



City of Pembroke Pines

**FOURTH AMENDMENT TO CONTINUING
PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF PEMBROKE PINES AND
SYNALOVSKI ROMANIK SAYE, LLC, A WHOLLY
OWNED SUBSIDIARY OF PRIME ABA BUYER, INC.**

THIS AMENDMENT (“Fourth Amendment”), dated December 30, 2024, is entered into by and between:

THE CITY OF PEMBROKE PINES, a municipal corporation organized and operating under the laws of the State of Florida, with an address of **601 City Center Way, Pembroke Pines, FL 33025**, hereinafter referred to as "CITY",

and

SYNALOVSKI ROMANIK SAYE, LLC, A WHOLLY OWNED SUBSIDIARY OF PRIME ABA BUYER, INC., a Limited Liability Company (LLC) as listed with the Florida Division of Corporations, with a business address of **1800 Eller Drive, Suite 500, Fort Lauderdale, FL 33316** hereinafter referred to as "CONSULTANT". "CITY" and "CONSULTANT" may hereinafter be referred to collectively as the "Parties" and individually as a "Party".

WHEREAS, on **June 9, 2020**, the Parties entered into the Continuing Professional Services Agreement (“Original Agreement”) pursuant to Request for Proposals (“RFQ”) # RE-19-15 entitled Parks Architectural and Engineering Services, and in accordance with the Consultant's Competitive Negotiation Act (“CCNA”), §287.055, Florida Statutes, for an initial **three (3) year period**, which naturally expiring on **June 2, 2020**; and,

WHEREAS, on **December 3, 2021**, the Parties executed the First Amendment to the Original Agreement to increase the total compensation amount not to exceed for the term of the Agreement from TWO HUNDRED FIFTY THOUSAND DOLLARS AND ZERO CENTS (\$250,000.00) to THREE HUNDRED FIFTY-FIVE THOUSAND DOLLARS AND ZERO CENTS (\$355,000.00), to allow for phase three (3) of the renovation of the West Pines Soccer Park Fields five (5) and six (6), and the completion of design documents for renovation of the softball fields at Silver Lakes South; and,

WHEREAS the Original Agreement authorized the renewal thereof at the expiration of the initial term for two (2), additional, **three (3) year** terms pursuant to written amendments to the Original Agreement; and,

WHEREAS, on **March 6, 2023**, the Parties executed the Second Amendment to the Original Agreement, as amended, to decrease the total compensation amount not to exceed for the term of the Agreement from THREE HUNDRED FIFTY-FIVE THOUSAND DOLLARS AND



City of Pembroke Pines

ZERO CENTS (\$355,000.00) to TWO HUNDRED FIFTY THOUSAND DOLLARS AND ZERO CENTS (\$250,000.00) and to renew the term of the Original Agreement, as amended, for a **three (3) year** period, which will expire on **June 2, 2026**; and,

WHEREAS on **August 1, 2023**, Synalovski Romanik Saye, LLC was acquired by and became a wholly owned subsidiary of Prime ABA Buyer, Inc., but will continue to operate as a separate entity; and,

WHEREAS, on **April 25, 2024**, the Parties executed the Third Amendment to the Original Agreement, as amended, to assign the Agreement to Synalovski Romanik Saye, LLC, a wholly owned subsidiary of Prime ABA Buyer, Inc. as approved by the City Commission on April 17, 2024, and to update the hourly rates of compensation; and,

WHEREAS the Parties desire to increase the total compensation amount not to exceed for the current term from **TWO HUNDRED FIFTY THOUSAND DOLLARS AND ZERO CENTS (\$250,000.00)** to **FIVE HUNDRED FIFTY-SEVEN THOUSAND, FOUR HUNDRED SEVENTY-FIVE DOLLARS AND ZERO CENTS (\$557,475.00)** and to supplement the terms contained in the Original Agreement, as amended, as set forth in this Fourth Amendment.

W I T N E S S E T H

NOW, THEREFORE, for and in consideration of the sum of the mutual covenants and other good and valuable consideration, the receipt of which are hereby acknowledged, the Parties hereto agree as set forth below:

SECTION 1. The recitations set forth in the above "WHEREAS" clauses are true and correct and incorporated herein by this reference.

SECTION 2. Section 4.1 of the Original Agreement, as amended, is hereby revised and amended as set forth below:

4.1 CITY agrees to compensate CONSULTANT pursuant to the amounts agreed upon for each assignment of work as more particularly described in an applicable purchase order or amendment hereto, and pursuant to the hourly rates established in **Exhibit "E"**, attached hereto any by this reference made a part hereof. The total amount of compensation for each, three (3) year term of this Agreement shall not exceed **FIVE HUNDRED FIFTY-SEVEN THOUSAND, FOUR HUNDRED SEVENTY-FIVE DOLLARS AND ZERO CENTS (\$557,475.00)**.

SECTION 3. Scrutinized Companies. CONSULTANT, its principals or owners, certify that they are not listed on the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in Iran Terrorism Sectors List, or is engaged in business operations with Syria. In accordance with Section 287.135, Florida Statutes, as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local governmental entity for goods or



services of:

3.1 Any amount if, at the time bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

3.2 One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

3.2.1 Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in Iran Terrorism Sectors List, created pursuant to Section 215.473, Florida Statutes; or

3.2.2 Is engaged in business operations in Syria.

SECTION 4. Employment Eligibility. CONSULTANT certifies that it is aware of and complies with the requirements of Section 448.095, Florida Statutes, as may be amended from time to time and briefly described herein below.

4.1 Definitions for this Section.

4.1.1 “Contractor” means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. “Contractor” includes, but is not limited to, a vendor or consultant.

4.1.2 “Contractor” includes, but is not limited to, a vendor or consultant.

4.1.3 “Subcontractor” means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

4.1.4 “E-Verify system” means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

4.2 Registration Requirement; Termination. Pursuant to Section 448.095, Florida Statutes, effective January 1, 2021, Contractors, shall register with and use the E-verify system in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security’s E-Verify System to verify the employment eligibility of:

4.2.1 All persons employed by a Contractor to perform employment duties within Florida during the term of the contract; and

4.2.2 All persons (including subvendors/subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with the City of Pembroke Pines. The Contractor acknowledges and agrees that registration and use of the U.S.



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Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Pembroke Pines; and

4.2.3 The Contractor shall comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes, but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. Contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination. Termination of this Contract under this Section is not a breach of contract and may not be considered as such. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination.

SECTION 5. Public Entity Crimes. Pursuant to Section 287.133(2)(a), Fla. Stat., a person or affiliate, as defined in Section 287.133(1), Fla. Stat., who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity in excess of thirty-five thousand dollars (\$35,000.00) for a period of thirty-six (36) months following the date of being placed on the convicted vendor list. By executing this Fourth Amendment, the CONSULTANT represents and warrants that neither it nor any of its affiliates is currently on the convicted vendor list.

SECTION 6. Discriminatory Vendor List. Pursuant to Section 287.134(2)(a), Fla. Stat., an entity or affiliate, as defined in Section 287.134(1), who has been placed on the discriminatory vendor list may not submit a bid, proposal or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity. By executing this Fourth Amendment, the CONSULTANT represents and warrants that neither it nor any of its affiliates is currently on the discriminatory vendor list.

SECTION 7. Human Trafficking. Pursuant to Section 787.06(13), Fla. Stat., nongovernmental agencies contracting with CITY are required to provide an affidavit attesting that the nongovernmental agency does not use coercion for labor or services as defined within Section 787.06, Fla. Stat. By executing this Fourth Amendment and submitting the executed



City of Pembroke Pines

required affidavit, the CONSULTANT represents and warrants that it does not use coercion for labor or services as provided by state law.

SECTION 8. Antitrust Violations. Pursuant to Section 287.137, Florida Statutes, as may be amended, a person or an affiliate who has been placed on the antitrust violator vendor list (electronically published and updated quarterly by the State of Florida) following a conviction or being held civilly liable for an antitrust violation may not submit a bid, proposal, or reply for any new contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply for a new contract with a public entity for the construction or repair of a public building or public work; may not submit a bid, proposal, or reply on new leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a new contract with a public entity; and may not transact new business with a public entity. By entering into this Fourth Amendment, CONSULTANT certifies neither it nor its affiliate(s) are on the antitrust violator vendor list at the time of entering this Fourth Amendment. False certification under this paragraph or being subsequently added to that list will result in termination of the Original Agreement, as amended, at the option of the CITY consistent with Section 287.137, Florida Statutes, as amended.

SECTION 9. In the event of any conflict or ambiguity by and between the terms and provisions of this Fourth Amendment, and the Original Agreement, as amended, the terms and provisions of this Fourth Amendment shall control to the extent of any such conflict or ambiguity.

SECTION 10. The Parties agree that in all other respects the Original Agreement, as amended, shall remain in full force and effect, except as specifically modified herein.

SECTION 11. Each exhibit referred to in the Original Agreement, as amended, except as repealed herein, forms an essential part of this Fourth Amendment. The exhibits, if not physically attached, should be treated as part of this Fourth Amendment and are incorporated herein by reference.

SECTION 12. Each person signing this Fourth Amendment on behalf of either Party individually warrants that he or she has full legal power to execute this Fourth Amendment on behalf of the Party for whom he or she is signing, and to bind and obligate such Party with respect to all provisions contained in this Fourth Amendment.

SECTION 13. This Fourth Amendment may be executed by hand or electronically in multiple originals or counterparts, each of which shall be deemed to be an original and together shall constitute one and the same agreement. Execution and delivery of this Fourth Amendment by the Parties shall be legally binding, valid and effective upon delivery of the executed documents to the other Party through facsimile transmission, email, or other electronic delivery.

**SIGNATURE PAGE AND
AFFIDAVIT OF COMPLIANCE WITH
HUMAN TRAFFICKING LAWS FOLLOW**



City of Pembroke Pines

IN WITNESS OF THE FOREGOING, the Parties have set their hands and seals the day and year first written above.

CITY:

CITY OF PEMBROKE PINES, FLORIDA

APPROVED AS TO FORM:

Print Name: Paul Hernandez
OFFICE OF THE CITY ATTORNEY

BY:

DocuSigned by:

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MAYOR ANGELO CASTILLO

ATTEST:

DocuSigned by:

F8EA9A23A58B417...

DEBRA E. ROGERS, CITY CLERK

BY:

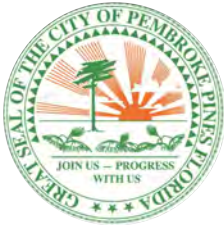
DocuSigned by:

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CHARLES F. DODGE, CITY MANAGER

December 30, 2024

Signed by:



CONSULTANT:

**SYNALOVSKI ROMANIK SAYE, LLC, A
WHOLLY OWNED SUBSIDIARY OF PRIME
ABA BUYER, INC.**

Signed By:

DocuSigned by:

9A051F92DEAE479...

Printed Name: Merrill Romanik

Title: Principal Architect/Vice-President



City of Pembroke Pines

AFFIDAVIT OF COMPLIANCE WITH HUMAN TRAFFICKING LAWS

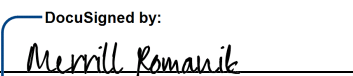
In accordance with section 787.06 (13), Florida Statutes, the undersigned, on behalf of the entity listed below ("Entity"), hereby attests under penalty of perjury that:

1. The Affiant is an officer or representative of the Entity entering into an agreement with the City of Pembroke Pines.
2. The Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes, entitled "Human Trafficking".
3. The Affiant is authorized to execute this Affidavit on behalf of the Entity.
4. I understand that I am swearing or affirming under oath to the truthfulness of the claims made in this affidavit and that the punishment for knowingly making a false statement includes fines and/or imprisonment.
5. Pursuant to Sec. 92.525(2), Fla. Stat., under penalties of perjury, I declare that I have read the foregoing affidavit of compliance with Human Trafficking Laws and that the facts stated in it are true.

FURTHER AFFIANT SAYETH NAUGHT.

DATE: December 2, 2024

ENTITY: SYNALOVSKI ROMANIK SAYE, LLC, A WHOLLY OWNED SUBSIDIARY OF PRIME ABA BUYER, INC.

SIGNED BY: The signature of Merrill Romanik is written in blue ink over a blue line. Above the signature, the text "DocuSigned by:" is written in a small, blue, sans-serif font.

NAME: Merrill Romanik

TITLE: Principal Architect/Vice-President



City of Pembroke Pines, FL

601 City Center Way
Pembroke Pines, FL
33025
www.ppines.com

Agenda Request Form

Agenda Number: 14.

File ID: 24-1146

Type: Agreements/Contracts

Status: Passed

Version: 1

**Agenda
Section:**

In Control: City Commission

File Created: 11/29/2024

Short Title: Fourth Amendment of the Parks Architectural and Engineering Services Agreement and Prime ABA Buyer, Inc

Final Action: 12/18/2024

Title: MOTION TO APPROVE THE FOURTH AMENDMENT OF THE PARKS ARCHITECTURAL AND ENGINEERING SERVICES AGREEMENT WITH PRIME ABA BUYER, INC D.B.A. SYNALOVSKI ROMANIK SAYE, LLC TO INCREASE THE CONTRACT VALUE FROM \$250,000 TO \$557,475 TO ALLOW FOR ADDITIONAL PROJECTS TO BE COMPLETED DURING THE THREE-YEAR RENEWAL PERIOD

***Agenda Date:** 12/18/2024

Agenda Number: 14.

Internal Notes:

Attachments: 1. Fourth Amendment - Synalovski -Parks Architecture & Engineering Agreement, 2. Synalovski Romanik Saye, LLC - Parks A and E Services - RE-19-15 (Orig-3rd A)

Related Files:

1 City Commission 12/18/2024 approve
Action Text: This Agreements/Contracts was approve.

SUMMARY EXPLANATION AND BACKGROUND:

1. On June 3rd, 2020, the City entered into an Agreement with Synalovski Romanik Saye, LLC for an initial three (3) year period with a maximum compensation of \$250,000 for parks architectural and engineering services. This contract was established using the Consultant's Competitive Negotiation Act state statute for procuring professional services. The services are project based. The value of each project is evaluated and approved by the City Manager prior to engagement.

2. On December 1st, 2021, the Parties executed the First Amendment to the Original Agreement to increase the contract value by \$105,000 to allow for phase three (3) of the renovation of the West Pines Soccer Park Fields 5 & 6 and the completion of design documents for the renovation of the softball fields at Silver Lakes South Park.

Agenda Request Form Continued (24-1146)

3. On March 1, 2023, the Parties executed the Second Amendment to the Original Agreement to renew the term for an additional three (3) year period which commenced on June 3rd, 2023, and will expire on June 2nd, 2026, and to reduce the compensation amount from \$355,000 back to the original \$250,000 amount.

4. On April 17, 2024, the Parties executed the Third Amendment to assign the agreement to Prime ABA Buyer, Inc D.B.A Synalovski Romanik Saye, LLC and to replace the hourly rates schedule of the agreement.

5. The contract is currently in the second renewal period which began on June 3, 2023, and expires on June 2, 2026, with a not to exceed value of \$250,000 over the three-year period. During the current renewal period, the Recreation and Cultural Arts Division has engaged the contractor in seven projects.

- 1) \$46,372 - Design Build Professional Services for Dream Park Spring Valley Construction
- 2) \$17,496 - Design pressures, product specifications and Notice of Acceptance (NOA) for the installation of impact windows and doors for 16 buildings at 8 locations
- 3) \$33,750 - Design and develop bid documents for reconstruction of YMCA Stairs for waterside
- 4) \$7,800 - Design and develop bid documents for shade structure at Maxwell Park
- 5) \$8,375 - Update design documents for Pines Recreation Clubhouse Concession Stand
- 6) \$21,550 - Pavilion Review and Rehabilitation Analysis
- 7) \$60,000 - Pines Recreation Center Renovation design and develop bid documents (Boys and Girls Club)

Total encumbered to date is \$195,343 which leaves a balance of \$54,657 for projects through the remaining eighteen months of the contract period.

6. The contract amount of \$250,000 over the three-year period was established in 2020 as an estimate based on forecasted projects at the time with some room for unanticipated projects. For the current three-year term, there are several projects planned that require architectural and engineering services and the value of those services exceed the \$250,000 value. Below is a list of six projects that are budgeted in FY2025 that require the services of this contract.

- 1) \$72,775 - Silver Lakes North - Design and develop bid documents for the renovation of the two soccer fields to include updated drainage and sod, the replacement of the pavilion between the two soccer fields, and the renovation of the restrooms.

Agenda Request Form Continued (24-1146)

2) \$54,850 - Craig Rupp Dog Park - Design and develop bid documents for the installation of a new restroom building similar to the one at the Josias Dog Park.

3) \$15,400 - Academic Village Pool - Design and develop bid documents for the renovation of the pool locker rooms

4) \$70,000 - Restroom Renovations - Design and develop bid documents for the complete renovation of restroom facilities at Fletcher Park, Walnut Creek Park, Cinnamon Place Park, Pembroke Shores North, Pembroke Shores South, Chapel Trail East and Chapel Trail West.

5) \$36,000 - Pavilion Replacements - Design and develop bid documents for the replacement of four pavilions at Pines Recreation, Walnut Creek (2), and Flamingo Park.

6) \$58,450 - Chapel Trail Nature Preserve Boardwalk - Design and develop bid documents for the renovation of the nature trail boardwalk and its six pavilions.

Total value of additional projects is \$307,475 which increases contract value to \$557,475 (\$250,000 + \$307,475)

7. Request the City Commission approve the Fourth Amendment of the Parks Architectural and Engineering Services Agreement with Prime ABA Buyer, Inc. DBA Synalovski Romanik Saye, LLC to increase the contract value from \$250,000 to \$557,475 to allow for additional projects to be completed during the three-year renewal period.

FINANCIAL IMPACT DETAIL:

a) Initial Cost: \$307,475

b) Amount budgeted for this item in Account No: Funds for the services are tied to each project. Below are the accounts each of these projects are budgeted.

1) Silver Lakes North Renovation 001-572-7001-663000-0000-000-0000 - Improvements other than building

2) Craig Rupp Restroom 001-572-7001-662000-0000-000-0000 - Building

3) AV Pool Locker Room Renovation - 001-572-7001-662151-0000-000-0000 - Building Improvements AV

4) Restroom Renovations 001-572-7001-546150-0000-000-0000 - R&M Land Building

5) Pavilion Replacements 001-572-7001-546150-0000-000-0000 - R&M Land Building

6) Chapel Trail Boardwalk Renovation 001-572-7001-546150-0000-000-0000 - R&M Land Building

c) Source of funding for difference, if not fully budgeted: Not Applicable

d) 5 year projection of the operational cost of the project: Not Applicable

e) Detail of additional staff requirements: Not Applicable

Agenda Request Form Continued (24-1146)

FEASIBILITY REVIEW:

A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing services.

- a) Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service?** Not Applicable
- b) If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service?** Not Applicable



City of Pembroke Pines

**THIRD AMENDMENT TO AGREEMENT
BETWEEN THE CITY OF PEMBROKE PINES AND
SYNALOVSKI ROMANIK SAYE, LLC**

THIS AMENDMENT ("Third Amendment"), dated April 25, 2024, is entered into by and between:

THE CITY OF PEMBROKE PINES, a municipal corporation organized and operating under the laws of the State of Florida, with an address of **601 City Center Way, Pembroke Pines, FL 33025**, hereinafter referred to as "CITY",

and

SYNALOVSKI ROMANIK SAYE, LLC, a Limited Liability Company, as listed with the Florida Division of Corporations, with a business address of **1800 Eller Drive, Suite 500, Fort Lauderdale, FL 33316** hereinafter referred to as "CONSULTANT". "CITY" and "CONSULTANT" may hereinafter be referred to collectively as the "Parties" and individually as a "Party".

WHEREAS, on **June 9, 2020**, pursuant to Request for Qualifications ("RFQ") # RE-19-15, the Parties entered into a Continuing Professional Services Agreement (the "Original Agreement") to provide parks architectural and engineering services for an initial **three (3) year period**, which naturally expired on **June 2, 2023**; and,

WHEREAS the Original Agreement authorized the renewal thereof at the expiration of the initial term for two (2), **three (3) year** terms pursuant to written amendments to the Original Agreement; and,

WHEREAS, on **December 3, 2021**, the Parties executed the First Amendment to the Original Agreement to increase the total compensation amount not to exceed for the term of the Agreement from TWO HUNDRED FIFTY THOUSAND DOLLARS AND ZERO CENTS (\$250,000.00) to THREE HUNDRED FIFTY-FIVE THOUSAND DOLLARS AND ZERO CENTS (\$355,000.00), to allow for phase three (3) of the renovation of the West Pines Soccer Park Fields five (5) and six (6), and the completion of design documents for renovation of the softball fields at Silver Lakes South; and,

WHEREAS, on **March 6, 2023**, the Parties executed the Second Amendment to the Original Agreement, as amended, to decrease the total compensation amount not to exceed for the term of the Agreement from THREE HUNDRED FIFTY-FIVE THOUSAND DOLLARS AND ZERO CENTS (\$355,000.00) to TWO HUNDRED FIFTY THOUSAND DOLLARS AND ZERO CENTS (\$250,000.00) and to renew the term of the Original Agreement, as amended, for a **three (3) year** period, which will expire on **June 2, 2026**; and,



City of Pembroke Pines

WHEREAS on **August 1, 2023**, Synalovski Romanik Saye, LLC was acquired by and became a wholly owned subsidiary of Prime ABA Buyer, Inc., but will continue to operate as a separate entity, as set forth in **Exhibit "D"**.

WHEREAS Section 18.4 of the Original Agreement, as amended, states that any change of ownership of CONSULTANT shall constitute an assignment which requires CITY approval; and,

WHEREAS, on April 17, 2024, the City Commission approved assignment of the Original Agreement, as amended, to Synalovski Romanik Saye, LLC, a wholly owned subsidiary of Prime ABA Buyer, Inc.; and,

WHEREAS the Parties desire to update the hourly rates established in the Original Agreement, as amended, as set forth in this Third Amendment.

W I T N E S S E T H

NOW, THEREFORE, for and in consideration of the sum of the mutual covenants and other good and valuable consideration, the receipt of which are hereby acknowledged, the Parties hereto agree as set forth below:

SECTION 1. The recitations set forth in the above "WHEREAS" clauses are true and correct and incorporated herein by this reference.

SECTION 2. The Original Agreement is hereby assigned to Synalovski Romanik Saye, LLC, a wholly owned subsidiary of Prime ABA Buyer, Inc..

SECTION 3. The Original Agreement, as amended, is hereby amended to include **Exhibit "D"**, attached hereto and by this reference made a part hereof.

SECTION 4. Section 4.1 of the Original Agreement, as amended, is hereby revised and amended as set forth below:

4.1 CITY agrees to compensate CONSULTANT pursuant to the amounts agreed upon for each assignment of work as more particularly described in an applicable purchase order or amendment hereto, and pursuant to the hourly rates established in **Exhibit "E"**, attached hereto any by this reference made a part hereof. The total amount of compensation for each, three (3) year term of this Agreement shall not exceed **TWO HUNDRED FIFTY THOUSAND DOLLARS AND ZERO CENTS (\$250,000.00)**.

SECTION 5. Scrutinized Companies. CONSULTANT, its principals, or owners, certify that they are not listed on the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in Iran Terrorism Sectors List, or is engaged in business operations with Syria. In accordance with Section 287.135, Florida Statutes, as amended, a company is ineligible to, and may not, bid on, submit a proposal



City of Pembroke Pines

for, or enter into or renew a contract with any agency or local governmental entity for goods or services of:

5.1 Any amount if, at the time bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

5.2 One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

5.2.1 Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in Iran Terrorism Sectors List, created pursuant to Section 215.473, Florida Statutes; or

5.2.2 Is engaged in business operations in Syria.

SECTION 6. Employment Eligibility. CONSULTANT certifies that it is aware of and complies with the requirements of Section 448.095, Florida Statutes, as may be amended from time to time and briefly described herein below.

6.1 Definitions for this Section.

6.1.1 "Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. "Contractor" includes, but is not limited to, a vendor or consultant.

6.1.2 "Contractor" includes, but is not limited to, a vendor or consultant.

6.1.3 "Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

6.1.4 "E-Verify system" means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

6.2 Registration Requirement; Termination. Pursuant to Section 448.095, Florida Statutes, effective January 1, 2021, Contractors, shall register with and use the E-verify system in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

6.2.1 All persons employed by a Contractor to perform employment duties within Florida during the term of the contract; and

6.2.2 All persons (including subvendors/subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with the City of Pembroke

*City of Pembroke Pines*

Pines. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Pembroke Pines; and

6.2.3 The Contractor shall comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes, but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. Contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination. Termination of this Contract under this Section is not a breach of contract and may not be considered as such. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination.

SECTION 7. In the event of any conflict or ambiguity by and between the terms and provisions of this Third Amendment, and the Original Agreement, as amended, the terms and provisions of this Third Amendment shall control to the extent of any such conflict or ambiguity.

SECTION 8. The Parties agree that in all other respects the Original Agreement, as amended by the First Amendment, shall remain in full force and effect, except as specifically modified herein.

SECTION 9. Each exhibit referred to in the Original Agreement, as amended, except as repealed herein, forms an essential part of this Third Amendment. The exhibits, if not physically attached, should be treated as part of this Third Amendment and are incorporated herein by reference.

SECTION 10. Each person signing this Third Amendment on behalf of either Party individually warrants that he or she has full legal power to execute this Third Amendment on behalf of the Party for whom he or she is signing, and to bind and obligate such Party with respect to all provisions contained in this Third Amendment.

SECTION 11. This Third Amendment may be executed by hand or electronically in multiple originals or counterparts, each of which shall be deemed to be an original and together shall constitute one and the same agreement. Execution and delivery of this Third Amendment by the Parties shall be legally binding, valid, and effective upon delivery of the executed documents to the other Party through facsimile transmission, email, or other electronic delivery.

SIGNATURE PAGE FOLLOWS



City of Pembroke Pines

IN WITNESS OF THE FOREGOING, the Parties have set their hands and seals the day and year first written above.

CITY:

CITY OF PEMBROKE PINES, FLORIDA

APPROVED AS TO FORM:

DocuSigned by:

Jacob Horowitz

A563A1DDEFD5417...

Print Name: Jacob Horowitz

OFFICE OF THE CITY ATTORNEY

BY: [Signature]

MAYOR ANGELO CASTILLO

ATTEST:

DocuSigned by:

Marlene D. Graham

E858EEE04EEF4F3...

MARLENE D. GRAHAM, CITY CLERK

April 25, 2024

DS



CONSULTANT:

SYNALOVSKI ROMANIK SAYE, LLC, a wholly owned subsidiary of PRIME ABA BUYER, INC.

Signed By: [Signature]

Printed Name: Merrill Romanik

Title: Manager



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

March 28th, 2024

City of Pembroke Pines
601 City Center Way
Pembroke Pines, FL 33025

RE: SYNALOVSKI ROMANIK SAYE, LLC

To Whom It May Concern:

On August 1, 2023, SYNALOVSKI ROMANIK SAYE, LLC (SRS) was acquired by PRIME ABA BUYER, INC.

PRIME ABA BUYER is the parent company of SYNALOVSKI ROMANIK SAYE, LLC and is doing business as SYNALOVSKI ROMANIK SAYE, LLC in the State of Florida.

Our operating structure now will show Merrill Romanik and Jose Saye as the Managers. Mr. Manuel Synalovski has retired.

The operating structure of the firm remains the same for serving our Clientele. For tax reporting purposes, SYNALOVSKI ROMANIK SAYE, LLC now reports the federal taxes through the parent company, PRIME ABA BUYER, INC under the EIN number of 86-3245397.

SYNALOVSKI ROMANIK SAYE, LLC is a wholly owned subsidiary of PRIME ABA BUYER, INC.

In advance, thank you for your attention to this matter. Please do not hesitate to contact us should you have any further questions.

Respectfully,

Merrill A. Romanik
Manager

SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

1800 Eller Drive, Suite 500 • Fort Lauderdale, FL 33316
T 954.961.6806 • F 954.961.6807 • www.synalovski.com



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

HOURLY RATE TABLE 4/2/2024

Vice-President/Principal Architect	\$	225.00
Vice-President/Sr. Project Manager	\$	200.00
Sr. Project Manager	\$	180.00
Sr. Interior Designer	\$	165.00
Architect III (Licensed)	\$	175.00
Architectural Designer III	\$	150.00
Sr. Architectural Manager	\$	150.00
Interior Designer III	\$	145.00
Architect II (Licensed)	\$	145.00
Architectural Designer II	\$	135.00
Interior Designer II	\$	125.00
Architect I (Licensed)	\$	125.00
Architectural Designer I	\$	105.00
Jr. Interior Designer I	\$	105.00
Administrative Assistant/Permit Specialist	\$	125.00

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City of Pembroke Pines, FL

601 City Center Way
Pembroke Pines, FL
33025
www.ppines.com

Agenda Request Form

Agenda Number: 3.

File ID: 24-0238

Type: Agreements/Contracts

Status: Passed

Version: 1

**Agenda
Section:**

In Control: City Commission

File Created: 03/22/2024

Short Title: 3rd Amendment Parks Architectural & Engineering
Svcs. Agreement

Final Action: 04/17/2024

Title: MOTION TO APPROVE THE THIRD AMENDMENT OF PARKS ARCHITECTURAL AND ENGINEERING SERVICES AGREEMENT WITH SYNALOVSKI ROMANIK SAYE, LLC TO REPLACE THE HOURLY RATES SCHEDULE OF THE AGREEMENT AND TO APPROVE THE ASSIGNMENT OF THE AGREEMENT TO PRIME ABA BUYER, INC D.B.A. SYNALOVSKI ROMANIK SAYE, LLC.

***Agenda Date:** 04/17/2024

Agenda Number: 3.

Internal Notes:

Attachments: 1. Third Amendment - Synalovski Romanik Saye LLC - Professional Services, 2. Original - 2nd Amendment - Synalovski Romanik Saye, LLC

Related Files:

1	City Commission	04/17/2024	approve	Pass
Action Text: A motion was made to approve on the Consent Agenda				
Aye: - 4 Mayor Castillo, Vice Mayor Good Jr., Commissioner Rodriguez, and Commissioner Schwartz				
Nay: - 0				

SUMMARY EXPLANATION AND BACKGROUND:

1. On June 3rd, 2020, the City entered into an Agreement with Synalovski Romanik Saye, LLC for an initial three (3) year period with a maximum compensation of \$250,000 for parks architectural and engineering services. The services are project based. The value of each project is evaluated and approved by the City Manager prior to engagement. The work for each project is billed at the hourly rates included on Exhibit C of the Agreement.

2. On December 1st, 2021, the Parties executed the First Amendment to the Original Agreement to increase the contract value by \$105,000 to allow for phase three (3) of the renovation of the West Pines Soccer Park Fields 5 & 6 and the completion of design documents for the renovation of the softball fields at Silver Lakes South Park.

Agenda Request Form Continued (24-0238)

3. On March 1, 2023, the Parties executed the Second Amendment to the Original Agreement to renew the term for an additional three (3) year period which commenced on June 3rd, 2023 and will expire on June 2nd, 2026 and to reduce the compensation amount from \$355,000 back to the original \$250,000 amount.

4. On August 1, 2023, Synalovski Romanik Saye, LLC was acquired by Prime ABA Buyer, Inc. Prime ABA Buyer is the parent company of Synalovski Romanik Saye, LLC and is doing business as Synalovski Romanik Saye, LLC in the State of Florida. On December 31, 2023, the principal partner of the firm, Manny Synalovski, retired. The Recreation and Cultural Arts Department has continued working with one of the remaining partners, Merrill Romanik, who has seamlessly transitioned into overseeing city projects that have commenced under this agreement.

5. Below is a list of projects the consultant has completed under this agreement:

1. West Pines Soccer Park Fields 5&6 - Design and develop bid documents and assist with construction for the renovation of fields 5 & 6 at West Pines Soccer Park
2. Various Parks - Develop a set of restroom standards for the renovation of facility restrooms
3. Spring Valley/Armstrong Dream Park - Complete the design build documents for the new Spring Valley Passive Park and William B. Armstrong Community Center
4. Silver Lakes South Park - Design and develop bid documents and assist with construction for drainage improvements between fields 2 & 3

Below is a list of current projects the consultant is tasked with completing:

1. Park Monument Signs - Design and develop bid documents for new monument signs.
2. Pines Recreation Clubhouse Concession Stand - Develop bid documents and assist with bid process and construction
3. Josias Dog Park and Maxwell Park Shade Structures - Develop bid documents and assist with bid process and construction for new shade structures
4. New Playgrounds - Develop options and ideas for new playgrounds in various parks and then develop bid documents to procure chosen playgrounds
5. Spring Valley/Armstrong Dream Park - Continue to assist with oversight of permitting and construction as the role of Design Criteria Professional
6. Various Parks Impact Doors and Windows - Develop design documents, product specifications and NOA's for the replacement of windows and doors in 16 buildings at 8 locations
7. YMCA Aquatic Center Stairs for Water Slides - Design and develop bid documents and assist with bidding and construction for the reconstruction of the YMCA Aquatic Center stairs for the water slide
8. Rehabilitation of Park Pavilions - Review all park pavilions and gazebos and develop a rehabilitation schedule to include detailed work or a recommendation for replacement.

6. On March 1, 2024, the Consultant approached the Recreation and Cultural Arts Director about increasing the hourly rates included on Exhibit C of the agreement. The consultant has

Agenda Request Form Continued (24-0238)

been billing the same rates since 2020 without an increase. The Recreation and Cultural Arts Director is in agreement with these hourly rate increases. Based on projected work for the remainder of the agreement period, the Recreation and Cultural Arts Director does not anticipate a request to increase the contract value at this time.

7. While drafting the third amendment to update the hourly rate schedule, the Finance Department discovered that while Synalovski Romanik Saye, LLC did not change their name when they were acquired, the change in ownership did constitute an assignment of the agreement. Section 18.4 of the Original Agreement requires all assignments to be approved by the City Commission.

8. Request the City Commission to approve the third amendment of the parks architectural and engineering services agreement with Synalovski Romanik Saye, LLC to replace the hourly rate schedule of the agreement and to approve the assignment of the agreement to Prime ABA Buyer, Inc. DBA Synalovski Romanik Saye, LLC.

FINANCIAL IMPACT DETAIL:

- a) **Initial Cost:** The amendment does not increase the \$250,000 value of the Agreement. The amendment only updates the hourly rates by which the consultant will invoice the City for the projects approved as part of the agreement.
- b) **Amount budgeted for this item in Account No:** Funds for this agreement are budgeted in 001-572-7001-531500-0000-000-0000 - Professional Services
- c) **Source of funding for difference, if not fully budgeted:** Not Applicable
- d) **5 year projection of the operational cost of the project:** Not Applicable
- e) **Detail of additional staff requirements:** Not Applicable

FEASIBILITY REVIEW:

A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing services.

- a) **Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service?** Not Applicable
- b) **If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service?** Not Applicable



City of Pembroke Pines

**SECOND AMENDMENT TO
CONTINUING PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF PEMBROKE PINES AND
SYNALOVSKI ROMANIK SAYE, LLC.**

THIS AMENDMENT ("Second Amendment"), dated March 6, 2023, is entered into by and between:

THE CITY OF PEMBROKE PINES, a municipal corporation organized and operating under the laws of the State of Florida, with an address of **601 City Center Way, Pembroke Pines, FL 33025**, hereinafter referred to as "CITY",

and

SYNALOVSKI ROMANIK SAYE, LLC., a Limited Liability Company as listed with the Florida Division of Corporations, with a business address of **1800 Eller Drive, Suite # 500, Fort Lauderdale, FL 33316**, hereinafter referred to as "CONSULTANT". "CITY" and "CONSULTANT" may hereafter be collectively referred to as the "Parties".

WHEREAS, on **June 3, 2022**, the Parties entered into an Agreement ("Original Agreement") for the provision of parks architectural and engineering services for an initial **three (3) year** period, which expires on **June 2, 2023**; and,

WHEREAS, the Original Agreement authorized the renewal thereof at the expiration of the initial term for **two (2) additional three (3) year** renewal terms pursuant to written amendments to the Original Agreement, extending the term thereof; and,

WHEREAS, on **December 1, 2021**, the Parties entered into the First Amendment to the Original Agreement to increase the compensation amount from two hundred fifty thousand dollars and 00/100 cents (\$250,000.00) to three hundred fifty-five thousand dollars and 00/100 cents (\$355,000.00), to allow for phase three (3) of the renovation of the West Pines Soccer Park Fields five (5) and six (6) and completion of design documents for the renovation of the softball fields at Silver Lakes South Park; and,

WHEREAS, the Parties desire to decrease the compensation amount from three hundred fifty-five thousand dollars and 00/100 cents (\$355,000.00) to two hundred fifty thousand dollars and 00/100 cents (\$250,000.00); and,

WHEREAS, the Parties further desire to renew the term of the Original Agreement, as amended, for an additional **three (3) year** period, which shall commence on **June 3, 2023** and naturally expire on **June 2, 2026**, as set forth in this Second Amendment.



City of Pembroke Pines

W I T N E S S E T H

NOW, THEREFORE, for and in consideration of the sum of the mutual covenants and other good and valuable consideration, the receipt of which are hereby acknowledged, the Parties hereto agree as set forth below:

SECTION 1. The recitations set forth in the above "WHEREAS" clauses are true and correct and incorporated herein by this reference.

SECTION 2. Any language contained in this Second Amendment, or any subsequent amendment, which is in ~~striketrough type~~ shall be deletions from the terms of the Original Agreement and language in underlined type shall be additions to the terms of the Original Agreement.

SECTION 3. The Original Agreement, as amended, is hereby renewed for an additional **three (3)** period, which shall commence on **June 3, 2023** and naturally expire on **June 2, 2026**.

SECTION 4. Section 4.1 of the Original Agreement, as amended, is hereby revised, and amended as set forth below:

4.1 CITY agrees to compensate CONSULTANT pursuant to the amounts agreed upon for each assignment of work as more particularly described in an applicable purchase order or amendment hereto, and shall be pursuant to the rates established in **Exhibit "C"**. The total amount of compensation for the term of this Agreement shall not exceed ~~THREE HUNDRED FIFTY FIVE THOUSAND DOLLARS AND 00/100 CENTS (\$355,000.00)~~ **TWO HUNDRED FIFTY THOUSAND DOLLARS AND 00/100 CENTS (\$250,000.00)**.

SECTION 5. Scrutinized Companies. CONSULTANT, its principals or owners, certify that they are not listed on the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations with Syria. In accordance with Section 287.135, Florida Statutes, as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local governmental entity for goods or services of:

5.1 Any amount if, at the time bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

5.2 One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

5.2.1 Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes; or



City of Pembroke Pines

5.2.2 Is engaged in business operations in Syria.

SECTION 6. Employment Eligibility. CONSULTANT certifies that it is aware of and complies with the requirements of Section 448.095, Florida Statutes, as may be amended from time to time and briefly described herein below.

6.1 Definitions for this Section.

6.1.1 "Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. "Contractor" includes, but is not limited to, a vendor or consultant.

6.1.2 "Contractor" includes, but is not limited to, a vendor or consultant.

6.1.3 "Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

6.1.4 "E-Verify system" means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

6.2 Registration Requirement; Termination. Pursuant to Section 448.095, Florida Statutes, effective January 1, 2021, Contractors, shall register with and use the E-verify system in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

6.2.1 All persons employed by a Contractor to perform employment duties within Florida during the term of the contract; and

6.2.2 All persons (including subvendors/subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with the City of Pembroke Pines. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Pembroke Pines; and

6.2.3 The Contractor shall comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes, but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. Contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination. Termination of this Contract



City of Pembroke Pines

under this Section is not a breach of contract and may not be considered as such. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination.

SECTION 7. In the event of any conflict or ambiguity by and between the terms and provisions of this Second Amendment and the Original Agreement, as amended, the terms and provisions of this Second Amendment shall control to the extent of any such conflict or ambiguity.

SECTION 8. The Parties agree that in all other respects the Original Agreement, as amended, shall remain in full force and effect, except as specifically modified herein.

SECTION 9. Each exhibit referred to in the Original Agreement, as amended, except as repealed herein, forms an essential part of this Second Amendment. The exhibits, if not physically attached, should be treated as part of this Second Amendment and are incorporated herein by reference.

SECTION 10. Each person signing this Second Amendment on behalf of either Party individually warrants that he or she has full legal power to execute this Second Amendment on behalf of the Party for whom he or she is signing, and to bind and obligate such Party with respect to all provisions contained in this Second Amendment.

SECTION 11. This Second Amendment may be executed by hand or electronically in multiple originals or counterparts, each of which shall be deemed to be an original and together shall constitute one and the same agreement. Execution and delivery of this Second Amendment by the Parties shall be legally binding, valid and effective upon delivery of the executed documents to the other Party through facsimile transmission, email, or other electronic delivery.

SIGNATURE PAGE FOLLOWS



City of Pembroke Pines

IN WITNESS OF THE FOREGOING, the Parties have set their hands and seals the day and year first written above.

CITY:

CITY OF PEMBROKE PINES, FLORIDA

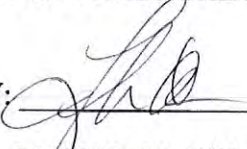
ATTEST:

DocuSigned by:

Marlene D. Graham March 6, 2023

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MARLENE D. GRAHAM, CITY CLERK

BY: 

MAYOR FRANK C. ORTIS

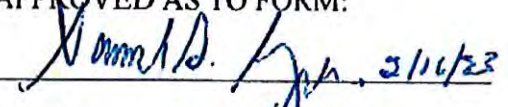
DocuSigned by:

BY Charles F. Dodge March 6, 2023

47B966ECFDAD4AC...

CHARLES F. DODGE, CITY MANAGER

APPROVED AS TO FORM:

 3/16/23

Print Name: Samuel D. Gomez

OFFICE OF THE CITY ATTORNEY

CONTRACTOR:

SYNALOVSKI ROMANIK SAYE, LLC

Signed By: 

Printed Name: MANUEL SYNALOVSKI

Title: Manager



City of Pembroke Pines, FL

601 City Center Way
Pembroke Pines, FL
33025
www.ppines.com

Agenda Request Form

Agenda Number: 8.

File ID: 23-0046

Type: Agreements/Contracts

Status: Passed

Version: 1

**Agenda
Section:**

In Control: City Commission

File Created: 01/23/2023

Short Title: Contracts Database Report - March 1st, 2023

Final Action: 03/01/2023

Title: **MOTION TO APPROVE THE DEPARTMENT RECOMMENDATIONS
FOR THE FOLLOWING ITEMS LISTED ON THE CONTRACTS
DATABASE REPORT:**

(A) Ashley Gortler OTR, LLC - Occupational Therapy - Renewal

(B) GRM Information Management Services of Miami, LLC & Information
Consultants, Inc.- Back Scanning and Media Conversion Services - Renewal

(C) Safeguard Services, Inc. - Business Lease Agreement - Renewal

(D) Synalovski Romanik Saye, LLC - Parks Architectural and Engineering
Services - Renewal

**ITEMS (E) THROUGH (G) WILL EXPIRE WITH NO RENEWAL TERMS
AVAILABLE, THEREFORE, NO COMMISSION ACTION IS REQUIRED
AS THEY ARE PRESENTED FOR NOTIFICATION PURPOSES ONLY
PURSUANT TO SECTION 35.29 (F) OF THE CITY'S PROCUREMENT
CODE:**

(E) Robert Warren Enterprises, Inc. d/b/a Occupational Medical Centers of
America - Annual Physical Examinations - Non-renewal

(F) DeAngelo Contracting Services, LLC - Operation, Maintenance, and
Management of the City's Right of Ways - Non-renewal

(G) Planet T Uniforms, Inc. - Charter School Uniforms - Non-Renewal

***Agenda Date:** 03/01/2023

Agenda Number: 8.

Internal Notes:

Attachments: 1. Contracts Database Report - March 1st, 2023, 2. A. Ashley Gortler OTR LLC - Occupational

Agenda Request Form Continued (23-0046)

Therapy - (AB), 3. B. GRM Information Management Services of Miami - Back Scanning (all-backup), 4. B. Information Consultants Inc. - Back Scanning Agreement (all backup), 5. C. Safeguard Services - Business Lease Agreement (all backup), 6. D. Synalovski Romanik Saye, LLC - Parks Architectural and Engineering Services RE-19-15 (AB), 7. E. Robert Warren Enterprises, Inc - Physical Exams (2016-2023)(all-backup), 8. F. DeAngelo Contracting Services - OMM of Rights of Way (AB), 9. G. Planet T Uniforms, Inc. - Charter School Uniforms Agreement 2017-2023 (ABD)

1 City Commission 03/01/2023 approve Pass

Action Text: A motion was made to approve on the Consent Agenda

Aye: - 5 Mayor Ortis, Vice Mayor Schwartz, Commissioner Siple, Commissioner Good Jr., and Commissioner Castillo

Nay: - 0

MOTION TO APPROVE THE DEPARTMENT RECOMMENDATIONS FOR THE FOLLOWING ITEMS LISTED ON THE CONTRACTS DATABASE REPORT:

(A) Ashley Gortler OTR, LLC - Occupational Therapy - Renewal

(B) GRM Information Management Services of Miami, LLC & Information Consultants, Inc.- Back Scanning and Media Conversion Services - Renewal

(C) Safeguard Services, Inc. - Business Lease Agreement - Renewal

(D) Synalovski Romanik Saye, LLC - Parks Architectural and Engineering Services - Renewal

ITEMS (E) THROUGH (G) WILL EXPIRE WITH NO RENEWAL TERMS AVAILABLE, THEREFORE, NO COMMISSION ACTION IS REQUIRED AS THEY ARE PRESENTED FOR NOTIFICATION PURPOSES ONLY PURSUANT TO SECTION 35.29 (F) OF THE CITY'S PROCUREMENT CODE:

(E) Robert Warren Enterprises, Inc. d/b/a Occupational Medical Centers of America - Annual Physical Examinations - Non-renewal

(F) DeAngelo Contracting Services, LLC - Operation, Maintenance, and Management of the City's Right of Ways - Non-renewal

(G) Planet T Uniforms, Inc. - Charter School Uniforms - Non-Renewal

SUMMARY EXPLANATION AND BACKGROUND:

1. Pursuant to Section 35.29(F) "City Commission notification" of the City's Code of Ordinances, "The City Manager, or his or her designee, shall notify the Commission, in writing, at least three months in advance of the expiration, renewal, automatic renewal or extension date, and shall provide a copy of the contract or agreement and a vendor performance report card for the contract or agreement to the City Commission."

Agenda Request Form Continued (23-0046)

2. On May 17, 2017, Commission approved the motion to place all contracts from the Contract Database Reports on consent agendas as they come up for contractual term renewal so that City Commission affirms directions to administration whether to renew or to go out to bid.

3. The Agreements shown below are listed on the Contracts Database Reports for renewal.

(A) Ashley Gortler OTR, LLC - Occupational Therapy - Renewal

1. On March 18th, 2021, the City entered into an Agreement with Ashley Gortler OTR, LLC for an initial period which expired on June 30th, 2021.

2. Ashley Gortler OTR, LLC provides the City's Charter School with Occupational Therapy services in order to comply with the requirements of Broward County Schools.

3. Section 3.1 of the Original Agreement authorizes the renewal of the Original Agreement for three (3) additional one (1) year renewal terms upon mutual consent, evidenced by written Amendments extending the term thereof.

4. On June 16th, 2021, the Parties entered into the First Amendment to the Original Agreement to increase the total compensation amount from \$25,000.00 to \$64,800.00 and to renew the term for the first one (1) year period which expired on June 30th, 2022.

5. On April 20th, 2022, the Parties entered into the Second Amendment to the Original Agreement, as amended, to renew the term for the second one (1) year period which expires on June 30th, 2023.

6. During the school year 2022-2023, Ashley Gortler, OTR, LLC started to provide their services to students at the City's Charter Schools Central Elementary and Middle in addition to East Elementary.

7. The City's Charter Schools are satisfied with the performance and execution of the Original Agreement and recommends that the City Commission approve this Third Amendment to increase the total annual compensation amount to \$105,264.00 from \$64,800.00 with an hourly rate increase to \$68.00 from \$60.00 and to renew the term for an additional one (1) year, which shall commence on July 1st, 2023 and naturally expire on June 30th, 2024, as allowed by the agreement.

[Reviewed by Commission Auditor.](#)

FINANCIAL IMPACT DETAIL:

a) Initial Cost: \$105,264.00

b) Amount budgeted for this item in Account No: This expense will be budgeted for in the FY 2023-2024 Proposed Charter School Budget within the Professional Svs-Tech Svs accounts for the following charter schools:

Agenda Request Form Continued (23-0046)

School Site	Account Coding	Amount	
East Elementary	170-569-5051-531310-6130-310-0000-00550	\$	68,544
Central Elementary	170-569-5051-531310-6130-310-0000-00552	\$	18,360
Central Middle	171-569-5052-531310-6130-310-0000-00554	\$	18,360
		Total	\$ 105,264

c) **Source of funding for difference, if not fully budgeted:** Not applicable.

d) **1 year projection of the operational cost of the project:**

	Current FY
Revenues	\$.00
Expenditures	\$105,264.00
Net Cost	(\$105,264.00)

e) **Detail of additional staff requirements:** Not Applicable

FEASIBILITY REVIEW:

A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing services.

a) **Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service?** Not Applicable

b) **If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service?** Not Applicable

(B) GRM Information Management Services of Miami, LLC & Information Consultants, Inc.- Back Scanning and Media Conversion Services - Renewal

1. On March 17th, 2021, the City entered into an Agreement with each of the following five (5) vendors in a pool, and each for an initial two (2) year period, commencing on March 17th, 2021, and expiring on March 16th, 2023.

- a. GRM Information Management Services of Miami, LLC.
- b. Information Consultants, Inc.
- c. Advanced Data Solutions Inc.
- d. Global Solutions Group, Inc.
- e. Pioneer Technology Group, LLC

2. The pool of vendors provides Back Scanning and Media Conversion services on an as needed basis to various departments City-wide, including, but not limited to the office of the City Clerk, the Police Department, and the Charter Schools.

3. Section 3.2 of each of the Original Agreements authorizes the renewal thereof for two (2), additional, two (2) year renewal terms, upon mutual consent, evidenced by written Amendments.

Agenda Request Form Continued (23-0046)

4. During the initial term of the agreements, three of the five vendors in the pool were unable to provide the City with the services as agreed, pursuant to each agreement. Furthermore, the City did not receive any services from or issue any payments to those three (3) vendors. As a result, the City Clerk's Office has decided to recommend on behalf of all the departments that utilize these services that the City exercise its renewal option only with the following two vendors that were able to successfully comply with the agreement.

- a. GRM Information Management Services of Miami, LLC.
- b. Information Consultants, Inc.

5. The City Clerk's Office, on behalf of the Departments City-wide, recommends that the City Commission approve the First Amendments with GRM Information Management Services of Miami, LLC and with Information Consultants, Inc., each for a two (2) year, renewal term commencing on March 17th, 2023, and expiring on March 16th, 2025, as allowed by each Agreement.

FINANCIAL IMPACT DETAIL:

- a) **Renewal Cost:** \$314,000
- b) **Amount budgeted for this item in Account No:** \$314,000 in Account 001-519-1001-534050-0000-000-0000 (Contractual microfilming)
- c) **Source of funding for difference, if not fully budgeted:** "Not Applicable.
- d) **2-year projection of the operational cost of the project:**

	FY 2022-23		FY 2023-24	FY 2024-25
Revenues	\$.00	\$.00	\$.00	
Expenditures	\$78,500.00		\$157,000.00	\$78,500.00
Net Cost	\$78,500.00		\$157,000.00	\$78,500.00

- e) **Detail of additional staff requirements:** Not Applicable

FEASIBILITY REVIEW:

A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing services.

- a) **Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service?** Not Applicable.
- b) **If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service?** Not Applicable.

(C) Safeguard Services, Inc. - Business Lease Agreement - Renewal

- 1. On September 4th, 2018, the City entered into a Business Lease Agreement with

Agenda Request Form Continued (23-0046)

Safeguard Services, Inc. for an initial, one (1) year period which expired on May 31st, 2019.

2. Safeguard Services, Inc. leases a portion of the premises located at 13975 Pembroke Road, Suite B, Pembroke Pines, FL 33027 from the City of Pembroke Pines.

3. Section 1 of the Original Agreement authorizes renewal of the term for additional one (1) year periods.

4. On January 30th, 2019, the parties executed the First Amendment to the Original Agreement to renew the term for an additional year, which expired on May 31st, 2020.

5. On May 12th, 2020, the parties executed the Second Amendment to the Original Agreement, as amended, to clarify the rent amounts with and without sales tax, for the periods from April 1st, 2018, to May 31st, 2021, and to renew the term for one additional year, which expired on May 31st, 2021.

6. On February 3rd, 2021, the parties executed the Third Amendment to the Original Agreement, as amended, to renew the term for one additional year, which expired on May 31st, 2022.

7. On January 19th, 2022, the parties executed the Fourth Amendment to the Original Agreement, as amended, to renew the term for one additional year, which is set to expire on May 31st, 2023.

8. On July 14th, 2022, the parties executed the Amended and Restated Fourth Amendment to the Original Agreement, as amended, to reduce the size of the rented premises and to reduce the rent amounts effective July 1st, 2022, to \$12,882 annually, and \$1,073.50 monthly (both inclusive of sales tax), and for the remainder of the term which is set to expire on May 31st, 2023.

9. The Public Services Department recommends that the City Commission approve this Fifth Amendment to amend and restate the rent amounts to \$10,848 annually (not including sales tax), effective July 1st, 2022 and to renew the term for a one (1) year period commencing on June 1st, 2023, and expiring on May 31st, 2024, as allowed by the Agreement.

FINANCIAL IMPACT DETAIL:

a) Annual Renewal Revenue: \$10,848.00 plus sales tax as applicable. This amount includes \$678.00 for all utility charges.

b) Amount budgeted for this item in Account No:

001-000-6001-362030-0000-000-0000 Rental - City Facilities

c) Source of funding for difference, if not fully budgeted: Not Applicable.

d) 1-year projection of the operational revenues:

	FY 2022-23	FY 2023-24
Revenues	\$3,616.00	\$7,232.00

Agenda Request Form Continued (23-0046)

Expenditures	\$0.00	\$0.00
Net Revenue	\$3,616.00	\$7,232.00

e) Detail of additional staff requirements: Not Applicable.

FEASIBILITY REVIEW:

A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing services.

a) Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service? Not Applicable.

b) If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service? Not Applicable.

(D) Synalovski Romanik Saye, LLC - Parks Architectural and Engineering Services - Renewal

1. On June 3rd, 2020, the City entered into an Agreement with Synalovski Romanik Saye, LLC for an initial three (3) year period, which expires on June 2nd, 2023.

2. Synalovski Romanik Saye, LLC provides the City with parks architectural and engineering services.

3. Section 3.2 of the Original Agreement authorizes the renewal of the Original Agreement for two (2) additional three (3) year renewal terms upon mutual consent, evidenced by written Amendments extending the term thereof.

4. On December 1st, 2021, the Parties executed the First Amendment to the Original Agreement to increase the contract value by \$105,000.00 to allow for phase three (3) of the renovation of the West Pines Soccer Park Fields 5 & 6 and the completion of design documents for the renovation of the softball fields at Silver Lakes South Park.

5. The Recreation and Cultural Arts Department is satisfied with the performance and execution of the Original Agreement, as amended, and recommends that the City Commission approve this Second Amendment to reduce the compensation amount from \$355,000.00 to \$250,000.00 and to renew the term for an additional three (3) year period which shall commence on June 3rd, 2023 and naturally expire on June 2nd, 2026, as allowed by the agreement.

FINANCIAL IMPACT DETAIL:

a) Initial Cost: \$250,000

b) Amount budgeted for this item in Account No: This contract is utilized as needed.

Agenda Request Form Continued (23-0046)

When a larger project is anticipated, the cost of these services is built into the budget for that project. For smaller miscellaneous projects, we budget annually \$50,000 in 001-572-7001-531500-0000-000-0000 - Professional Services for miscellaneous work.

c) Source of funding for difference, if not fully budgeted: Budget Transfer will be requested as needed

d) 3 year projection of the operational cost of the project: Below is an estimate on how the \$250,000 may be allocated over the three years.

	Year 1	Year 2	Year 3
Revenues	\$.00	\$.00	\$.00
Expenditures	\$85,000.00	\$85,000.00	\$80,000.00
Net Cost	\$.00	\$.00	\$.00

e) Detail of additional staff requirements: None

FEASIBILITY REVIEW:

A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing services.

a) Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service? Not Applicable

b) If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service? Not Applicable

(E) Robert Warren Enterprises, Inc. d/b/a Occupational Medical Centers of America - Annual Physical Examinations - Non-renewal

1. On October 19th, 2016, the City entered into an Agreement with Occupational Medical Centers of America, for an initial two (2) year period, commencing on November 15th, 2016, and expiring on November 14th, 2018.
2. On February 23rd, 2017, the Parties executed an Assignment and Assumption Agreement in which the CITY consented to the assignment of Occupational Medical Centers of America's interest in the Original Agreement to Robert Warren Enterprises, Inc. d/b/a Occupational Centers of America.
3. The City of Pembroke Pines Fire Department utilizes Robert Warren Enterprises, Inc. to provide annual physical examinations to firefighters.
4. Section 3.2 of the Original Agreement allowed for two (2) additional two (2) year renewal terms upon mutual consent, evidenced by a written Amendment.
5. On September 6th, 2018, the Parties executed the First Amendment to enter into the first, two (2) year, renewal period, which expired on November 14th, 2020.

Agenda Request Form Continued (23-0046)

6. On August 19th, 2020, the Parties executed the Second Amendment to enter into the second, and final, two (2) year, renewal period, which expired on November 14th, 2022.
7. On November 15th, 2022, the Parties executed the Third Amendment to extend the agreement for 180 days which will expire on May 14th, 2023.
8. The agreement does not allow for any further renewals, and the Fire Department has begun a new procurement process to secure the provision of these services.

(F) DeAngelo Contracting Services, LLC - Operation, Maintenance, and Management of the City's Right of Ways - Non-renewal

1. On October 29th, 2013, the City entered into an Agreement with DBI Services, LLC for an initial five (5) year period, which expired on October 30th, 2018.
2. DeAngelo Contracting Services, LLC provides the City with the operation, maintenance, and management of the City's Right of Ways.
3. Section 5.2 of the Original Agreement authorizes the renewal of the Original Agreement for one (1) additional five (5) year renewal terms upon mutual consent, evidenced by a written Amendment, extending the term thereof.
4. On March, 15th, 2016, the City executed the First Amendment to the Original Agreement to increase the scope of work related to street sweeping and additional routine maintenance, to also allow the Contractor to perform repairs that are not included in the scope of work such as repairs to the roadway lighting and inspections, cleaning, and repairs to existing drainage systems that service the public road. Furthermore, the First Amendment increased the annual fee from \$887,550.00 to \$1,041,550 and added an owner's contingency amount of \$200,00.00.
5. On June 4th, 2018, The City executed the Second Amendment to the Original Agreement, as amended, to increase the annual fee from \$1,041,550.00 to \$1,145,705.00 and to renew the term for the additional five (5) year period which expires on October 31st, 2023.
6. The Public Services Department is satisfied with the performance and execution of the Original Agreement, as amended, but at this time there is no further renewals available, and a new procurement process has been started to secure these services.

(G) Planet T Uniforms, Inc.-Charter School Uniforms-Non-Renewal

1. On October 19th, 2017, the City entered into an Agreement with Planet T Uniforms, Inc. for an initial three (3) year period, which naturally expired on October 18th, 2020.
2. Planet T Uniforms, Inc. provides school uniform service to the City's Charter Schools for approximately 6,034 students and includes the following revenue generating items for the City's

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Charter School system.

- A) 20% Franchise Fee for Logo Items
- B) 50% Franchise Fee for Physical Education (P.E.)/Gym T-Shirts
- C) 10% Franchise Fee for Non-Logo Items
- D) \$5.00 Surcharge for Logo Items (Non-Physical Education Items)

3. Section 2.1 of the Original Agreement authorizes the renewal of the Original Agreement for one (1) additional three (3) year renewal term upon mutual consent, evidenced by a written Amendment.

4. On May 6th, 2020, the City Commission approved the First Amendment to the Original Agreement to revise and supplement the terms of the Original Agreement and to extend the term thereof for an additional three (3) year period which will naturally expire on October 18th, 2023.

5. On April 20th, 2022, the City Commission approved the Second Amendment to the Original Agreement, as amended, to revise and supplement the terms of the Original Agreement, as amended, and to increase the sale pricing of the Charter School uniforms effective June 1st, 2022, through October 18th, 2023.

6. The City of Pembroke Pines Charter Schools is satisfied with the performance and execution of the Original Agreement, as amended, but at this time there are no further renewals available, and the Department will begin a new procurement process for these services.



City of Pembroke Pines

FIRST AMENDMENT TO PROFESSIONAL SERVICE AGREEMENT

THIS AMENDMENT ("First Amendment"), dated this 1st day of December, **2021**, is entered into by and between:

THE CITY OF PEMBROKE PINES, a municipal corporation organized and operating under the laws of the State of Florida, with an address of **601 City Center Way, Pembroke Pines, FL 33025**, hereinafter referred to as "CITY",

and

SYNALOVSKI ROMANIK SAYE, LLC, a Florida Limited Liability Company as listed with the Florida Division of Corporations, and with a business address of **1800 Eller Drive, Suite 500, Fort Lauderdale, FL 33316**, hereinafter referred to as "CONSULTANT". "CITY" and "CONSULTANT" may hereafter be collectively referred to as the "Parties".

WHEREAS, on **June 3rd, 2020**, the Parties entered into an Agreement for Parks Architectural and Engineering Services ("Original Agreement") for an initial **three (3) year period**, which naturally expires on **June 2nd, 2023**; and,

WHEREAS, to date the Parties have been satisfied with the performance and execution of the Original Agreement; and,

WHEREAS, the Parties desire to increase the total compensation amount to allow for phase three (3) of the renovation of the West Pines Soccer Park Fields five (5) and six (6) and completion of design documents for the renovation of the softball fields at Silver Lakes South as set forth in this First Amendment.

WITNESSETH

NOW, THEREFORE, for and in consideration of the sum of the mutual covenants and other good and valuable consideration, the receipt of which are hereby acknowledged, the Parties hereto agree as set forth below:

SECTION 1. The recitations set forth in the above "WHEREAS" clauses are true and correct and incorporated herein by this reference.

SECTION 2. Any language contained in this First Amendment, or any subsequent amendment, which is in ~~strike through~~ type shall be deletions from the terms of the Original Agreement and language in underlined type shall be additions to the terms of the Original



Agreement.

SECTION 3. Section 4.1 of the Original Agreement is hereby revised and amended as set forth below:

4.1 CITY agrees to compensate CONSULTANT pursuant to the amounts agreed upon for each assignment of work as more particularly described in an applicable purchase order or amendment hereto, and shall be pursuant to the rates established in **Exhibit "C"**. The total amount of compensation for the term of this Agreement shall not exceed ~~**TWO HUNDRED AND FIFTY THOUSAND DOLLARS (\$250,000.00)**~~ **THREE HUNDRED FIFTY-FIVE THOUSAND DOLLARS AND 00/100 CENTS (\$355,000.00).**

SECTION 4. Scrutinized Companies. CONSULTANT, its principals or owners, certify that they are not listed on the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations with Syria. In accordance with Section 287.135, Florida Statutes, as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local governmental entity for goods or services of:

4.1 Any amount if, at the time bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

4.2 One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

4.2.1 Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes; or

4.2.2 Is engaged in business operations in Syria.

SECTION 5. Employment Eligibility. CONSULTANT certifies that it is aware of and complies with the requirements of Section 448.095, Florida Statutes, as may be amended from time to time and briefly described herein below.

