



City of Pembroke Pines

**CCNA CONTINUING PROFESSIONAL SERVICES AGREEMENT**  
**CITYWIDE PROFESSIONAL ARCHITECTURAL, ENGINEERING, SURVEYING**  
**AND MAPPING BETWEEN THE CITY OF PEMBROKE PINES AND**  
**SGM ENGINEERING, INC.**

**THIS AGREEMENT (“Agreement”)**, dated \_\_\_\_\_, is entered into 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

**SGM ENGINEERING, INC.**, a For Profit Corporation as listed with the Florida Division of Corporations, with a business address of **935 Lake Baldwin Lane, Orlando, FL, 32814** (hereinafter referred to as the “CONSULTANT”). CITY and CONSULTANT may hereinafter be referred to collectively as the "Parties."

**W I T N E S S E T H:**

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 January 23, 2024, the CITY issued a **Request for Qualifications (“RFQ”), PSPW-23-20, for Continuing Services for Citywide Professional Architectural, Engineering, Surveying, and Mapping** disciplines. The CITY sought to establish continuing contracts with qualified professional firms to provide services on an as-needed basis, as more particularly described in **Exhibit “A,”** attached hereto and incorporated herein by reference.

1.2 On February 27, 2024, the statements of qualifications were opened at the offices of the City Clerk.

1.3 On October 22, 2024, the CITY’s evaluation committee certified CONSULTANT as qualified to provide the professional services as described in **Exhibit “A”** based on the



CONSULTANT's response to Solicitation #PSPW-23-20, attached hereto as **Exhibit "B,"** in accordance with the Consultant's Competitive Negotiation Act ("CCNA"), §287.055, Florida Statutes.

1.4 On February 19, 2025, the CITY Commission approved the findings and recommendations of the evaluation committee and directed the proper CITY officials to negotiate contracts for continuing services with the firms shortlisted to the second round of evaluations, including the CONSULTANT, to render the professional services more particularly described herein.

1.5 Negotiations pertaining to the services to be performed by the CONSULTANT were undertaken in accordance with Section 287.055, Florida Statutes, and this Agreement incorporates the results of such negotiation.

1.6 In the event of any conflicts between this Agreement and any exhibits hereto, this Agreement shall prevail, followed by the bid specifications attached as **Exhibit "A"**.

1.7 The services provided by CONSULTANT pursuant to this Agreement shall comply with the definition of "professional services" under Section 287.055(2)(a), Florida Statutes, as amended from time to time.

1.8 This Agreement incorporates the following exhibits, each of which is attached hereto and made a part hereof as if fully set forth herein:

Exhibit A – "PSPW-23-20" CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping

Exhibit B – CONSULTANT's Response to Solicitation #PSPW-23-20

Exhibit C – Work Order Assignment Flowchart

Exhibit D – Scoping Meeting Report Template

Exhibit E – CONSULTANT's Labor Rates

## **ARTICLE 2**

### **DEFINITIONS**

In addition to the defined terms below, the definitions in the Florida Building Code, the Florida Fire Prevention Code, City of Pembroke Pines Engineering Standards, the City of Pembroke Pines Code of Ordinances and all Federal, State and Local requirements applicable to and referenced in the Scope of Services are incorporated by reference in this Agreement. Defined terms are capitalized. The following terms herein shall have the respective meanings defined below:

2.1 ARCHITECT/ENGINEER OF RECORD shall mean the duly licensed architectural/engineering firm or individual architect/engineer that holds primary responsibility for the design, preparation, and sealing of construction documents for a specific project authorized under this Agreement.



2.2 CONSULTANT means the firm (or individual) qualified under Florida law to practice in one or more of the disciplines of architecture, professional engineering, landscape architecture, or registered surveying and mapping, and selected by the CITY to provide design, construction administration, or consulting services under this Agreement, as permitted by § 287.055, Florida Statutes. The CONSULTANT shall, when assigned by Work Order under this Agreement to Projects requiring design services, serve as the Architect or Engineer of Record (or Surveyor of Record) and shall be responsible for preparing, sealing, and coordinating the discipline-specific deliverables assigned to it.

2.3 CONSULTANT'S SERVICES shall mean the professional, technical, and administrative services that the CONSULTANT and its Sub-Consultants are qualified and contracted to perform under this Agreement, including but not limited to planning, design, permitting, procurement assistance, construction administration, and related support services. The specific CONSULTANT'S SERVICES to be performed for each Project shall be defined in the Scope of Services section of the applicable Work Order.

2.4 CONSULTANT'S COMPETITIVE NEGOTIATION ACT ("CCNA") is defined by Florida Statutes 287.055.

2.5 CONSTRUCTION ADMINISTRATION shall mean the services provided by the CONSULTANT during the construction phase of a Project to assist the CITY in administering and monitoring the Construction Contract and confirming that the Work is performed in general conformance with the Construction Documents, as further detailed in Section 3.15. Construction Administration includes duties such as conducting Site Visits, evaluating materials and workmanship, and providing recommendations to the CITY regarding the Contractor's performance.

2.6 CONSTRUCTION BUDGET shall mean the amount established by the CITY as the maximum authorized cost for the construction of the project, exclusive of compensation for professional services. The Construction Budget represents the CITY's target cost for all labor, materials, equipment, and construction-related services necessary to complete the project in accordance with the Construction Documents.

2.7 CONSTRUCTION CONTRACT shall mean the separate agreement entered into between the CITY and a qualified third-party contractor for the furnishing of all labor, materials, equipment, services, and incidentals necessary to construct the project in accordance with the Construction Documents prepared under this Agreement.

2.8 CONSTRUCTION DOCUMENTS shall mean the complete set of drawings, specifications, calculations, reports, and other documents prepared and sealed by the CONSULTANT that define the scope, character, quality, and details of the work to be constructed. These documents shall be of sufficient clarity and detail to enable the construction of the project in conformance with applicable codes, standards, and regulatory requirements, and to permit competitive bidding and construction by a qualified contractor. The Construction Documents constitute the final deliverable under this Agreement and shall include all necessary design details, technical specifications, and supporting information required for permitting, bidding, and construction administration, as applicable to the project.



2.9 CONSTRUCTION SCHEDULE shall mean the timeline approved by the CITY for the commencement, progression, and completion of the construction phase of the project, as set forth in the Construction Contract. The Construction Schedule shall define key milestones, substantial completion, and final completion dates for the Contractor's work, and shall serve as the basis for monitoring and evaluating construction progress. The Construction Schedule is separate from, but coordinated with, the CONSULTANT's schedule for the preparation of design and Construction Documents.

2.10 CONTRACTOR(S) shall mean the qualified and duly licensed firm(s) selected by the CITY, under a separate Construction Contract, to perform the Work for a Project based on the Construction Documents prepared under this Agreement. The Contractor enters into a separate Construction Contract with the CITY for the furnishing of all labor, materials, equipment, and services necessary to construct the project in accordance with the Construction Documents and all applicable laws, codes, and regulations.

2.11 DAY means a calendar day, unless noted otherwise.

2.12 ESTIMATE OF PROBABLE CONSTRUCTION COST shall mean the most current, detailed estimate prepared by the CONSULTANT of the anticipated cost to construct all work designed and/or specified by the CONSULTANT for each project, based on the scope, materials, systems, and conditions known at the time of the estimate. The Estimate of Probable Construction Cost shall exclude compensation for professional services provided by the CONSULTANT. The Estimate of Probable Construction Cost is prepared for the CITY's planning and evaluation purposes and is recognized to be an estimate only. It may differ from the Construction Budget, which is established by the City prior to the Consultant's design of the work, and from actual bid or construction costs obtained through competitive procurement.

2.13 OPINION OF PROBABLE CONSTRUCTION COST (OPCC) shall mean the CONSULTANT's professional judgment, based on conceptual information and assumptions known at the time, of the anticipated construction cost for the Project. The OPCC is prepared for the CITY's planning and evaluation purposes only, and shall exclude compensation for professional services, and is not a warranty or guarantee that actual bids or construction costs will not vary.

2.14 PROJECT(S) shall mean all fixed capital outlay activities designated by the CITY for design and construction, as described in each Work Order issued under this Agreement. Each Project shall consist of specific improvements, facilities, or infrastructure elements identified by the CITY to be designed and/or constructed in accordance with the applicable Work Order, and may include related tasks such as permitting, bidding, and construction administration, as authorized by the CITY.

2.15 PROJECT MANAGER (PM) shall mean the City Department Head, Capital Improvement Projects Manager, Maintenance Manager, or other individual designated by the City Manager to serve as the CITY's representative responsible for the coordination, oversight, and administration of each Project. The Project Manager shall act as the primary point of contact between the CITY and the CONSULTANT.





2.16 PROJECT MEETING(S) shall mean meetings conducted between the CITY, the CONSULTANT, and, when applicable, the Contractor or other project stakeholders, for the purpose of discussing, coordinating, and reviewing the progress of the Project. Project Meetings may include, but are not limited to, design coordination meetings, progress meetings, pre-bid meetings, pre-construction conferences, and construction progress meetings, as required by the Work Order or as otherwise requested by the CITY.

2.17 PROJECT SCHEDULE shall mean the overall schedule established for each Work Order, identifying the timeframes for completion of all phases and tasks, including but not limited to planning, design, permitting, bidding, and construction, as applicable under this Agreement. The Project Schedule shall be developed and maintained by the CONSULTANT in coordination with the CITY's Project Manager, and shall reflect key milestones, deliverables, and dependencies necessary to achieve timely completion of the Project. The Project Schedule represents the overall timeline for the Project, covering all phases from planning and design through final completion. It includes the Construction Schedule as a component that governs the Contractor's activities and sequencing of work during the construction phase under the Construction Contract.

2.18 PROJECT SITE (SITE) shall mean the physical location or locations designated by the CITY where the Work is to be performed by the Contractor under the Construction Contract.

2.19 REIMBURSABLE EXPENSES shall mean those certain out-of-pocket expenses incurred by the CONSULTANT, its employees, or Sub-Consultants pursuant to this Agreement or in direct connection with a Work Order, and which are authorized in advance by the CITY and supported by proper documentation, as further detailed in Section 3.16 of this Agreement.

2.20 REQUEST FOR INFORMATION ("RFI") shall mean a formal written request submitted to CITY by the Contractor during the construction phase seeking clarification, interpretation, or additional information regarding the Construction Documents or other aspects of the Project. The purpose of an RFI is to resolve discrepancies, omissions, or ambiguities and to ensure proper execution of the Work in accordance with the design intent.

2.21 SCOPE OF SERVICES means the detailed description of the CONSULTANT'S SERVICES to be performed for a particular Project, as set forth in the approved Work Order and any applicable Scoping Meeting Report issued under this Agreement.

2.22 SCOPING MEETING shall mean the meeting scheduled and conducted by the CONSULTANT in coordination with the CITY pursuant to the Work Order Assignment Process outlined in Article 4. The purpose of the Scoping Meeting is to review and clarify the CITY's objectives for the proposed Project, confirm the preliminary Scope of Services, discuss site conditions, scheduling, permitting requirements, data needs, and other factors or deliverables necessary for the CONSULTANT to prepare the Scoping Meeting Report.

2.23 SCOPING MEETING REPORT shall mean the written summary and proposal prepared by the CONSULTANT following the Scoping Meeting, as required in Article 4. The report shall document the agreed-upon Scope of Services, Project Schedule, and the CONSULTANT's Opinion of Probable Construction Cost, if applicable, and proposed fee to perform the services. The Scoping Meeting Report shall be submitted to the CITY for review and approval within the



time period specified in Article 4 and shall serve as the basis for the development of the Work Order.

2.24 SITE VISIT(S) shall mean a visit by the CONSULTANT to the Project Site during the construction phase of a Project for the purpose of observing the progress and quality of the work, obtaining information relevant to the performance of Construction Administration Services, or verifying conformance with the Construction Documents.

