Budget FY2019	Actual Thru 3/31/19	Projected Next 6 Months	Total Thru 9/30/19	Proposed Budget FY2020
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#### Revenues

Special Assessments	\$1,433,611	\$1,324,867	\$108,744	\$1,433,611	\$1,433,611
Interest Income	\$0	\$16,196	\$3,804	\$20,000	\$0
Carry Forward Surplus	\$928,041	\$918,440	\$0	\$918,440	\$948,754

<b>Total Revenues</b>	<b>\$2,361,652</b>	<b>\$2,259,504</b>	<b>\$112,548</b>	<b>\$2,372,052</b>	<b>\$2,382,365</b>
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#### Expenses

Interest - 11/1	\$530,002	\$530,002	\$0	\$530,002	\$523,296
Principal - 11/1	\$370,000	\$370,000	\$0	\$370,000	\$385,000
Interest - 5/1	\$523,296	\$0	\$523,296	\$523,296	\$516,318

<b>Total Expenditures</b>	<b>\$1,423,298</b>	<b>\$900,002</b>	<b>\$523,296</b>	<b>\$1,423,298</b>	<b>\$1,424,614</b>
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<b>Excess Revenues/(Expenditures)</b>	<b>\$938,354</b>	<b>\$1,359,502</b>	<b>(\$410,748)</b>	<b>\$948,754</b>	<b>\$957,751</b>
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Principal - 11/1/2020	\$400,000
Interest - 11/1/2020	\$516,318
<b>Total</b>	<b>\$916,318</b>

Net Assessment	\$1,433,611
Collection Cost (6%)	\$91,507
<b>Gross Assessment</b>	<b>\$1,525,118</b>

Property Type	Units	Gross Per Unit	Gross Total
Single Family	565	\$1,691	\$955,443
Townhome	539	\$1,057	\$569,674
Condo/MF	0	\$850	\$0
Unplatted	0	N/A	\$0
<b>Total</b>	<b>1104</b>		<b>\$1,525,118</b>

**Shinle Creek Community Development District  
Series 2015, Special Assessment Bonds  
(Term Bonds Combined)**

**Amortization Schedule**

<b>Date</b>	<b>Balance</b>	<b>Principal</b>	<b>Interest</b>	<b>Annual</b>
11/1/19	\$ 20,390,000	\$ 385,000	\$ 523,296	\$ 908,296
5/1/20	\$ 20,005,000	\$ -	\$ 516,318	\$ -
11/1/20	\$ 20,005,000	\$ 400,000	\$ 516,318	\$ 1,432,635
5/1/21	\$ 19,605,000	\$ -	\$ 509,068	\$ -
11/1/21	\$ 19,605,000	\$ 415,000	\$ 509,068	\$ 1,433,135
5/1/22	\$ 19,190,000	\$ -	\$ 499,730	\$ -
11/1/22	\$ 19,190,000	\$ 430,000	\$ 499,730	\$ 1,429,460
5/1/23	\$ 18,760,000	\$ -	\$ 490,055	\$ -
11/1/23	\$ 18,760,000	\$ 450,000	\$ 490,055	\$ 1,430,110
5/1/24	\$ 18,310,000	\$ -	\$ 479,930	\$ -
11/1/24	\$ 18,310,000	\$ 470,000	\$ 479,930	\$ 1,429,860
5/1/25	\$ 17,840,000	\$ -	\$ 469,355	\$ -
11/1/25	\$ 17,840,000	\$ 490,000	\$ 469,355	\$ 1,428,710
5/1/26	\$ 17,350,000	\$ -	\$ 458,330	\$ -
11/1/26	\$ 17,350,000	\$ 515,000	\$ 458,330	\$ 1,431,660
5/1/27	\$ 16,835,000	\$ -	\$ 445,133	\$ -
11/1/27	\$ 16,835,000	\$ 540,000	\$ 445,133	\$ 1,430,266
5/1/28	\$ 16,295,000	\$ -	\$ 431,296	\$ -
11/1/28	\$ 16,295,000	\$ 570,000	\$ 431,296	\$ 1,432,591
5/1/29	\$ 15,725,000	\$ -	\$ 416,689	\$ -
11/1/29	\$ 15,725,000	\$ 600,000	\$ 416,689	\$ 1,433,379
5/1/30	\$ 15,125,000	\$ -	\$ 401,314	\$ -
11/1/30	\$ 15,125,000	\$ 630,000	\$ 401,314	\$ 1,432,629
5/1/31	\$ 14,495,000	\$ -	\$ 385,171	\$ -
11/1/31	\$ 14,495,000	\$ 660,000	\$ 385,171	\$ 1,430,341
5/1/32	\$ 13,835,000	\$ -	\$ 368,258	\$ -
11/1/32	\$ 13,835,000	\$ 695,000	\$ 368,258	\$ 1,431,516
5/1/33	\$ 13,140,000	\$ -	\$ 350,449	\$ -
11/1/33	\$ 13,140,000	\$ 730,000	\$ 350,449	\$ 1,430,898
5/1/34	\$ 12,410,000	\$ -	\$ 331,743	\$ -
11/1/34	\$ 12,410,000	\$ 765,000	\$ 331,743	\$ 1,428,485
5/1/35	\$ 11,645,000	\$ -	\$ 312,139	\$ -
11/1/35	\$ 11,645,000	\$ 805,000	\$ 312,139	\$ 1,429,279
5/1/36	\$ 10,840,000	\$ -	\$ 291,511	\$ -
11/1/36	\$ 10,840,000	\$ 850,000	\$ 291,511	\$ 1,433,023

**Shingle Creek Community Development District  
Series 2015, Special Assessment Bonds  
(Term Bonds Combined)**

**Amortization Schedule**

<b>Date</b>	<b>Balance</b>	<b>Principal</b>	<b>Interest</b>	<b>Annual</b>
5/1/37	\$ 9,990,000	\$ -	\$ 269,730	\$ -
11/1/37	\$ 9,990,000	\$ 890,000	\$ 269,730	\$ 1,429,460
5/1/38	\$ 9,100,000	\$ -	\$ 245,700	\$ -
11/1/38	\$ 9,100,000	\$ 940,000	\$ 245,700	\$ 1,431,400
5/1/39	\$ 8,160,000	\$ -	\$ 220,320	\$ -
11/1/39	\$ 8,160,000	\$ 990,000	\$ 220,320	\$ 1,430,640
5/1/40	\$ 7,170,000	\$ -	\$ 193,590	\$ -
11/1/40	\$ 7,170,000	\$ 1,045,000	\$ 193,590	\$ 1,432,180
5/1/41	\$ 6,125,000	\$ -	\$ 165,375	\$ -
11/1/41	\$ 6,125,000	\$ 1,100,000	\$ 165,375	\$ 1,430,750
5/1/42	\$ 5,025,000	\$ -	\$ 135,675	\$ -
11/1/42	\$ 5,025,000	\$ 1,160,000	\$ 135,675	\$ 1,431,350
5/1/43	\$ 3,865,000	\$ -	\$ 104,355	\$ -
11/1/43	\$ 3,865,000	\$ 1,220,000	\$ 104,355	\$ 1,428,710
5/1/44	\$ 2,645,000	\$ -	\$ 71,415	\$ -
11/1/44	\$ 2,645,000	\$ 1,290,000	\$ 71,415	\$ 1,432,830
5/1/45	\$ 1,355,000	\$ -	\$ 36,585	\$ -
11/1/45	\$ 1,355,000	\$ 1,355,000	\$ 36,585	\$ 1,428,170
<b>Totals</b>		<b>\$ 20,390,000</b>	<b>\$ 17,721,762</b>	<b>\$ 38,111,762</b>