5.1 **Definitions for this Section.**

5.1.1 "Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. "Contractor" includes, but is not limited to, a vendor or consultant.

5.1.2 "Contractor" includes, but is not limited to, a vendor or consultant.



City of Pembroke Pines

5.1.3 "Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

5.1.4 "E-Verify system" means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

5.2 **Registration Requirement; Termination.** Pursuant to Section 448.095, Florida Statutes, effective January 1, 2021, Contractors, shall register with and use the E-verify system in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

5.2.1 All persons employed by a Contractor to perform employment duties within Florida during the term of the contract; and

5.2.2 All persons (including subvendors/subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with the City of Pembroke Pines. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Pembroke Pines; and

5.2.3 The Contractor shall comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes, but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. Contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination. Termination of this Contract under this Section is not a breach of contract and may not be considered as such. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination.

SECTION 6. In the event of any conflict or ambiguity by and between the terms and provisions of this First Amendment, and the Original Agreement, the terms and provisions of this First Amendment shall control to the extent of any such conflict or ambiguity.

SECTION 7. The Parties agree that in all other respects the Original Agreement, as amended by this First Amendment, shall remain in full force and effect, except as specifically modified herein.

SECTION 8. Each exhibit referred to in the Original Agreement, except as repealed



City of Pembroke Pines

herein, forms an essential part of this First Amendment. The exhibits, if not physically attached, should be treated as part of this First Amendment and are incorporated herein by reference.

SECTION 9. Each person signing this First Amendment on behalf of either Party individually warrants that he or she has full legal power to execute this First Amendment on behalf of the Party for whom he or she is signing, and to bind and obligate such Party with respect to all provisions contained in this First Amendment.

SECTION 10. This First Amendment may be executed by hand or electronically in multiple originals or counterparts, each of which shall be deemed to be an original and together shall constitute one and the same agreement. Execution and delivery of this First Amendment by the Parties shall be legally binding, valid and effective upon delivery of the executed documents to the other Party through facsimile transmission, email, or other electronic delivery.

IN WITNESS OF THE FOREGOING, the Parties have set their hands and seals the day and year first written above.

CITY:

CITY OF PEMBROKE PINES, FLORIDA

ATTEST:

DocuSigned by:

Marlene D. Graham

December 3, 2021 BY: *[Signature]*

E858EEE04EEF4F3...

MARLENE D. GRAHAM, CITY CLERK

MAYOR FRANK C. ORTIS

APPROVED AS TO FORM:

Samuel S. Goren, 12/1/21

BY: *Charles F. Dodge*

Print Name: SAMUEL S. GOREN
OFFICE OF THE CITY ATTORNEY

CHARLES F. DODGE, CITY MANAGER

CONSULTANT:

SYNALOVSKI ROMANIK SAYE, LLC

Signed By: *[Signature]*

Print Name: Manuel Synalovski

Title: Managing Member



City of Pembroke Pines, FL

601 City Center Way
Pembroke Pines, FL
33025
www.ppines.com

Agenda Request Form

Agenda Number: 6.

File ID: 21-0037

Type: Agreements/Contracts

Status: Passed

Version: 1

**Agenda
Section:**

In Control: City Commission

File Created: 01/12/2021

Short Title: First Amendment-Parks Architectural Engineering Services

Final Action: 12/01/2021

Title: MOTION TO APPROVE THE FIRST AMENDMENT TO THE PARKS ARCHITECTURAL AND ENGINEERING SERVICES AGREEMENT WITH SYNALOVSKI, ROMANIK, SAYE, LLC, INCREASING THE CONTRACT VALUE FOR THE THREE YEAR PERIOD FROM \$250,000 TO \$355,000 TO ALLOW FOR PHASE THREE OF THE RENOVATION OF THE WEST PINES SOCCER PARK FIELDS 5 & 6 AND COMPLETION OF DESIGN DOCUMENTS FOR THE RENOVATION OF THE SOFTBALL FIELDS AT SILVER LAKES SOUTH.

***Agenda Date:** 12/01/2021

Agenda Number: 6.

Internal Notes:

Attachments: 1. First Amendment to Synalovski Romanik Saye LLC Agreement - Parks Architectural and Engineering Services, 2. Original Synalovski - Parks Architectural and Engineering Services Agreement

1 City Commission 12/01/2021 approve

Pass

Action Text: A motion was made to approve on the Consent Agenda

Aye: - 5 Mayor Ortis, Vice Mayor Good Jr., Commissioner Castillo,
Commissioner Siple, and Commissioner Schwartz

Nay: - 0

MOTION TO APPROVE THE FIRST AMENDMENT TO THE PARKS ARCHITECTURAL AND ENGINEERING SERVICES AGREEMENT WITH SYNALOVSKI, ROMANIK, SAYE, LLC, INCREASING THE CONTRACT VALUE FOR THE THREE YEAR PERIOD FROM \$250,000 TO \$355,000 TO ALLOW FOR PHASE THREE OF THE RENOVATION OF THE WEST PINES SOCCER PARK FIELDS 5 & 6 AND COMPLETION OF DESIGN DOCUMENTS FOR THE RENOVATION OF THE SOFTBALL FIELDS AT SILVER LAKES SOUTH.

- Chapter 35 of the City's Code of Ordinances is titled "PROCUREMENT PROCEDURES, PUBLIC FUNDS."

- Chapter 35.28 of the City's Code of Ordinances is titled "CHANGE ORDERS."

- Chapter 35.28(B) states that "Notwithstanding the provisions of division (A), the City Manager is not authorized to approve a change order without authorization of the City Commission where the initial purchase required the City Commission's approval and where the sum of all change orders issued under the contract exceeds 5% of the original contract amount or \$25,000.

- Section 35.21 of the City's Code of Ordinances is titled "AWARD OF CONTRACT."

- Section 35.21(A) of the City's Code of Ordinances is titled "City Commission approval."

- Section 35.21(A)(1) states, "An initial purchase of, or contract for, commodities or services, in excess of \$25,000, shall require the approval of the City Commission, regardless of whether the competitive bidding or competitive proposal procedures were followed."

SUMMARY EXPLANATION AND BACKGROUND:

1. On June 3, 2020 the City Commission approved a three year agreement with Synalovski, Romanik, Saye, LLC for \$250,000 to provide Parks Architectural and Engineering Services for a three year period expiring on June 3, 2023.
2. To date the Recreation and Cultural Arts Division has engaged the contractor in six projects.
 - 1) \$25,000 - PHASE ONE: Renovation of West Pines Soccer Park Fields 5&6
 - 2) \$66,000 - Create construction documents for new park monument signs
 - 3) \$7,200 - Design a lighting solution for city playgrounds
 - 4) \$7,200 - Develop standards for park restroom renovation projects
 - 5) \$55,000 - Complete the Design Build Documents for Spring Valley Passive Park
 - 6) \$54,218.32 - PHASE TWO: Renovation of West Pines Soccer Park Fields 5 & 6

Total encumbered to date is \$214,618.32 which leaves a balance of \$35,381.68 for projects through the remaining seventeen months of the contract period.

3. When the original contract was approved, the amount of \$250,000 over the three year period was an estimate based on known forecasted projects at the time with some room for unanticipated projects. All of the above projects were anticipated except #5, Design Build Documents for Spring Valley Passive Park. Project #5 came at the request of the Commission to incorporate a passive park into the Design Build Package for the Spring Valley/William B. Armstrong Dream Park Recreation Center.

4. The request to increase the contract value to \$355,000 over the three year period is a result of two projects.

PROJECT #1: PHASE THREE: RENOVATION OF WEST PINES SOCCER PARK FIELDS 5&6

Agenda Request Form Continued (21-0037)

5. The first project Synalovski completed under the continuing services agreement was Phase One of the improvements to fields 5 & 6 of the West Pines Soccer Park. The Recreation and Cultural Arts Director engaged Mr. Synalovski to explore why the fields appear to be sinking as they hold water for long periods of time whenever it rains. Fields 5 & 6 were built in an area that used to be a large excavation lake. The lake was located in between what are now fields 5 & 6. Through research and testing of the soil through borings and test pits, Mr. Synalovski determined the primary cause of the drainage issues to be the settlement of the fields in the area that was previously the excavation lake. It is estimated that the fields have settled just over a foot. The settlement has led to a disruption in the perimeter drainage system. This drainage disruption, combined with the depressed surface elevations in the area has created a drainage sump area where surface water runoff ponding occurs.

6. In addition to determining the cause of the problem, phase one tasked Mr. Synalovski with developing and recommending solutions to fix the problem. The solution was to redesign and reconstruct all of the drainage work and regrade the fields to account for future settlement that could be +/- one foot. Phase Two of this project was for Mr. Synalovski to complete the design and bidding documents for the solution. Phase Two of the project is complete and the services provided by Mr. Synalovski totaled \$54,218.32.

7. Phase Three of this project is to request Mr. Synalovski to provide assistance during construction, daily oversight of the project, and closing out the project once construction is complete. The cost for consulting work on this project exceeded the departments original estimates as assistance with project management was not anticipated. However this project is beyond the skill set of the department staff and project management assistance is warranted. The estimated cost to complete Phase Three of this project is \$45,000.

PROJECT #2: DESIGN DOCUMENTS FOR THE RENOVATION OF SILVER LAKES SOUTH SOFTBALL FIELDS

8. The Recreation and Cultural Arts Department has budgeted \$250,000 for the renovation of the softball fields at Silver Lakes South. The renovation will include laser grading of the fields and additional drainage in the outfield areas. The estimated cost to develop the renovation design documents is \$60,000.

9. The Recreation and Cultural Arts Director is requesting Commission approve the First Amendment to the Parks Architectural and Engineering Services Agreement with Synalovski, Romanik, Saye LLC increasing the contract value for the three year period by \$105,000 to allow for Phase Three of the renovation of the West Pines Soccer Park Fields 5 & 6 and the completion of design documents for the renovation of the softball fields at Silver Lakes South Park.

FINANCIAL IMPACT DETAIL:

a) Initial Cost: \$105,000 - \$45,000 for Phase Three of the West Pines Soccer Park renovation and \$60,000 for the design documents for the renovation of the softball fields at

Agenda Request Form Continued (21-0037)

Silver Lakes South Park.

b) Amount budgeted for this item in Account No: \$45,000 for the West Pines Soccer Park Renovation is budgeted in 001-572-7001-663000-0000-000-0000. \$60,000 for the softball fields at Silver Lakes South Park is budgeted in 001-572-7001-546150-0000-000-0000

c) Source of funding for difference, if not fully budgeted: Not Applicable

d) 5 year projection of the operational cost of the project: Not Applicable

e) Detail of additional staff requirements: None



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

INSURANCE COVERAGE

Client#: 1053727

SYNALROM

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/10/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER USI Insurance Services, LLC 2502 N Rocky Point Drive Suite 400 Tampa, FL 33607		CONTACT NAME: PHONE (A/C, No, Ext): 813 321-7500 FAX (A/C, No): E-MAIL ADDRESS:	
INSURED Synalovski Romanik Saye, LLC 1800 Eller Drive #500 Fort Lauderdale, FL 33316-4210		INSURER(S) AFFORDING COVERAGE INSURER A : Phoenix Insurance Company INSURER B : Travelers Property Cas. Co. of America INSURER C : Travelers Casualty and Surety Company INSURER D : Lloyds of London INSURER E : Travelers Indemnity Company INSURER F :	
		NAIC # 25623 25674 19038 NONAIC 25658	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:	X	X	6609D35342A	12/23/2020	12/23/2021	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
E	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY	X	X	BA2R381690	12/15/2020	12/15/2021	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE DED ☒ RETENTION \$10,000	X	X	CUP4K271119	12/23/2020	12/23/2021	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ Y ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		X	UB8J676605	12/23/2020	12/23/2021	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Professional Liability			10143L191015	12/10/2020	12/10/2021	\$1,000,000 per claim \$5,000,000 annl aggr.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Professional Liability coverage is written on a claims-made basis.

CERTIFICATE HOLDER

CANCELLATION

For Proposals

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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SP1ZP



CONTINUING PROFESSIONAL SERVICES AGREEMENT

THIS IS AN AGREEMENT ("Agreement"), dated the 3rd day of June, 2020 by and between:

THE CITY OF PEMBROKE PINES, a municipal corporation of the State of Florida with a business address of **601 City Center Way, Pembroke Pines, Florida 33025** (hereinafter referred to as the "CITY"),

and

SYNALOVSKI ROMANIK SAYE, LLC, a limited liability company as listed with the Florida Division of Corporations, and with a business address of **1800 Eller Drive, Suite 500, Fort Lauderdale, FL 33316** (hereinafter referred to as the "CONSULTANT"). CITY and CONSULTANT may hereinafter be referred to collectively as the "Parties".

WITNESSETH:

In consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, CITY and CONSULTANT agree as follows:

ARTICLE 1 **PREAMBLE**

In order to establish the background, context and form of reference for this Agreement, and to generally express the objectives and intentions of the respective Parties herein, the following statements, representations, and explanations shall be accepted as predicates for the undertakings and commitments included within the provisions which follow, and may be relied upon by the Parties as essential elements of the mutual considerations upon which this Agreement is based.

1.1 On **November 19, 2019**, the CITY advertised its notice to bidders of the CITY's desire to hire a firm to provide **parks architectural and engineering services** as more particularly described in **Exhibit "A"**, attached hereto and by this reference made a part hereof, for the said bid entitled:

"RFQ # RE-19-15"

"Parks Architectural and Engineering Services"

1.2 On **January 14, 2020**, the bids were opened at the offices of the City Clerk.

1.3 On **April 15, 2020**, the CITY approved the findings and recommendation of the evaluation committee and certified CONSULTANT as qualified to provide various professional services that the CITY may need or that may arise, in accordance with the Consultants' Competitive Negotiation Act ("CCNA"), Section 287.055(3)(c), Florida Statutes, as may be amended from time to time.



1.4 CITY awarded the bid to CONSULTANT and authorized the proper CITY officials to negotiate and enter into an agreement with CONSULTANT to render the services more particularly described herein below. Negotiations pertaining to the services to be performed by the CONSULTANT were undertaken in accordance with the CCNA, Section 287.055, Florida Statutes, as may be amended from time to time, and this Agreement incorporates the results of such negotiation.

1.5 In the event of any conflicts between this Agreement and any exhibits hereto, this Agreement shall prevail, followed by the bid specification attached hereto as **Exhibit "A"**, and by reference made a part hereof.

ARTICLE 2

SERVICES AND RESPONSIBILITIES

2.1 The CITY may request from the CONSULTANT from time to time, on an as needed basis, architectural and engineering services pursuant to the scope of work more particularly described in **Exhibit "A"** and CONTRACTOR's response thereto, attached hereto and made a part hereof as **Exhibit "B"**. CITY's requests will describe the scope of work for an individual assignment of work, the desired time frame for its completion and the method of payment to be used. Upon receipt of these requests, CONSULTANT shall timely review the scope of work and schedule described in each request, and provide CITY a proposal for the assignment of work identified, which shall include but may not be limited to: a not to exceed fee for services; a list of professionals required for the assignment; an estimate of the work hours required to accomplish the services; and, any other information reasonably required by CITY. If the Parties agree to a scope of work, schedule, and fee for an assignment of work, the CITY may in its sole discretion, issue an amendment or purchase order authorizing CONSULTANT to perform such services in accordance with the terms and conditions contained herein.

2.2 CONSULTANT's fee and cost proposal for an assignment of work shall be based upon the hourly rates set forth on **Exhibit "C"**, attached hereto and by this reference made a part hereof.

2.3 Each assignment of work identified by CITY and performed by CONSULTANT shall be in accordance with the requirements of Section 287.055, Florida Statutes, as may be amended from time to time. The scope of work more particularly described in **Exhibit "A"**, includes two work categories CONSULTANT may be engaged to perform: Park Design and Renovation (Sports Fields, Landscaping, Sidewalks, Sports Lighting, Drainage, Irrigation, etc.) which may include permitting services and professional services during construction; and, Parks and Recreation Buildings (Bathroom Facilities, Recreation Centers, Aquatic Centers, etc.) which may include permitting services and professional services during construction.

2.4 CONSULTANT may furnish all services, labor, equipment, and materials necessary and as may be required in the performance of this Agreement and all services performed under this Agreement shall be performed in a professional manner.



2.5 CONSULTANT hereby represents CITY, with full knowledge that CITY is relying upon these representations when entering into this Agreement with CONSULTANT, that CONSULTANT has the professional expertise, experience and manpower to perform the services to be provided by CONSULTANT pursuant to the terms of this Agreement.

2.6 CONSULTANT assumes professional and technical responsibility for the performance of its services to be provided hereunder in accordance with recognized professional and ethical guidelines established by their profession. If within one year following completion of its services, such services fail to meet the aforesaid standards, and the CITY promptly advises CONSULTANT thereof in writing, CONSULTANT agrees to re-perform such deficient services without charge to the CITY.

2.7 All services provided by CONSULTANT pursuant to this Agreement shall comply with the definition of "continuing contract" in Section 287.055(2)(g), Florida Statutes, as amended from time to time.

2.8 CONSULTANT shall not utilize the services of any sub-consultant without the prior written approval of CITY.

2.9 CONSULTANT shall comply with the applicable provisions of CITY's Code of Ordinances. CONSULTANT shall require that all sub-consultants comply with the applicable provisions of CITY's Code of Ordinances.

ARTICLE 3

TERM FOR PERFORMANCE AND TERMINATION

3.1 CONSULTANT shall perform the architectural and engineering services within the time frame set forth in each amendment or purchase order. Minor adjustments to the timetable for completion approved by CITY in advance, in writing, will not constitute non-performance by CONSULTANT pursuant to this Agreement.

3.2 This Agreement shall take effect as of the date of execution as shown herein below and shall continue for such time as is contemplated by the CITY for assignments which the CITY from time to time engages CONSULTANT to perform in accordance herewith. Notwithstanding the foregoing, the term of this Agreement shall be for an initial three (3) year term. The term of this Agreement may be extended for two (2) additional three (3) year terms upon the mutual written agreement of the Parties hereto.

3.3 This Agreement may be terminated by either Party for cause, or by either Party for convenience. If terminated for convenience, the terminating Party shall provide thirty (30) days written notice to the non terminating Party, in which event the CONSULTANT shall be paid its compensation for services performed to termination date.

3.4 CONSULTANT may not terminate Agreement for convenience after assignments of work have been accepted by CONSULTANT in an applicable purchase order or amendment to this Agreement.



3.5 In the event that the CONSULTANT abandons this Agreement or causes it to be terminated, CONSULTANT shall indemnify the CITY against any loss pertaining to this termination up to a maximum of the full contracted fee amount. All finished or unfinished documents, data, studies, plans, surveys, and reports prepared by CONSULTANT shall become the property of CITY and shall be delivered by CONSULTANT to CITY immediately.

ARTICLE 4 **COMPENSATION AND METHOD OF PAYMENT**

4.1 CITY agrees to compensate CONSULTANT pursuant to the amounts agreed upon for each assignment of work as more particularly described in an applicable purchase order or amendment hereto, and shall be pursuant to the rates established in **Exhibit "C"**. The total amount of compensation for the term of this Agreement shall not exceed **TWO HUNDRED AND FIFTY THOUSAND DOLLARS (\$250,000.00)**.

4.2 CONSULTANT shall be entitled to invoice CITY on a monthly basis for services performed. The invoice shall include, but not be limited to, the date of service, the amount of time spent, a description of the service, and any other information reasonably required by CITY.

4.3 CITY will make its best efforts to pay CONSULTANT within thirty (30) days of receipt of proper invoice the total shown to be due on such invoice. All payments shall be governed by the Local Government Prompt Payment Act, as set forth in Part VII, Chapter 218, Florida Statutes.

4.4 Payment will be made to CONSULTANT at:

Attn:
Synalovski Romanik Saye, LLC
1800 Eller Drive, Suite 500,
Fort Lauderdale, FL 33316

ARTICLE 5 **CHANGES TO SCOPE OF WORK AND ADDITIONAL WORK**

5.1 CITY or CONSULTANT may request changes that would increase, decrease, or otherwise modify the services to be provided under this Agreement, subject to the requirements set forth in Section 287.055, Florida Statutes, as may be amended from time to time, and CITY's Code of Ordinances. Any modification to the scope of services to be provided herein, as more particularly described in **Exhibit "A"**, must be contained in a written amendment or purchase order executed by the Parties hereto, with the same formality herewith prior to any deviation from the terms of this Agreement, including the initiation of any additional or extra work.

5.2 CONSULTANT shall continue work when seeking change order unless work has not been authorized herein, or by written amendment, purchase order, or change order, executed by the Parties hereto, with the same formality herewith. Work to be performed while a seeking change order which has not been described herein or in a separate written agreement shall be performed at



the CONSULTANT's own risk. CITY shall not be responsible for any payments requested pursuant to a change order until the change order is approved by the CITY.

5.3 In no event will CONSULTANT be compensated for services or associated costs which have not been described either herein or in a separate purchase order, change order, or amendment executed by the Parties hereto.

ARTICLE 6

INDEMNIFICATION

6.1 CONSULTANT shall indemnify and save harmless the CITY, its elected and appointed officials, agents, servants and employees from and against any and all liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees and appellate costs, sustained by the CITY, its elected and appointed officials, agents, servants or employees arising out of, or by reason of, or resulting from the negligence, recklessness, or intentionally wrongful conduct of CONSULTANT, its agents, servants or employees in the performance under this Agreement.

6.2 CONSULTANT'S aggregate liability shall not exceed the proceeds of insurance required to be placed pursuant to this Agreement plus the total compensation received by CONSULTANT. The CITY's rights and remedies and CONSULTANT's liabilities as set forth in this Agreement, are exclusive, and the CITY hereby releases CONSULTANT from all further or subsequent liability, whether based in contract or tort and irrespective of fault, negligence, or strict liability.

6.3 Parties understand and agree that the covenants and representations relating to this indemnification provision shall survive the term of this Agreement and continue in full force and effect as to the Parties responsibility to indemnify.

ARTICLE 7

INSURANCE

7.1 The CONSULTANT expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the CONSULTANT shall in no way limit the responsibility to indemnify, keep and save harmless and defend the CITY or its officers, employees, agents and instrumentalities as herein provided.

7.2 CONSULTANT shall not commence work under this Agreement until it has obtained all insurance required under this paragraph and such insurance has been approved by the Risk Manager of the CITY, nor shall the CONSULTANT allow any subcontractor to commence work on any subcontract until all similar such insurance required of the subcontractor has been obtained and similarly approved.

7.3 Certificates of Insurance, reflecting evidence of the required insurance, shall be filed with the CITY's Risk Manager prior to the commencement of this Agreement. Policies shall be issued by companies authorized to do business under the laws of the State of Florida. The insurance company shall be rated no less than "A" as to management, and no less than "Class VI" as to financial strength according to the latest edition of Best's Insurance Guide published by A.M. Best Company.



7.4 Certificates of Insurance shall provide for thirty (30) days' prior written notice to the CITY in case of cancellation or material changes in the policy limits or coverage states. If the carrier cannot provide thirty (30) days' notice of cancellation, either the CONSULTANT or their Insurance Broker must agree to provide notice.

7.5 Insurance shall be in force until all obligations required to be fulfilled under the terms of the Agreement are satisfactorily completed as evidenced by the formal acceptance by the CITY. In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this Agreement, the CONSULTANT shall furnish, at least forty-five (45) days prior to the expiration of the date of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period of the Agreement and extension thereunder is in effect. The CONSULTANT shall neither commence nor continue to provide any services pursuant to this Agreement unless all required insurance remains in full force and effect. CONSULTANT shall be liable to CITY for any lapses in service resulting from a gap in insurance coverage.

7.6 REQUIRED INSURANCE

CONSULTANT shall be required to obtain all applicable insurance coverage, as indicated below, prior to commencing any work pursuant to this Agreement:

Yes No

- ✓ ☐ 7.6.1 Comprehensive General Liability Insurance written on an occurrence basis including, but not limited to: coverage for bodily injury and property damage, personal & advertising injury, products & completed operations, and contractual liability. Coverage must be written on an occurrence basis, with limits of liability no less than:

1. Each Occurrence Limit - \$1,000,000
2. Fire Damage Limit (Damage to rented premises) - \$100,000
3. Personal & Advertising Injury Limit - \$1,000,000
4. General Aggregate Limit - \$2,000,000
5. Products & Completed Operations Aggregate Limit - \$2,000,000

Products & Completed Operations Coverage shall be maintained for the later of three (3) years after the delivery of goods/services or final payment under the Agreement.

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.

Yes No

- ✓ ☐ 7.6.2 Workers' Compensation and Employers' Liability Insurance covering all employees, and/or volunteers of the CONSULTANT engaged in the performance of the scope of work associated with this Agreement. In the case any work is sublet, the CONSULTANT shall require the subcontractors similarly to provide Workers' Compensation Insurance for all the latter's employees unless such employees are covered



by the protection afforded by the CONSULTANT. Coverage for the CONSULTANT and all subcontractors shall be in accordance with applicable state and/or federal laws that may apply to Workers' Compensation Insurance with limits of liability no less than:

1. Workers' Compensation: Coverage A – Statutory
2. Employers Liability: Coverage B \$500,000 Each Accident
\$500,000 Disease – Policy Limit
\$500,000 Disease – Each Employee

If CONSULTANT claims to be exempt from this requirement, CONSULTANT shall provide CITY proof of such exemption along with a written request for CITY to exempt CONSULTANT, written on CONSULTANT letterhead.

Yes No

- ☒ 7.6.3 Comprehensive Auto Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the performance of work under this Agreement, with a combined single limit of liability for bodily injury and property damage no less than:

1. Any Auto (Symbol 1)
Combined Single Limit (Each Accident) - \$1,000,000
2. Hired Autos (Symbol 8)
Combined Single Limit (Each Accident) - \$1,000,000
3. Non-Owned Autos (Symbol 9)
Combined Single Limit (Each Accident) - \$1,000,000

If work under this Agreement includes transportation of hazardous materials, policy shall include pollution liability coverage equivalent to that provided by the latest version of the ISO pollution liability broadened endorsement for auto and the latest version of the ISO Motor Carrier Act endorsement, equivalents or broader language.

Yes No

- ☐ * 7.6.3.1 If CONSULTANT requests reduced limits under a Personal Auto Liability Policy and it is agreed to by the CITY, coverage shall include Bodily Injury limits of \$100,000 per person/\$300,000 per occurrence and Property Damage limits of \$300,000 per occurrence.

Yes No

- ☒ 7.6.4 Umbrella/Excess Liability Insurance in the amount of \$2,000,000 as determined appropriate by the CITY depending on the type of job and exposures contemplated. Coverage must be follow form of the General Liability, Auto Liability and Employer's Liability. This coverage shall be maintained for a period of no less than the later of three (3) years after the delivery of goods/services or final payment pursuant to this Agreement.



The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.

Yes No

- ☒ 7.6.5 Professional Liability/Errors & Omissions Insurance with a limit of liability no less than \$1,000,000 per wrongful or negligent act. This coverage shall be maintained for a period of no less than three (3) years after the delivery of goods/services final payment pursuant to this Agreement. Retroactive date, if any, to be no later than the first day of service to the CITY.

Yes No

- ☐ * 7.6.6 Environmental/Pollution Liability insurance shall be required with a limit of no less than \$1,000,000 per wrongful act. Coverage shall include: CONSULTANT's completed operations, sudden, accidental and gradual pollution conditions. This coverage shall be maintained for a period of no less than the later of three (3) years after the delivery of goods/services or final payment pursuant to this Agreement. Retroactive date, if any, to be no later than the first day of service to the CITY.

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.

Yes No

- ☐ * 7.6.7 Cyber Liability including Network Security and Privacy Liability with a limit of liability no less than \$1,000,000 per loss. Coverage shall include liability arising from: theft, dissemination and/or use of confidential information stored or transmitted in electronic form, unauthorized access to, use of, or tampering with computer systems, including hacker attacks or inability of an authorized third party to gain access to your services, including denial of service, and the introduction of a computer virus into, or otherwise causing damage to, a customer's or third person's computer, computer system, network, or similar computer-related property and the data, software and programs thereon. If vendor is collecting credit card information, it shall cover all PCI breach expenses. Coverage is to include the various state monitoring and state required remediation as well as meet the various state notification requirements. This coverage shall be maintained for a period of no less than the later of three (3) years after delivery of goods/services or final payment of the Agreement. Retroactive date, if any, to be no later than the first day of service to the CITY.

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.

Yes No

- ☐ * 7.6.8 Crime Coverage shall include employee dishonesty, forgery or alteration, and



computer fraud in an amount of no less than \$1,000,000 per loss. If CONSULTANT is physically located on CITY's premises, a third-party fidelity coverage extension shall apply.

Yes No

- ☐ * 7.6.9 Garage Liability & Garage-keepers Legal Liability for those that manage parking lots for the CITY or service CITY vehicles. Coverage must be written on an occurrence basis, with limits of liability no less than \$1,000,000 per Occurrence, including products & completed operations. This coverage shall be maintained for a period of no less than the later of three (3) years after the delivery of goods/services or final payment of this Agreement.

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.

Yes No

- ☐ * 7.6.10 Liquor Liability for those in the business of selling, serving or furnishing of any alcoholic beverages, whether licensed or not, shall carry a limit of liability of no less than \$1,000,000 per occurrence. Coverage shall be maintained for the later of three (3) years after the delivery of goods/services or final payment under the Agreement.

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.

Yes No

- ☐ * 7.6.11 Sexual Abuse & Molestation for any agreement involving a vulnerable population. Limits shall be no less than \$500,000 per occurrence. This coverage shall be maintained for a period of no less than the later of three (3) years after the delivery of goods/services or final payment of this Agreement. Retroactive date, if any, to be no later than the first day of service to the CITY.

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.

Yes No

- ☐ * 7.6.12 Builder's Risk Insurance shall be "All Risk" for one hundred percent (100%) of the completed value of the project that is the subject of this Agreement with a deductible of not more than five percent (5%) for Named Windstorm and \$20,000 per claim for all other perils. The Builder's Risk Insurance shall include interests of the CITY, the CONSULTANT and subcontractors on the project. The CONSULTANT shall include a separate line item for all costs associated with the Builder's Risk Insurance Coverage for the project. The CITY reserves the right, at its sole discretion to utilize the CONSULTANT's Builder's Risk Insurance or for the CITY to purchase its own Builder's



Risk Insurance for the Project. Prior to the CONSULTANT purchasing the Builder's Risk insurance for the project, the CONSULTANT shall allow the CITY the opportunity to analyze the CONSULTANT's coverage and determine who shall purchase the coverage. Should the CITY utilize the CONSULTANT's Builder's Risk Insurance, the CONSULTANT shall be responsible for all deductibles. If the CITY chooses to purchase the Builder's Risk Coverage on the project, the CONSULTANT shall provide the CITY with a change order deduct for all premiums and costs associated with the Builder's Risk insurance in their schedule. Should the CITY choose to utilize the CITY's Builder's Risk Program, the CITY shall be responsible for the Named Windstorm Deductible and the CONSULTANT shall be responsible for the All Other Perils Deductible.

If and when 100% is not available or reasonable, the CITY Risk Manager is to make the determination as to what limits are appropriate for the given project.

7.7 REQUIRED ENDORSEMENTS

- 7.7.1 The City of Pembroke Pines shall be named as an Additional Insured on each of the Liability Policies required herein.
- 7.7.2 Waiver of all Rights of Subrogation against the CITY.
- 7.7.3 Thirty (30) Day Notice of Cancellation or Non-Renewal to the CITY.
- 7.7.4 CONSULTANT's policies shall be Primary & Non-Contributory.
- 7.7.5 All policies shall contain a "severability of interest" or "cross liability" clause without obligation for premium payment of the CITY.
- 7.7.6 The City of Pembroke Pines shall be named as a Loss Payee on all Property and/or Inland Marine Policies as their interest may appear.

7.8 Any and all insurance required of the CONSULTANT pursuant to this Agreement must also be required by any subcontractor in the same limits and with all requirements as provided herein, including naming the CITY as an additional insured, in any work that is subcontracted unless such subcontractor is covered by the protection afforded by the CONSULTANT and provided proof of such coverage is provided to CITY. The CONSULTANT and any subcontractors shall maintain such policies during the term of this Agreement.

7.9 The CITY reserves the right to require any other additional types of insurance coverage and/or higher limits of liability it deems necessary based on the nature of work being performed under this Agreement.

7.10 The insurance requirements specified in this Agreement are minimum requirements and in no way reduce any liability the CONSULTANT has assumed in the indemnification/hold harmless section(s) of this Agreement.

ARTICLE 8

NON-DISCRIMINATION AND EQUAL OPPORTUNITY EMPLOYMENT

During the performance of the Agreement, neither the CONSULTANT nor any subcontractors shall discriminate against any employee or applicant for employment because of



race, religion, color, gender, national origin, sex, age, marital status, political affiliation, familial status, sexual orientation, or disability if qualified. CONSULTANT will take affirmative action to ensure that employees are treated during employment, without regard to their race, religion, color, gender, national origin, sex, age, marital status, political affiliation, familial status, sexual orientation, or disability if qualified. Such actions must include, but not be limited to, the following: employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. CONSULTANT shall agree to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause. CONSULTANT further agrees that CONSULTANT will ensure that subcontractors, if any, will be made aware of and will comply with this nondiscrimination clause.

ARTICLE 9

INDEPENDENT CONTRACTOR

This Agreement does not create an employee/employer relationship between the Parties. It is the intent of the Parties that the CONSULTANT is an independent contractor under this Agreement and not the CITY's employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers' Compensation Act, and the State unemployment insurance law. The CONSULTANT shall retain sole and absolute discretion in the judgment of the manner and means of carrying out CONSULTANT's activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under this Agreement shall be those of CONSULTANT, which policies of CONSULTANT shall not conflict with any applicable law or regulation. CONSULTANT agrees that it is a separate and independent enterprise from the CITY, that it has full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. This Agreement shall not be construed as creating any joint employment relationship between the CONSULTANT and the CITY and the CITY will not be liable for any obligation incurred by CONSULTANT, including but not limited to unpaid minimum wages and/or overtime premiums.

ARTICLE 10

AGREEMENT SUBJECT TO FUNDING

This Agreement shall remain in full force and effect only as long as the expenditures provided for in the Agreement have been appropriated by the City Commission of the City of Pembroke Pines in the annual budget for each fiscal year of this Agreement, and is subject to termination based on lack of funding.

ARTICLE 11

UNCONTROLLABLE FORCES

11.1 Neither CITY nor CONSULTANT shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to Uncontrollable Forces, the effect of which, by the exercise of reasonable diligence, the non-performing Party could not avoid. The term



"Uncontrollable Forces" shall mean any event which results in the prevention or delay of performance by a Party of its obligations under this Agreement and which is beyond the reasonable control of the nonperforming Party. It includes, but is not limited to: fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, and governmental actions.

11.2 Neither Party shall, however, be excused from performance if nonperformance is due to forces, which are preventable, removable, or remediable, and which the nonperforming Party could have, with the exercise of reasonable diligence, prevented, removed, or remedied with reasonable dispatch. The nonperforming Party shall, within a reasonable time of being prevented or delayed from performance by an uncontrollable force, give written notice to the other Party describing the circumstances and uncontrollable forces preventing continued performance of the obligations of this Agreement.

ARTICLE 12

GOVERNING LAW AND VENUE

This Agreement shall be governed by and construed in accordance with the laws of the State of Florida as now and hereafter in force. The venue for any and all claims or actions arising out of or related to this Agreement shall be in Broward County, Florida.

ARTICLE 13

SIGNATORY AUTHORITY

CONSULTANT shall provide CITY with copies of requisite documentation evidencing that the signatory for CONSULTANT has the authority to enter into this Agreement.

ARTICLE 14

DEFAULT OF CONTRACT & REMEDIES

14.1 **Damages.** CITY reserves the right to recover any ascertainable actual damages incurred as a result of the failure of CONSULTANT to perform in accordance with the requirements of this Agreement, or for losses sustained by CITY resulting from CONSULTANT's failure to perform in accordance with the requirements of this Agreement.

14.2 **Reserved.**

14.3 **Correction of Work.** If, in the judgment of CITY, work provided by CONSULTANT does not conform to the requirements of this Agreement, or if the work exhibits poor workmanship, CITY reserves the right to require that CONSULTANT correct all deficiencies in the work to bring the work into conformance without additional cost to CITY, and / or replace any personnel who fail to perform in accordance with the requirements of this Agreement. CITY shall be the sole judge of non-conformance and the quality of workmanship.

14.4 **Default of Contract.** The occurrence of any one or more of the following events shall constitute a default and breach of this Agreement by CONSULTANT:



14.4.1 The abandonment of the Agreement or and individual assignment of work governed by the terms herein by CONSULTANT for a period of more than seven (7) business days.

14.4.2 The abandonment, unnecessary delay, refusal of, or failure to comply with any of the terms of this Agreement or neglect, or refusal to comply with the instructions of the Recreation and Cultural Arts Department relative thereto.

14.4.3 The failure by CONSULTANT to observe or perform any of the terms, covenants, or conditions of this Agreement to be observed or performed by CONSULTANT, where such failure shall continue for a period of seven (7) days after written notice thereof by CITY to CONSULTANT; provided, however, that if the nature of CONSULTANT's default is such that more than seven (7) days are reasonably required for its cure, then CONSULTANT shall not be deemed to be in default if CONSULTANT commences such cure within said seven (7) day period and thereafter diligently prosecutes such cure to completion.

14.4.4 The assignment and/or transfer of this Agreement or execution or attachment thereon by CONSULTANT or any other Party in a manner not expressly permitted hereunder.

14.4.5 The making by CONSULTANT of any general assignment or general arrangement for the benefit of creditors, or the filing by or against CONSULTANT of a petition to have CONSULTANT adjudged a bankruptcy, or a petition for reorganization or arrangement under any law relating to bankruptcy (unless, in the case of a petition filed against CONSULTANT, the same is dismissed within sixty (60) days); or the appointment of a trustee or a receiver to take possession of substantially all of CONSULTANT's assets, or for CONSULTANT's interest in this Agreement, where possession is not restored to CONSULTANT within thirty (30) days; for attachment, execution or other judicial seizure of substantially all of CONSULTANT's assets, or for CONSULTANT's interest in this Agreement, where such seizure is not discharged within thirty (30) days.

14.5 **Remedies in Default.** In case of default by CONSULTANT, CITY shall notify CONSULTANT, in writing, of such abandonment, delay, refusal, failure, neglect, or default and direct CONSULTANT to comply with all provisions of the Agreement. If the abandonment, delay, refusal, failure, neglect or default is not cured within seven (7) days of when notice was sent by CITY, CITY may declare a default of the Agreement and notify CONSULTANT of such declaration of default and terminate the Agreement.

14.5.1 Upon such declaration of default, all payments remaining due to the CONSULTANT at the time of default, less all sums due to the CITY for damages suffered, or expenses incurred by reason of default, shall be due and payable to CITY.

14.5.2 CITY may complete the Agreement, or any part thereof, either by day labor, by hiring a subcontractor, or re-letting a contract for the same, and procure the equipment and the facilities necessary for the completion of the Agreement, and charge the cost of same to CONSULTANT with the costs incident thereto to such default.



14.5.3 In the event CITY completes the Agreement at a lesser cost than would have been payable to CONSULTANT under this Agreement, if the same had been fulfilled by CONSULTANT, CITY shall retain such differences. Should such cost to CITY be greater, CONSULTANT shall pay the amount of such excess to the CITY.

14.5.4 Notwithstanding the other provisions in this Article, CITY reserves the right to terminate the Agreement at any time, whenever the service provided by CONSULTANT fails to meet reasonable standards of the trade after CITY gives written notice to the CONSULTANT of the deficiencies as set forth in the written notice within fourteen calendar (14) days of the receipt by CONSULTANT of such notice from CITY.

ARTICLE 15

BANKRUPTCY

15.1 It is agreed that if CONSULTANT is adjudged bankrupt, either voluntarily or involuntarily, then this Agreement shall terminate effective on the date and at the time the bankruptcy petition is filed.

ARTICLE 16

DISPUTE RESOLUTION

16.1 **Arbitration.** In addition to any other remedy provided hereunder, CITY, at its option, may use arbitration to resolve any controversy or claim arising out of or relating to this Agreement if arbitration is elected by CITY. Any controversy or claim arising out of or relating to this Agreement, or breach thereof, may be settled by arbitration in accordance with the rules of the American Arbitration Association and judgment upon the award rendered by the arbitrators may be entered into by any court having jurisdiction thereof. In the event arbitration is elected by CITY, such controversy or claim shall be submitted to one arbitrator selected from the National Panel of The American Arbitration Association.

Operations During Dispute.

16.2.1 In the event that a dispute, if any, arises between CITY and CONSULTANT relating to this Agreement, performance or compensation hereunder, CONSULTANT shall continue to render service in full compliance with all terms and conditions of this Agreement as interpreted by CITY regardless of such dispute.

16.2.2 CONSULTANT expressly recognizes the paramount right and duty of CITY to provide adequate maintenance of CITY's property, and further agrees, in consideration for the execution of this Agreement, that in the event of such a dispute, if any, it will negotiate with CITY for an adjustment on the matter or matters in dispute before seeking a remedy in court.

16.2.3 Notwithstanding the other provisions in this Article, CITY reserves the right to terminate the Agreement at any time, whenever the service provided by CONSULTANT fails to meet reasonable standards of the trade after CITY gives written notice to the CONSULTANT of the deficiencies as set forth in the written notice within fourteen (14) calendar days of the receipt by CONSULTANT of such notice from CITY.



ARTICLE 17
PUBLIC RECORDS

17.1 The City of Pembroke Pines is a public agency subject to Chapter 119, Florida Statutes. The CONSULTANT shall comply with Florida's Public Records Law. Specifically, the CONSULTANT shall:

17.1.1 Keep and maintain public records required by the CITY to perform the service;

17.1.2 Upon request from the CITY's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law;

17.1.3 Ensure that public records that are exempt or that are confidential and exempt from public record disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and, following completion of the Agreement, CONSULTANT shall destroy all copies of such confidential and exempt records remaining in its possession after the CONSULTANT transfers the records in its possession to the CITY; and

17.1.4 Upon completion of the Agreement, CONSULTANT shall transfer to the CITY, at no cost to the CITY, all public records in CONSULTANT's possession. All records stored electronically by the CONSULTANT must be provided to the CITY, upon request from the CITY's custodian of public records, in a format that is compatible with the information technology systems of the CITY.

17.2 The failure of CONSULTANT to comply with the provisions set forth in this Article shall constitute a default and breach of this Agreement, for which, the CITY may terminate the Agreement in accordance with the terms herein.

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

CITY CLERK
601 CITY CENTER WAY, 4th FLOOR
PEMBROKE PINES, FL 33025
(954) 450-1050
mgraham@ppines.com



ARTICLE 18
MISCELLANEOUS

18.1 **Ownership of Documents.** Reports, surveys, plans, studies and other data provided in connection with this Agreement are and shall remain the property of CITY whether or not the project for which they are made is completed. CITY hereby agrees to use CONSULTANT's work product for its intended purposes.

18.2 **Legal Representation.** It is acknowledged that each Party to this Agreement had the opportunity to be represented by counsel in the preparation of this Agreement, and accordingly, the rule that a contract shall be interpreted strictly against the Party preparing same shall not apply herein due to the joint contributions of both Parties.

18.3 **Records.** CONSULTANT shall keep such records and accounts and require any and all subcontractors to keep records and accounts as may be necessary in order to record complete and correct entries as to personnel hours charged to this engagement, and any expenses for which CONSULTANT expects to be reimbursed. Such books and records will be available at all reasonable times for examination and audit by CITY and shall be kept for a period of ten (10) years after the completion of all work to be performed pursuant to this Agreement. Incomplete or incorrect entries in such books and records will be grounds for disallowance by CITY of any fees or expenses based upon such entries. All records shall be maintained and available for disclosure, as appropriate, in accordance with Chapter 119, Florida Statutes.

18.4 **Assignments; Amendments.** This Agreement, and any interests herein, shall not be assigned, transferred or otherwise encumbered, under any circumstances, by CONSULTANT without the prior written consent of CITY. For purposes of this Agreement, any change of ownership of CONSULTANT shall constitute an assignment which requires CITY approval. However, this Agreement shall run to the benefit of CITY and its successors and assigns. It is further agreed that no modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written amendment or work order executed with the same formality herewith.

18.5 **No Contingent Fees.** CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CONSULTANT to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONSULTANT any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, CITY shall have the right to terminate the Agreement without liability at its discretion, to deduct from the contract price, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

18.6 **Notice.** Whenever any Party desires to give notice to any other Party, it must be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the Party for whom it is intended and the remaining Party, at the places last specified, and the places for



giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, CONSULTANT and CITY designate the following as the respective places for giving of notice:

CITY: Charles F. Dodge, City Manager
City of Pembroke Pines
601 City Center Way
Pembroke Pines, Florida 33025
Telephone No. (954) 450-1040

Copy To: Samuel S. Goren, City Attorney
Goren, Cherof, Doody & Ezrol, P.A.
3099 East Commercial Boulevard, Suite 200
Fort Lauderdale, Florida 33308
Telephone No. (954) 771-4500
Facsimile No. (954) 771-4923

CONSULTANT: Attn:
Synalovski Romanik Saye, LLC
1800 Eller Drive, Suite 500,
Fort Lauderdale, FL 33316
Phone: 954-961-6806
954-881-9200
Email: mromanik@synalovski.com

18.7 **Binding Authority.** Each person signing this Agreement on behalf of either Party individually warrants that he or she has full legal power to execute this Agreement on behalf of the Party for whom he or she is signing, and to bind and obligate such Party with respect to all provisions contained in this Agreement.

18.8 **Headings.** Headings herein are for convenience of reference only and shall not be considered in any interpretation of this Agreement.

18.9 **Exhibits.** Each exhibit referred to in this Agreement forms an essential part of this Agreement. The exhibits if not physically attached should be treated as part of this Agreement and are incorporated herein by reference.

18.10 **Severability.** If any provision of this Agreement or application thereof to any person or situation shall to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

18.11 **Extent of Agreement.** This Agreement represents the entire and integrated agreement between the CITY and the CONSULTANT and supersedes all prior negotiations, representations or agreements, either written or oral.



18.12 **No Waiver of Sovereign Immunity.** Nothing contained herein is intended nor shall be construed to waive the CITY's rights and immunities under the common law of Section 768.28, Florida Statutes, as may be amended from time to time.

18.13 **Attorneys' Fees.** In the event that either Party brings suit for enforcement of this Agreement, each Party shall bear its own attorney's fees and court costs, except as otherwise provided under the indemnification provisions set forth herein above.

18.14 **Protection of CITY Property.** At all times during the performance of this Agreement, CONSULTANT shall protect CITY's property from all damage whatsoever on account of the work being carried on under this Agreement.

18.15 **Counterparts and Execution.** This Agreement may be executed in multiple originals or counterparts, each of which shall be deemed to be an original and together shall constitute one and the same agreement. Execution and delivery of this Agreement by the Parties shall be legally binding, valid and effective upon delivery of the executed documents to the other Party through facsimile transmission, email, or other electronic delivery.

18.16 **Compliance with Statutes.** It shall be the CONSULTANT's responsibility to be aware of and comply with all statutes, ordinances, rules, orders, regulations and requirements of all local, city, state, and federal agencies as applicable.

18.17 **Compliance with Jessica Lunsford Act.** CONSULTANT shall comply with Chapter 1012, Florida Statutes, which requires Level II background screening for individuals who are vendors performing services at a Florida public school or for a public school district, if applicable.

18.18 **Scrutinized Companies.** CONSULTANT, its principals or owners, certify that they are not listed on the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations with Syria. In accordance with Section 287.135, Florida Statutes, as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local governmental entity for goods or services if:

18.18.1 Any amount of, at the time bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

18.18.2 One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

18.18.2.1 Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes; or

18.18.2.2 Is engaged in business operations in Syria.



18.19 **No Third Party Beneficiaries.** The services to be performed by the CONSULTANT are intended solely for the benefit of the CITY. No person or entity not a signatory to this Agreement shall be entitled to rely on the CONSULTANT's performance of its services hereunder, and no right to assert a claim against the CONSULTANT by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Agreement or the performance of the CONSULTANT's services hereunder.

18.20 A DESIGN PROFESSIONAL WHO IS AN INDIVIDUAL EMPLOYEE OR AGENT OF CONSULTANT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE OCURING WITHIN THE COURSE AND SCOPE OF THIS AGREEMENT, PURSUANT TO SECTION 558.0035, FLORIDA STATUTES, AS MAY BE AMENDED FROM TIME TO TIME.

18.21 **Domestic Partnership.**

18.21.1 CONSULTANT certifies that it is aware of the requirements of Section 35.39 of the CITY's Code of Ordinances and certifies that (**check only one box below**):

- ☒ CONSULTANT currently complies with the requirements of Section 35.39 of the CITY's Code of Ordinances; or
- ☐ CONSULTANT will comply with the conditions of Section 35.39 of the CITY's Code of Ordinances; or
- ☐ CONSULTANT will not comply with the conditions of Section 35.39 of the CITY's Code of Ordinances; or
- ☐ CONSULTANT does not comply with the conditions of Section 35.39 of the CITY's Code of Ordinances because of the following allowable exemption (**check only box below**):
 - ☐ CONSULTANT does not provide benefits to employees' spouses in traditional marriages; or
 - ☐ CONSULTANT provides an employee the cash equivalent of benefits because CONSULTANT is unable to provide benefits to employees' Domestic Partners or spouses despite making reasonable efforts to provide them. To meet this exception, CONSULTANT shall provide a notarized affidavit that it has made reasonable efforts to provide such benefits. The affidavit shall state the efforts taken to provide such benefits and the amount of the cash equivalent. Case equivalent means the amount of money paid to an employee with a Domestic Partner or spouse rather than providing benefits to the employee's Domestic Partner or spouse. The case equivalent is equal to the employer's direct expense of providing benefits to an employee's spouse; or



- ☐ CONSULTANT is a religious organization, association, society, or any non-profit charitable or educational institution or organization operated, supervised, or controlled by or in conjunction with a religious organization, association, or society; or
- ☐ CONSULTANT is a governmental agency.

18.21.2 Except where federal or state law mandates to the contrary, a contractor awarded a contract pursuant to a competitive solicitation shall provide benefits for Domestic Partners and spouses of its employees, irrespective of gender, on the same basis as it provides benefits to employees' spouses in traditional marriages.

18.21.3 CONSULTANT shall provide the City Manager and his/her designee, access to its records for the purpose of audits and/or investigations to ascertain compliance with the provisions of this Article, and upon request shall provide evidence that the CONSULTANT is in compliance with the provisions of this Article upon the renewal of this AGREEMENT or when the City Manager or his/her designee receives a complaint or has reason to believe CONSULTANT may not be in compliance with the provisions of this Article. Records shall include but not be limited to providing the City Manager and his/her designee with certified copies of CONSULTANT's records pertaining to its benefits policies and its employment policies and practices.

18.21.4 CONSULTANT must conspicuously make available to all employees and applicants for employment the following statement:

"During the performance of a contract with the City of Pembroke Pines, Florida, the CONSULTANT will provide Equal Benefits to its employees with spouses, as defined by Section 35.39 of the City of Pembroke Pines Code of Ordinances, and its employees with Domestic Partners and all Married Couples".

If CONSULTANT has questions regarding the application of Section 35.39 of the City of Pembroke Pines Code of Ordinances to CONSULTANT's duties pursuant to this Agreement, contact Human Resources at (954) 954-392-292 or drotstein@ppines.com.

18.21.5 By executing this Agreement, CONSULTANT certifies that it agrees to comply with the above and Section 35.39 of the City of Pembroke Pines Code of Ordinances, as may be amended from time to time.

18.22 **Electronic Signatures.** Each party agrees that electronic signatures, whether digital or encrypted, of the parties included in this Agreement are intended to authenticate this Agreement and to have the same force and effect as manual signatures. Delivery of a copy of this Agreement or any other document contemplated hereby bearing an original or electronic signature by facsimile transmission (whether directly from one facsimile device to another by means of a dial-



up connection or whether mediated by the worldwide web), by electronic mail in "portable document format" (.pdf) form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, will have the same effect as physical delivery of the paper document bearing an original or electronic signature.

**THE REMAINDER OF THIS PAGE
HAS BEEN INTENTIONALLY LEFT BLANK.**



IN WITNESS OF THE FOREGOING, the Parties have set their hands and seals the day and year first written above.

CITY:

CITY OF PEMBROKE PINES, FLORIDA

ATTEST:

Signed by:

MARLENE D. GRAHAM, CITY CLERK

Signed By:

CHARLES F. DODGE, CITY MANAGER

6/9/2020

APPROVED AS TO FORM BY:

Name:

OFFICE OF THE CITY ATTORNEY



CONSULTANT:

SYNALOVSKI ROMANIK SAYE, LLC

Signed By:

Name:

Title:

Date:



Parks Architectural and Engineering Services

Request for Qualifications # RE-19-15

General Information		
Project Cost Estimate	Time and Budget Requirements	See Section 1.5 / Tab 5
Evaluation of Proposals	Evaluation Committee	See Section 1.7
Mandatory / Non-Mandatory Pre-Bid Meeting	Not Applicable	Not Applicable
Question Due Date	December 2, 2019	See Section 1.8
Proposals will be accepted until	2:00 p.m. on December 17, 2019	See Section 1.8
Proposal Security / Bid Bond	Not Applicable	Not Applicable
Payment and Performance Bonds	Not Applicable	Not Applicable

THE CITY OF PEMBROKE PINES
PURCHASING DIVISION
8300 SOUTH PALM DRIVE
PEMBROKE PINES, FLORIDA 33025
(954) 518-9020



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ATTACHMENTS

Attachment A: Contact Information Form

Attachment B: Non-Collusive Affidavit

Attachment C: Proposer’s Completed Qualification Statement

Attachment D: Sample Insurance Certificate

Attachment E: Specimen Contract (**Continuing Contract - CCNA**)

Attachment F: References Form

Attachment G: Standard Form 330



SECTION 1 - INSTRUCTIONS

1.1 NOTICE

Notice is hereby given that the City Commission of the City of Pembroke Pines is seeking sealed proposals for:

RFQ # RE-19-15 “Parks Architectural and Engineering Services”

Solicitations may be obtained from the City of Pembroke Pines website at <http://www.ppines.com/index.aspx?NID=667> and on the www.BidSync.com website.

If you have any problems downloading the solicitation, please contact the BidSync Support line at 1-800-990-9339.

If additional information help is needed with downloading the solicitation package please contact the Purchasing Office at (954) 518-9020 or by email at purchasing@ppines.com. The Purchasing Office hours are between 7:00 a.m. - 6:00 p.m. on Monday through Thursday and is located at 8300 South Palm Drive, Pembroke Pines, Florida 33025.

The City requires all questions relating to the solicitation be entered through the “Ask a Question” option tab available on the BidSync website. Responses to the questions will be provided online at www.bidsync.com. Such request must be received by the “Question Due Date” stated in the solicitation. The issuance of a response via BidSync is considered an Addendum and shall be the only official method whereby such an interpretation or clarification will be made.

Proposals will be accepted until 2:00 p.m., Tuesday, December 17, 2019. Proposals must be submitted electronically at www.BidSync.com. The sealed electronic proposals will be publicly opened at 2:30 p.m. by the City Clerk’s Office, in the City Hall Administration Building, 4th Floor Conference Room located at 601 City Center Way, Pembroke Pines, Florida, 33025.

1.2 PURPOSE

The City of Pembroke Pines is seeking qualification statements from qualified firms to provide Parks Engineering Services, in accordance with the terms, conditions, and specifications contained in this solicitation and in accordance with the Consultant’s Competitive Negotiation Act (C.C.N.A. – Florida Statute 287.055). Services may include, however are not limited to, architectural, engineering, designs/plans, surveying, design criteria packages, etc.



The City intends to enter into a “continuing contract”, as defined by Florida Statute 287.055(2)(g), with one firm which can be used on an as needed basis.

No minimum amount of professional services or compensation will be assured to the firm that is awarded and the CITY shall preserve its option to retain other architectural, engineering and professional service firms or to perform work “in-house” for any particular project or assignment at its sole discretion

The City shall encourage the awarded firm to submit, annually, statements of qualifications and performance data. In addition, the City may also re-solicit these services to replace the professional service provider, at any time, as needed.

1.3 SCOPE OF WORK

The Recreation and Cultural Arts Department is seeking professional services for the disciplines outlined in this solicitation.

Typical Projects may include but not limited to:

- Park Design and Renovation (Sports Fields, Landscaping, Sidewalks, Sports Lighting, Drainage, Irrigation, etc.) as well as permitting services and professional services during construction.
- Parks and Recreation Buildings (Bathroom Facilities, Recreation Centers, Aquatic Centers, etc.) as well as permitting services and professional services during construction.

1.3.1 GENERAL

Applies to all disciplines:

1. Site investigation and evaluation
2. Report preparation
3. Project planning/Master planning
4. Design and Preparation of engineering plans, specifications and contract documents
5. Permits preparation and review
6. Preparation of schedules
7. Bid/award and evaluations
8. Post Design Services (professional services during construction), including, but not limited to:
 - a. Meetings
 - b. Plans revisions and change orders reviews
 - c. Shop drawing review
 - d. RFI reviews



- e. As-built drawings review
 - f. Construction observation and final certification.
 - g. Certification of proposed requests for payments.
9. Attendance at meetings (including public presentations) with CITY, other consultants and regulatory agencies, and/or private property owners/developers/special interest groups

1.3.2 GENERAL CIVIL AND ENVIRONMENTAL ENGINEERING SERVICES

Includes but not limited to:

- 1. General Utility Engineering; including, but not limited to:
 - a. Water mains
 - b. Gravity sewer
 - c. Sewage force mains
 - d. Pump stations.
- 2. Surface water management; including but not limited to storm water systems and drainage.
- 3. Roadway and miscellaneous civil engineering improvements; including but not limited to:
 - a. Roadway Design
 - b. Pedestrian Sidewalk/Multi-Use Trail Design
- 4. Report writing including monitoring reports and preparation of certifications and other documentation required by the permits.
- 5. Design and permitting of dredge/fill activities and wetland mitigation improvements.
- 6. Inspection of dredge and fill and/or wetland mitigation activities.
- 7. Support in preparing CITY Resolutions pertaining to various disciplines.
- 8. Identification and coordination of environmental maintenance activities at Parks.
- 9. Preparation of miscellaneous Phase-I Environmental Audits and/or engineering due diligence investigations.
- 10. Represent the CITY in matters involving or relating to other governmental entities at the local, regional, state or national level, pertaining to environmental and/or site civil engineering services in which CITY is a participant or otherwise has an interest.
- 11. Represent the CITY in matters involving or relating to private development interests pertaining to environmental and/or site civil engineering services in which CITY is a participant or otherwise has an interest.

1.3.3 ELECTRICAL ENGINEERING SERVICES

Includes but not limited to:



1. General municipal building electrical engineering including:
 - a. New building design.
 - b. Existing building evaluation and modifications.
 - c. Stand-by power systems for buildings
 - d. Roadway and parking lot lighting design.
 - e. Power planning and interfacing with FPL.

1.3.4 GEOTECHNICAL SERVICES

Includes but not limited to:

1. Perform soil exploration and sampling
2. Perform field and onsite soil and material testing
3. Prepare geotechnical reports

1.3.5 STRUCTURAL ENGINEERING SERVICES

Includes but not limited to:

1. Perform structural analysis/evaluation/inspection
2. Perform structural design

1.3.6 LAND SURVEYING SERVICES

Includes but not limited to:

1. Property description, evaluation and interpretation
2. Writing, evaluation, and interpretation of legal descriptions
3. Prepare site plans/surveys

1.3.7 GENERAL ARCHITECTURAL SERVICES

Includes but not limited to:

1. Provide design of commercial buildings and structures
2. Project planning
3. Provide preliminary studies
4. Provide drawings and specifications,
5. Provide site inspections
6. Attendance at meetings (including public presentations) with CITY, other consultants and regulatory agencies, and/or private property owners/developers/special interest groups
7. Certification of Proposer requests for payments



1.3.8 LANDSCAPE ARCHITECTURE SERVICES

Includes but not limited to:

1. Landscape design for parks, medians, CITY entrance ways, and around public properties
2. Research and site inventory
3. Master planning
4. Irrigation system master planning and design.

1.4 TERM OF CONTRACT

The City intends to award a continuing contract to one firm. The initial term of the agreement will be for a three (3) year period. The Agreement may be renewed for two (2) additional three (3) year terms upon mutual consent, evidenced by a written Amendment to the Agreement extending the term thereof.

1.5 PROPOSAL REQUIREMENTS

The following documents will need to be completed, scanned and submitted through www.bidsync.com as part of the bidder's submittal. The proposer interested in responding to this solicitation must provide the information requested below. Submittals that do not respond completely to all requirements specified herein may be considered non-responsive and eliminated from the process.

All proposals shall address and be tabbed/indexed as outlined below:

Title Page:

List the following:

Subject: **RFQ # RE-19-15 "Parks Architectural and Engineering Services"**

1. Date
2. Name of the Firm
3. Address of the local office
4. Telephone Number
5. Email Address

Tab 1 – Letter of Interest:

Limit to two (2) pages.



1. Attach a letter of interest that explains your firm's interest in working on this project, a positive commitment to perform the required work and a description of the firm including:
 - a. Include the size
 - b. Range of activities
 - c. Firms strength and stability
 - d. **Location of firm:** (Firm must have a local established office location within the counties of Broward, Miami Dade or Palm Beach Counties. Work must be completed in this office.) If services will be performed by different offices (such as a joint venture) provide a location for each firm.
 - e. Summary of abilities and experience of the firms' professional personnel (More details to be provided in **Sections E – G, Standard Form 330**)
 - f. Summary of past performance of the firm on similar projects (More details to be provided in **Section H, Standard Form 330**)
 - g. Availability and access to the firms' top level management personnel.
 - h. Identification of the firm's, single, professionally licensed point of contact for this project.
2. This Letter of Interest must be signed by a corporate officer.

Tab 2 – Standard Form 330 (Parts I and II)

The **Standard Form 330** has been included in this RFQ as **Attachment G**. Firms shall complete both Part I and II of the Standard Form 330 so that the City can obtain adequate information for this RFQ.

Tab 3 – Certified Minority Business Enterprise

1. Please identify if you are a Certified Minority Business Enterprise as defined by the Florida Small and Minority Business Assistance Act.
 - a. If you are a Certified Minority Business Enterprise as defined by the Florida Small and Minority Business Assistance Act, please provide proof.

Tab 4 - Firm's Understanding and Approach to the Work:

The understanding that the applicant and consultants demonstrate as to the requirements and needs of the project, including an evaluation of the thoroughness demonstrated in analyzing and investigating the scope of the project.

1. Provide a narrative statement demonstrating an understanding of the overall intent of this solicitation, as well as the methods used to complete assigned tasks.
2. Identify any issues or concerns of significance that may be appropriate.
3. A brief statement must be included, which explains why your proposal would be the most effective and beneficial to the City of Pembroke Pines.



Tab 5 - Willingness to meet time and budget requirements:

Please advise if your firm is willing to meet the following time and budget requirements.