2.25 SUB-CONSULTANT(S) shall mean any firm or individual engaged by the CONSULTANT to perform a portion of the professional services required under this Agreement, including but not limited to architectural, engineering, surveying, mapping, or other technical disciplines. The CONSULTANT submitted an initial list of proposed Sub-Consultants as part of its qualifications package in response to Solicitation PSPW-23-20, which is incorporated herein as **Exhibit "B"**. Any additions, removals, or substitutions of Sub-Consultants from that list shall be subject to the CITY's prior written approval in accordance with Section 3.10 of this Agreement.

2.26 SUBMITTAL(S) shall mean documents, drawings, samples, calculations, reports, or other materials prepared and transmitted by the CONSULTANT, its Sub-Consultants, or the Contractor for review, approval, or record during the design or construction phases of a Project. During the design phase, Submittals include materials such as preliminary design deliverables, progress drawings, technical specifications, reports, or other documents required under a Work Order. During the construction phase, Submittals may include shop drawings, product data, samples, and other information submitted by the Contractor for the CONSULTANT's review for conformance with the Construction Documents.

2.27 SUBMITTAL SCHEDULE shall mean the schedule prepared and maintained by the CONSULTANT during the design phase, and by the Contractor during the construction phase, identifying the anticipated dates for preparation, review, and approval of all required Submittals. The Submittal Schedule shall be coordinated with the Project Schedule and, where applicable, the Construction Schedule, and shall be updated as necessary to ensure timely completion of the Project

2.28 SUPPLEMENTAL WORK ORDER shall mean a written authorization issued by the CITY to the CONSULTANT after the initial Work Order has been executed under this Agreement, authorizing the CONSULTANT to perform additional or revised services not included in the original Work Order. A Supplemental Work Order may address changes in project scope, schedule, or other conditions as deemed necessary by the CITY and shall define the specific tasks, deliverables, timeframes, and compensation applicable to the supplemental services.

2.29 SURVEYING AND MAPPING DOCUMENTS shall mean the drawings, maps, digital files, reports, and other deliverables prepared and sealed by the CONSULTANT when providing surveying and mapping services under this Agreement. These documents shall be prepared in accordance with applicable laws, professional standards, and the requirements of the CITY and the Florida Board of Professional Surveyors and Mappers.

2.30 WORK shall mean the construction and related services required by the Construction Documents, whether completed or partially completed, and includes all labor, materials,



equipment, and services furnished or to be furnished by the Contractor to fulfill its obligations under the Construction Contract. The Work encompasses all tasks necessary to produce the results intended by the Construction Documents and may constitute either the whole or a portion of the Project.

2.31 WORK ORDER shall mean a written authorization issued by the CITY to the CONSULTANT defining the specific scope of services, deliverables, schedule, and compensation for a Project, as approved by the CITY following acceptance of an approved Scoping Meeting Report. Each Work Order shall be issued pursuant to this Agreement and shall constitute the formal assignment of work to the CONSULTANT for a designated Project or portion thereof.

2.32 WORK ORDER ASSIGNMENT PROCESS shall mean the procedure established in Article 4 and illustrated in **Exhibit "C"**, which outlines the steps for initiating, developing, and authorizing a Work Order, including the issuance of a Work Order Request, the conduct of a Scoping Meeting, preparation of a Scoping Meeting Report, and approval of the final Work Order by the CITY.

2.33 WORK ORDER REQUEST shall mean the CITY's written notice (including email) transmitted to the CONSULTANT that initiates the Work Order Assignment Process under Article 4 by requesting a Scoping Meeting and related preliminary submittals (including the Scoping Meeting Report). A Work Order Request is not a Work Order and does not authorize the CONSULTANT to perform design or other services beyond those expressly identified in Article 4 unless and until a Work Order is issued by the CITY.

### **ARTICLE 3** **SERVICES AND RESPONSIBILITIES**

3.1 The CONSULTANT agrees to perform, under future Work Orders to be issued under this Agreement, professional services as hereinafter set forth, and further, the CONSULTANT acknowledges that by entering into this Agreement the CITY does not guarantee, and has not guaranteed, that the CITY will assign to CONSULTANT a minimum number of Work Orders or any specific construction value.

3.2 The CITY may request from the CONSULTANT from time to time, on an as needed basis, specific **Mechanical, Electrical, and Plumbing Engineering Services**. Upon receipt of these requests, the CONSULTANT shall follow the process outlined in Article 4 and the flowchart provided in **Exhibit "C"** for Work Order approval. Approved Work Orders will be issued by the CITY authorizing the CONSULTANT to perform the services. Compensation for such services shall be established in each Work Order and may be Hourly Not-to-Exceed, Lump Sum, or Milestone-Based, as determined by the CITY. All compensation shall be in accordance with the rates and terms set forth in **Exhibit "E,"** unless otherwise approved in writing by the CITY. CONSULTANT must 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.

3.3 The CONSULTANT and its sub-consultant(s) shall be fully licensed and qualified to perform the services required by this Agreement for the entire term of this Agreement.



3.4 The CONSULTANT and all Sub-Consultants shall perform their services consistent with the professional skill and care ordinarily provided by architects and engineers practicing in the same or similar locality under the same or similar circumstances. The CONSULTANT and its Sub-Consultants shall perform their services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Work Orders.

3.5 Except with the CITY's knowledge and consent, the CONSULTANT and its Sub-consultants shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise their professional judgment with respect to the Project(s) being performed under this Agreement.

3.6 The CONSULTANT shall be responsible for all the professional services provided by the CONSULTANT's organization and those of the CONSULTANT's Sub-Consultants. To avoid errors and omissions in the Construction Documents, the CONSULTANT shall require that each of the Sub-Consultants coordinate their work with that of other Sub-Consultants. However, the CONSULTANT agrees and accepts final responsibility for coordination among and between the Sub-Consultants to avoid errors and omissions in any of the Construction Documents. The CONSULTANT agrees to be responsible for providing Project coordination for information provided by the PM on behalf of or from the various CITY departments applicable to a Project and from other regulatory agencies.

3.7 The CONSULTANT shall designate a responsible member of their firm, satisfactory to the CITY, as the CONSULTANT 's project manager who shall, so long as his/her performance is acceptable, remain in charge of the CONSULTANT 's services for the term of the Agreement, and who shall also represent the CONSULTANT and be available for general consultation throughout the term of this Agreement.

3.8 The CONSULTANT understands and acknowledges that its selection by the CITY was based, in part, on the qualifications and expertise of the sub-consulting firms (and/or individuals) identified by CONSULTANT in **Exhibit "B"** to serve as the CONSULTANT 's Sub-Consultant(s). The CONSULTANT shall negotiate a fair and equitable agreement with each Sub-Consultant, which agreement shall incorporate the terms and conditions of this Agreement. Nothing contained in this Agreement shall be construed to create any contractual relationship between the CITY and any Sub-Consultant(s) utilized by the CONSULTANT. The CONSULTANT agrees that it is in no way relieved of any responsibility under the terms of this Agreement by virtue of the performance or nonperformance of required services by any Sub-Consultant(s) who may associate with the CONSULTANT in performing the services required by this Agreement or any Work Order issued by the CITY.

3.9 Changes to Sub-consultants (Additions and/or Replacements) - Upon prior written approval by the CITY, the CONSULTANT may choose additional Sub-Consultant(s) as part of CONSULTANT's Scoping Meeting Report but shall not terminate or replace those Sub-Consultant(s) listed in **Exhibit "B"** without the prior written approval of the CITY.

3.10 The CITY may request replacement of any of the CONSULTANT 's employees or Sub-Consultants who are providing services under this Agreement. The CONSULTANT shall, within seven (7) Days of the receipt of such written notification from the CITY requesting an employee



or a Sub-Consultant be replaced, respond in writing to the CITY with the CONSULTANT's decision (and justification for the decision) regarding the CITY's request and further, take appropriate action consistent with the CONSULTANT 's responsibility for proper provision of professional services under this Agreement.

3.11 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.

3.12 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 in similar relationships with other consultants 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.

3.13 The CONSULTANT may be issued Work Order(s) for professional services for Projects with construction budgets which do not exceed the thresholds established by Section 287.055(2)(g)(1), Florida Statutes. The construction work on such Projects may be executed by CITY personnel or a contractor selected through the CITY's procurement process.

3.14 Procurement Assistance: If applicable and requested by the PM during the Work Order Assignment Process described in Article 4, and for Projects to be awarded through a competitive bid process, the CONSULTANT shall provide procurement assistance to the CITY. Such assistance may include participating in and assisting with the preparation and conduct of pre-bid conference(s); responding to bidder inquiries and preparing clarifications or addenda as approved by the CITY; assisting the CITY in reviewing and analyzing bids or proposals for responsiveness and responsibility; and providing a written recommendation to the CITY regarding the award of the Construction Contract.

### 3.15 Construction Administration Assistance

3.15.1 If applicable and requested by the PM during the Work Order Assignment Process outlined in Article 4, the CONSULTANT shall assist the CITY in enforcing the faithful performance of the Construction Contract and confirm that the Work has been or is being performed in general conformance with the Construction Documents. The CONSULTANT shall provide written notice to the CITY if it observes or becomes aware of any defect, deficiency, or non-conformance with the Construction Documents. Based on Site Visit observations, the CONSULTANT shall assist in guarding the CITY against defects, deficiencies and delays in the Work, and shall immediately inform the CITY, in writing,





of the progress (or lack of progress) and the quality of the Work. The CONSULTANT shall evaluate materials and/or workmanship for conformance with Construction Documents, review quality control testing reports, and promptly advise the CITY of any unacceptable materials and/or workmanship.

3.15.2 CONSULTANT shall support the Contractor's responsibility for obtaining a building permit from the CITY's Building Department ("Building Department") and any other permits required for a Project. Should any changes to the Construction Documents be necessary to obtain such permits, the CONSULTANT shall make those changes within seven (7) Days of being notified, at no additional cost to the CITY.

3.15.3 CITY Inspectors and Plan Reviewers - The CONSULTANT shall cooperate with the CITY inspectors and plan reviewers in providing information and explanations as requested. The CONSULTANT shall also respond to any deficiencies noted by the CITY inspectors and plan reviewers in the Construction Documents or during construction by making the necessary plan revisions or taking appropriate corrective action within seven (7) Days of receiving written notification, at no additional cost to the CITY.

3.15.4 The CONSULTANT shall review and either return without exception, return with comments, reject, or take other appropriate action upon the Contractor's Submittals (including, but not limited to, samples, schedules, product data, and shop drawings) for conformance with the design intent expressed in the Construction Documents and applicable codes and ordinances. The CONSULTANT's action shall be taken with reasonable promptness so as not to delay the progress of the Project, while allowing sufficient time, in the CONSULTANT's professional judgment, to permit adequate review. If the CONSULTANT rejects a Submittal, it shall state, in writing, the grounds for rejection.

3.15.5 The CONSULTANT shall review and respond to, or take other appropriate action upon, a Contractor's submission of any RFI in accordance with the requirements of the Construction Documents and at the direction of the Project Manager.

3.16 Reimbursable Expenses - If authorized as part of the CITY approved Work Order and proper documentation is provided to the CITY by the CONSULTANT, reimbursable expenses will be paid to the CONSULTANT. Reimbursable Expenses include expenses incurred by CONSULTANT, its employees and Sub- Consultants directly related to the performance of work under this Agreement or a Work Order, but do not include travel, lodging, food, or other similar discretionary expenses unless such expenses are expressly pre-approved in writing by the City. Reimbursement shall be based on a multiple of (1) times the expenses incurred supported by appropriate documentation. The following are reimbursable expenses which the CITY will consider:

3.16.1 Expenses of CITY-approved surveys of project sites and buildings, if paid by the CONSULTANT; or,

3.16.2 Expenses of CITY-approved testing (such as strength of materials, soils, chemical, mechanical or other tests), if paid by the CONSULTANT; or,



### 3.16.3 Document Reproduction Expenses:

(a) The CONSULTANT shall verify with the CITY all Submittals which will be required for each Work Order, and the medium, format and quantities of documents required for each Submittal.