# Shingle Creek

## Community Development District

### Fiscal Year 2020 Debt Service Fund Series 2019

Proposed Budget FY2019	Actual Thru 3/31/19	Projected Next 6 Months	Total Thru 9/30/19	Proposed Budget FY2020
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#### Revenues

Special Assessments	\$419,928	\$0	\$419,928	\$419,928	\$1,133,291
Bond Proceeds	\$715,953	\$715,953	\$0	\$715,953	\$0
Interest Income	\$150	\$90	\$60	\$150	\$0
Carry Forward Surplus	\$0	\$0	\$0	\$0	\$420,007
<b>Total Revenues</b>	<b>\$1,136,031</b>	<b>\$716,043</b>	<b>\$419,988</b>	<b>\$1,136,031</b>	<b>\$1,553,298</b>

#### Expenses

Interest - 11/1	\$0	\$0	\$0	\$0	\$419,928
Principal - 5/1	\$0	\$0	\$0	\$0	\$295,000
Interest - 5/1	\$149,308	\$0	\$149,308	\$149,308	\$419,928
<b>Total Expenditures</b>	<b>\$149,308</b>	<b>\$0</b>	<b>\$149,308</b>	<b>\$149,308</b>	<b>\$1,134,856</b>
<b>Excess Revenues/(Expenditures)</b>	<b>\$986,723</b>	<b>\$716,043</b>	<b>\$270,680</b>	<b>\$986,723</b>	<b>\$418,442</b>

\*Carry forward surplus is less Reserve amount.

Interest - 11/1/2020	<b>\$414,581</b>
<b>Total</b>	<b>\$414,581</b>
Net Assessment	\$1,133,291
Collection Cost (6%)	\$72,667
<b>Gross Assessment</b>	<b>\$1,205,958</b>

Property Type	Units	Gross Per Unit	Gross Total
Single Family	387	\$1,691	\$654,436
Townhome	213	\$1,057	\$225,122
Condo	384	\$850	\$326,400
<b>Total</b>	<b>984</b>		<b>\$1,205,958</b>

**Shinle Creek Community Development District  
Series 2019, Special Assessment Bonds  
(Term Bonds Combined)**

**Amortization Schedule**

<b>Date</b>	<b>Balance</b>	<b>Principal</b>	<b>Interest</b>	<b>Annual</b>
5/1/19	\$ 17,895,000	\$ -	\$ 149,308	\$ -
1 1 /1 19	\$ 17,895,000	\$ -	\$ 419,928	\$ 569,236
5/1 20	\$ 17,895,000	\$ 295,000	\$ 419,928	\$ -
1 1 /120	\$ 17,600,000	\$ -	\$ 414,581	\$ 1,129,509
5/1 21	\$ 17,600,000	\$ 305,000	\$ 414,581	\$ -
1 1 /121	\$ 17,295,000	\$ -	\$ 409,053	\$ 1,128,634
5/1 22	\$ 17,295,000	\$ 320,000	\$ 409,053	\$ -
1 1 /122	\$ 16,975,000	\$ -	\$ 403,253	\$ 1,132,306
5/1 23	\$ 16,975,000	\$ 330,000	\$ 403,253	\$ -
1 1 /123	\$ 16,645,000	\$ -	\$ 397,272	\$ 1,130,525
5/1 24	\$ 16,645,000	\$ 345,000	\$ 397,272	\$ -
1 1 /124	\$ 16,300,000	\$ -	\$ 391,019	\$ 1,133,291
5/1 25	\$ 16,300,000	\$ 355,000	\$ 391,019	\$ -
1 1 /125	\$ 15,945,000	\$ -	\$ 383,919	\$ 1,129,938
5/1 26	\$ 15,945,000	\$ 370,000	\$ 383,919	\$ -
1 1 /126	\$ 15,575,000	\$ -	\$ 376,519	\$ 1,130,438
5/1 27	\$ 15,575,000	\$ 385,000	\$ 376,519	\$ -
1 1 /127	\$ 15,190,000	\$ -	\$ 368,819	\$ 1,130,338
5/1 28	\$ 15,190,000	\$ 400,000	\$ 368,819	\$ -
1 1 /128	\$ 14,790,000	\$ -	\$ 360,819	\$ 1,129,638
5/1 29	\$ 14,790,000	\$ 420,000	\$ 360,819	\$ -
1 1 /129	\$ 14,370,000	\$ -	\$ 352,419	\$ 1,133,238
5/1 30	\$ 14,370,000	\$ 435,000	\$ 352,419	\$ -
1 1 /130	\$ 13,935,000	\$ -	\$ 342,088	\$ 1,129,506
5/1 31	\$ 13,935,000	\$ 460,000	\$ 342,088	\$ -
1 1 /131	\$ 13,475,000	\$ -	\$ 331,163	\$ 1,133,250
5/1 32	\$ 13,475,000	\$ 480,000	\$ 331,163	\$ -
1 1 /132	\$ 12,995,000	\$ -	\$ 319,763	\$ 1,130,925
5/1 33	\$ 12,995,000	\$ 505,000	\$ 319,763	\$ -
1 1 /133	\$ 12,490,000	\$ -	\$ 307,769	\$ 1,132,531
5/1 34	\$ 12,490,000	\$ 530,000	\$ 307,769	\$ -
1 1 /134	\$ 11,960,000	\$ -	\$ 295,181	\$ 1,132,950
5/1 35	\$ 11,960,000	\$ 555,000	\$ 295,181	\$ -
1 1 /135	\$ 11,405,000	\$ -	\$ 282,000	\$ 1,132,181
5/1 36	\$ 11,405,000	\$ 580,000	\$ 282,000	\$ -
1 1 /136	\$ 10,825,000	\$ -	\$ 268,225	\$ 1,130,225
5/1 37	\$ 10,825,000	\$ 610,000	\$ 268,225	\$ -
1 1 /137	\$ 10,215,000	\$ -	\$ 253,738	\$ 1,131,963
5/1 38	\$ 10,215,000	\$ 640,000	\$ 253,738	\$ -
1 1 /138	\$ 9,575,000	\$ -	\$ 238,538	\$ 1,132,275
5/1 39	\$ 9,575,000	\$ 670,000	\$ 238,538	\$ -
1 1 /139	\$ 8,905,000	\$ -	\$ 222,625	\$ 1,131,163

**Shingle Creek Community Development District  
Series 2019, Special Assessment Bonds  
(Term Bonds Combined)**

**Amortization Schedule**

<b>Date</b>	<b>Balance</b>	<b>Principal</b>	<b>Interest</b>	<b>Annual</b>
5/1 /40	\$ 8,905,000	\$ 705,000	\$ 222,625	\$ -
1 1 /140	\$ 8,200,000	\$ -	\$ 205,000	\$ 1,132,625
5/1 /41	\$ 8,200,000	\$ 740,000	\$ 205,000	\$ -
1 1 /141	\$ 7,460,000	\$ -	\$ 186,500	\$ 1,131,500
5/1 /42	\$ 7,460,000	\$ 775,000	\$ 186,500	\$ -
1 1 /142	\$ 6,685,000	\$ -	\$ 167,125	\$ 1,128,625
5/1 /43	\$ 6,685,000	\$ 815,000	\$ 167,125	\$ -
1 1 /143	\$ 5,870,000	\$ -	\$ 146,750	\$ 1,128,875
5/1 /44	\$ 5,870,000	\$ 860,000	\$ 146,750	\$ -
1 1 /144	\$ 5,010,000	\$ -	\$ 125,250	\$ 1,132,000
5/1 /45	\$ 5,010,000	\$ 905,000	\$ 125,250	\$ -
1 1 /145	\$ 4,105,000	\$ -	\$ 102,625	\$ 1,132,875
5/1 /46	\$ 4,105,000	\$ 950,000	\$ 102,625	\$ -
1 1 /146	\$ 3,155,000	\$ -	\$ 78,875	\$ 1,131,500
5/1 /47	\$ 3,155,000	\$ 1,000,000	\$ 78,875	\$ -
1 1 /147	\$ 2,155,000	\$ -	\$ 53,875	\$ 1,132,750
5/1 /48	\$ 2,155,000	\$ 1,050,000	\$ 53,875	\$ -
1 1 /148	\$ 1,105,000	\$ -	\$ 27,625	\$ 1,131,500
5/1 /49	\$ 1,105,000	\$ 1,105,000	\$ 27,625	\$ 1,132,625
<b>Totals</b>		<b>\$ 17,895,000</b>	<b>\$ 16,613,933</b>	<b>\$ 34,508,933</b>