Project	Timeframe	Total 5 Year Compensation*	Funding Years
1. Park Design and Renovation (Sports Fields, Landscaping, Sidewalks, Sports Lighting, Drainage, Irrigation, etc.) as well as permitting services and professional services during construction.	January 2019 Start	\$250,000	2019-2024
2. Parks and Recreation Buildings (Bathroom Facilities, Recreation Centers, Aquatic Centers, etc.) as well as permitting services and professional services during construction.	September 2019 Start	\$250,000	2019-2024

***Estimated assistance needed for 5 years. Dependent on volume of reviews and timing of those reviews.**

Please note that during this portion of the process, the City is NOT asking the firms to submit pricing. After the evaluation committee has selected the firms in order of preference, the City shall negotiate a contract with the most qualified firm for professional services at compensation which the agency determines is fair, competitive, and reasonable. Should the agency be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price the agency determines to be fair, competitive, and reasonable, negotiations with that firm must be formally terminated. The agency shall then undertake negotiations with the next most qualified firm.

Tab 6 - Recent, current, and projected workloads of the firms:

Please provide any information regarding your firm's recent, current, and projected workloads for the Evaluation Committee to review.

Tab 7 – Other Completed Documents

1. **Attachment A: Contact Information Form**
 - a. Attached is contact information form (**Attachment A**) where the vendor will enter their contact information and complete the proposal checklist. The Contact information form shall be electronically signed by the contact person authorized to represent the contractor. This form must be completed and submitted through www.bidsync.com as part of the bidder's submittal.
 - b. Please note vendors should be registered on BidSync under the name of the organization that they are operating as and it should match the organization name



- on the documents that they are submitting and utilizing when responding to the solicitation.
- c. The contact information form should contain an electronic signature of the authorized representative of the Proposer along with the address and telephone number for communications regarding the Proposal.
 - d. Proposals by corporations should be executed in the corporate name by the President or other corporate officer accompanied by evidence of authority to sign. The corporate address and state of incorporation must also be shown.
 - e. Proposals by partnerships should be executed in the partnership name and signed by a partner whose title and the official address of the partnership must be shown.
- 2. **Attachment B: Non-Collusive Affidavit**
 - 3. **Attachment C: Proposer's Qualifications Statement**
 - 4. **Attachment F: References Form**
 - a. Provide five references from projects that your firm has completed while providing similar services, within the State of Florida from the last five years.

Tab 8 – Professional Registration Certificates:

- 1. **Professional Registration Certificates:**
 - a. A reproduction of the firm's current professional registration certificate(s) is required for the services offered and must be in the name of the firm offering said services.
 - b. Firms must be properly registered at the time of application to practice their profession in the State of Florida and with the appropriate State Board governing the services offered.
 - c. Provide copy of the Florida Dept. of Business and Professional Regulation, (DBPR), Certificate of Authorization for the firm.
 - d. Provide copies of all professional licenses, resumes and qualifications for the qualifying agent of the firm and all duly authorized representatives, (DAR). Ch. 481 for Architects, Ch. 471 for Engineers and Ch. 468 for Building Code Administrators and Inspectors.

Tab 9 - Additional Information:

Please provide any additional information that you deem necessary to complete your proposal in this section, if it has not been requested in another section.

1.6 VENDOR REGISTRATION AND QUALIFICATION DOCUMENTS

The City has implemented a new process that is intended to make the bidding process easier for vendors that bid on multiple City projects. This process will require vendors to complete and submit the following standard forms and documents at any time prior to bidding on a project. In



addition, the vendors will be able to utilize these same forms without the need to re-fill and re-submit the forms each time they bid on a City project.

Furthermore, please make sure to update this information on an as-needed basis so that all pertinent information is accurate, such as local business tax receipts, and any other relevant information.

These forms will be found under the “Vendor Registration” group of “Qualifications” on the BidSync website for the City of Pembroke Pines. Please note that the BidSync website requires bidders to complete all of these qualifications prior to being able to submit questions on any bids, therefore, please make sure to complete this information as soon as possible.

The following documents can be completed prior to the bidding process through the BidSync website and do not need to be attached to your submittal as the BidSync website will automatically include it.

1.6.1 Vendor Information Form

1.6.2 Form W-9 (Rev. October 2018)

- a. Previously dated versions of this form will delay the processing of any payments to the selected vendor.

1.6.3 Sworn Statement on Public Entity Crimes Form

1.6.4 Local Vendor Preference Certification

- a. If claiming Local Pembroke Pines Vendor Preference, business must attach a current business tax receipt from the City of Pembroke Pines.
- b. If claiming Local Broward County Vendor Preference, business must attach a current business tax receipt from Broward County or the city within Broward County where the business resides.
- c. The Local Vendor Preference Certification form must be completed by/for the proposer; the proposer **WILL NOT** qualify for Local Vendor Preference based on their sub-contractors’ qualifications.

1.6.5 Local Business Tax Receipts

1.6.6 Veteran Owned Small Business Preference Certification

- a. If claiming Veteran Owned Small Business Preference Certification, business must attach the “Determination Letter” from the United States



Department of Veteran Affairs Center for Verification and Evaluation notifying the business that they have been approved as a Veteran Owned Small Business (VOSB).

- b. The Veteran Owned Small Business Preference Certification form must be completed by/for the proposer; the proposer **WILL NOT** qualify for Veteran Owned Small Business Preference based on their sub-contractors' qualifications.

1.6.7 Equal Benefits Certification Form

1.6.8 Vendor Drug-Free Workplace Certification Form

1.6.9 Scrutinized Company Certification

1.7 EVALUATION OF PROPOSALS & PROCESS OF SELECTION

1.7.1 QUALIFYING & SELECTING FIRMS

- A. Staff will evaluate all responsive proposals received from proposers who meet or exceed the bid requirements contained in the RFQ. Evaluations shall be based upon the information and references contained in the proposals as submitted. **As such, the Proposal should be as comprehensive as possible, clearly describing the details of services that the Proposer intends to provide.**
- B. The City will convene an Evaluation Committee that will evaluate the proposals based on the following criteria to determine if the firm is fully qualified to render the required service:

Criteria	Points
Adequacy of Personnel / Ability of Professional Personnel	20 points
Whether a firm is a Certified Minority Business Enterprise (as defined by the Florida Small and Minority Business Assistance Act)	5 points
Past Record / Past Performance	20 points
Firm's Understanding and Approach to the Work	20 points
Capabilities	20 points
Experience (of the firm or individual)	15 points
Total Points	100 points

- C. The Evaluation Committee shall have the option of shortlisting the qualified firms to **no less than three firms**. In addition, the Evaluation Committee **shall conduct**



discussions and may require presentations from each of the short listed firms regarding their:

- (1) Qualifications;**
- (2) Approach to the project; and**
- (3) Ability to furnish the required services.**

- D. The Evaluation Committee shall select in order of preference **no fewer than three firms** deemed to be the most highly qualified to perform the required services. In determining whether a firm is qualified, the Evaluation Committee shall utilize the following criteria:

Criteria	Points
Adequacy of Personnel / Ability of Professional Personnel	20 points
Whether a firm is a Certified Minority Business Enterprise (as defined by the Florida Small and Minority Business Assistance Act)	5 points
Past Record / Past Performance	20 points
Firm's Understanding and Approach to the Work	20 points
Willingness to meet time and budget requirements	15 points
Recent, current, and projected workloads of the firms	10 points
Location	5 points
Local Vendor Preference/ Veteran Owned Small Business Preference*	5 points
Total Points	100 points

**Please note that the Local Vendor Preference is used to evaluate the submittals received from proposers and are assigned point totals, a preference of five (5) points of the total evaluation point shall be given to the Local Pembroke Pines Vendor(s); a preference of two and a half (2.5) points of the total evaluation point shall be given to the Local Broward County Vendor(s), all other vendors shall receive zero (0) points. Vendors must submit the attached Local Vendor Preference Certification Form in order to qualify for these evaluation points.*

Veteran Owned Small Business (VOSB) is also used to evaluate the submittals received from proposers and are assigned point totals, a preference of two and a half (2.5) points of the total evaluation point shall be given to the Veteran Owned Small Businesses. Vendors must submit the attached Veteran Owned Small Business Preference Certification Form in order to qualify for these evaluation points.

All other vendors shall receive zero (0) points.



- E. In the event a score for an individual evaluator results in a tie or the overall score results in a tie, the evaluator or evaluation committee will be asked to **break the tie and rank the tied vendors based on the volume of work previously awarded to each firm by the City**, with the object of effecting an equitable distribution of contracts among qualified firms, provided such distribution does not violate the principle of selection of the most highly qualified firms.
- i. In the event the score still results in a tie, the evaluator or evaluation committee will be asked to **break the tie and give preference to a business that certifies that it has implemented a drug-free workplace program on the Vendor Drug-Free Workplace Certification Form**.
 - ii. In the event the score still results in a tie, the evaluator or evaluation committee will be asked to break the tie by **publicly drawing lots**.
- F. The Evaluation Committee will make a recommendation to the City Commission for award of contract and approval for the City Manager to negotiate a contract with most qualified firm. The contract shall be awarded to the most responsive/responsible proposer whose proposal is determined to be the most advantageous to the City taking into consideration the evaluation criteria.
- G. The City may request, accept, and consider proposals for the compensation to be paid under the contract only during competitive negotiations under Section 1.7.2 below.

1.7.2 COMPETITIVE NEGOTIATION

In accordance with Florida Statute 287.055(5) "Competitive Negotiation":

- (a) The City's Administrative Staff shall negotiate a contract with the most qualified firm for professional services at compensation which the agency determines is fair, competitive and reasonable. In making such determination, the City's Administrative Staff shall conduct a detailed analysis of the cost of the professional services required in addition to considering their scope and complexity. For any lump-sum or cost-plus-a-fixed-fee professional service contract **over \$195,000** (*the threshold amount provided in s. 287.017 for CATEGORY FOUR*), the City shall require the firm receiving the award to execute a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting. Any professional service contract under which such a certificate is required must contain a provision that the original contract price and any additions thereto will be adjusted to exclude any significant sums by which the City determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such contract adjustments must be made within 1 year following the end of the contract.



(b) Should the City's Administrative Staff be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price the City's Administrative Staff determines to be fair, competitive, and reasonable, negotiations with that firm must be formally terminated. The City's Administrative Staff shall then undertake negotiations with the second most qualified firm. Failing accord with the second most qualified firm, the City's Administrative Staff must terminate negotiations. The City's Administrative Staff shall then undertake negotiations with the third most qualified firm.

(c) Should the City's Administrative Staff be unable to negotiate a satisfactory contract with any of the selected firms, the City's Administrative Staff shall select additional firms in the order of their competence and qualification and continue negotiations in accordance with this subsection until an agreement is reached.

1.7.3 PROHIBITION AGAINST CONTINGENT FEES

In accordance with Florida Statute 287.055(6) "Prohibition against Contingent Fees":

(a) Each contract entered into by the City for professional services must contain a prohibition against contingent fees as follows:

"The architect (or registered surveyor and mapper or professional engineer, as applicable) warrants that he or she has not employed or retained any company or person, other than a bona fide employee working solely for the architect (or registered surveyor and mapper, or professional engineer, as applicable) to solicit or secure this agreement and that he or she has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the architect (or registered surveyor and mapper or professional engineer, as applicable) any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this agreement."

For the breach or violation of this provision, the City shall have the right to terminate the agreement without liability and, at its discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration.

1.8 TENTATIVE SCHEDULE OF EVENTS

Event	Time &/or Date
Issuance of Solicitation (Posting Date)	November 19, 2019
Question Due Date	December 2, 2019
Anticipated Date of Issuance for the Addenda with Questions and Answers	December 6, 2019
Proposals will be accepted until	2:00 p.m. on December 17, 2019



Proposals will be opened at	2:30 p.m. on December 17, 2019
Evaluation of Proposals by Evaluation Committee	December 18, 2020 – January 6, 2020
Recommendation of Contractor to City Commission	January 15, 2020

1.9 SUBMISSION REQUIREMENTS

Bids/proposals **must be submitted electronically** at www.bidsync.com on or before 2:00 p.m. on December 17, 2019.

Please note vendors should be registered on BidSync under the name of the organization that they are operating as and it should match the organization name on the documents that they are submitting and utilizing when responding to the solicitation.

The vendor must complete any webforms on the BidSync website and provide any additional information requested throughout this solicitation. Any additional information requested in the solicitation should be scanned and uploaded. **Unless otherwise specified, the City requests for vendors to upload their documents as one (1) PDF document in the order that is outline in the bid package.**

The City recommends for proposers to submit their proposals as soon as they are ready to do so. Please allow ample time to submit your proposals on the BidSync website. Proposals may be modified or withdrawn prior to the deadline for submitting Proposals. BidSync Support is happy to help you with submitting your proposal and to ensure that you are submitting your proposals correctly, but we ask that you contact their support line at 1-800-990-9339 with ample time before the bid closing date and time.

PLEASE DO NOT SUBMIT ANY PROPOSALS VIA MAIL, E-MAIL OR FAX.



SECTION 2 - INSURANCE REQUIREMENTS

The CONTRACTOR shall indemnify and hold harmless the CITY and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the CITY or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the CONTRACTOR or its employees, agents, servants, partners principals or subcontractors. The CONTRACTOR shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the CITY, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. The CONTRACTOR expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the CONTRACTOR shall in no way limit the responsibility to indemnify, keep and save harmless and defend the CITY or its officers, employees, agents and instrumentalities as herein provided.

CONTRACTOR shall not commence work under this Agreement until it has obtained all insurance required under this paragraph and such insurance has been approved by the Risk Manager of the CITY nor shall the CONTRACTOR allow any subcontractor to commence work on his subcontract until all similar such insurance required of the subcontractor has been obtained and similarly approved.

CERTIFICATES OF INSURANCE, reflecting evidence of the required insurance, shall be filed with the City's Risk Manager prior to the commencement of this Agreement. Policies shall be issued by companies authorized to do business under the laws of the State of Florida. The insurance company shall be rated no less than "A" as to management, and no less than "Class VI" as to financial strength according to the latest edition of Best's Insurance Guide published by A.M. Best Company.

Policies shall be endorsed to provide the CITY thirty (30) days' notice of cancellation, material change or non-renewal of policies required under the contract. If the carrier will not agree to this notification, the CONTRACTOR or its insurance broker shall notify the CITY of any cancellation or reduction in coverage within seven days of receipt of insurer's notification of cancellation or reduction in coverage.

Insurance shall be in force until all obligations required to be fulfilled under the terms of the Agreement are satisfactorily completed as evidenced by the formal acceptance by the CITY. In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this Agreement, then in that event, the CONTRACTOR shall furnish, at least fifteen (15) days prior to the expiration of the date of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period of the Agreement and extension thereunder is in effect. The CONTRACTOR shall not commence nor continue to provide any services pursuant to this Agreement unless all required insurance remains in full force and effect. CONTRACTOR shall be liable to CITY for any lapses in service resulting from a gap in insurance coverage.



The insurance requirements specified in this Agreement are minimum requirements and in no way reduce any liability the CONTRACTOR has assumed in the indemnification/hold harmless section(s) of this Agreement.

2.1 REQUIRED INSURANCE

A. COMMERCIAL GENERAL LIABILITY INSURANCE including, but not limited to: coverage for premises & operations, personal & advertising injury, products & completed operations, Liability assumed under an Insured Contract (including tort liability of another assumed in a business contract), and independent contractors. Coverage must be written on an occurrence basis, with limits of liability no less than:

1. Each Occurrence Limit - \$1,000,000
2. Fire Damage Limit (Damage to rented premises) - \$100,000
3. Personal & Advertising Injury Limit - \$1,000,000
4. General Aggregate Limit - \$2,000,000
5. Products & Completed Operations Aggregate Limit - \$2,000,000 **(mostly for construction or equipment sold to the CITY)**

Products & Completed Operations Coverage shall be maintained for two (2) years after the final payment under this contract. (Increase to 10 years for construction projects) (For construction projects also include: Designated Construction Project(s) General Aggregate Limit)

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. City's Additional Insured status shall extend to any coverage beyond the minimum requirements for limits of liability found herein.

B. WORKERS' COMPENSATION AND EMPLOYERS LIABILITY INSURANCE covering all employees, and/or volunteers of the CONTRACTOR engaged in the performance of the scope of work associated with this Agreement. In the case any work is sublet, the CONTRACTOR shall require the subcontractors similarly to provide Workers Compensation Insurance for all the latter's employees unless such employees are covered by the protection afforded by the CONTRACTOR. Coverage for the CONTRACTOR and his subcontractors shall be in accordance with applicable state and/or federal laws that may apply to Workers' Compensation Insurance with limits of liability no less than:

1. Workers' Compensation : Coverage A – Statutory
2. Employers Liability: Coverage B \$500,000 Each Accident
\$500,000 Disease – Policy Limit
\$500,000 Disease – Each Employee

If CONTRACTOR claims to be exempt from this requirement, CONTRACTOR shall provide CITY proof of such exemption along with a written request for CITY to exempt CONTRACTOR, written on CONTRACTOR letterhead.



Coverage shall be included for injuries or claims under the USL&H or Jones Act, when applicable.

- C. AUTO LIABILITY INSURANCE** covering all owned, leased, hired, non-owned and employee non-owned vehicles used in connection with the performance of work under this Agreement, with a combined single limit of liability for bodily injury and property damage no less than:

1. Any Auto (Symbol 1)
Combined Single Limit (Each Accident) - \$1,000,000
2. Hired Autos (Symbol 8)
Combined Single Limit (Each Accident) - \$1,000,000
3. Non-Owned Autos (Symbol 9)
Combined Single Limit (Each Accident) - \$1,000,000

If work under this Agreement includes transportation of hazardous materials, policy shall include pollution liability coverage equivalent to that provided by ISO pollution liability-broadened coverage for auto endorsement CA9948 and the Motor Carrier Act endorsement MCS90.

- D. PROFESSIONAL LIABILITY/ERRORS & OMISSIONS INSURANCE**, with a limit of liability, no less than \$5,000,000 per wrongful or negligent act. This coverage shall be maintained for a period of no less than three (3) years after final payment of the contract. (Increase to 10 years for construction projects)
- E. ENVIRONMENTAL/POLLUTION LIABILITY** shall be required with a limit of no less than \$1,000,000 per wrongful act whenever work under this Agreement involves potential losses caused by pollution conditions. Coverage shall include: Contractor's completed operations as well as sudden and gradual pollution conditions. If coverage is written on a claims-made basis, coverage shall be maintained for a period of no less than three (3) years after final payment of the contract. **The City of Pembroke Pines must be shown as an additional insured with respect to this coverage.** Furthermore, the CITY'S Additional Insured status shall extend to any coverage beyond the minimum requirements for limits of liability found herein.
- F. SEXUAL ABUSE** may not be excluded from any policy for Agreements involving any interaction with minors or seniors.

2.2 REQUIRED ENDORSEMENTS

1. The City of Pembroke Pines shall be named as an Additional Insured on each of the General Liability policies required herein
2. Waiver of all Rights of Subrogation against the CITY
3. 30 Day Notice of Cancellation or Non-Renewal to the CITY
4. CONTRACTOR's policies shall be Primary & Non-Contributory
5. All policies shall contain a "severability of interest" or "cross liability" liability clause without obligation for premium payment of the CITY



6. The City of Pembroke Pines shall be named as a Loss Payee on all Property and/or Inland Marine Policies as their interest may appear.

CONTRACTOR shall name the CITY, as an additional insured on each of the General Liability policies required herein and shall hold the CITY, its agents, officers and employees harmless on account of claims for damages to persons, property or premises arising out of the services provided hereunder. Any insurance required of the CONTRACTOR pursuant to this Agreement must also be required by any subcontractor in the same limits and with all requirements as provided herein, including naming the CITY as an additional insured, in any work is subcontracted unless such subcontractor is covered by the protection afforded by the CONTRACTOR and provided proof of such coverage is provided to CITY. The CONTRACTOR and any subcontractors shall maintain such policies during the term of this Agreement.

The CITY reserves the right to require any other additional types of insurance coverage and/or higher limits of liability it deems necessary based on the nature of work being performed under this Contract.



SECTION 3 - GENERAL TERMS & CONDITIONS

3.1 EXAMINATION OF CONTRACT DOCUMENTS

Before submitting a Proposal, each Proposer should (a) consider federal, state and local laws, ordinances, rules and regulations that may in any manner affect cost or performance of the work, (b) study and carefully correlate the Proposer's observations with the Proposal Documents; and (c) notify the Purchasing Manager of all conflicts, errors and discrepancies, if any, in the Proposal Documents.

The Proposer, by and through the submission of a Proposal, agrees that Proposer shall be held responsible for having familiarized themselves with the nature and extent of the work and any local conditions that may affect the work to be done and the services, equipment, materials, parts and labor required.

3.2 CONFLICT OF INSTRUCTIONS

If a conflict exists between the General Conditions and Instructions stated herein and specific conditions and instructions contained in specifications, the specifications shall govern.

3.3 ADDENDA or ADDENDUM

A formal solicitation may require an Addendum to be issued. An addendum in some way may clarify, correct or change the original solicitation (i.e. due date/time, specifications, terms, conditions, line item). Vendors submitting a proposal should check the BidSync website for any addenda issued. Vendors are cautioned not to consider verbal modifications to the solicitation, as the addendum issued through BidSync will be the only official method whereby changes will be made.

3.4 INTERPRETATIONS AND QUESTIONS

If the Proposer is in doubt as to the meaning of any of the Proposal Documents, is of the opinion that the Conditions and Specifications contain errors or contradictions or reflect omissions, or has any question concerning the conditions and specifications, the Proposer shall submit a question for interpretation or clarification. The City requires all questions relating to the solicitation be entered through the **"Ask a Question"** option tab available on the BidSync website. Responses to the questions will be provided online at www.bidsync.com. Such request must be received by the **"Question Due Date"** stated in the solicitation. Questions received after **"Question Due Date"** shall not be answered. Interpretations or clarifications in response to such questions will be issued via BidSync. The issuance of a response via BidSync is considered an Addendum and shall be the only official method whereby such an interpretation or clarification will be made.

BidSync Support is also available to assist proposers with submitting their proposal and to ensure that proposers are submitting their proposals correctly. Proposers should ensure that they contact the BidSync support line at 1-800-990-9339 with ample time before the bid closing date and time.

For all other questions related to this solicitation, please contact the Purchasing Division at purchasing@ppines.com.

3.5 RULES, REGULATIONS, LAWS, ORDINANCES and LICENSES

The awarded contractor shall observe and obey all laws, ordinances, rules, and regulations of the federal, state, and CITY, which may be applicable to the service being provided. The awarded firm shall have or be responsible for obtaining all necessary



permits or licenses required, if necessary, in order to provide this service.

Bidder warrants by submittal that prices quoted here are in conformity with the latest federal price guidelines, if any.

3.6 WARRANTIES FOR USAGE

Whenever a bid is sought, seeking a source of supply for a specified time for materials or service, the quantities or usage shown are estimated only. No guarantee or warranty is given or implied by the City as to the total amount that may or may not be purchased from any resulting contracts. These quantities are for bidders information only and will be used for tabulation and presentation of bid.

3.7 BRAND NAMES

If and wherever in the specifications a brand name, make, name of manufacturer, trade name, or vendor catalog number is mentioned, it is for the purpose of establishing a grade or quality of material only. Since the City does not wish to rule out other competition and equal brands or makes, the phrase "OR EQUAL" is added. However, if a product other than that specified is bid, Bidders shall indicate on their proposal and clearly state the proposed substitution and deviation. It is the vendor's responsibility to provide any necessary documentation and samples within their bid submittal to prove that the product is equal to that specified. Such samples are to be furnished before the date of bid opening, unless otherwise specified. Additional evidence in the form of documentation and samples may be requested if the proposed brand is other than that specified. The City retains the right to determine if the proposed brand shall be considered as an approved equivalent or not.

3.8 QUALITY

All materials used for the manufacture or construction of any supplies, materials, or

equipment covered by this bid shall be new, the latest model, of the best quality, and highest grade workmanship, unless otherwise noted.

3.9 SAMPLES

Samples, when requested, must be furnished before, or at the bid opening, unless otherwise specified, and delivered free of expense to the City and if not used in testing or destroyed, will upon request within thirty (30) days of bid award be returned at the bidders expense.

3.10 DEVELOPMENT COSTS

Neither the City nor its representatives shall be liable for any expenses incurred in connection with the preparation, submission or presentation of a Bid in response to this solicitation. All information in the Bid shall be provided at no cost to the City.

3.11 PRICING

Prices should be stated in units of quantity specified in the bidding specifications. In case of discrepancy in computing the amount of the bid, the unit prices quoted will govern.

Bidder warrants by virtue of bidding that prices, terms, and conditions quoted in his bid will be firm for acceptance for a period of ninety (90) days from date of bid opening unless otherwise stated by the City or bidder.

3.12 DELIVERY POINT

All items shall be delivered F.O.B. destination, and delivery cost and charges included in the bid price. Failure to do so may be cause for rejection of bid.

3.13 TAX EXEMPT STATUS

The City is exempt from Florida Sales and Federal Excise taxes on direct purchase of tangible property.



3.14 CONTRACT TIME

By virtue of the submission of the Proposal, Proposer agrees and fully understands that the completion time of the work of the Contract is an essential and material condition of the Contract and that time is of the essence. The Successful Proposer agrees that all work shall be prosecuted regularly, diligently and uninterrupted at such rate of progress as will ensure full completion thereof within the time specified. Failure to complete the work within the time period specified shall be considered a default.

In addition, time will be of the essence for any orders placed as a result of this bid. Purchaser reserves the right to cancel such orders, or part thereof, without obligation if delivery is not made at the time(s) or place(s) specified.

3.15 COPYRIGHT OR PATENT RIGHTS

Bidder warrants that there have been no violations of copyrights or patent rights in manufacturing, producing, or selling other goods shipped or ordered as a result of this bid, and seller agrees to hold the purchaser harmless from any and all liability, loss or expense occasioned by such violation.

3.16 PUBLIC ENTITY CRIMES

"A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months

from the date of being placed on the convicted vendor list."

The Public Entity Crime Affidavit Form, attached to this solicitation, includes documentation that shall be executed by an individual authorized to bind the Proposer. The Proposer further understands and accepts that any contract issued as a result of this solicitation shall be either voidable or subject to immediate termination by the City. In the event there is any misrepresentation or lack of compliance with the mandates of Section 287.133 or Section 287.134, respectively, Florida Statutes. The City in the event in such termination, shall not incur any liability to the Bidder for any goods, services or materials furnished.

3.17 CONFLICT OF INTEREST

The award of any contract hereunder is subject to the provisions of Chapter 112, Florida Statutes. Proposers must disclose with their Proposal the name of any officer, director, partner, proprietor, associate or agent who is also an officer or employee of CITY or any of its agencies. Further, all Proposers must disclose the name of any officer or employee of CITY who owns, directly or indirectly, an interest of five percent (5%) or more in the Proposer's firm or any of its branches or affiliate companies.

3.18 FACILITIES

The City reserves the right to inspect the Bidder's facilities at any time with prior notice.

3.19 ENVIRONMENTAL REGULATIONS

CITY reserves the right to consider Proposer's history of citations and/or violations of environmental regulations in determining a Proposer's responsibility, and further reserves the right to declare a Proposer not responsible if the history of violations warrant such determination. Proposer shall submit with the Proposal, a complete history of all citations and/or



violations, notices and dispositions thereof. The non-submission of any such documentation shall be deemed to be an affirmation by the Proposer that there are no citations or violations. Proposer shall notify CITY immediately of notice of any citation or violation that Proposer may receive after the Proposal opening date and during the time of performance of any contract awarded to Proposers.

3.20 SIGNATURE REQUIRED

All proposals must be signed with the firm name and by an officer or employee having authority to bind the company or firm by his signature. FAILURE TO PROPERLY SIGN PROPOSAL SHALL INVALIDATE SAME, AND IT MAY NOT BE CONSIDERED FOR AWARD.

The individual executing this Bid on behalf of the Company warrant to the City that the Company is authorized to do business in the State of Florida, is in good standing and that Company possesses all of the required licenses and certificates of competency required by the State of Florida and Broward County to provide the goods or perform the services herein described.

The signed bid shall be considered an offer on the part of the bidder or contractor, which offer shall be deemed accepted upon approval by the City Commission of the City of Pembroke Pines and in case of default on the part of the bidder or contractor after such acceptance, the City of Pembroke Pines may take such action as it deems appropriate including legal action for damages or specific performance.

3.21 MANUFACTURER'S CERTIFICATION

The City of Pembroke Pines reserves the right to request from bidder separate manufacturer certification of all statements made in the proposal.

3.22 MODIFICATION OR WITHDRAWAL OF PROPOSAL

The City recommends for proposers to submit their proposals as soon as they are ready to do so. Please allow ample time to submit your proposals on the BidSync website. Proposals may be modified or withdrawn prior to the deadline for submitting Proposals.

3.23 PUBLIC BID; BID OPENING AND GENERAL EXEMPTIONS

All submittals received by the deadline will be recorded, and will subsequently be publicly opened on the same business day at 2:30 p.m. at the office of the City Clerk, 601 City Center Way, Pembroke Pines, FL.

All Proposals received from Proposers in response to the solicitation will become the property of CITY and will not be returned to the Proposers. In the event of Contract award, all documentation produced as part of the Contract shall become the exclusive property of CITY. Proposers are requested to identify specifically any information contained in their Proposals which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, citing specifically the applicable exempting law.

Pursuant to Section 119.071 of the Florida Statutes, sealed bids, proposals, or replies received by a Florida public agency shall remain exempt from disclosure until an intended decision is announced or until 30 days from the opening, whichever is earlier.

Therefore, bidders will not be able to procure a copy of their competitor's bids until an intended decision is reached or 30 days has elapsed since the time of the bid opening.

However, pursuant to Section 255.0518 of the Florida Statutes, when opening sealed bids that are received pursuant to a competitive solicitation for **construction or**



repairs on a public building or public work, the entity shall:

- (a) Open the sealed bids at a public meeting.
- (b) Announce at that meeting the name of each bidder and the price submitted in the bid.
- (c) Make available upon request the name of each bidder and the price submitted in the bid.

For solicitations that are **not** for **“construction or repairs on a public building or public work”** the City shall not reveal the prices submitted in the bids until an intended decision is announced or until 30 days from the opening, whichever is earlier.

3.24 RESERVATIONS FOR REJECTION AND AWARD

The City of Pembroke Pines reserves the right to accept or reject any and all bids or parts of bids, to waive irregularities and technicalities, and to request rebids. The City also reserves the right to award a contract on such items(s) or service(s) the City deems will best serve its interests. All bids shall be awarded to the most responsive/responsible bidder, provided the (City) may for good cause reject any bid or part thereof. It further reserves the right to award a contract on a split order basis, or such combinations as shall best serve the interests of the City unless otherwise specified. No premiums, rebates or gratuities permitted, either with, prior to, or after award. This practice shall result in the cancellation of said award and/or return of items (as applicable) and the recommended removal of bidder from bid list(s).

3.25 BID PROTEST

Any protests or challenges to this competitive procurement shall be governed by Section 35.38 of the City's Code of Ordinances.

3.26 INDEMNIFICATION

The Successful Proposer shall pay all claims, losses, liens, settlements or judgments of any nature whatsoever in connection with the subsequent indemnifications including, but not limited to, reasonable attorney's fees (including appellate attorney's fees) and costs.

CITY reserves the right to select its own legal counsel to conduct any defense in any such proceeding and all costs and fees associated therewith shall be the responsibility of Successful Proposer under the indemnification agreement. Nothing contained herein is intended nor shall it be construed to waive City's rights and immunities under the common law or Florida Statute 768.28 as amended from time to time.

Additional indemnification requirements may be included under Special Terms and Conditions and/or as part of a specimen contract included in the solicitation package.

General Indemnification: To the fullest extent permitted by laws and regulations, Successful Proposer shall indemnify, defend, save and hold harmless the CITY, its officers, agents and employees, harmless from any and all claims, damages, losses, liabilities and expenses, direct, indirect or consequential arising out of or in consequential arising out of or alleged to have arisen out of or in consequence of the products, goods or services furnished by or operations of the Successful Proposer or his subcontractors, agents, officers, employees or independent contractors pursuant to or in the performance of the Contract.

Patent and Copyright Indemnification: Successful Proposer agrees to indemnify, defend, save and hold harmless the CITY, its officers, agents and employees, from all claims, damages, losses, liabilities and expenses arising out of any alleged infringement of copyrights, patent rights



and/or the unauthorized or unlicensed use of any invention, process, material, property or other work manufactured or used in connection with the performance of the Contract, including its use by CITY.

3.27 DEFAULT PROVISION

In the case of default by the bidder or contractor, the City of Pembroke Pines may procure the articles or services from any other sources and hold the bidder or contractor responsible for any excess costs occasioned or incurred thereby.

The City shall be the sole judge of nonperformance, which shall include any failure on the part of the successful Bidder to accept the Award, to furnish required documents, and/or to fulfill any portion of the contract within the time stipulated. Upon default by the successful Bidder to meet any terms of this agreement, the City will notify the Bidder five (5) days (weekends and holidays excluded) to remedy the default. Failure on the Contractor's part to correct the default within the required five (5) days shall result in the contract being terminated and upon the City notifying in writing the Contractor of its intentions and the effective date of the termination. The following shall constitute default:

A. Failure to perform the Work required under the contract and/or within the time required or failing to use the subcontractor, entities and personnel as identified and set forth, and to the degree specified in the contract.

B. Failure to begin the Work under this Bid within the time specified.

C. Failure to perform the Work with sufficient Workers and equipment or with sufficient materials to ensure timely completion.

D. Neglecting or refusing to remove materials or perform new Work where prior Work has been rejected as non-conforming with the terms of the contract.

E. Becoming insolvent, being declared bankrupt, or committing act of bankruptcy or insolvency, or making an assignment renders the successful Bidder incapable of performing the Work in accordance with and as required by the contract.

F. Failure to comply with any of the terms of the contract in any material respect.

In the event of default of a contract, the successful Bidder shall pay all attorney's fees and court costs incurred in collecting any damages. The successful Bidder shall pay the City for any and all costs incurred in ensuing the completion of the project.

Additional provisions may be included in the specimen contract.

3.28 ACCEPTANCE OF MATERIAL

The material delivered under this proposal shall remain the property of the seller until a physical inspection and actual usage of this material and/or services is made and thereafter accepted to the satisfaction of the City and must comply with the terms herein, and be fully in accord with specifications and of the highest quality. In the event the material and/or services supplied to the City are found to be defective or do not conform to specifications, the City reserves the right to cancel the order upon written notice to the seller and return product to seller at the seller's expense.

3.29 LOCAL GOVERNMENT PROMPT PAYMENT ACT

The City complies with Florida Statute 218.70, Florida Prompt Payment Act.

3.30 SCRUTINIZED COMPANIES LIST

In accordance with Florida Statute 287.135, as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with an agency



or local governmental entity for goods or services if:

(a) Any amount of, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to s. 215.4725, or is engaged in a boycott of Israel; or

(b) One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

1. Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473; or

2. Is engaged in business operations in Syria.

By submitting a bid, proposal or response, the company, principals or owners certify that they are not listed on the Scrutinized Companies that boycott Israel List, Scrutinized Companies with activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations in Syria.

3.31 PUBLIC RECORDS; TRADE SECRET, PROPRIETARY AND CONFIDENTIAL SUBMITTALS

The Proposer's response to this solicitation is a public record pursuant to Florida law, which is subject to disclosure by the City under the State of Florida Public Records Law, Florida Statutes Chapter 119.07 ("Public Records Law"). The City shall permit public access to all documents, papers, letters or other material submitted in connection with this solicitation and the Contract to be executed for this solicitation,

subject to the provisions of Chapter 119.07 of the Florida Statutes.

Any language contained in the Proposer's response to the solicitation purporting to require confidentiality of any portion of the Proposer's response to the solicitation, except to the extent that certain information is in the City's opinion a Trade Secret pursuant to Florida law, shall be void. If a Proposer submits any documents or other information to the City which the Proposer claims is Trade Secret information and exempt from Florida Statutes Chapter 119.07 ("Public Records Laws"), the Proposer shall clearly designate that it is a Trade Secret and that it is asserting that the document or information is exempt. The Proposer must specifically identify the exemption being claimed under Florida Statutes 119.07. The City shall be the final arbiter of whether any information contained in the Proposer's response to the solicitation constitutes a Trade Secret.

Any claim of confidentiality on financial statements must be asserted at the time of submittal. The firm must identify the specific statute that authorizes the exemption from the Public Records Law. Please note that the financial statement exemption provided for in Section 119.071(1)c, Florida Statutes only applies to submittals in response to a solicitation for a "public works" project.

EXCEPT FOR CLEARLY MARKED PORTIONS THAT ARE BONA FIDE TRADE SECRETS PURSUANT TO FLORIDA LAW, DO NOT MARK YOUR RESPONSE TO THE SOLICITATION AS PROPRIETARY OR CONFIDENTIAL. DO NOT MARK YOUR RESPONSE TO THE SOLICITATION OR ANY PART THEREOF AS COPYRIGHTED. ALL DOCUMENTS THAT THE FIRM PURPORTS TO BE CONFIDENTIAL, PROPRIETARY OR A TRADE SECRET SHALL BE UPLOADED TO THE BIDS SYNC WEBSITE AS A SEPARATE ATTACHMENT CLEARLY IDENTIFYING THE EXEMPTION



BEING CLAIMED UNDER FLORIDA
STATUTES 119.07.

The city's determination of whether an exemption applies shall be final, and the proposer agrees to defend, indemnify, and hold harmless the city and the city's officers, employees, and agent, against any loss or damages incurred by any person or entity as a result of the city's treatment of records as public records.

CONTACT INFORMATION FORM

IN ACCORDANCE WITH RFQ # RE-19-15 titled “Parks Architectural and Engineering Services” attached hereto as a part hereof, the undersigned submits the following:

A) Contact Information

The Contact information form shall be electronically signed by one duly authorized to do so, and in case signed by a deputy or subordinate, the principal's properly written authority to such deputy or subordinate must accompany the proposal. This form must be completed and submitted through www.bidsync.com as part of the bidder's submittal. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

COMPANY INFORMATION:

COMPANY:

STREET ADDRESS:

CITY, STATE & ZIP CODE:

PRIMARY CONTACT FOR THE PROJECT:

NAME: TITLE:

E-MAIL:

TELEPHONE: FAX:

AUTHORIZED APPROVER:

NAME: TITLE:

E-MAIL:

TELEPHONE: FAX:

SIGNATURE:

B) Proposal Checklist

Did you make sure to submit the following items, as stated in section 1.5 “Proposal Requirements” of the bid package?

Title Page	Yes ☐
Letter of Interest	Yes ☐
Standard Form 330 (Parts I and II)	Yes ☐
Certified Minority Business Enterprise Certification	Yes ☐

	N/A ☐
Firm's Understanding and Approach to the Work	Yes ☐
Willingness to meet time and budget requirements	Yes ☐
Recent, current, and projected workloads of the firm	Yes ☐
Attachment A - Contact Information Form	Yes ☐
Attachment B - Non-Collusive Affidavit	Yes ☐
Attachment C - Proposer's Completed Qualification Statement	Yes ☐
Attachment F - References Form	Yes ☐
Professional Registration Certificates	Yes ☐

Did you make sure to update the following documents found under the "Vendor Registration" group of "Qualifications" on the BidSync website for the City of Pembroke Pines?

Vendor Information Form	Yes ☐
Form W-9 (Rev. October 2018)	Yes ☐
Sworn Statement on Public Entity Crimes Form	Yes ☐
Local Vendor Preference Certification	Yes ☐
Local Business Tax Receipts	Yes ☐
Veteran Owned Small Business Preference Certification	Yes ☐
Equal Benefits Certification Form	Yes ☐
Vendor Drug-Free Workplace Certification Form	Yes ☐
Scrutinized Company Certification	Yes ☐



NON-COLLUSIVE AFFIDAVIT

BIDDER is the ,
(Owner, Partner, Officer, Representative or Agent)

BIDDER is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham Bid;

Neither the said BIDDER nor any of its officers, partners, owners, agents, representative, employees or parties in interest, including this affidavit, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other BIDDER, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communications, or conference with any BIDDER, firm, or person to fix the price or prices in the attached Bid or any other BIDDER, or to fix any overhead, profit, or cost element of the Bid Price or the Bid Price of any other BIDDER, or to secure through any collusion conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

The price of items quoted in the attached Bid are fair and proper and are not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the BIDDER or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

Printed Name/Signature

Title

Name of Company



PROPOSER'S QUALIFICATIONS STATEMENT

PROPOSER shall furnish the following information. Failure to comply with this requirement will render Bid non-responsive and shall cause its rejection. Additional sheets shall be attached as required.

PROPOSER'S Name and Principal Address:

PROPOSER'S License Number:

(Please attach certificate of status, competency, and/or state registration.)

Number of years your organization has been in business

State the number of years your firm has been in business under your present business name

State the number of years your firm has been in business in the work specific to this solicitation:

Names and titles of all officers, partners or individuals doing business under trade name:

IF USING A FICTITIOUS NAME, SUBMIT EVIDENCE OF COMPLIANCE WITH FLORIDA FICTITIOUS NAME STATUTE.

Under what former name has your business operated? Include a description of the business. Failure to include such information shall be deemed to be intentional misrepresentation by the City and shall render the proposer non-responsive.

At what address was that business located?

Name, address, and telephone number of surety company and agent who will provide the required bonds on this contract:

Have you ever failed to complete work awarded to you. If so, when, where and why?

Have you personally inspected the proposed WORK and do you have a complete plan for its performance?

Will you subcontract any part of this WORK? If so, give details including a list of each sub-contractor(s) that will perform work in excess of ten percent (10%) of the contract amount and the work that will be performed by each subcontractor(s).

The foregoing list of subcontractor(s) may not be amended after award of the contract without the prior written approval of the Contract Administrator, whose approval shall not be reasonably withheld.

List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Proposer, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description the disposition of each such petition.

List and describe all successful Bond claims made to your surety (ies) during the last five (5) years. The list and descriptions should include claims against the bond of the Proposer and its predecessor organization(s).

List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last (10) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute.

List and describe all criminal proceedings or hearings concerning business related offenses in which the Proposer, its principals or officers or predecessor organization(s) were defendants.

Are you an Original provider sales representative distributor, broker, manufacturer other, of the commodities/services proposed upon? If other than the original provider, explain below.

Have you ever been debarred or suspended from doing business with any governmental agency? If yes, please explain:

Describe the firm’s local experience/nature of service with contracts of similar size and complexity, it the previous three (3) years:

The PROPOSER acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by CITY in awarding the contract and such information is warranted by PROPOSER to be true. The discovery of any omission or misstatement that materially affects the PROPOSER’s qualifications to perform under the contract shall cause the CITY to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

(Company Name)

(Printed Name/Signature)

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD[YY])

PRODUCER

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED

YOUR COMPANY NAME HERE

INSURER A:

INSURER B:

INSURER C:

INSURER D:

INSURER E:

Companies providing coverage**COVERAGES**

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

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DDYY)	POLICY EXPIRATION DATE (MM/DDYY)	LIMITS								
	GENERAL LIABILITY ☐ COMMERCIAL GENERAL LIABILITY ☒ CLAIMS MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ policy ☐ project ☐ loc	Must Include General Liability			EACH OCCURRENCE \$ FIRE DAMAGE (Any one fire) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$								
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS				SAMPLE CERTIFICATE								
	GARAGE LIABILITY ☐ ANY AUTO			AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$									
	EXCESS LIABILITY OCCUR ☐ CLAIMS MADE ☐ ☐ DEDUCTIBLE ☐ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$								
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				<table border="1"> <tr> <td>WC STATU-TORY LIMITS</td> <td>OTH-ER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$</td> </tr> </table>	WC STATU-TORY LIMITS	OTH-ER	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$
WC STATU-TORY LIMITS	OTH-ER												
E.L. EACH ACCIDENT	\$												
E.L. DISEASE - EA EMPLOYEE	\$												
E.L. DISEASE - POLICY LIMIT	\$												
	OTHER												

Certificate must contain wording similar to what appears below

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCL

"THE CERTIFICATE HOLDER IS NAMED AS ADDITIONALLY INSURED WITH REGARD TO GENERAL LIABILITY"

CERTIFICATE HOLDER

ADDITIONAL INSURED; INSURER LETTER:

CANCELLATION

City of Pembroke Pines
601 City Center Way
Pembroke Pines FL 33025

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION

MAIL 30 DAYS WRITTEN
 LEFT.

City Must Be Named as Certificate Holder

AUTHORIZED REPRESENTATIVE



CONTINUING CONTRACT (CCNA)

THIS IS AN AGREEMENT, dated the _____ day of _____,
«Contract_Signature_Year», by and between:

THE CITY OF PEMBROKE PINES, a municipal corporation of the State of Florida with a business address of **601 City Center Way, Pembroke Pines, Florida 33025** (hereinafter referred to as the "CITY")

and

«Vendor_Name_Upper_Case», a «Vendor_Business_Type», authorized to do business in the State of Florida, with a business address of «Vendor_Address_Line_1», «Vendor_Address_Line_2» (hereinafter referred to as the "CONSULTANT"). CITY and CONSULTANT may hereinafter be referred to collectively as the "Parties."

WITNESSETH:

In consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, CITY and CONTRACTOR agree as follows:

ARTICLE 1
PREAMBLE

In order to establish the background, context and form of reference for this Agreement, and to generally express the objectives and intentions of the respective parties herein, the following statements, representations, and explanations shall be accepted as predicates for the undertakings and commitments included within the provisions which follow, and may be relied upon by the parties as essential elements of the mutual considerations upon which this Agreement is based.

1.1 On _____, the CITY advertised its request for proposal (hereinafter, "RFP") which set forth the CITY'S desire to hire a CONSULTANT to provide _____ services.

1.2 On _____, the CITY received _____ proposals and on _____, CITY interviewed _____ and ranked CONSULTANT No. 1. Thereafter, on _____, the City Commission authorized the administration to negotiate an Agreement with CONSULTANT more particularly described herein below.

1.3 Negotiations pertaining to the services to be performed by the CONSULTANT were undertaken in accordance with the Consultants' Competitive Negotiation Act (CCNA), Section 287.055, F.S. and on _____, the CITY authorized the proper CITY officials to enter into this Agreement which incorporates the results of such negotiation.



ARTICLE 2

SERVICES AND RESPONSIBILITIES

2.1 The City may request from the CONSULTANT from time to time, on an as needed basis, specific _____ services. These requests will describe the scope of work, desired time frame for its completion and the method of payment to be used, lump sum or time and materials. Upon receipt of these requests, the CONSULTANT shall timely review the scope of work and schedule described in each request and provide the CITY with a not to exceed fee or a list of professionals required for the assignment and an estimate of the work hours required to accomplish the work. Once an understanding is reached between the CITY and CONSULTANT regarding the scope, schedule and fee, the CITY will issue an amendment to the original Agreement authorizing the CONSULTANT to do the work. The CONSULTANT'S fee and cost proposal shall be based upon the hourly rates set forth on Exhibit "A".

2.2 CONSULTANT may furnish all services, labor, equipment, and materials necessary and as may be required in the performance of this Agreement and all work performed under this Agreement shall be done in a professional manner.

2.3 CONSULTANT hereby represents to CITY, with full knowledge that CITY is relying upon these representations when entering into this Agreement with CONSULTANT, that CONSULTANT has the professional expertise, experience and manpower to perform the services to be provided by CONSULTANT pursuant to the terms of this Agreement.

2.4 CONSULTANT assumes professional and technical responsibility for performance of its services to be provided hereunder in accordance with recognized professional standards of good engineering practice. If within one year following completion of its services, such services fail to meet the aforesaid standards, and the CITY promptly advises CONSULTANT thereof in writing, CONSULTANT agrees to re-perform such deficient services without charge to the CITY.

2.5 All services provided by CONSULTANT pursuant to this Agreement shall comply with the definition of "continuing contract" in Section 287.055(2) (g) Florida Statutes as amended from time to time.

2.6 CONSULTANT shall not utilize the services of any sub-consultant without the prior written approval of CITY.

2.7 CONSULTANT shall comply with the applicable provisions of the Pembroke Pines Code of Ordinances. CONSULTANT shall require that all subconsultants comply with the applicable provisions of the Pembroke Pines Code of Ordinances.

ARTICLE 3

TIME FOR PERFORMANCE

CONSULTANT shall perform the services identified in Article 2 within the time frame set forth in each amendment. Minor adjustments to the timetable for completion approved by CITY in advance,



in writing, will not constitute non-performance by CONSULTANT per this Agreement.

ARTICLE 4
COMPENSATION AND METHOD OF PAYMENT

4.1 CONSULTANT shall be entitled to invoice CITY on a monthly basis for services performed. The invoice shall include, but not be limited to, date of service, the amount of time spent, a description of the service, and any other information reasonably required by CITY.

4.2 All payments shall be governed by the Florida Prompt Payment Act, as set forth in Part VII, Chapter 218, Florida Statutes.

4.3 Payment will be made to CONSULTANT at:

ARTICLE 5
CHANGES TO SCOPE OF WORK AND ADDITIONAL WORK

CITY or CONSULTANT may request changes that would increase, decrease or otherwise modify the Scope of Services to be provided under this Agreement. Such changes or additional services must be in accordance with the provisions of the Code of Ordinances of the CITY and must be contained in a written amendment, executed by the parties hereto, with the same formality and with equality and dignity prior to any deviation from the terms of this Agreement, including the initiation of any additional or extra work. In no event will the CONSULTANT be compensated for any work which has not been described in a separate written agreement executed by the parties hereto.

ARTICLE 6
NON-DISCRIMINATION & EQUAL OPPORTUNITY EMPLOYMENT

During the performance of the Agreement, neither CONSULTANT nor its subconsultants shall discriminate against any employee or applicant for employment because of race, religion, color, gender, national origin, sex, age, marital status, political affiliation, familial status, sexual orientation, or disability if qualified. CONSULTANT will take affirmative action to ensure that employees are treated during employment, without regard to their race, religion, color, gender, national origin, sex, age, marital status, political affiliation, familial status, sexual orientation, or disability if qualified. Such actions must include, but not be limited to, the following: employment, promotion; demotion or transfer; recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CONSULTANT shall agree to post any notices as required by law. CONSULTANT further agrees that it will ensure that subconsultants, if any, will be made aware



of and will comply with this nondiscrimination clause.

ARTICLE 7

MISCELLANEOUS

7.1 Ownership of Documents. Reports, surveys, plans, studies and other data provided in connection with this Agreement are and shall remain the property of CITY whether or not the project for which they are made is completed. City hereby agrees to use CONSULTANT'S work product for its intended purposes.

7.2 Term and Termination.

This Agreement may be terminated by either party for cause, or by either party for convenience, upon thirty (30) days written notice by the CITY to CONSULTANT in which event the CONSULTANT shall be paid its compensation for services performed to termination date. [NOTE: CONSULTANT may not terminate existing assignments for convenience after they have been accepted as addendums to this Agreement.] In the event that the CONSULTANT abandons this Agreement or causes it to be terminated, he shall indemnify the CITY against any loss pertaining to this termination up to a maximum of the full contracted fee amount. All finished or unfinished documents, data, studies, plans, surveys, and reports prepared by CONSULTANT shall become the property of CITY and shall be delivered by CONSULTANT to CITY immediately.

7.3 This Agreement shall take effect as of the date of execution as shown herein below and continue for such time as is contemplated by the CITY projects which the CITY from time to time authorizes CONSULTANT services in connection therewith. Notwithstanding the foregoing, the Term of this Agreement shall expire on _____. The Term of this Agreement may be extended upon mutual agreement of the parties for two (2) renewal periods of three (3) years each.

7.4 Public Records.

7.4.1 The City of Pembroke Pines is public agency subject to Chapter 119, Florida Statutes. The CONSULTANT shall comply with Florida's Public Records Law. Specifically, the CONSULTANT shall:

7.4.1.1 Keep and maintain public records required by the CITY to perform the service;

7.4.1.2 Upon request from the CITY's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Fla. Stat., or as otherwise provided by law;

7.4.1.3 Ensure that public records that are exempt or that are confidential and exempt from public record disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and, following completion of the contract, CONSULTANT



shall destroy all copies of such confidential and exempt records remaining in its possession after the CONSULTANT transfers the records in its possession to the CITY; and

7.4.1.4 Upon completion of the contract, CONSULTANT shall transfer to the CITY, at no cost to the CITY, all public records in CONSULTANT's possession. All records stored electronically by the CONSULTANT must be provided to the CITY, upon request from the CITY's custodian of public records, in a format that is compatible with the information technology systems of the CITY.

7.4.2 The failure of CONSULTANT to comply with the provisions set forth in this Article shall constitute a Default and Breach of this Agreement, for which, the CITY may terminate the agreement.

7.4.3 The CONSULTANT and CITY agree to comply with all applicable laws, codes, regulations, and ordinances, including Chapter 720, Florida Statutes, and Chapter 119, Florida Statutes, as amended and applicable.

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT

**CITY CLERK
601 CITY CENTER WAY, 4th FLOOR
PEMBROKE PINES, FL 33026
(954) 450-1050
mgraham@ppines.com**

7.5 Indemnification.

7.6 CONSULTANT shall indemnify and save harmless and defend the CITY, its trustees, elected and appointed officials, agents, servants and employees from and against any and all claims, demands, or causes of action of whatsoever kind or nature sustained by the CITY or any third party arising out of, or by reason of, or resulting from acts, error, omission, or negligent act of CONSULTANT, its agents, servants or employees in the performance under this Agreement, for all costs, losses and expenses, including but not limited to, damages to persons or third party property, judgments and attorneys' fees arising out of or in connection with the performance by CONSULTANT pursuant to this Agreement.

7.7 CONSULTANT shall indemnify CITY for all loss, damage, expense or liability including, without limitation, court costs and attorneys' fees that may result by reason of any infringement or claim of infringement of any patent, trademark, copyright, trade secret or other proprietary right due to services furnished pursuant to this Agreement. CONSULTANT will defend and/or settle at its own expense any action brought against the CITY to the extent that it is based on a claim that products or



services furnished to CITY by CONSULTANT pursuant to this Agreement, or if any portion of the services or goods furnished in the performance of the service becomes unusable as a result of any such infringement or claim.

7.8 CONSULTANT'S aggregate liability shall not exceed the proceeds of insurance required to be placed pursuant to this Agreement plus the compensation received by CONSULTANT, or extend to any claims brought subsequent to the expiration of warranty period outlined above. The CITY'S rights and remedies and CONSULTANT'S liabilities as set forth in this Agreement, are exclusive, and the CITY hereby releases CONSULTANT from all further or subsequent liability, whether based in contract or tort and irrespective of fault, negligence, or strict liability.

7.9 The parties recognize that various provisions of this Agreement, including but not necessarily limited to this Section, provide for indemnification by the CONSULTANT and that Florida Statutes §725.06 requires a specific consideration be given therefor. The parties therefore agree that the sum of Ten Dollars and 00/100 (\$10.00), receipt of which is hereby acknowledged, is the specific consideration for such indemnities, and the providing of such indemnities is deemed to be part of the specifications with respect to the services to be provided by CONSULTANT. Furthermore, the parties understand and agree that the covenants and representations relating to this indemnification provision shall serve the term of this Agreement and continue in full force and effect as to the party's responsibility to indemnify.

7.10 Insurance.

7.11 The CONSULTANT shall not commence work under this Agreement until he has obtained all insurance required under this paragraph and such insurance has been approved by the City Manager of the CITY nor shall the CONSULTANT allow any Subconsultant to commence work on his sub-contract until all similar such insurance required of the subconsultant has been obtained and approved.

7.12 Certificates of insurance, reflecting evidence of the required insurance, shall be filed with the City Manager prior to the commencement of the work. These Certificates shall contain a provision that coverage afforded under these policies will not be canceled until at least thirty days (30) prior written notice has been given to the CITY. Policies shall be issued by companies authorized to do business under the laws of the State of Florida.

7.13 Policyholders and Financial Ratings must be no less than "A" and Class X respectively in the latest edition of "Bests Key Rating Guide", published by A.M. Best Guide.

7.14 Insurance shall be in force until all work required to be performed under the terms of this Agreement is satisfactorily completed as evidenced by the formal acceptance by the CITY. In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this Agreement, then in that event, the CONSULTANT shall furnish, at least thirty (30) days prior to the expiration of the date of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period of this Agreement and extension thereunder is in effect. The CONSULTANT shall not continue to work pursuant to this Agreement unless all



required insurance remains in full force and effect.

7.15 REQUIRED INSURANCE

7.15.1 Comprehensive General Liability insurance to cover liability bodily injury and property damage. Exposures to be covered are premises, operations, products\completed operations, and certain contracts. Coverage must be written on an occurrence basis, with the following limits of liability:

- A. Bodily Injury
 - 1. Each Occurrence \$1,000,000
 - 2. Annual Aggregate 1,000,000
- B. Property Damage
 - 1. Each Occurrence 1,000,000
 - 2. Annual Aggregate 1,000,000
- C. Personal Injury
 - Annual Aggregate 1,000,000
- D. Completed Operations and Products Liability shall be maintained for two (2) years after the final payment.
- E. Property Damage Liability Insurance shall include Coverage for the following hazards: X - explosion, C - Collapse, U - underground.

7.15.2 Worker's Compensation Insurance shall be maintained during the life of this contract to comply with statutory limits for all employees. The following limits must be maintained:

- A. Worker's Compensation Statutory
- B. Employer's Liability
 - \$100,000 each accident
 - \$500,000 Disease-policy limit
 - \$100,000 Disease-each employee

If CONSULTANT claims to be exempt from this requirement, CONSULTANT shall provide CITY proof of such exemption along with a written request for CITY to exempt CONSULTANT, written on CONSULTANT letterhead.

7.15.3 Comprehensive Auto Liability – coverage shall include owned, hired and non-owned vehicles.

- A. Bodily Injury
 - 1. Each Occurrence \$1,000,000



2.	Annual Aggregate	\$1,000,000
B.	Property Damage	
1.	Each Occurrence	\$1,000,000
2.	Annual Aggregate	\$1,000,000

7.16 CONSULTANT shall name the CITY, as an additional insured on each of the policies required herein and shall hold the CITY, its agents, officers and employees harmless on account of claims for damages to persons, property or premises arising out of the services provided hereunder.

7.17 Any insurance required of CONSULTANT pursuant to this Agreement must also be required by any subconsultant in the same limits and with all requirements as provided herein, including naming the CITY as an additional insured, in any work that is subcontracted unless such subconsultant is covered by the protection afforded by the CONSULTANT and provided proof of such coverage is provided to CITY. The CONSULTANT and any subconsultant shall maintain such policies during the term of this Agreement.

7.18 The CITY reserves the right to require any other insurance coverage it deems necessary depending upon the exposures.

7.19 Independent Contractor. This Agreement does not create an employee/employer relationship between the parties. It is the intent of the parties that the CONSULTANT is an independent contractor under this Agreement and not the CITY'S employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers Compensation Act, and the State unemployment insurance law. The CONSULTANT shall retain sole and absolute discretion in the judgment of the manner and means of carrying out CONSULTANT'S activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under this Agreement shall be those of CONSULTANT, which policies of CONSULTANT shall not conflict with CITY, H.U.D., or United States policies, rules or regulations relating to the use of CONSULTANT'S Funds provided for herein. The CONSULTANT agree that it is a separate and independent enterprise from the CITY, that it has full opportunity to find other business, that it has make its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. This Agreement shall not be construed as creating any joint employment relationship between the CONSULTANT and the CITY and the CITY will not be liable for any obligation incurred by CONSULTANT, including but not limited to unpaid minimum wages and/or overtime premiums.

7.20 Assignments; Amendments.

7.21 This Agreement, or any interest herein, shall not be assigned, transferred or otherwise encumbered, under any circumstances, by CONSULTANT without the prior written consent of CITY. For purposes of this Agreement, any change of ownership of CONSULTANT shall constitute an assignment which requires CITY approval. However, this Agreement shall run to the CITY and



its successors and assigns.

7.22 It is further agreed that no modification, amendment or alteration in the terms or conditions contained here shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

7.23 No Contingent Fees. CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONSULTANT any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, the CITY shall have the right to terminate the Agreement without liability at its discretion, to deduct from the contract price, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

7.24 Notice. Whenever any party desires to give notice unto any other party, it must be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, the CONSULTANT and the CITY designate the following as the respective places for giving of notice:

CITY: City Manager
City of Pembroke Pines
601 City Center Way
Pembroke Pines, Florida 33026

Copy To: City Attorney
Goren, Cherof, Doody & Ezrol, P.A.
3099 East Commercial Boulevard, Suite 200
Fort Lauderdale, Florida 33308

CONSULTANT: _____

7.25 Binding Authority. Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

7.26 Legal Representation. It is acknowledged that each party was represented by counsel in the preparation of and contributed equally to the terms and conditions of this Agreement and, accordingly, the rule that a contract shall be interpreted strictly against the party preparing same shall not apply herein due to the joint contributions of both parties.



7.27 Headings. Headings herein are for convenience of reference only and shall not be considered on any interpretation of this Agreement.

7.28 Exhibits. Each Exhibit referred to in this Agreement forms an essential part of this Agreement. The exhibits if not physically attached should be treated as part of this Agreement and are incorporated herein by reference.

7.29 Severability. If any provision of this Agreement or application thereof to any person or situation shall to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

7.30 Governing Law. This Agreement shall be governed by the laws of the State of Florida with venue lying in Broward County, Florida.

7.31 Extent of Agreement. This Agreement represents the entire and integrated agreement between the CITY and the CONSULTANT and supersedes all prior negotiations, representations or agreements, either written or oral.

7.32 Scrutinized Companies. CONSULTANT, its principals or owners, certify that they are notlisted on the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations with Syria. In accordance with Florida Statute 287.135, as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local governmental entity for goods or services if:

7.32.1 Any amount of, at the time bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to s. 215.4725 or is engaged in a boycott of Israel; or

7.32.2 One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

7.32.2.1 Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473; or

7.32.2.2 Is engaged in business operations in Syria.

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first written above.

**THE REMAINDER OF THIS PAGE
HAS BEEN INTENTIONALLY LEFT BLANK**



IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first written above.

CITY:

CITY OF PEMBROKE PINES, FLORIDA

ATTEST:

MARLENE D. GRAHAM, CITY CLERK

By: _____
CHARLES F. DODGE, CITY MANAGER

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY

CONSULTANT:

«Vendor_Name_Upper_Case»

By: _____
Name: _____
Title: _____

STATE OF _____)
COUNTY OF _____)

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared _____ as _____ of **«Vendor_Name»**, a company authorized to conduct business in the State of Florida, and acknowledged execution of the foregoing Agreement as the proper official of **«Vendor_Name»** for the use and purposes mentioned in it and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State and County aforesaid on this _____ day of _____, **«Contract_Signature_Year»**.