(b) The CITY, at its option, may direct the CONSULTANT to provide CAD, PLT, and/or PDF files of Construction Documents for CITY in-house reproduction, and/or for reproduction by CITY-approved vendors.

(c) The CONSULTANT shall, at no additional cost to the CITY, provide three (3) full-size hard copies (24" x 36") of the final CITY-approved Construction Documents. These copies shall represent the approved-for-bid and/or approved-for-permit versions of the documents.

(d) Except as provided for in Section 3.16.3(c) of this Agreement, the CITY shall reimburse the CONSULTANT for the actual costs associated with reproduction of documents required by the CITY or by the Building Department for Submittals for review and approval.

(e) The CITY shall not reimburse the CONSULTANT for any electronic storage devices, nor for the time expended to transfer electronic data to the storage devices, for required Submittals.

(f) The CITY shall not reimburse the CONSULTANT for reproduction of documents for failure to obtain required approvals.

(g) The CITY shall not reimburse the CONSULTANT for CONSULTANT's in-house document reproduction.

3.17 CONSULTANT and its subconsultants shall comply with the applicable provisions of the City of Pembroke Pines Code of Ordinances.

3.18 The CONSULTANT retains the right to place one CITY-approved sign, if applicable, at the location of each Project undertaken pursuant to the terms of this Agreement. Said sign may be displayed at an entry or access point at each location, posted only upon commencement of actual construction of a Project and shall be removed by the CONSULTANT upon completion of construction of each Project.

3.19 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.



## **ARTICLE 4**

### **WORK ORDER ASSIGNMENT PROCESS**

Each Project assigned under this Agreement shall follow the Work Order Assignment Process outlined in this Article and depicted in the flowchart attached as Exhibit "C". This process establishes the steps for initiating, developing, and authorizing a Work Order, beginning with the issuance of a Work Order Request and concluding with the CITY's execution of a formal Work Order.

4.1 In connection with each Work Order to be assigned by the CITY to the CONSULTANT pursuant to this Agreement, the CITY will initiate the assignment by transmitting a Work Order Request by written notice (including e-mail) to the CONSULTANT to request a Scoping Meeting.

4.2 Within seven (7) Days after initial contact by CITY, the CONSULTANT shall schedule the Scoping Meeting. The CONSULTANT shall be responsible for contacting and requesting that the parties designated by the CITY, and/or indicated on the written request form, and/or other parties necessary for the CONSULTANT to provide the required services, attend the Scoping Meeting.

4.3 The CONSULTANT shall coordinate, conduct and document the Scoping Meeting, which may include a walk-through of the Project Site to determine the detailed requirements necessary to develop the deliverables to be provided under the Work Order, including but not limited to Construction Documents, Surveying and Mapping Documents, reports, studies, or other technical documentation.

4.4 The objective of the Scoping Meeting is to confirm the CITY's needs and reach mutual agreement between the CONSULTANT and the CITY on the key elements required to develop the Scoping Meeting Report and ultimately the Work Order, including:

4.4.1 Final Scope of Services means the agreed-upon description of the CONSULTANT'S SERVICES to be performed under a Work Order.

4.4.2 The Project Schedule, including all milestone dates, Submittal Schedules, and coordination requirements.

4.4.3 The CONSULTANT's preliminary Opinion of Probable Construction Cost, if applicable; and

4.4.4 The CONSULTANT's preliminary proposed cost and proposed method of compensation (Hourly Not-to-Exceed, Lump Sum, or Milestone-Based) to perform services under the anticipated Work Order.

4.5 The CONSULTANT shall submit a Scoping Meeting Report to the CITY for review and approval within fifteen (15) Days of the date of the Scoping Meeting. CONSULTANT shall be required to utilize the template provided for in Exhibit "D" titled "Scoping Meeting Report Template"

4.6 If the information provided by the CITY is insufficient to determine a Scope of Services,



then within seven (7) Days of the Scoping Meeting, the CONSULTANT shall request in writing that the CITY provide such information as necessary. The CONSULTANT shall have a total of fifteen (15) Days from the date of the Scoping Meeting (excluding the time that transpires between CONSULTANT's written request for additional information and CONSULTANT's receipt of such information) within which to submit the Scoping Meeting Report to the CITY. If the CONSULTANT fails to submit the required Scoping Meeting Report within the prescribed timeframe, and no written extension has been granted by the CITY, the CITY may, at its sole discretion, elect to terminate discussions for the Project and proceed in accordance with Section 4.7.2 of this Agreement.

4.7 The CITY shall review and either agree or disagree with the Scoping Meeting Report in writing. If the CITY agrees with the Report, the PM will begin the process to issue a Work Order for the Project. If the CITY does not agree with the Scoping Meeting Report, the CITY shall direct CONSULTANT to proceed with one of the following:

4.7.1 Provide CONSULTANT with feedback on Scoping Meeting Report and request CONSULTANT to resubmit; or

4.7.2 Provide CONSULTANT with written intent to terminate discussions; or

4.7.3 Provide CONSULTANT with written intent to re-procure the services under a new CCNA solicitation if the Opinion of Probable Construction Cost of a Project, or the CONSULTANT's proposed fee for study activity, exceeds the thresholds established in Section 287.055 Florida Statutes, as may be amended from time to time.

4.7.4 Notify CONSULTANT of CITY's intent to cancel project.

4.8 If the CONSULTANT and the CITY are unable to reach agreement for a specific project, both parties will be relieved of any and all obligations under the assignment request.

4.9 The CITY shall provide written notice to the CONSULTANT of its final decision regarding the CITY's review of the Scoping Meeting Report and any determinations made pursuant to paragraph 4.7 or other applicable provisions of this Agreement

4.10 Any services performed by the CONSULTANT without a Work Order issued by the CITY, or other written authorization by the CITY to proceed beyond the activities initiated by a Work Order Request, shall be at the CONSULTANT's sole risk and expense.

4.11 If the CITY issues a Work Order to the CONSULTANT, the CONSULTANT shall commence its professional services as provided in this Agreement and within a Work Order. The CITY-accepted Project Schedule shall be attached to the Work Order.

4.12 The CONSULTANT shall comply with the Project Schedule(s) as agreed upon in the Scoping Meeting Report. The schedule(s) must include time allowances for required reviews and approvals by outside permitting or regulatory agencies, if applicable, and by the CITY. With the exception of the final review, the CONSULTANT may continue its work during the CITY's review periods at its own risk



4.13 If the timelines initially established for a Project are exceeded or extended through no fault of the CONSULTANT, the CONSULTANT shall not be entitled to any additional compensation for delays, including delays resulting from CITY-initiated actions or other unforeseen circumstances. However, the CONSULTANT may, with the CITY's prior written approval, adjust or re-sequence the schedules of assigned Projects and Work Orders as necessary to maintain overall workflow and production efficiency under this Agreement.

4.14 The CONSULTANT shall notify the PM of proposed changes to an approved Work Order Project Schedule in writing, within seven (7) Days of any proposed change. Proposed changes to the Project Schedule must be approved by CITY in writing.

4.15 The CONSULTANT shall submit to the Project Manager, via email, a monthly status report summarizing all active Work Orders assigned under this Agreement. The report shall be submitted no later than the first day of each month and shall include, at a minimum, the following information for each Work Order:

- 4.15.1 Project name, Work Order number, and brief description of the services being performed.
- 4.15.2 Current phase or stage of completion, including percentage of work completed to date.
- 4.15.3 Key milestones achieved during the prior reporting period and upcoming milestones or deliverables.
- 4.15.4 Summary of coordination activities with the City, sub-consultants, and outside permitting or regulatory agencies.
- 4.15.5 Any schedule variances, anticipated delays, or issues requiring City action or direction.
- 4.15.6 Financial summary showing the approved fee, total billed to date, and remaining balance for each Work Order; and
- 4.15.7 Other information or updates reasonably requested by the Project Manager to assist in monitoring the Consultant's overall performance under this Agreement.

4.16 Time is of the essence in the performance of the CONSULTANT's Services under each Work Order. The CITY and CONSULTANT acknowledge that failure to adhere to the approved Project Schedule may cause delay-related impacts to the CITY that are difficult to quantify at the time of contracting. Accordingly, if the CONSULTANT fails to achieve a milestone or deliverable date established in the Project Schedule, and such delay is not excused in writing by the CITY, the CONSULTANT shall be liable for liquidated damages in the amount of **One Hundred Dollars (\$100.00) per calendar Day** for each day of unexcused delay beyond the milestone completion date, until the milestone is achieved. The Parties agree that this amount represents a fair and reasonable estimate of the CITY's anticipated damages and is not a penalty. Liquidated damages may be withheld by the CITY from any payments due to the CONSULTANT under the applicable Work Order. Liquidated damages shall apply only to the milestone identified in the applicable Work Order as the final completion and submittal of the Construction Documents, including final plans, specifications, and the Estimate of Probable Construction Cost, unless otherwise defined in





writing by the CITY.

## **ARTICLE 5**

### **CITY'S RESPONSIBILITIES**

In addition to responsibilities contained throughout this Agreement, the CITY's responsibilities include the following:

5.1 The CITY shall provide Work Order Requests to the CONSULTANT that clearly identify the proposed Project and serve as directives for professional services to be performed under this Agreement. Each Work Order Request shall reasonably define the anticipated Scope of Services, Project Schedule, and the estimated Construction Budget for the Project, and shall include any background information or supporting documentation available to assist the CONSULTANT in preparing for the Scoping Meeting.

5.2 The CITY shall designate one person as the Project Manager (PM) for each Project and may assign other representatives as necessary to act on the CITY's behalf. The Project Manager shall serve as the CITY's primary point of contact and shall have authority to make decisions and issue directions on routine project matters in accordance with this Agreement.

5.3 The CITY's designated representatives shall make all required decisions, approvals, and responses in a timely manner so as not to unreasonably delay the progress of the CONSULTANT's services.

5.4 The CITY shall provide written notice to the CONSULTANT of its approval, conditional approval, or disapproval of the CONSULTANT's Submittals, including design documents, Construction Documents, and other deliverables necessary to maintain the Project Schedule and ensure timely completion of the Project. All required corrections, clarifications, or revisions identified by the CITY, the CITY's Project Manager, or other governing agencies having jurisdiction shall be incorporated by the CONSULTANT at no additional cost to the CITY. The CONSULTANT's Services shall not be considered complete until all such required revisions have been satisfactorily addressed and final approval has been obtained.

5.5 To the extent requested by the CONSULTANT, the CITY shall furnish available survey information for the Project Site, including easements, and provide all existing drawings, specifications, and related documents pertinent to the Project

5.6 To the extent requested by the CONSULTANT, the CITY shall furnish all available information regarding existing utilities (public and private), known hazardous materials, and associated reports, and shall provide or make available existing geotechnical data or test boring reports necessary for evaluating subsurface conditions.

5.7 At the CONSULTANT's request, the CITY may arrange for or authorize any required testing, inspections, or reports necessary to support the Project design or permitting, including but not limited to structural, chemical, mechanical, soil, environmental, or materials testing. The CITY may also direct the CONSULTANT to obtain such services when appropriate. The CONSULTANT shall recommend the type, location, and extent of any tests needed to support the



Project design or permitting.

## ARTICLE 6

### **PERFORMANCE BY CONSULTANT AND SUCCESSOR CONSULTANT**

6.1 It is understood and agreed by the CONSULTANT that this is an Agreement for professional services of the CONSULTANT, and of the CONSULTANT's qualified representatives, except that the CONSULTANT named retains full responsibility to the CITY.