## SECTION VIII

## **RESOLUTION 2019-14**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT EXTENDING THE TERMS OF OFFICE OF ALL CURRENT SUPERVISORS TO COINCIDE WITH THE GENERAL ELECTION PURSUANT TO SECTION 190.006, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Shingle Creek Community Development District (the “District”) is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, the current members of the Board of Supervisors (the “Board”) were elected by the landowners within the District based on a one acre/one vote basis; and

**WHEREAS**, Chapter 190, *Florida Statutes*, authorizes the Board to adopt a resolution extending or reducing the terms of office of Board members to coincide with the general election in November; and

**WHEREAS**, the Board of Supervisors finds that it is in the best interests of the District to adopt this Resolution extending the terms of office of all current Supervisors of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1.** The following terms of office are hereby extended to coincide with the general election to be held in November of 2020:

Seat #3 (currently held by Adam Morgan)  
Seat #4 (currently held by Mark Revell)  
Seat #5 (currently held by Rob Bonin)

The following terms of office are hereby extended to coincide with the general election to be held in November of 2022:

Seat #1 (currently Vacant)  
Seat #2 (currently held by Joe Catanzariti, Jr.)

**SECTION 2.** If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 3.** This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** this 6<sup>th</sup> day of May, 2019.

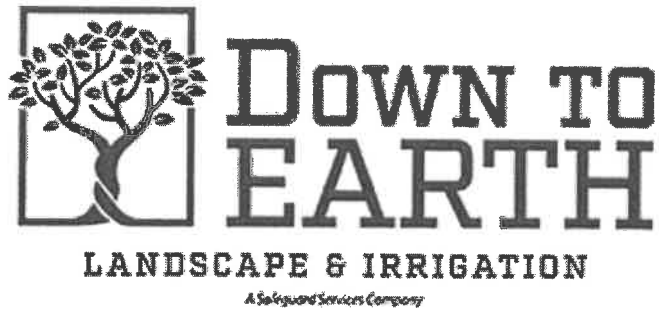
ATTEST:

**SHINGLE CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Print Name: \_\_\_\_\_  
Chairperson/Vice Chairperson,  
Board of Supervisors

# SECTION X



## **Landscape Maintenance Proposal**

Attn: Shingle Creek  
Brian Smith  
C/O GMS-CF, LLC  
135 W. Central Blvd, Suite 320  
Orlando, FL 32801

Submitted By: SSS Down To Earth Opco LLC  
Director: Michael Mosler II

### **Shingle Creek – Storey Lake CDD Additional Areas Addendum**

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#### **Landscape Maintenance Summary**

<b>Basic Maintenance</b>	<b>\$ 32,875.00</b>	<b>Annually</b>
<b>Irrigation Inspection</b>	<b>Included</b>	<b>Annually</b>
<b>Fertilization/Pest Control</b>	<b>Included</b>	<b>Annually</b>

**Total Annually**                      **\$ 32,875.00**

**Total Monthly**                        **\$ 2,739.58**

#### **Additional Items**

<b>Mulch</b>	<b>\$40.00 Per Cubic Yard</b>
<b>Annuals</b>	<b>\$1.65 Per Unit</b>
<b>Palm Trimming</b>	<b>Included (up to 15')</b>
	<b>\$30.00 Per Palm (over 15')</b>

## SECTION XI

## SECTION C

# SECTION 1

# Shingle Creek

## Community Development District

### Summary of Checks

February 25, 2019 to March 25, 2019

Bank	Date	Check #	Amount	
General Fund	3/7/19	288	\$	4,183.96
	3/14/19	289-293	\$	11,488.34
	3/20/19	294	\$	16,992.29
	3/21/19	295	\$	11,778.58
			\$	44,443.17
			\$	<b>44,443.17</b>

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
3/07/19	00011	3/01/19 80	201903 310-51300-34000 MANAGEMENT FEES-MAR19		*	2,789.58	
		3/01/19 80	201903 310-51300-35200 INFORMATION TECH-MAR19		*	50.00	
		3/01/19 80	201903 310-51300-31300 DISSEMINATION-MAR19		*	583.33	
		3/01/19 80	201903 310-51300-51000 OFFICE SUPPLIES		*	.12	
		3/01/19 80	201903 310-51300-42000 POSTAGE		*	4.13	
		3/01/19 80	201903 310-51300-42500 COPIES		*	118.35	
		3/01/19 81	201903 320-53800-12000 FIELD MANAGEMENT-MAR19		*	625.00	
		3/01/19 81	201903 310-51300-42000 POSTAGE		*	13.45	
GOVERNMENTAL MANAGEMENT SERVICES							4,183.96 000288
3/14/19	00007	3/01/19 33882	201903 320-53800-47000 WATERWAY MAINT 3 PONDS		*	840.00	
AQUATIC WEED CONTROL, INC.							840.00 000289
3/14/19	00023	2/28/19 30439	201902 320-53800-46400 9 SPRY/18 ROTATORS/ROTORS		*	506.97	
DOWN TO EARTH LAWN CARE II, INC							506.97 000290
3/14/19	00020	12/06/18 121415	201811 310-51300-31100 BOND AMNT/COORD.LAND SWAP		*	562.50	
		1/03/19 121483	201812 310-51300-31100 DISCUSS PHASE I-3B/EMAIL		*	200.00	
		2/07/19 121554	201901 310-51300-31100 REV/RPR INTERSECT/CONVO.		*	900.00	
		3/07/19 121667	201902 310-51300-31100 INTERSECT.REPAIR.REQUIRE.		*	600.00	
FRANKLIN SURVEYING & MAPPING INC.							2,262.50 000291
3/14/19	00016	2/21/19 84442	201901 310-51300-31500 I-3B LAND SWAP/G-17/RESOL		*	2,734.70	
		3/12/19 84718	201902 310-51300-31500 REV.AGENDA/PRP BOARD MTG		*	762.09	
LATHAM, SHUKER, EDEN & BEAUDINE							3,496.79 000292
3/14/19	00013	2/28/19 45950430	201902 310-51300-48000 NOT.OF PUB.HEARING 02/25		*	4,167.08	
		2/28/19 45950430	201902 310-51300-48000 NOT.OF MEETING 02/25/19		*	215.00	
ORLANDO SENTINEL							4,382.08 000293
SHIN SHINGLE CREEK TVISCARRA							

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
3/20/19	00012	3/19/19 03192019	201903 300-20700-10000 FY19 DEBT SERVICE SER2015		*	16,992.29	
SHINGLE CREEK CDD C/O REGIONS BANK							16,992.29 000294
3/21/19	00023	3/10/19 30652	201903 320-53800-46200 MTHLY-MNT-MAR19-PHASE I		*	6,116.00	
		3/10/19 30652	201903 320-53800-46200 MTHLY-MNT-MAR19-PHASE II		*	1,423.00	
		3/10/19 30652	201903 320-53800-46200 MTHLY-MNT-MAR19-AREA I		*	350.00	
		3/10/19 30652	201903 320-53800-46200 MTHLY-MNT-MAR19-ADD-PH2P2		*	1,150.00	
		3/10/19 30652	201903 320-53800-46200 MTHLY-MNT-MAR19-ADD-PH 3		*	2,739.58	
DOWN TO EARTH LAWN CARE II, INC							11,778.58 000295
TOTAL FOR BANK A						44,443.17	
TOTAL FOR REGISTER						44,443.17	