NOTARY PUBLIC

(Name of Notary Typed, Printed or Stamped)

REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency:

Address:

City/State/Zip:

Contact Name: Title:

E-Mail Address:

Telephone: Fax:

Project Information:

Name of Contractor Performing the work:

Name and location of the project:

Nature of the firm's responsibility on the project:

Project duration: Completion (Anticipated) Date:

Size of project: Cost of project:

Work for which staff was responsible:

Contract Type:

The results/deliverables of the project:

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The results/deliverables of the project:

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Name of Contractor Performing the work:

Name and location of the project:

Nature of the firm's responsibility on the project:

Project duration: Completion (Anticipated) Date:

Size of project: Cost of project:

Work for which staff was responsible:

Contract Type:

The results/deliverables of the project:

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Address:

City/State/Zip:

Contact Name: Title:

E-Mail Address:

Telephone: Fax:

Project Information:

Name of Contractor Performing the work:

Name and location of the project:

Nature of the firm's responsibility on the project:

Project duration: Completion (Anticipated) Date:

Size of project: Cost of project:

Work for which staff was responsible:

Contract Type:

The results/deliverables of the project:

ARCHITECT-ENGINEER QUALIFICATIONS

OMB Control Number: 9000-0157
Expiration Date: 12/31/2020

Paperwork Reduction Act Statement - This information collection meets the requirements of 44 USC § 3507, as amended by section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions unless we display a valid Office of Management and Budget (OMB) control number. The OMB control number for this collection is 9000-0157. We estimate that it will take 29 hours (25 hours for part 1 and 4 hours for Part 2) to read the instructions, gather the facts, and answer the questions. Send only comments relating to our time estimate, including suggestions for reducing this burden, or any other aspects of this collection of information to: General Services Administration, Regulatory Secretariat Division (M1V1CB), 1800 F Street, NW, Washington, DC 20405.

PURPOSE

Federal agencies use this form to obtain information from architect-engineer (A-E) firms about their professional qualifications. Federal agencies select firms for A-E contracts on the basis of professional qualifications as required by 40 U.S.C. chapter 11, Selection of Architects Engineers, and Part 36 of the Federal Acquisition Regulation (FAR).

The Selection of Architects and Engineers statute requires the public announcement of requirements for A-E services (with some exceptions provided by other statutes), and the selection of at least three of the most highly qualified firms based on demonstrated competence and professional qualifications according to specific criteria published in the announcement. The Act then requires the negotiation of a contract at a fair and reasonable price starting first with the most highly qualified firm.

The information used to evaluate firms is from this form and other sources, including performance evaluations, any additional data requested by the agency, and interviews with the most highly qualified firms and their references.

GENERAL INSTRUCTIONS

Part I presents the qualifications for a specific contract.

Part II presents the general qualifications of a firm or a specific branch office of a firm. Part II has two uses:

1. An A-E firm may submit Part II to the appropriate central, regional or local office of each Federal agency to be kept on file. A public announcement is not required for certain contracts, and agencies may use Part II as a basis for selecting at least three of the most highly qualified firms for discussions prior to requesting submission of Part I. Firms are encouraged to update Part II on file with agency offices, as appropriate, according to FAR Part 36. If a firm has branch offices, submit a separate Part II for each branch office seeking work.

2. Prepare a separate Part II for each firm that will be part of the team proposed for a specific contract and submitted with Part I. If a firm has branch offices, submit a separate Part II for each branch office that has a key role on the team.

INDIVIDUAL AGENCY INSTRUCTIONS

Individual agencies may supplement these instructions. For example, they may limit the number of projects or number of pages submitted in Part I in response to a public announcement for a particular project. Carefully comply with any agency instructions when preparing and submitting this form. Be as concise as possible and provide only the information requested by the agency.

DEFINITIONS

Architect-Engineer Services: Defined in FAR 2.101.

Branch Office: A geographically distinct place of business or subsidiary office of a firm that has a key role on the team.

Discipline: Primary technical capabilities of key personnel, as evidenced by academic degree, professional registration, certification, and/or extensive experience.

Firm: Defined in FAR 36.102.

Key Personnel: Individuals who will have major contract responsibilities and/or provide unusual or unique expertise.

SPECIFIC INSTRUCTIONS

Part I - Contract-Specific Qualifications

Section A. Contract Information.

1. Title and Location. Enter the title and location of the contract for which this form is being submitted, exactly as shown in the public announcement or agency request.

2. Public Notice Date. Enter the posted date of the agency's notice on the Federal Business Opportunity website (FedBizOpps), other form of public announcement or agency request for this contract.

3. Solicitation or Project Number. Enter the agency's solicitation number and/or project number, if applicable, exactly as shown in the public announcement or agency request for this contract.

Section B. Architect-Engineer Point of Contact.

- 4-8. Name, Title, Name of Firm, Telephone Number, Fax (Facsimile) Number and E-mail (Electronic Mail) Address. Provide information for a representative of the prime contractor or joint venture that the agency can contact for additional information.

Section C. Proposed Team.

9-11. Firm Name, Address, and Role in This Contract.

Provide the contractual relationship, name, full mailing address, and a brief description of the role of each firm that will be involved in performance of this contract. List the prime contractor or joint venture partners first. If a firm has branch offices, indicate each individual branch office that will have a key role on the team. The named subcontractors and outside associates or consultants must be used, and any change must be approved by the contracting officer. (See FAR Part 52 Clause "Subcontractors and Outside Associates and Consultants (Architect-Engineer Services)"). Attach an additional sheet in the same format as Section C if needed.

Section D. Organizational Chart of Proposed Team.

As an attachment after Section C, present an organizational chart of the proposed team showing the names and roles of all key personnel listed in Section E and the firm they are associated with as listed in Section C.

Section E. Resumes of Key Personnel Proposed for this Contract.

Complete this section for each key person who will participate in this contract. Group by firm, with personnel of the prime contractor or joint venture partner firms first. The following blocks must be completed for each resume:

12. Name. Self-explanatory.

13. Role in this contract. Self-explanatory.

14. Years Experience. Total years of relevant experience (block 14a), and years of relevant experience with current firm, but not necessarily the same branch office (block 14b).

15. Firm Name and Location. Name, city and state of the firm where the person currently works, which must correspond with one of the firms (or branch office of a firm, if appropriate) listed in Section C.

16. Education. Provide information on the highest relevant academic degree(s) received. Indicate the area(s) of specialization for each degree.

17. Current Professional Registration. Provide information on current relevant professional registration(s) in a State or possession of the United States, Puerto Rico, or the District of Columbia according to FAR Part 36.

18. Other Professional Qualifications. Provide information on any other professional qualifications relating to this contract, such as education, professional registration, publications, organizational memberships, certifications, training, awards, and foreign language capabilities.

19. Relevant Projects. Provide information on up to five projects in which the person had a significant role that demonstrates the person's capability relevant to her/his proposed role in this contract. These projects do not necessarily have to be any of the projects presented in Section F for the project team if the person was not involved in any of those projects or the person worked on other projects that were more relevant than the team projects in Section F. Use the check box provided to indicate if the project was performed with any office of the current firm. If any of the professional services or construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description and Specific Role (block (3)).

Section F. Example Projects Which Best Illustrate Proposed Team's Qualifications for this Contract.

Select projects where multiple team members worked together, if possible, that demonstrate the team's capability to perform work similar to that required for this contract. Complete one Section F for each project. Present ten projects, unless otherwise specified by the agency. Complete the following blocks for each project:

20. Example Project Key Number. Start with "1" for the first project and number consecutively.

21. Title and Location. Title and location of project or contract. For an indefinite delivery contract, the location is the geographic scope of the contract.

22. Year Completed. Enter the year completed of the professional services (such as planning, engineering study, design, or surveying), and/or the year completed of construction, if applicable. If any of the professional services or the construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description of Project and Relevance to this Contract (block 24).

23a. Project Owner. Project owner or user, such as a government agency or installation, an institution, a corporation or private individual.

23b. Point of Contact Name. Provide name of a person associated with the project owner or the organization which contracted for the professional services, who is very familiar with the project and the firm's (or firms') performance.

23c. Point of Contact Telephone Number. Self-explanatory.

24. Brief Description of Project and Relevance to this Contract. Indicate scope, size, cost, principal elements and special features of the project. Discuss the relevance of the example project to this contract. Enter any other information requested by the agency for each example project.

25. Firms from Section C Involved with this Project. Indicate which firms (or branch offices, if appropriate) on the project team were involved in the example project, and their roles. List in the same order as Section C.

Section G. Key Personnel Participation in Example Projects.

This matrix is intended to graphically depict which key personnel identified in Section E worked on the example projects listed in Section F. Complete the following blocks (see example below).

26. and 27. Names of Key Personnel and Role in this Contract. List the names of the key personnel and their proposed roles in this contract in the same order as they appear in Section E.

28. Example Projects Listed in Section F. In the column under each project key number (see block 29) and for each key person, place an "X" under the project key number for participation in the same or similar role.

29. Example Projects Key. List the key numbers and titles of the example projects in the same order as they appear in Section F.

Section H. Additional Information.

30. Use this section to provide additional information specifically requested by the agency or to address selection criteria that are not covered by the information provided in Sections A-G.

Section I. Authorized Representative.

31. and 32. Signature of Authorized Representative and Date. An authorized representative of a joint venture or the prime contractor must sign and date the completed form. Signing attests that the information provided is current and factual, and that all firms on the proposed team agree to work on the project. Joint ventures selected for negotiations must make available a statement of participation by a principal of each member of the joint venture.

33. Name and Title. Self-explanatory.

SAMPLE ENTRIES FOR SECTION G (MATRIX)

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 first, 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
Jane A. Smith	Chief Architect	X		X							
Joseph B. Williams	Chief Mechanical Engineer	X	X	X	X						
Tara C. Donovan	Chief Electricial Engineer	X	X		X						

29. EXAMPLE PROJECTS KEY

NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)	NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)
1	Federal Courthouse, Denver, CO	6	XYZ Corporation Headquarters, Boston, MA
2	Justin J. Wilson Federal Building, Baton Rouge, LA	7	Founder's Museum, Newport, RI

Part II - General Qualifications

See the **"General Instructions"** on page 1 for firms with branch offices. Prepare Part II for the specific branch office seeking work if the firm has branch offices.

1. Solicitation Number. If Part II is submitted for a specific contract, insert the agency's solicitation number and/or project number, if applicable, exactly as shown in the public announcement or agency request.

2a-2e. Firm (or Branch Office) Name and Address. Self-explanatory.

3. Year Established. Enter the year the firm (or branch office, if appropriate) was established under the current name.

4. Unique Entity Identifier. Insert the unique entity identifier issued by the entity designated at SAM. See FAR part 4.6.

5. Ownership.

a. Type. Enter the type of ownership or legal structure of the firm (sole proprietor, partnership, corporation, joint venture, etc.).

b. Small Business Status. Refer to the North American Industry Classification System (NAICS) code in the public announcement, and indicate if the firm is a small business according to the current size standard for that NAICS code (for example, Engineering Services (part of NAICS 541330), Architectural Services (NAICS 541310), Surveying and Mapping Services (NAICS 541370)). The small business categories and the internet website for the NAICS codes appear in FAR part 19. Contact the requesting agency for any questions. Contact your local U.S. Small Business Administration office for any questions regarding Business Status.

6a-6c. Point of Contact. Provide this information for a representative of the firm that the agency can contact for additional information. The representative must be empowered to speak on contractual and policy matters.

7. Name of Firm. Enter the name of the firm if Part II is prepared for a branch office.

8a-8c. Former Firm Names. Indicate any other previous names for the firm (or branch office) during the last six years. Insert the year that this corporate name change was effective and the associated unique entity identifier. This information is used to review past performance on Federal contracts.

9. Employees by Discipline. Use the relevant disciplines and associated function codes shown at the end of these instructions and list in the same numerical order. After the listed disciplines, write in any additional disciplines and leave the function code blank. List no more than 20 disciplines. Group remaining employees under "Other Employees" in column b. Each person can be counted only once according to his/her primary function. If Part II is prepared for a firm (including all branch offices), enter the number of employees by disciplines in column c(1). If Part II is prepared for a branch office, enter the number of employees by discipline in column c(2) and for the firm in column c(1).

10. Profile of Firm's Experience and Annual Average Revenue for Last 5 Years. Complete this block for the firm or branch office for which this Part II is prepared. Enter the experience categories which most accurately reflect the firm's technical capabilities and project experience. Use the relevant experience categories and associated profile codes shown at the end of these instructions, and list in the same numerical order. After the listed experience categories, write in any unlisted relevant project experience categories and leave the profile codes blank. For each type of experience, enter the appropriate revenue index number to reflect the professional services revenues received annually (averaged over the last 5 years) by the firm or branch office for performing that type of work. A particular project may be identified with one experience category or it may be broken into components, as best reflects the capabilities and types of work performed by the firm. However, do not double count the revenues received on a particular project.

11. Annual Average Professional Services Revenues of Firm for Last 3 Years. Complete this block for the firm or branch office for which this Part II is prepared. Enter the appropriate revenue index numbers to reflect the professional services revenues received annually (averaged over the last 3 years) by the firm or branch office. Indicate Federal work (performed directly for the Federal Government, either as the prime contractor or subcontractor), non-Federal work (all other domestic and foreign work, including Federally-assisted projects), and the total. If the firm has been in existence for less than 3 years, see the definition for "Annual Receipts" under FAR 19.101.

12. Authorized Representative. An authorized representative of the firm or branch office must sign and date the completed form. Signing attests that the information provided is current and factual. Provide the name and title of the authorized representative who signed the form.

List of Disciplines (*Function Codes*)

Code	Description	Code	Description
01	Acoustical Engineer	32	Hydraulic Engineer
02	Administrative	33	Hydrographic Surveyor
03	Aerial Photographer	34	Hydrologist
04	Aeronautical Engineer	35	Industrial Engineer
05	Archeologist	36	Industrial Hygienist
06	Architect	37	Interior Designer
07	Biologist	38	Land Surveyor
08	CADD Technician	39	Landscape Architect
09	Cartographer	40	Materials Engineer
10	Chemical Engineer	41	Materials Handling Engineer
11	Chemist	42	Mechanical Engineer
12	Civil Engineer	43	Mining Engineer
13	Communications Engineer	44	Oceanographer
14	Computer Programmer	45	Photo Interpreter
15	Construction Inspector	46	Photogrammetrist
16	Construction Manager	47	Planner: Urban/Regional
17	Corrosion Engineer	48	Project Manager
18	Cost Engineer/Estimator	49	Remote Sensing Specialist
19	Ecologist	50	Risk Assessor
20	Economist	51	Safety/Occupational Health Engineer
21	Electrical Engineer	52	Sanitary Engineer
22	Electronics Engineer	53	Scheduler
23	Environmental Engineer	54	Security Specialist
24	Environmental Scientist	55	Soils Engineer
25	Fire Protection Engineer	56	Specifications Writer
26	Forensic Engineer	57	Structural Engineer
27	Foundation/Geotechnical Engineer	58	Technician/Analyst
28	Geodetic Surveyor	59	Toxicologist
29	Geographic Information System Specialist	60	Transportation Engineer
30	Geologist	61	Value Engineer
31	Health Facility Planner	62	Water Resources Engineer

List of Experience Categories (*Profile Codes*)

Code	Description	Code	Description
A01	Acoustics, Noise Abatement	E01	Ecological & Archeological Investigations
A02	Aerial Photography; Airborne Data and Imagery Collection and Analysis	E02	Educational Facilities; Classrooms
A03	Agricultural Development; Grain Storage; Farm Mechanization	E03	Electrical Studies and Design
A04	Air Pollution Control	E04	Electronics
A05	Airports; Navais; Airport Lighting; Aircraft Fueling	E05	Elevators; Escalators; People-Movers
A06	Airports; Terminals and Hangars; Freight Handling	E06	Embassies and Chanceries
A07	Arctic Facilities	E07	Energy Conservation; New Energy Sources
A08	Animal Facilities	E08	Engineering Economics
A09	Anti-Terrorism/Force Protection	E09	Environmental Impact Studies, Assessments or Statements
A10	Asbestos Abatement	E10	Environmental and Natural Resource Mapping
A11	Auditoriums & Theaters	E11	Environmental Planning
A12	Automation; Controls; Instrumentation	E12	Environmental Remediation
		E13	Environmental Testing and Analysis
B01	Barracks; Dormitories		
B02	Bridges	F01	Fallout Shelters; Blast-Resistant Design
		F02	Field Houses; Gyms; Stadiums
C01	Cartography	F03	Fire Protection
C02	Cemeteries (<i>Planning & Relocation</i>)	F04	Fisheries; Fish ladders
C03	Charting: Nautical and Aeronautical	F05	Forensic Engineering
C04	Chemical Processing & Storage	F06	Forestry & Forest products
C05	Child Care/Development Facilities		
C06	Churches; Chapels	G01	Garages; Vehicle Maintenance Facilities; Parking Decks
C07	Coastal Engineering	G02	Gas Systems (Propane; Natural, Etc.)
C08	Codes; Standards; Ordinances	G03	Geodetic Surveying: Ground and Air-borne
C09	Cold Storage; Refrigeration and Fast Freeze	G04	Geographic Information System Services: Development, Analysis, and Data Collection
C10	Commercial Building (<i>low rise</i>) ; Shopping Centers		
C11	Community Facilities	G05	Geospatial Data Conversion: Scanning, Digitizing, Compilation, Attributing, Scribing, Drafting
C12	Communications Systems; TV; Microwave		
C13	Computer Facilities; Computer Service	G06	Graphic Design
C14	Conservation and Resource Management		
C15	Construction Management	H01	Harbors; Jetties; Piers, Ship Terminal Facilities
C16	Construction Surveying	H02	Hazardous Materials Handling and Storage
C17	Corrosion Control; Cathodic Protection; Electrolysis	H03	Hazardous, Toxic, Radioactive Waste Remediation
C18	Cost Estimating; Cost Engineering and Analysis; Parametric Costing; Forecasting		
C19	Cryogenic Facilities	H04	Heating; Ventilating; Air Conditioning
		H05	Health Systems Planning
D01	Dams (<i>Concrete; Arch</i>)	H06	Highrise; Air-Rights-Type Buildings
D02	Dams (<i>Earth; Rock</i>); Dikes; Levees	H07	Highways; Streets; Airfield Paving; Parking Lots
D03	Desalinization (<i>Process & Facilities</i>)		
D04	Design-Build - Preparation of Requests for Proposals	H08	Historical Preservation
D05	Digital Elevation and Terrain Model Development	H09	Hospital & Medical Facilities
D06	Digital Orthophotography	H10	Hotels; Motels
D07	Dining Halls; Clubs; Restaurants	H11	Housing (<i>Residential, Multi-Family; Apartments; Condominiums</i>)
D08	Dredging Studies and Design	H12	Hydraulics & Pneumatics
		H13	Hydrographic Surveying

List of Experience Categories (*Profile Codes continued*)

Code	Description	Code	Description
I01	Industrial Buildings; Manufacturing Plants	P09	Product, Machine Equipment Design
I02	Industrial Processes; Quality Control	P10	Pneumatic Structures, Air-Support Buildings
I03	Industrial Waste Treatment	P11	Postal Facilities
I04	Intelligent Transportation Systems	P12	Power Generation, Transmission, Distribution
I05	Interior Design; Space Planning	P13	Public Safety Facilities
I06	Irrigation; Drainage	R01	Radar; Sonar; Radio & Radar Telescopes
J01	Judicial and Courtroom Facilities	R02	Radio Frequency Systems & Shieldings
L01	Laboratories; Medical Research Facilities	R03	Railroad; Rapid Transit
L02	Land Surveying	R04	Recreation Facilities (Parks, Marinas, Etc.)
L03	Landscape Architecture	R05	Refrigeration Plants/Systems
L04	Libraries; Museums; Galleries	R06	Rehabilitation (Buildings; Structures; Facilities)
L05	Lighting (Interior; Display; Theater, Etc.)	R07	Remote Sensing
L06	Lighting (Exteriors; Streets; Memorials; Athletic Fields, Etc.)	R08	Research Facilities
M01	Mapping Location/Addressing Systems	R09	Resources Recovery; Recycling
M02	Materials Handling Systems; Conveyors; Sorters	R10	Risk Analysis
M03	Metallurgy	R11	Rivers; Canals; Waterways; Flood Control
M04	Microclimatology; Tropical Engineering	R12	Roofing
M05	Military Design Standards	S01	Safety Engineering; Accident Studies; OSHA Studies
M06	Mining & Mineralogy	S02	Security Systems; Intruder & Smoke Detection
M07	Missile Facilities (Silos; Fuels; Transport)	S03	Seismic Designs & Studies
M08	Modular Systems Design; Pre-Fabricated Structures or Components	S04	Sewage Collection, Treatment and Disposal
N01	Naval Architecture; Off-Shore Platforms	S05	Soils & Geologic Studies; Foundations
N02	Navigation Structures; Locks	S06	Solar Energy Utilization
N03	Nuclear Facilities; Nuclear Shielding	S07	Solid Wastes; Incineration; Landfill
O01	Office Buildings; Industrial Parks	S08	Special Environments; Clean Rooms, Etc.
O02	Oceanographic Engineering	S09	Structural Design; Special Structures
O03	Ordnance; Munitions; Special Weapons	S10	Surveying; Platting; Mapping; Flood Plain Studies
P01	Petroleum Exploration; Refining	S11	Sustainable Design
P02	Petroleum and Fuel (Storage and Distribution)	S12	Swimming Pools
P03	Photogrammetry	S13	Storm Water Handling & Facilities
P04	Pipelines (Cross-Country - Liquid & Gas)	T01	Telephone Systems (<i>Rural; Mobile; Intercom, Etc.</i>)
P05	Planning (Community, Regional, Areawide and State)	T02	Testing & Inspection Services
P06	Planning (Site, Installation, and Project)	T03	Traffic & Transportation Engineering
P07	Plumbing & Piping Design	T04	Topographic Surveying and Mapping
P08	Prisons & Correctional Facilities	T05	Towers (<i>Self-Supporting & Guyed Systems</i>)
		T06	Tunnels & Subways

List of Experience Categories (*Profile Codes continued*)

Code	Description
U01	Unexploded Ordnance Remediation
U02	Urban Renewals; Community Development
U03	Utilities (Gas and Steam)
V01	Value Analysis; Life-Cycle Costing
W01	Warehouses & Depots
W02	Water Resources; Hydrology; Ground Water
W03	Water Supply; Treatment and Distribution
W04	Wind Tunnels; Research/Testing Facilities Design
Z01	Zoning; Land Use Studies

ARCHITECT - ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

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

2. PUBLIC NOTICE DATE

3. SOLICITATION OR PROJECT NUMBER

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

5. NAME OF FIRM

6. TELEPHONE NUMBER

7. FAX NUMBER

8. E-MAIL ADDRESS

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.					☐ CHECK IF BRANCH OFFICE		
b.					☐ CHECK IF BRANCH OFFICE		
c.					☐ CHECK IF BRANCH OFFICE		
d.					☐ CHECK IF BRANCH OFFICE		
e.					☐ CHECK IF BRANCH OFFICE		
f.					☐ 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	
		a. TOTAL	b. WITH CURRENT FIRM
15. FIRM NAME AND LOCATION <i>(City and State)</i>			
16. EDUCATION <i>(Degree and Specialization)</i>		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE	☐ Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE	☐ Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE	☐ Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE	☐ Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE	☐ Check if project performed with current firm	

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

20. EXAMPLE PROJECT KEY
NUMBER

21. TITLE AND LOCATION (City and State)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (If applicable)

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME

c. POINT OF CONTACT TELEPHONE NUMBER

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

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

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

[illegible]

29. EXAMPLE PROJECTS KEY

NUMBER	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>	NUMBER	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>
1		6	
2		7	
3		8	
4		9	
5		10	

H. ADDITIONAL INFORMATION

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

33. NAME AND TITLE

1. SOLICITATION NUMBER (If any)

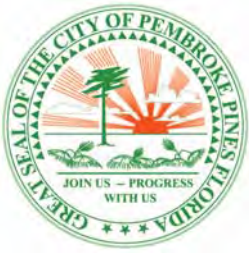
(If a firm has branch offices, complete for each specific branch office seeking work.)

[illegible]

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. 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

The foregoing is a statement of facts.

a. SIGNATURE	b. DATE
c. NAME AND TITLE	



**PEMBROKE PINES
CITY COMMISSION**

Frank C. Ortis
MAYOR
954-450-1020
fortis@ppines.com

Iris A. Siple
VICE MAYOR -
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December 31, 2019

**Addendum # 1
City of Pembroke Pines
RFQ # RE-19-15**

Parks Architectural and Engineering Services

A) Revised Attachment E – Sample Contract

Please see attached revisions to **Attachment E – Sample Contract**. The insurance requirements in the Revised Attachment E.

B) Updated Insurance Requirements

Please disregard the Insurance Requirements of Section 2 of the RFQ. The insurance requirements listed in the Revised Attachment E – Sample Contract will be required for this agreement.



PROFESSIONAL SERVICES AGREEMENT

THIS IS AN AGREEMENT (“Agreement”), dated the _____ day of _____,
«Contract_Signature_Year» by and between:

THE CITY OF PEMBROKE PINES, a municipal corporation of the State of Florida with a business address of **601 City Center Way, Pembroke Pines, Florida 33025** (hereinafter referred to as the "CITY")

and

«Vendor» a «Vendor_Business_Type» as listed with the Florida Division of Corporations, authorized to do business in the State of Florida, and with a business address of «Vendor_Address_Line_1», «Vendor_Address_Line_2» (hereinafter referred to as the “CONSULTANT”). CITY and CONSULTANT may hereinafter be referred to collectively as the "Parties."

WITNESSETH:

In consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, CITY and CONSULTANT agree as follows:

ARTICLE 1
PREAMBLE

In order to establish the background, context and form of reference for this Agreement, and to generally express the objectives and intentions of the respective Parties herein, the following statements, representations, and explanations shall be accepted as predicates for the undertakings and commitments included within the provisions which follow, and may be relied upon by the Parties as essential elements of the mutual considerations upon which this Agreement is based.

1.1 On _____, 2020, the CITY approved the findings and recommendation of the evaluation committee and certified CONSULTANT as qualified to provide various Professional Services that the City may need or that may arise, in accordance with the Consultant's Competitive Negotiation Act, Section 287.055 (3)(c), Florida Statutes.

1.2 On «Solicitation_Advertisement_Date», the CITY advertised its notice to bidders of the CITY's desire to hire a firm to provide «Service_Description», as more particularly described in **Exhibit "A"** attached hereto and by this reference made a part hereof, for the said bid entitled:

«Solicitation_Type_Abbreviation» # «Solicitation_Number»
“«Solicitation_Title»”

1.3 On «Bid_Opening_Date», the bids were opened at the offices of the City Clerk.



1.4 On _____, _____ 2019, the CITY awarded the bid to CONSULTANT and authorized the proper CITY officials to negotiate and enter into an agreement with CONSULTANT to render the services more particularly described herein below.

1.5 Negotiations pertaining to the services to be performed by the CONSULTANT were undertaken in accordance with the Consultants' Competitive Negotiation Act (CCNA), Section 287.055, Florida Statutes, and on _____, the CITY authorized the proper CITY officials to enter into this Agreement, which incorporates the results of such negotiation.

ARTICLE 2

SERVICES AND RESPONSIBILITIES

2.1 CONSULTANT hereby agrees to perform the services for the «**Service Description**», as more particularly described in **Exhibit "A"** attached hereto and by this reference made a part hereof. The City may request from the CONSULTANT from time to time, on an as needed basis, specific _____ services. These requests will describe the scope of work, desired time frame for its completion and the method of payment to be used, lump sum or time and materials. Upon receipt of these requests, the CONSULTANT shall timely review the scope of work and schedule described in each request and provide the CITY with a not to exceed fee or a list of professionals required for the assignment and an estimate of the work hours required to accomplish the work. Once an understanding is reached between the CITY and CONSULTANT regarding the scope, schedule and fee, the CITY will issue Statement of Work authorizing the CONSULTANT to do the work. The CONSULTANT'S fee and cost proposal shall be based upon the hourly rates set forth on Exhibit "A".

2.2 CONSULTANT shall furnish all services, labor, equipment, and materials necessary and as may be required in the performance of this Agreement, except as otherwise specifically provided for herein, and all work performed under this Agreement shall be done in a professional manner.

2.3 CONSULTANT hereby represents to CITY, with full knowledge that CITY is relying upon these representations when entering into this Agreement with CONSULTANT, that CONSULTANT has the professional expertise, experience and manpower to perform the services to be provided by CONSULTANT pursuant to the terms of this Agreement.

2.4 CONSULTANT assumes professional and technical responsibility for performance of its services to be provided hereunder in accordance with recognized professional and ethical guidelines established by their profession. If within one year following completion of its services, such services fail to meet the aforesaid standards, and the CITY promptly advises CONSULTANT thereof in writing, CONSULTANT agrees to re-perform such deficient services without charge to the CITY.

2.5 The relationship between CITY and CONSULTANT created hereunder and the services to be provided by CONSULTANT pursuant to this Agreement are non-exclusive. CITY shall be free to pursue and engage similar relationships with other contractors to perform the same or similar services performed by CONSULTANT hereunder, so long as no other consultant shall be engaged to perform the specific project(s) assigned to CONSULTANT while CONSULTANT is so engaged



without first terminating such assignment. CONSULTANT shall be free to pursue relationships with other parties to perform the same or similar services, whether or not such relationships are for services to be performed within the City of Pembroke Pines, so long as no such relationship shall result in a conflict of interest, ethical or otherwise, with the CITY's interests in the services provided by CONSULTANT hereunder.

2.6 CONSULTANT shall not utilize the services of any sub-consultant without the prior written approval of CITY.

2.7 All services provided by CONSULTANT pursuant to this Agreement shall comply with the definition of "continuing contract" in Section 287.055(2) (g) Florida Statutes as amended from time to time.

2.8 CONSULTANT shall comply with the applicable provisions of the Pembroke Pines Code of Ordinances. CONSULTANT shall require that all subconsultants comply with the applicable provisions of the Pembroke Pines Code of Ordinances

ARTICLE 3

TERM AND TERMINATION

3.1 CONSULTANT shall perform the services identified in Article 2 within the time frame set forth in each Statement of Work approved by the CITY, attached hereto and by this reference made a part hereof. Minor adjustments to the timetable for completion approved by CITY in advance, in writing, will not constitute non-performance by CONSULTANT pursuant to this Agreement.

3.2 This Agreement shall commence upon execution by the last Party to execute this Agreement ("Commencement Date") for an initial **three (3) year period**. This Agreement may be renewed for **two (2) additional three (3) year terms** upon the mutual consent of the Parties, evidenced by a written Amendment to this Agreement extending the term thereof. CONSULTANT shall provide services to CITY on an as needed basis during this term.

3.3 This Agreement may be terminated by either party for cause, or by either party for convenience. If terminated for convenience, the terminating party shall provide to the other party seven (7) days' written notice, in which event the CONSULTANT shall be paid its compensation for services performed to termination date. [NOTE: CONSULTANT may not terminate existing assignments for convenience after they have been accepted as addendums to this Agreement.] In the event that the CONSULTANT abandons this Agreement or causes it to be terminated, CONSULTANT shall indemnify the CITY against any loss pertaining to this termination up to a maximum of the full contracted fee amount. All finished or unfinished documents, data, studies, plans, surveys, and reports prepared by CONSULTANT shall become the property of CITY and shall be delivered by CONSULTANT to CITY immediately.

ARTICLE 4

COMPENSATION AND METHOD OF PAYMENT

4.1 CITY agrees to compensate CONSULTANT per the amounts agreed to in each Statement of



Work or by the rates established in Exhibit "A" for miscellaneous services required. The annual amount shall not exceed **«Compensation_Amount_Written»** (**«Compensation_Amount_Numerical»**) unless otherwise approved by the City Commission. The annual amount shall apply to the fiscal year beginning October 1st of each year the agreement is in effect.

4.2 CITY will make its best efforts to pay CONSULTANT within thirty (30) days of receipt of proper invoice the total shown to be due on such invoice.

4.3 All payments shall be governed by the Local Government Prompt Payment Act, as set forth in Part VII, Chapter 218, Florida Statutes.

4.4 Payment will be made to CONSULTANT at:

«Vendor_Name»
Attn: «Vendor_Contact_Title»
«Vendor_Address_Line_1»
«Vendor_Address_Line_2»

ARTICLE 5

CHANGES TO SCOPE OF WORK AND ADDITIONAL WORK

5.1 CITY or CONSULTANT may request changes that would increase, decrease, or otherwise modify the Scope of Services, as described in **Exhibit "A,"** to be provided under this Agreement as described in Article 2 of this Agreement. These changes may affect the monthly compensation accordingly. Such changes or additional services must be in accordance with the provisions of the Code of Ordinances of the CITY, and must be contained in a written amendment, executed by the Parties hereto, with the same formality, equality and dignity herewith prior to any deviation from the terms of this Agreement, including the initiation of any additional or extra work.

5.2 In no event will the CONSULTANT be compensated for any work which has not been described either herein or in a separate written agreement executed by the Parties hereto.

ARTICLE 6

INDEMNIFICATION

6.1 CONSULTANT shall indemnify and save harmless the CITY, its trustees, elected and appointed officials, agents, servants and employees from and against any and all liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, sustained by the CITY, its trustees, elected and appointed officials, agents, servants or employees arising out of, or by reason of, or resulting from the negligence, recklessness, or intentionally wrongful conduct of CONSULTANT, its agents, servants or employees in the performance under this Agreement.

6.2 CONSULTANT'S aggregate liability shall not exceed the proceeds of insurance required to be placed pursuant to this Agreement plus the compensation received by CONSULTANT, or extend to any claims brought subsequent to the expiration of warranty period outlined above. The CITY's



rights and remedies and CONSULTANT's liabilities as set forth in this Agreement, are exclusive, and the CITY hereby releases CONSULTANT from all further or subsequent liability, whether based in contract or tort and irrespective of fault, negligence, or strict liability.

6.3 The Parties recognize that various provisions of this Agreement, including but not necessarily limited to this section, provide for indemnification by the CONSULTANT and that Section 725.06, Florida Statutes requires a specific consideration be given therefor. The Parties therefore agree that the sum of **Ten Dollars and 00/100 (\$10.00)**, receipt of which is hereby acknowledged, is the specific consideration for such indemnities, and the providing of such indemnities is deemed to be part of the specifications with respect to the services to be provided by CONSULTANT. Furthermore, the Parties understand and agree that the covenants and representations relating to this indemnification provision shall survive the term of this Agreement and continue in full force and effect as to the party's responsibility to indemnify.

ARTICLE 7 **INSURANCE**

7.1 The CONTRACTOR shall indemnify and hold harmless the CITY and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the CITY or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the CONTRACTOR or its employees, agents, servants, partners, principals or subcontractors. The CONTRACTOR shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the CITY, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorneys' fees which may issue thereon. The CONTRACTOR expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the CONTRACTOR shall in no way limit the responsibility to indemnify, keep and save harmless and defend the CITY or its officers, employees, agents and instrumentalities as herein provided.

7.2 CONTRACTOR shall not commence work under this Agreement until it has obtained all insurance required under this paragraph and such insurance has been approved by the Risk Manager of the CITY nor shall the CONTRACTOR allow any subcontractor to commence work on his subcontract until all similar such insurance required of the subcontractor has been obtained and similarly approved.

7.3 Certificates of Insurance, reflecting evidence of the required insurance, shall be filed with the CITY's Risk Manager prior to the commencement of this Agreement. Policies shall be issued by companies authorized to do business under the laws of the State of Florida. The insurance company shall be rated no less than "A" as to management, and no less than "Class VI" as to financial strength according to the latest edition of Best's Insurance Guide published by A.M. Best Company.

7.4 Certificates of Insurance shall provide for thirty (30) days' prior written notice to the CITY in case of cancellation or material changes in the policy limits or coverage states. If the carrier cannot



provide thirty (30) days' notice of cancellation, either the CONTRACTOR or their Insurance Broker must agree to provide notice.

7.5 Insurance shall be in force until all obligations required to be fulfilled under the terms of the Agreement are satisfactorily completed as evidenced by the formal acceptance by the CITY. In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this Agreement, the CONTRACTOR shall furnish, at least forty-five (45) days prior to the expiration of the date of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period of the Agreement and extension thereunder is in effect. The CONTRACTOR shall neither commence nor continue to provide any services pursuant to this Agreement unless all required insurance remains in full force and effect. CONTRACTOR shall be liable to CITY for any lapses in service resulting from a gap in insurance coverage.

7.6 REQUIRED INSURANCE

CONTRACTOR shall be required to obtain all applicable insurance coverage, as indicated below, prior to commencing any work pursuant to this Agreement:

Yes No

- ✓ ☐ 7.6.1 Comprehensive General Liability Insurance written on an occurrence basis including, but not limited to: coverage for bodily injury and property damage, personal & advertising injury, products & completed operations, and contractual liability. Coverage must be written on an occurrence basis, with limits of liability no less than:

1. Each Occurrence Limit - \$1,000,000
2. Fire Damage Limit (Damage to rented premises) - \$100,000
3. Personal & Advertising Injury Limit - \$1,000,000
4. General Aggregate Limit - \$2,000,000
5. Products & Completed Operations Aggregate Limit - \$2,000,000

Products & Completed Operations Coverage shall be maintained for the later of three (3) years after the delivery of goods/services or final payment under the Agreement. *(For Construction projects: Increase to ten (10) years and include a Designated Construction Project(s) General Aggregate Limit)*

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.

Yes No

- ✓ ☐ 7.6.2 Workers' Compensation and Employers' Liability Insurance covering all employees, and/or volunteers of the CONTRACTOR engaged in the performance of the scope of work associated with this Agreement. In the case any work is sublet, the CONTRACTOR shall require the subcontractors similarly to provide Workers' Compensation Insurance for all the latter's employees unless such employees are covered by the protection afforded by the CONTRACTOR. Coverage for the CONTRACTOR and



all subcontractors shall be in accordance with applicable state and/or federal laws that may apply to Workers' Compensation Insurance with limits of liability no less than:

1. Workers' Compensation: Coverage A – Statutory
2. Employers Liability: Coverage B \$500,000 Each Accident
\$500,000 Disease – Policy Limit
\$500,000 Disease – Each Employee

If CONTRACTOR claims to be exempt from this requirement, CONTRACTOR shall provide CITY proof of such exemption along with a written request for CITY to exempt CONTRACTOR, written on CONTRACTOR letterhead.

Yes No

- ✓ ☐ 7.6.3 Comprehensive Auto Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the performance of work under this Agreement, with a combined single limit of liability for bodily injury and property damage no less than:

1. Any Auto (Symbol 1)
Combined Single Limit (Each Accident) - \$1,000,000
2. Hired Autos (Symbol 8)
Combined Single Limit (Each Accident) - \$1,000,000
3. Non-Owned Autos (Symbol 9)
Combined Single Limit (Each Accident) - \$1,000,000

If work under this Agreement includes transportation of hazardous materials, policy shall include pollution liability coverage equivalent to that provided by the latest version of the ISO pollution liability broadened endorsement for auto and the latest version of the ISO Motor Carrier Act endorsement, equivalents or broader language.

Yes No

- ☐ ☐ 7.6.3.1 If CONTRACTOR requests reduced limits under a Personal Auto Liability Policy and it is agreed to by the CITY, coverage shall include Bodily Injury limits of \$100,000 per person/\$300,000 per occurrence and Property Damage limits of \$300,000 per occurrence

Yes No

- ✓ ☐ 7.6.4 Umbrella/Excess Liability Insurance in the amount of \$2,000,000 as determined appropriate by the CITY depending on the type of job and exposures contemplated. Coverage must be follow form of the General Liability, Auto Liability and Employer's Liability. This coverage shall be maintained for a period of no less than the later of three (3) years after the delivery of goods/services or final payment pursuant to this Agreement.

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.



Yes No

- ☒ 7.6.5 Professional Liability/Errors & Omissions Insurance with a limit of liability no less than \$2,000,000 per wrongful or negligent act. This coverage shall be maintained for a period of no less than three (3) years after the delivery of goods/services final payment pursuant to this Agreement. Retroactive date, if any, to be no later than the first day of service to the CITY. *(Limit to align with size and scope of the Agreement and exposure inherent with operation/services being performed. For Construction projects: Increase to ten (10) years.)*

Yes No

- ☐ 7.6.6 Environmental/Pollution Liability insurance shall be required with a limit of no less than \$1,000,000 per wrongful act. Coverage shall include: CONTRACTOR's completed operations, sudden, accidental and gradual pollution conditions. This coverage shall be maintained for a period of no less than the later of three (3) years after the delivery of goods/services or final payment pursuant to this Agreement. Retroactive date, if any, to be no later than the first day of service to the CITY. *(Limit to align with size and scope of the Agreement and exposure inherent with operation/services being performed. For Construction projects: Increase to ten (10) years)*

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.

Yes No

- ☐ 7.6.7 Cyber Liability including Network Security and Privacy Liability with a limit of liability no less than \$1,000,000 per loss. Coverage shall include liability arising from: theft, dissemination and/or use of confidential information stored or transmitted in electronic form, unauthorized access to, use of, or tampering with computer systems, including hacker attacks or inability of an authorized third party to gain access to your services, including denial of service, and the introduction of a computer virus into, or otherwise causing damage to, a customer's or third person's computer, computer system, network, or similar computer-related property and the data, software and programs thereon. If vendor is collecting credit card information, it shall cover all PCI breach expenses. Coverage is to include the various state monitoring and state required remediation as well as meet the various state notification requirements. This coverage shall be maintained for a period of no less than the later of three (3) years after delivery of goods/services or final payment of the Agreement. Retroactive date, if any, to be no later than the first day of service to the CITY.

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.

Yes No

- ☐ 7.6.8 Crime Coverage shall include employee dishonesty, forgery or alteration, and computer fraud in an amount of no less than \$1,000,000 per loss. If CONTRACTOR is



physically located on CITY's premises, a third-party fidelity coverage extension shall apply.

Yes No

- ☐ ☒ 7.6.9 Garage Liability & Garage-keepers Legal Liability for those that manage parking lots for the CITY or service CITY vehicles. Coverage must be written on an occurrence basis, with limits of liability no less than \$1,000,000 per Occurrence, including products & completed operations. This coverage shall be maintained for a period of no less than the later of three (3) years after the delivery of goods/services or final payment of this Agreement.

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.

Yes No

- ☐ ☒ 7.6.10 Liquor Liability for those in the business of selling, serving or furnishing of any alcoholic beverages, whether licensed or not, shall carry a limit of liability of no less than \$1,000,000 per occurrence. Coverage shall be maintained for the later of three (3) years after the delivery of goods/services or final payment under the Agreement.

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.

Yes No

- ☐ ☒ 7.6.11 Sexual Abuse & Molestation for any agreement involving a vulnerable population. Limits shall be no less than \$500,000 per occurrence. This coverage shall be maintained for a period of no less than the later of three (3) years after the delivery of goods/services or final payment of this Agreement. Retroactive date, if any, to be no later than the first day of service to the CITY. *(Limit to align with size and scope of the Agreement and exposure inherent with operation/services being performed.)*

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.

Yes No

- ☐ ☐ 7.6.12 Builder's Risk Insurance shall be "All Risk" for one hundred percent (100%) of the completed value of the project that is the subject of this Agreement with a deductible of not more than five percent (5%) for Named Windstorm and \$20,000 per claim for all other perils. The Builder's Risk Insurance shall include interests of the CITY, the CONTRACTOR and subcontractors of the project. The CONTRACTOR shall include a separate line item for all costs associated with the Builder's Risk Insurance Coverage for the project. The CITY reserves the right at its sole discretion to utilize the CONTRACTOR's Builder's Risk Insurance or for the CITY to purchase its own Builder's



Risk Insurance for the Project. Prior to the CONTRACTOR purchasing the Builder's Risk insurance for the project, the CONTRACTOR shall allow the CITY the opportunity to analyze the CONTRACTOR's coverage and determine who shall purchase the coverage. Should the CITY utilize the CONTRACTOR's Builder's Risk Insurance, the CONTRACTOR shall be responsible for all deductibles. If the CITY chooses to purchase the Builder's Risk Coverage on the project, the CONTRACTOR shall provide the CITY with a change order deduct for all premiums and costs associated with the Builder's Risk insurance in their schedule. Should the CITY choose to utilize the CITY's Builder's Risk Program, the CITY shall be responsible for the Named Windstorm Deductible and the CONTRACTOR shall be responsible for the All Other Perils Deductible.

If and when 100% is not available or reasonable, the CITY Risk Manager is to make the determination as to what limits are appropriate for the given project.

Yes No

☐ ☐

7.6.13 Other Insurance

7.7 REQUIRED ENDORSEMENTS

- 7.7.1 The City of Pembroke Pines shall be named as an Additional Insured on each of the Liability Policies required herein.
- 7.7.2 Waiver of all Rights of Subrogation against the CITY.
- 7.7.3 Thirty (30) Day Notice of Cancellation or Non-Renewal to the CITY.
- 7.7.4 CONTRACTOR's policies shall be Primary & Non-Contributory.
- 7.7.5 All policies shall contain a "severability of interest" or "cross liability" clause without obligation for premium payment of the CITY.
- 7.7.6 The City of Pembroke Pines shall be named as a Loss Payee on all Property and/or Inland Marine Policies as their interest may appear.

7.8 Any and all insurance required of the CONTRACTOR pursuant to this Agreement must also be required by any subcontractor in the same limits and with all requirements as provided herein, including naming the CITY as an additional insured, in any work that is subcontracted unless such subcontractor is covered by the protection afforded by the CONTRACTOR and provided proof of such coverage is provided to CITY. The CONTRACTOR and any subcontractors shall maintain such policies during the term of this Agreement.



7.9 The CITY reserves the right to require any other additional types of insurance coverage and/or higher limits of liability it deems necessary based on the nature of work being performed under this Agreement.

7.10 The insurance requirements specified in this Agreement are minimum requirements and in no way reduce any liability the CONTRACTOR has assumed in the indemnification/hold harmless section(s) of this Agreement.

ARTICLE 8

NON-DISCRIMINATION AND EQUAL OPPORTUNITY EMPLOYMENT

8.1 During the performance of the Agreement, neither the CONSULTANT nor any subcontractors shall discriminate against any employee or applicant for employment because of race, religion, color, gender, national origin, sex, age, marital status, political affiliation, familial status, sexual orientation, or disability if qualified. CONSULTANT will take affirmative action to ensure that employees are treated during employment, without regard to their race, religion, color, gender, national origin, sex, age, marital status, political affiliation, familial status, sexual orientation, or disability if qualified. Such actions must include, but not be limited to, the following: employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. CONSULTANT shall agree to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause. CONSULTANT further agrees that he/she/it will ensure that subcontractors, if any, will be made aware of and will comply with this nondiscrimination clause.

ARTICLE 9

INDEPENDENT CONTRACTOR

9.1 This Agreement does not create an employee/employer relationship between the Parties. It is the intent of the Parties that the CONSULTANT is an independent contractor under this Agreement and not the CITY's employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers' Compensation Act, and the State unemployment insurance law. The CONSULTANT shall retain sole and absolute discretion in the judgment of the manner and means of carrying out CONSULTANT's activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under this Agreement shall be those of CONSULTANT, which policies of CONSULTANT shall not conflict with CITY, State, H.U.D., or United States policies, rules or regulations relating to the use of CONSULTANT's Funds provided for herein. The CONSULTANT agrees that it is a separate and independent enterprise from the CITY, that it has full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. This Agreement shall not be construed as creating any joint employment relationship between the CONSULTANT and the CITY and the CITY will not be liable for any obligation incurred by CONSULTANT, including but not limited to unpaid minimum wages and/or overtime premiums.



ARTICLE 10
AGREEMENT SUBJECT TO FUNDING

10.1 This agreement shall remain in full force and effect only as long as the expenditures provided for in the Agreement have been appropriated by the City Commission of the City of Pembroke Pines in the annual budget for each fiscal year of this Agreement, and is subject to termination based on lack of funding.

ARTICLE 11
UNCONTROLLABLE FORCES

11.1 Neither CITY nor CONSULTANT shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to Uncontrollable Forces, the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid. The term "Uncontrollable Forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to: fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, and governmental actions.

11.2 Neither party shall, however, be excused from performance if nonperformance is due to forces, which are preventable, removable, or remediable, and which the nonperforming party could have, with the exercise of reasonable diligence, prevented, removed, or remedied with reasonable dispatch. The nonperforming party shall, within a reasonable time of being prevented or delayed from performance by an uncontrollable force, give written notice to the other party describing the circumstances and uncontrollable forces preventing continued performance of the obligations of this Agreement.

ARTICLE 12
VENUE

12.1 This Agreement shall be governed by and construed in accordance with the laws of the State of Florida as now and hereafter in force. The venue for claims or actions arising out of or related to this Agreement shall be in Broward County, Florida.

ARTICLE 13
SIGNATORY AUTHORITY

13.1 CONSULTANT shall provide CITY with copies of requisite documentation evidencing that the signator for CONSULTANT has the authority to enter into this Agreement.

ARTICLE 14
PUBLIC RECORDS

14.1 The City of Pembroke Pines is public agency subject to Chapter 119, Florida Statutes. The CONSULTANT shall comply with Florida's Public Records Law. Specifically, the CONSULTANT shall:



14.1.1 Keep and maintain public records required by the CITY to perform the service;

14.1.2 Upon request from the CITY's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law;

14.1.3 Ensure that public records that are exempt or that are confidential and exempt from public record disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and, following completion of the Agreement, CONSULTANT shall destroy all copies of such confidential and exempt records remaining in its possession after the CONSULTANT transfers the records in its possession to the CITY; and

14.1.4 Upon completion of the Agreement, CONSULTANT shall transfer to the CITY, at no cost to the CITY, all public records in CONSULTANT's possession. All records stored electronically by the CONSULTANT must be provided to the CITY, upon request from the CITY's custodian of public records, in a format that is compatible with the information technology systems of the CITY.

14.2 The failure of CONSULTANT to comply with the provisions set forth in this Article shall constitute a Default and Breach of this Agreement, for which, the CITY may terminate the Agreement in accordance with the terms herein.

IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

**CITY CLERK
601 CITY CENTER WAY, 4th FLOOR
PEMBROKE PINES, FL 33025
(954) 450-1050
mgraham@ppines.com**

**ARTICLE 15
MISCELLANEOUS**

15.1 **Ownership of Documents.** Reports, surveys, plans, studies and other data provided in connection with this Agreement are and shall remain the property of CITY whether or not the project for which they are made is completed. CITY hereby agrees to use CONSULTANT's work product for its intended purposes.



15.2 **Records.** CONSULTANT shall keep such records and accounts and require any and all subcontractors to keep records and accounts as may be necessary in order to record complete and correct entries as to personnel hours charged to this engagement, and any expenses for which CONSULTANT expects to be reimbursed. Such books and records will be available at all reasonable times for examination and audit by CITY and shall be kept for a period of ten (10) years after the completion of all work to be performed pursuant to this Agreement. Incomplete or incorrect entries in such books and records will be grounds for disallowance by CITY of any fees or expenses based upon such entries. All records shall be maintained and available for disclosure, as appropriate, in accordance with Chapter 119, Florida Statutes.

15.3 **Assignments; Amendments.** This Agreement, and any interests herein, shall not be assigned, transferred or otherwise encumbered, under any circumstances, by CONSULTANT without the prior written consent of CITY. For purposes of this Agreement, any change of ownership of CONSULTANT shall constitute an assignment which requires CITY approval. However, this Agreement shall run to the benefit of CITY and its successors and assigns.

It is further agreed that no modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

15.4 **No Contingent Fees.** CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CONSULTANT to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONSULTANT any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, CITY shall have the right to terminate the Agreement without liability at its discretion, to deduct from the contract price, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

15.5 **Notice.** Whenever any party desires to give notice unto any other party, it must be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, CONSULTANT and CITY designate the following as the respective places for giving of notice:

CITY	Charles F. Dodge, City Manager City of Pembroke Pines 601 City Center Way Pembroke Pines, Florida 33025 Telephone No. (954) 450-1040

Copy To:	Samuel S. Goren, City Attorney Goren, Cherof, Doody & Ezrol, P.A. 3099 East Commercial Boulevard, Suite 200



Fort Lauderdale, Florida 33308
Telephone No. (954) 771-4500
Facsimile No. (954) 771-4923

CONSULTANT «Vendor_Contact_Title»
 «Vendor_Name»
 «Vendor_Address_Line_1»
 «Vendor_Address_Line_2»
E-mail: «Vendor_Email»
Telephone No: «Vendor_Phone_Number»
Cell phone No: «Vendor_Cell_Number»
Facsimile No: «Vendor_Fax_Number»

15.6 **Binding Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

15.7 **Headings.** Headings herein are for convenience of reference only and shall not be considered on any interpretation of this Agreement.

15.8 **Exhibits.** Each exhibit referred to in this Agreement forms an essential part of this Agreement. The exhibits if not physically attached should be treated as part of this Agreement and are incorporated herein by reference.

15.9 **Severability.** If any provision of this Agreement or application thereof to any person or situation shall to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

15.10 **Extent of Agreement.** This Agreement represents the entire and integrated agreement between the CITY and the CONSULTANT and supersedes all prior negotiations, representations or agreements, either written or oral.

15.11 **Legal Representation.** It is acknowledged that each party was represented by counsel in the preparation of and contributed equally to the terms and conditions of this Agreement and, accordingly, the rule that a contract shall be interpreted strictly against the party preparing same shall not apply herein due to the joint contributions of both Parties.

15.12 **Counterparts and Execution.** This Agreement may be executed in multiple originals or counterparts, each of which shall be deemed to be an original and together shall constitute one and the same agreement. Execution and delivery of this Agreement by the Parties shall be legally binding, valid and effective upon delivery of the executed documents to the other party through facsimile transmission, email, or other electronic delivery.



15.13 **Third Parties.** The services to be performed by the CONSULTANT are intended solely for the benefit of the CITY. No person or entity not a signatory to this Agreement shall be entitled to rely on the CONSULTANT's performance of its services hereunder, and no right to assert a claim against the CONSULTANT by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Agreement or the performance of the CONSULTANT's services hereunder.

15.14 PURSUANT TO SECTION 558.0035, FLORIDA STATUTES, AN INDIVIDUAL EMPLOYEE OR AGENT OF THE CONSULTANT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR ECONOMIC DAMAGES RESULTING FROM NEGLIGENCE UNDER THIS AGREEMENT IF THE CONDITIONS OF SECTION 558.0035, F.S., as amended from time to time, ARE SATISFIED.

15.15 **Scrutinized Companies.** CONSULTANT, its principals or owners, certify that they are not listed on the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations with Syria. In accordance with Section 287.135, Florida Statutes, as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local governmental entity for goods or services if:

15.15.1 Any amount of, at the time bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

15.15.2 One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

15.15.2.1 Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes; or

15.15.2.2 Is engaged in business operations in Syria.

15.16 **No Waiver of Sovereign Immunity.** Nothing contained herein is intended nor shall be construed to waive the CITY's rights and immunities under the common law of Section 768.28, Florida Statutes, as may be amended from time to time.

15.17 **Attorneys' Fees.** In the event that either party brings suit for enforcement of this Agreement, each party shall bear its own attorney's fees and court costs, except as otherwise provided under the indemnification provisions set forth herein above.



15.18 **Protection of CITY Property.** At all times during performance of this Agreement, CONSULTANT shall protect the CITY's property from all damage whatsoever on account of the work being carried on under this Agreement.

15.19 **Domestic Partnership.**

15.19.1 CONSULTANT certifies that it is aware of the requirements of Section 35.39 of the CITY's Code of Ordinances and certifies that (**check only one box below**):

- ☐ CONSULTANT currently complies with the requirements of Section 35.39 of the CITY's Code of Ordinances; or
- ☐ CONSULTANT will comply with the conditions of Section 35.39 of the CITY's Code of Ordinances; or
- ☐ CONSULTANT will not comply with the conditions of Section 35.39 of the CITY's Code of Ordinances; or
- ☐ CONSULTANT does not comply with the conditions of Section 35.39 of the CITY's Code of Ordinances because of the following allowable exemption (**check only box below**):
 - ☐ CONSULTANT does not provide benefits to employees' spouses in traditional marriages; or
 - ☐ CONSULTANT provides an employee the cash equivalent of benefits because CONSULTANT is unable to provide benefits to employees' Domestic Partners or spouses despite making reasonable efforts to provide them. To meet this exception, CONSULTANT shall provide a notarized affidavit that it has made reasonable efforts to provide such benefits. The affidavit shall state the efforts taken to provide such benefits and the amount of the cash equivalent. Case equivalent means the amount of money paid to an employee with a Domestic Partner or spouse rather than providing benefits to the employee's Domestic Partner or spouse. The case equivalent is equal to the employer's direct expense of providing benefits to an employee's spouse; or
 - ☐ CONSULTANT is a religious organization, association, society, or any non-profit charitable or educational institution or organization operated, supervised, or controlled by or in conjunction with a religious organization, association, or society; or
 - ☐ CONSULTANT is a governmental agency.

15.19.2 Except where federal or state law mandates to the contrary, a contractor awarded a contract pursuant to a competitive solicitation shall provide benefits to Domestic Partners and spouses of its employees, irrespective of gender, on the same basis as it provides benefits to employees' spouses in traditional marriages.



15.19.3 CONSULTANT shall provide the City Manager and his/her designee, access to its records for the purpose of audits and/or investigations to ascertain compliance with the provisions of this Article, and upon request shall provide evidence that the CONSULTANT is in compliance with the provisions of this Article upon the renewal of this AGREEMENT or when the City Manager or his/her designee receives a complaint or has reason to believe CONSULTANT may not be in compliance with the provisions of this Article. Records shall include but not be limited to providing the City Manager and his/her designee with certified copies of CONSULTANT's records pertaining to its benefits policies and its employment policies and practices.

15.19.4 CONSULTANT must conspicuously make available to all employees and applicants for employment the following statement:

“During the performance of a contract with the City of Pembroke Pines, Florida, the CONSULTANT will provide Equal Benefits to its employees with spouses, as defined by Section 35.39 of the City of Pembroke Pines Code of Ordinances, and its employees with Domestic Partners and all Married Couples”.

The above statement must also include a contact telephone number and email address for the CITY which will be provided to each contractor when a covered contract is executed.

15.19.5 By executing this Agreement, CONSULTANT certifies that it agrees to comply with the above and Section 35.39 of the City of Pembroke Pines Code of Ordinances, as may be amended from time to time.

THE REMAINDER OF THIS PAGE

HAS BEEN INTENTIONALLY LEFT BLANK



IN WITNESS OF THE FOREGOING, the Parties have set their hands and seals the day and year first written above.

CITY:

CITY OF PEMBROKE PINES, FLORIDA

ATTEST:

By: _____
MARLENE D. GRAHAM, CITY CLERK CHARLES F. DODGE, CITY MANAGER

APPROVED AS TO FORM:

Name: _____
OFFICE OF THE CITY ATTORNEY

CONSULTANT:

«Vendor_Name_Upper_Case»

By: _____
Name: _____
Title: _____

STATE OF _____)
COUNTY OF _____)

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared _____ as _____ of «Vendor_Name», a company authorized to conduct business in the State of Florida, and acknowledged execution of the foregoing Agreement as the proper official of «Vendor_Name» for the use and purposes mentioned in it and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State and County aforesaid on this _____ day of _____, «Contract_Signature_Year».

NOTARY PUBLIC

(Name of Notary Typed, Printed or Stamped)

[Vendor view of bid](#)

[Chat](#) | [Description](#) | [Attachments](#)

Bid #RE-19-15 - Parks Architectural And Engineering Services

Time Left	closed	# of offers	11
Bid Started	Nov 19, 2019 7:05:58 PM EST	Notifications	Report (Bidder Activity)
Bid Ended	This bid closed on Jan 14, 2020 2:00:00 PM EST	# of suppliers viewed	187  (View)
Agency Information	City of Pembroke Pines, FL (view agency's bids)	Q & A	Questions & Answers Questions: 9
Bid Classifications	Classification Codes		
Required Vendor Qualifications	PP-SWORN, PP-LOCAL, PP-VOSB, PP-DRUGFREE, PP-SCRUTINIZED, PP-W9, PP-VENDORINFO, PP-EQUAL, PP-LBTR		
Bid Regions	Regions		
Bid Contact	see contact information		
Delivery Location	One or more of the following locations City of Pembroke Pines No Location Specified Qty 1 Expected Expenditure n/a		
View Rules	Click here to change the rules for this bid.		
Best and Final Offer:	Create		

Approval

View Approval Flow [View Approval Flow](#)
Approval Status [Approved](#)

Description

Bid Number	RE-19-15
Title	Please Submit Documents Here
Quantity	1 each
Contract Duration	3 years
Contract Renewal	See Specifications
Budgeted Amount	\$0.00 (change)
Standard Disclaimer	Bids/proposals must be submitted electronically

Please note vendors should be registered on BidSync under the name of the organization that they are operating as and it should match the organization name on the documents that they are submitting and utilizing when responding to the solicitation. The vendor must provide the necessary information on the BidSync website and upload all of the requested documents listed in the PROPOSAL REQUIREMENTS section of this solicitation. Unless otherwise specified, the City requests for vendors to upload their documents as one (1) PDF document in the order that is outline in the bid package.

The City recommends for proposers to submit their proposals as soon as they are ready to do so. Please allow ample time to submit your proposals on the BidSync website. Proposals may be modified or withdrawn prior to the deadline for submitting Proposals. BidSync Support is happy to help you with submitting your proposal and to ensure that you are submitting your proposals correctly, but we ask that you contact their support line at 1-800-990-9339 with ample time before the bid closing date and time.

PLEASE DO NOT SUBMIT ANY PROPOSALS VIA MAIL, E-MAIL OR FAX.

However, please note that any required Bid Bond or Cashier's Check should be in a sealed envelope, plainly marked "BID SECURITY" (with the Solicitation Number and Title) and sent to the City of Pembroke Pines, City Clerk's Office, 4th Floor, 601 City Center Way, Pembroke Pines, FL 33025.

Bid Comments

The City of Pembroke Pines is seeking qualification statements from qualified firms to provide Parks Engineering Services, in accordance with the terms, conditions, and specifications contained in this solicitation and in accordance with the Consultant's Competitive Negotiation Act (C.C.N.A. – Florida Statute 287.055). Services may include, however are not limited to, architectural, engineering, designs/plans, surveying, design criteria packages, etc.

The City intends to enter into a "continuing contract", as defined by Florida Statute 287.055(2)(g), with one firm which can be used on an as needed basis.

No minimum amount of professional services or compensation will be assured to the firm that is awarded and the CITY shall preserve its option to retain other architectural, engineering and professional service firms or to perform work "in-house" for any particular project or assignment at its sole discretion

Description

Please Submit Documents Here

Documents

[Select All](#) | [Select None](#) | [Download Selected](#)

- ☐ 1.  [RE-19-15 Parks Architectural and Engineering Services.pdf](#) [\[download\]](#) 
- ☐ 2.  [Attachment A - Contact Information Form.docx](#) [\[download\]](#) 
- ☐ 3.  [Attachment B - Non-Collusive Affidavit](#) [\[download\]](#) 
- ☐ 4.  [Attachment C - Proposers Qualifications Statement](#) [\[download\]](#) 
- ☐ 5.  [Attachment D - Sample Insurance Certificate.pdf](#) [\[download\]](#) 
- ☐ 6.  [Attachment E - Specimen Contract - Continuing Contract CCNA 2018-10-25.pdf](#) [\[download\]](#) 
- ☐ 7.  [Attachment F - References Form](#) [\[download\]](#) 
- ☐ 8.  [Attachment G - Standard Form 330.pdf](#) [\[download\]](#) 
-  Addendum 1 (2 documents)

 = Included in Bid Packet  = Excluded from Bid Packet

Addendum #1 - Made On Dec 17, 2019 7:45:46 AM EST

Previous End Date Dec 17, 2019 2:00:00 PM EST
Previous Q & A End Date Dec 2, 2019 8:30:00 PM EST

New End Date Jan 7, 2020 2:00:00 PM EST
New Q & A End Date Dec 23, 2019 8:30:00 PM EST

Addendum #2 - Made On Dec 24, 2019 9:47:14 AM EST

Previous End Date Jan 7, 2020 2:00:00 PM EST

New End Date Jan 14, 2020 2:00:00 PM EST

Addendum #3 - Made On Dec 31, 2019 3:37:21 PM EST

New Documents RE-19-15 Addendum 1.pdf
Revised Attachment E - Sample Contract.pdf

Contractor Advertisements

[View All Ads](#)

There are no advertisements on this solicitation.