6.2 If for any reason, the CONSULTANT delays a project(s) or is otherwise unable to perform or fails to perform the services under this Agreement, the CITY reserves the exclusive right to recommend a successor CONSULTANT or terminate the services of the CONSULTANT pursuant to Section 7.4 of this Agreement.

#### 6.3 SUCCESSOR ARCHITECT AND/OR ENGINEER

6.3.1 If the professional services of CONSULTANT are terminated before completion of the design services for any assigned Work Order(s), the CITY may:

6.3.1.1 Assign a new CONSULTANT from a list of active, experienced firms currently under contract with the CITY. Work Orders will be assigned based on ranking established by the evaluation committee. The firm's workload, qualifications for the task and performance on previous assignments will also be considered; or,

6.3.1.2 Elect to complete the remainder of the professional services with in-house staff; or,

6.3.1.3 A combination of 6.3.1.1. and 6.3.1.2 above.

6.4 The CITY may, for projects where the design has been completed by the original Architect (or Engineer) of Record, authorize staff to assign a Successor Architect or Engineer to become the construction contract administrator without becoming the Successor Architect (or Engineer) of Record.

6.5 Procedures for a Successor Registered Architect adopting the work of another Registered Architect shall be in accordance with the Florida Administrative Code 61G1-18.002.

6.6 Procedures for a Successor Professional Engineer adopting the work of another Professional Engineer shall be in accordance with the Florida Administrative Code 61G15-27.001.

6.7 Successor Professionals. For any other professional services authorized under this Agreement, including but not limited to surveying, mapping, or other consulting disciplines governed by Chapter 287.055, Florida Statutes, any subsequent professional assuming responsibility for work initiated by another shall comply with all applicable Florida laws and administrative rules governing their profession. The successor professional shall independently verify the accuracy and completeness of any prior work and shall be fully responsible for all documents they sign and seal.



## ARTICLE 7

### **TERM FOR PERFORMANCE AND TERMINATION**

7.1 CONSULTANT shall perform the services identified in Article 3 within the time frame set agreed upon by the Parties in each approved Work 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.

7.2 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 for projects which the CITY from time to time authorizes CONSULTANT's services in connection therewith. Notwithstanding the foregoing, the Term of this Agreement shall be for a three (3) year period. The Term of this Agreement may be renewed for up to two (2) additional periods of three (3) year each, upon the mutual consent of the Parties, evidenced by a written amendment to this Agreement extending the Term thereof.

7.3 **Termination for Convenience.** This Agreement may be terminated by either Party for convenience, upon providing thirty (30) Days of written notice to the non-terminating Party for such termination in which event CONSULTANT shall be paid its compensation for services performed to termination date, including services reasonably related to termination [NOTE: CONSULTANT may not terminate approved Work Orders for convenience after they have been accepted as work orders/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. 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.

7.4 **Termination for Cause.** In addition to all other remedies available to CITY, this Agreement or any Work Order shall be subject to cancellation by CITY for cause should the CONSULTANT or any of its sub-consultants fail or refuse to properly or timely perform any of its obligations under this Agreement or any Work Order. The CITY shall notify the CONSULTANT of the failure(s) in writing, which shall include electronic messaging, and the CONSULTANT shall have seven (7) Days to cure the failure(s). Should the CONSULTANT fail to cure the failure(s) within that time, the CITY may send a second written notice terminating the Work Order or this entire Agreement for Cause, identifying the continuing failure(s). Upon receipt of that second notice, the CONSULTANT shall cease all further work on the Project(s) and immediately turn over to the CITY all documents regarding the Project(s) including, without limitation, all work performed by the CONSULTANT, whether complete or incomplete, approved, rejected or pending with the CITY. Nothing contained herein shall affect the CONSULTANT's professional responsibility regarding the Project(s). If the CITY terminates the Work Order and/or this Agreement for cause, the CITY shall determine and pay any amounts owed to the CONSULTANT for services rendered prior to the date of termination of this Agreement or Work Order, less the amount of any claim(s) the CITY may have against the CONSULTANT. Furthermore, notices to cure issued by the CITY will be taken into consideration by the CITY in the issuance of additional Work Orders and/or future contracts with the CITY.

7.5 **Work Order Suspension.** The CITY reserves the right to suspend a Work Order at any



time. If the suspension is due to no fault of the CONSULTANT, the CONSULTANT shall be compensated in accordance with the level of completion the CONSULTANT has achieved at the time the notice of suspension is served, as determined by the CITY.

7.5.1 If the Work Order is reinstated by the CITY after having been suspended for more than three (3) months, the CONSULTANT's compensation may be adjusted by the addition of documented project resumption expenses. Project resumption expenses are intended to compensate the CONSULTANT for all costs and expenses which are directly or indirectly attributable to resumption of the CONSULTANT's services after a Work Order suspension.

7.5.2 Project resumption expenses are applicable only to a Work Order suspension by the CITY and may be negotiated based on CONSULTANT's documented expenses to resume work.

## **ARTICLE 8**

### **COMPENSATION AND METHOD OF PAYMENT**

8.1 CITY agrees to compensate CONSULTANT for each Work Order issued by the CITY from time to time on an as-needed basis. The method of compensation—Hourly Not-to-Exceed, Lump Sum, or Milestone-Based—shall be established in each Work Order based on the nature of the services to be performed. The compensation amount will be in accordance with the CONSULTANT's Labor Rates more particularly described in **Exhibit "E"** and shall not exceed the approved Work Order amount.

8.2 CONSULTANT shall be entitled to invoice CITY on a monthly basis for services performed in accordance with this Agreement and any approved Work Orders issued hereunder. The invoice shall include, at a minimum, Project name, date of service, staff classification, time expended (if Hourly Not-to-Exceed), a description of the services performed, and any other information reasonably required by CITY. For Lump Sum or Milestone-Based Work Orders, invoices shall identify the completed deliverable or milestone associated with the payment request.

8.3 Compensation Structure. Compensation for the Services may be structured in accordance with one or more of the following methods, as set forth in the applicable Work Order:

8.3.1 Hourly Not-to-Exceed (NTE): Compensation based on actual hours worked multiplied by approved hourly rates, not to exceed the total Work Order amount.

8.3.2 Lump Sum: A fixed total amount for the defined Scope of Services, payable as a single payment or in installments tied to deliverables or milestones, as set forth in the Work Order.

8.3.3 Milestone-Based: A total fixed amount allocated to specific milestones or deliverables, with payment upon completion and acceptance by the CITY.

8.4 Lump Sum and Milestone-Based compensation shall be based on the CONSULTANT's proposed scope and level of effort and shall only be adjusted through written modification approved by the CITY.



8.5 Submittals for Reimbursable Expenses shall include supporting documentation including receipts and invoices for the actual costs incurred, as authorized in the Work Order

8.6 The Parties agree that any changes to the CONSULTANT'S SERVICES identified by the CITY as an error or omission on the part of the CONSULTANT (including its Sub-Consultants or any other specialty consultant(s)) shall be considered an additional cost to the CITY which would not have been incurred but for such error or omission. The CITY shall not be responsible for the cost of additional services required to correct such errors or omissions. The CITY reserves the right to withhold from the CONSULTANT fees or CONSULTANT's request for payment such amounts for the CONSULTANT's errors and omissions, as determined by the CITY, after a meeting with the CONSULTANT and CITY staff. The CONSULTANT shall retain all rights to assert a claim to recover any amount so withheld in the manner provided by this Agreement. The CONSULTANT recognizes that the CITY's right to withhold payments is a material inducement to the CITY entering into this Agreement. Withholding any monies herein shall not be deemed a default and/or breach of this Agreement by the CITY and the CONSULTANT shall continue performance of all services required under this Agreement notwithstanding such withholding of monies by the CITY. The recovery of additional costs to the CITY under this paragraph shall not limit or preclude recovery for other separate and/or additional damages that the CITY may otherwise incur.

8.6.1 Paragraph 8.4 of this Agreement does not apply to changes requested by the CITY.

8.7 CONSULTANT expressly recognizes that CONSULTANT's acceptance of this Agreement does not guarantee any work or minimum fee to be paid to CONSULTANT and that the Services will be assigned on an as-needed project specific basis.

8.8 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.

8.9 If any of the required services or deliverables are rejected by the CITY, the CONSULTANT shall, at no additional cost, correct or revise such services until accepted by the CITY. Additionally, payment may be withheld by the City Manager, for failure of CONSULTANT to comply with a term, condition, or requirement of this Agreement.

8.10 **Truth-In-Negotiation Certificate.** Signature of this Agreement by CONSULTANT shall act as the execution of a Truth-in-Negotiation Certificate stating that wage rates and other factual unit costs supporting the compensation of this Agreement are accurate, complete, and current at the time of contracting. The original contract price and any additions thereto shall be adjusted to exclude any significant sums, by which the CITY determines that contract price was increased due to inaccurate, incomplete, or non-current wage rates and other factual unit costs.

8.11 **Post Contractual Obligations.** In the event that the term of this Agreement expires, and the CITY has already initiated a Work Order pursuant to this Agreement, the CONSULTANT agrees to continue providing services, at the rates and terms set forth herein, until completion of the assignment(s)/project(s). Notwithstanding the foregoing, these post contractual obligations shall be at the discretion of the CITY should this Agreement be terminated pursuant to Section 7.3,





Section 7.4 or Article 18 herein.

8.12 **Rate Adjustments.** The Labor Rates established in Exhibit “E” shall remain firm through **December 31, 2026**. Effective **January 1, 2027**, and annually thereafter, such rates shall be automatically adjusted based on the percentage change in the Producer Price Index (“PPI”) for Architectural, Engineering and Related Services, Not Seasonally Adjusted as published by U.S. Department of Labor, Bureau of Labor Statistics Detailed Report Series ID: PCU5413--5413--([https://data.bls.gov/timeseries/PCU5413--5413--&output\\_view=pct\\_12mths](https://data.bls.gov/timeseries/PCU5413--5413--&output_view=pct_12mths)), using the June-to-June change for the year immediately preceding the adjustment, or five percent (5%), whichever is less, but not less than zero percent (0%).

8.12.1 Each Work Order issued under this Agreement shall be governed by the labor rates in effect under this Agreement at the time the Work Order is issued by the CONSULTANT and accepted by the CITY. Any approved rate adjustments to this Agreement shall apply only to Work Orders issued after the effective date of the such adjustments. Work Orders issued prior to the effective date of any rate adjustment shall remain subject to the rates in effect at the time of issuance and acceptance and shall remain firm for the full duration of the applicable Work Order. The CONSULTANT shall ensure that all Sub-Consultants comply with the same requirements and that no Sub-Consultant rate increases are implemented without prior written approval by the CITY.

## ARTICLE 9

### **CHANGES TO SCOPE OF WORK AND ADDITIONAL WORK**

9.1 CITY or CONSULTANT may from time-to-time request changes that would increase, decrease, or otherwise modify the Scope of Work, as described in each approved Work Order to be provided under this Agreement subject to the requirements set forth in §287.055, Florida Statutes. Such changes or additional work must be in accordance with the provisions of the CITY’s Code of Ordinances and must be contained in a written Supplemental Work Order, 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.

9.2 CONSULTANT shall continue work when seeking Supplemental Work Order unless work has not been authorized herein, or by written amendment or change order, executed by the parties hereto, with the same formality, equality, and dignity herewith. Work to be performed while seeking a Supplemental Work 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.

9.3 In the event that the CITY and the CONSULTANT are unable to reach agreement as to the amount and/or method of compensation for any additional service requested by the CONSULTANT (whether specifically identified herein or otherwise), the CITY may, at its sole option, have those services performed by a third party. Performance by a third party of such services as directed by the CITY shall not relieve the CONSULTANT of his/her responsibilities or obligations under this Agreement, including without limitation, the CONSULTANT’s



obligations as Architect of Record.