SHIN SHINGLE CREEK TVISCARRA



# Shingle Creek

## Community Development District

### Summary of Checks

March 25, 2019 to April 30, 2019

Bank	Date	Check #	Amount
General Fund	4/4/19	296-298	\$ 3,997.97
	4/11/19	299	\$ 4,121.33
	4/18/19	300-303	\$ 3,971.36
	4/19/19	304	\$ 44,635.03
	4/25/19	305-306	\$ 16,062.02
			<hr/>
			\$ 72,787.71
			<hr/>
			<b>\$ 72,787.71</b>

AP300R

\*\*\* CHECK DATES 03/25/2019 - 04/30/2019 \*\*\*

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 4/30/19

PAGE 1

GENERAL FUND

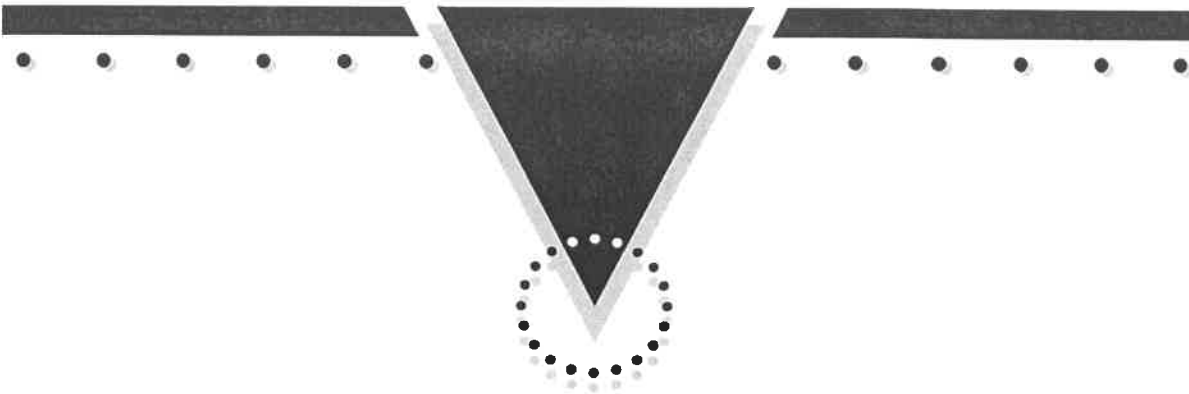
BANK A GENERAL FUND

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
4/04/19	00007	4/01/19 34814	201904 320-53800-47000		WATERWAY MAINT 3 PONDS	*	840.00	
AQUATIC WEED CONTROL, INC.								840.00 000296
4/04/19	00023	12/18/18 23209	201812 320-53800-46100		INST.WASHINGTON.PALM/KIT	*	350.00	
		12/18/18 23338	201811 320-53800-46400		SPRAY/NOZZLE/VALVE/CONN.	*	643.97	
		12/31/18 24693	201812 320-53800-46100		RMV/RPLC WASHINGTON.PALM	*	650.00	
		3/31/19 32749	201903 320-53800-46100		INST.SYLV.PALM/TREE STAKE	*	690.00	
DOWN TO EARTH LAWN CARE II, INC								2,333.97 000297
4/04/19	00021	3/19/19 25134	201903 320-53800-48000		RPLC BALLAST/2 PHOTOCELLS	*	824.00	
TERRY'S ELECTRIC INC.								824.00 000298
4/11/19	00011	4/01/19 82	201904 310-51300-34000		MANAGEMENT FEES-APR19	*	2,789.58	
		4/01/19 82	201904 310-51300-35200		INFORMATION TECH-APR19	*	50.00	
		4/01/19 82	201904 310-51300-31300		DISSEMINATION-APR19	*	583.33	
		4/01/19 82	201904 310-51300-51000		OFFICE SUPPLIES	*	.51	
		4/01/19 82	201904 310-51300-42000		POSTAGE	*	22.97	
		4/01/19 82	201904 310-51300-42500		COPIES	*	26.55	
		4/01/19 82	201904 310-51300-41000		TELEPHONE	*	23.39	
		4/01/19 83	201904 320-53800-12000		FIELD MANAGEMENT-APR19	*	625.00	
GOVERNMENTAL MANAGEMENT SERVICES								4,121.33 000299
4/18/19	00023	3/20/19 31620	201903 320-53800-46200		MNT.STOREY LAKE-ADD.AREAS	*	2,792.35	
DOWN TO EARTH LAWN CARE II, INC								2,792.35 000300
4/18/19	00020	4/04/19 121773	201903 310-51300-31100		TRAVEL/PRE-MTG DISCUSS.	*	200.00	
FRANKLIN SURVEYING & MAPPING INC.								200.00 000301
4/18/19	00013	3/31/19 52450420	201903 310-51300-48000		REQ.QUAL.ENG.SERV 03/25	*	515.01	
ORLANDO SENTINEL								515.01 000302
SHIN SHINGLE CREEK TVISCARRA								

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT	..... #
4/18/19	00021	9/11/18 21108	201810 320-53800-48100			*	464.00		
		TRBLSHT LED SIGN/DRIVER			TERRY'S ELECTRIC INC.			464.00	000303
4/19/19	00012	4/19/19 04192019	201904 300-20700-10000			*	44,635.03		
		FY19 DEBT SERVICE SER2015			SHINGLE CREEK CDD C/O REGIONS BANK			44,635.03	000304
4/25/19	00023	4/15/19 31621	201904 320-53800-46200			*	6,116.00		
		MTHLY-MNT-APR19-PHASE I				*	1,423.00		
		4/15/19 31621	201904 320-53800-46200			*	350.00		
		MTHLY-MNT-APR19-PHASE II				*	1,150.00		
		4/15/19 31621	201904 320-53800-46200			*	2,792.35		
		MTHLY-MNT-APR19-AREA I				*	853.16		
		4/15/19 31621	201904 320-53800-46200			*	2,792.35		
		MTHLY-MNT-APR19-ADD-PH2P2				*	853.16		
		4/15/19 31621	201904 320-53800-46200			*	2,792.35		
		MTHLY-MNT-APR19-ADD-PH 3				*	853.16		
		4/15/19 31621	201904 320-53800-46200			*	2,792.35		
		MTHLY-MNT-APR19-ADD.AREAS				*	853.16		
		4/18/19 33986	201904 320-53800-46400			*	853.16		
		31 ROTATORS/18 SPRYS/FITT			DOWN TO EARTH LAWN CARE II, INC			15,424.09	000305
4/25/19	00016	4/22/19 85226	201903 310-51300-31500			*	637.93		
		PREPARE/ATTEND CDD MTG			LATHAM, SHUKER, EDEN & BEAUDINE			637.93	000306
					TOTAL FOR BANK A		72,787.71		
					TOTAL FOR REGISTER		72,787.71		

SHIN SHINGLE CREEK TVISCARRA

## SECTION 2



# **Shingle Creek**

## **Community Development District**

### **Unaudited Financial Reporting**

**March 31, 2019**



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**Shingle Creek**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**BALANCE SHEET**  
**March 31, 2019**