Questions? Contact a BidSync representative: 800-990-9339 or email: support@bidsync.com

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Question and Answers for Bid #RE-19-15 - Parks Architectural and Engineering Services

Create New Question

Question Deadline: Dec 23, 2019 8:30:00 PM EST

Overall Bid Questions

Question 1

Having trouble registering through BidSync. I am getting an error message. Is there an issue? (Submitted: Dec 2, 2019 3:29:21 PM EST)

Answer

[edit](#) 

- Please contact BidSync at 800.990.9339 (Answered: Dec 3, 2019 11:23:32 AM EST)

Add to Answer:

Question 2

1. Please provide a more detailed and quantified scope for the list of projects. (i.e. how many sports fields, bathroom facilities etc. (Submitted: Dec 2, 2019 4:08:01 PM EST)

Answer

[edit](#) 

- The projects are not currently specified. The purpose of this solicitation is to establish a "continuing contract" for Parks Architectural and Engineering Services that can be used on an as-needed basis as projects arise. Examples of the type of projects include but are not limited to drainage renovations, bathrooms renovations, playground renovations, field renovations, parking lots, etc. Additional examples are included in the RFQ. (Answered: Dec 31, 2019 3:31:21 PM EST)

Add to Answer:

Question 3

2. Is the Compensation of \$250,000 per year or a total of 5 years and is \$250,00 the maximum amount of fee? (Submitted: Dec 2, 2019 4:08:11 PM EST)

Answer

[edit](#) 

- The amount of \$250,000 was an estimate for a five-year period for each of the two items listed in Tab 5 of the RFQ. The annual not-to-exceed amount will be determined as part of the contract negotiation process, along with the hourly fees. The cost per project will be determined based on the hourly fees contained in the negotiated contract, as each project is brought forward. (Answered: Dec 31, 2019 3:31:21 PM EST)

Add to Answer:

Question 4

3. We have completed many projects with many municipalities over the last 17 years and have only had a \$2 million professional liability. Is \$5 million really required? (Submitted: Dec 2, 2019 4:08:21 PM EST)

Answer

[edit](#) 

- Please see Addendum #1 for updated insurance information. (Answered: Dec 31, 2019 3:31:21 PM EST)

Add to Answer:

Question 5

4. Does the environmental liability need to be provided by the Prime or the sub consultant's responsibility for the review of site conditions? (Submitted: Dec 2, 2019 4:08:34 PM EST)

Answer

[edit](#)

- The Consultant must hold all insurance requirements listed in Revised Attachment E. The Consultant may not utilize a sub-consultant's insurance to comply. (Answered: Dec 31, 2019 3:31:21 PM EST)

Add to Answer:

Question 6

5. On page 19, the insurance requirements appear to be related to a Contractor and not Professional Services. Can you please clarify? (Submitted: Dec 2, 2019 4:08:43 PM EST)

Answer

[edit](#)

- Please see Addendum #1 for updated insurance information. (Answered: Dec 31, 2019 3:31:21 PM EST)

Add to Answer:

Question 7

Tab 7 Attachment C request the Proposer's License number but request a copy of the certificate of status, competency, and/or state registration. Do you want the corporate license attached or the certificate of status? Tab 8, letter c requests the Certificate of Authorization which is also the certificate of status. Please clarify what you are referring to as the Certificate of Status and Certificate of Authorization?

Tab 8 letter c. request Certificate of Authorization for the firm but that is also requested as part of Attachment C. Where should we include it?

Tab 8 letter d. request resumes for the qualifying agent of the firm and all duly authorized representatives. Do you just want that from the Prime firm if subconsultants are included on the team? (Submitted: Dec 17, 2019 9:18:00 AM EST)

[edit](#)

Answer

- Please include any certificates of authorization, certificates of status, competency, and/or state registration in Tab 8 of your submission.

The information should be provided for the entire team to include proposed sub consultants. (Answered: Dec 31, 2019 3:31:21 PM EST)

Add to Answer:

Question 8

Are you looking for one proposal including all the discipline or as an engineering firm we can just submit for engineering services only? (Submitted: Dec 19, 2019 11:14:43 AM EST)

Answer

[edit](#)

- The solicitation is seeking one firm to include all the disciplines. You may not submit for engineering services only, however you may propose the utilization of sub-consultants. Information relating to the sub-consultants should be clearly identified. (Answered: Dec 31, 2019 3:31:21 PM EST)

Add to Answer:

Question 9

Can an Architectural Firm submit a proposal for the Architectural Services? Or is the City looking for a team with a prime Architect/Engineer with sub-consultants who can provide all of the services? (Submitted: Dec 23, 2019 2:22:12 PM EST)

Answer

[edit](#) 

- The solicitation is seeking one firm to include all the disciplines. You may not submit for architectural services only, however you may propose the utilization of sub-consultants. Information relating to the sub-consultants should be clearly identified. (Answered: Dec 31, 2019 3:31:21 PM EST)

Add to Answer:

Submit

Questions? Contact a BidSync representative: 800-990-9339 or email: support@bidsync.com

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Synalovski Romanik Saye, LLC

Bid Contact **Derrick Douglas**
ddouglas@synalovski.com
Ph 954-961-6806

Address **1800 Eller Drive**
Suite 500
Fort Lauderdale, FL 33316

Supplier Code 270222

Qualifications **PP-DRUGFREE PP-EQUAL PP-LBTR PP-LOCAL PP-SCRUTINIZED PP-SWORN PP-VENDORINFO PP-VOSB PP-W9**

Item #	Line Item	Notes	Unit Price	Qty/Unit	Attch.	Docs
RE-19-15--01-01	Please Submit Documents Here	Supplier Product Code: 906-07	First Offer - \$0.00	1 / each	\$0.00	Y Y
					Supplier Total	\$0.00

Synalovski Romanik Saye, LLC

Item: **Please Submit Documents Here**

Attachments

Parks_AE_Services_RE_19_15_SRS.pdf



SYNALOVSKI ROMANIK SAYE
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Parks Architectural & Engineering Services

RFQ # RE-19-15
01/14/2020



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

1800 Eller Drive, Suite 500 • Fort Lauderdale, FL 33316
T - 954.961.6806 • F - 954.961.6807 • www.synalovski.com



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TABLE OF CONTENTS

Parks Architectural & Engineering Services

RFQ # RE-19-15

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TITLE PAGE

RFQ # RE-19-15 "Parks Architectural & Engineering Services"

Date: January 14th, 2020

Name of Firm: SYNALOVSKI ROMANIK SAYE, LLC
1800 Eller Drive, Suite 500
Fort Lauderdale, FL 3316

Contact: Manuel Synalovski, AIA, LEED AP/ Managing Principal
Email Address: msynalovski@synalovski.com
Telephone: 954.804.3515



1. Letter of Interest





SYNALOVSKI ROMANIK SAYE
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LETTER OF INTEREST

December 17th, 2019
City of Pembroke Pines
Purchasing Division
8300 South Palm Drive
Pembroke Pines, Florida 33025

Re: RFQ #RE-19-15 - Parks Architectural & Engineering Services

Dear Evaluation Committee:

SYNALOVSKI ROMANIK SAYE, LLC (SRS) is pleased to submit our qualifications to the City of Pembroke Pines for Parks Architectural and Engineering Services under the General Architecture Services Discipline.

SRS understands that this may include but not limited to: Park Design and Renovation (Sports Fields, Landscaping, Sidewalks, Sports Lighting, Drainage, Irrigation, etc.) as well as permitting services and professional services during construction; Parks and Recreation Building (Bathroom Facilities, Recreation Centers, Aquatic Centers, etc.) as well as permitting and professional services during construction.

SRS further understands that as a part of the scope of work we shall include: Site investigation and evaluation; Report preparation; Project planning/ Master Planning; Design and Preparation of engineering plans, specifications and contract documents; Permits preparation and review; Preparation of schedules; Bid/ award and evaluations; Post Design Services (professional services during construction), including, but not limited to: Meetings; Plans revisions and change order reviews; Shop drawings review; RFI reviews; As-built drawings review; Construction observation and final certification; Certification of proposed requests for payments. **SRS** shall attend all required meetings (including public presentations) with the City, other consultants and regulatory agencies, and/ or private property owners/ developers/ special interest groups.

As is relates to General Architecture Services, **SRS** shall provide services that include but are not limited to: Provide design of commercial buildings and structures; Project planning; Provide preliminary studies; Provide drawings and specifications; Provide site inspections; again attend all City meetings; Certification of Proposer requests for payments.

SRS is a multi-disciplinary Architecture and Interior Design Firm providing professional services in the State of Florida since 1988. For the past thirty-one (31) years, **SRS** has served thirty-two (32) municipalities throughout the State. Since, 2006, **SRS** has also had a branch office in Bradenton, Florida.

Our **SRS** Fort Lauderdale Team includes twenty (20) design professionals. Our staff includes five (5) Registered Architects, two (2) Licensed Interior Designers, three (3) LEED Accredited Professionals, six (6) Graduate Architects, three (3) Administrative Staff and one (1) Architectural Intern. As a Firm, our Senior Staff has been working together for the past twenty-eight (28) years. As a Team, together with our Consultants, we have been responsible for over three hundred and twelve (312) exceptional Municipal Projects.

The project will be led by Manuel Synalovski, AIA, LEED AP and Merrill Romanik, AIA, LEED AP. These principals have been with the Firm 31 and 28 years respectively. With a great reputation and vast experience in designing Municipal Community Spaces. **SRS** and its Consultants have serviced prestigious clients with projects of a similar scope including the Cities of Aventura, Bal Harbor Islands, Coconut Creek, Coral Springs, Dania Beach CRA, Delray Beach CRA, Fort Lauderdale (CRA), Hallandale Beach, Hollywood, Lauderhill, Miami Beach, Miramar, Parkland, Pembroke Pines, Plantation, Pompano Beach, Sunrise, Weston and Broward County Parks & Rec. Department.



SYNALOVSKI ROMANIK SAYE
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SRS has worked on One Hundred and Twenty-one (121) Parks and Recreation Projects. Including Sports Field, Sports Lighting, Sidewalks - our consultants on those teams have addressed the Landscaping, Drainage and Irrigation). **SRS** has recently, within the last few months, completed Major Improvements to Windmill Park in Coconut Creek and Ingalls Park in the City of Hallandale Beach. Additionally, **SRS** has completed Restroom Facilities at TY Park in Hollywood and Quiet Waters in Deerfield Beach, completed the Plantation Community Center, working on the Inverrary Community Center as well as completed Improvements (Aquatic Staff and Restrooms) to the CB Smith Park Aquatic Center.

Neither the projects for the City of Pembroke Pines nor our current projects would be affected as there are no overlaps that would adversely affect our in house process or the methods completion that have a proven track record of delivering on time. All of the key personnel identified will be easily made available, as the project schedule requires. Given our current workload and that of our consultants, we see no limitations with regard to scheduling. We have been extremely successful in properly planning and scheduling our own resources and that of our consultants.

We respectfully request your consideration and our selection to serve the City of Pembroke Pines. We clearly understand the work to be done and are confident that our proven qualifications and our "can-do" attitude will meet and exceed the expectations of the City.

Merrill Romanik, AIA, LEED AP (Principal) is the Firm's Contact:

1800 Eller Drive, Suite 500
Fort Lauderdale, FL 33316
954.961.6806 (O)
954.881.9200 (C)
mromanik@synalovski.com

In advance, we thank you this opportunity to present our qualifications that we may serve as your Consultant. Should you have any questions with the above, please do not hesitate to contact me personally. Merrill Romanik, AIA, LEED AP and I are available to represent our firm at your request.

Respectfully,

A handwritten signature in blue ink, appearing to read 'MS', is written over a light blue rectangular background.

Manuel Synalovski, AIA, LEED AP
Managing Principal



2. Standard Form 330 Parts I & II





SYNALOVSKI ROMANIK SAYE
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STANDARD FORM 330

ARCHITECT – ENGINEER QUALIFICATIONS

PART I – CONTRACT SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION (City and State)

Parks Architectural and Engineering Services - City of Pembroke Pines, FL

2. PUBLIC NOTICE DATE

November 19th, 2019

3. SOLICITATION OR PROJECT NUMBER

RFQ # RE-19-15

B. ARCHITECT – ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Manuel Synalovski, AIA, LEED AP, Managing Principal

5. NAME OF FIRM

Synalovski Romanik Saye, LLC

6. TELEPHONE NUMBER

954.961.6806

7. FAX NUMBER

954.961.6807

8. E-MAIL ADDRESS

msynalovski@synalovski.com

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.	☒				Synalovski Romanik Saye, LLC ☐ CHECK IF BRANCH OFFICE	1800 Eller Drive Suite 500 Fort Lauderdale, FL 33316	Architect Interior Design Planning
b.				☒	Saad El-Hage Engineering, Inc. ☐ CHECK IF BRANCH OFFICE	5601 NW 9 th Avenue, Suite 401 Fort Lauderdale, FL 33441	Structural Engineering
c.				☒	Florida Engineering Services ☐ CHECK IF BRANCH OFFICE	34 NW 168 th Street North Miami Beach, FL 33169	MEP Engineering
d.				☒	Ross Engineering, Inc. ☐ CHECK IF BRANCH OFFICE	3325 South University Drive Suite 1111 Davie, FL 33328	Civil Engineering
e.				☒	Miller Legg ☐ CHECK IF BRANCH OFFICE	5747 N Andrews Way Fort Lauderdale, FL 33309	Landscape Architecture
f.				☒	☐ CHECK IF BRANCH OFFICE		
g.				☒	☐ CHECK IF BRANCH OFFICE		
h.				☒			



SYNALOVSKI ROMANIK SAYE
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STRUCTURAL

ARCHITECT – ENGINEER QUALIFICATIONS

PART I – CONTRACT SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION (City and State)

Parks Architectural and Engineering Services - City of Pembroke Pines, FL

2. PUBLIC NOTICE DATE

November 19th, 2019

3. SOLICITATION OR PROJECT NUMBER

RFQ # RE-19-15

B. ARCHITECT – ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Saad El-Hage, PE

5. NAME OF FIRM

Saad El-Hage Consulting Engineers, Inc.

6. TELEPHONE NUMBER

954.771.8149

7. FAX NUMBER

n/a

8. E-MAIL ADDRESS

sehengrs@bellsouth.net

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.			x		Saad El-Hage Engineering, Inc. ☐ CHECK IF BRANCH OFFICE	5601 NW 9 th Avenue, Suite 401 Fort Lauderdale, FL 33441	Structural Engineering
p					☐ CHECK IF BRANCH OFFICE		
c.					☐ CHECK IF BRANCH OFFICE		
d.					☐ CHECK IF BRANCH OFFICE		
e.					☐ CHECK IF BRANCH OFFICE		
f.					☐ CHECK IF BRANCH OFFICE		
g.					☐ CHECK IF BRANCH OFFICE		
h.							



SYNALOVSKI ROMANIK SAYE
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MEP

ARCHITECT – ENGINEER QUALIFICATIONS

PART I – CONTRACT SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION (City and State)

Parks Architectural and Engineering Services - City of Pembroke Pines, FL

2. PUBLIC NOTICE DATE

November 19th, 2019

3. SOLICITATION OR PROJECT NUMBER

RFQ # RE-19-15

B. ARCHITECT – ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Albert Shub, PE, LEED AP

5. NAME OF FIRM

Florida Engineering Services

6. TELEPHONE NUMBER

305.653.0212

7. FAX NUMBER

n/a

8. E-MAIL ADDRESS

alberts@fesinc.biz

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.			☒		Florida Engineering Services ☐ CHECK IF BRANCH OFFICE	34 NW 168 th Street, North Miami Beach, FL 33169	MEP Engineering
p					☐ CHECK IF BRANCH OFFICE		
c.					☐ CHECK IF BRANCH OFFICE		
d.					☐ CHECK IF BRANCH OFFICE		
e.					☐ CHECK IF BRANCH OFFICE		
f.					☐ CHECK IF BRANCH OFFICE		
g.					☐ CHECK IF BRANCH OFFICE		
h.							



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

CIVIL

ARCHITECT-ENGINEER QUALIFICATIONS

PART I – CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION (City and State)

Parks Architectural and Engineering Services, Pembroke Pines, FL

2. PUBLIC NOTICE DATE

3. SOLICITATION OR PROJECT NUMBER

#RE-19-15

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Robert J. Ross, P.E., Vice President

5. NAME OF FIRM

Ross Engineering, Inc.

6. TELEPHONE NUMBER

954-318-0624

7. FAX NUMBER

954-358-0190

8. E-MAIL ADDRESS

rross@rossengineers.com

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	SUBCON-TRACTOR			
a			X	Ross Engineering, Inc. ☐ CHECK IF BRANCH OFFICE	3325 S. University Dr., Suite 111 Davie, FL	Professional Civil Engineering Services
b				☐ CHECK IF BRANCH OFFICE		
c				☐ CHECK IF BRANCH OFFICE		
d				☐ CHECK IF BRANCH OFFICE		
f				☐ CHECK IF BRANCH OFFICE		
g				☐ CHECK IF BRANCH OFFICE		



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

LANDSCAPE

ARCHITECT – ENGINEER QUALIFICATIONS

PART I – CONTRACT SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION (City and State) City of Pembroke Pines Parks Architectural and Engineering Services	
2. PUBLIC NOTICE DATE 9/19/2019	3. SOLICITATION OR PROJECT NUMBER RFQ # RE-19-15

B. ARCHITECT – ENGINEER POINT OF CONTACT

4. NAME AND TITLE Michael Kroll, Principal-in-Charge / Project Manager		
5. NAME OF FIRM Miller Legg		
6. TELEPHONE NUMBER (954) 628-3651	7. FAX NUMBER (954) 493-6539	8. E-MAIL ADDRESS mkroll@millerlegg.com

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.					Miller Legg ☐ CHECK IF BRANCH OFFICE	5747 N Andrews Way Ft. Lauderdale, FL 33309-2364	Landscape Architect
b.					Miller Legg ☒ CHECK IF BRANCH OFFICE	7743 NW 48th Street, Suite 140 Doral, FL 33166	Landscape Architect
c.					CHECK IF BRANCH OFFICE		
d.					CHECK IF BRANCH OFFICE		
e.					CHECK IF BRANCH OFFICE		
f.					CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

☒ (Attached)



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Manuel Synalovski, AIA, LEED AP	13. ROLE IN THIS CONTRACT Project Principal	14. YEARS EXPERIENCE	
		a. TOTAL 31	b. WITH CURRENT FIRM 31
15. FIRM NAME AND LOCATION (City and State) Synalovski Romanik Saye, LLC - Fort Lauderdale, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Architecture, 1983, University of Miami		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida, Architect; Texas, Architect; Connecticut, Architect Illinois, Architect; Puerto Rico, Architect	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) NCARB, AIA, LEED AP, UBCI, Broward County Board of Rules and Appeals, President B'nai Aviv in Weston, Board Member Area Agency for the Aged, Sponsor for: Children's Harbor in Pembroke Pines, Kids in distress in Wilton Manors, Jewish Federation of Broward County, Rotary Club in Weston, Samuel Scheck Hillel Day School, UNICEF USA, Broward College			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
Ingalls Park/ Community Center Improvements – Hallandale Beach, FL	PROFESSIONAL SERVICES 2017	CONSTRUCTION (If Applicable) 2018
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	☒ Check if project performed with current firm	
a. SRS was tasked with renovating the interior of the existing Community Center/Restroom Building, add +/-20 parking spaces at either the South end along SW 2nd Court or along the West side of the park along SW 8th Avenue, rework interior walkway system as required by parking addition, provide perimeter fencing along either the South end or the West side of property and adjust/improve landscape along of park where new parking is provided, replace pedestrian bridge over water feature, provide a new covered maintenance area, rework existing interior walkway system at North end as required to accommodate new maintenance building, provide new dumpster enclosure, provide location, specification and structural engineering for replacement of two covered pavilions, which will be provided by Owner under separate contract.		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
Veteran's Park - Lauderhill, FL	PROFESSIONAL SERVICES 2017	CONSTRUCTION (If Applicable) 2018
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	☒ Check if project performed with current firm	
b. For the past 10 years, SRS has helped to reshape and renew Lauderhill's urban environment, including elementary and middle schools, commercial designs, and a number of municipal projects. Working with the city's leadership has given SRS unique insight into the culture of the community and its needs and expectations going forward. As such, SRS is designated as the Design Criteria Professional to oversee and advise on the upgrades and expansion of Veterans Park. The existing community center will be renovated and expanded. Bleachers will be replaced at the existing soccer and baseball fields, and new dugouts and backstop will be added to the baseball field. An existing wading pool will be replaced by a modern interactive splash play area. The existing pool deck, drainage, and adjacent older covered pavilions will all be replaced with new components, equipment, and decorative materials.		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
98th Street Park – Bay Harbor Islands, FL	PROFESSIONAL SERVICES 2013	CONSTRUCTION (If Applicable) 2014
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	☒ Check if project performed with current firm	
c. Winters Park has been a long time coming. Bay Harbor Islands purchased the passive park's three parcels of land for \$3.7 million in 2007. But it wasn't until 2012 that \$650,000 was allocated from the city's reserve funds to pay for the park's construction. Winters Park, which spreads across roughly three-quarters of an acre, also features two shaded playgrounds with poured-in-place rubberized surfacing, an interactive splash pad, a picnic pavilion, an open field, an adjacent dog park with water fountains. It's also the first out of the town's five parks to offer public restrooms, with added baby changing stations to both the men's and women's restrooms. Ten new trees were added to the park and dog area, which will provide more shade over time.		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
Sadkin Community Center - Lauderhill, FL	PROFESSIONAL SERVICES 2009	CONSTRUCTION (If Applicable) 2010
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	☒ Check if project performed with current firm	
d. SRS assisted the City of Lauderhill in improving the Interior Finish Selection and Graphic Design at the Sadkin Community Center. Several Rooms including the Large Multi-Purpose Room, wall tiles and corridor floor patterns were chosen based on the input and needs identified by the Assistant City Manager and the Art in Public Places Program. SRS presented and reviewed palettes, finishes, ideas and concepts with the client as required by the project program.		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
Founder's Park Splashpad - Aventura, FL	PROFESSIONAL SERVICES 2006	CONSTRUCTION (If Applicable) 2007
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	☒ Check if project performed with current firm	
e. Founders Park, a 12-acre amenity for Aventura residents, already offered brick-lined walkways overlooking the Intracoastal Waterway, sports resources, sand and shaded benches, and play areas for children when our firm was commissioned to add a futuristic Splashpad. Water splashes from below and above. Fountains underfoot spray upward, while brightly painted tubular "sprouts" and colorful "mushrooms" sprinkle and shower water from above, providing a joyful, splash-happy experience for young children. SRS was the Prime Consultant for this phase, the project lasted 10 months.		

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SYNALOVSKI ROMANIK SAYE
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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Merrill Romanik, AIA, LEED AP	13. ROLE IN THIS CONTRACT Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 28	b. WITH CURRENT FIRM 28
15. FIRM NAME AND LOCATION (City and State) Synalovski Romanik Saye, LLC - Fort Lauderdale, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Architecture, University of Florida 1989 Master of Building Construction, University of Florida 1992 Master of Architecture, Georgia Institute of Technology 1994 Continuing Education, 1997 - Present		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida, Architect, Interior Designer	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) NCARB, AIA, International Association of Interior Design, International Association of Police Chief Certification for the design of Police and Fire Facilities			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED	
TY Park Restroom Renovation – Hollywood, FL		PROFESSIONAL SERVICES 2018	CONSTRUCTION (If Applicable) 2019
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm	
a.	As part of the County's Beautification/ Renovation Plan for its Park Buildings, SRS was tasked with upgrading restroom facilities at Topeekeegee Yugnee Park (TY Park), which loosely translates to "meeting or gathering place". This hundred and thirty-eight acre active/ passive park is accessorized with the usual large park amenities, also boasts an Aquatic component - Castaway Island Water Park and an RV Park. SRS published plans that included demolition for three existing restrooms and renovations of one other, with enhanced Lighting and Wayfinding for all. SRS designed a standard restroom for Buildings A, B, D and reworked the design to compliment the site for Building F, four in total. All were designed to meet the current ADA standards and increased the overall aesthetics by seamlessly introducing new restroom facilities back to the park.		
(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED	
Windmill Park Improvements – Coconut Creek, FL		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If Applicable) 2018
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm	
b.	In 2011, the City of Coconut Creek purchased a neighboring two-acre lot, with plans for a major \$2.4 million revamping. Current plans include easier, more direct access to each area, new lighting, repositioning the tennis courts, expanding the dog park, adding ADA-approved play apparatus, stationed outdoor exercise paths, picnic pavilions, restrooms, and additional parking spaces. To retain a sense of its farmstead origins, Windmill Park will be dotted with rustic accents, such as a corral fencing entry reminiscent of the Johns' home. As an additional scope to the project, the administration spaces were moved to the second level of existing park building and the downstairs area converted to a Tennis Pro Shop and storage, the existing restrooms were renovated and a closed lift secure elevator to the existing building. Project was completed June 2018.		
(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED	
Ocean Park Revitalization Phase 1 – Dania Beach, FL		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If Applicable) 2017
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm	
c.	As part of the City of Dania Beach's Beautification Plan for its Parks, SRS was tasked with upgrading and adding facilities at Ocean Park, a five-acre linear park. This included Dune Restoration, Landscaping and Beautification, Renovation of existing Bathrooms and enhanced Lighting and Signage. SRS participated in Phase One of the process which focused primarily on-site improvements, organizing signage and creating a sense of place for the Dania Beach Ocean Park. A Kayak Building was added for storage of rafts and other beach equipment. Its location, so near to the inlet, has some of the best natural and well-preserved beaches in South Florida in addition to a fully operational marina and accented by the Dania Beach Pier and the Quarterdeck Restaurant. This provided a challenge as the buildings had to maintain their integrity to be able to withstand the ever-present elements (wind, sand, sun), while adhering to the Mid-Century Modern vernacular of the City.		
(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED	
Village Multipurpose Center - Sunrise, FL		PROFESSIONAL SERVICES 2007	CONSTRUCTION (If Applicable) 2008
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm	
d.	The City of Sunrise and the School Board of Broward County partnered to create a master-planned multipurpose complex in response to a community need for recreation, education, and extracurricular activities. At a site adjacent to Sunrise's City Park and Village Elementary School, facilities were built to be shared by the school and the City's Leisure Services Department. Included are a multipurpose gymnasium, five instructional classrooms, administrative spaces, and restroom facilities. The \$5.5 million complex stands as a model of the power and intelligence of community partnering by the City of Sunrise and the School Board in sharing a vision and pooling funding monies.		
(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED	
Library Park Restroom Facilities - Weston, FL		PROFESSIONAL SERVICES 2007	CONSTRUCTION (If Applicable) 2008
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm	
e.	A 5-acre passive "reading" park located adjacently to the Weston Branch Library, creates a strong connection between both facilities with a paved walkway that leads directly from the library. The park offers three (3) beautiful gazebos that are often used as outdoor venues for Library events and by avid readers, lighted pathways, a Weston History Walk providing education relating to the City's archeological past, Florida Author's Fountain, seating and open areas for picnics and ample parking. One of the rare amenities offered at this park is free WIFI throughout. SRS was responsible for designing the Restroom Building and making it consistent with the overall design of the park and as well as completely ADA accessible.		



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STRUCTURAL

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Saad El-Hage, P.E.	13. ROLE IN THIS CONTRACT Managing Principal	14. YEARS EXPERIENCE	
		a. TOTAL 32	b. WITH CURRENT FIRM 17
15. FIRM NAME AND LOCATION (City and State) Saad El-Hage Consulting Engineers, Inc. (5601 NW 9 th Avenue, Fort Lauderdale, FL 33309)			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Science – Louisiana State University, 1984 Masters of Science – California State Collage, 1985		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer 42550, (Civil Engineer – FL) Threshold Inspector 965, (Structural Inspection – FL)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) ACI, ASCE			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED	
Ty Park Restroom Buildings (Bay Harbor Islands, FL)		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If Applicable) 2018
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm	
a.	420 SF, Male/ Female Standing Restroom each (Concrete Masonry Walls/ Smooth Stucco Finish, Light Weight Truss Roof) (\$1.5 Million, four buildings) Provided Structural Construction Documents		
98th Street Park Restroom Building (Bay Harbor Islands, FL)		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If Applicable) 2014
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm	
b.	530 SF, Male/ Female Standing Restroom (Concrete Masonry Walls, Wood Rafters with tongue and groove for standing seam metal roof) (\$185,000) Provided Structural Construction Documents		
Southside Community Center (Fort Lauderdale, FL)		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If Applicable) 2017
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm	
c.	1 Story 12,200 sf Community Center (reinforced masonry walls, steel joists) (\$3.5 Million) Provided Structural Construction Documents		
Plantation Community Center (Plantation, FL)		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If Applicable) 2017
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm	
d.	12,500 SF Community Center (masonry walls, steel joists) (\$3.2 Million) Provided Structural Construction Documents		
Pembroke Pines Civic Center (Pembroke Pines, FL)		PROFESSIONAL SERVICES 2014	CONSTRUCTION (If Applicable) 2017
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm	
e.	125,000 SF municipal building (tilt walls, steel joists) (\$60 Million) Provided Structural Construction Documents		

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SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Albert Shub, P.E., LEED AP	13. ROLE IN THIS CONTRACT President	14. YEARS EXPERIENCE	
		a. TOTAL 33	b. WITH CURRENT FIRM 28
15. FIRM NAME AND LOCATION (City and State) Florida Engineering Services (34 NW 168 th Street, North Miami Beach, FL 33169)			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Science –University of Miami, 1985 (Mechanical Engineering)		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer 43413, (Mechanical Engineer – FL) PI TAU SIGMA – National Honorary Mechanical Engineering Society	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) LEED AP Certification; American Society of Heating, Air Conditioning and Refrigeration Engineer; National Fire Protection Association; National Society of Plumbing Engineers; US Green Building Association			

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
a.	Palms Convalescent (North Miami Beach, FL)	2016	2017
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE New 2-story skilled nursing facility		
b.	NuVista Living Nursing & Rehabilitation (Wellington, FL)	2011	2012
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE New 3-story skilled nursing and memory care facility, New 3 story assisted living facility		
c.	Riviera Health Resort (Coral Gables, FL)	2011	2012
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE New 5-story skilled nursing facility		
d.	Classic Residence by Hyatt, aka Vi at Aventura (Aventura, FL)	2003	2004
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE New 3-story health care center consisting of parking garage, 1 level of skilled nursing and memory care facility, 1 level of assisted living facility.		
e.	Victoria Nursing & Rehabilitation Center (Miami, FL)	2000	2001
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Conversion/Renovation of former Victoria Hospital into a 6-story skilled nursing facility.		

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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Ernesto Torres, P.E.	13. ROLE IN THIS CONTRACT VP, Electrical Department	14. YEARS EXPERIENCE	
		a. TOTAL 31	b. WITH CURRENT FIRM 23
15. FIRM NAME AND LOCATION (City and State) Florida Engineering Services (34 NW 168 th Street, North Miami Beach, FL 33169)			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Science –Universidad Nacional de Ingenieria (1987) (Electrical Engineering)		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer 49958, (Electrical Engineer – FL)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Registered Electrical Engineer in New York			

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
a.	Palms Convalescent (North Miami Beach, FL)	2016	2017
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE New 2-story skilled nursing facility	☒ Check if project performed with current firm	
b.	NuVista Living Nursing & Rehabilitation (Wellington, FL)	2011	2012
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE New 3-story skilled nursing and memory care facility, New 3 story assisted living facility	☒ Check if project performed with current firm	
c.	Riviera Health Resort (Coral Gables, FL)	2011	2012
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE New 5-story skilled nursing facility	☒ Check if project performed with current firm	
d.	Classic Residence by Hyatt, aka Vi at Aventura (Aventura, FL)	2003	2004
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE New 3-story health care center consisting of parking garage, 1 level of skilled nursing and memory care facility, 1 level of assisted living facility.	☒ Check if project performed with current firm	
e.	Victoria Nursing & Rehabilitation Center (Miami, FL)	2000	2004
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Conversion/Renovation of former Victoria Hospital into a 6-story skilled nursing facility.	☒ Check if project performed with current firm	

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SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Melissa Ross, MSCE	13. ROLE IN THIS CONTRACT Project Manager	14. YEARS EXPERIENCE a. TOTAL 18 b. WITH CURRENT FIRM 16	

15. FIRM NAME AND LOCATION (City and State) Ross Engineering, Inc., Miami, Florida

16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. Civil Engineering, Florida International University, 2000 Master's in Civil Engineering, Florida International University, 2003	17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) American Society of Civil Engineers NASSCO Certified Ad-ICPR H&H Modeling Training Florida Engineering Society Haestad Methods StormCad Training Haestad Methods WaterCad Training	

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
City of Hallandale Beach Ingalls Park, Hallandale, FL	PROFESSIONAL SERVICES 2016	CONSTRUCTION (if applicable) 2017
a	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Complete redesign of the park. She designed all the drainage and grading for the new sidewalks, parking lot and pavilions. As part of this project, the City Hallandale requested for all of the existing sidewalks surrounding the park to be extended to 8' sidewalks. Ms. Ross coordinated closely with the Landscape Architect for the relocation of the existing trees as well as relocating existing catch basins. Permits for onsite and offsite were obtained from the City of Hallandale Beach, Broward County EPD, and FDOT drainage connection permit since this site was within 500' of an FDOT right-of-way. This project is currently under construction. Role: Project Manager	
	☒ Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State) Broward County Regional Park, Broward County Parks and Recreation, Broward County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2007	CONSTRUCTION (if applicable)
b	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project to conduct a groundwater modeling to support this 107-acre park's water use permit for irrigation design. Scope included a site vicinity environmental characterization using Federal, State, and local government database searches to identify potential and existing contaminated sites; Identified existing legal users and existing legal domestic users. Constructed MODFLOW groundwater models of the proposed groundwater withdrawal and demonstrated drawdown with respect to contaminated sites, existing legal users, existing legal domestic users, surface water bodies, and sensitive areas. The modeling impact assessments were conducted for the proposed withdrawal alone and the proposed withdrawal with the accumulative drawdown of all existing legal users and pending applications. Proposed locations of recharge wells and surface water pumps, irrigation schedules based on need, wells and surface water withdrawals were simulated. Role: Project Manager	
	☒ Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State) Pine Trails Park Phase I Parkland, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2006	CONSTRUCTION (if applicable) 2007
c	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Master Plan for Phase I 80-acre Pine Trails Park. The drainage and pavement design for the parking lots, roadways, soccer fields and basketball courts were designed to provide the required slopes necessary to remove any runoff from the courts. In addition, water and sanitary sewer service was provided for the concession stands. Permits were obtained from the City of Parkland, South Florida Water Management District, North Springs Improvement District, Broward County Health Department, and Broward County Wastewater Permit. Role: Project Manager	
	☒ Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State) Franklin Academy Charter School, Cooper City, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2011	CONSTRUCTION (if applicable) 2013
d	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE This project is located on a vacated 25-acre site, of which 10 acres were purchased for this project. This site also has a proposed boat ramp that is currently under construction. All on-site existing utilities were investigated before preliminary design was proposed. Ms. Ross helped to design the drainage, water and sanitary sewer. This school required a lift station and force main to be designed and permitted. Role: Project Engineer.	
	☒ Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State) Pine Trails Park Phase II - Parkland, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2006	CONSTRUCTION (if applicable) 2007
e	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Second phase of the Master Plan 80-acre Pine Trails Park. This phase consisted of providing drainage and pavement design for the remaining parking lots, roadways, soccer fields and basketball courts to provide the drainage for this area. In addition, water and sanitary sewer service was provided for the concession stands and drinking fountains. Permits were obtained from the City of Parkland, South Florida Water Management District, North Springs Improvement District, Broward County Health Department, and Broward County Wastewater Permit. Role: Project Engineer.	
	☒ Check if project performed with current firm	



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Robert J. Ross, P.E.	13. ROLE IN THIS CONTRACT Sr. Civil Engineer	14. YEARS EXPERIENCE a. TOTAL 28 b. WITH CURRENT FIRM 16	
15. FIRM NAME AND LOCATION (City and State) Ross Engineering, Inc., Miami, Florida			
16. EDUCATION (DEGREE AND SPECIALIZATION) M.S. Civil Engineering, FIU, 2003 Water Resources B.S. in Civil Engineering, FIU, 2000 B.S. in Engineering Technology, University of Central Florida, 1994		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Registered Professional Engineer, Florida #59485	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) FDEP Qualified Stormwater Inspector #5318 HEC RAS Model Training 1996, 2000, 2004 XP-SWMM Model Training 2002, 2004 ICPR Training 1997 Water Environmental Federation Member American Society of Civil Engineers Member Florida Engineering Society Member / Florida Institute of Consulting Engineers Member Firm			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State) Broward County Regional Park, Broward County Parks and Recreation Broward County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2007	CONSTRUCTION (if applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project to conduct a groundwater modeling to support this 107-acre park's water use permit for irrigation design. Scope included a site vicinity environmental characterization using Federal, State, and local government database searches to identify potential and existing contaminated sites; Identified existing legal users and existing legal domestic users. Constructed MODFLOW groundwater models of the proposed groundwater withdrawal and demonstrated drawdown with respect to contaminated sites, existing legal users, existing legal domestic users, surface water bodies, and sensitive areas. The modeling impact assessments were conducted for the proposed withdrawal alone and the proposed withdrawal with the accumulative drawdown of all existing legal users and pending applications. Proposed locations of recharge wells and surface water pumps, irrigation schedules based on need, wells and surface water withdrawals were simulated. Role: EOR	☒ Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State) Recreation and Open Spaces General Engineering Services Contract for Miami Dade County Parks & Recreation, Various Locations, Miami-Dade County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016	CONSTRUCTION (if applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Our first task work order was to conduct a Sanitary Sewer Evaluation System (SSES) for thirteen parks throughout Miami Dade County as per Miami Dade County DERM's SSES program. This evaluation survey allows the County to locate and correct excessive infiltration and inflow (I/I) into the sewer lines. Ross preformed a site inspection and evaluation for each of the parks. Four of the existing parks only needed to have smoke tests performed because they had less than 1,000 feet of gravity sewer and the remaining Parks required smoke test and flow tests to check the amount of infiltration/inflow in the system. The existing system was evaluated using the smoke machine to see if there was any smoke visible above ground. All problems were indicated on the reports. A final report was provided to the Park to submit to Miami Dade County for approval. Role: EOR	☒ Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State) Ingalls Park, City of Hallandale Beach Hallandale, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016	CONSTRUCTION (if applicable) 2017
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Engineering for the drainage design of a +4.5-acre park located in Hallandale Beach. Project included design of all drainage and grading for the new improvements at the park, including all dragging inside the park, along the new walkways and parking lots. In addition, the existing sidewalk was widening from 4' to 8' in some areas. All permitting efforts with both FDOT and Broward County were coordination in a timely manner to ensure on-time project delivery. Role: EOR	☒ Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State) City of North Miami Biscayne Park Water Main Improvements N. Miami, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2013	CONSTRUCTION (if applicable) 2014
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Lead engineer for the water main design along NE 109 th Street. Preliminary design performed for the water main layout. Final design and specifications followed with permitting and construction engineering inspection and certification of the project. EOR: Lead Engineer	☒ Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State) City of Hallandale Beach General Engineering Services Sidewalk Master Plan, Hallandale Beach, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2012	CONSTRUCTION (if applicable) 2015
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project to create a Masterplan of the City's sidewalks and connectivity. The assignment was to identify deficiencies and introduce solutions for sidewalk connectivity allowing for safe pedestrian usage including Americans with Disability Act (ADA) improvements for proper handicap access. Role: Project Manager	☒ Check if project performed with current firm	



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LANDSCAPE ARCHITECTS

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Michael Kroll, RLA, FASLA	13. ROLE IN THIS CONTRACT Principal-In-Charge / Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 32	b. WITH CURRENT FIRM 30
15. FIRM NAME AND LOCATION (City and State) Miller Legg, Ft. Lauderdale, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Landscape Architecture / Landscape Architecture Graduate Studies / Urban and Regional Planning		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) FL / Registered Landscape Architect TX / Registered Landscape Architect	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Kroll, President of Miller Legg, has been actively involved in projects ranging from large scale habitat restoration to international urban redevelopment projects. His 30+-year career has concentrated on planning, infrastructure, open space, transportation and redevelopment, principally in South Florida. Mr. Kroll's diverse professional experience has led to projects that successfully integrate environmental, planning and landscape architectural services. Under his leadership, Miller Legg develops project solutions that respond to the natural environment, respect the social fabric and create sustainable aesthetic spaces.			

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
a.	(1) TITLE AND LOCATION (City and State) City of Pembroke Pines Taft St. Improvements Pembroke Pines, FL	2016	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Principal-In-Charge - Miller Legg was on the RJ Behar team for this Taft Street Design Build project for the City of Pembroke Pines. The firm's services was landscape architectural design and post design services and included the development of design and contract documents including plans and specifications. Support during the construction phase with Requests for Information and contractor submittals was also provided.	☒ Check if project performed with current firm	
b.	(1) TITLE AND LOCATION (City and State) City of Pembroke Pines Streetscape Design Guidelines Pembroke Pines, FL	2012	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Principal-In-Charge / Project Manager - Miller Legg worked on the City of Pembroke Pines City Wide Streetscape Master Plan which included the creation of context sensitive design guidelines for the roadway corridors throughout the City including accommodations for mobility. This Master Plan looked at both the corridor segment and intersection component. Corridor segment components included: median plantings, side of road' (along the right-of-way or street edge), plantings, street trees, specialty plantings. Intersection segment components included: median nose treatments, crosswalks, expanded pedestrian plazas at the corners, specialty items and icons, may also include some specialty 'threshold' plantings, if there is adequate space. Residential streets included 'Family Ways'. These streets are intra-neighborhood linkages with improvements designed to enhance alternative modes of transportation – such as walking and biking. The Family Ways more effectively link residential communities with schools and parks and with commercial nodes, too, for shopping and to promote commerce at a local level.	☒ Check if project performed with current firm	
c.	(1) TITLE AND LOCATION (City and State) City of Plantation Parks & Recreation Master Plan Plantation, FL	2018	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Principal-In-Charge / Project Manager - Miller Legg was selected to prepare the first Plantation Parks and Recreation Master Plan. The firm will provide comprehensive recreation planning based upon research of existing facilities and programs, recreation opportunities and needs analyses specific to City of Plantation demographics to develop programming, budget and operational needs for a 10-year horizon. Public Outreach to effectively gather and disseminate information during Plan development is an important focus of the project. Public workshops will assist in determining community recreation needs and desires. Recreation sites will be reviewed, along with future expansion opportunities to accommodate program requirements. The final Master Plan will include a 10-year capital improvement plan for the implementation of proposed Plan improvements.	☒ Check if project performed with current firm	
d.	(1) TITLE AND LOCATION (City and State) City of Lauderhill Sports Park Lauderhill, FL	2017	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Principal-In-Charge - The City of Lauderhill is improving the amenities at the 12-acre Lauderhill Sports Park, including the proposed replacement of natural grass with synthetic turf on the baseball field and cricket pitch, conversion of the playground area wood chip surface to synthetic turf, playground shade and football scoreboard replacement, modifications to portions of the fitness trail and the addition of new fitness trail exercise equipment. Miller Legg is providing civil engineering design, stormwater permitting, landscape architecture, irrigation design, preparation of materials and construction specifications and bidding assistance services.	☒ Check if project performed with current firm	
e.	(1) TITLE AND LOCATION (City and State) City of Coconut Creek Landscape Architecture Continuing Services Contract, Coconut Creek, FL	2017	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Principal-In-Charge - Miller Legg has been successfully providing a variety of sustainable landscape architecture, hardscape, irrigation, urban design and construction observation services to the City through Continuing Services contracts since 2002. In addition, other services have included surveying and traffic engineering. Projects have included Florida Friendly landscape and median improvements, roadway beautification, intersection upgrades and miscellaneous projects.	☒ Check if project performed with current firm	



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STANDARD FORM 330 (1/2004) PAGE 2

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Miguel Juncal, RLA, CA	13. ROLE IN THIS CONTRACT Landscape Architect	14. YEARS EXPERIENCE	
		a. TOTAL 15	b. WITH CURRENT FIRM 10
15. FIRM NAME AND LOCATION (City and State) Miller Legg, Ft. Lauderdale, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Landscape Architecture, Minor in Environmental Sciences, University of Florida, 2004		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) FL / Registered Landscape Architect Certified Arborist	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Juncal is a Landscape Architect and Certified Arborist with a variety of public and landscape architecture experience including roadway landscaping and irrigation design, active and passive park landscape design and higher educational facilities projects. Certified Arborist services include: tree species identification and inventories, tree surveys and canopy mapping, destroyed/damaged tree assessments, tree value estimates, tree grading, tree species selection for planting, mangrove trimming oversight and tree permitting			

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
a.	(1) City of Miami Morningside Park Miami, FL	2019	2019
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Architect - The City of Miami contracted with Miller Legg to prepare construction documents for the Miami Morningside Park Tennis Courts project. The scope included rebuilding six (6) tennis courts, reconstruction of all walkways between the courts, including an ADA-accessible route from the existing main park building. Services included civil engineering, landscape architecture, permitting and limited construction administration. Apart from the City, other agencies with jurisdiction include Miami-Dade County Department of Environmental Resources (DERM) and South Florida Water Management District (SEWMD).	☒ Check if project performed with current firm	
b.	(1) Homestead Biscayne Everglades Greenway Homestead, FL	Ongoing	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Architect - Among the services Miller Legg is providing for this 3.2 mile, 12-foot-wide Biscayne Everglades Greenway shared-use trail project are landscape architectural, engineering, surveying and environmental service including preparation of FDOT-approved construction documents, design of regulatory and wayfinding signs, pavement markings, safe pedestrian push button crossing and necessary drainage within the C-103 Canal right-of-way from East Mowry Drive to SW 137th Avenue in Homestead. The scope of services is based upon a 2017 Florida Shared-use Non-Motorized Trail Agreement between the City of Homestead and FDOT.	☒ Check if project performed with current firm	
c.	(1) Coral Gables War Memorial Youth Center Coral Gables, FL	2017	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Architect - This City of Coral Gables 7-acre War Memorial Youth Center in Miami Dade County stands as a living memorial to the veterans of Coral Gables who risked their lives for the American way of life. The project improvements were to multi-purpose athletic fields and the Civic Plaza. As a subconsultant to MC Harry Associates, Miller Legg was responsible for the landscape architecture, civil engineering, design development, final construction documents, construction administration and permitting of the improvement program. Improvements included athletic field drainage, re-sodding and irrigation design.	☒ Check if project performed with current firm	
d.	(1) City of South Miami Parks and Recreation Master Plan South Miami, FL	2017	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Designer - Miller Legg prepared the first City of South Miami Parks and Recreation Master Plan. The professional services for this Master Plan included comprehensive planning, recreation planning, significant maintenance planning, landscape architecture, and public outreach services. To develop programming, budget, and operational needs for a 10-year horizon, our team researched existing facilities and recreation opportunities, and needs analyses specific to South Miami demographics. Public outreach services included a public online survey, multiple public presentations and workshops.	☒ Check if project performed with current firm	
e.	(1) Broward College Bailey Hall Improvements Davie, FL	2014	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Architect - Miller Legg was responsible for civil engineering and landscape architecture services associated with the revitalization of the pedestrian and landscape areas in and around the southwest quadrant of the Broward College Davie Campus Bailey Hall courtyard and Buildings 3 & 5 & 6. The existing concrete courtyard area was demolished and pavers installed between Buildings 3 and 4. Pedestrian walkways were repaved and paver landings installed for ADA compliant picnic tables. Landscape improvements focused on aesthetic and ADA compliance upgrades. Construction plans included hardscape paver installation details for dimensional layout including planting and irrigation plans. Civil engineering services included demolition, paving, grading and permitting. Landscape architecture services consisted of hardscape, landscape and irrigation.	☒ Check if project performed with current firm	



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STANDARD FORM 330 (1/2004) PAGE 2

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Brian Shore, RLA	13. ROLE IN THIS CONTRACT Landscape Architect	14. YEARS EXPERIENCE	
		a. TOTAL 19	b. WITH CURRENT FIRM 19
15. FIRM NAME AND LOCATION (City and State) Miller Legg, Ft. Lauderdale, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Science / Landscape Architecture		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) FL / Registered Landscape Architect FL / FDOT Intermediate Maintenance of Traffic	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) As a Senior Landscape Architect, Mr. Shore has significant experience in landscape architectural design and landscape construction services for a variety of public and private projects. Specialties include landscape, hardscape, and irrigation design services for streetscape and roadway projects including the Florida Department of Transportation (FDOT), all aspects of active and passive park design, health-care campuses, and environmental wetland habitat creation. Other experience includes various residential and commercial projects. Mr. Shore is an Associate of the firm.			

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
a.	(1) City of Pembroke Pines Taft St. Improvements Pembroke Pines, FL	2016	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Architect - Miller Legg was on the RJ Behar team for this Taft Street Design Build project for the City of Pembroke Pines. The firm's scope of services was landscape architectural design and post design services and included the development of design and contract documents including plans and specifications. Support during the construction phase with Requests for Information and contractor submittals was also provided.	☒ Check if project performed with current firm	
b.	(1) City of Pembroke Pines Streetscape Design Guidelines Pembroke Pines, FL	2012	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Architect - Miller Legg worked on the City of Pembroke Pines City Wide Streetscape Master Plan which included the creation of context sensitive design guidelines for the roadway corridors throughout the City including accommodations for mobility. This Master Plan looked at both the corridor segment and intersection component. Corridor segment components included: median plantings, side of road' (along the right-of-way or street edge), plantings, street trees, specialty plantings. Intersection segment components included: median nose treatments, crosswalks, expanded pedestrian plazas at the corners, specialty items and icons, may also include some specialty 'threshold' plantings, if there is adequate space. Residential streets included 'Family Ways'. These streets are intra-neighborhood linkages with improvements designed to enhance alternative modes of transportation – such as walking and biking. The Family Ways more effectively link residential communities with schools and parks and with commercial nodes, too, for shopping and to promote commerce at a local level.	☒ Check if project performed with current firm	
c.	(1) City of Lauderhill Sports Park Lauderhill, FL	2018	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Architect - The City of Lauderhill is improving the amenities at the 12-acre Lauderhill Sports Park, including the proposed replacement of natural grass with synthetic turf on the baseball field and cricket pitch, conversion of the playground area wood chip surface to synthetic turf, playground shade and football scoreboard replacement, modifications to portions of the fitness trail and the addition of new fitness trail exercise equipment. Miller Legg provided civil engineering design, stormwater permitting, landscape architecture, irrigation design, preparation of materials and construction specifications and bidding assistance services.	☒ Check if project performed with current firm	
d.	(1) City of South Miami Parks and Recreation Master Plan South Miami, FL	2017	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Architect - Miller Legg prepared the first City of South Miami Parks and Recreation Master Plan. The professional services for this Master Plan included comprehensive planning, recreation planning, significant maintenance planning, landscape architecture, and public outreach services. To develop programming, budget, and operational needs for a 10-year horizon, our team researched existing facilities and recreation opportunities, and needs analyses specific to South Miami demographics. Public outreach services included a public online survey, multiple public presentations and workshops.	☒ Check if project performed with current firm	
e.	(1) City of Coconut Creek Landscape Architecture Continuing Services Contract, Coconut Creek, FL	2012	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Manager - Miller Legg has been successfully providing a variety of sustainable landscape architecture, hardscape, irrigation, urban design and construction observation services to the City through Continuing Services contracts since 2002. In addition, other services have included surveying and traffic engineering. Projects have included Florida Friendly landscape and median improvements, roadway beautification, intersection upgrades and miscellaneous projects.	☒ Check if project performed with current firm	



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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Raul Nevarez Gavela	13. ROLE IN THIS CONTRACT Landscape Designer	14. YEARS EXPERIENCE <table border="1"> <tr> <td>a. TOTAL</td> <td>b. WITH CURRENT FIRM</td> </tr> <tr> <td>6</td> <td>3</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	6	3
a. TOTAL	b. WITH CURRENT FIRM						
6	3						
15. FIRM NAME AND LOCATION (City and State) Miller Legg, Ft. Lauderdale, FL							
16. EDUCATION (DEGREE AND SPECIALIZATION) Master of Landscape Architecture / Associates Degree / Architecture		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)					
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Nevarez Gavela is a Landscape Designer with public and private sector experience in highway and roadway landscaping and irrigation, urban parks and public spaces, as well as commercial and residential landscape design projects. He has technical expertise in AutoCAD, Microstation, LandFX.							

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
a.	(1) TITLE AND LOCATION (City and State) Miami-Dade County Parks Misc. Landscape Architecture Support Services, Miami, FL	PROFESSIONAL SERVICES 2017	CONSTRUCTION (If Applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Designer - Miller Legg is providing in-house landscape architecture design support services for Capital Improvements to the Parks & Recreation Department for a variety of County park projects. Most recently, the firm has provided playground design for Serena Lakes Park, Trust for Public Lands (TPL) Fitness Zone Design for Amelia Earhart Park, and playground design for Debbie Curtin Park. Landscape Architecture services include landscape architecture, hardscape and irrigation design. This work is being performed under the County's Equitable Distribution Program Continuous Professional Services Agreement.	☒ Check if project performed with current firm	
b.	(1) TITLE AND LOCATION (City and State) City of Lauderhill Sports Park Lauderhill, FL	PROFESSIONAL SERVICES 2018	CONSTRUCTION (If Applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Designer - The City of Lauderhill is improving the amenities at the 12-acre Lauderhill Sports Park, including the proposed replacement of natural grass with synthetic turf on the baseball field and cricket pitch, conversion of the playground area wood chip surface to synthetic turf, playground shade and football scoreboard replacement, modifications to portions of the fitness trail and the addition of new fitness trail exercise equipment. Miller Legg provided civil engineering design, stormwater permitting, landscape architecture, irrigation design, preparation of materials and construction specifications and bidding assistance services.	☒ Check if project performed with current firm	
c.	(1) TITLE AND LOCATION (City and State) City of Miami Morningside Park Tennis Center Miami, FL	PROFESSIONAL SERVICES 2109	CONSTRUCTION (If Applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Landscape Designer - The City of Miami Morningside park created an expanded and improved tennis facility at the park. The project included improvements to an existing seven (7) courts that had experienced degradation due to drainage and soil stabilization issues. A new court layout was developed to increase the facility to eight (8) lighted courts and a warm-up training wall amenity. Other tennis improvements included upgraded lighting, fencing and shaded bench area. A central courtyard was also developed as a key element of the project design. This courtyard creates an inviting area for players and spectators to gather before and after matches. A themes paver field with lush landscaping that embraces large existing ficus trees creates a pleasant gathering space not previously found at Morningside Park, and helps establish it as a premier public tennis destination in the City of Miami. Services included civil engineering, landscape architecture, permitting and limited construction administration to assist the City in the bidding, observation and certification of the project improvements. Apart from the City, other agencies with jurisdiction include Miami-Dade County Department of Environmental Resources (DERM) and South Florida Water Management District (SFWMD).	☒ Check if project performed with current firm	
d.	(1) TITLE AND LOCATION (City and State) City of Miami Hadley Park Synthetic Turf and Park Improvements Miami, FL	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If Applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Irrigation Designer - Under Miller Legg's professional service agreement with the City of Miami for landscape architectural services, the firm has been retained to provide civil engineering, landscape architecture, permitting and limited construction observation services for the Hadley Park synthetic turf and park improvements project. Miller Legg is to provide underground utility designation services in order to prepare an existing utility map. Schematic design documents for the proposed improvements are being provided, to include client meetings and preliminary Opinion of Probable Cost. Final construction documents will be developed for chosen field layout, fencing, pedestrian walkways, grading, site amenities, ADA-accessible ramp, sodding and irrigation. Permit coordination will be coordinated with the City, Miami-Dade DERM and SFWMD. Construction administration services will be delivered, culminating with a statement of work completion and as-built submittal.	☒ Check if project performed with current firm	
e.	(1) TITLE AND LOCATION (City and State) Town of Lauderdale-By-the-Sea Poinciana/Bougainvillea Roadway and Parking Improvements, Lauderdale By-the-Sea, FL	PROFESSIONAL SERVICES 2017	CONSTRUCTION (If Applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Irrigation Designer - Under the firm's Continuing Services Contract, Miller Legg is providing design and permitting services for parking, roadway and landscape architectural improvements for the Poinciana Street and Bougainvillea Drive area north of Commercial Blvd. to alleviate congestion along the parallel corridor of SR A1A in the Town of Lauderdale-By-The-Sea. Services include: roadway and parking area design, lighting, utility coordination, permitting, landscape, hardscape and irrigation, and pre- and post-construction observation services.	☒ Check if project performed with current firm	

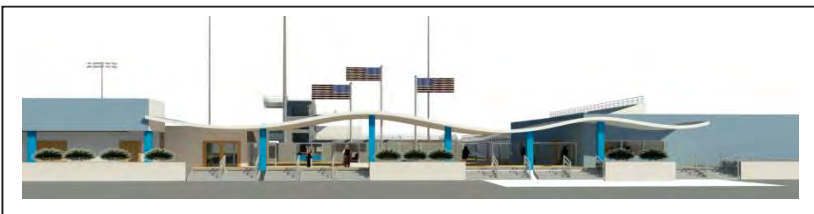
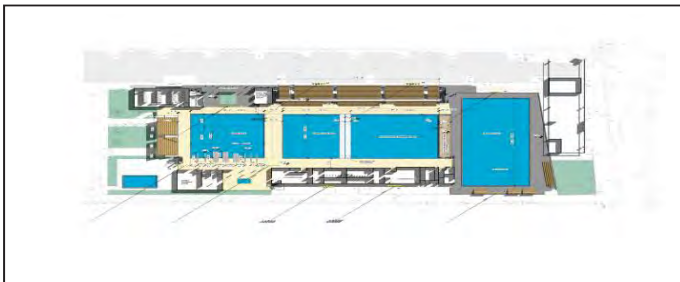


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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, If not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 1		
21. TITLE AND LOCATION (City and State) YMCA – L.A. Lee Mizell Community Center – Fort Lauderdale, FL		22. YEAR COMPLETED <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES 2018</td> <td style="width: 50%;">CONSTRUCTION (if Applicable) 2020</td> </tr> </table>	PROFESSIONAL SERVICES 2018	CONSTRUCTION (if Applicable) 2020
PROFESSIONAL SERVICES 2018	CONSTRUCTION (if Applicable) 2020			
23. PROJECT OWNER'S INFORMATION				
a. PROJECT OWNER YMCA of South Florida	b. POINT OF CONTACT NAME Ms. Sheryl Woods – President/ CEO	c. POINT OF CONTACT TELEPHONE NUMBER 954.334.9622		
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> As long-time advocates and supporters of the YMCA legacy and community model, SRS has been involved with the South Florida organization for nearly two decades, from architecture to master planning to construction oversight, as well as pro bono work on an as-needed basis. For the first of three new proposed YMCA projects, SRS is designing the new L.A. Lee YMCA Mizell Community Center located in the heart of Fort Lauderdale's African American community. The iconic project expands outreach and provides a network of new services, spaces, and resources to address evolving community needs. The redesigned four-story, 64,000 SF structure will offer preschool programming and child care; an outdoor swimming pool and swimming programs for water skills, exercise, and safety; two floors dedicated to wellness and fitness activities; a black box theater, youth zone, and rooftop terrace; and a fourth floor dedicated to educational goals, including GED and college entry preparation, presented by Broward College and Broward Schools. Intriguingly, the ground floor level features an incubator area for emerging entrepreneurs and provides eight retail bays to be leased for local businesses.				
				
25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT				
a.	(1) FIRM NAME Synalovski Romanik Saye, LLC	(2) FIRM LOCATION <i>(City and State)</i> Fort Lauderdale, FL	(3) ROLE Architect	
b.	(1) FIRM NAME Saad El-Hage Consulting Engineers, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Fort Lauderdale, FL	(3) ROLE Structural Engineer	
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE	
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE	
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE	



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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, If not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 2		
21. TITLE AND LOCATION (City and State) Aquatic Complex – Fort Lauderdale, FL		22. YEAR COMPLETED <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%;">CONSTRUCTION (if Applicable) 2017</td> </tr> </table>	PROFESSIONAL SERVICES 2016	CONSTRUCTION (if Applicable) 2017
PROFESSIONAL SERVICES 2016	CONSTRUCTION (if Applicable) 2017			
23. PROJECT OWNER'S INFORMATION				
a. PROJECT OWNER City of Fort Lauderdale CRA	b. POINT OF CONTACT NAME Mr. Tom Green, PE – Beach Senior Project Manager	c. POINT OF CONTACT TELEPHONE NUMBER 954.797.2268		
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost) The Design Criteria Package for Fort Lauderdale Aquatic Complex improvements involves an \$18.2 million budget. Improvements include removal of the existing Main Competition Pool, and replacement with an expanded and fully FINA-compliant [Fédération Internationale de Natation] pool with two movable stainless bulkheads. The existing Diving Pool and underground observation room will be removed and replaced with a new fully FINA-compliant pool with a dive tower of five platform levels and one-meter and three-meter springboards. Metal bleachers for 550+/- spectators will be added to the west side of the Diving Pool. The existing Divers Spa will be replaced with a new larger spa. Other improvements include new surfacing and gutters for the existing Training Pool; new surfacing for the existing Instructional Pool; and raising the pool deck to allow for increased pool depth competition levels. A new grandstand building and bleachers will replace the existing north side facility, providing a fabric shade canopy, new restrooms, concessions, ticket office, and metal bleachers for 1500+/- spectators.				
  				
25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT				
a.	(1) FIRM NAME Synalovski Romanik Saye, LLC	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Architect	
b.	(1) FIRM NAME Saad El-Hage Consulting Engineers, Inc.	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Structural Engineer	
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	



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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

3

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

Plantation Community Center - Plantation, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2015

CONSTRUCTION (if Applicable)
2017

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
City of Plantation

b. POINT OF CONTACT NAME
Mr. Danny Ezzeddine, AIA - Chief Building Official

c. POINT OF CONTACT TELEPHONE NUMBER
954.797.2268

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

A new 12,500 SF community center will enhance Plantation Woods Park, located within the Plantation's "Historic District." The new \$2 million 10,500 SF facility that embraces the park's whimsical features, while providing outdoor adult exercise opportunities with cross-fitness station rotations, children's play areas, interactive indoor playing equipment, aerobics/dance studio that may all be converted into one large space for events for over 300 people, game room, meeting rooms, warming kitchen, large event and performance spaces, summer children's programming and administrative spaces. The structure appears to float into the existing park and provides the indoor spaces in a light, airy and natural way.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Synalovski Romanik Saye, LLC	(2) FIRM LOCATION <i>(City and State)</i> Fort Lauderdale, FL	(3) ROLE Architect
b.	(1) FIRM NAME Saad El-Hage Consulting Engineers, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Fort Lauderdale, FL	(3) ROLE Structural Engineer
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE



SYNALOVSKI ROMANIK SAYE
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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, If not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 4		
21. TITLE AND LOCATION (City and State) Southside Cultural Center – Fort Lauderdale, FL		22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2015</td> <td>CONSTRUCTION (if Applicable) 2017</td> </tr> </table>	PROFESSIONAL SERVICES 2015	CONSTRUCTION (if Applicable) 2017
PROFESSIONAL SERVICES 2015	CONSTRUCTION (if Applicable) 2017			
23. PROJECT OWNER'S INFORMATION				
a. PROJECT OWNER City of Fort Lauderdale	b. POINT OF CONTACT NAME Mr. Scott Teschky, CCM, LEED AP - Senior Project Manager	c. POINT OF CONTACT TELEPHONE NUMBER 954.828.6195		
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> South Side, Fort Lauderdale's first elementary school, is one of the city's earliest surviving structures. An historic treasure, it was added to the U.S. National Register of Historic Places in 2006. Designed by architect John Peterson, South Side opened in 1922 in the midst of the 1920s Florida real estate boom. The 11,000 SF, two-story building features stucco exterior, awning style windows, a flat roof with a parapet, and a rectangular T-shaped footprint. In 1969, after 45 years, the school closed. The building was repurposed for other children's services. That facility closed in the early 1990s, and the building fell into disuse, and suffered damage from vandalism and neglect. In 2004 the City of Fort Lauderdale acquired the site, and a multi-phase rehabilitation program began. The exterior historical improvements were completed in 2012. In 2015, SRS was awarded the responsibility for completing the interior and site improvements. Major improvements include enclosure of an existing breezeway and stair tower, adding an ADA compliant ramp, lighting, landscaping, irrigation, utilities work, sidewalks and walkways. Interior spaces on the first floor allow for a reception area; fitness, multipurpose, and arts and crafts rooms; and a warming kitchen. The second floor offers administrative offices for Parks and Recreation staff. Thirty-seven parking spaces will be added to the site, adjacent to Hardy Park, which features tennis courts, shuffleboard courts, lawn bowling club, and clubhouse.				
      				