9.4 The CITY's election to utilize a third party to perform such services shall not entitle the CONSULTANT to request, nor obligate the CITY to pay, any additional fees to the CONSULTANT. The CITY agrees that in the event a third party is employed by the CITY under this paragraph, the CONSULTANT shall not be held responsible for the performance of such third party and shall have no responsibility relating to review, approval or administration of such third party retained by the CITY.

9.5 In no event will the CONSULTANT be compensated for any services which have not been described either herein or in a separate written agreement executed by the Parties hereto.

## **ARTICLE 10**

### **INDEMNIFICATION**

10.1 The CONSULTANT shall indemnify and hold harmless the CITY, its officers and employees from any and all liability, losses or damages, including reasonable attorneys' fees and costs of defense, which the CITY, its officers and employees, may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature to the extent such claims are caused by negligence, recklessness, or intentional wrongful conduct of the CONSULTANT and other persons employed or utilized by CONSULTANT during performance of this Agreement. The CONSULTANT 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 reasonable attorneys' fees which may issue thereon. 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.

10.2 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.

10.3 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 party's responsibility to indemnify.

## **ARTICLE 11**

### **INSURANCE**

11.1 The CONSULTANT expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the CONSULTANT shall not limit the responsibility to indemnify, keep and save harmless and defend the CITY or its officers, employees, agents and instrumentalities as herein provided.

11.2 CONSULTANT AND ALL SUBCONSULTANTS, SHALL NOT BE ALLOWED TO commence work under this AGREEMENT until the CONSULTANT has obtained all insurance required by this Insurance Section, including the purchase of a Policy of Insurance naming the



City of Pembroke Pines as an Additional Named Insured, which Insurance Policy and its terms must be agreed to and approved in writing by the Risk Manager for the City of Pembroke Pines, nor shall any SUBCONSULTANT be allowed to commence work under this AGREEMENT until the SUBCONSULTANT complies with the Insurance requirements required by this Insurance Section, including the duty to purchase a Policy of Insurance which names the City of Pembroke Pines as an Additional Named Insured, which Insurance Policy and its terms are agreed to and approved in writing by the Risk Manager for the City of Pembroke Pines.

11.3 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.

11.4 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.

11.5 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.

#### 11.6 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

✓ ☐ 11.6.1 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



Aggregate Reduction: CONSULTANT shall advise the CITY in the event any aggregate limits are reduced below the required per-occurrence limit. At its own expense, the CONSULTANT will reinstate the aggregate limits to comply with the minimum requirements and shall furnish the CITY with a new certificate of insurance showing such coverage is in force.

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



11.6.2 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 for CITY to exempt CONSULTANT.

Yes No



11.6.3 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



11.6.3.1 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

- ✓ ☐ 11.6.4 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

- ✓ ☐ 11.6.5 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.

## 11.7 REQUIRED ENDORSEMENTS

11.7.1 The City of Pembroke Pines shall be named as an Additional Insured on each of the Liability Policies required herein.

11.7.2 Waiver of all Rights of Subrogation against the CITY.

11.7.3 Thirty (30) calendar day Notice of Cancellation or Non-Renewal to the CITY.

11.7.4 CONSULTANT's policies shall be Primary & Non-Contributory.

11.7.5 All policies shall contain a "severability of interest" or "cross liability" clause without obligation for premium payment of the CITY.

11.7.6 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.

11.8 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. 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.

11.9 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 12**

### **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 13**

### **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, State, 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 14**

### **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 15**

### **UNCONTROLLABLE FORCES**

15.1 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, pandemic, acts of God, war, riot, civil disturbance, sabotage, and governmental actions.

15.2 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 16**

### **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 17**

### **SIGNATORY AUTHORITY**

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

## **ARTICLE 18**

### **DEFAULT OF CONTRACT & REMEDIES**

18.1 **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 resultant from CONSULTANT's failure to perform in accordance with the requirements of this Agreement.

18.2 **Correction of Work.** If, in the judgment of CITY, the services provided by CONSULTANT do not conform to the requirements of this Agreement, or if the services exhibit poor workmanship, CITY reserves the right to require that CONSULTANT correct all deficiencies



in the services to bring the services 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 services.

**18.3 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 for which CITY may terminate for cause:

18.3.1 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 Project Manager or other CITY designee.

18.3.2 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.

18.3.3 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.

18.3.4 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.

**18.4 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.

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



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

18.4.3 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.

## **ARTICLE 19**

### **BANKRUPTCY**

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 20**

### **DISPUTE RESOLUTION**

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. CONSULTANT expressly agrees, in consideration for the execution of this Agreement, that in the event of such a dispute, if any, it will not seek injunctive relief in any court, but will negotiate with CITY for an adjustment on the matter or matters in dispute and, upon failure of said negotiations to resolve the dispute, may present the matter to a court of competent jurisdiction in an appropriate suit therefore instituted by it or by CITY.

## **ARTICLE 21**

### **PUBLIC RECORDS**

21.1 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:

21.1.1 Keep and maintain public records required by the CITY to perform the service.

21.1.2 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.

21.1.3 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

21.1.4 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.

21.2 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 CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO 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  
[gfernandez@ppines.com](mailto:gfernandez@ppines.com)**

**ARTICLE 22  
SCRUTINIZED COMPANIES**

22.1 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:

22.1.1 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

22.1.2 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:

22.1.2.1 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

22.1.2.2 Is engaged in business operations in Syria.

## **ARTICLE 23**

### **EMPLOYMENT ELIGIBILITY**

23.1 **E-Verify.** 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.

#### **23.1.1 Definitions for this Section.**

23.1.1.1 “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.

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

23.1.1.3 “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.

23.1.1.4 “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.

23.2 **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:

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

23.2.2 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

23.2.3 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) 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.

## **ARTICLE 24**

### **FEDERAL REQUIREMENTS**

Notwithstanding anything to the contrary set forth herein, CONSULTANT shall comply with the applicable federally required standard provisions, as set forth in 2 C.F.R. Sec. 200.326 and 2 C.F.R. Part 200. In the event of any conflicts, the provisions of 2 C.F.R. Part 200 shall prevail. Any reference made to CONSULTANT in this section shall also apply to any subcontractor under the terms of this Agreement. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses:

**24.1 Equal Employment Opportunity.** During the performance of this contract, CONSULTANT agrees as follows:

- 24.1.1 CONSULTANT will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. CONSULTANT will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CONSULTANT agrees 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.
- 24.1.2 CONSULTANT will, in all solicitations or advertisements for employees placed by or on behalf of CONSULTANT, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- 24.1.3 CONSULTANT will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other



employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with CONSULTANT's legal duty to furnish information.

- 24.1.4 CONSULTANT will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of CONSULTANT's commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- 24.1.5 CONSULTANT will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- 24.1.6 CONSULTANT will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- 24.1.7 In the event of CONSULTANT's non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this Agreement may be canceled, terminated or suspended in whole or in part and CONSULTANT may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- 24.1.8 CONSULTANT will include the provisions of paragraphs (21.1.1) through (21.1.8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. CONSULTANT will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event CONSULTANT becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, CONSULTANT may request the United States to enter into such litigation to protect the interests of the United States.

The CITY further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the CITY so participating is a state or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on



or under the contract.

The CITY further agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The CITY further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the CITY agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the CITY under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such CITY; and refer the case to the Department of Justice for appropriate legal proceedings.

24.2 **Davis-Bacon Act.** CONSULTANT shall comply with the Davis-Bacon Act (40 U.S.C. 276a to 276a-7) as supplemented by Department of Labor Regulations (29 CFR Part 5). In accordance with the statute, CONSULTANT must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, CONSULTANT must be required to pay wages not less than once a week.

24.3 **Copeland "Anti-Kickback" Act.** CONSULTANT shall comply with the Copeland "Anti-Kickback" Act, (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). CONSULTANT must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. CITY must report all suspected or reported violations to the Federal awarding agency.

24.4 **Contract Work Hours and Safety Standards Act (40 U.S.C. 3701- 3708).** Where applicable, pursuant to 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5) CONSULTANT must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions



which are unsanitary, hazardous or dangerous.

24.4.1 **Overtime requirements.** No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

24.4.2 **Violation; liability for unpaid wages; liquidated damages.** In the event of any violation of the clause set forth in paragraph (21.4.1) of this section the CONSULTANT and any subcontractor responsible therefore shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (21.4.1) of this section, in the sum of \$10 for each Day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (21.4.1) of this section.

24.4.3 **Withholding for unpaid wages and liquidated damages.** CITY shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by CONSULTANT or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (21.4.2) of this section.

24.4.4 **Subcontracts.** CONSULTANT or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (21.4.1) through (21.4.4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (21.4.1) through (21.4.4) of this section.

24.5 CONSULTANT agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401- 7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251- 1387). CITY will report violations to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

24.5.1 **Clean Air Act.** CONSULTANT agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq. CONSULTANT agrees to report each violation to CITY and understands and agrees that the CITY will, in turn, report each violation as required to assure notification to the State,





Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office. CONSULTANT agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance.

**24.5.2 Federal Water Pollution Control Act.** CONSULTANT agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq. CONSULTANT agrees to report each violation to the CITY and understands and agrees that the CITY will, in turn, report each violation as required to assure notification to the State, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office. CONSULTANT agrees to include these requirements in each subcontract exceeding one hundred fifty thousand dollars (\$150,000) financed in whole or in part with Federal assistance.

**24.6 Suspension and Debarment.** This Agreement is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000, as such CONSULTANT is required to verify that none of the contractor's agents, principals (defined at 2 C.F.R. § 180.995), or affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

**24.6.1** CONSULTANT must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into. This certification is a material representation of fact relied upon by CITY. If it is later determined that CONSULTANT did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to State and CITY, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

**24.6.2** 21.6.2 The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

**24.7 Byrd Anti-Lobbying Amendment, as amended (31 U.S.C. § 1352).** CONSULTANT shall file the required certification pursuant to 31 U.S.C. 1352. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

**24.8 Compliance with State Energy Policy and Conservation Act.** CONSULTANT shall comply with all mandatory standards and policies relating to energy efficiency contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).



24.9 **Procurement of Recovered Materials.** The CITY and CONSULTANT must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

24.10 **Reporting.** Pursuant to 44 CFR 13.36(i)(7), CONSULTANT shall comply with federal requirements and regulations pertaining to reporting, including but not limited to those set forth at 44 CFR 40 and 41, if applicable. Furthermore, both parties shall provide the CITY, the applicable Federal Administrator, the Comptroller General of the United States, or any of their authorized representative access to any books, documents, papers, and records of CONSULTANT which are directly pertinent to this contract for the purpose of making audits, examinations, excerpts, and transcriptions. Also, both Parties agree to provide the applicable Federal Administrator or his authorized representative access to construction or other work sites pertaining to the work being completed under the Agreement.

24.11 **Rights to Inventions.** CONSULTANT agrees that if this Agreement results in any copyrightable materials or inventions, the Federal Government reserves a royalty- free, nonexclusive and irrevocable license to reproduce, publish or otherwise use the copyright of said materials or inventions for Federal Government purposes.

24.12 **No Obligation by the Federal Government.** The federal government is not a party to this contract and is not subject to any obligations or liabilities to the non-federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

24.13 **DHS Seal, Logo, and Flags.** CONSULTANT shall not use DHS(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific federal pre-approval.

24.14 **Compliance with Federal Law, Regulations, and Executive Orders.** This is an acknowledgement that federal financial assistance will be used to fund the Agreement only. CONSULTANT will comply with all applicable federal law, regulations, executive orders, policies, procedures, and directives.

24.15 **Fraudulent Statements.** CONSULTANT acknowledges that 31 U.S.C. Chap. 38 applies to CONSULTANT's actions pertaining to this Agreement.