	General Fund	Debt Service Fund	Capital Projects Fund	Totals 2019
<b><u>ASSETS:</u></b>				
<b><u>CASH</u></b>				
OPERATING ACCOUNT - SUNTRUST	\$528,805	---	---	\$528,805
<b><u>INVESTMENTS</u></b>				
<b>SERIES 2015</b>				
RESERVE	---	\$724,271	---	\$724,271
REVENUE	---	\$1,357,539	---	\$1,357,539
INTEREST	---	\$211	---	\$211
SINKING FUND	---	\$147	---	\$147
CONSTRUCTION	---	---	\$10,869	\$10,869
<b>SERIES 2019</b>				
RESERVE	---	\$566,717	---	\$566,717
CAPITALIZED INTEREST	---	\$149,327	---	\$149,327
CONSTRUCTION	---	---	\$9,440,350	\$9,440,350
COST OF ISSUANCE	---	---	\$1,501	\$1,501
DUE FROM DEVELOPER	\$3,400	---	---	\$3,400
<b>TOTAL ASSETS</b>	<b>\$532,205</b>	<b>\$2,798,212</b>	<b>\$9,452,719</b>	<b>\$12,783,135</b>
<b><u>LIABILITIES:</u></b>				
ACCOUNTS PAYABLE	\$7,767	---	---	\$7,767
<b><u>FUND EQUITY:</u></b>				
<b>FUND BALANCES:</b>				
RESTRICTED FOR DEBT SERVICE 2015	---	\$2,082,168	---	\$2,082,168
RESTRICTED FOR DEBT SERVICE 2019	---	\$716,043	---	\$716,043
RESTRICTED FOR CAPITAL PROJECTS 2015	---	---	\$10,869	\$10,869
RESTRICTED FOR CAPITAL PROJECTS 2019	---	---	\$9,441,850	\$9,441,850
UNASSIGNED	\$524,438	---	---	\$524,438
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>\$532,205</b>	<b>\$2,798,212</b>	<b>\$9,452,719</b>	<b>\$12,783,135</b>

# Shingle Creek

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND

#### Statement of Revenues & Expenditures

For The Period Ending March 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/19	ACTUAL THRU 3/31/19	VARIANCE
<b><u>REVENUES:</u></b>				
ASSESSMENTS - TAX ROLL	\$377,073	\$347,793	\$347,793	\$0
DEVELOPER CONTRIBUTION	\$36,508	\$18,254	\$0	(\$18,254)
<b>TOTAL REVENUES</b>	<b>\$413,581</b>	<b>\$366,047</b>	<b>\$347,793</b>	<b>(\$18,254)</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>ADMINISTRATIVE:</u></b>				
ENGINEERING	\$25,000	\$12,500	\$3,423	\$9,078
ATTORNEY	\$40,000	\$20,000	\$11,171	\$8,829
ARBITRAGE	\$650	\$0	\$0	\$0
DISSEMINATION	\$3,500	\$1,750	\$2,042	(\$292)
ANNUAL AUDIT	\$6,500	\$0	\$0	\$0
TRUSTEE FEES	\$3,500	\$0	\$0	\$0
ASSESSMENT ADMINISTRATION	\$5,000	\$5,000	\$5,000	\$0
MANAGEMENT FEES	\$33,475	\$16,738	\$16,737	\$0
INFORMATION TECHNOLOGY	\$600	\$300	\$300	\$0
TELEPHONE	\$200	\$100	\$6	\$94
POSTAGE	\$500	\$250	\$86	\$164
TRAVEL PER DIEM	\$250	\$125	\$0	\$125
PRINTING & BINDING	\$500	\$250	\$449	(\$199)
INSURANCE	\$10,000	\$10,000	\$8,930	\$1,070
LEGAL ADVERTISING	\$2,500	\$1,250	\$8,996	(\$7,746)
OTHER CURRENT CHARGES	\$300	\$150	\$0	\$150
OFFICE SUPPLIES	\$200	\$100	\$2	\$98
PROPERTY APPRAISER	\$500	\$500	\$512	(\$12)
DUES, LICENSES & SUBSCRIPTIONS	\$175	\$175	\$175	\$0
<b><u>FIELD:</u></b>				
FIELD SERVICES	\$7,500	\$3,750	\$3,750	\$0
UTILITIES	\$12,000	\$6,000	\$3,998	\$2,002
LANDSCAPE MAINTENANCE	\$174,851	\$87,426	\$73,464	\$13,962
LANDSCAPE CONTINGENCY	\$10,000	\$5,000	\$1,690	\$3,310
PROPERTY INSURANCE	\$6,300	\$6,300	\$5,723	\$577
LONDON CREEK RANCH MAINTENANCE	\$30,000	\$15,000	\$0	\$15,000
LAKE MAINTENANCE	\$12,080	\$6,040	\$5,040	\$1,000
LAKE CONTINGENCY	\$5,000	\$2,500	\$0	\$2,500
DRAINAGE R&M	\$5,000	\$2,500	\$0	\$2,500
IRRIGATION REPAIRS	\$2,500	\$1,250	\$4,886	(\$3,636)
LIGHTING MAINTENANCE	\$5,000	\$2,500	\$464	\$2,036
REPAIRS & MAINTENANCE	\$5,000	\$2,500	\$824	\$1,676
CONTINGENCY	\$5,000	\$2,500	\$0	\$2,500
<b>TOTAL EXPENDITURES</b>	<b>\$413,581</b>	<b>\$212,453</b>	<b>\$157,666</b>	<b>\$54,787</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$190,128</b>	
<b>FUND BALANCE - BEGINNING</b>	<b>\$0</b>		<b>\$334,310</b>	
<b>FUND BALANCE - ENDING</b>	<b>\$0</b>		<b>\$524,438</b>	

# Shingle Creek

## COMMUNITY DEVELOPMENT DISTRICT

### SERIES 2015

### DEBT SERVICE FUND

#### Statement of Revenues & Expenditures

For The Period Ending March 31, 2019

#### REVENUES:

ASSESSMENTS - TAX ROLL  
INTEREST

\$1,433,611	\$1,324,867	\$1,324,867	\$0
\$0	\$0	\$16,196	\$16,196

#### TOTAL REVENUES

\$1,433,611	\$1,324,867	\$1,341,064	\$16,196
-------------	-------------	-------------	----------

#### EXPENDITURES:

INTEREST - 11/1  
PRINCIPAL - 11/1  
INTEREST - 05/1

\$530,002	\$530,002	\$530,002	\$0
\$370,000	\$370,000	\$370,000	\$0
\$523,296	\$0	\$0	\$0

#### TOTAL EXPENDITURES

\$1,423,298	\$900,002	\$900,002	\$0
-------------	-----------	-----------	-----

#### EXCESS REVENUES (EXPENDITURES)

\$10,313	\$441,062
----------	-----------

#### FUND BALANCE - BEGINNING

\$928,041	\$1,641,106
-----------	-------------

#### FUND BALANCE - ENDING

\$938,354	\$2,082,168
-----------	-------------

# Shingle Creek

## COMMUNITY DEVELOPMENT DISTRICT

SERIES 2019

### DEBT SERVICE FUND

#### Statement of Revenues & Expenditures

For The Period Ending March 31, 2019

#### REVENUES:

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/19	ACTUAL THRU 3/31/19	VARIANCE
BOND PROCEEDS	\$0	\$0	\$715,953	\$715,953
INTEREST	\$0	\$0	\$90	\$90
TOTAL REVENUES	\$0	\$0	\$716,043	\$716,043

#### EXPENDITURES:

INTEREST - 05/1	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$0		\$716,043	
FUND BALANCE - BEGINNING	\$0		\$0	
FUND BALANCE - ENDING	\$0		\$716,043	

# Shingle Creek

## COMMUNITY DEVELOPMENT DISTRICT

### SERIES 2015

### CAPITAL PROJECTS FUND

#### Statement of Revenues & Expenditures

For The Period Ending March 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/19	ACTUAL THRU 3/31/19	VARIANCE
<b><u>REVENUES:</u></b>				
INTEREST	\$0	\$0	\$117	\$117
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$117</b>	<b>\$117</b>
<b><u>EXPENDITURES:</u></b>				
CAPITAL OUTLAY	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$117</b>	
<b>FUND BALANCE - BEGINNING</b>	<b>\$0</b>		<b>\$10,752</b>	
<b>FUND BALANCE - ENDING</b>	<b>\$0</b>		<b>\$10,869</b>	