25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT				
a.	(1) FIRM NAME Synalovski Romanik Saye, LLC	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Architect	
b.	(1) FIRM NAME Saad El-Hage Consulting Engineers, Inc.	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Structural Engineer	
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	



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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

5

21. TITLE AND LOCATION (City and State)

Miramar Pineland Park - Miramar, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2011

CONSTRUCTION (if Applicable)
2013

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Broward County Parks and Rec.

b. POINT OF CONTACT NAME

Sue Goldstein/ PM

c. POINT OF CONTACT TELEPHONE NUMBER

954.357.8060

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

At roughly 157 acres, Miramar Pineland is a unique combination of scrubby Flatwoods to the north and restored wetlands and associated prairie to the south. Its slash pine forest, in the northern half, is one of the largest intact resources of its kind in the county. The two distinct vegetative communities are separated by fairly deep ravines that were cut when the site was once popular with off-road-vehicle enthusiasts. It will be one of the most diverse sites in the Broward County Parks and Recreation Division: part regional park, part nature center, and part natural area. The public will be able to enjoy the Pineland Trail (approximately 3,700 feet of walkway that is a combination of concrete trail and elevated boardwalk with overlook); the Wetland Trail and Boardwalk (a trail combining concrete path and aluminum boardwalk that runs approximately 2,400 feet along and through the park's wetland mitigation project); a large covered playground; the Division's first interactive children's water-play Splash Pad; restroom facilities; three rental shelters; and an entrance gatehouse. In 2018, SRS started designing the Nature Center for the Park.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Synalovski Romanik Saye, LLC	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Architect
b.	(1) FIRM NAME Saad El-Hage Consulting Engineers, Inc.	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Structural Engineer
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



SYNALOVSKI ROMANIK SAYE
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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)

John Mullin Park Aquatic Center - Lauderdale, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2010

CONSTRUCTION (if Applicable)
2011

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
City of Lauderdale

b. POINT OF CONTACT NAME
Mrs. Desorae Giles-Smith, Asst. City Manager

c. POINT OF CONTACT TELEPHONE NUMBER
954.730.3000

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

As a result of receiving a Broward County SWIM Central Grant, the City of Lauderdale reinvented its previous City Hall site by creating a community-based swim facility in the midst of a multifamily neighborhood. The site offers a newly landscaped corridor that signals a rebirth of the area. The swim complex includes a 25-meter competition pool, fun pool and "Fun-Brella," 18,000 SF pool deck, 4,000 SF community building, concession stand, and restrooms. The architectural vocabulary is that of the Caribbean islands and is intended to provide visitors with a "resort-like feel." The pool provides recreation as well swimming lessons and water safety training. Interiors and exterior were planned to include public art pieces that celebrate the aquatic nature of the facility.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Synalovski Romanik Saye, LLC	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Architect
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE



SYNALOVSKI ROMANIK SAYE
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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

7

21. TITLE AND LOCATION (City and State)

SW Pines Park - Pembroke Pines, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2007

CONSTRUCTION (if Applicable)
2008

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

City of Pembroke Pines

b. POINT OF CONTACT NAME

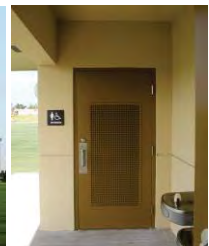
Mr. Steven Buckland, Asst. Director of Public Services

c. POINT OF CONTACT TELEPHONE NUMBER

954.518. 9107

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

SRS partnered with The Haskell Company for the design-build four-field soccer park on 56 acres for the City of Pembroke Pines. In addition to the soccer fields, the nature/wetland park encompasses a boardwalk, basketball and racquetball courts, modular restroom, and concession/ restroom building with adjoining restrooms. Construction Cost: \$15 million



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Synalovski Romanik Saye, LLC	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Architect
b.	(1) FIRM NAME Saad El-Hage Consulting Engineers, Inc.	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Structural Engineer
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

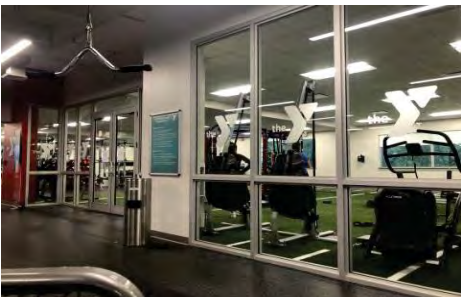


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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, If not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 8		
21. TITLE AND LOCATION (City and State) Sunrise Athletic Complex - Sunrise, FL		22. YEAR COMPLETED <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES 2007</td> <td style="width: 50%;">CONSTRUCTION (if Applicable) 2008</td> </tr> </table>	PROFESSIONAL SERVICES 2007	CONSTRUCTION (if Applicable) 2008
PROFESSIONAL SERVICES 2007	CONSTRUCTION (if Applicable) 2008			
23. PROJECT OWNER'S INFORMATION				
a. PROJECT OWNER City of Sunrise	b. POINT OF CONTACT NAME Alan Gavazzi, AIA/ Asst. Dir. of Community Development	c. POINT OF CONTACT TELEPHONE NUMBER 954.572.2487		
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost) The re-envisioned park added value to the community and increased the pride and leisure opportunities of residents. The 29-acre Sunrise Athletic Complex, initially developed in the 1970s, needed upgrades and renovation for degraded equipment and eroded site conditions. We provided an improvement plan for five baseball fields with dugouts and new scorer's towers, as well as improvements to lighted tennis courts, basketball court, two racquetball courts, and two soccer fields. Enhancements were added to the tot lot, playground equipment, restrooms, and a community building. The budget of \$883,600 included drainage upgrades, a new multipurpose football field, new pedestrian sidewalks and pathway lighting, grading improvements on the existing fields, replacement of two existing pedestrian bridges over a water body, and construction of new vehicular barriers and landscape improvements along the perimeter of the site.				
				
25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT				
a.	(1) FIRM NAME Synalovski Romanik Saye, LLC	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Architect	
b.	(1) FIRM NAME Saad El-Hage Consulting Engineers, Inc.	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Structural Engineer	
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	



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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 9	
21. TITLE AND LOCATION (City and State) West Broward YMCA - Weston, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES Ph1: 2003; Ph2: 2007 CONSTRUCTION (if Applicable) Ph1: 2005; Ph2: 2008	
23. PROJECT OWNER'S INFORMATION			
a. PROJECT OWNER YMCA of South Florida	b. POINT OF CONTACT NAME Ms. Sheryl Woods – President/ CEO	c. POINT OF CONTACT TELEPHONE NUMBER 954.334.9622	
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> Located in Weston Regional Park, also designed by our firm, the 42,000 SF facility includes a multi-use gymnasium, 7,000 SF fitness center, aerobics studio, spinning room, children's playrooms, and teen center. The activity center features a four-sided 28-foot climbing tower, a traverse wall where children learn the skill of bouldering, ping-pong, foosball, air hockey tables, video game station, and Internet access. The teen center includes a big-screen TV and a library of movies, video games, Internet access, game tables, and comfortable chairs. In July 2007, the aquatic center was completed to round out the outdoor facilities with a 10 Lane Olympic-size pool, family fun pool, plunge pool for the waterslide tower, splashpad and teaching area to fulfill the requirements of the Broward County SWIM Central Grant. Our firm was responsible for managing the \$7.5 million construction cost.			
        			
25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME Synalovski Romanik Saye, LLC	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Architect
b.	(1) FIRM NAME Saad El-Hage Consulting Engineers, Inc.	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Structural Engineer
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE



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EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, If not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 10		
21. TITLE AND LOCATION (City and State) Weston Regional Park - Weston, FL		22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2000</td> <td>CONSTRUCTION (if Applicable) 2002</td> </tr> </table>	PROFESSIONAL SERVICES 2000	CONSTRUCTION (if Applicable) 2002
PROFESSIONAL SERVICES 2000	CONSTRUCTION (if Applicable) 2002			
23. PROJECT OWNER'S INFORMATION				
a. PROJECT OWNER City of Weston	b. POINT OF CONTACT NAME Ms. Patricia Bates, MMC - City Clerk	c. POINT OF CONTACT TELEPHONE NUMBER 954.385.2000		
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost) Weston Regional Park was conceived as a central recreation site for this family-oriented community located west of Fort Lauderdale and equidistant from Miami and Palm Beach counties. The county park consists of field facilities in multiples of eight, forecast to satisfy the demographics of the city and its anticipated population increase. The park amenities include: (1) Skate Park, (2) ADA Accessible Playgrounds, (8) baseball fields, (8) soccer fields, (3) hockey rinks, (8) basketball courts, (4) sand volleyball courts, (5) restroom/concession areas, (8000 Linear Feet) Exercise Trail, Sports Field Lighting, 1300 parking spaces, a camping ground, a park maintenance building, and the SRS-designed Weston Community Center & West Broward YMCA. Great care was taken regarding low-maintenance landscaping and other environmental and aesthetic elements due to its proximity to the edge of the Everglades.             				
25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT				
a.	(1) FIRM NAME Synalovski Romanik Saye, LLC	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Architect	
b.	(1) FIRM NAME Saad El-Hage Consulting Engineers, Inc.	(2) FIRM LOCATION (City and State) Fort Lauderdale, FL	(3) ROLE Structural Engineer	

[illegible]

NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	YMCA – LA Lee Mizell Community Center – Fort Lauderdale, FL	6	John Mullin Park Aquatic Center - Lauderhill, FL
2	Aquatic Complex – Fort Lauderdale, FL	7	SW Pines Park - Pembroke Pines, FL
3	Plantation Community Center - Plantation, FL	8	Sunrise Athletic Complex - Sunrise, FL
4	SouthSide Cultural Center – Fort Lauderdale, FL	9	West Broward YMCA - Weston, FL
5	Miramar Pineland Park - Miramar, FL	10	Weston Regional Park - Weston, FL



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H. ADDITIONAL INFORMATION

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

A handwritten signature in blue ink, appearing to read 'Manuel Synalovski', is written over a horizontal line.

32. DATE

December 17th, 2019

33. NAME AND TITLE

Manuel Synalovski, AIA, LEED AP, Managing Principal

STANDARD FORM 330 (1/2004) PAGE 5



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

ARCHITECT – ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)
RFQ # RE -19-15

PART II – GENERAL QUALIFICATIONS

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

2a. FIRM (OR BRANCH OFFICE) NAME SYNALOVSKI ROMANIK SAYE, LLC			3. YEAR ESTABLISHED 2009	4. DUNS NUMBER 962303488
2b. STREET 1800 Eller Drive, Suite 500			5. OWNERSHIP	
2c. CITY Fort Lauderdale			2d. STATE FL	2e. ZIP CODE 33316
6a. POINT OF CONTACT NAME AND TITLE Manuel Synalovski, AIA, LEED AP - Managing Principal			a. TYPE LLC	
6b. TELEPHONE NUMBER 954.961.6806			b. SMALL BUSINESS STATUS Yes	
6c. E-MAIL ADDRESS msynalovski@synalovski.com			7. NAME OF FIRM (If block 2a is a branch office)	
8a. FORMER FIRM NAME(S) (If any) Manuel Synalovski Associates, LLC Manuel Synalovski, Inc. Manuel Synalovski Architects, Inc. Manuel Synalovski, AIA, NCARB			8b. YR. ESTABLISHED 2009 2006 1994 1986	8c. DUNS NUMBER 962303488

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 (1) FIRM (2) BRANCH	a. Profile Code	b. Experience	c. Revenue Index Number (see below)
06	Architects / Interns	5	C10	Commercial Building: (low rise); Shopping	4
37	Interior Designers	2	F02	Field Houses, Gyms, Stadiums	2
02	Administrative	3	E02	Educational Facilities; Classrooms	5
			G01	Garages; Vehicle Maintenance Facilities; Parking	2
			O01	Office Building; Industrial Parks	3
			P13	Public Safety Facilities	4
			S11	Sustainable Design	2
			I05	Interior Design; Space Planning	2
			J01	Judicial and Courtroom Facilities	1
			L04	Libraries; Museums; Galleries	1
			R04	Recreational Facilities (Parks; Marinas; act.)	3
			S12	Swimming Pools	1
			H10	Hotels; Motels	2
			C11	Community Facilities	4
			D07	Dining Halls; Clubs; Restaurants	2
			A08	Animal Facilities	1
			A11	Auditoriums & Theatres	1
			C05	Child Care/Development Facilities	2
			C06	Churches; Chapels	2
			H11	Housing (Residential, Multifamily, Apartments,	2
	Other Employees	10			
	Total	20			

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	0	1. Less than \$100,000	6. \$2 million to less than \$5 million
b. Non-Federal Work	7	2. \$100,000 to less than \$250,000	7. \$5 million to less than \$10 million
c. Total Work	7	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

12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE 	b. DATE December 17th, 2019
c. NAME AND TITLE Manuel Synalovski, AIA, LEED AP, Managing Principal	

AUTHORIZED FOR LOCAL REPRODUCTION
MANDATORY USE DATE OF FORM 5/1/2004

STANDARD FORM 330 (1/2004) PAGE 6



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

STRUCTURAL

ARCHITECT – ENGINEER QUALIFICATIONS				1. SOLICITATION NUMBER (If any) RFQ-RE-19-15	
PART II – GENERAL QUALIFICATIONS					
<i>(If a firm has branch offices, complete for each specific branch office seeking work.)</i>					
2a. FIRM (OR BRANCH OFFICE) NAME Saad El-Hage Consulting Engineers, Inc.				3. YEAR ESTABLISHED 2001	4. DUNS NUMBER
2b. STREET 5601 Powerline Road #401				5. OWNERSHIP	
2c. CITY Fort Lauderdale		2d. STATE FL	2e. ZIP CODE 33309	a. TYPE Corporation	
6a. POINT OF CONTACT NAME AND TITLE Saad Elia El-Hage, PE/ Owner				b. SMALL BUSINESS STATUS N/A	
6b. TELEPHONE NUMBER 954.771.8149		6c. E-MAIL ADDRESS sehengrs@bellsouth.net		7. NAME OF FIRM (If block 2a is a branch office)	
8a. FORMER FIRM NAME(S) (If any)				8b. YR. ESTABLISHED	8c. DUNS NUMBER
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 (1) FIRM (2) BRANCH		a. Profile Code	b. Experience
57	Structural Engineer	1		C10	Commercial Building; (low rise); Shopping
02	Administrative	2		F02	Field Houses, Gyms, Stadiums
				E02	Educational Facilities; Classrooms
				G01	Garages; Vehicle Maintenance Facilities; Parking
				O01	Office Building; Industrial Parks
				P13	Public Safety Facilities
				S11	Sustainable Design
				I05	Interior Design; Space Planning
				J01	Judicial and Courtroom Facilities
				L04	Libraries; Museums; Galleries
				R04	Recreational Facilities (Parks; Marinas; act.)
				S12	Swimming Pools
				H10	Hotels; Motels
				C11	Community Facilities
				D07	Dining Halls; Clubs; Restaurants
				A08	Animal Facilities
				A11	Auditoriums & Theatres
				C05	Child Care/Development Facilities
				C06	Churches; Chapels
				H11	Housing (Residential, Multifamily, Apartments,
	Other Employees	0			
	Total	3			
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	0	1. Less than \$100,000			
b. Non-Federal Work	5	2. \$100,000 to less than \$250,000			
c. Total Work	5	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			
12. AUTHORIZED REPRESENTATIVE					
The foregoing is a statement of facts.					
a. SIGNATURE 				b. DATE December 17th, 2019	
c. NAME AND TITLE Saad Elia El-Hage, PE/ Owner					
AUTHORIZED FOR LOCAL REPRODUCTION MANDATORY USE DATE OF FORM 5/1/2004				STANDARD FORM 330 (1/2004) PAGE 6	



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

MEP

ARCHITECT – ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (if any)
RFQ # RE -19-15

PART II – GENERAL QUALIFICATIONS

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

2a. FIRM (OR BRANCH OFFICE) NAME Florida Engineering Services			3. YEAR ESTABLISHED 2015		4. DUNS NUMBER	
2b. STREET 34 NW 168th Street			5. OWNERSHIP			
2c. CITY North Miami Beach			2d. STATE FL		2e. ZIP CODE 33169	
6a. POINT OF CONTACT NAME AND TITLE Albert Shub, PE, LEED AP - President			a. TYPE Corporation			
6b. TELEPHONE NUMBER 305.653.0212			b. SMALL BUSINESS STATUS No			
6c. E-MAIL ADDRESS alberts@fesinc.biz			7. NAME OF FIRM (if block 2a is a branch office)			
8a. FORMER FIRM NAME(S) (if any) F.E.S. Inc.			8b. YR. ESTABLISHED 1983		8c. DUNS NUMBER	

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 (1) FIRM (2) BRANCH		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
42	Mechanical Engineer	2		A11	Auditoriums & Theatres	2
21	Electrical Engineer	2		C05	Child Care/Development Facilities	1
08	CADD Technician	2		C06	Churches; Chapels	1
02	Administrative	2		C10	Commercial Building; (low rise); Shopping	2
				C11	Community Facilities	1
				D07	Dining Halls; Clubs; Restaurants	2
				E02	Educational Facilities; Classrooms	1
				F02	Field Houses, Gyms, Stadiums	1
				F03	Fire Protection	2
				G01	Garages; Vehicle Maintenance Facilities; Parking	1
				H06	Highrise; Air-Rights – Type Buildings	1
				H10	Hotels; Motels	1
				H11	Housing (Residential, Multi-Family, Apt., Condo.)	1
				I05	Interior Design; Space Planning	2
				L04	Libraries; Museums; Galleries	1
				O01	Office Building; Industrial Parks	2
				P07	Plumbing & Piping Design	1
				P13	Public Safety Facilities	2
				R04	Recreational Facilities (Parks; Marinas; act.)	2
				S11	Sustainable Design	2
				S12	Swimming Pools	1
	Other Employees	2		W01	Warehouses & Depots	2
Total		10				

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)

a. Federal Work	0
b. Non-Federal Work	4
c. Total Work	4

PROFESSIONAL SERVICES REVENUE INDEX NUMBER

1. Less than \$100,000	6. \$2 million to less than \$5 million
2. \$100,000 to less than \$250,000	7. \$5 million to less than \$10 million
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

12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE 		b. DATE January 14th, 2020	
c. NAME AND TITLE Albert Shub, PE, LEED AP - President			

AUTHORIZED FOR LOCAL REPRODUCTION
MANDATORY USE DATE OF FORM 5/1/2004

STANDARD FORM 330 (1/2004) PAGE 6



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LANDSCAPE

ARCHITECT – ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)
RFQ # RE-19-15

PART II – GENERAL QUALIFICATIONS

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

2a. FIRM (OR BRANCH OFFICE) NAME Miller Legg				3. YEAR ESTABLISHED 1965		4. DUNS NUMBER 038700035	
2b. STREET 7743 NW 48th St., Suite 140				5. OWNERSHIP			
2c. CITY Doral		2d. STATE FL		2e. ZIP CODE 33166		a. TYPE Corporate	
6a. POINT OF CONTACT NAME AND TITLE Michael Kroll, President				b. SMALL BUSINESS STATUS Yes			
6b. TELEPHONE NUMBER (954) 628-3651				6c. E-MAIL ADDRESS mkroll@millerlegg.com			
8a. FORMER FIRM NAME(S) (If any)				8b. YR. ESTABLISHED		8c. DUNS NUMBER	
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 (1) FIRM (2) BRANCH		a. Profile Code	b. Experience	c. Revenue Index Number (see below)	
02	Administrative	13	12	C02	Cemeteries (Planning & Relocation)	5	
07	Biologist	4	4	C06	Churches; Chapels	2	
08	CADD Technician	3	3	C10	Commercial Building; (low rise);	2	
12	Civil Engineers	8	4	C14	Conservation and Resource	4	
14	Computer Programmer	1	1	E01	Ecological & Archeological	4	
16	Construction Manager	0	0	E02	Educational Facilities; Classrooms	4	
19	Ecologists	1	1	H07	Highways; Streets; Airfield Paving;	2	
21	Electrical Engineers	0	0	H09	Hospitals & Medical Facilities	3	
23	Environmental Engineer	0	0	H11	Housing (Residential, Multifamily,	6	
50	Environmental Risk Assessor	0	0	I06	Irrigation; Drainage	2	
24	Environmental Scientist	1	1	L01	Laboratories; Medical Research	2	
29	GIS Specialist	0	0	L03	Landscape Architecture	5	
39b	Irrigation Designer	0	0	P04	Pipelines (Cross-country--Liquid &	2	
38	Land Surveyor	2	2	P05	Planning (Community; Regional;	3	
38a	Survey Crew Members	10	5	P06	Planning (Site, Installation and	3	
39	Landscape Architects	4	3	R04	Recreational Facilities (Parks;	4	
39a	Landscape Designers	3	3	S04	Sewage Collection, Treatment &	5	
47	Planners: Urban/Regional	1	1	S13	Stormwater Handling & Facilities	5	
51	Safety/Occupational Health	0	0	S10	Surveying; Platting; Mapping; Flood	2	
60	Transportation Engineers	0	0	T03	Traffic & Transportation Engineering	2	
	Other Employees	1	0	U02	Urban Renewals; Community	4	
Total		52	40	W03	Water Supply; Treatment and	4	
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	4	1. Less than \$100,000		6. \$2 million to less than \$5 million			
b. Non-Federal Work	6	2. \$100,000 to less than \$250,000		7. \$5 million to less than \$10 million			
c. Total Work	6	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			
12. AUTHORIZED REPRESENTATIVE The foregoing is a statement of facts.							
a. SIGNATURE 				b. DATE 12/16/19			
c. NAME AND TITLE Michael Kroll, President							



3. Certified Minority Business Enterprise

3



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City of Pembroke Pines

RE-19-15

MINORITY CERTIFICATE

State of Florida

Minority Business Certification

SYNALOVSKI ROMANIK SAYE, LLC

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:

04/23/2019 to 04/23/2021

Jonathan R. Satter, Secretary
Florida Department of Management Services



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4. Firms Understanding and Approach to Work

4



PROJECT APPROACH

SYNALOVSKI ROMANIK SAYE, LLC (SRS) and our team of consultants have extensive experience in the delivery of municipal in the State of Florida, inclusive of over 121 Muniipal Parks and Recreation Projects, 25 for the City of Pembroke Pines.

Key to the success of any project is the establishment of the duties at hand and identifying whom will be responsible for each activity. Our experience has proven that uncompromised communication and a clear decision making process will assure an amazing project is completed for the City of Pembroke Pines.

SRS looks forward to adding the City of Pembroke Pines project to our list of successfully completed municipal projects. Candidly, we understand the Scope of Work required by the City as it relates to the proposed Architcetural & Engineering Services for City Parks.

From day one it will be established that all communication with the City of Pembroke Pines will happen through Merrill Romanik, AIA, LEED AP, Project Manager from **SRS**. Merrill has been with the firm for over twenty-eight (28) years and has focused her attention on the public sector. She will be responsible of all communication to the architectural staff, the design team of consultants. This proven system insures that communication and accountability is always maintained.

Here is how it works!

GATHER. Our services begin with data collection. It is important that all stake holders are part of the process so that any existing drawings, code compliance issues, relevant building maintenance information, pre-existing conditions, program requirements, systems and infrastructure evaluation, project budget, time constraints, et al. are identified and shared with the team at the beginning of the project. An existing site analysis will play a role in the building programming phase, since the site's opportunities and limitations will be understood as early as possible.

PROGRAM. Our services continue with consultations with the City of Pembroke Pines staff to brainstorm regarding the programmatic needs, priorities and essential adjacencies of the Recreation Center. The information shared will be documented in a written matrix that includes the space typology necessary, area requirements, equipment requirements, technology needs, finish and material evaluations, mechanical, electrical and plumbing needs and identifying significant relationships and hierarchy of the spaces.

SKETCH. Next **SRS** will assimilate the information on the existing site and the desired programmatic needs into floor plan sketches that will be shared with the Project Team for review and evaluation. Commentary will be addressed and adjustments will be made to the plans so that all stakeholders will be satisfied with the approach prior to proceeding with the construction documents process. In addition, an opinion of probable cost will be provided so that we all may confirm that the project is achievable within the budget. Should the project be out of alignment in relationship to the budget, now would be the time to have the discussions with the entire team, including our team of design consultants and City officials, about modifying the approach, evaluating the proposed systems, reducing scope, and evaluating alternate materials, equipment and systems.



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DEVELOP. Once the initial program and project requirements have been established and funding has been confirmed, the team will continue to develop the design and will insure that the most cost effective sustainable project is emerging. Throughout this effort, bi-weekly meeting will take place, and all key personnel will remain involved in the process. **SRS** will also initiate the agency review processes which may include a site plan approval process, engineering permitting, etc. **SRS** will furnish all necessary documents to apply for and secure regulatory permits. Although LEED certification is not specific criteria identified for the project, **SRS** will at a minimum introduce sustainable strategies at this time. Introducing low in initial investment that provide responsible, appropriate and money wise benefit to the City of Pembroke Pines and the community will be easily accomplished. **SRS** is capable and proven with the USGBC process and has four completed projects that are LEED certified (Lauderhill Municipal Complex – LEED NC Silver, Children’s Services Council – LEED NC Silver, Dania Beach Paul DeMaio Branch Library – LEED NC Gold and Toyota Lexus Service Training Facility – LEED Gold).

At the end of design development, a progress set of plans and an updated opinion of probable cost will be issued to the City of Pembroke Pines for review and evaluation.

DOCUMENT. Upon receipt of the City’s review of the design development plans **SRS** will shepherd the completion of the Construction Documents. Architectural, Structural Engineering, Civil Engineering, MEP & Fire Protection and Landscape Plans (where applicable) will be created and Code Compliant detailed plans, sections, details, schedules and specifications will be provided. Also, where applicable, color selections and material finishes options will be reviewed with the City and final choices will be incorporated into the plans so that the permit/ bid documents are comprehensive and inclusive.

PERMIT. **SRS** will shepherd, where applicable, the permit documentation, signed and sealed, for submission to the relevant permitting agencies. **SRS** would request that during the development of the project we schedule an appointment with the Building Officials and other authorities having jurisdiction to review the project scope and walk through the Code requirements with them, so that they too are part of the process and there are no surprise interpretations from the authorities having jurisdiction late in the game. Once submitted, **SRS** will monitor the progress of the reviews and upon receipt of any commentary from plan reviewers **SRS** will address the questions promptly and thoroughly. We will recommend scheduling a meeting with the Building Officials when we are ready to resubmit so that we may review in person all responses and any remaining questions may be identified and solved on the spot.

SRS has one in-house professional dedicated solely to administrating and expediting approvals and permits for all of our projects. Further, we have established a strong relationship with the City of Pembroke Pines Building Department, all County agencies involved in permitting and approvals for construction/development projects, and all Regional, State and Federal agencies also involved in permitting and approvals for construction/ development projects. We understand not only the “process” in terms of time, but the “personalities” of the individuals involved in the “process”. Further, we understand and work with the “culture” of the many agencies with jurisdiction in the “process”. **SRS** has become so successful in this critical activity that we currently provide permit and approval administration services to other design professionals and various municipal clients. Further, the permitting process requires a true understanding and knowledge of sequence and the real time required by agencies, departments and jurisdictions for review, commentary and corrections. This multi-layered process must all be incorporated into project schedules to eliminate delays due to pending approvals.



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PRICE. SRS will assist the City of Pembroke Pines during the bidding of the project. We will work with the City and the City Team on determining the best value engineering and constructability options. We will shepherd the bid documents that will be distributed, monitor the bid process, respond to any requests for information during the bidding, analyze the bids received and provide the City of Pembroke Pines with the recommendation on the award of the construction sub-contractors by the City Team.

CONSTRUCT. Finally, we arrive at the construction administration phase of the project and our participation and continued communication will be critical to the success of the building process. During the construction we will remain an active participant by attending the weekly construction progress meetings and by performing the tasks identified below:

- Advise the City of Pembroke Pines on all aspects of the construction project.
- Monitor and Review of Shop Drawings and Submittals by the CMAR Team.
- Make periodic site visits to the project to observe the progress of all disciplines including any required threshold inspection and resolution of on-site issues.
- Assure that a high level of workmanship is maintained and achieved.
- Issue instructions to the CMAR, should any interpretations and clarifications be required for RFI's.
- Review, evaluate and approve progress payments due based upon the progress of the work completed. Review construction schedules and critical path.
- Observe the initial operation of the building systems and confirm compliance with the specifications.
- Perform a final punch list.
- Report and establish final project completion, including recommending final payment at the appropriate time and retainage reduction, if appropriate.
- Shepherd the submittal of AutoCAD format record documents to the City of Pembroke Pines.

CELEBRATE. Lastly, we will celebrate with the City of Pembroke Pines at the opening of your New or newly renovated Park Facilities. With these added community benefits, the legacy of the project will live on for current and future residents to enjoy for years to come. **Synalovski Romanik Saye, LLC** will execute each phase of the project by way of a single point project manager delivery. Merrill Romanik, AIA, LEED AP, will shepherd the success of the project from start to finish. The duration of each phase of the project will be directed by Merrill, who has managed every municipal project completed by our Firm. Not a single Municipal Project designed by **SRS** has been late or over budget. Most of our projects have been awarded for both design and construction excellence.



5. Willingness to meet time and budget requirements

5



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WILLINGNESS TO MEET TIME & BUDGET REQUIREMENTS

SYNALOVSKI ROMANIK SAYE, LLC (SRS) is committed to meet project specific time and budget requirements under this agreement RFQ # RE-19-15 - Parks Architectural and Engineering Services.

Aggressive control of schedules and budgets has been one of the key factors in our Firm's growth and success. Especially in the case of municipal projects with a hard project budget, the project budget simply cannot be exceeded. Similarly, the project schedule must be coordinated with the City's schedule, to ensure that we allow for all the dynamics that affect the City. We maintain strict controls and enforce the team's awareness of the need to stay within budget and schedule throughout the entire design and construction process. We will also provide assistance to the City of Pembroke Pines in validating a budget that is reasonable and attainable.

Our current workload allows for 25% of our staffing resources to be dedicated full time to Pembroke Pines. Further, our current workload allows us to dedicate our best resources to you, and we will not commit to any further projects that may interfere with the success of your projects. Given the resources of **SRS** and that of our Consultants, we do not see a situation where staffing will be a problem. We suggest that the requirements for staff utilization & availability be an ongoing submission requirement of this Contract to make sure that all of your expectations are met.

At the start of the project we typically conduct a 'value determination' meeting, at which the City Team, and our Designers jointly set forth the requirements and expectations for each element of the project. The goal is to establish a common understanding of project quality, budget and schedule at the very beginning, before we begin design. Then, as the project proceeds, the following principles guide the Team to be sure that the City's goals are met when the project opens and for many years to come.

Together with the budget, aggressive management of the project schedule is essential—not only so that current and future users may be accommodated, but also so that incremental costs associated with delays can be minimized. Initial meetings will present the normal process of project delivery and what is to be expected of each of the participants —Architects, Engineers, and the City's Team. The proposed construction schedule will be developed jointly and key deadlines will be assigned to each of the participants. This will ensure consistently knowledgeable and timely response, and help to keep the project on schedule.

The design process will consist of a milestone schedule organized by phase – Schematic Design, Design Development and Construction Documents. Each phase will contain a series of target dates that establish specific responsibilities for each party. The schedule will also designate weekly in-house team meetings for coordination of design and technical issues as well as a review of the target dates.

The construction process may be scheduled using a critical path method (CPM) schedule, developed jointly with the Construction Professional(s), with specific milestones for completing portions of the work. Initial meetings will present both standard and alternative (e.g. fast-track) processes of project delivery and what is to be expected of each of the participants — Architects, Engineers, Construction Professional(s), and the City Team.



The best time to control project cost is before design starts. Our cost containment role starts at the very beginning of the project, and continues through each design phase and into construction, to bring continual in-house cost information to our project team. Through active involvement in current construction projects, our cost containment role will ensure that construction costs and trends are constantly updated, and that current cost information informs all design decisions.

At the beginning of the project the Program Requirements or equivalent will articulate the needs of every space and guide the Designers. Accurate net areas provide the first step in maintaining budget compliance, and serve as a checklist as the design develops.

As the project moves forward through design and construction, **SRS** will deliver excellent Team resources. Our Staff recognized specialists, in municipal facilities, are supported by Consultants with proven experience in Civil, Structural, Electrical, Mechanical, Plumbing, Geotechnical, Transport & Traffic, Environmental Engineering, Fire Protection Instrumentation, and Controls Engineering; Value engineering, Revit, CAD, Interior Design, Surveying, GIS, Telecomm/ Data, Water Proofing/ Building Envelope, Cost Estimating, Project Scheduling, Construction Observation and LEED Commissioning—all the special disciplines and services required to deliver a successful building program.

Our Team members will answer questions and provide supplemental information during the bidding period. We will attend a pre-bid conference and, as bids come in, assist the City of Pembroke Pines in evaluating bids and proceeding to execution of a Contract for Construction.

Our Construction Administration Services include review of submittals and schedules; material and color selections; regular site visits and attendance at periodic construction conferences (which generally scheduled biweekly or more often as needed); response to design questions; preparation of supplemental information and review of progress payment applications; and contract modifications. As completion draws near, we will also provide services to “keep the pressure on”, to be sure that the flurry of closeout activity is accomplished quickly enough to ensure timely occupancy of the completed project.

Our goal is to provide the personal service, focus and reliability of a small size Firm, while offering the City the most sophisticated new technology—in Computer-Aided Design, in 3D modeling and Animation, in Construction Management, in Quality Assurance, in Information Resources and in Budgeting—resources that only large Firms usually support.

Virtually all equipment and facilities required by a large, state-of-art architectural practice are provided in-house, including large-scale plotting in color and black-and-white, high-volume color and black-and-white printing and binding, scanning and photographic facilities. Teleconference and video conference are used regularly, both in house and with Clients, via both telephone and Internet platforms, where the need arises.

In recent years our Office has pioneered the use of project websites for collection dissemination of information about each project. Establishment of such an Internet site, which always includes appropriate levels of security, permits all Team members to communicate and reach project information instantly. Further, the added process allows the completed project to be of the greatest possible value as it relates to money spent for facilities received.



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Our scheduled project meetings to review project progress and anticipate future project challenges keep our municipal projects on schedule. Our multiple progress cost estimates keep our design in line and reinforce decisions that result with projects consistently completed within budget. Our project management system(s) incorporate(s) a very sophisticated scheduling/ time management module that allows us to properly deliver multiple projects in a concurrent manner.

Because of our internal scheduling discipline and our understanding of the scheduling imposed by regulatory agencies, we are able to establish a key date schedule for all our projects that includes time for cost estimating, quality control and thus successful schedule control. Our project schedules are developed using "Microsoft Project" on an individual project basis and further, are coordinated between projects to remove conflicts in delivery. Because the Firm is organized into five (5) studios, the studios may work individually or unite at times based on scheduling needs.

Studio Directors for municipal projects, all of whom are registered architects and, in this case, a Partner of the Firm, are personally responsible for Quality Control. They will lead a project from inception through Certificate of Completion, maintaining continuity and cohesiveness between the City, our Staff, our Consulting Engineers and ultimately, the Contractor and his Sub-Contractors responsible for project execution. This commitment to constant leadership promotes efficiency and delivers quality projects on time that are precisely responsive to County requirements.

Over time we have clearly learned and, therefore promote that project scheduling and costing is critical to Quality Control. Ultimately, our Partner will control the project schedule and thus deliver on time and on budget.

Once again **SYNALOVSKI ROMANIK SAYE, LLC (SRS)** is committed to meet project specific time and budget requirements, stated below, under this agreement RFQ # RE-19-15 - Parks Architectural and Engineering Services.

Project	Timeframe	Total 5 Year Compensation*	Funding Years
1. Park Design and Renovation (Sports Fields, Landscaping, Sidewalks, Sports Lighting, Drainage, Irrigation, etc.) as well as permitting services and professional services during construction.	January 2019 Start	\$250,000	2019-2024
2. Parks and Recreation Buildings (Bathroom Facilities, Recreation Centers, Aquatic Centers, etc.) as well as permitting services and professional services during construction.	September 2019 Start	\$250,000	2019-2024



6. Recent, current and projected workloads of the firms

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SRS CURRENT WORKLOAD

Project	Schematic Design	Design Development	Construction Documents	Bidding/ Permitting	Construction Administration
CT Scanner Room @ Nicklaus Children's Hospital	✓	✓	✓	✓	✓
Holiday Inn Express - Fort Lauderdale	✓	✓	✓	✓	95%
Chabad of Aventura	✓	✓	✓	✓	95%
Atlantic Village II - Hallandale Beach	✓	✓	✓	✓	90%
Charlotte Burrie Civic Center - Pompano	✓	✓	✓	✓	90%
Fire Training Facility - P. Pines	✓	✓	✓	✓	75%
David Posnack Jewish Day School - Hallandale Beach	✓	✓	✓	✓	50%
Palm Beach Gardens - City Hall Renovation, Police Headquarters Expansion, Fire Station No. 1 Renovation	✓	✓	✓	✓	50%
Monroe County Library - Marathon	✓	✓	✓	✓	25%
Ultimate Software Group Phase 12 - Weston	✓	✓	✓	✓	10%
Fire Station No. 30 - Lauderhill	✓	✓	✓	✓	1%
Miramar Pineland Park - Cultural Center	✓	✓	✓	✓	1%
YMCA L.A. Lee - Fort Lauderdale	✓	✓	✓	✓	1%
Pine Island Park - Plantation	✓	✓	✓	✓	1%
Hallandale Medical Building	✓	✓	✓	✓	1%
Broward County Courthouse Copy Center	✓	✓	✓	1%	
CB Smith Park Aquatic Staff Room	✓	✓	✓	1%	
Copans Bus Wash Renovation	✓	✓	50%		
Delray Beach CRA	✓	✓	40%		
Broward County EOC Master Plan	✓	75%			
Broward County 'Coca Cola' Building	✓	50%			
Hollywood Main Library Renovation	✓	1%			
Broward County Main Library Master Plan	75%				
Griffing Park Community Center	20%				

These are the projects in which **SRS** is currently engaged. Neither the projects for the City of Pembroke Pines nor our current projects would be affected as there are no overlaps that would adversely affect our in house process or the methods completion that have a proven track record of delivering on time. All of the key personnel identified will be easily made available, as the project schedule requires. Given our current workload and that of our consultants, we see no limitations with regard to scheduling. We along with our team have been extremely successful in properly planning and scheduling our own resources and that of our consultants, who may all be providing services for over 5% of the project work. If necessary, as we have done in the past, we may limit our commitments to other clients and focus specifically on the goals of Pembroke Pines.

Staff	Role	Availability
Manuel Synalovski, AIA, LEED AP	Principal-in-Charge	35%
Merrill Romanik, AIA, LEED AP	Project Manager/ Interior Design/ LEED Admin.	44%
Chris Bray	Project Architect	50%
Carlos Diaz	Production	67%
Pedro LaSalde	Production	67%
Marcela Oviedo, LEED AP	Production/ LEED Admin.	67%



7. Other Completed Documents





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ATTACHMENT 'A'

Supplier Response Form CONTACT INFORMATION FORM

IN ACCORDANCE WITH RFQ # RE-19-15 titled "Parks Architectural and Engineering Services" attached hereto as a part hereof, the undersigned submits the following:

A) Contact Information

The Contact information form shall be electronically signed by one duly authorized to do so, and in case signed by a deputy or subordinate, the principal's properly written authority to such deputy or subordinate must accompany the proposal. This form must be completed and submitted through www.bidsync.com as part of the bidder's submittal. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

COMPANY INFORMATION:

COMPANY: SYNALOVSKI ROMANIK SAYE, LLC

STREET ADDRESS: 1800 Eller Drive, Suite 500

CITY, STATE & ZIP CODE: Fort Lauderdale, FL 33316

PRIMARY CONTACT FOR THE PROJECT:

NAME: Manuel Synalovski, AIA, LEED AP TITLE: Managing Principal

E-MAIL: msynalovski@synalovski.com

TELEPHONE: 954.961.6806

FAX: 954.961.6807

AUTHORIZED APPROVER:

NAME: Manuel Synalovski, AIA, LEED AP TITLE: Managing Principal

E-MAIL: msynalovski@synalovski.com

TELEPHONE: 954.961.6806

FAX: 954.961.6807

SIGNATURE: 

B) Proposal Checklist

Did you make sure to submit the following items, as stated in section 1.5 "Proposal Requirements" of the bid package?

Title Page	Yes ☒
Letter of Interest	Yes ☒
Standard Form 330 (Parts I and II)	Yes ☒
Certified Minority Business Enterprise Certification	Yes ☒



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	N/A ☐
Firm's Understanding and Approach to the Work	Yes ☒
Willingness to meet time and budget requirements	Yes ☒
Recent, current, and projected workloads of the firm	Yes ☒
Attachment A - Contact Information Form	Yes ☒
Attachment B - Non-Collusive Affidavit	Yes ☒
Attachment C - Proposer's Completed Qualification Statement	Yes ☒
Attachment F - References Form	Yes ☒
Professional Registration Certificates	Yes ☒

Did you make sure to update the following documents found under the "Vendor Registration" group of "Qualifications" on the BidSync website for the City of Pembroke Pines?

Vendor Information Form	Yes ☒
Form W-9 (Rev. October 2018)	Yes ☒
Sworn Statement on Public Entity Crimes Form	Yes ☒
Local Vendor Preference Certification	Yes ☒
Local Business Tax Receipts	Yes ☐
Veteran Owned Small Business Preference Certification	Yes ☒
Equal Benefits Certification Form	Yes ☒
Vendor Drug-Free Workplace Certification Form	Yes ☒
Scrutinized Company Certification	Yes ☒

Company Name:

Authorized Officer Name/ Title:

Signature:

Date:



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ATTACHMENT 'B'

Supplier Response Form

City of Pembroke Pines

Attachment B

NON-COLLUSIVE AFFIDAVIT

BIDDER is the Managing Principal
(Owner, Partner, Officer, Representative or Agent)

BIDDER is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham Bid;

Neither the said BIDDER nor any of its officers, partners, owners, agents, representative, employees or parties in interest, including this affidavit, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other BIDDER, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communications, or conference with any BIDDER, firm, or person to fix the price or prices in the attached Bid or any other BIDDER, or to fix any overhead, profit, or cost element of the Bid Price or the Bid Price of any other BIDDER, or to secure through any collusion conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

The price of items quoted in the attached Bid are fair and proper and are not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the BIDDER or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

Printed Name/Signature Manuel Synalovski, AIA, LEED AP

Title Managing Principal

Name of Company SYNALOVSKI ROMANIK SAYE, LLC



SYNALOVSKI ROMANIK SAYE
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ATTACHMENT 'C'

Supplier Response Form



City of Pembroke Pines

Attachment C

PROPOSER'S QUALIFICATIONS STATEMENT

PROPOSER shall furnish the following information. Failure to comply with this requirement will render Bid non-responsive and shall cause its rejection. Additional sheets shall be attached as required.

PROPOSER'S Name and Principal Address:

SYNALOVSKI ROMANIK SAYE, LLC
1800 Eller Drive, Suite 500
Fort Lauderdale, FL 33316

PROPOSER'S License Number: AA26001863

(Please attach certificate of status, competency, and/or state registration.)

Number of years your organization has been in business 31

State the number of years your firm has been in business under your present business name 10

State the number of years your firm has been in business in the work specific to this solicitation: 15

Names and titles of all officers, partners or individuals doing business under trade name:

Manuel Synalovski, AIA, LEED AP - Managing Principal
Merrill Romanik, AIA, LEED AP - Principal
Jose Saye - Principal

IF USING A FICTITIOUS NAME, SUBMIT EVIDENCE OF COMPLIANCE WITH FLORIDA FICTITIOUS NAME STATUTE.

Under what former name has your business operated? Include a description of the business. Failure to include such information shall be deemed to be intentional misrepresentation by the City and shall render the proposer non-responsive.

Manuel Synalovski Associates, LLC
Manuel Synalovski, Inc.
MSA Architects, Inc.

At what address was that business located?

1800 Eller Drive,
Suite 500
Fort Lauderdale, FL 33316



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Name, address, and telephone number of surety company and agent who will provide the required bonds on this contract:

USI Insurance Services, LLC
1715 N Westshore Boulevard #700
Tampa, Florida 33607

Have you ever failed to complete work awarded to you. If so, when, where and why?

No, Never

Have you personally inspected the proposed WORK and do you have a complete plan for its performance?

Yes we do

Will you subcontract any part of this WORK? If so, give details including a list of each sub-contractor(s) that will perform work in excess of ten percent (10%) of the contract amount and the work that will be performed by each subcontractor(s).

Structural Engineer - Saad El-Hage Consulting Engineers
MEP Engineer - Florida Engineering Services
Civil Engineer - Ross Engineering
Landscape Architect - Miller Legg

The foregoing list of subcontractor(s) may not be amended after award of the contract without the prior written approval of the Contract Administrator, whose approval shall not be reasonably withheld.

List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Proposer, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description the disposition of each such petition.

None

List and describe all successful Bond claims made to your surety (ies) during the last five (5) years. The list and descriptions should include claims against the bond of the Proposer and its predecessor organization(s).

None

List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last (10) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute.



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None

List and describe all criminal proceedings or hearings concerning business related offenses in which the Proposer, its principals or officers or predecessor organization(s) were defendants.

None

Are you an Original provider sales representative distributor, broker, manufacturer other, of the commodities/services proposed upon? If other than the original provider, explain below.

Original Provider

Have you ever been debarred or suspended from doing business with any governmental agency? If yes, please explain:

No

Describe the firm's local experience/nature of service with contracts of similar size and complexity, it the previous three (3) years:

City of Coconut Creek - Windmill Park

City of Hallandale Beach - Ingalls Park

City of Lauderhill - St. George's Park and Veterans Park DCP

City of North Miami - Griffing Park

Town of Bay Harbor Islands - 98th Street Park

City of Palm Beach Gardens - Burns Road Recreation Center Renovation; District Park Restroom Concession & Administration and Sand Hill Crane Turf Maintenance Building
City of Weston - Weston Regional Park AYSO Building, Weston Regional Park Maintenance Building, Tequesta Trace Park Maintenance Building, Tequesta Trace Park Football Room @ Concession Building and Vista Park Maintenance Building

The PROPOSER acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by CITY in awarding the contract and such information is warranted by PROPOSER to be true. The discovery of any omission or misstatement that materially affects the PROPOSER's qualifications to perform under the contract shall cause the CITY to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

SYNALOVSKI ROMANIK SAYE, LLC

(Company Name)

Manuel Synalovski, AIA, LEED AP

(Printed Name/Signature)



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ATTACHMENT 'F'

Supplier Response Form

REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: City of Plantation

Address: 401 NW 70th Terrace, Plantation, FL 33317

Contact Name: Mr. Danny Ezzeddine, AIA Title: Chief Building Official

E-Mail Address: dezzeddine@plantation.org

Telephone: 954.797.2268 Fax: n/a

Project Information:

Name of Contractor Performing the work: SYNALOVSKI ROMANIK SAYE, LLC

Plantation Community Center
5555 Palm Tree Road

Name and location of the project: Plantation, FL 33317

Nature of the firm's responsibility on the project:

Schematic Design, Design Development, Construction Documents
Bidding, Permitting, Contract Administration

Project duration: 2 years Completion (Anticipated) Date: 08/2017

Size of project: +/- 11,000 SF Cost of project: \$2.2 Million

Work for which staff was responsible: Above

Contract Type: design-bid-build

The results/deliverables of the project: Completed



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REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: City of Fort Lauderdale

Address: 100 N. Andrews Avenue, Fort Lauderdale, FL 33316

Contact Name: Scott Teschky, CCM, LEED AP Title: Senior Project Manager

E-Mail Address: steschky@fortlauderdale.gov

Telephone: 954.828.6195 Fax: 954.828.5074

Project Information:

Name of Contractor Performing the work: SYNALOVSKI ROMANIK SAYE, LLC

Southside Cultural Center
701 S. Andrews Avenue
Fort Lauderdale, FL 33316

Name and location of the project:

Nature of the firm's responsibility on the project:

Architectural Design, Construction Documents, Permitting
Contract Administration

Project duration: 2 Years Completion (Anticipated) Date: 09/2019

Size of project: +/- 12, 000 SF Cost of project: \$3.5 Million

Work for which staff was responsible: Above

Contract Type: design-bid-build

The results/deliverables of the project: Completed



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REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: City of Fort Lauderdale CRA

Address: 914 NW 6th Street, Suite 200, Fort Lauderdale, FL 33311

Contact Name: Tom Green, PE

Title: Beach Senior Project Manager

E-Mail Address: tgreen@fortlauderdale.gov

Telephone: 954.828.4008

Fax: n/a

Project Information:

Name of Contractor Performing the work: SYNALOVSKI ROMANIK SAYE, LLC

Fort Lauderdale Aquatic Complex
501 Seabreeze Boulevard
Fort Lauderdale, FL 33316

Name and location of the project:

Nature of the firm's responsibility on the project:

Design Criteria Professional

Project duration: 2 months Completion (Anticipated) Date: 10/ 2017

Size of project: Cost of project: \$200,000

Work for which staff was responsible: Above

Contract Type: design-bid-build

The results/deliverables of the project: Completed



SYNALOVSKI ROMANIK SAYE
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REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: City of Lauderhill

Address: 5581 West Oakland Park Boulevard, Lauderhill, FL 33313

Contact Name: Desorae Giles - Smith

Title: Assistant City Manager

E-Mail Address: dgiles@lauderhill-fl.gov

Telephone: 954.730.3000

Fax: n/a

Project Information:

Name of Contractor Performing the work: SYNALOVSKI ROMANIK SAYE, LLC

John Mullin Park Aquatic Center
2000 NW 55th Avenue
Lauderhill, FL 33313

Name and location of the project:

Nature of the firm's responsibility on the project:

Architectural Design and Interior Design

Project duration: 2 years Completion (Anticipated) Date: 06/2011

Size of project: +/- 6,000 SF Cost of project: \$2.5 Million

Work for which staff was responsible: Above

Contract Type: design-bid-build

The results/deliverables of the project: Completed



SYNALOVSKI ROMANIK SAYE
Architectural • Planning • Interior Design

REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: City of Pembroke Pines

Address: 601 City Center Way, Pembroke Pines, FL 33025

Contact Name: Steven Buckland

Title: Assistant Director of Public Services

E-Mail Address: sbuckland@ppines.com

Telephone: 954.518.9107

Fax: n/a

Project Information:

Name of Contractor Performing the work: SYN ALOVSKI ROMANIK SAYE, LLC

West Pines Soccer Park & Nature Reserve
350 SW 196th Street
Pembroke Pines, FL 33029

Name and location of the project:

Nature of the firm's responsibility on the project:

Architectural Design

Project duration: 1.5 Years Completion (Anticipated) Date: 06/2008

Size of project: Active Park on 56 acres Cost of project: \$1.5 Million

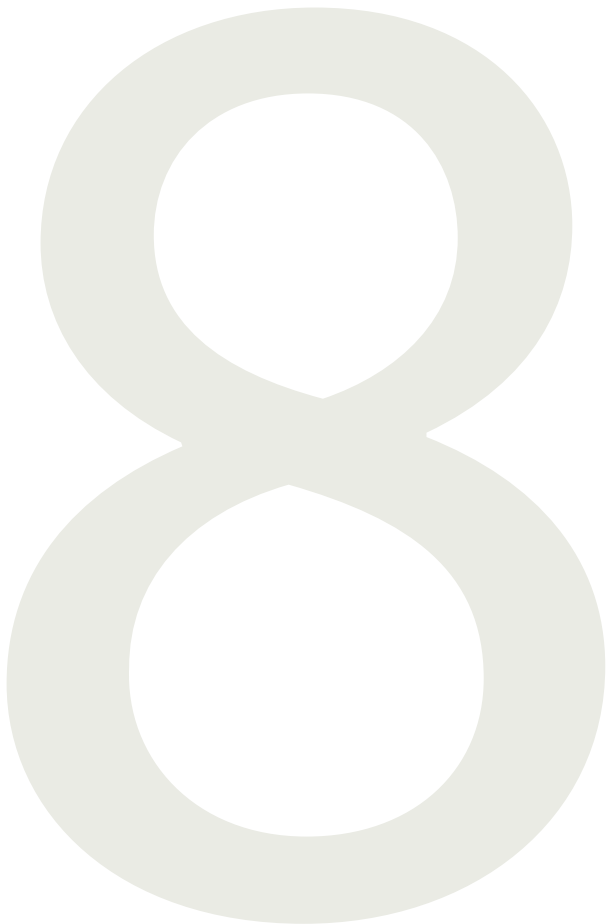
Work for which staff was responsible: Above

Contract Type: Design-Build

The results/deliverables of the project: Completed



8. Professional Registration Certificates





SYNALOVSKI ROMANIK SAYE
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Manuel Synalovski, AIA, LEED AP Project Principal

Biography

Founder and managing principal, for 31 years, Manny has been responsible for ensuring the availability of resources to support clients' projects, establishing architectural design objectives, and ultimately promising that clients' objectives are consistently met. He has considerable expertise in academic facilities, retail, hospitality, municipal, religious, mixed-use workplace, and residential design projects.

His professional affiliations and community service roles are legendary. And those who know him best, know Manny as an individual of impeccable character, candor, integrity, and intelligence. A son of many cultures, Manny is an extraordinary communicator — attentive listener, responsive spokesperson, diplomatic negotiator, consensus-seeker, and problem-solver. Manny's gift for relationship building stands him in good stead with clients, government bodies, community leaders, and contractor partnerships.

Relevant Experience

98th Street Park - Bay Harbor Islands, FL
102 Acre Weston Regional Park - Weston, FL
Waterways Park - Aventura, FL
West Broward YMCA - Weston, FL
Ingall's Park and Community Center - Hallandale Beach, FL
Windmill Park - Coconut Creek, FL
SW Pines Soccer Park & Preserve - Pembroke Pines, FL
Falcon's Lea Park - Davie, FL
Library Park Restroom Buildings - Weston, FL
Peace Mound Park Improvements - Weston, FL
Weston Tennis Center - Weston, FL
Heron Bay Commons Tennis Center & Clubhouse - Coral Springs, FL
Ocean Park Revitalization - Dania Beach, FL
John Mullin Park Aquatic Center - Lauderhill, FL
Fort Lauderdale Aquatic Complex - Fort Lauderdale, FL
Sunrise Civic Center Pool - Sunrise, FL
Miami Swim Academy - Hallandale Beach, FL
Founder's Park Splash Pad - Aventura, FL
Jim Ward Park and Community Center - Plantation, FL
Volunteer Park and Community Center - Plantation, FL
Plantation Community Center - Plantation, FL
Southside Cultural Center - Fort Lauderdale, FL
Pembroke Shores Gymnasium and Park - Pembroke Pines, FL
Cooper City Sports Complex Restroom Building - Cooper City, FL
Dream Park @ Spring Valley Master Planning - Pembroke Pines, FL
Dream Park @ Spring Valley Recreational Center Schematics - Pembroke Pines, FL
Central Park ADA Improvements - Plantation, FL
Sunrise Athletic Complex Drainage/Bridge Replacement - Sunrise, FL
Village Multipurpose Building - Sunrise, FL
YMCA LA Lee Mizell Community Center - Fort Lauderdale, FL
YMCA Holiday Park Community Center - Fort Lauderdale, FL
Charlottle Burrie Civic Center - Pompano Beach, FL
TY Park Restroom Buildings Renovations - Hollywood, FL
CB Smith Park Aquatic Center Improvements - Pembroke Pines, FL
Walter C. Young Restroom Building - Pembroke Pines, FL
Chapel Trail Park Concession Building - Pembroke Pines, FL

Education

Bachelor of Architecture,
University of Miami
Continuing Education, Ongoing

Registration & Certifications

American Institute of Architects
Registered Architect, Florida
Registered Architect, Puerto Rico
Registered Architect, Connecticut
Registered Architect, Illinois
Registered Architect, Texas
NCARB
Uniform Building Code Inspector, Florida
Broward County Board of Rules and Appeals
Nat'l Fire Protection Administration
LEED Accredited Professional

Professional Affiliations

President, B'nai Aviv in Weston, Florida
President, Areawide Council on Aging in Broward County, Inc.
Sponsor, Children's Harbor
Sponsor, Kids in Distress - Wilton Manors, FL
Sponsor, Jewish Federation of Broward
Sponsor, Rotary Club in Weston, FL
Sponsor, Samuel Scheck Hillel Day School
Sponsor, David Posnack Hebrew Day
Sponsor, DPJCC
Sponsor, Muscular Dystrophy Association, USA
Sponsor, United States Fund for UNICEF
Sponsor, City of Hope
Sponsor, University of Miami Alumni Assn., FL
Sponsor, Broward College Scholarship Fund, FL
Sponsor, Hispanic Unity - Hollywood, FL
Sponsor, YMCA of South Florida
Sponsor, Jewish Theological Seminary, NY



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

Merrill Romanik, AIA, LEED AP Project Manager/ Architect



Biography

As a principal of the firm, Merrill brings a multitude of talents and significant expertise in architecture, building construction, and interior design. When she joined the firm as an intern in 1992 (27 years), Merrill soon envisioned an expanded spectrum of services that would offer clients a one-stop shop, and helped launch the firm's Interior Design Studio. Internship soon led to a permanent associate position and later to Principal.

Merrill's integrated approach to project planning and client needs has added a unique dimension to the firm's overall perspective and performance. Moreover, Merrill adheres to the highest standards of aesthetic, technical, and environmental values, which have become the professional criteria and credo for the entire team.

Relevant Experience

98th Street Park - Bay Harbor Islands, FL
 Ingalls Park/ Community Center Improvements - Hallandale Beach, FL
 St. George's Park - Lauderhill, FL
 Veteran's Park DCP - Lauderhill, FL
 Riverside Park Improvements - Coral Springs, FL
 Ocean Park Revitalization Plan - Dania Beach, FL
 Miramar Pineland Park - Miramar, FL
 Miramar Pineland Park Cultural Center - Miramar, FL
 Windmill Park Renovation - Coconut Creek, FL
 SW Pines Soccer Park & Nature Reserve - Pembroke Pines, FL
 Alfred A. Ring Park Boardwalk Replacement - Gainesville, FL
 Founders Park Restroom Improvements - Aventura, FL
 Waterways Park Administration and Restroom Building - Aventura, FL
 Jim Ward Park Community Center - Plantation, FL
 Seminole Tribe Public Safety Building - Hollywood, FL
 Sunrise Athletic Complex Drainage and Bridge Replacement - Sunrise, FL
 Weston Community Center - Weston, FL
 John Mullin Aquatic Facility - Lauderhill, FL
 Fort Lauderdale Aquatic Complex - Fort Lauderdale, FL
 Civic Center Family Pool - Sunrise, FL
 Volunteer Park Community Center - Plantation, FL
 Village Multi-purpose Building - Sunrise, FL
 Weston Tennis Center - Weston, FL
 Heron Bay Commons Tennis Center - Coral Springs, FL
 Plantation Community Center - Plantation, FL
 Village Community Center - Pembroke Pines, FL
 Sadkin Community Center Interior Design - Lauderhill, FL
 Volunteer Park Community Center - Lauderhill, FL
 Southside Cultural Center - Fort Lauderdale, FL
 CB Smith Golf Recreation Area - Pembroke Pines, FL
 Behring Community Center Schematic Design - Tamarac, FL
 Emma Lou Olson Community Center Interior Renovation - Pompano Beach, FL
 Charlotte Burrie Civic Center - Pompano Beach, FL
 Inverrary Community Center Improvements - Lauderhill, FL
 Tanglewood Park Restroom Building - Pembroke Pines, FL
 Founder's Park Splashpad - Aventura, FL
 Children's Harbor Restroom Building - Pembroke Pines, FL
 Fletcher Park Community Center Renovation - Pembroke Pines, FL
 Village Community Center - Pembroke Pines, FL

Education

Bachelor of Architecture,
University of Florida

Master of Building Construction,
University of Florida

Master of Architecture,
Georgia Institute of Technology

Registration & Certifications

American Institute of Architects

Registered Architect, Florida

Registered Interior Designer, Florida

NCARB

International Association of Chiefs of Police

National Fire Protection Administration

LEED Accredited Professional

International Interior Design Association

American Society of Interior Designers

Community Affiliations

Florida Green Building Council Member

Fairchild Tropical Botanical Garden Member

Hispanic Unity of Florida

Miami Shores Chamber of Commerce Member



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

Chris Bray Project Architect

Biography

With nearly 27 years' experience, Chris contributes his expertise to managing projects of all types and sizes to successful completion. From his first job with **SRS**, he has honed his skills and grown as an architect and manager. Chris is expertly knowledgeable about construction materials, methods, systems, and components specific to South Florida. He is meticulously detail oriented and coordinates all project elements to maintain quality control and a smooth process. He is consistently adept at recognizing and servicing a client's needs, from conceptual design to turnkey operation. He is a collaborative professional, working with and often supervising the design team. A South Florida native, Chris was born in Hollywood and attended St. Thomas Aquinas High School in Fort Lauderdale. He lives near the water and enjoys boating and aquatic activities of all sorts. With **SRS**, he has participated in a variety of projects throughout South Florida: Mixed-use, academic, municipal, commercial, and recreational facilities.