24.16 **Prohibition on Contracting for Covered Telecommunications Equipment or Services.** As used in this clause, the terms backhaul; covered foreign country; covered telecommunications equipment or services; interconnection arrangements; roaming; substantial or essential component; and telecommunications equipment or services have the meaning as defined in FEMA Policy 405-143-1, Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services (Interim), as used in this clause.

**24.16.1 Prohibitions.**

- 24.16.1.1 Section 889(b) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232, and 2 C.F.R. § 200.216 prohibit the head of an executive agency on or after Aug.13, 2020, from obligating or expending grant, cooperative agreement, loan, or loan guarantee funds on certain telecommunications products or from certain entities for national security reasons.
- 24.16.1.2 Unless an exception in paragraph 21.16.3 of this clause applies, the CONSULTANT and its subcontractors may not use grant, cooperative agreement, loan, or loan guarantee funds from the Federal Emergency Management Agency to: Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;
- 24.16.1.3 Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;
- 24.16.1.4 Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system; or
- 24.16.1.5 Provide, as part of its performance of this contract, subcontract, or other contractual instrument, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

**24.16.2 Exceptions.**

- 24.16.2.1 This clause does not prohibit CONSULTANT from providing: (i) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or (ii) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.
- 24.16.2.2 By necessary implication and regulation, the prohibitions also do not apply to: (i) Covered telecommunications equipment or services that: i. Are not used as a substantial or essential component of any system; and ii. Are not used as critical technology of any system. (ii) Other telecommunications equipment or services that are not considered covered telecommunications



equipment or services.

### 24.16.3 **Reporting Requirement.**

24.16.3.1 In the event CONSULTANT identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the contractor is notified of such by a subcontractor at any tier or by any other source, the contractor shall report the information in paragraph 21.16.3.2 of this clause to the recipient or sub recipient, unless elsewhere in this contract are established procedures for reporting the information.

24.16.3.2 The CONSULTANT shall report the following information pursuant to paragraph 21.16.3.1 of this clause: (i) Within one business day from the date of such identification or notification: The contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended. (ii) Within ten (10) business days of submitting the information in paragraph 25.16.3.1 of this clause: Any further available information about mitigation actions undertaken or recommended. In addition, the contractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services. The CONSULTANT shall insert the substance of this clause, including this in all subcontracts and other contractual instruments.

24.17 **Domestic Preference for Procurements.** As appropriate, and to the extent consistent with law, the CONSULTANT should, to the greatest extent practicable, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. This includes, but is not limited to iron, aluminum, steel, cement, and other manufactured products. For purposes of this clause: *Produced in the United States* means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States. *Manufactured products* mean items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

24.18 **Affirmative Socioeconomic Steps.** If subcontracts are to be let, CONSULTANT is required to take all necessary steps identified in 2 C.F.R. § 200.321(b)(1)-(5) to ensure that small and minority businesses, women's business enterprises, and labor surplus area firms are used when possible.



24.19 **License and Delivery of Works Subject to Copyright and Data Rights.** If applicable, the CONSULTANT grants to CITY, a paid-up, royalty-free, nonexclusive, irrevocable, worldwide license in data first produced in the performance of this contract to reproduce, publish, or otherwise use, including prepare derivative works, distribute copies to the public, and perform publicly and display publicly such data. For data required by the contract but not first produced in the performance of this contract, CONSULTANT will identify such data and grant to the CITY or acquires on its behalf a license of the same scope as for data first produced in the performance of this contract. Data, as used herein, shall include any work subject to copyright under 17 U.S.C. § 102, for example, any written reports or literary works, software and/or source code, music, choreography, pictures or images, graphics, sculptures, videos, motion pictures or other audiovisual works, sound and/or video recordings, and architectural works. Upon or before the completion of this contract, CONSULTANT will deliver to the CONSULTANT data first produced in the performance of this contract and data required by the contract but not first produced in the performance of this contract in formats acceptable by CONSULTANT.

## **ARTICLE 25**

### **MISCELLANEOUS**

25.1 **Ownership of Documents.** All reports, drawings, specifications, data, calculations, field notes, estimates, and other documents and deliverables (collectively, "Work Product") prepared or obtained by the CONSULTANT in connection with this Agreement shall become the property of the CITY upon payment for the services rendered, whether or not the project for which they were prepared is completed. The CITY may use, reproduce, or make derivative works from such Work Product for any governmental purpose without additional compensation to the CONSULTANT. Reuse of such Work Product by the CITY on other projects without written verification or adaptation by the CONSULTANT shall be at the CITY's sole risk and without liability to the CONSULTANT.

25.2 **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.

25.3 **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.

25.4 **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





## City of Pembroke Pines

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.

**25.5 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.

**25.6 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, 4 <sup>th</sup> Floor Pembroke Pines, Florida 33025 Telephone No. (954) 450-1040
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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
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CONSULTANT	<b>Bobby Shahnami, President</b> <b>SGM Engineering, Inc.</b> <b>935 Lake Baldwin Lane</b> <b>Orlando, FL 32814</b> E-mail: <a href="mailto:Bobby@sgmengineering.com">Bobby@sgmengineering.com</a> Telephone No: (954) 421-1944
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**25.7 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.

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

25.9 **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.

25.10 **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.

25.11 **Extent of Agreement and Conflicts.** This Agreement represents the entire and integrated agreement between CITY and CONSULTANT and supersedes all prior negotiations, representations or agreements, either written or oral. In the event of a conflict between this Agreement, **Exhibit "A"**, and **Exhibit "B"**, this Agreement shall govern.

25.12 **Waiver.** Failure of CITY to insist upon strict performance of any provision or condition of this Agreement, or to execute any right therein contained, shall not be construed as a waiver or relinquishment for the future of any such provision, condition, or right, but the same shall remain in full force and effect.

25.13 **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.

25.14 **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.

25.15 **Counterparts and Execution.** This Agreement 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 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.

25.16 **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.

25.17 **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.

25.18 **Human Trafficking.** Pursuant to Section 787.06(14), 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 Agreement and submitting the executed required affidavit, the CONSULTANT represents and warrants that it does not use coercion for labor or services as provided by state law.

25.19 **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 Agreement, CONSULTANT certifies neither it nor its affiliate(s) are on the antitrust violator vendor list at the time of entering this Agreement. 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.

25.20 **Public Entity Crimes.** Pursuant to Section 287.133(2)(a), Fla. Stat., a person or affiliate, as defined in Section 287.1 33(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 Agreement, the CONSULTANT represents and warrants that neither it nor any of its affiliates is currently on the convicted vendor list.

25.21 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, FLORIDA STATUTES, AS AMENDED FROM TIME TO TIME, ARE SATISFIED.

25.22 **Compliance with Statutes.** If applicable, it is 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; **specifically the Jessica Lunsford Act – Chapter 1012, Florida Statutes, which provides for the screening of individuals who are vendors or contractors with a Florida public school or district.**

25.23 **Additional Background Screening Requirements.** In addition, to any other background screening requirements that may be required in this Agreement and/or by statutes, ordinances, rules, orders, regulations and requirements of all local, City, state, and federal agencies, the CONSULTANT shall ensure that all employees that are providing services to the CITY, shall complete and pass a **Level II background check.**

25.24 **Compliance with Foreign Entity Laws.** CONSULTANT ("Entity") hereby attests under penalty of perjury the following:

- 25.24.1 Entity is not owned by the government of a foreign country of concern as defined in Section 287.138, Florida Statutes. (Source: § 287.138(2)(a), Florida Statutes);
- 25.24.2 The government of a foreign country of concern does not have a controlling interest in Entity. (Source: § 287.138(2)(b), Florida Statutes);
- 25.24.3 Entity is not owned or controlled by the government of a foreign country of concern, as defined in Section 692.201, Florida Statutes. (Source: § 288.007(2), Florida Statutes);
- 25.24.4 Entity is not a partnership, association, corporation, organization, or other combination of persons organized under the laws of or having its principal place of business in a foreign country of concern, as defined in Section 692.201, Florida Statutes, or a subsidiary of such entity. (Source: § 288.007(2), Florida Statutes);
- 25.24.5 Entity is not a foreign principal, as defined in Section 692.201, Florida Statutes. (Source: § 692.202(5)(a)(1), Florida Statutes); and,
- 25.24.6 Entity is in compliance with all applicable requirements of Sections 692.202, 692.203, and 692.204, Florida Statutes.

### 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:

\_\_\_\_\_

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

Print Name: \_\_\_\_\_  
OFFICE OF THE CITY ATTORNEY

MAYOR ANGELO CASTILLO

ATTEST:

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

\_\_\_\_\_  
GABRIEL FERNANDEZ, CITY CLERK

CHARLES F. DODGE, CITY MANAGER

**CONSULTANT:**

**SGM ENGINEERING, INC.**

Signed By: \_\_\_\_\_  
DocuSigned by: \_\_\_\_\_  
B17042CE2BE84FE...

Printed Name: Bobby Shahnam

Title: President

January 13, 2026





## **AFFIDAVIT OF COMPLIANCE WITH HUMAN TRAFFICKING LAWS**

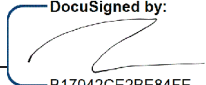
In accordance with section 787.06 (14), Florida Statutes, the undersigned, on behalf of the entity listed below (“Entity”), hereby attests under penalty of perjury that:

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: January 13, 2026

ENTITY: **SGM ENGINEERING, INC.**

SIGNED BY:  \_\_\_\_\_  
B17042CE2BE84FE...

NAME: Bobby Shahnam

TITLE: President

Question Set 1: Tab 1 - Experience and Capabilities

Question Set 1 Instructions

The relative experience and qualification of each applicant’s proposed team, with respect to the project scope, will be judged and a relative rating assigned. This parameter expresses the general and specific project-related capability of the team and indicates the adequate depth and abilities of the organization which it can draw upon as needed. This will include management, technical, and support staff.

#	Question	Response	Comment
1.0.1	Explain your firm’s interest in working on this project, a positive commitment to perform the required work and a description of the firm.	<p>Beyond the immediate contract, our goal involves nurturing a long and productive working relationship with the City of Pembroke Pines, consistently completing projects on time and within budget to make sure the City’s requirements have been met. SGM was founded in 1991 as an S Corporation chartered by the Florida Department of State.</p> <p>The firm has been in continuous practice in the field of mechanical, electrical, plumbing, and fire protection engineering, commissioning and construction administration for 33 years. SGM is a certified Minority Business Enterprise (MBE) and is staffed with 56 professionals.</p>	
1.0.2	Describe the size of your firm.	SGM has 56 staff-members in all disciplines between our Miami, Orlando, Tampa, and Jacksonville offices to perform job assignments.	
1.0.3	Describe your firm's financial history, strength and stability.	SGM Engineering is a financially stable company that has been in good standing with the State of Florida for the past 33 years.	In addition it has never been involved in any bankrupt proceedings or litigation since inception. The firm operates comfortably without being constrained by finances and is well-equipped with the financial resources and a professional staff of 56 firm-wide to provide our services at the required level to The City of Pembroke Pines.
1.0.4	Describe your firm’s range of activities.	SGM specializes in the design, construction administration, and commissioning services of mechanical, electrical, plumbing, & fire protection systems.	Today, we possess over 33 years of experience providing MEP services for city, county and state municipalities, higher education, school boards, multi family, and commercial facilities across the state of Florida. One of the firm’s core sectors is Municipal/Public development contracts providing maintenance, remodeling, renovation, commissioning and construction administration and QA/QC services for mechanical, electrical, plumbing, and fire protection systems.
1.0.5	Describe the specialized experience and technical competence of the firm or persons with respect to working on similar projects	<p>SGM Engineering has extensive experience in providing professional engineering design services through continuing service contracts with various counties and cities throughout Florida.</p> <p>With a profound understanding of the unique needs and challenges faced by public facilities, SGM has established itself as a trusted partner in enhancing the infrastructure, safety, and sustainability of facilities across the state of Florida. Through our experience with these continuing contracts, SGM has been able to cultivate long-term partnerships with municipalities.</p>	By consistently providing high-quality engineering solutions, we have built a solid reputation for reliability, expertise, and professionalism. These lasting relationships enable SGM to understand the specific requirements of each city and county, resulting in tailored solutions that align with their vision, budget, and timeline.