# Shingle Creek

## COMMUNITY DEVELOPMENT DISTRICT

SERIES 2019

### CAPITAL PROJECTS FUND

#### Statement of Revenues & Expenditures

For The Period Ending March 31, 2019

**REVENUES:**

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/19	ACTUAL THRU 3/31/19	VARIANCE
BOND PROCEEDS	\$0	\$0	\$17,179,047	\$17,179,047
INTEREST	\$0	\$0	\$1,190	\$1,190
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$17,180,237</b>	<b>\$17,180,237</b>

**EXPENDITURES:**

CAPITAL OUTLAY - CONSTRUCTION	\$0	\$0	\$7,178,785	(\$7,178,785)
CAPITAL OUTLAY - COST OF ISSUANCE	\$0	\$0	\$559,601	(\$559,601)
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,738,386</b>	<b>\$7,738,386</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$9,441,850</b>	
<b>FUND BALANCE - BEGINNING</b>	<b>\$0</b>		<b>\$0</b>	
<b>FUND BALANCE - ENDING</b>	<b>\$0</b>		<b>\$9,441,850</b>	

**Shingle Creek  
Community Development District**

**REVENUES:**

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Total
ASSESSMENTS - TAX ROLL	\$0	\$47,337	\$265,411	\$10,695	\$19,890	\$4,461	\$0	\$0	\$0	\$0	\$0	\$0	\$347,793
DEVELOPER CONTRIBUTIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$47,337</b>	<b>\$265,411</b>	<b>\$10,695</b>	<b>\$19,890</b>	<b>\$4,461</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$347,793</b>

**EXPENDITURES:**

**ADMINISTRATIVE:**

ENGINEERING	\$960	\$563	\$200	\$900	\$600	\$200	\$0	\$0	\$0	\$0	\$0	\$0	\$3,423
ATTORNEY	\$2,036	\$3,112	\$1,838	\$2,735	\$762	\$638	\$0	\$0	\$0	\$0	\$0	\$0	\$11,171
ARBITRAGE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DISSEMINATION	\$292	\$292	\$292	\$292	\$292	\$583	\$0	\$0	\$0	\$0	\$0	\$0	\$2,042
ANNUAL AUDIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRUSTEE FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ASSESSMENT ADMINISTRATION	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
MANAGEMENT FEES	\$2,790	\$2,790	\$2,790	\$2,790	\$2,790	\$2,790	\$0	\$0	\$0	\$0	\$0	\$0	\$16,737
INFORMATION TECHNOLOGY	\$50	\$50	\$50	\$50	\$50	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$300
TELEPHONE	\$0	\$6	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6
POSTAGE	\$5	\$23	\$2	\$23	\$16	\$18	\$0	\$0	\$0	\$0	\$0	\$0	\$86
TRAVEL PER DIEM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PRINTING & BINDING	\$16	\$6	\$8	\$107	\$194	\$118	\$0	\$0	\$0	\$0	\$0	\$0	\$449
INSURANCE	\$8,930	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,930
LEGAL ADVERTISING	\$0	\$0	\$204	\$3,895	\$4,382	\$515	\$0	\$0	\$0	\$0	\$0	\$0	\$8,996
OTHER CURRENT CHARGES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OFFICE SUPPLIES	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2
PROPERTY APPRAISER	\$0	\$0	\$0	\$512	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$512
DUES, LICENSES & SUBSCRIPTIONS	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175

**FIELD:**

FIELD SERVICES	\$625	\$625	\$625	\$625	\$625	\$625	\$0	\$0	\$0	\$0	\$0	\$0	\$3,750
UTILITIES	\$724	\$617	\$611	\$755	\$683	\$607	\$0	\$0	\$0	\$0	\$0	\$0	\$3,998
LANDSCAPE MAINTENANCE	\$11,779	\$11,779	\$11,779	\$11,779	\$11,779	\$14,571	\$0	\$0	\$0	\$0	\$0	\$0	\$73,464
LANDSCAPE CONTINGENCY	\$0	\$0	\$1,000	\$0	\$0	\$690	\$0	\$0	\$0	\$0	\$0	\$0	\$1,690
PROPERTY INSURANCE	\$5,723	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,723
LONDON CREEK RANCH MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LAKE MAINTENANCE	\$840	\$840	\$840	\$840	\$840	\$840	\$0	\$0	\$0	\$0	\$0	\$0	\$5,040
LAKE CONTINGENCY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DRAINAGE R&M	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
IRRIGATION REPAIRS	\$0	\$644	\$0	\$3,735	\$507	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,886
LIGHTING MAINTENANCE	\$464	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$464
REPAIRS & MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$824	\$0	\$0	\$0	\$0	\$0	\$0	\$824
CONTINGENCY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

<b>TOTAL EXPENDITURES</b>	<b>\$40,407</b>	<b>\$21,346</b>	<b>\$20,288</b>	<b>\$29,036</b>	<b>\$23,519</b>	<b>\$23,069</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$157,666</b>
<b>EXCESS REVENUES/(EXPENDITURES)</b>	<b>(\$40,407)</b>	<b>\$25,991</b>	<b>\$245,123</b>	<b>(\$18,342)</b>	<b>(\$3,630)</b>	<b>(\$18,608)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$190,128</b>

# Shingle Creek

## COMMUNITY DEVELOPMENT DISTRICT

### LONG TERM DEBT REPORT

SERIES 2015, SPECIAL ASSESSMENT REVENUE BONDS		
INTEREST RATE:	3.625%, 4.500%, 5.125%, 5.400%	
MATURITY DATE:	11/1/2045	
RESERVE FUND DEFINITION	50% MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	\$716,689	
RESERVE FUND BALANCE	\$724,271	
BONDS OUTSTANDING - 9/30/15		\$21,465,000
LESS: PRINCIPAL PAYMENT 11/1/16		(\$345,000)
LESS: PRINCIPAL PAYMENT 11/1/17		(\$360,000)
LESS: PRINCIPAL PAYMENT 11/1/18		(\$370,000)
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$20,390,000</b>

SERIES 2019, SPECIAL ASSESSMENT REVENUE BONDS		
INTEREST RATE:	3.625%, 4.000%, 4.750%, 5.000%	
MATURITY DATE:	5/1/2049	
RESERVE FUND DEFINITION	50% MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	\$566,645	
RESERVE FUND BALANCE	\$566,645	
BONDS OUTSTANDING - 2/27/19		\$17,895,000
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$17,895,000</b>