Education

Bachelor of Science, Architecture
Florida A&M University

Relevant Experience

Plantation Community Center - Plantation, FL
SouthSide Cultural Center - Fort Lauderdale, FL
YMCA West Broward - Weston, FL
YMCA – Holiday Park - Fort Lauderdale, FL
Ingalls Park/ Community Center Improvements - Hallandale Beach, FL
John E. Mullin Community Center & Pool Schematics - Lauderhill, FL
Sadkin Community Center Renovation Interior Design - Lauderhill, FL
Inverrary Community Center - Lauderhill, FL
Griffing Park & Community Center - North Miami, FL
Charlotte J. Burrie Civic Center - Pompano Beach, FL
Emma Lou Olson Community Center Int. Design Renovation - Pompano Beach, FL
Charles F. Dodge City Center - Pembroke Pines, FL
Dream Park Recreation Center - Pembroke Pines, FL
Volunteer Park Community Center - Plantation, FL
Jim Ward Park Community Center - Plantation, FL
Water Ways Park Welcome Center - Aventura, FL
Dixson Ahl Hall Improvements - Lighthouse Point, FL
YMCA – L.A. Lee Mizell Community Center - Fort Lauderdale, FL
Boulevard Gardens Community Center Improvements - Palm Beach Gardens, FL
Miramar Pineland Park Nature Center - Miramar, FL
Burns Road Recreation Center Renovation - Palm Beach Gardens, FL
Fletcher Park Community Center Renovation - Pembroke Pines, FL
Village Community Center - Pembroke Pines, FL
Village Multipurpose Facility - Sunrise, FL
Oak Lake Park Community Center Renovation - Hollywood, FL
Dan Witt Park Community Center - Lighthouse Point, FL
Lauderhill Park Restroom Renovations - Lauderhill, FL
Burns Road Recreation Center Renovation - Palm Beach Gardens, FL
District Park Restroom, Concession & Administration - Palm Beach Gardens, FL
Boulevard Gardens Park Community Center Improvements - Fort Lauderdale, FL
Quiet Waters Park Improvements - Deerfield Beach, FL
Parks & Recreation Admin. Building Reno - Broward County Parks & Recreation, FL
Indian Trace Park Restroom Building - Weston, FL
Bonaventure Park Restroom Building - Weston, FL



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

PROFESSIONAL REGISTRATION CERTIFICATES

 Ron DeSantis, Governor

Halsey Beshears, Secretary 

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ARCHITECTURE & INTERIOR DESIGN

THE ARCHITECT CORPORATION HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

SYNALOVSKI ROMANIK SAYE, LLC
1800 ELLER DRIVE, SUITE 500
FORT LAUDERDALE FL 33316

LICENSE NUMBER: AA26001863
EXPIRATION DATE: FEBRUARY 28, 2021
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 Ron DeSantis, Governor

Halsey Beshears, Secretary 

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ARCHITECTURE & INTERIOR DESIGN

THE ARCHITECT HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

SYNALOVSKI, MANUEL
1800 ELLER DRIVE SUITE 500
FORT LAUDERDALE FL 33316

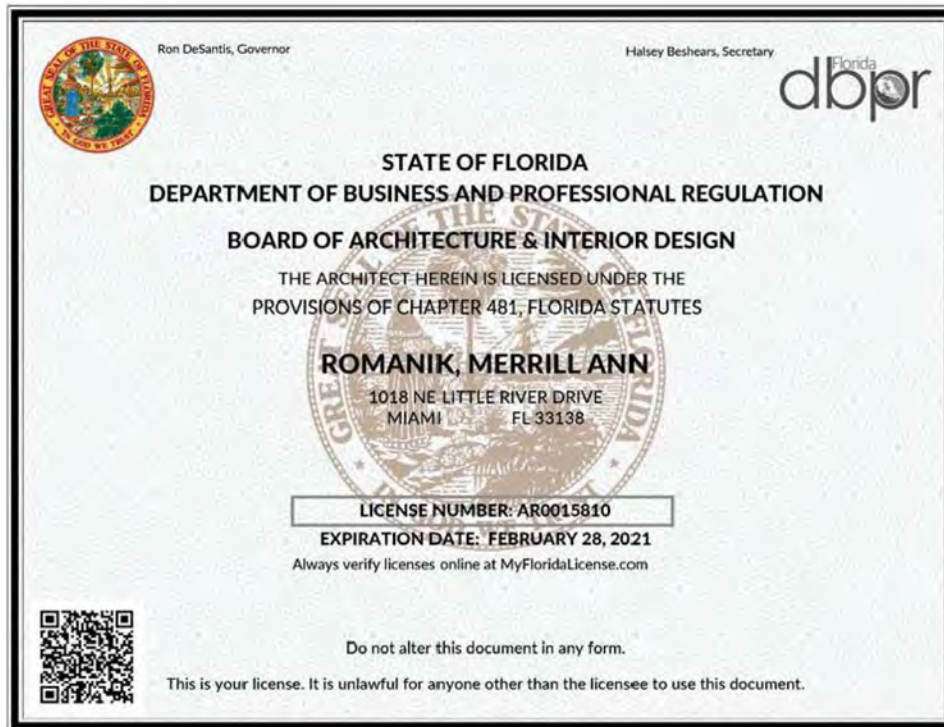
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SYNALOVSKI ROMANIK SAYE
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STATE OF FLORIDA CERTIFICATE

State of Florida Department of State

I certify from the records of this office that SYNALOVSKI ROMANIK SAYE, LLC is a limited liability company organized under the laws of the State of Florida, filed on June 25, 2009, effective June 25, 2009.

The document number of this limited liability company is L09000062006.

I further certify that said limited liability company has paid all fees due this office through December 31, 2019, that its most recent annual report was filed on January 8, 2019, and that its status is active.

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




Secretary of State

Tracking Number: 4120671719CC

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

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



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

STRUCTURAL ENGINEER

SAAD EL-HAGE, P.E. – Structural Engineer

EDUCATION

California State University

Masters of Science, Civil Engineering, 1985

Louisiana State University

Bachelor of Science, Civil Engineering, 1984

PROFESSIONAL REGISTRATION

Professional Engineer, Florida, 1989

Threshold Inspector, Florida, 1991

EXPERIENCE AND QUALIFICATIONS

- * Computer programming experience in PCA, MathCad, Enercalc. In-house RAM structural design program.
- * Experience in private and public sector projects including retail, office buildings, mixed-use, multi-family, municipal, recreational facilities and school board projects for the Design Phase and Contract Administration.
- * Experience with all construction/ design building codes and methods in the South Florida Area.

KEY PROJECTS

Waterways Park Administration & Restroom Building, City of Aventura
 Sports Complex Restroom Building, City of Cooper City
 Recreation Complex Park Services Building, City of Coconut Creek
 Windmill Park Improvements, City of Coconut Creek
 Aquatic Complex Design Criteria Package, City of Fort Lauderdale
 Cultural & Performing Arts Center, City of Hallandale Beach
 Ingalls Park/ Community Center Renovations, City of Hallandale Beach
 Windermere Recreational Center, City of Lauderhill
 Veteran's Park Design Criteria Package, City of Lauderhill
 Miami Beach Golf Club Interior Renovations, City of Miami Beach
 Chapel Trail Park Storage/ Meeting Rooms, City of Pembroke Pines
 Charles F. Dodge Civic Center Design Criteria Package, City of Pembroke Pines
 CB Smith Golf Recreation Area, City of Pembroke Pines
 Pembroke Shores Gymnasium & Park, City of Pembroke Pines
 Pembroke Shores Optimist Building, City of Pembroke Pines
 Tanglewood Park Restroom Building, City of Pembroke Pines
 Walter C. Young Restroom Building, City of Pembroke Pines
 Village Community Center, City of Pembroke Pines
 Flamingo Park Concession Building, City of Pembroke Pines
 SW Pines Soccer Park Nature Center, City of Pembroke Pines
 Village Community Center, City of Pembroke Pines
 Plantation Community Center, City of Plantation
 Jim Ward Park Community Center, City of Plantation
 Charlotte Burrie Civic Center, City of Pompano Beach
 Village Multi-Purpose Building, City of Sunrise
 Community Center, City of Tamarac
 Weston Regional Park (Restroom, Concessions, Maintenance Buildings), City of Weston
 Tequesta Trace Park Concessions/ Restroom Building, City of Weston
 Community Center & Interior Renovation, City of Weston
 Tennis Center & Improvements, City of Weston
 West Broward YMCA, City of Weston



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design



RICK SCOTT, GOVERNOR

JONATHAN ZACHEM, SECRETARY



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

SAAD ELIA EL-HAGE CONSULTING ENGINEERS, INC.
5601 NW 9TH AVENUE
SUITE 206
FT. LAUDERDALE FL 33309

LICENSE NUMBER: CA8801

EXPIRATION DATE: FEBRUARY 28, 2021

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RICK SCOTT, GOVERNOR

JONATHAN ZACHEM, SECRETARY



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

EL-HAGE, SAAD ELIA
5601 NW 9TH AVE.
#206
FT. LAUDERDALE FL 33309

LICENSE NUMBER: PE42550

EXPIRATION DATE: FEBRUARY 28, 2021

Always verify licenses online at MyFloridaLicense.com



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SYNALOVSKI ROMANIK SAYE
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MEP ENGINEERS

Albert Shub, P.E. LEED AP

Title	President, Director of Mechanical Department	
Duties and Responsibilities	In responsible charge for the complete design of all HVAC, Plumbing, and Fire Sprinkler systems. Manager of approximately 25 employees. Prepare presentations and proposals for prospect work. Attend client / contractor conferences. Project coordination with government officials, architects, civil and structural engineers.	
Education	1981 - 1985 University of Miami - Coral Gables, Florida <i>Bachelor of Science in Mechanical Engineering</i> • <i>Engineer in Training in Mechanical exam passed October 1985</i> • <i>PI TAU SIGMA, National Honorary Mechanical Engineering Society</i>	
Professional Experience	May 1990 – Present: Florida Engineering Services North Miami Beach, Florida <i>President</i> • License PE43413 Florida – issued May 1990 • License Registered in the State of New York 2007 • LEED AP certification – issued 2007 • Transitioned to majority shareholder – January 2015. February 1988 – April 1990: Steven Feller, P.E., Inc. Fort Lauderdale, Florida <i>HVAC Designer</i>	
Professional memberships	American Society of Heating, Air Conditioning, and Refrigeration Engineer National Fire Protection Association National Society of Plumbing Engineers U.S. Green Building Council	
References	Mr. Ed Bec Plaza Equity Partners SunTrust International Center 1 SE 3 rd Avenue, Suite 2110 Miami, Florida 33131 Office: 954-630-8880 Cell: 305-454-3214 ebec@plazaequity.com	Manuel Martinez Trinsic Residential Group 1400 Biscayne Boulevard Miami, Florida 33132 305-796-4562 305-397-2469 mmartinez@trinsicres.com



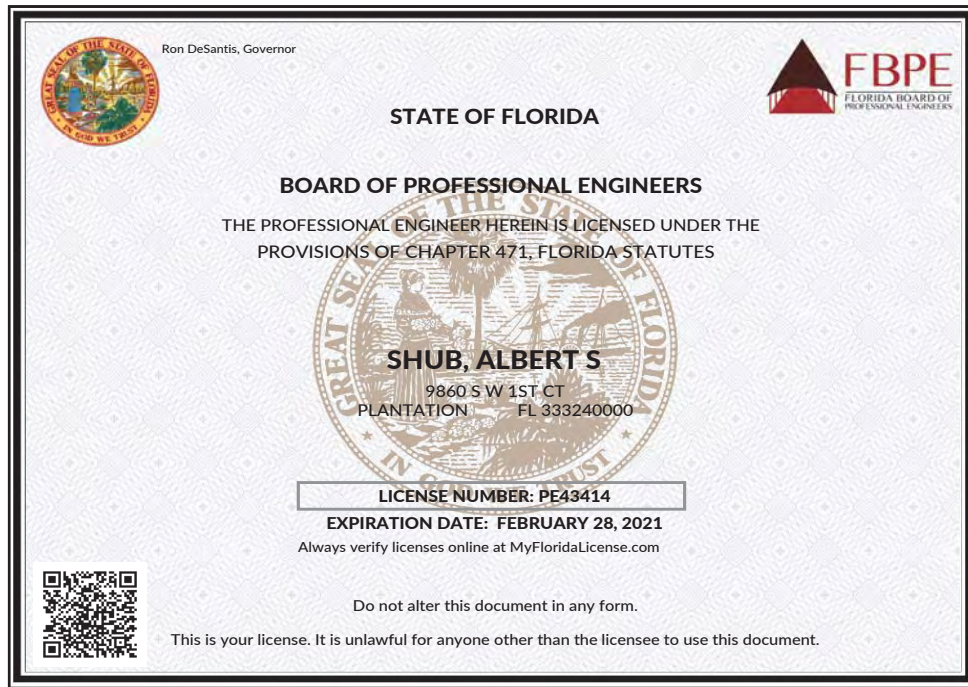
SYNALOVSKI ROMANIK SAYE
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Ernesto R. Torres, P.E.

Title	Vice President, Director of Electrical Department
Duties and Responsibilities	In responsible charge for the complete design of all Electrical, Fire Alarm, Phone and Cable TV systems. Manager of approximately 10 employees. Attend client / contractor conferences. Project coordination with government officials, architects, civil and structural engineers.
Education	January 1981 – July 1987 Universidad Nacional de Ingenieria (UNAN) Managua, Nicaragua <i>Bachelor of Science in Electrical Engineering</i> • <i>Engineer In Training exam passed October 1993</i> • <i>AutoCAD Release 12 Course, HI-TECH SCHOOL, Dec-1994</i> • <i>Engineering in Training Course, ANIA, Inc, Oct-1993</i> • <i>MS-DOS Computer Application Course, HI-TECH SCHOOL, Sept-1993</i>
Professional Experience	January 1995 – Present: Florida Engineering Services North Miami Beach, Florida <i>Vice President</i> • License PE0049958 Florida - issued February 1996 • License registered in the State of New York 2007 • Transitioned to minority shareholder – January 2015 April 1988 – December 1994: Best Truss Co, Inc Miami, Florida <i>Maintenance Manager</i> August 1992-December 1994: Ertech, Inc. Miami, Florida <i>Consultant Engineer</i> January 1986-December 1988 Servicios Ing. Electrica, SA Managua, Nicaragua <i>Owner/General Manager</i> May 1982-December 1985 Emp. Nacional de Diseño Managua, Nicaragua <i>Electrical Engineer</i>



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CIVIL ENGINEERS



**Robert J. Ross, P.E., LEED A.P.
Sr. Civil Engineer**

Professional Summary:

Robert Ross, P.E., LEED AP has over 28 years of designing roadway and drainage systems in South Florida and brings a wealth of experience when obtaining surface water management, environmental resource and water use permits from local permitting agencies. Robert J. Ross, P.E. as Principal-in-Charge and Engineer of Record has provided professional engineering services for multiple of park projects in Broward, Palm Beach and Miami-Dade Counties. The projects have ranged from new construction to remodels, additions and renovations.

Project Experience:

Broward County Regional Park, Broward County Parks and Recreation, Broward County, FL – Project to conduct a groundwater modeling to support this 107-acre park's water use permit for irrigation design. Scope included a site vicinity environmental characterization using Federal, State, and local government database searches to identify potential and existing contaminated sites; Identified existing legal users and existing legal domestic users. Constructed MODFLOW groundwater models of the proposed groundwater withdrawal and demonstrated drawdown with respect to contaminated sites, existing legal users, existing legal domestic users, surface water bodies, and sensitive areas. The modeling impact assessments were conducted for the proposed withdrawal alone and the proposed withdrawal with the accumulative drawdown of all existing legal users and pending applications. Proposed locations of recharge wells and surface water pumps, irrigation schedules based on need, wells and surface water withdrawals were simulated.

Recreation and Open Spaces General Engineering Services Contract for Miami Dade County Parks & Recreation, Various Locations, Miami-Dade County, FL - Ross Engineering was selected from the Miami Dade County EDP contract to provide General Civil Engineering Services for Miami Dade County's Parks, Recreation and Open Spaces. Our first task work order was to conduct a Sanitary Sewer Evaluation System (SSES) for thirteen parks throughout Miami Dade County as per Miami Dade County DERM's SSES program. This evaluation survey allows the County to locate and correct excessive infiltration and inflow (I/I) into the sewer lines. Ross performed a site inspection and evaluation for each of the parks. Four of the existing parks only needed to have smoke tests performed because they had less than 1,000 feet of gravity sewer and the remaining Parks required smoke test and flow tests to check the amount of infiltration/inflow in the system. The existing system was evaluated using the smoke machine to see if there was any smoke visible above ground. All problems were indicated on the reports. A final report was provided to the Park to submit to Miami Dade County for approval.

Ingalls Park, City of Hallandale Beach, Hallandale, FL – Engineering for the drainage design of a +4.5-acre park located in Hallandale Beach. Project included design of all drainage and grading for the new improvements at the park, including all dragging inside the park, along the new walkways and parking lots. In addition, the existing sidewalk was widening from 4' to 8' in some areas. All permitting efforts with both FDOT and Broward County were coordination in a timely manner to ensure on-time project delivery.



EDUCATION

Master of Civil Engineering
Florida International University, Miami, FL 2003
(NDF-30 Credit Hours Completed)

Bachelor of Science in Civil Engineering

Florida International University, Miami, FL 2000

Bachelor of Engineering Technology, University of Central Florida, Orlando, FL 1994

CERTIFICATION(S)

Professional Engineer, Florida PE #5485

LEED Certification No. 10445757, 2009

Ross Engineering, Inc.

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Inspection Services • Land Development
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Robert J. Ross, P.E., LEED A.P.
Sr. Civil Engineer

Hobe Sound National Wildlife Refuge Hydrologic Evaluation of F2 & F3 Impoundments, Broward County, FL - Sr. Engineer for the hydrologic evaluation for impoundments F2 and F3 existing hydrologic exchange capacity based on impoundment geometry and a simplified representation of tidal dynamics. Assumptions for the evaluation were that and flow velocities at hydrologic exchange points do not vary with depth, space or time during an ebb or flood tide. Our evaluation utilized both mathematical calculations and field observations. The tidal- prism volume and cross-sectional area of hydrologic exchange points (breaches or culverts) were estimated based on the survey data provided by SES. Flow velocity at surveyed hydrologic exchange points were gathered from field observations. The measured flow velocity was compared to the flow velocity theoretically necessary to transmit the full tidal prism volume across the surveyed hydrologic exchange points, to generate an estimate of hydrologic restriction present in the impoundment. An ICPR model was built and utilized to analyze the hydrology and provided results of the exchange.

Broward County Library of Services - Water Management Division El Rancho Canal Project - Broward County, FL - Engineer of Record for the design of a culvert control structure in the canal that starts with a riser box at the existing headwall and extend 150 feet east of the canal. This project also included four utility crossings shown on a profile, specifications, price quotes and construction observations.

City of North Miami Biscayne Park Water Main Improvements, N. Miami, FL – Lead engineer for the water main design along NE 109th Street. Preliminary design performed for the water main layout. Final design and specifications followed with permitting and construction engineering inspection and certification of the project.

Broward County Library of Services – Solid Waste and Recycling Division - Broward County, FL - Engineer of Record for the Southwest Regional Landfill and Vista View Park task work order from the Broward County Library of Services. Design for a new leachate (landfill wastewater) flow meter at the leachate load out area with a digital readout and recorder, on/off switch, and control panel. Signed and sealed drawings enough for obtaining the necessary permits. Specifications enough for soliciting price quotes.

City of Hallandale Beach General Engineering Services Sidewalk Master Plan, Hallandale Beach, FL - Mr. Ross was the Project Manager for this City of Hallandale project to create a Masterplan of the City's sidewalks and connectivity. The assignment was to identify deficiencies and introduce solutions for sidewalk connectivity allowing for safe pedestrian usage including Americans with Disability Act (ADA) improvements for proper handicap access.

City of Hallandale Beach Force Main Project, Hallandale, FL - Mr. Ross was the Engineer of Record for the proposed 30" force main from NE 14th Street to Moffet Street. Mr. Ross oversaw and conducted a thorough quality control of the design of the plans and profile for 1,000 linear feet of 30" force main. All existing utilities for water, sewer and drainage were located and shown on the profiles. Ross permitted the new force main through the City of Hollywood, Hallandale and Broward County Environmental Protection Department.

Broward County Hiatus Road Bridge Hydraulics Report for C-13 Canal Crossing, Broward County, FL – Ross performed a HEC-RAS model of the C-13 Canal including scour analysis for the 100 year event for both abutment and Pier scour on a new proposed bridge for a larger local civil engineering firm and Broward County Highway Division. Provided a complete bridge hydraulics report following both FDOT and FHWA standards as part of the permitting with SFWMD and Broward County EPD.

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Melissa R. Ross, MSCE Project Manager

Professional Summary:

Ms. Ross is the Principal of the firm and has over 18 years of experience in land development, utility engineering, water and wastewater treatment, drainage, roadway design, and permitting. She has worked with many clients in the public and private sectors. Ms. Ross also has extensive field experience in construction. In addition, Ms. Ross has worked on well over 40 School Board projects for Palm Beach, Broward and Miami-Dade Counties throughout her career.

Project Experience:

City of Hallandale Beach Ingalls Park, Hallandale, FL – Ms. Ross was the Project Manager for the complete redesign of the park. She designed all the drainage and grading for the new sidewalks, parking lot and pavilions. As part of this project, the City Hallandale requested for all of the existing sidewalks surrounding the park to be extended to 8' sidewalks. Ms. Ross coordinated closely with the Landscape Architect for the relocation of the existing trees as well as relocating existing catch basins. Permits for onsite and offsite were obtained from the City of Hallandale Beach, Broward County EPD, and FDOT drainage connection permit since this site was within 500' of an FDOT right-of-way. This project is currently under construction.

Broward County Regional Park, Broward County Parks and Recreation, Broward County, FL – Project to conduct a groundwater modeling to support this 107-acre park's water use permit for irrigation design. Scope included a site vicinity environmental characterization using Federal, State, and local government database searches to identify potential and existing contaminated sites; Identified existing legal users and existing legal domestic users. Constructed MODFLOW groundwater models of the proposed groundwater withdrawal and demonstrated drawdown with respect to contaminated sites, existing legal users, existing legal domestic users, surface water bodies, and sensitive areas. The modeling impact assessments were conducted for the proposed withdrawal alone and the proposed withdrawal with the accumulative drawdown of all existing legal users and pending applications. Proposed locations of recharge wells and surface water pumps, irrigation schedules based on need, wells and surface water withdrawals were simulated.

Lift Station, Recreation & Open Spaces, Miami-Dade County Parks & Recreation Department, Miami, FL - Project Ross Engineering was selected from the Miami Dade County EDP contract to provide miscellaneous civil engineering support for the Parks and Recreation Department. Ms. Ross was the Project Manager for the lift station project at Gwen Cherry Park. Ms. Ross helped permit and inspect the lift station on NW 71st Street. Reports were prepared and submitted for the leakage test and force main pressure test for the new pump station. The final certification for the new pump station was submitted to RER for approval. In addition, Ross Engineering was hired to conduct a Sanitary Sewer Sanitary Sewer Evaluation System for thirteen parks throughout Miami Dade County as per Miami Dade County DERM's SSSES program. This evaluation survey allows the County to locate and correct excessive infiltration and inflow (I/I) into the sewer lines. Ms. Ross was the Construction Engineering Manager and Inspector to evaluate these existing systems. Four of the existing parks only needed to have smoke tests performed because they had less than 1,000 feet of gravity sewer and the remaining Parks required smoke test and flow tests to check the amount of infiltration/inflow in the system. Ms. Ross performed the evaluation/inspection of the existing system and the reports. Ms. Ross updated the as-builts by identifying new manholes or sewer lines not shown and all final reports were provided to the Owner for review and submittal to Miami Dade County DERM.



EDUCATION

Master of Civil Engineering
Florida International
University, Miami, FL 2001

Bachelor of Science in Civil
Engineering
Florida International
University, Miami, FL 2000

CERTIFICATION(S)

NASSCO Certified



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Melissa R. Ross, MSCE
Project Manager

Pine Trails Park Phase I - Parkland, FL - Project Engineer in the Master Plan for Phase I 80-acre Pine Trails Park. The drainage and pavement design for the parking lots, roadways, soccer fields and basketball courts were designed to provide the required slopes necessary to remove any runoff from the courts. In addition, water and sanitary sewer service was provided for the concession stands. Permits were obtained from the City of Parkland, South Florida Water Management District, North Springs Improvement District, Broward County Health Department, and Broward County Wastewater Permit.

Pine Trails Park Phase II - Parkland, FL - Project Engineer for the second phase of the Master Plan 80-acre Pine Trails Park. This phase consisted of providing drainage and pavement design for the remaining parking lots, roadways, soccer fields and basketball courts to provide the drainage for this area. In addition, water and sanitary sewer service was provided for the concession stands and drinking fountains. Permits were obtained from the City of Parkland, South Florida Water Management District, North Springs Improvement District, Broward County Health Department, and Broward County Wastewater Permit.

Franklin Academy Elementary School, Pembroke Pines, FL – Civil Engineering Design, Permitting, and Construction Inspection Services. The scope of services for this 103-acre site included the design of all water and sanitary sewer to the proposed high school. The watermain consisted of over 5,000 linear feet of 8" PVC, 6" DIP, and 4" PVC domestic and fire lines in a loop system running throughout the school. Most of the lines that run along SW 207th Terrace and into the site is publicly owned and maintained by the City of Pembroke Pines. The sanitary sewer system was designed with a new 30 horsepower, 2 pumps pump station with 4,200 linear feet of 6" DIP force main that connects into an offsite force main. The offsite force main runs from the school pump station to the existing 8" dip force main along US 27's right-of-way. In addition, over 900 linear feet of 8" PVC gravity sewer was designed onsite. The project required close coordination with City of Pembroke Pines and Broward County.

Franklin Academy Charter School, Cooper City, FL - Project Engineer for the charter school located in Cooper City. This project is located on a vacated 25-acre site, of which 10 acres were purchased for this project. This site also has a proposed boat ramp that is currently under construction. All on-site existing utilities were investigated before preliminary design was proposed. Ms. Ross helped to design the drainage, water and sanitary sewer. This school required a lift station and force main to be designed and permitted.

Broward County School Board, Colbert Elementary School, Hollywood, FL - Ms. Ross was the Project Manager to design the drainage, utilities and permitting for the new 2 story administration, cafeteria, and classroom building as well as the new playfields and walkways. As Project manager for this project, Ms. Ross designed the drainage system using exfiltration trenches, and retention areas. The water, fire, and sanitary sewer connected into the existing system that was designed in the first phase of this school. These utilities were calculated and verified for capacity and pressure of the existing system. This project incorporated many different utilities within a very small area, therefore extensive coordination between Ms. Ross and the Mechanical, Electrical, and Plumbing Engineer was performed. The permits for this project were obtained from the School Board of Broward County, City of Hollywood, Broward County Health Department, and Broward County Environmental Protection Division.

Broward County School Board, Coconut Creek Elementary School, Coconut Creek, FL - Ms. Ross was the Project Manager to design the new fire line for the existing Elementary School in Coconut Creek. This project will provide fire protection to three of the existing buildings and bring them up to code. Coordination will be completed between the Fire Engineer and Ross to ensure the exact pipe sizing so that there will be enough pressure in the line. Currently this project is under the design phase. As-builts were obtained from the School Board and the City of Coconut Creek and were implemented into the plans. After the design is finalized, permits will be obtained from The School Board and Broward County Health Department.



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Ron DeSantis, Governor



STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

ROSS ENGINEERING, INC.
3325 S. UNIVERSITY DR.
SUITE 111
DAVIE FL 33328

LICENSE NUMBER: CA9808

EXPIRATION DATE: FEBRUARY 28, 2021

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RICK SCOTT, GOVERNOR

JONATHAN ZACHEM, SECRETARY



STATE OF FLORIDA

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

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EXPIRATION DATE: FEBRUARY 28, 2021

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Ingalls Park
City of Hallandale Beach, FL



Complete redesign of the park including design all the drainage and grading for the new sidewalks, parking lot and pavilions. As part of this project, the City Hallandale requested for all of the existing sidewalks surrounding the park to be extended to 8' sidewalks. Ross Engineering coordinated closely with the Landscape Architect for the relocation of the existing trees as well as relocating existing catch basins. Permits for onsite and offsite were obtained from the City of Hallandale Beach, Broward County EPD, and FDOT drainage connection permit since this site was within 500' of an FDOT right-of-way. This project is currently under construction.



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PARKLAND, FLORIDA PINE TRAILS PARK PH I & II (2006-2007) Modflow Groundwater Modeling / Water Use Permitting

Ross Engineering, Inc was contracted for conducting groundwater modeling to support this 107 acre park's water use permit for irrigation design. Scope included a site vicinity environmental characterization using Federal, State, and local government database searches to identify potential and existing contaminated sites; Identified existing legal users and existing legal domestic users. Conducted supplemental irrigation volume calculations; Constructed MODFLOW groundwater models of the proposed groundwater withdrawal and demonstrated drawdown with respect to contaminated sites, existing legal users, existing legal domestic users, surface water bodies, and sensitive areas. The groundwater model was created using Visual MODFLOW 4.1, a three-dimensional finite difference modeling software that utilizes the U.S.G.S. MODFLOW 2000 for groundwater flow simulation. The groundwater model predicted potential groundwater drawdown and potential saline water intrusion based on aquifer parameters and the site-specific water use and hydrogeology.

Ross Engineering, Inc.
17670 NW 78th Avenue
Suite 214
Miami, FL 33015
Phone: 786.468.8304
Fax: 305.392.1019





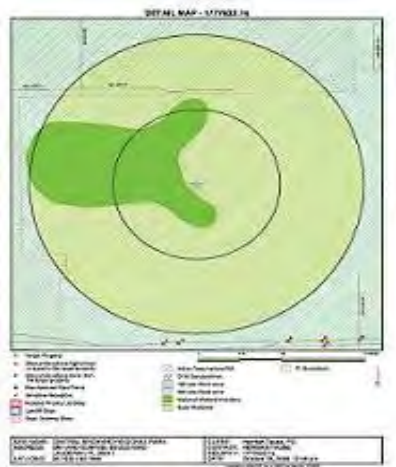
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Modflow Goundwater Model Broward Central Regional Park



Scope of work included Modflow groundwater modeling, pump design, lake drawdown effects on wetlands and irrigation design to support a SFWMD Consumptive Water Use permit. Consumptive Water Use permit was obtained for this 109-acre park in early 2007.



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Biscayne Park Watermain Extension, City of North Miami, FL



New watermain extension along NE 109th Ave. This new 6" main will connect into the existing 6" watermain along NE 9th Ave and end at the connection of the existing 6" on NE 10th Ave. A plan and profile will be provided to show any conflicts as well as maintenance of traffic plan. Two new fire hydrants are also designed to help with fire protection. Permits will be obtained with Miami Dade County, City of Biscayne Park and Miami Dade County Health Department.



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LANDSCAPE ARCHITECT



Michael Kroll, RLA, FASLA

Landscape Architect

Years of Experience: 33

Registrations & Certifications:

Registered Landscape Architect, FL, 1989
Registered Landscape Architect, TX, 2009
Fellow American Society of Landscape Architects, 2014

Education:

Bachelor of Landscape Architecture
University of Florida, 1986
Graduate Studies, Urban and Regional Planning
Florida State University, 1989

Publications & Presentations:

American Society of Landscape Architects, Broward Section, Habitat Restoration, October 1995
Builders Association of South Florida, Environmental Issues & Development, 1999, Lecturer
Florida Educational Facilities Planners' Association, Inc., Making Connections: Benefits of On-Campus Mass Transit Elements, July 2014, Presenter/Speaker
Florida Engineering Society, Environmental Design & Habitat Restoration, April 1995, Lecturer

Professional & Civic Activities:

Fellow, American Society of Landscape Architects
Past Member, American Society of Landscape Architects, Florida Executive Committee
Vice Chair, Broward County Bicycle & Pedestrian Advisory Committee
Member, Broward Section, American Planning Association
Past Chair, Broward Section, American Society of Landscape Architects
Member, Florida Board of Landscape Architecture, 2013-current
Member, Florida Earth Foundation, Engineering Advisory Committee, 2004-present
Member, Florida Recreation and Park Association
Member, Florida Redevelopment Association
Recipient, UF Distinguished Landscape Architect Alumnus Award, 2013

Professional Experience:

Mr. Kroll, President of Miller Legg, has been actively involved in projects ranging from large scale habitat restoration to international urban redevelopment projects. His 30+-year career has concentrated on planning, infrastructure, open space, transportation and redevelopment, principally in South Florida.

Mr. Kroll's diverse professional experience has led to projects that successfully integrate environmental, planning and landscape architectural services. Under his leadership, Miller Legg develops project solutions that respond to the natural environment, respect the social fabric and create sustainable aesthetic spaces.

Relevant Project Experience:

City of Pembroke Pines D/B Taft Street Improvements - Miller Legg was on the RJ Behar team for this Taft Street Design Build project for the City of Pembroke Pines. The firm's scope of services was landscape architectural design and post design services and included the development of design and contract documents including plans and specifications.

City of Pembroke Pines West Pines Soccer Park - A 56-acre active and passive municipal park located at 196th Avenue and Pines Boulevard in the City of Pembroke Pines. This unique park's features included four soccer fields and one football facility as well as providing other active park elements with passive park facilities such as a boardwalk and 21 acres of wetlands mitigation area. Services provided by Miller Legg included civil engineering, surveying, wetlands mitigation planning, assistance with grant writing, and mitigation construction observation.

Miami-Dade County PROS Debbie Curtin Interactive Park - Under

Miller Legg's Continuing Services Contract with PROS, Miller Legg was responsible for development of the conceptual rendering plans for this exciting interactive park.

Florida International University (FIU) Stadium Turf Replacement - Miller Legg provided site engineering, subsurface utility engineering (SUE), irrigation design, and construction phase services for the replacement of the artificial turf field (also a FIFA Certified Professional Field) at the FIU football stadium on the Modesto Maidique campus. This project was completed under the firm's Continuing Engineering Services contract.

City of Sunny Isles Beach Gwen Margolis Park and Pelican Community Park Artificial Turf -

The project consisted of the reconstruction of existing natural turf fields at Pelican Community Park and Senator Gwen Margolis Park in the City of Sunny Isles Beach with artificial turf. Miller Legg provided the preparation and permitting of drainage plans to collect under the new drain systems installed as part of the project, as well as surveying services. In addition, construction observation was provided to verify compliance with the plans and for the certification of the project through regulatory agencies.

City of Plantation Parks & Recreation Master Plan - Miller Legg was selected to prepare the first Plantation Parks and Recreation Master Plan. The firm is providing comprehensive recreation planning based upon research of existing facilities and programs, recreation opportunities and needs analyses specific to City of Plantation demographics to develop programming, budget and operational needs for a 10-year horizon. Public Outreach to effectively gather and disseminate information during Plan development is an important focus of the project.



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Brian Shore, RLA



Years of Experience: 15

Registrations & Certifications:

Registered Landscape Architect, FL, 2014
Certified Arborist, FL, 2018
FDOT Intermediate Maintenance of Traffic, FL, 2019

Education:

Bachelor of Landscape Architecture, Minor in Environmental Sciences
University of Florida, 2004

Continuing Education:

FDOT LAP Training Certificate, 2018
FDOT Specifications Package Preparation Training Certificate, 2017
RainBird Landscape Irrigation Design Process Certificate, 2018

Professional & Civic Activities:

Member, International Society of Arboriculture

Professional Experience:

Mr. Juncal is a Landscape Architect and Certified Arborist focused on a variety of public and private landscape architecture projects including roadway landscaping and irrigation, active and passive park landscape design, higher educational facilities as well as residential and commercial projects. Certified Arborist services include: tree species identification and inventories, tree surveys and canopy mapping, destroyed/damaged tree assessments, tree value estimates, tree grading, tree species selection for planting, mangrove trimming oversight and tree permitting.

C. Miguel Juncal, RLA, CA

Landscape Architect

Relevant Project Experience:

City of Miami Morningside Park Tennis Center - The City of Miami Morningside Park created an expanded and improved tennis facility at the Park. The project included improvements to an existing seven (7) courts that had experienced degradation due to drainage and soil stabilization issues. A new court layout was developed to increase the facility to eight (8) lighted courts and a warm-up training wall amenity. Other tennis improvements included upgraded lighting, fencing and shaded bench area. A central courtyard was also developed as a key element of the project design.

City of Miami Hadley Park Synthetic Turf and Park Improvements - Under Miller Legg's professional service agreement with the City of Miami for landscape architectural services, the firm has been retained to provide civil engineering, landscape architecture, permitting and limited construction observation services for the Hadley Park synthetic turf and park improvements project. Miller Legg is providing underground utility designation services in order to prepare an existing utility map. Schematic design documents for the proposed improvements are being provided, to include client meetings and preliminary Opinion of Probable Cost. Final construction documents will be developed for chosen field layout, fencing, pedestrian walkways, grading, site amenities, ADA-accessible ramp, sodding and irrigation.

City of Coral Gables War Memorial Youth Center Landscape & Engineering - This City of Coral Gables 7-acre War Memorial Youth Center in Miami Dade County stands as a living memorial to the veterans of Coral Gables who risked their lives for the American way of life. The project includes improvements to multi-purpose athletic fields and the Civic Plaza. Miller Legg was responsible for the landscape architecture, civil engineering design and

permitting of the improvement program. Specific improvements included athletic field drainage, re-sodding with Bermuda "Celebration" turf and irrigation design. The irrigation system ties into a non-potable well system. Drainage improvements consist of subsurface field improvements that integrate with the existing exfiltration and subsurface drainage systems. The Youth Center Plaza's redesign integrates new canopy tree species within the plaza and restoration of the plaza paving for the pedestrian use areas. Tree removal permitting was coordinated through the City of Coral Gables and Miami Dade County DERM. Additional services provided include: design development, final construction documents, tree removal permitting, and construction administration. Miller Legg collaborated with MC Harry Associates on this project.

Miami-Dade County PROS Debbie Curtin Interactive Park - Under Miller Legg's Continuing Services Contract with PROS, Miller Legg was responsible for development of the conceptual rendering plans for this exciting interactive park. Features of the interactive components include musical instruments such as a goblet drum, and vivo metallophone, kettle drum, grandioso chimes, kundu drum, animato metallophone, bongo, hourglass and ring-a-bell panels, textured features such as marble and tracing panels, as well as climbers including a custom rope climber, stone block climb, custom hill net, a bobble rider single and double and a global motion freestanding play structure. The conceptual plans were presented to the City of Miami. The firm was also responsible for developing construction documents.





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Years of Experience: 19

Registrations & Certifications:

Registered Landscape Architect, FL, 2005
FDOT Intermediate Maintenance of Traffic, FL, 2013

Education:

Bachelor of Science, Landscape Architecture
North Carolina A&T State University, 2000

Continuing Education:

Eminent Domain for Landscape Architects, 2013
FDOT Landscape Highway Seminar, 2005, 2006, 2008 and 2013
FDOT Outdoor Advertising Workshop, November 2008 and February 2010
FDOT Plan Reviewer's Workshop, November 2006 and November 2007
FDOT Specifications Package Preparation Training Certificate, 2016
Irrigation: The End to Water Waste in Landscapes 2013
Landscape Palm Diseases, 2013
LAP Project Inception to Notice to Proceed, October 2007
LAP Training for Right-of-Way and Real Estate Acquisition, May 2008
PSMJ Project Management Boot Camp, 2007

Professional Experience:

As a Senior Landscape Architect, Mr. Shore has significant experience in landscape architectural design and landscape construction services for a variety of public and private projects. Specialties include landscape, hardscape, and irrigation design services for streetscape and roadway projects including the Florida Department of Transportation (FDOT), all aspects of

Brian Shore, RLA

Landscape Architect

active and passive park design, health-care campuses, and environmental wetland habitat creation. Other experience includes various residential and commercial projects. Mr. Shore is a Senior Associate of the firm.

Relevant Project Experience:

Broward College (BC) Bailey Hall Civil & Landscape Architecture Improvements

- Miller Legg was responsible for civil engineering and landscape architecture services associated with the revitalization of the pedestrian and landscape areas in and around the southwest quadrant of the Broward College Davie Campus Bailey Hall courtyard and Buildings 3 5 & 6. Pedestrian walkways were repaved and paver landings installed for ADA compliant picnic tables. Landscape improvements focused on aesthetic and ADA compliance upgrades. Construction plans included hardscape paver installation details for dimensional layout including planting and irrigation plans.

City of Pembroke Pines

Streetscape Design Guidelines

- Miller Legg worked on the City of Pembroke Pines City Wide Streetscape Master Plan which included the creation of context sensitive design guidelines for the roadway corridors throughout the City including accommodations for mobility. This Master Plan looked at both the corridor segment and intersection component. Corridor segment components included: median plantings, 'Side of Road' (along the right-of-way or street edge) plantings, street trees and specialty plantings. Intersection segment components included: Median nose treatments, crosswalks, expanded pedestrian plazas at the corners, specialty items and icons. Components also included some specialty 'Threshold' Plantings, if there was adequate space. Residential streets included 'Family Ways'. These

City of Lauderhill Sports Park

- The City of Lauderhill is improving the amenities at the 12-acre Lauderhill Sports Park, including the proposed replacement of natural grass with synthetic turf on the baseball field and cricket pitch, conversion of the playground area wood chip surface to synthetic turf, playground shade and football scoreboard replacement, modifications to portions of the fitness trail and the addition of new fitness trail exercise equipment. Miller Legg is providing civil engineering design, stormwater permitting, landscape architecture, irrigation design, preparation of materials and construction specifications and bidding assistance services.

City of South Miami Parks and Recreation Master Plan

- Miller Legg prepared the first City of South Miami Parks and Recreation Master Plan. The professional services for this Master Plan included comprehensive planning, recreation planning, significant maintenance planning, landscape architecture, and public outreach services. To develop programming, budget, and operational needs for a 10-year horizon, our team researched existing facilities and recreation opportunities, and needs analyses specific to South Miami demographics. Public outreach services included a public online survey, multiple public presentations and workshops.

City of Tamarac Roadway Landscape Master Plan Update

- Miller Legg is providing the City of Tamarac with an update to its citywide Roadway Landscape Master Plan. The project consists of creating a go-forward landscape roadmap guide that will be implemented for years to come. Miller Legg is conducting an evaluation of existing landscape conditions, an opportunities and constraints analysis, and a citywide tree inventory assessment.



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design



Years of Experience: 6

Registrations & Certifications:

FDOT Intermediate Maintenance of Traffic, FL, 2019

Education:

Master of Landscape Architecture
Florida International University, 2012
Associates Degree, Architecture
Broward College, 2009

Continuing Education:

RainBird Landscape Irrigation Design Process Certificate,
2018

Professional Experience:

Mr. Nevarez Gavela is a Landscape Designer with public and private sector experience in highway and roadway landscaping and irrigation, urban parks and public spaces, as well as commercial and residential landscape design projects. He has technical expertise in AutoCAD, Microstation, LandFX.

Relevant Project Experience:

City of Weston Community Center

- Miller Legg is providing survey, SUE, civil engineering and landscape architecture design services for the new City of Weston Community Center at Weston Regional Park as part of the Cartaya Architects team. The parcel is being redeveloped from land currently used for sports activities and passive green space. It will comprise an indoor facility of approx. 25,000 SF to accommodate office space and multi-purpose rooms. The planned outdoor

Raul Nevarez Gavela

Landscape Designer

facilities will total 6,400 SF, while site work beyond the building will include lawn seating, a 7,500 SF playground, parking and landscaping.

City of Miami Beach 20th Street & Sunset Drive Pocket Park

- Under our Continuing Services Contract with the City of Miami Beach, Miller Legg was awarded an assignment to provide survey, civil, geotechnical, electrical, structural engineering and landscape architecture services for the design, permitting and construction of a new pocket park at 20th St and Sunset Drive. The firm is assisting with the planning of key program elements and will move to perform schematic design, design development, construction document, bidding and construction tasks. The design will incorporate Crime Prevention Through Environmental Design (CPTED) principles. Arborist and irrigation design services will also be furnished for this project.

Florida International University (FIU) Felsberg Veterans Plaza

- Miller Legg provided site engineering, landscape architecture, irrigation and construction phase services for the Felsberg Veterans Memorial project. The Memorial honors former Florida International University (FIU) alumnus Michael Felsberg, a Marine Lieutenant who died in the line of duty in 2003. The Memorial structure is located south of Parkview I on FIU's Modesto Maidique campus. The project was designed and constructed under a very aggressive schedule, completing design and construction within three (3) months. This project falls under Miller Legg's Civil Engineering Continuing Services contract.

City of Miami Hadley Park Synthetic Turf and Park Improvements

- Under Miller Legg's professional service agreement with the City of Miami for landscape architectural services, the firm has been retained to provide civil engineering, landscape

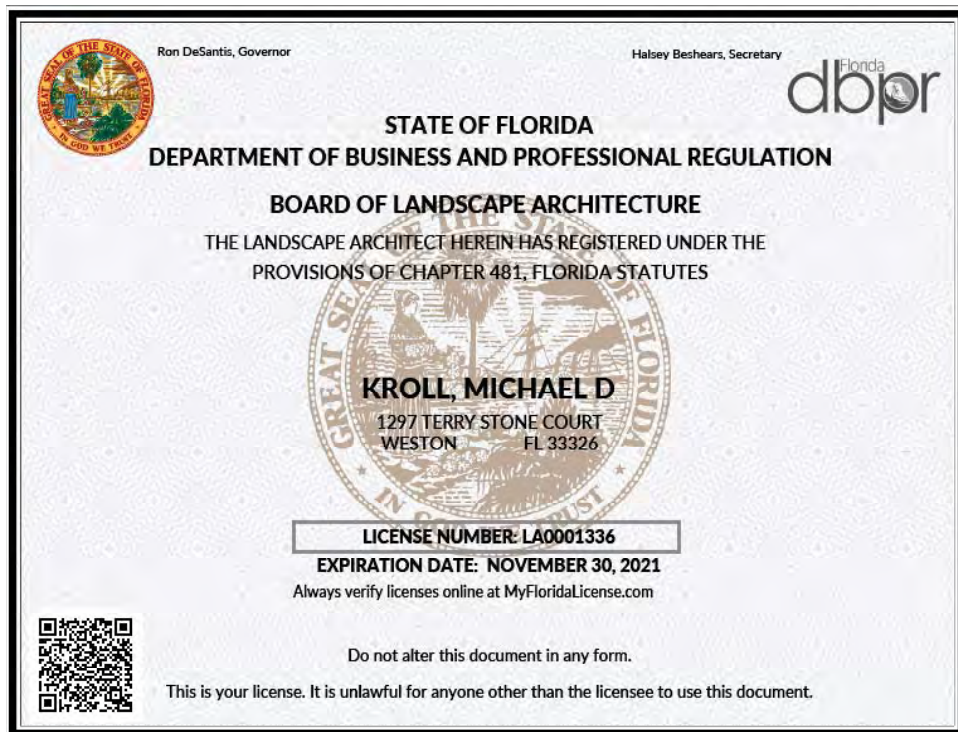
architecture, permitting and limited construction observation services for the Hadley Park synthetic turf and park improvements project. Miller Legg is to provide underground utility designation services in order to prepare an existing utility map. Schematic design documents for the proposed improvements are being provided, to include client meetings and preliminary Opinion of Probable Cost. Final construction documents will be developed for chosen field layout, fencing, pedestrian walkways, grading, site amenities, ADA-accessible ramp, sodding and irrigation. Permit coordination will be coordinated with the City, Miami-Dade DERM and SFWMD. Construction administration services will be delivered, culminating with a statement of work completion and as-built submittal.

Miami-Dade County Parks Misc. Landscape Architecture Support Services

- Miller Legg provided in-house landscape architecture design support services for Capital Improvements to the Parks & Recreation Department for a variety of County park projects. Most recently, the firm has provided playground design for Serena Lakes Park, Trust for Public Lands (TPL) Fitness Zone Design for Amelia Earhart Park, and interactive playground design for Debbie Curtin Park and landscape inspections for Wynwood Community Resource Center. Landscape Architecture services include landscape architecture, hardscape, irrigation design and landscape inspections. This work was performed under the County's Equitable Distribution Program Continuous Professional Services Agreement.

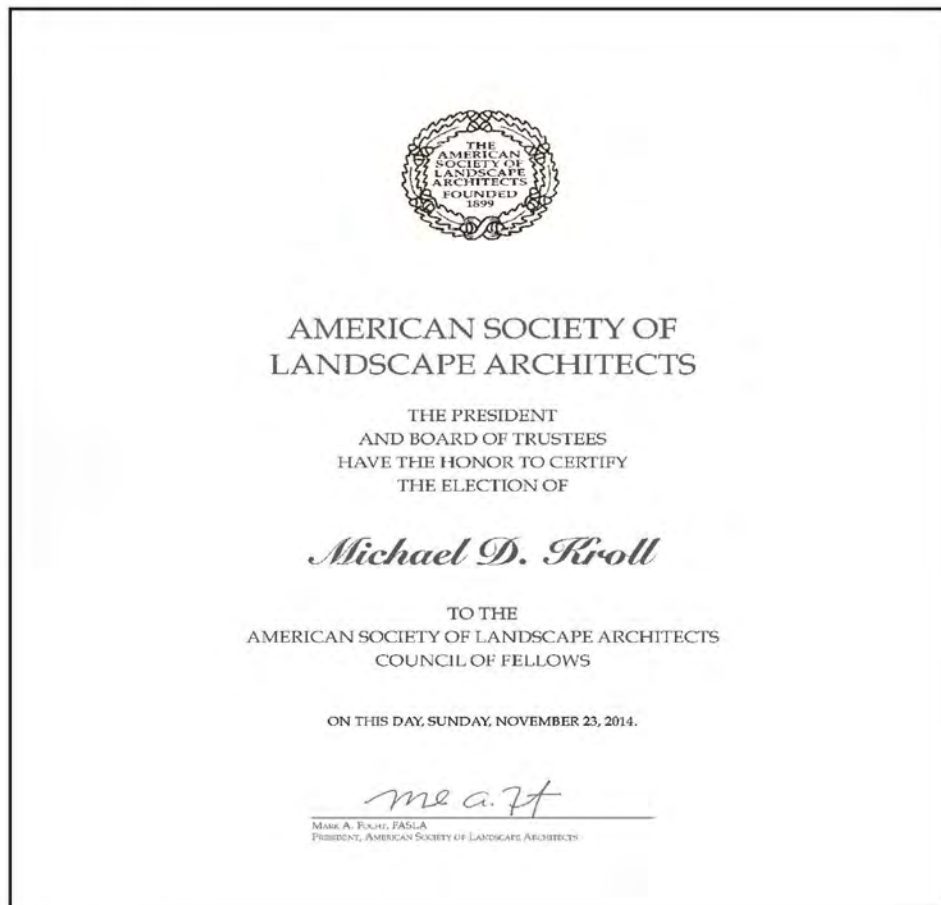


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Miller Legg Parks and Recreation Experience

Park	Master Planning	Golf	Passive	Active	Landscape Architecture	Engineering	Environmental	Permitting
City of Oakland Park Parks and Recreation Master Plan								
City of South Miami Parks and Recreation Master Plan								
Miramar Master Park Plan								
Boca Raton Red Reef Park Master Plan Update								
City of Plantation Parks & Recreation Master Plan								
City of Orange City Parks Master Planning Services								
City of Miami Lakes Streetscape Master Plan								
City of Pembroke Pines Streetscape / Greenway Design Guidelines								
Doral Glades Park Boardwalk and Wetland Preserve								
Doral Glades Park Wetlands Monitoring								
Boynton Beach Oceanfront Park Boardwalk								
Broward County Parks and Recreation West Lake Park								
Broward County Parks and Recreation Tradewinds Park Equestrian Trails								
Broward County Parks and Recreation Miramar Pineland Nature Center								
Brevard County Parks and Recreation Fisherman's Landing Park								
Brevard County Valkaria Community Oceanfront Park								
Brevard County Parks and Recreation Coconut Point Park								
Brevard County Micco Park								
Broward College Tigertail Recreation Center								
City of Coral Springs Sandy Ridge Sanctuary								
City of Belle Isle Montmark Park								
Capehart Community Park								
City of Coral Springs Sportsplex								
Town of Davie Clark Park								
Town of Davie Math Iglar Park								
West Jupiter Recreation Center								
City of Lauderdale Lakes C-13 Greenway Segments								
City of Lauderhill Sports Park								
City of Margate Calypso Cove Water Park								
City of Miami Beach 20th Street & Sunset Drive Pocket Park								
City of Miami Hadley Park Synthetic Turf and Park Improvements								
City of Miami Morningside Park Tennis Center								
City of Miramar Ansin Community Center								





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Miller Legg Parks and Recreation Experience

Park	Master Planning	Golf	Passive	Active	Landscape Architecture	Engineering	Environmental	Permitting
City of Miramar Forzano Park Improvements Phase I								
City of Miramar Recreation Redevelopment Plan								
City of Miramar River Run Park Improvements								
City of Miramar Sunset Lakes Park Planning								
City of Pembroke Pines Central Park								
City of Pembroke Pines Flamingo Park Expansion								
City of Port St. Lucie McChesney Park Soccer Field Expansion								
City of Sunny Isles Beach Pelican Community Park								
City of Weston Athletic Park								
City of Weston C-11 Canal Trail								
Gene Polk Park Improvements								
Green Springs Park								
Lake Mary Community Park								
Manatee County Kinnan Park								
Manatee County Bennett Park Master Plan								
Manatee County Parks and Recreation Continuing Services								
Rock Lake Park								
South Orange Youth Sports Complex								
Anne Kolb Nature Center at West Lake Center								
FDOT Sheridan Street Boardwalk								
City of Hollywood Charnow Park								
Plantation Preserve & Golf Club								
Palm Aire Golf and Country Club Lake Expansion Project								
Palm Beach South County Park								
Palm Harbor Golf Course Redevelopment								
Osprey Point Golf Course (South County Regional Park)								
TPC at Heron Bay								
Valley Oaks Golf Course								
Victoria Park								
Weston Hills Country Club								
Rolling Hills Country Club								
Royal Palm Yacht & Country Club								
Savannah Commons Recreation Center								
Stoneybrook East Golf Community								
Emerald Bay Resort								





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Miller Legg Parks and Recreation Experience

Park	Master Planning	Golf	Passive	Active	Landscape Architecture	Engineering	Environmental	Permitting
FDOT D4 Orangebrook Golf Course Study								
Ironhorse Golf Course								
Lake Forest Master Plan								
Los Batos Golf Course								
Man-O-War Country Club								
Ho Na Golf Course								
Juno Park Boat Ramp and Parking Lot Renovations								
Carlin Park								
Town of Davie Berman's Park Preserve								
City of Coral Springs Kiwanis Park								
City of Coral Springs Red Lichen Sanctuary								
BCPR Long Key Natural Area/Habitat Restoration								
BCPR Secret Woods Park Dock								
Waterway Park Mitigation Bank								
Palm Beach County Riverbend Park								
Royal Palm Beach Pines Natural Area								
City of Plantation Volunteer Park								
BCPR Secret Woods Park Dock								
BCPR Snake Warrior's Island Natural Area								
BCPR South Fork New River								
City of Fort Lauderdale Mills Pond Park								
City of Pembroke Pines Wetlands Park								
City of Miramar Linear Park / University Drive								
City of Port St. Lucie Torino Park Master Plan								
City of Sunny Isles Beach Artificial Turf								
Town of Davie Trail Guides								
St. Lucie County Summerlin Park Dock								
St. Lucie County River Park Marina								
Volusia County Colby Alderman Park								
South County Park Main Access Road								
Palm Beach County Parks Coconut Cove Water Park & Recreation Area								
Broward College Pines Recreation Park								
Lakewood Ranch Regional Park Expansion								
Lumus Park								





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Miller Legg Parks and Recreation Experience

Park	Master Planning	Golf	Passive	Active	Landscape Architecture	Engineering	Environmental	Permitting
City of Miami Gibson Park Design Criteria Report								
City of Miami Jose Marti Park Gymnasium								
City of Miami Kennedy Park Floating Dock Path Mangrove Trimming								
City of Miami Moore Park Master Plan Design Criteria Report								
City of Miami Orange Bowl Field at Moore Park								
City of Pembroke Pines Recreation Center								
Pembroke Pines Southwest Pines Nature and Recreation Park								
Greenbriar Park Restroom								
Hallandale Beach Foster Park Improvements								
Indian Trail Community Park - Phase I								
Jessica Clinton Park								
John Prince Park Campground Improvements								
Lake Fairview Park and Trotters Park Conceptual Master Plan								
Lake Lytal Park Improvements								
Miami-Dade County Parks & Recreation Bailes Road Park								
Miami-Dade County Parks & Recreation Claire Rosichan Park								
Miami-Dade County P & R Eureka Park								
Miami-Dade C & R Palm Glades Park -								
Orange County Parks and Recreation Continuing Services								
Orlando Cultural Park Conceptual Master Plan								
Palm Beach County Buttonwood Park								
Palm Beach County Okeetee Park Improvements								
Palm Beach County Parks and Recreation District Park "K"								
Port St. Lucie Boating Access Study								
Riverbend Park Phase One								
Rosemont Community Park								
St. Lucie County Paradise Park								
Town of Davie SW 58th Avenue Park Surveying								
Village of Wellington Park Gymnasium								
Broward County Parks and Recreation Vista View Park Expansion								
Wellington K-Park								
City of Miami African Square Park Surveying								
City of Miami Beach Collins Park Parking Garage								





9. Additional Information





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ACKNOWLEDGEMENT OF ADDENDA

SRS acknowledges the receipt of Addenda:

#1 - issued December 17th, 2019

#2 - issued December 24th, 2019

#3 - issued December 31st, 2019



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SRS INSURANCE CERTIFICATE

Client#: 1053727

SYNALROM

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/15/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER USI Insurance Services, LLC 2502 N Rocky Point Drive Suite 400 Tampa, FL 33607		CONTACT NAME: PHONE (A/C, No, Ext): 813 321-7500 FAX (A/C, No): E-MAIL ADDRESS:															
INSURED Synalovski Romanik Saye, LLC 1800 Eller Drive #500 Fort Lauderdale, FL 33316-4210		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Phoenix Insurance Company</td> <td>25623</td> </tr> <tr> <td>INSURER B : Travelers Indemnity Company</td> <td>25658</td> </tr> <tr> <td>INSURER C : Travelers Casualty and Surety Company</td> <td>19038</td> </tr> <tr> <td>INSURER D : Argonaut Insurance Company</td> <td>19801</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Phoenix Insurance Company	25623	INSURER B : Travelers Indemnity Company	25658	INSURER C : Travelers Casualty and Surety Company	19038	INSURER D : Argonaut Insurance Company	19801	INSURER E :		INSURER F :	
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INSURER F :																	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:	X	X	6609D35342A	12/23/2019	12/23/2020	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY	X	X	BA6G624112	12/15/2019	12/15/2020	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☐ EXCESS LIAB ☐ DED ☒ RETENTION \$10,000	X	X	CUP4K271119	12/23/2019	12/23/2020	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		X	UB8J676605	12/23/2019	12/23/2020	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Professional Liability			121AE016232900	12/10/2019	12/10/2020	\$1,000,000 per claim \$5,000,000 annl aggr.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Professional Liability coverage is written on a claims-made basis.

CERTIFICATE HOLDER

CANCELLATION

For Proposals

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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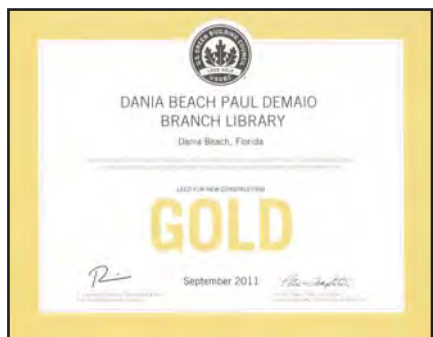
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MRLEW



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SRS LEED EXPERIENCE

Overview

Stewardship of the environment is part of SRS's design philosophy. We believe that buildings should fit comfortably on their sites, be respectful of their context, and minimize their burden on the earth's resources. By making thoughtful design decisions as architects and engineers, we have an opportunity and a responsibility to make a positive contribution to the protection of our planet. We believe in an integrated, holistic approach to design. Under the guidance of our Three (3) LEED Accredited Professionals, we use the LEED Green Building Rating System as a one of many tools in the development of environmentally responsible projects.

Sustainable Design

Sustainability can be broadly defined as a balance between human needs and productivity of natural systems. Sustainable design principles help to promote regeneration of the natural environment, minimizing impact on its resources while affording sound economical development. Good design relies on making design decisions that are clearly guided by suitability, durability, economy and common sense. Building materials and systems should be selected on their ability to perform over the long term while maintaining their intended appearance and efficiency. Systems that conserve energy while increasing the quality of the environment for those they serve are far more cost effective in the long run. Materials that are more durable require less maintenance and cost to up-keep. It is good business sense.

Benefits of Environmentally Responsible Buildings

Environmentally responsible buildings have benefits far beyond social responsibility. Sustainable design is good for business. Improved operational efficiency, increased productivity, improved financial performance, enhanced occupant comfort, and improved quality of life are just a few key benefits.

LEED Project Experience

LEED Certified:

Toyota/Lexus Training Facility Interior Fit-out - LEED CI (Gold)
Lauderhill Municipal Complex - LEED NC (Silver)
Children Service Council Lauderhill, FL - LEED NC (Silver)
Paul DeMaio Dania Beach Branch Library - LEED NC (Gold)

LEED Registered:

Fire Station 107 I Miramar, FL - LEED NC (Silver)
Pembroke Pines Public Services Campus, Pembroke Pines, FL - LEED NC (Silver)
Aventura Chabad, Aventura, FL - LEED NC (Gold)
Two Ten Aventura, Aventura, FL - LEED NC (Gold)
Charlotte Burrie Civic Center - LEED NC (Certified)

Green Awards

Pyramid Award 2010 (Lauderhill Municipal Complex)
Associated Builders and Contractors

Green Award 2010 (Lauderhill Municipal Complex)
Associated Builders and Contractors

USGBC Gala Verde 2011 (Toyota/ Lexus Training Facility)

FHBA Aurora Award 2011 (Green Dream House)

Florida Prism Best In Show 2012

FPL - Energy Efficiency Gold Award Winner

Green Home of the Year Gold Award Winner

Innovation in Green Building Gold Award Winner

Florida Green Building Coalition:

Marathon Public Library & Adult Education Center, Marathon, FL



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SRS BIM CAPABILITIES

Historically **SRS's** CAD capabilities have been a traditional 2D vector based platform, focused on production level high quality construction documents. Our AutoCAD 2020 design and documentation software allows the use of 3D design tools, however our Firm experience has predominantly been with 2D documentation. Our AutoCAD capabilities are enhanced by the use of Photoshop, InDesign, SketchUp and Enscape as rendering tools.

In 2012, the entire **SRS** office was trained in REVIT and now have the knowledge and experience to develop specific projects utilizing intelligent 3D virtual representation in BIM (Building Information Modeling). Led by Principals, **SRS** can produce "intelligent" documents that provide practical and cost effective advantages: higher design quality, faster documentation process, minimal "mistake" potential, early collision detection, higher team efficiency, higher team collaboration, higher visualization quality and higher presentations materials.

The Firm has utilized Levels 0-3 BIM maturity for several municipal and private client projects to date and has the capability to provide 6D Asset Lifecycle Management. Since this is fairly new technology and not largely implemented throughout the industry, BIM is used at the request of the client and after first assessing their needs.





PERMITTING STATEMENT

SRS has been providing architectural services to the South Florida Community since 1988. Since then, we have designed solutions utilizing the applicable Broward Edition of the South Florida Building Code and the Florida Building Code. Our comprehensive professional services for remodeling, renovation and new construction projects have focused primarily on improvements, expansions and replacements to existing facilities. Therefore our knowledge and experience with local codes and with their regulators has been extraordinary. Further, this experience and knowledge was developed mostly with phased replacement projects that included temporary facilities. All of our phased replacement projects safely maintained daily operations.