1.0.6	Do you have a minimum of five (5) years of experience with projects in the HVHZ of South Florida per the Florida Building Code?	Yes	SGM on average completes over 500+ projects therefore by default we must have an understanding of the HVHZ standards as it is fundamentally required to design for our unique south florida climate. In South Florida , HVHZ stands for High-Velocity Hurricane Zone. This term refers to areas that are particularly susceptible to hurricanes and high-velocity winds. The reason why understanding HVHZ is crucial for projects in South Florida is that the region is prone to severe weather conditions, including hurricanes, tropical storms, and strong winds. Building codes and regulations in South Florida are designed to ensure that structures can withstand the forces exerted by these extreme weather events. Therefore, any construction or development project in South Florida must adhere to strict guidelines aimed at enhancing the resilience of buildings and infrastructure against hurricanes and high-velocity winds. SGM has a significant understanding of HVHZ which involves familiarity with specific building codes, design standards, and construction practices tailored to mitigate the risks posed by hurricanes. This includes considerations such as wind-resistant building materials, reinforcement techniques, and structural engineering principles that can help minimize damage and ensure the safety of occupants during storms. HVHZ requirements are essential for safeguarding lives, protecting property, and maintaining the resilience of communities in Miami against the threat of hurricanes and other extreme weather events. Therefore, our expertise in HVHZ is integral to the planning, design, and execution of projects in the region.
1.0.7	The firm or person's must provide information on their proximity to and familiarity with the area in which the project is located.	SGM's Miami office is 20.6 miles away, approximately 28 minutes to Pembroke Pines City Hall, allowing for rapid response and presence on site during construction administration tasks.SGM has been working in Broward for over 20+ years, we have a significant amount of experience and projects throughout the county and also have have active projects in the Pembroke Pines area as well	
1.0.8	Explain the availability and access to the firm's top level management personnel.	SGM understands the value and necessity of our team to be available at a moment's notice, therefore rapid on-site response time is kept at a high priority. SGM ensures a quick reaction to any emergency meetings, site visits, and the immediate needs of the City of Pembroke Pines. SGM's main point-of-contact, Bobby Shahnami ensures our availability to serve the City at a moment's notice.	Bobby Shahnami, PE, CxA, LEED AP BD+C 5301 Waterford District, Suite 750, Miami, FL 33126 P: 954-421-1944   F: 954-421-1924 Bobby@sgmengineering.com   www.sgmengineering.com  Our staff is readily available for emergency site visits, telephone and video conferencing and email communication. Additionally, City staff has ability to be in continual communication with SGM's lead personnel and project managers to obtain a prompt response to questions and concerns 24 hours a day through the use of smart phones equipped with email access and ability to upload and edit documents.
1.0.9	List any applicable qualifications, including education, experience, honors and awards received, and professional associations of which the firm and/or its personnel are members, which are not already listed on Standard Form 330.	ACG Certified Commissioning Authority; LEED Accredited Professional Building Design & Construction; Registered Communications Distribution Designer; Autodesk Training for Building Systems	Florida Registered Mechanical & Electrical Engineers; Registered ACG Commissioning Agents and Technician
1.0.10	Identify which of the nine Professional Service Discipline(s) you are applying for: a. General Civil and Environmental Engineering Services, b. MEP Engineering Services, c. Geotechnical Services, d. Structural Engineering Services, e. Land Surveying Services, f. General Architectural Services, g. Landscape Architecture Services, h. Hydro-Geological Services, i. FDOT Roadway Engineering Services	MEP Engineering Services	

1.0.11	Provide evidence of knowledge and experience with Broward County and industry standards, specifications, design procedures and plans production pertaining to the following Professional Service Discipline(s) you are applying for.	<p>With over two decades of dedicated service in Broward County, our firm has amassed extensive knowledge and experience in providing Professional MEP Engineering Services. We boast a proven track record of adhering to Broward County's specific industry standards, regulations, and specifications, ensuring our projects consistently meet and exceed local requirements.</p> <p>Our team is adept at navigating the intricate design procedures and meticulous plans production processes necessary to deliver high-quality MEP engineering solutions tailored to the unique needs of clients in Broward County.</p>	SGM's proposed engineering team has saved Florida Local Governments hundreds of thousands of dollars a year in utility bills and rebates by closely conducting vigorous energy models for our clients and achieving vigorous energy efficiency goals in return. They understand the challenges and solutions associated with engineering on Florida's unique landscape. They have been involved in hundreds of AHU retrofit projects, including modifications and replacements of associated equipment, and has prior hands-on construction experience and understands maintenance, constructibility, and potential site issues.
1.0.12	What is your reputation compared to your peers in the market?	In the competitive landscape of the MEP engineering market, our reputation stands out as exemplary, distinguishing us as leaders in innovation, reliability, and client satisfaction. While our peers may excel in certain areas, our holistic approach to projects, coupled with a steadfast commitment to quality and efficiency, consistently sets us apart. Our track record of delivering superior results and fostering long-term relationships, we've earned recognition as the preferred choice among discerning clients and industry professionals alike.	
1.0.13	What is your reputation like among customers and how have you developed it?	With an outstanding reputation in MEP engineering, our firm consistently exceeds client expectations through meticulous attention to detail and innovative problem-solving. We prioritize clear communication and collaborative partnerships to deliver tailored solutions that align with our clients' goals and surpass industry standards. Our track record of successful projects and satisfied clients is a testament to our commitment to excellence in every aspect of MEP engineering services.	
1.0.14	How does your service differ from similar competitors'? How do you win and retain business?	<p>Having 33+ years of experience, SGM has designed hundreds of MEP System projects across the state including projects within the Public Sector for Police and Fire Stations, Emergency Operation Centers, Admin. Offices/ Bldgs., Classroom Buildings, Labs, Housing, etc.</p> <p>Our firm has formed a dedicated team of building system experts consisting of Licensed Professional Engineers, Project Managers, Designers, and Commissioning Agents (CxAs), all of whom have extensive backgrounds in their respective fields including: the evaluation of MEP/FP systems; facilities development; engineering &amp; operations experience with municipal buildings &amp; structures throughout Florida.</p>	

1.0.15	A brief statement must be included which explains why your proposal would be the most effective and beneficial to the City of Pembroke Pines.	We believe SGM is best suited for the Mechanical, Plumbing and Electrical Engineering Continuing Services Contract because of our extensive experience with continuing service contracts for Municipal and Educational (Public) Institutions. We currently have continuing service contracts with 23 Governments/Cities, 9 Higher Educational Institutions, and 7 K-12 Public School Districts throughout Florida, which have consistently been renewed over the years.	
15 Questions			100.00% Complete



Question Set 2: Tab 2 - References Form

Question Set 2 Instructions

Provide specific examples of similar contracts delivered by the proposed team members. Provide details on related projects (preferably where the team was the same). References should be from the last five years and should be capable of explaining and confirming your firm’s capacity to successfully complete the scope of work outlined herein. As part of the proposal evaluation process, the City may conduct an investigation of references, including a record check or consumer affairs complaints. Proposers’ submission of a proposal constitutes acknowledgment of the process and consent to investigate. The City is the sole judge in determining Proposers qualifications. In this section you will have the ability to enter information for 5 different references including the Reference Contact Information and the specific Project Information. The projects listed in this section shall be the firm’s best examples of previous projects that are similar in size and scope. These projects and additional projects may also be listed on Standard Form 330.

In addition, do not provide references for City of Pembroke Pines projects.

Details should include the following:

#	Question	Response	Comment
Previous Experience			
2.1.1	How many clients have you provided Services for?	Over the past five (5) years we have provided professional services to 284 clients and of those 91 are repeat clients.	
2.1.2	What similar or related projects have you worked on within the past three years?	Public Works Administration EOC Building HVAC Renovation; Fort Lauderdale Police HQ Firing Range HVAC; Fort Lauderdale Courthouse 6th Floor IT Data Center HVAC Upgrade; City of Miami Sewell Park; Miami Beach Pocket Park Upgrades; FAU Building 5 Chiller Upgrade to name a few.	SGM Engineering has extensive experience in providing professional engineering design services through continuing service contracts with various counties and cities throughout Florida. With a profound understanding of the unique needs and challenges faced by public facilities, SGM has established itself as a trusted partner in enhancing the infrastructure, safety, and sustainability of facilities across the state of Florida. Through our experience with these continuing contracts, SGM has been able to cultivate long-term partnerships with municipalities. By consistently providing high-quality engineering solutions, we have built a solid reputation for reliability, expertise, and professionalism. These lasting relationships enable SGM to understand the specific requirements of each city and county, resulting in tailored solutions that align with their vision, budget, and timeline.
2.1.3	What challenges did you face and how did you overcome them?	Here are two examples of Challenges and how we overcame them. #1 Fort Lauderdale Police Headquarters Firing Range HVAC: #2 Fort Lauderdale Public Works Administration EOC Building HVAC Renovation	#1 Fort Lauderdale Police Headquarters Firing Range HVAC: When renovating the HVAC systems in this building that was over 30 years old, compatibility with existing infrastructure, adherence to building codes, and minimizing disruption to occupants were all important to take into consideration. Additionally, it was important to balance the cost of the renovation with energy efficiency. The building was a public safety facility and safety was critical. Because of this, it was more challenging to transport equipment and materials to the site. Integration with other building systems, such as lighting and automation, added complexity to the project. Because the building was occupied, renovations needed to be completed within a specific time frame, such as during off-hours or a scheduled shutdown. #2 Fort Lauderdale Public Works Administration EOC Building HVAC Renovation: In the renovation of the HVAC system for this facility, several factors needed to be considered. These included compatibility with existing infrastructure, adherence to building codes, minimizing disruption to occupants, and balancing the renovation cost with energy efficiency. Safety was of utmost importance, making transportation of equipment and materials more challenging. Integration with other building systems like lighting and automation added complexity to the project. Given that the building was occupied, renovations had to be completed within a specific time frame, such as during off-hours or a scheduled shutdown.
2.1.4	How many of your clients are repeat clients?	Over the past five (5) years we have provided professional services to 284 clients and of those 91 are repeat clients.	
2.1.5	How much of your revenue is derived from managing projects similar to ours?	The revenue of similar continuing services contracts in 2022: \$5,225,185.15 equaling 31.6% of annual revenue and in 2023: \$4,976,778.10 equaling 31.09% of annual revenue.	
Reference #1: Reference Contact Information			
2.2.1	Name of Firm, City, County or Agency	Broward County	
2.2.2	Address	115 S. Andrews Avenue Fort Lauderdale, FL 33301	
2.2.3	Contact Name	Donald Ellis	
2.2.4	Contact Title	Project Manager	
2.2.5	Contact E-mail Address	doellis@broward.org	
2.2.6	Contact Telephone #	850-488-0148	
Reference #1: Project Information			
2.3.1	Name of Contractor Performing the work	SGM Engineering, Inc.	
2.3.2	Name and location of the project	Port Everglades Administration Building HVAC Upgrade Hollywood, Florida	