**SHINGLE CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

**SPECIAL ASSESSMENT RECEIPTS - FY2019**

**TAX COLLECTOR**

GROSS ASSESSMENTS \$ 1,926,052 \$ 400,481 \$ 1,525,571  
NET ASSESSMENTS \$ 1,810,489 \$ 376,452 \$ 1,434,037

DATE RECEIVED	DIST.						2015		
		GROSS ASSESSMENTS RECEIVED	DISCOUNTS/ PENALTIES	COMMISSIONS PAID	INTEREST INCOME	NET AMOUNT RECEIVED	GENERAL FUND 20.79%	DEBT SERVICE 79.21%	TOTAL 100%
11/9/18	ACH	\$ 6,567.80	\$ 299.82	\$ 125.36	\$ -	\$ 6,142.62	\$ 1,277.22	\$ 4,865.40	\$ 6,142.62
11/26/18	ACH	\$ 235,459.25	\$ 9,418.60	\$ 4,520.81	\$ -	\$ 221,519.84	\$ 46,060.24	\$ 175,459.60	\$ 221,519.84
12/10/18	ACH	\$ 1,269,627.58	\$ 50,787.48	\$ 24,376.80	\$ -	\$ 1,194,463.30	\$ 248,362.71	\$ 946,100.59	\$ 1,194,463.30
12/21/18	ACH	\$ 86,506.05	\$ 2,840.39	\$ 1,673.31	\$ -	\$ 81,992.35	\$ 17,048.53	\$ 64,943.82	\$ 81,992.35
1/11/19	ACH	\$ 49,474.50	\$ 1,484.24	\$ 959.81	\$ -	\$ 47,030.45	\$ 9,778.96	\$ 37,251.49	\$ 47,030.45
1/11/19	ACH	\$ 4,223.08	\$ 112.60	\$ 82.21	\$ -	\$ 4,028.27	\$ 837.59	\$ 3,190.68	\$ 4,028.27
1/11/19	ACH	\$ -	\$ -	\$ -	\$ 375.31	\$ 375.31	\$ 78.04	\$ 297.27	\$ 375.31
2/13/19	ACH	\$ 333.67	\$ 10.01	\$ 6.47	\$ -	\$ 317.19	\$ 65.95	\$ 251.24	\$ 317.19
2/13/19	ACH	\$ 99,373.81	\$ 2,089.74	\$ 1,945.69	\$ -	\$ 95,338.38	\$ 19,823.55	\$ 75,514.83	\$ 95,338.38
3/11/19	ACH	\$ 22,111.90	\$ 221.12	\$ 437.81	\$ -	\$ 21,452.97	\$ 4,460.68	\$ 16,992.29	\$ 21,452.97
4/9/19	ACH	\$ 55,003.33	\$ -	\$ 1,100.07	\$ -	\$ 53,903.26	\$ 11,208.01	\$ 42,695.25	\$ 53,903.26
4/9/19	ACH	\$ 2,406.79	\$ -	\$ 48.14	\$ -	\$ 2,358.65	\$ 490.43	\$ 1,868.22	\$ 2,358.65
4/12/19	ACH	\$ -	\$ -	\$ -	\$ 90.35	\$ 90.35	\$ 18.79	\$ 71.56	\$ 90.35
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>		\$ 1,831,087.76	\$ 67,264.00	\$ 35,276.48	\$ 465.66	\$ 1,729,012.94	\$ 359,510.71	\$ 1,369,502.23	\$ 1,729,012.94

**Shingle Creek  
Community Development District  
Special Assessment Bonds, Series 2015**

Date	Requisition #	Contractor	Description	Requisition
<b>Fiscal Year 2015</b>				
8/5/15	2	Lennar Corporation	Acquisition of Infrastructure	\$ 4,969,742.47
<b>TOTAL</b>				<b>\$ 4,969,742.47</b>
<b>Fiscal Year 2015</b>				
6/1/15		Interest		\$ 117.39
7/1/15		Interest		\$ 1,141.79
8/1/15		Interest		\$ 1,308.61
9/1/15		Interest		\$ 939.90
<b>TOTAL</b>				<b>\$ 3,507.69</b>
Acquisition/Construction Fund at 5/28/15				\$ 19,800,000.00
Interest Earned thru 9/30/15				\$ 3,507.69
Requisitions Paid thru 9/30/15				\$ (4,969,742.47)
Remaining Acquisition/Construction Fund				<b>\$ 14,833,765.22</b>

Footnote: Requisition 1 paid through COI trust account.

Date	Requisition #	Contractor	Description	Requisition
<b>Fiscal Year 2016</b>				
10/2/15	3	Billing, Cochran, Lyles, Mauro & Ramsey	Bond Related Legal Admin & Construction Services	\$ 7,249.05
10/2/15	4	Franklin, Hart & Reid	Survey, Bonds & Reimbursements through 9/1/15	\$ 4,868.75
10/26/15	5	Franklin, Hart & Reid	Bonds & Reimbursement through 10/7/15	\$ 7,010.00
11/12/15	6	Franklin, Hart & Reid	Construction Documents through 10/20/15	\$ 16,800.00
11/12/15	7	Lennar Corporation	Construction Reimbursement through 8/31/15	\$ 2,134,772.82
10/13/16	8	Franklin, Hart & Reid	CIP Plans & Budget/Reimbursement thru 8/26/16	\$ 1,125.00
<b>TOTAL</b>				<b>\$ 2,171,825.62</b>
<b>Fiscal Year 2016</b>				
10/1/15		Interest		\$ 121.93
11/1/15		Interest		\$ 125.89
12/1/15		Interest		\$ 110.58
1/1/16		Interest		\$ 669.03
2/1/16		Interest		\$ 1,724.86
3/1/16		Interest		\$ 2,062.11
4/1/16		Interest		\$ 2,417.37
5/1/16		Interest		\$ 2,423.00
6/1/16		Interest		\$ 2,603.24
7/1/16		Interest		\$ 2,680.56
8/1/16		Interest		\$ 2,673.20
9/1/16		Interest		\$ 2,767.00
<b>TOTAL</b>				<b>\$ 20,378.77</b>
Acquisition/Construction Fund at 10/1/16				\$ 14,833,765.22
Interest Earned thru 9/30/16				\$ 20,378.77
Requisitions Paid thru 9/30/16				\$ (2,171,825.62)
Remaining Acquisition/Construction Fund				<b>\$ 12,682,318.37</b>

Footnote: Requisitions 3-5 & 7 accrued in FY15

**Shingle Creek  
Community Development District  
Special Assessment Bonds, Series 2015**

Date	Requisition #	Contractor	Description	Requisition
<b>Fiscal Year 2017</b>				
3/3/17	9	Lennar Corporation	Reimbursement of Storey Lake Blvd. Ph 2 Costs	\$ 836,192.94
8/18/17	10	Frankling Surveying & Mapping Inc.	Inv#119971, 120026 & 120155 - Review SL Ph2 Reim.	\$ 6,372.50
8/18/17	11	Frankling Surveying & Mapping Inc.	Inv#120210 - 2016-2017 Reimb. Analysis & Review	\$ 2,275.00
8/18/17	12	Lennar Corporation	Reimbursement of Storey Lake Blvd. Tract 1 Ph 1 & 2 Costs	\$ 5,386,076.19
8/18/17	13	KPM Franklin	Inv#120239 - Review of Storey Lake Reimbursements	\$ 7,700.00
<b>TOTAL</b>				<b>\$ 6,238,616.63</b>
<b>Fiscal Year 2017</b>				
10/1/16		Interest		\$ 2,801.29
11/1/16		Interest		\$ 2,873.66
12/1/16		Interest		\$ 2,870.92
1/1/17		Interest		\$ 3,647.87
2/1/17		Interest		\$ 4,545.84
3/1/17		Interest		\$ 4,345.66
4/1/17		Interest		\$ 5,108.09
5/1/17		Interest		\$ 5,813.08
6/1/17		Interest		\$ 6,347.31
7/1/17		Interest		\$ 7,239.72
8/1/17		Interest		\$ 8,589.50
9/1/17		Interest		\$ 7,075.16
<b>TOTAL</b>				<b>\$ 61,258.10</b>
Acquisition/Construction Fund at 10/1/16				\$ 12,682,318.37
Interest Earned thru 9/30/17				\$ 61,258.10
Requisitions Paid thru 9/30/17				\$ (6,238,616.63)
Remaining Acquisition/Construction Fund				<b>\$ 6,504,959.84</b>
<b>Fiscal Year 2018</b>				
1/29/18	14	KPM Franklin	Inv#120578 - Services related to Lennar reimbursement #5	\$ 6,300.00
3/6/18	15	Lennar Corporation	Reimbursement #5 for Storey Lake	\$ 3,055,535.89
3/6/18	17	KPM Franklin	Inv#120608 - Services related to Lennar reimbursement #5	\$ 3,062.50
5/16/18	18	KPM Franklin	Inv#120746 - Services related to property expansion	\$ 2,992.50
5/16/18	19	KPM Franklin	Inv#120687 - Services related to Lennar reimbursement #5	\$ 3,062.50
5/25/18	20	KPM Franklin	Inv#120839 - Services related to Lennar reimbursement #6	\$ 4,522.50
7/31/18	21	Lennar Corporation	Reimbursement #6 for Storey Lake	\$ 3,472,433.75
9/6/18	22	KPM Franklin	Inv#120931 - Services related to Lennar reimbursement #6	\$ 2,975.00
<b>TOTAL</b>				<b>\$ 6,550,884.64</b>
<b>Fiscal Year 2018</b>				
10/1/17		Interest		\$ 4,835.74
11/1/17		Interest		\$ 5,242.63
12/1/17		Interest		\$ 5,080.64
1/1/18		Interest		\$ 5,934.33
2/1/18		Interest		\$ 6,621.83
3/1/18		Interest		\$ 6,207.86
4/1/18		Interest		\$ 4,611.53
5/1/18		Interest		\$ 4,415.24
6/1/18		Interest		\$ 4,769.92
7/1/18		Interest		\$ 4,896.61
8/1/18		Interest		\$ 5,135.19
9/1/18		Interest		\$ 22.50
<b>TOTAL</b>				<b>\$ 57,774.02</b>
Acquisition/Construction Fund at 10/1/17				\$ 6,504,959.84
Interest Earned thru 9/30/18				\$ 57,774.02
Requisitions Paid thru 9/30/18				\$ (6,550,884.64)
Remaining Acquisition/Construction Fund				<b>\$ 11,849.22</b>