As part of our services for projects in South Florida, we have shepherded project entitlements inclusive of land use amendments, platting, rezoning, site plan approvals and permitting with the various local Drainage Districts throughout South Florida. We have also permitted work with the South Florida Water Management District and the Army Corp of Engineers. We also have excellent knowledge and experience working with FDOT and the multitude of Broward, Duval, Martin, Manatee, Miami-Dade, Monroe, Orange, Palm Beach and Sarasota County regulatory agencies that regulate development.

After Hurricane Wilma and previously after Hurricane Andrew, our firm worked with FEMA regulators on various remediation, repair and reconstruction projects in South Florida. Specifically, between 2000-2009, our Managing Principal, Manuel Synalovski, AIA, LEED AP served as the architect representative on the Broward County Board of Rules and Appeals and consequently was extremely involved with all the Building Code modifications inclusive of the transition from the South Florida Building Code to the Florida Building Code.

SRS has one in-house professional dedicated solely to administrating and expediting approvals and permits for all of our projects for over 31 years. Further, we have established a strong relationship with the City of Pembroke Pines Building Department; all County agencies involved in permitting and approvals for construction/ development projects, and all Regional and State agencies also involved in permitting and approvals for construction/ development projects. We understand not only the “process” in terms of time, but the “personalities” of the individuals involved in the “process”. Further, we understand and work with the “culture” of the many agencies with jurisdiction in the “process”. **SRS** has become so successful in this critical activity that we currently provide permit and approval administration services to other design professionals and various municipal clients.

Further, the permitting process requires a true understanding and knowledge of sequence and the real time required by agencies, departments and jurisdictions for review, commentary and corrections. This multi-layered process must all be incorporated into project schedules to eliminate delays due to pending approvals. Because of our successful experience with permitting and jurisdictional approvals, our construction projects begin development on time.

In June of this year, 2020, as it becomes active. **SRS** shall adhere to the New Florida Building Code for 2020.



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SRS PARKS & RECREATION EXPERIENCE

City of Aventura

1. Founders Park Restroom Improvements
2. Founders Park Splash Pool Pump House
3. Waterways Park Administration | Restroom Building

City of Boca Raton

1. Sand Pine Park ADA Transition
2. Lake Wyman Park ADA Transition
3. James A. Rutherford Park ADA Transition
4. Meadows Park Pool ADA Transition & Chemical Storage

City of Coconut Creek

1. City Hall Reconfiguration Space Planning
2. City Hall Generator Replacement/Upgrade
3. Motor Pool Storage Building Addition
4. Donaldson Park Master Plan
5. Cypress Park Restroom Building
6. Rowe Community Center Improvements
7. Park Services Building at the Recreation Complex
8. Windmill Park/Ted Thomas Center Site Planning
9. Winston Park Restroom Building
10. Lakeside Park Feasibility Study
11. Sabal Pines Park Feasibility Study
12. WindMill Park Improvements

City of Cooper City

1. Cooper City Sports Complex Restroom Building

City of Coral Springs

1. Riverside Park - Boat Ramp Renovation

City of Dania Beach

1. Ocean Park Revitalization Plan

Town of Davie

1. Pine Island Park
2. Falcon's Lea Park

City of Fort Lauderdale

1. Southside Cultural Center
2. Aquatic Complex Design Criteria Package

City of Gainesville

1. Alfred A. Ring Park Boardwalk

City of Hallandale Beach

1. Ingalls Park/ Community Center Improvements

City of Hollywood

1. Oak Lake Park Community Center Renovation

City of Lauderhill

1. John E. Mullin Park Community Center and Pool
2. Windermere Recreational Center
3. Lauderhill Cultural Museum
4. Sadkin Community Center Interior Improvements
5. James Bradley Park Improvements
6. Lauderhill Park Restroom Renovations
7. St. George's Park
8. Veteran's Park DCP
9. Inverrary Community Center

City of Lighthouse Point

1. Dixon Ahl Hall Improvements
2. Dan Witt Park Community Center

City of Miami Beach

1. Miami Beach Golf Club Interior Design
2. North Shore Park Restroom Refurbishing

City of Miramar

1. Ansin Park
2. Miramar Regional Park Corporate Center Facility

City of North Miami

1. Griffin Community Center & Park

City of Palm Beach Gardens

1. Burns Road Recreation Center Renovation
2. District Park Restroom, Concession & Administration
3. Sand Hill Crane Turf Maintenance Building

City of Pembroke Pines

1. Pembroke Shore Gymnasium and Park
2. Pembroke Shore Optimist Building
3. Tanglewood Park Restroom Building
4. Walter C. Young Restroom Building
5. Chapel Trail Park Concession Building
6. Pembroke Lakes Golf and Racquet Club
7. Chapel Trail Storage/Meeting Room
8. Silver Lakes Storage/Meeting Room
9. Children's Harbor Restroom Building
10. Village Community Center
11. C.B. Smith Golf Recreation Area
12. Cinnamon Park Concession Building
13. Pembroke Lakes Golf and Racquet Club
14. Dream Park @ Spring Valley Master Planning
15. City Center Master Plan
16. Flamingo Park Concession Building
17. Fletcher Park Community Center Renovation
18. Pines Central Park Concession Building
19. Pines Recreation Center Concession Building
20. Senior Center Pool/Pool House & Connector
21. Spring Valley Park Concession Building
22. SW Pines Nature Center
23. Teen/Senior Center Design/Build
24. Charles F. Dodge Civic Center DCP
25. Dream Park Pavillion DCP

City of Plantation

1. Volunteer Park Community Center
2. Jim Ward Park Community Center
3. Plantation Community Center
4. Central Park ADA Improvements
5. Pineland Park Improvements
6. Veltri Tennis Center Fire Remediation

City of Pompano Beach

1. Charlotte Burrie Civic Center
2. Emma Lou Olson Civic Center Improvements

City of Sunny Isles Beach

1. Pelican Park Improvements

City of Sunrise

1. Sunrise Athletic Complex Renovations
2. Piper Field and Restroom
3. Civic Center Family Pool
4. Village Multipurpose Building

City of Weston

1. Weston Tennis Center
2. Tequesta Park Concessions/ Restroom Building
3. Weston Library Park Restroom Building
4. Weston Community Center & Interior Renovation
5. 102 Acre Park
6. West Broward YMCA
7. Peace Mound Park Restroom Building
8. Indian Trace Park Restroom Building
9. Bonaventure Park Restroom Building
10. Parks Auxiliary Building Renovations
 - Weston Regional Park AYSO Building
 - Weston Regional Park Maintenance Building
 - Tequesta Trace Park Maintenance Building
 - Tequesta Trace Park Football Room @ Concession Building
 - Vista Park Maintenance Building

Town of Bay Harbor Islands

1. 98th Street Park

Broward County

1. Miramar Pineland Park
2. Miramar Pineland Park Nature Center
3. Boulevard Gardens Park Community Center Improvements
4. T.Y. Park Restroom Building Renovations
5. Quiet Waters Park Improvements
6. CB Smith Park Aquatic Center
7. Broward County Parks & Recreation Admin. Building Renovation

YMCA of South Florida

1. West Broward YMCA
2. YMCA L.A. Lee
3. YMCA Holiday Park



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SRS MUNICIPAL PROJECT EXPERIENCE



City of Aventura

1. Police Department Dispatch Renovation & Expansion
2. Founders Park Restroom Improvements
3. Founders Park Splash Pool Pump House
4. Waterways Park Administration I Restroom Building



City of Boca Raton

1. ADA Transition Plan at Four City Parks
2. Meadows Park Pool Chemical Storage



Town of Bay Harbor Island

1. Officer Scott Winter's Park



Broward County

1. Law Library/JIS improvements
2. West Regional Courthouse
3. North Regional Courthouse Court Room #4
4. Court Administration
5. Mass Transit Bus Maintenance Facility
6. Hispanic Cultural and Educational Center
7. Revenue Collections Division Renovation - First Floor
8. Support Enforcement Division - First Floor
9. Emergency Generator at Boohar Building
10. African American Library HVAC
11. Broward County Judicial Suites
12. Miramar Pineland Park
13. Air Monitoring Station
14. Continuing Contract for Architectural Services
15. Miramar Pineland Park Nature Center
16. Boulevard Gardens Park Community Center Improvements
17. T.Y. Park Restroom Building Renovations
18. C.B. Smith Aquatic Staff Building
19. Park Administration Building Analysis/ Recommendation
20. Quiet Waters Restroom Building Renovations
21. West Regional Courthouse Judicial 2nd Floor Renovations
22. Miramar Pineland Park Nature Center
23. EOC Campus Master Plan
24. Annex Administration Building Renovation
25. Main Library Master Plan
26. Coca Cola Plant Facade Renovations
27. Copans Road Bus Wash & Charging Stations
28. Courthouse Copy Center Relocation
29. CMD Office Improvements
30. Park Administration Building Annex
31. GC West Surtax & MAP Improvements



City of Cooper City

1. Police Department Headquarters
2. Sports Complex Restroom Building



City of Dania Beach

1. Paul DeMaio Dania Beach Branch Library
2. City Hall Schematic Design
3. Fire Station No. 1 Addition and Remodeling
4. CRA Facade Improvement Grant Program
 - a. Grampa's Bakery
 - b. Liggett Rexall Drug Store
 - c. Davidson's Antiques
 - d. 18 Realty
 - e. Brighton Dental
 - f. Dania Beach Florist
 - g. The Beauty Factory
 - h. Millenium Fire & Safety
 - i. 225 Dania Beach Boulevard
 - j. 1000 South Federal Highway
 - k. Liberty Suites
 - l. Fetch
 - m. Docker's Restaurant
 - n. Gallery of Amazing Things
 - o. Tuscany Cafe
 - p. Farah's Market
 - q. Kingshead Pub
 - r. Ward's Restaurant and Lounge
 - s. Nu-Black Septic Tank & Drainfield Co.
 - t. Brothers Food Market
5. CRA Merchant Assistance Grant Program
 - a. Kingshead Pub
 - b. Ward's Restaurant and Lounge
6. Ocean Park Revitalization Phase 1 Improvements
7. The Patch Community Garden Pavilion



City of Coconut Creek

1. City Hall Reconfiguration Space Planning
2. City Hall Generator Replacement/Upgrade
3. Material Storage Bins @ Public Services
4. Motor Pool Storage Building Addition
5. Public Services Building Addition
6. Public Safety Unisex Restroom Renovation/Remodeling
7. Recycling Storage Building Roof Remodeling
8. Sunshine Drive Rehabilitation Block Grant Program
9. Donaldson Park Master Plan
10. Cypress Creek Restroom Building



Town of Davie

1. Fire I EMS I Police Department Fuel Island
2. Davie Fleet Maintenance
3. Pine Island Park Restroom I Concession Buildings
4. Falcon's Lea Park
5. Police Firearms Training Facility
6. Continuing Services Contract



City of Delray Beach

1. CRA Design & Construction Administrative Services
2. CRA Residential Facilities Upgrades



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Florida Department of Environmental Protection

1. Statewide Architectural & Engineering Services



City of Fort Lauderdale

1. City Hall ADA Updates
2. City Hall Lobby Improvements
3. SouthSide Cultural Arts Center Restoration
4. Continuing Services Contract
5. Aquatic Center Design Criteria
6. NorthSide School Restoration
7. CRA Black Star Restaurant Compliance
8. CRA Boden Building Renovation



City of Lighthouse Point

7. City Hall Annex
8. Cultural Museum Interior Design
9. City-wide Bus Shelter Program
10. James Bradley Park Improvements
11. Fire Station #57 Repaint
12. Fire Station #30 Needs Assessment
13. Fire Station #30 Design Criteria Professional
14. Veteran's Park Improvements Design Criteria Professional
15. St. George Park Improvements
16. Inverrary Community Center Renovation
17. Westwind Park Finishes
18. Lauderhill Golf Maintenance Facility
19. Lauderhill 6-12 Finishes
20. Sports Park Finishes



City of Gainesville

1. Continuing Contract for Various City Projects
2. Alfred A. Ring Park Boardwalk Replacement



City of Hallandale Beach

1. Fire Station No. 60 Master Planning
2. Hallandale Beach Branch Library Renovation
3. Continuing Services Contract
4. Ingalls Park/ Community Center Improvements



City of Margate

1. Police Station Renovation and Expansion
2. Fire Station Renovation & Improvements
3. Library Renovations and Expansion
4. City Hall Reconfiguration and Water Damage Remed.
5. Dixon Ahl Hall Improvements
6. Fire Station No. 22 Assessment & Schematic
7. Dan Witt Park Community Center



City of Hialeah

1. Continuing Contract for Various City Project



City of Highland Beach

1. Police Department Renovations



City of Marco Island

1. Fire Station No. 3
- Multi-Departmental Building/ EOC



City of Hollywood

1. City Hall Additions and Renovations
2. 56th Avenue Fire Training Facilities
3. 56th Avenue Fire Maintenance Facility
4. 56th Avenue Training Tower
5. Oak Lake Community Center Renovation
6. Continuing Services for Architectural Design
7. Beach Maintenance Facility/ Municipal Vehicle Wash
8. City Hall Library 2nd Floor Improvements



City of Miami Beach

1. Miami Beach Golf Club Interior Design
2. North Shore Park Improvements



City of Miramar

1. Miramar Police West District Police Substation
2. Fire Station No. 70 Replacement
3. Fire Station No. 107
4. Fire Administration Expansion at Fire Station No. 84 & EOC
5. Police Headquarters Expansion and Renovation
6. Old Police Department / Fire Station #70 Demolition Plans
7. Miramar Police East Substation Schematic Design
8. Miramar Regional Park Corporate Center
9. Continuing Services Contract
10. Miramar Regional Park Back of House



City of Key West

1. Continuing Professional Services - Architectural



Lakewood Ranch - Inter District Authority

1. Continuing Professional Services - Architectural



Town of Lauderdale-by-the-Sea

1. Town Hall Master Plan
2. Jarvis Hall Patio Enclosure



City of Lauderhill

1. City Hall Municipal Complex
2. Renaissance / Windemere Guardhouse
3. Tree Gardens Color Palette
4. Windemere Color Palettes and Facade Improvements
5. John E. Mullin Community Center Pool Schematics/ Interior
6. Sadkin Center Renovation / Interior Design



Monroe County

1. Marathon Library



City of North Lauderdale

1. Police Department Demolitions



City of North Miami

1. Continuing Contract for Various City Projects
2. Green Elderly Housing Schematic Design
3. Griffing Park & Community Center
4. Chinatown Design Guidelines



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City of Palm Beach Gardens

1. Police Tactical Training Facility
2. Continuing Contract for Professional Services
3. City Hall Renovations
4. Police Headquarters Renovations
5. Care Here & Wellness Gym @ Fire Station No. 1
6. Burns Road Recreation Center Renovation
7. City Monument Sign
8. District Park Restroom, Concession & Administration
9. Sand Hill Crane Turf Maintenance Building



City of Parkland

1. Public Safety Building



City of Pembroke Pines

1. City Hall Annex
2. City Hall Lobby Enclosure Building Shell
3. City Hall Lobby Enclosure Interior Design
4. City Hall Parking Garage Feasibility Study
5. City Hall Roof Analysis & Repair Feasibility Study
6. Charter High School UBCI Schematics
7. Fire-Rescue Department Maintenance Facility
8. Fire Station No. 33
9. Fire Station No. 79
10. Fire Station No. 89 Renovations
11. Fire Station No. 99
12. Fire Station No. 99 Addition
13. Fire Station No. 101 & EOC
14. Pembroke Shore Gymnasium and Park
15. Pembroke Shore Optimist Building
16. Tanglewood Park Restroom Building
17. Walter C. Young Restroom Building
18. Chapel Trail Park Concession Building
19. Pembroke Pines Central Campus (Pre & Elementary School)
20. Design Criteria Professional and UBCI Inspections Services
21. Pembroke Pines Charter Middle School
22. Design Criteria Professional and UBCI Inspection Services
23. Academic Village I P. Pines Charter High School
24. Pines Conference Center Feasibility Study
25. Police Headquarters Expansion Feasibility Study
26. Police Headquarters First Floor Renov. and Expansion
27. Police Headquarters Second Floor Renovation
28. Police Headquarter Fourth Floor Renovation
29. Pembroke Pines Fire Training Facility
30. Pembroke Pines Police Training Facility
31. Club 19 @ Pembroke Lakes Golf and Racquet Club
32. Police Station Command Post Storage Building
33. West District Police Substation
34. Public Services Expansion
35. Chapel Trail Storage/Meeting Room
36. Silver Lakes Storage/Meeting Room
37. Pembroke Pines Police Equestrian Facility
38. Children's Harbor Restroom Building
39. Village Community Center
40. Ansin Park Concession Building
41. Cinnamon Park Concession Building
42. Pembroke Lakes Golf and Racquet Club Renovation



43. Dream Park @ Spring Valley Master Planning
44. City Center Master Plan
45. Flamingo Park Concession Building
46. Flanagan High School Restroom I Concession Building
47. Fletcher Park Community Center Renovation
48. Pines Central Park Concession Building
49. Pines Recreation Center Concession Building
50. Senior Center Pool/ Pool House & Connector
51. Spring Valley Park Concession Building
52. SW Pines Nature Center Teen/Senior Center Design/B
53. Public Services Master Plan
54. Susan B. Anthony Recovery Center
55. Pembroke Senior Housing Towers 1&2 @ Howard C. Foreman
56. Pembroke Senior Housing Towers 3 @ Howard C. Foreman
57. Civic Center/City Hall Design Criteria Professional
58. Continuing Contract for Architectural Services
59. Fire Training Facility
60. Dream Park
61. Westcare Rehabilitation Renovation
62. Club 19 Feasibility Study
63. Memorial Pavillion @ City Center



City of Plantation

1. Fire Station No. 2 Remodeling
2. Fire Station No. 4 Bunk Room Addition
3. Fire Station No. 6
4. Police Department Expansion & Renovation
5. Volunteer Park Community Center
6. Jim Ward Park Community Center
7. Public Works Fleet Maintenance Facility
8. Central Park ADA Improvements
9. Plantation Community Center
10. Veltri Tennis Center Fire Remediation
11. Continuing Contract for Professional Services
12. Pine Island Park Improvements



City of Pompano Beach

1. Fire Station No. 61 Renovations
2. Charlotte Burrie Community Center
3. Architectural Services for Various City Projects
4. Emma Lou Olson Community Center Improvements
5. Fire Station/ EOC
6. Municipal Services Complex Master Plan



Seminole Tribe of Florida

1. Public Safety Feasibility Study & Master Plan



Town of Southwest Ranches

1. Town Hall Renovations
2. Town Hall Generator and Enclosure
3. Continuing Services Contract for Professional Services



City of Sunny Isles Beach

1. City Hall Improvements
2. Pelican Park Improvements
3. City Parking Garage Storage Enclosure



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City of Sunrise

1. Public Works Compound
2. Fleet Maintenance - Leisure Services/ Fueling Facility
3. Sunrise Gas Facility
4. Sunrise Athletic Complex Drainage
5. Piper Field and Restroom
6. Civic Center Family Pool
7. Village Multipurpose Building
8. Continuing Contract for Professional Services



Town of Surfside

1. Continuing Services Contract
2. 96th Street Park



City of Tamarac

1. Fire Station No. 78
2. Continuing Services Contract
3. Behring Community Center Schematic Design
4. City Hall Entry Expansions



City of Weston

1. Weston City Hall
2. Fire Station No. 55/ Renovation
3. Fire Station No. 67/ Renovation
4. Fire Station No. 81/ Renovation
5. Police Services Center – Broward Sheriff's Office
6. Public Services Infill
7. Public Works Complex/ Renovation
8. City Signage Program
9. Weston Tennis Center
10. Tequesta Park Concession I Restroom Building
11. Weston Library Park
12. Weston Community Center
13. Weston Community Center Expansion
14. 102 Acre Regional Park
15. Park Pump Stations #1 & #2
16. Weston Tennis Center Expansion
17. Weston Community Center Expansion/ Renovation
18. Peace Mound Park Restroom Building
19. Continuing Professional Architectural Services
20. Indian Trace Restroom Building
21. Bonaventure Park Restroom Building
22. Park Auxiliary Building Renovations



West Manatee Fire Rescue

1. Fire Administration Renovations
2. Fire Station #1 Renovations
3. Fire Station #2 Remodel and Expansion



West Palm Beach

1. Architectural Services on a Continuing Contract



U.S. Customs and Border Protection

1. Fort Lauderdale 15th Street Marine Patrol Office Renovation



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1800 Eller Drive, Suite 500 • Fort Lauderdale, FL 33316
T - 954.961.6806 • F - 954.961.6807 • www.synalovski.com

Supplier: Synalovski Romanik Saye, LLC

CONTACT INFORMATION FORM

IN ACCORDANCE WITH RFQ # RE-19-15 titled “Parks Architectural and Engineering Services” attached hereto as a part hereof, the undersigned submits the following:

A) Contact Information

The Contact information form shall be electronically signed by one duly authorized to do so, and in case signed by a deputy or subordinate, the principal's properly written authority to such deputy or subordinate must accompany the proposal. This form must be completed and submitted through www.bidsync.com as part of the bidder's submittal. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

COMPANY INFORMATION:

COMPANY: **SYNALOVSKI ROMANIK SAYE, LLC**

STREET ADDRESS: **1800 Eller Drive, Suite 500**

CITY, STATE & ZIP CODE: **Fort Lauderdale, FL, 33316**

PRIMARY CONTACT FOR THE PROJECT:

NAME: **Manuel Synalovski, AIA, LEED AP** TITLE: **Managing Principal**

E-MAIL: **msynalovski@synalovski.com**

TELEPHONE: **965.961.6806** FAX: **954.961.6807**

AUTHORIZED APPROVER:

NAME: **Manuel Synalovski, AIA, LEED AP** TITLE: **Managing Principal**

E-MAIL: **msynalovski@synalovski.com**

TELEPHONE: **954.961.6806** FAX: **954.961.6807**

SIGNATURE: **Manuel Synalovski, AIA, LEED AP**

B) Proposal Checklist

Did you make sure to submit the following items, as stated in section 1.5 “Proposal Requirements” of the bid package?

Title Page	Yes ☒
Letter of Interest	Yes ☒
Standard Form 330 (Parts I and II)	Yes ☒
Certified Minority Business Enterprise Certification	Yes ☒

	N/A ☐
Firm's Understanding and Approach to the Work	Yes ☒
Willingness to meet time and budget requirements	Yes ☒
Recent, current, and projected workloads of the firm	Yes ☒
Attachment A - Contact Information Form	Yes ☒
Attachment B - Non-Collusive Affidavit	Yes ☒
Attachment C - Proposer's Completed Qualification Statement	Yes ☒
Attachment F - References Form	Yes ☒
Professional Registration Certificates	Yes ☒

Did you make sure to update the following documents found under the "Vendor Registration" group of "Qualifications" on the BidSync website for the City of Pembroke Pines?

Vendor Information Form	Yes ☒
Form W-9 (Rev. October 2018)	Yes ☒
Sworn Statement on Public Entity Crimes Form	Yes ☒
Local Vendor Preference Certification	Yes ☒
Local Business Tax Receipts	Yes ☒
Veteran Owned Small Business Preference Certification	Yes ☒
Equal Benefits Certification Form	Yes ☒
Vendor Drug-Free Workplace Certification Form	Yes ☒
Scrutinized Company Certification	Yes ☒

Supplier: **Synalovski Romanik Saye, LLC**



City of Pembroke Pines

Attachment B

NON-COLLUSIVE AFFIDAVIT

BIDDER is the **Managing Principal**,
(Owner, Partner, Officer, Representative or Agent)

BIDDER is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham Bid;

Neither the said BIDDER nor any of its officers, partners, owners, agents, representative, employees or parties in interest, including this affidavit, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other BIDDER, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communications, or conference with any BIDDER, firm, or person to fix the price or prices in the attached Bid or any other BIDDER, or to fix any overhead, profit, or cost element of the Bid Price or the Bid Price of any other BIDDER, or to secure through any collusion conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

The price of items quoted in the attached Bid are fair and proper and are not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the BIDDER or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

Printed Name/Signature **Manuel Synalovski, AIA, LEED AP**

Title **Managing Principal**

Name of Company **SYNALOVSKI ROMANIK SAYE, LLC**

Supplier: Synalovski Romanik Saye, LLC



City of Pembroke Pines

Attachment C

PROPOSER'S QUALIFICATIONS STATEMENT

PROPOSER shall furnish the following information. Failure to comply with this requirement will render Bid non-responsive and shall cause its rejection. Additional sheets shall be attached as required.

PROPOSER'S Name and Principal Address:

SYNALOVSKI ROMANIK SAYE, LLC

1800 Eller Drive, Suite 500

Fort Lauderdale, FL 33316

PROPOSER'S License Number: **AA26001863**

(Please attach certificate of status, competency, and/or state registration.)

Number of years your organization has been in business **31**

State the number of years your firm has been in business under your present business name **10**

State the number of years your firm has been in business in the work specific to this solicitation: **15**

Names and titles of all officers, partners or individuals doing business under trade name:

Manuel Synalovski, AIA, LEED AP - Managing Principal

Merrill Romanik, AIA, LEED AP - Principal

Jose Saye - Principal

IF USING A FICTITIOUS NAME, SUBMIT EVIDENCE OF COMPLIANCE WITH FLORIDA FICTITIOUS NAME STATUTE.

Under what former name has your business operated? Include a description of the business. Failure to include such information shall be deemed to be intentional misrepresentation by the City and shall render the proposer non-responsive.

Manuel Synalovski Associates, LLC

Manuel Synalovski, Inc.

MSA Architects, Inc.

At what address was that business located?

1800 Eller Drive, Suite 500

Fort Lauderdale, FL 33316

Name, address, and telephone number of surety company and agent who will provide the required bonds on this contract:

USI Insurance Services, LLC

1715 N Westshore Boulevard, Suite 700

Tampa, Florida 33607

Have you ever failed to complete work awarded to you. If so, when, where and why?

No, Never

Have you personally inspected the proposed WORK and do you have a complete plan for its performance?

Yes we do

Will you subcontract any part of this WORK? If so, give details including a list of each sub-contractor(s) that will perform work in excess of ten percent (10%) of the contract amount and the work that will be performed by each subcontractor(s).

Structural Engineer - Saad El-Hage Consulting Engineers

MEP Engineer - Florida Engineering Services

Civil Engineer - Ross Engineering

Landscape Architect - Miller Legg

The foregoing list of subcontractor(s) may not be amended after award of the contract without the prior written approval of the Contract Administrator, whose approval shall not be reasonably withheld.

List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Proposer, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description the disposition of each such petition.

None

List and describe all successful Bond claims made to your surety (ies) during the last five (5) years. The list and descriptions should include claims against the bond of the Proposer and its predecessor organization(s).

None

List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last (10) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute.

None

List and describe all criminal proceedings or hearings concerning business related offenses in which the Proposer, its principals or officers or predecessor organization(s) were defendants.

None

Are you an Original provider sales representative distributor, broker, manufacturer other, of the commodities/services proposed upon? If other than the original provider, explain below.

Original Provider

Have you ever been debarred or suspended from doing business with any governmental agency? If yes, please explain:

No

Describe the firm's local experience/nature of service with contracts of similar size and complexity, in the previous three (3) years:

City of Palm Beach Gardens - Burns Road Recreation Center Renovation; District Park Restroom Concession & Administration and Sand Hill Crane Turf Maintenance Building
City of Weston - Weston Regional Park AYSO Building, Weston Regional Park Maintenance Building, Tequesta Trace Park Maintenance Building, Tequesta Trace Park Football Room @ Concession Building and Vista Park Maintenance Building

The PROPOSER acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by CITY in awarding the contract and such information is warranted by PROPOSER to be true. The discovery of any omission or misstatement that materially affects the PROPOSER's qualifications to perform under the contract shall cause the CITY to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

SYNALOVSKI ROMANIK SAYE, LLC
(Company Name)

Manuel Synalovski, AIA, LEED AP
(Printed Name/Signature)

Supplier: Synalovski Romanik Saye, LLC

REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **City of Plantation**

Address: **401 NW 70th Terrace**

City/State/Zip: **Plantation, FL, 33317**

Contact Name: **Mr. Danny Ezzeddine, AIA** Title: **Chief Building Official**

E-Mail Address: **dezzeddine@plantation.org**

Telephone: **954.797.2268** Fax: **n/a**

Project Information:

Name of Contractor Performing the work: **SYNALOVSKI ROMANIK SAYE, LLC**

Name and location of the project: **Plantation Community Center**

5555 Palm Tree Road

Plantation, FL 33317

Nature of the firm's responsibility on the project: **Schematic Design, Design Development,
Construction Documents**

Bidding, Permitting, Contract Administration

Project duration: **2 years** Completion (Anticipated) Date: **08/2017**

Size of project: +/- **11,000 SF** Cost of project: **\$2.2 Million**

Work for which staff was responsible: **above**

Contract Type: **design-bid-build**

The results/deliverables of the project: **Completed**

REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **City of Fort Lauderdale**

Address: **100 N. Andrews Avenue**

City/State/Zip: **Fort Lauderdale, FL 33316**

Contact Name: **Scott Teschky, CCM, LEED AP** Title: **Senior Project Manager**

E-Mail Address: **steschky@fortlauderdale.gov**

Telephone: **954.828.6195** Fax: **954.828.5074**

Project Information:

Name of Contractor Performing the work: **SYNALOVSKI ROMANIK SAYE, LLC**

Name and location of the project: **Southside Cultural Center**

701 S. Andrews Avenue

Fort Lauderdale, FL 33316

Nature of the firm's responsibility on the project: **Architectural Design, Construction Documents, Permitting**

Contract Administration

Project duration: **2 Years** Completion (Anticipated) Date: **09/2019**

Size of project: **+/- 12, 000 SF** Cost of project: **\$3.5 Million**

Work for which staff was responsible: **above**

Contract Type: **design-bid-build**

The results/deliverables of the project: **Completed**

REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **City of Fort Lauderdale CRA**

Address: **914 NW 6th Street, Suite 200**

City/State/Zip: **Fort Lauderdale, FL 33311**

Contact Name: **Tom Green, PE** Title: **Beach Senior Project Manager**

E-Mail Address: **tgreen@fortlauderdale.gov**

Telephone: **954.828.4008** Fax: **n/a**

Project Information:

Name of Contractor Performing the work: **SYNALOVSKI ROMANIK SAYE, LLC**

Name and location of the project: **Fort Lauderdale Aquatic Complex**
501 Seabreeze Boulevard
Fort Lauderdale, FL 33316

Nature of the firm's responsibility on the project: **Design Criteria Professional**

Project duration: **2 months** Completion (Anticipated) Date: **10/ 2017**

Size of project: Cost of project: **\$200,000**

Work for which staff was responsible: **above**

Contract Type: **design-bid-build**

The results/deliverables of the project: **Completed**

REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **City of Lauderhill**

Address: **5581 West Oakland Park Boulevard**

City/State/Zip: **Lauderhill, FL 33313**

Contact Name: **Desorae Giles - Smith** Title: **Assistant City Manager**

E-Mail Address: **dgiles@lauderdale-fl.gov**

Telephone: **954.730.3000** Fax: **n/a**

Project Information:

Name of Contractor Performing the work: **SYNALOVSKI ROMANIK SAYE, LLC**

Name and location of the project: **John Mullin Park Aquatic Center**

2000 NW 55th Avenue

Lauderhill, FL 33313

Nature of the firm's responsibility on the project: **Architectural Design and Interior Design**

Project duration: **2 years** Completion (Anticipated) Date: **06/2011**

Size of project: **+/- 6,000 SF** Cost of project: **\$2.5 Million**

Work for which staff was responsible: **above**

Contract Type: **design-bid-build**

The results/deliverables of the project: **Completed**

REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **City of Pembroke Pines**

Address: **601 City Center Way**

City/State/Zip: **Pembroke Pines, FL 33025**

Contact Name: **Steven Buckland** Title: **Assistant Director of Public Services**

E-Mail Address: **sbuckland@ppines.com**

Telephone: **954.518.9107** Fax: **n/a**

Project Information:

Name of Contractor Performing the work: **SYNALOVSKI ROMANIK SAYE, LLC**

Name and location of the project: **West Pines Soccer Park & Nature Reserve**
350 SW 196th Street
Pembroke Pines, FL 33029

Nature of the firm's responsibility on the project: **Architectural Design**

Project duration: **1.5 Years** Completion (Anticipated) Date: **06/2008**

Size of project: **Active Park on 56 acres** Cost of project: **\$1.5 Million**

Work for which staff was responsible: **above**

Contract Type: **Design-Build**

The results/deliverables of the project: **completed**

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. SYNALOVSKI ROMANIK SAYE, LLC	
2 Business name/disregarded entity name, if different from above 	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate ☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► S Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ►	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
5 Address (number, street, and apt. or suite no.) See instructions. 1800 Eller Drive, Suite 500	Requester's name and address (optional)
6 City, state, and ZIP code Fort Lauderdale, FL 33316	
7 List account number(s) here (optional) 	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
[]	[]	[]	-	[]	[]	-	[]	[]	[]
or									
Employer identification number									
2	7	-	0	4	4	1	4	3	3

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ►	Date ► 1/18/2019

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000

VALID OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2020

DBA:
Business Name: SYNALOVSKI ROMANIK SAYE, LLC

Receipt #: 315-233742
Business Type: ARCHITECT

Owner Name: MANUEL SYNALOVSKI
Business Location: 1800 ELLER DR STE 500
FT LAUDERDALE

Business Opened: 06/02/2010
State/County/Cert/Reg: AR0011628
Exemption Code:

Business Phone:

Rooms

Seats

Employees

4

Machines

Professionals

For Vending Business Only						
Number of Machines:				Vending Type:		
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
30.00	0.00	0.00	0.00	0.00	0.00	30.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

THIS BECOMES A TAX RECEIPT

WHEN VALIDATED

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

Mailing Address:

SYNALOVSKI ROMANIK SAYE, LLC
1800 ELLER DR STE 500
FORT LAUDERDALE, FL 33316

Receipt # 1CP-18-00014621
Paid 09/04/2019 30.00

2019 - 2020



EQUAL BENEFITS CERTIFICATION FORM FOR DOMESTIC PARTNERS AND ALL MARRIED COUPLES

Except where federal or state law mandates to the contrary, a Contractor awarded a Contract pursuant to a competitive solicitation shall provide benefits to Domestic Partners and spouses of its employees, irrespective of gender, on the same basis as it provides benefits to employees' spouses in traditional marriages.

The Contractor shall provide the City and/or the City Manager or his/her designee, access to its records for the purpose of audits and/or investigations to ascertain compliance with the provisions of this section, and upon request shall provide evidence that the Contractor is in compliance with the provisions of this section upon each new bid, contract renewal, or when the City Manager has received a complaint or has reason to believe the Contractor may not be in compliance with the provisions of this section. Records shall include but not be limited to providing the City and/or the City Manager or his/her designee with certified copies of the Contractor's records pertaining to its benefits policies and its employment policies and practices.

The Contractor must conspicuously make available to all employees and applicants for employment the following statement:

“During the performance of a contract with the City of Pembroke Pines, Florida, the Contractor will provide Equal Benefits to its employees with spouses, as defined by Section 35.39 of the City’s Code of Ordinances, and its employees with Domestic Partners and all Married Couples”.

The posted statement must also include a City contact telephone number and email address which will be provided to each contractor when a covered contract is executed.

SECTION 1 DEFINITIONS

- 1. Benefits** means the following plan, program or policy provided or offered by a contractor to its employees as part of the employer's total compensation package which may include but is not limited to sick leave, bereavement leave, family medical leave, and health benefits.
- 2. Cash Equivalent** mean the amount of money paid to an employee with a domestic partner or spouse in lieu of providing benefits to the employee's domestic partner or spouse. The cash equivalent is equal to the employer's direct expense of providing benefits to an employee for his or her spouse from a traditional marriage.
- 3. Covered Contract** means a contract between the City and a contractor awarded subsequent to the date when this section becomes effective valued at over \$25,000 or the threshold amount required for competitive bids as required in section 35.18(A) of the Procurement Code.
- 4. Domestic Partner** shall mean any two (2) adults of the same or different sex who have registered as domestic partners with a governmental body pursuant to state or local law authorizing such registration, or with an internal registry maintained by the employer of at



least one of the domestic partners. A contractor may institute an internal registry to allow for the provision of equal benefits to employees with domestic partners who do not register their partnerships pursuant to a governmental body authorizing such registration, or who are located in a jurisdiction where no such governmental domestic partnership registry exists. A contractor that institutes such registry shall not impose criteria for registration that are more stringent than those required for domestic partnership registration by the City of Pembroke Pines.

5. **Equal benefits** means the equality of benefits between employees with spouses and/or dependents of spouses and employees with domestic partners and/or dependents of domestic partners, and/or between spouses of employees and/or dependents of spouses and domestic partners of employees and/or dependents of domestic partners.
6. **Spouse** means one member of a married pair legally married under the laws of any state within the United States of America or any other jurisdiction under which such marriage is legally recognized, irrespective of gender.
7. **Traditional marriage** means a marriage between one man and one woman.

SECTION 2 CERTIFICATION OF CONTRACTOR

The firm providing a response, by virtue of the signature below, certifies that it is aware of the requirements of Section 35.39 "City Contractors providing Equal Benefits for Domestic Partners and all Married Couples" of the City's Code of Ordinances, and certifies the following (**Check only one box below**):

- ☒ **A.** Contractor currently complies with the requirements of this section; or
- ☐ **B.** Contractor will comply with the conditions of this section at the time of contract award; or
- ☐ **C.** Contractor will not comply with the conditions of this section at the time of contract award: or
- ☐ **D.** Contractor does not comply with the conditions of this section because of the following allowable exemption (**Check only one box below**):
- ☐ **1.** The Contractor does not provide benefits to employees' spouses in traditional marriages;
- ☐ **2.** The Contractor provides an employee the cash equivalent of benefits because the Contractor is unable to provide benefits to employees' Domestic Partners or spouses despite making reasonable efforts to provide them. To meet this exception, the Contractor shall provide a notarized affidavit that it has made reasonable efforts to provide such benefits. The affidavit shall state the efforts taken to provide such benefits and the amount of the cash equivalent. Cash equivalent means the amount of money paid to an employee with a Domestic Partner or spouse rather than providing benefits to the employee's Domestic Partner or spouse. The cash equivalent is equal to the employer's direct expense of providing benefits to an employee's spouse;



☐ 3. The Contractor is a religious organization, association, society, or any non-profit charitable or educational institution or organization operated supervised or controlled by or in conjunction with a religious organization, association, or society;

☐ 4. The Contractor is a governmental agency;

The certification shall be signed by an authorized officer of the Contractor. Failure to provide such certification (by checking the appropriate boxes above along with completing the information below) shall result in a Contractor being deemed non-responsive.

COMPANY NAME: SYNALOVSKI ROMANIK SAYE, LLC

AUTHORIZED OFFICER NAME / SIGNATURE: _____



City of Pembroke Pines

Attachment E

LOCAL VENDOR PREFERENCE CERTIFICATION

SECTION 1 GENERAL TERM

LOCAL PREFERENCE

The evaluation of competitive bids is subject to section 35.36 of the City's Procurement Procedures which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to local businesses. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the bid or proposal submission date stated in the solicitation. A local business shall be defined as:

1. "Local Pembroke Pines Vendor" shall mean a business entity which has maintained a permanent place of business with full-time employees within the City limits for a minimum of one (1) year prior to the date of issuance of a bid or proposal solicitation. The permanent place of business may not be a post office box. The business location must actually distribute goods or services from that location. In addition, the business must have a current business tax receipt from the City of Pembroke Pines.

OR;

2. "Local Broward County Vendor" shall mean or business entity which has maintained a permanent place of business with full-time employees within the Broward County limits for a minimum of one (1) year prior to the date of issuance of a bid or proposal solicitation. The permanent place of business may not be a post office box. The business location must actually distribute goods or services from that location. In addition, the business must have a current business tax receipt from the Broward County or the city within Broward County where the business resides.

A preference of five percent (5%) of the total evaluation point, or five percent (5%) of the total price, shall be given to the **Local Pembroke Pines Vendor(s)**; A preference of two and a half percent (2.5%) of the total evaluation point for local, or two and a half percent (2.5%) of the total price, shall be given to the **Local Broward County Vendor(s)**.

COMPARISON OF QUALIFICATIONS

The preferences established in no way prohibit the right of the City to compare quality of supplies or services for purchase and to compare qualifications, character, responsibility and fitness of all persons, firms or corporations submitting bids or proposals. Further, the preference established in no way prohibit the right of the city from giving any other preference permitted by law instead of the preferences granted, nor prohibit the city to select the bid or proposal which is the most responsible and in the best interests of the city.

SECTION 2 AFFIRMATION

LOCAL PREFERENCE CERTIFICATION:

- ☐ Place a check mark here only if affirming bidder meets requirements above as a Local Pembroke Pines Vendor.
In addition, the business must attach a current business tax receipt from the City of Pembroke Pines along with any previous business tax receipts to indicate that the business entity has maintained a permanent place of business for a minimum of one (1) year.

- ☒ Place a check mark here only if affirming bidder meets requirements above as a Local Broward County Vendor.
In addition, the business must attach a current business tax receipt from the Broward County or the city within Broward County where the business resides along with any previous business tax receipts to indicate that the business entity has maintained a permanent place of business for a minimum of one (1) year.

- ☐ Place a check mark here only if affirming bidder does not meet the requirements above as a Local Vendor.

Failure to complete this certification at this time (by checking either of the boxes above) shall render the vendor ineligible for Local Preference. This form must be completed by/for the proposer; the proposer **WILL NOT** qualify for Local Vendor Preference based on their sub-contractors' qualifications.

COMPANY NAME: SYNALOVSKI ROMANIK SAYE, LLC

PRINTED NAME / AUTHORIZED SIGNATURE: _____

Manuel Synalovski, AIA, LEED AP/ Managing Member



SYNALOVSKI ROMANIK SAYE, LLC

Active

Profile

Commodity Codes

Name:

SYNALOVSKI ROMANIK SAYE, LLC

Shortname:

Business Designation:

corporation

Contact:

Manuel Synalovski

Address:

1800 Eller Drive

Hollywood, FL 33316

County:

Broward

Phone:

954-961-6806

Fax:

954-961-6806

Email:

msynalovski@synalovski.com

Designations

HISPANIC AMERICAN:

April 23, 2019 - April 23, 2021

Supplier: Synalovski Romanik Saye, LLC

REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **City of Plantation**

Address: **401 NW 70th Terrace**

City/State/Zip: **Plantation, FL, 33317**

Contact Name: **Mr. Danny Ezzeddine, AIA** Title: **Chief Building Official**

E-Mail Address: **dezzeddine@plantation.org**

Telephone: **954.797.2268** Fax: **n/a**

Project Information:

Name of Contractor Performing the work: **SYNALOVSKI ROMANIK SAYE, LLC**

Name and location of the project: **Plantation Community Center**

5555 Palm Tree Road

Plantation, FL 33317

Nature of the firm's responsibility on the project: **Schematic Design, Design Development,
Construction Documents**

Bidding, Permitting, Contract Administration

Project duration: **2 years** Completion (Anticipated) Date: **08/2017**

Size of project: +/- **11,000 SF** Cost of project: **\$2.2 Million**

Work for which staff was responsible: **above**

Contract Type: **design-bid-build**

The results/deliverables of the project: **Completed**

REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **City of Fort Lauderdale**

Address: **100 N. Andrews Avenue**

City/State/Zip: **Fort Lauderdale, FL 33316**

Contact Name: **Scott Teschky, CCM, LEED AP** Title: **Senior Project Manager**

E-Mail Address: **steschky@fortlauderdale.gov**

Telephone: **954.828.6195** Fax: **954.828.5074**

Project Information:

Name of Contractor Performing the work: **SYNALOVSKI ROMANIK SAYE, LLC**

Name and location of the project: **Southside Cultural Center**

701 S. Andrews Avenue

Fort Lauderdale, FL 33316

Nature of the firm's responsibility on the project: **Architectural Design, Construction Documents, Permitting**

Contract Administration

Project duration: **2 Years** Completion (Anticipated) Date: **09/2019**

Size of project: **+/- 12, 000 SF** Cost of project: **\$3.5 Million**

Work for which staff was responsible: **above**

Contract Type: **design-bid-build**

The results/deliverables of the project: **Completed**

REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **City of Fort Lauderdale CRA**

Address: **914 NW 6th Street, Suite 200**

City/State/Zip: **Fort Lauderdale, FL 33311**

Contact Name: **Tom Green, PE** Title: **Beach Senior Project Manager**

E-Mail Address: **tgreen@fortlauderdale.gov**

Telephone: **954.828.4008** Fax: **n/a**

Project Information:

Name of Contractor Performing the work: **SYNALOVSKI ROMANIK SAYE, LLC**

Name and location of the project: **Fort Lauderdale Aquatic Complex**
501 Seabreeze Boulevard
Fort Lauderdale, FL 33316

Nature of the firm's responsibility on the project: **Design Criteria Professional**

Project duration: **2 months** Completion (Anticipated) Date: **10/ 2017**

Size of project: Cost of project: **\$200,000**

Work for which staff was responsible: **above**

Contract Type: **design-bid-build**

The results/deliverables of the project: **Completed**

REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **City of Lauderhill**

Address: **5581 West Oakland Park Boulevard**

City/State/Zip: **Lauderhill, FL 33313**

Contact Name: **Desorae Giles - Smith** Title: **Assistant City Manager**

E-Mail Address: **dgiles@lauderdale-fl.gov**

Telephone: **954.730.3000** Fax: **n/a**

Project Information:

Name of Contractor Performing the work: **SYNALOVSKI ROMANIK SAYE, LLC**

Name and location of the project: **John Mullin Park Aquatic Center**

2000 NW 55th Avenue

Lauderhill, FL 33313

Nature of the firm's responsibility on the project: **Architectural Design and Interior Design**

Project duration: **2 years** Completion (Anticipated) Date: **06/2011**

Size of project: **+/- 6,000 SF** Cost of project: **\$2.5 Million**

Work for which staff was responsible: **above**

Contract Type: **design-bid-build**

The results/deliverables of the project: **Completed**

REFERENCES FORM

Provide specific examples of similar contracts. References should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency: **City of Pembroke Pines**

Address: **601 City Center Way**

City/State/Zip: **Pembroke Pines, FL 33025**

Contact Name: **Steven Buckland** Title: **Assistant Director of Public Services**

E-Mail Address: **sbuckland@ppines.com**

Telephone: **954.518.9107** Fax: **n/a**

Project Information:

Name of Contractor Performing the work: **SYNALOVSKI ROMANIK SAYE, LLC**

Name and location of the project: **West Pines Soccer Park & Nature Reserve**
350 SW 196th Street
Pembroke Pines, FL 33029

Nature of the firm's responsibility on the project: **Architectural Design**

Project duration: **1.5 Years** Completion (Anticipated) Date: **06/2008**

Size of project: **Active Park on 56 acres** Cost of project: **\$1.5 Million**

Work for which staff was responsible: **above**

Contract Type: **Design-Build**

The results/deliverables of the project: **completed**



**SCRUTINIZED COMPANY CERTIFICATION
PURSUANT TO FLORIDA STATUTE § 287.135.**

I, Manuel Synalovski, AIA, LEED AP, on behalf of SYNALOVSKI ROMANIK SAYE, LLC,
Print Name and Title Company Name
certify that SYNALOVSKI ROMANIK SAYE, LLC :
Company Name

1. Does not participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel list; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to the Contractor of the City's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the City from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and 2) Contracting with companies, for goods or services over \$1,000,000.00 that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector list, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the City for goods or services may be terminated at the option of the City if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Manuel Synalovski, AIA, LEED AP

Print Name / Title

Signature

SYNALOVSKI ROMANIK SAYE, LLC

Company Name



**SWORN STATEMENT ON PUBLIC ENTITY CRIMES
UNDER FLORIDA STATUTES CHAPTER 287.133(3)(a).**

1. This sworn statement is submitted SYNALOVSKI ROMANIK SAYE, LLC
(name of entity submitting sworn statement)
whose business address is 1800 Eller Drive, Suite 500, Fort Lauderdale 33316
and (if applicable) its Federal Employer Identification Number (FEIN) is
270441433. (If the entity has no FEIN, include the Social Security
Number of the individual signing this sworn statement: _____.)
2. My name is Manuel Synalovski, AIA, LEED AP and my
(Please print name of individual signing)
relationship to the entity named above is Managing Principal.
3. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid, proposal, reply, or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
4. I understand that a "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
5. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime: or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The Cityship by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a



joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

6. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or any entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
7. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(Please indicate which statement applies.)**
- ☒ A) Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- ☐ B) The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND **(Please indicate which additional statement applies.)**
- ☐ B1) There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. **(Please attach a copy of the final order.)**
- ☐ B2) The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. **(Please attach a copy of the final order.)**
- ☐ B3) The person or affiliate has not been placed on the convicted vendor list. **(Please describe any action taken by or pending with the Department of General Services.)**

Manuel Synalovski, AIA, LEED AP

Bidder's Name

Signature

SYNALOVSKI ROMANIK SAYE, LLC

12/10/2019

Company Name

Date



VENDOR DRUG-FREE WORKPLACE CERTIFICATION FORM

SECTION 1 GENERAL TERM

Preference may be given to vendors submitting a certification with their bid/proposal certifying they have a drug-free workplace in accordance with Section 287.087, Florida Statutes. This requirement affects all public entities of the State and becomes effective January 1, 1991. The special condition is as follows:

IDENTICAL TIE BIDS - Preference may be given to businesses with drug-free workplace programs. Whenever two or more bids that are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drugfree workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after each conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

SECTION 2 AFFIRMATION

☒ Place a check mark here only if affirming bidder **complies fully** with the above requirements for a Drug-Free Workplace.

☐ Place a check mark here only if affirming bidder **does not** meet the requirements for a Drug-Free Workplace.

Failure to complete this certification at this time (by checking either of the boxes above) shall render the vendor ineligible for Drug-Free Workplace Preference. This form must be completed by/for the proposer; the proposer WILL NOT qualify for Drug-Free Workplace Preference based on their sub-contractors' qualifications.

SYNALOVSKI ROMANIK SAYE, LLC

Company Name

Manuel Synalovski, AIA, LEED AP

Authorized Signer Name

Authorized Signature



(OFFICE USE ONLY) Vendor number:

Vendor Information Form

Operating Name (Payee)	SYNALOVSKI ROMANIK SAYE, LLC		
Legal Name (as filed with IRS)	SYNALOVSKI ROMANIK SAYE, LLC		
Remit-to Address (For Payments)	1800 Eller Drive, Suite 500		
	Fort Lauderdale, FL 33316		
Remit-to Contact Name:	Manuel Synalovski, AIA, LEED AP	Title:	Managing Principal
Email Address:	msynalovski@synalovski.com		
Phone #:	(954) 961-6896	Fax #	(954) 961-6807
Order-from Address (For purchase orders)	1800 Eller Drive, Suite 500, Fort Lauderdale, FL 33316		
	msynalovski@synalovski.com		
Order-from Contact Name:	Manuel Synalovski, AIA, LEED AP	Title:	Managing Principal
Email Address:			
Phone #:	(954) 961-6896	Fax #	(954) 961-6807
Return-to Address (For product returns)	msynalovski@synalovski.com		
Return-to Contact Name	Manuel Synalovski, AIA, LEED AP	Title:	Managing Principal
Email Address:	msynalovski@synalovski.com		
Phone #:	(954) 961-6896	Fax #	(954) 961-6807
Payment Terms:			

Type of Business (please check one and provide Federal Tax identification or social security Number)

☐ Corporation

Federal ID Number:

270441433

☐ Sole Proprietorship/Individual

Social Security No.:

☐ Partnership

☐ Health Care Service Provider

☒ LLC – C (C corporation) – S (S corporation) – P (partnership)

☐ Other (Specify):

Name & Title of Applicant Manuel Synalovski, AIA, LEED AP

Signature of Applicant _____ **Date** 12/10/2019



VETERAN OWNED SMALL BUSINESS (VOSB) PREFERENCE CERTIFICATION

SECTION 1 GENERAL TERM

VETERAN OWNED SMALL BUSINESS (VOSB) PREFERENCE

The evaluation of competitive bids is subject to section 35.37 of the City's Procurement Procedures which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to veteran owned small businesses. To satisfy this requirement, the vendor shall affirm in writing its compliance with the following objective criteria as of the bid or proposal submission date stated in the solicitation. A veteran owned small business shall be defined as:

1. "Veteran Owned Small Business" shall mean a business entity which has received a "Determination Letter" from the United States Department of Veteran Affairs Center for Verification and Evaluation notifying the business that they have been approved as a Veteran Owned Small Business (VOSB).

A preference of two and a half percent (2.5%) of the total evaluation point, or two and a half percent (2.5%) of the total price, shall be given to the **Veteran Owned Small Business (VOSB)**. This shall mean that if a **VOSB** submits a bid/quote that is within 2.5% of the lowest price submitted by any vendor, the **VOSB** shall have an option to submit another bid which is at least 1% lower than the lowest responsive bid/quote. If the **VOSB** submits a bid which is at least 1% lower than that lowest responsive bid/quote, then the award will go to the **VOSB**. If not, the award will be made to the vendor that submits the lowest responsive bid/quote. If the lowest responsive and responsible bidder is a "**Local Pembroke Pines Vendor**" (**LPPV**) or a "**Local Broward County Vendor**" (**LBCV**) as established in Section 35.36 of the City's Code of Ordinances, entitled "Local Vendor Preference", then the award will be made to that vendor and no other bidders will be given an opportunity to submit additional bids as described herein.

If there is a **LPPV**, a **LBCV**, and a **VOSB** participating in the same bid solicitation and all three vendors qualify to submit a second bid, the **LPPV** will be given first option. If the **LPPV** cannot beat the lowest bid received by at least 1%, an opportunity will be given to the **LBCV**. If the **LBCV** cannot beat the lowest bid by at least 1%, an opportunity will be given to the **VOSB**. If the **VOSB** cannot beat the lowest bid by at least 1%, then the bid will be awarded to the lowest bidder.

If multiple **VOSBs** submit bids/quotes which are within 2.5% of the lowest bid/quote and there are no **LPPV** or **LBCV** as described in Section 35.36 of the City's Code of Ordinance, entitled "Local Vendor Preference", then all **VOSBs** will be asked to submit a **Best and Final Offer (BAFO)**. The award will be made to the **VOSB** submitting the lowest **BAFO** providing that that **BAFO** is at least 1% lower than the lowest bid/quote received in the original solicitation. If no **VOSB** can beat the lowest bid/quote by at least 1%, then the award will be made to the lowest responsive bidder.

COMPARISON OF QUALIFICATIONS

The preferences established in no way prohibit the right of the City to compare quality of supplies or services for purchase and to compare qualifications, character, responsibility and fitness of all persons, firms or corporations submitting bids or proposals. Further, the preference established in no way prohibit the right of the city from giving any other preference permitted by law instead of the preferences granted, nor prohibit the city to select the bid or proposal which is the most responsible and in the best interests of the city.

SECTION 2 AFFIRMATION

VETERAN OWNED SMALL BUSINESS (VOSB) PREFERENCE CERTIFICATION:

- ☐ Place a check mark here only if affirming bidder meets requirements above as a Veteran Owned Small Business. In addition, the bidder must attach the "Determination Letter" from the U.S. Dept. of Veteran Affairs Center.
- ☒ Place a check mark here only if affirming bidder does not meet the requirements above as a VOSB.

Failure to complete this certification at this time (by checking either of the boxes above) shall render the vendor ineligible for VOSB Preference. This form must be completed by/for the proposer; the proposer WILL NOT qualify for VOSB Preference based on their sub-contractors' qualifications.

COMPANY NAME: SYNALOVSKI ROMANIK SAYE, LLC

PRINTED NAME / AUTHORIZED SIGNATURE: _____



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

Exhibit C

HOURLY RATE SCHEDULE

03.18.20

TITLE	RATE (\$/HR)
Principal Architect/Engineer	\$200.00
Architectural/Engineering Project Manager	\$175.00
Architect/Engineer	\$150.00
Architectural/Engineering Technical Staff	\$125.00
Administrative Assistant	\$100.00
Clerical Staff	\$75.00



City of Pembroke Pines, FL

601 City Center Way
Pembroke Pines, FL
33025
www.ppines.com

Agenda Request Form

Agenda Number: 3.

File ID: 20-0365	Type: Agreements/Contracts	Status: Passed
Version: 1	Agenda Section:	In Control: City Commission
Short Title: Approve Agreement for RE-19-15 "Parks Architectural and Engineering Services" to Synalovski, Romanik, Saye		File Created: 04/23/2020
		Final Action: 06/03/2020

Title: MOTION TO APPROVE THE THREE YEAR AGREEMENT WITH SYNALOVSKI, ROMANIK, SAYE LLC, PURSUANT TO THE AWARD OF RE-19-15 "PARKS ARCHITECTURAL AND ENGINEERING SERVICES" FOR AN AMOUNT NOT TO EXCEED \$250,000.

*Agenda Date: 06/03/2020

Agenda Number: 3.

Internal Notes:

Attachments: 1. Vendor Executed Agreement, 2. Exhibit A - RE-19-15 Parks Architectural and Engineering Services, 3. Exhibit B - Submittal from Synalovski Romanik Saye, LLC., 4. Exhibit C - Hourly Rate Schedule, 5. 4-15-20 Commission Approval

1	City Commission	06/03/2020	approve	Pass
Action Text: A motion was made to approve on the Consent Agenda				
Aye: - 5 Mayor Ortis, Vice Mayor Siple, Commissioner Good Jr., Commissioner Schwartz, and Chanzas				
Nay: - 0				

PROCUREMENT PROCESS TAKEN:

- Chapter 35 of the City's Code of Ordinances is titled "PROCUREMENT PROCEDURES, PUBLIC FUNDS."

- Section 35.15 defines a Request for Qualifications as "A written solicitation for competitive sealed offers with the title, date and hour of the public opening designated. A request for qualifications shall include, but is not limited to, general information, functional or general specifications, statement of work, instructions for offer and evaluation criteria. All requests for qualifications shall state the relative importance of the evaluation criteria. The city may engage in competitive negotiations with responsible offerors determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of and

conformance to the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of offers, and such revisions may be permitted after submissions and prior to award for the purpose of obtaining the best and final offer." - 35.18(A) states, "A purchase of or contracts for commodities or services that is estimated by the Chief Procurement Officer to cost more than \$25,000 shall be based on sealed competitive solicitations as determined by the Chief Procurement Officer, except as specifically provided herein."

- Section 35.19(A) states "All sealed competitive solicitations as defined in § 35.18 shall be presented to the City Commission for their consideration prior to advertisement."

- Section 35.21(A)(1) states, "An initial purchase of, or contract for, commodities or services, in excess of \$25,000, shall require the approval of the City Commission, regardless of whether the competitive bidding or competitive proposal procedures were followed."

- Florida Statute (F.S.) 287.055 is known as the "Consultant's Competitive Negotiation Act" (CCNA).

- F.S. Section 287.055(2)(a) defines Professional services as "those services within the scope of the practice of architecture, professional engineering, landscape architecture, or registered surveying and mapping, as defined by the laws of the state, or those performed by any architect, professional engineer, landscape architect, or registered surveyor and mapper in connection with his or her professional employment or practice."

- F.S. Section 287.055(2)(f) states "Project" means that fixed capital outlay study or planning activity described in the public notice of the state or a state agency under paragraph (3)(a). A project may include:

1. A grouping of minor construction, rehabilitation, or renovation activities.
2. A grouping of substantially similar construction, rehabilitation, or renovation activities.

- F.S. Section 287.055(3)(a)(1) states "Each agency shall publicly announce, in a uniform and consistent manner, each occasion when professional services must be purchased for a project the basic construction cost of which is estimated by the agency to exceed the threshold amount provided in s.287.017 for CATEGORY FIVE (\$325,000) or for a planning or study activity when the fee for professional services exceeds the threshold amount provided in s.287.017 for CATEGORY TWO (\$35,000), except in cases of valid public emergencies certified by the agency head. The public notice must include a general description of the project and must indicate how interested consultants may apply for consideration."

- F.S. Section 287.055(2)(g) states "A "continuing contract" is a contract for professional services entered into in accordance with all the procedures of this act

between an agency and a firm whereby the firm provides professional services to the agency for projects in which the estimated construction costs of each individual project under the contract does not exceed \$2 million, for study activity if the fee for professional services for each individual study under the contract does not exceed \$200,000, or for work of a specified nature as outlined in the contract required by the agency, with the contract being for a fixed term or with no time limitation except that the contract must provide a termination clause. Firms providing professional services under continuing contracts shall not be required to bid against one another."

SUMMARY EXPLANATION AND BACKGROUND:

1. On November 13, 2019, the City Commission authorized the advertisement of RFQ # RE-19-15 "Parks Architectural and Engineering Services", which was advertised on November 19, 2019.
2. The purpose of this solicitation was to establish a "continuing contract," as defined by Florida Statute 287.055(2)(g), with the most highly qualified firm to provide Parks Engineering and Architectural on an as needed basis.
3. On April 15, 2020, the City Commission approved the findings and recommendation of the evaluation committee to award RE-19-15 "Parks Architectural and Engineering Services" to Synalovski Romanik Saye, LLC. and to direct the City Manager to negotiate a contract for services.
4. Synalovski Romanik Saye, LLC. has met with City Administration and has negotiated the agreement attached to this agenda. The agreement is for a three (3) year period, which may be extended upon mutual agreement of the parties for two (2) renewal periods of three (3) years each.
5. The City may request from Synalovski Romanik Saye, LLC. from time to time, on an as needed basis, architectural and engineering services pursuant to the scope of work more particularly described in **Exhibit " A "**. The City's requests will describe the scope of work for an individual assignment of work, the desired time frame for its completion and the method of payment to be used. Upon receipt of these requests, Synalovski Romanik Saye, LLC. shall timely review the scope of work and schedule described in each request, and provide the City a proposal for the assignment of work identified, which shall include but may not be limited to: a not to exceed fee for services; a list of professionals required for the assignment; an estimate of the work hours required to accomplish the services; and, any other information reasonably required by the City. If the Parties agree to a scope of work, schedule, and fee for an assignment of work, the City may in its sole discretion, issue an amendment or purchase order authorizing Synalovski Romanik Saye, LLC. to perform such services.
6. The following are the hourly rates which were negotiated and made part of the agreement:

TITLE	Hourly Rate
Architect/Engineer	\$ 200.00

Architectural/Engineering Project Manager	\$ 175.00
Architect/Engineer	\$ 150.00
Architectural/Engineering Technical Staff	\$ 125.00
Administrative Assistant	\$ 100.00
Clerical Staff	\$ 75.00

7. Request City Commission to approve the negotiated three year agreement with Synalovski Romanik Saye, LLC., pursuant to the award of RE-19-15 "Parks Architectural and Engineering Services" for an amount not to exceed \$250,000.00.

FINANCIAL IMPACT DETAIL:

- a) **Initial Cost:** \$250,000 (The agreement is for a 3 year period, and the \$250,000 will be used on an as needed basis).
- b) **Amount budgeted for this item in Account No:** Funds will be budgeted in account # 1-572-7001-31500 (Professional Services - Other), when needed.
- c) **Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) **5 year projection of the operational cost of the project** The following 5 year projected is based off an equal monthly prorating of the \$250,000. The Department may use more or less in each of the 3 years of the agreement.

	Current FY	Year 2	Year 3	Year 4	Year 5
Revenues	\$0	\$0	\$0	\$0	\$0
Expenditures	\$27,778	\$83,333	\$83,333	\$55,556	\$0
Net Cost	\$27,778	\$83,333	\$83,333	\$55,556	\$0

- e) **Detail of additional staff requirements:** Not Applicable.