**Shingle Creek  
Community Development District  
Special Assessment Bonds, Series 2015**

<b>Date</b>	<b>Requisition #</b>	<b>Contractor</b>	<b>Description</b>	<b>Requisition</b>
<b>Fiscal Year 2019</b>				
10/16/18	23	KPM Franklin	Inv# 121113 - Lennar Reimbursement & Completion of Survey	\$ 960.00
10/16/18	24	KPM Franklin	Inv# 121199 - Certification of Requisition #21	\$ 137.50
<b>TOTAL</b>				<b>\$ 1,097.50</b>
<b>Fiscal Year 2019</b>				
10/1/18		Interest		\$ 18.98
11/1/18		Interest		\$ 19.42
12/3/18		Interest		\$ 18.51
1/2/19		Interest		\$ 19.93
2/1/19		Interest		\$ 20.93
3/1/19		Interest		\$ 19.01
<b>TOTAL</b>				<b>\$ 116.78</b>
<b>Acquisition/Construction Fund at 9/30/18</b>				<b>\$ 11,849.22</b>
<b>Interest Earned thru 3/31/19</b>				<b>\$ 116.78</b>
<b>Requisitions Paid thru 3/31/19</b>				<b>\$ (1,097.50)</b>
<b>Remaining Acquisition/Construction Fund</b>				<b>\$ 10,868.50</b>

**Shingle Creek  
Community Development District  
Special Assessment Bonds, Series 2019**

<b>Date</b>	<b>Requisition #</b>	<b>Contractor</b>	<b>Description</b>	<b>Requisition</b>
<b>Fiscal Year 2019</b>				
2/27/19	1	Len OT Holdings, LLC	Reimbursement#1 2019 Project/Impact Fees	\$ 7,178,785.01
		<b>TOTAL</b>		<b>\$ 7,178,785.01</b>
<b>Fiscal Year 2019</b>				
3/1/19		Interest		\$ 1,188.82
		<b>TOTAL</b>		<b>\$ 1,188.82</b>
		Acquisition/Construction Fund at 2/27/19		\$ 16,617,945.75
		Interest Earned thru 3/31/19		\$ 1,188.82
		Requisitions Paid thru 3/31/19		\$ (7,178,785.01)
		Remaining Acquisition/Construction Fund		<b>\$ 9,440,349.56</b>

## SECTION 3



MARY JANE ARRINGTON  
OSCEOLA COUNTY SUPERVISOR OF ELECTIONS

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April 24, 2019

Ms. Stacie Vanderbilt  
Recording Secretary  
Shingle Creek Community Development District  
135 W. Central Blvd.  
Suite 320  
Orlando, FL 32801

RE: Shingle Creek Community Development District – Registered Voters

Dear Ms. Vanderbilt:

Thank you for your letter of April 16, 2019 requesting confirmation of the number of registered voters within the Shingle Creek Community Development District as of April 15, 2019.

The number of registered voters within the Shingle Creek CDD is 588 as of April 15, 2019.

If I can be of further assistance please contact me at 407.742.6000.

Respectfully yours,

A handwritten signature in blue ink that reads "My Arrington".

Mary Jane Arrington  
Supervisor of Elections

RECEIVED

APR 26 2019

BY: \_\_\_\_\_

Vote  
Osceola

# AUDIT COMMITTEE MEETING

## SECTION III

# SECTION A

**SHINGLE CREEK COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS**

**Annual Audit Services for Fiscal Year 2019**  
Osceola County, Florida

**INSTRUCTIONS TO PROPOSE**

**SECTION 1. DUE DATE.** Sealed proposals must be received no later than **Friday, July 26, 2019, at 2:00 P.M.**, at the offices of District Manager, located 135 W. Central Blvd., Suite 320, Orlando, FL 32801. Proposals will be publicly opened at that time.

**SECTION 2. FAMILIARITY WITH THE LAW.** By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules, and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relive it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

**SECTION 3. QUALIFICATIONS OF PROPOSER.** The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

**SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

**SECTION 5. SUBMISSION OF PROPOSAL.** Submit seven (7) copies and one (1) electronic copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services- Shingle Creek Community Development District" on the face of it.

**SECTION 6. MODIFICATION AND WITHDRAWAL.** Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

**SECTION 7. PROPOSAL DOCUMENTS.** The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").

**SECTION 8. PROPOSAL.** In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

**SECTION 9. BASIS OF AWARD/RIGHT TO REJECT.** The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

**SECTION 10. CONTRACT AWARD.** Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

**SECTION 11. LIMITATION OF LIABILITY.** Nothing herein shall be construed as or constitute a waiver of District's limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

**SECTION 12. MISCELLANEOUS.** All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes for each person listed: list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal for Fiscal Year 2019, 2020, 2021, 2022 and 2023. The District intends to enter into five (5) separate one-year agreements.
- E. Provide a proposed schedule for performance of the audit.

**SECTION 13. PROTESTS.** Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after the receipt of the documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid plans, specifications or contract documents.

**SECTION 14. EVALUATION OF PROPOSALS.** The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

## **AUDITOR SELECTION EVALUATION CRITERIA**

**1. *Ability of Personnel.***

**(20 Points)**

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

**2. *Proposer's Experience.***

**(20 Points)**

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation, of respondent, etc.)

**3. *Understanding of Scope of Work.***

**(20 Points)**

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

**4. *Ability to Furnish the Required Services.***

**(20 Points)**

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

**5. *Price.***

**(20 Points)**

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

## SECTION B

**SHINGLE CREEK  
COMMUNITY DEVELOPMENT DISTRICT  
REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES**

The Shingle Creek Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the Fiscal Year ending September 30, 2019, with an option for two additional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in Osceola County and has a general administrative operating fund and a debt service fund.

The Auditing entity submitting a proposal must be duly licensed under Chapter 173, Florida Statutes and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide seven (7) copies and one (1) electronic copy of their proposal to GMS - CF, LLC, District Manager, 135 W. Central Blvd., Suite 320, Orlando, FL 32801, telephone (407) 841-5524, in an envelope marked on the outside **"Auditing Services - Shingle Creek Community Development District."** Proposals must be received by **Friday, July 26, 2019, 2:00 P.M.**, at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.

George S. Flint  
Governmental Management Services - Central Florida, LLC  
District Manager