2.3.3	Nature of the firm's responsibility on the project	MEP Design Services	
2.3.4	Project duration	2021 - 2022	
2.3.5	Completion (Anticipated) Date	Completed 2022	
2.3.6	Size of project	N/A	
2.3.7	Cost of project	\$1.8 M	
2.3.8	Work for which staff was responsible	Services include predesign evaluation, condition survey and reporting, construction cost estimating, project design and development, regulatory agency permitting, and procurement assistance.	SGM Engineering provided MEP design services for the Port Everglades Administration Building, located in the City of Hollywood. SGM's scope of work includes evaluating the entire HVAC, life safety, and water supply systems in order to propose the best and most cost-effective way to proceed with replacement over the anticipated lifetime of the building. SGM is responsible for recommending repairs and replacement based on inspections, observations, condition, and maintenance history. This includes site investigation, evaluation, pre-design, and construction administration services. The project is estimated to be complete in July of 2022.
Reference #2: Reference Contact Information			
2.4.1	Name of Firm, City, County or Agency	City of Fort Lauderdale-	
2.4.2	Address	100 N Andrews Ave, Fort Lauderdale, FL 33301	
2.4.3	Contact Name	Irina Tokar	
2.4.4	Contact Title	Project Manager	
2.4.5	Contact E-mail Address	itokar@fortlauderdale.gov	
2.4.6	Contact Telephone #	954-828-6891	
Reference #2: Project Information			
2.5.1	Name of Contractor Performing the work	SGM Engineering, Inc.	
2.5.2	Name and location of the project	Fort Lauderdale Courthouse 6th Floor IT Data Center HVAC Upgrade, 100 N Andrews Ave, Fort Lauderdale, FL 33301	
2.5.3	Nature of the firm's responsibility on the project	MEP/FP Engineering specifications	
2.5.4	Project duration	2017-2021	
2.5.5	Completion (Anticipated) Date	Completed 20121	
2.5.6	Size of project	N/A	
2.5.7	Cost of project	\$300,000	
2.5.8	Work for which staff was responsible	SGM provided MEP/FP Engineering specifications to address the replacement of the existing CRAC units at the 6th floor IT HVAC Upgrade. The scope included providing performance specifications for the like for like replacement of existing IT room units, providing mechanical schedules to assist in the like for like replacement of existing IT room units, and existing Libert units were replaced like in kind and xisting underfloor air distribution is to remain.	
Reference #3: Reference Contact Information			
2.6.1	Name of Firm, City, County or Agency	Broward College	
2.6.2	Address	1000 Coconut Creek Blvd, Coconut Creek, FL 33066	
2.6.3	Contact Name	Ana Ovalles	

2.6.4	Contact Title	Associate Vice President, Facilities Planning & Capital Budgets and Interim Associate Vice President, Design and Construction	
2.6.5	Contact E-mail Address	<a href="mailto:aovalles@broward.edu">aovalles@broward.edu</a>	
2.6.6	Contact Telephone #	954-201-6512	
Reference #3: Project Information			
2.7.1	Name of Contractor Performing the work	SGM Engineering, Inc.	
2.7.2	Name and location of the project	Broward College Automotive & Marine Center, 7200 Pines Blvd, Pembroke Pines, FL 33024	
2.7.3	Nature of the firm's responsibility on the project	MEP/FP design services	
2.7.4	Project duration	2016 -2017	
2.7.5	Completion (Anticipated) Date	Completed 2017	
2.7.6	Size of project	N/A	
2.7.7	Cost of project	\$1.7M	
2.7.8	Work for which staff was responsible	SGM provided professional MEP/FP design services for the new Broward College Automotive and Marine Center building. Equipment was relocated from the existing automotive center to the new center. The new facility was constructed of a metal building. The scope included ventilation, high velocity/low speed fans for energy savings, full power systems, and fire protection. SGM coordinated with the existing power requirements from the chiller plant to obtain power to the facility. This project was fast tracked and designed in a timely manner to ensure that the scheduled project completion date was met.	
Reference #4: Reference Contact Information			
2.8.1	Name of Firm, City, County or Agency	Florida Atlantic University	
2.8.2	Address	777 Glades Road, Boca Raton, FL 33431	
2.8.3	Contact Name	Patrick Cheung	
2.8.4	Contact Title	Assistant Director of Engineering & Utilities	
2.8.5	Contact E-mail Address	<a href="mailto:pcheung@fau.edu">pcheung@fau.edu</a>	
2.8.6	Contact Telephone #	561-297-4658	
Reference #4: Project Information			
2.9.1	Name of Contractor Performing the work	SGM Engineering, Inc.	
2.9.2	Name and location of the project	FAU Building 5 Chiller Upgrade, 777 Glades Road, Boca Raton, FL 33431	
2.9.3	Nature of the firm's responsibility on the project	MEP/FP design and construction administration services	
2.9.4	Project duration	2019 - 2021	
2.9.5	Completion (Anticipated) Date	Completed 2021	
2.9.6	Size of project	N/A	
2.9.7	Cost of project	\$3.5M	

2.9.8	Work for which staff was responsible	SGM provided MEP/FP design and construction administration services for the Building 5 Chiller Upgrade at Florida Atlantic University. Upgrades included the replacement of two existing chillers and associated primary pumps and piping. An additional 2,500 ton chiller was also installed with associated primary pump and piping.	
<b>Reference #5: Reference Contact Information</b>			
2.10.1	Name of Firm, City, County or Agency	General Services Administration	
2.10.2	Address	1390 NW 20 Street, Miami, FL 33142	
2.10.3	Contact Name	Josh Lockwood	
2.10.4	Contact Title	Project Manager	
2.10.5	Contact E-mail Address	<a href="mailto:josh.lockwood@gsa.gov">josh.lockwood@gsa.gov</a>	
2.10.6	Contact Telephone #	404-275-7280	
<b>Reference #5: Project Information</b>			
2.11.1	Name of Contractor Performing the work	SGM Engineering, Inc.	
2.11.2	Name and location of the project	Fort Lauderdale Courthouse Chiller Plant Upgrades, 299 E Broward Blvd STE 108, Fort Lauderdale, FL 33301	
2.11.3	Nature of the firm's responsibility on the project	MEP/FP and Commissioning Services	
2.11.4	Project duration	2016 - 2018	
2.11.5	Completion (Anticipated) Date	Completed 2018	
2.11.6	Size of project	N/A	
2.11.7	Cost of project	\$2.8M	
2.11.8	Work for which staff was responsible	<p>The scope of work included the replacement of Water Cooled Chillers. New chilled water pumps were provided to accommodate variable primary pumping scheme. A differential pressure sensor was provided at the AHU furthest away from the CEP. Modular chiller units that can fit through the existing doors and/or louvers to eliminate the possibility of demolishing existing exterior walls related to the existing equipment replacement. There was a Refrigerant leak monitor in the chiller room that needed to be replaced to accommodate new chiller refrigerant type. Exhaust fan replaced and an audible and visual alarm was installed on exterior and interior of chiller room.</p>	<p>Additional Scope Responsibilities: The existing Cooling Tower required refurbishment, so SGM used existing cooling tower fans and fan controls with modification of condensing piping as required. For the CHW Pumping: Converting to a variable primary chilled water flow system with load balancing (pump and compressor staging as well as lead lag processes). New primary chilled water pump(s) and condenser water pump(s) with premium efficiency inverter rated motors with VFDs for speed control. Replaced all pump fittings including suction diffuser/strainer check valve, shut-off valves, flex connections, pressure ports and pressure gauges. Piping modifications as required for new design and replacement of rusted and leaking pipes. Non permeable pipe insulation to be per latest ASHRAE energy codes.</p>

75 Questions

100.00% Complete

## Question Set 3: Tab 3 - Firm's Understanding and Approach to the Work

### Question Set 3 Instructions

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.

#	Question	Response	Comment
3.0.1	Provide a narrative statement demonstrating an understanding of the overall intent of this solicitation, as well as the methods used to complete assigned tasks.	SGM understands that the City of Pembroke Pines is seeking qualification statements from qualified firms for various Professional Service disciplines that the City will utilize on an as-needed basis. Services may include, however are not limited to, specifications, designs/plans, design criteria packages, etc. Typical projects may include, but not limited to, new buildings of various construction types, additions and/or renovations, stand-alone accessory structures, play surfaces / areas / equipment, drainage issues, and roadway type construction/ modifications.	SGM specializes in the design, construction administration, and commissioning service of mechanical, electrical, plumbing, and fire protection systems. Today, we possess over 33 years of experience providing these design services for city, county and state municipalities, higher education, school boards, multi-family, and commercial facilities across the state of Florida.
3.0.2	Please address your familiarity and understanding of the needs of the current compliance with City Standards, Codes and Engineering Standards.	Our professional engineers will work hard to ensure every project reflects the most current standards and code revisions ensuring all work complies with State Statutes, Florida Building Codes, Town requirements, and State codes. Some of the ways our engineers keep current with code revisions and new equipment, maintaining our status as an industry expert, NFPA training courses, seminars for code updates, professional development hours, maintaining copies of all standards, and continuing memberships with NFPA, ASHRAE, ASME, LEED, IEEE, BICSI, NEC, and Florida Building Code.	SGM has extensive experience working with permitting and regulatory agencies throughout the State of Florida. When initiating the process, Construction drawings will be prepared and submitted to the appropriate permitting agency. It is important for the Owner to have permits in-hand prior to the bidding of a project in order to avoid contractor delays or unauthorized work. Permitting services will include (but not be limited to) tasks such as: » Receiving projects and priorities from the City. » Determining scopes of work for individual projects. » Determining the packaging of the broader program into effective projects and contracts. » Researching and providing potential consultants. » Developing and coordinating the master design and construction schedules, budgets, and any other related activity required to successfully achieve the goals of the City of Pembroke Pines.
3.0.3	Please address your familiarity with Engineering Permitting and Preparing Studies and Miscellaneous Designs in regards to similar projects.	SGM excels in engineering permitting and preparing studies, as well as miscellaneous designs. With a robust portfolio encompassing hundreds of public and institutional projects across the state, our expertise stems from ongoing service contracts for professional MEP/FP Engineering and Commissioning Services.	We have brought together a stellar group of professional mechanical, electrical, plumbing and fire protection engineers whom have worked on many successful projects together for multiple continuing service projects, designing new and existing systems throughout occupied facilities, including feasibility studies, facility fire systems programming, building evaluations, maintenance reviews, ADA upgrades, and compliance and fire code issues for new construction, additions, renovations, modifications, and upgrades while on fully operational building sites.
3.0.4	Please clearly describe all aspects of the project proposed. Include details of your approach and work plans.	The proposed scope of work offers a comprehensive MEP engineering approach for Pembroke Pines, prioritizing innovation in MEP systems for new constructions and renovations. Our expertise extends to specialized electrical solutions, A/C, refrigeration system design, and plumbing services, ensuring compliance and resource optimization, and we're poised to exceed expectations with attention to detail and collaboration.	The proposed scope of work offers a comprehensive approach to municipal facility MEP engineering for the City of Pembroke Pines. SGM prioritizes innovation and practicality in designing MEP systems to enhance functionality, efficiency, and safety in new constructions and renovations. Thorough assessments and modifications optimize the performance and compliance of existing buildings. Meticulously engineered stand-by power systems ensure uninterrupted operations for various municipal facilities, with expertise extending to specialized electrical solutions and seamless integration with FPL. Additionally, SGM excels in A/C, refrigeration system design, and plumbing services, ensuring compliance with regulations and optimizing resource utilization. With meticulous attention to detail and a collaborative mindset, our firm is poised to meet and exceed the City's expectations.
3.0.5	Identify any issues or concerns of significance that may be appropriate.	Potential issues may include: Feasibility and cost-effectiveness of MEP technologies, managing complexity and potential conflicts, thorough assessment and mitigation of risks, including regulatory compliance, implementing robust risk management strategies for effective execution.	Potential issues may include: Feasibility and cost-effectiveness of innovative MEP technologies within municipal budget constraints. Managing the complexity and potential conflicts within the scope is essential for project cohesion. Additionally, thorough assessment and mitigation of risks, including regulatory compliance and technical challenges, are crucial for successful outcomes. Addressing these concerns proactively and implementing robust risk management strategies will be vital for executing the scope effectively for the City of Pembroke Pines.



3.0.6	How do you ensure the quality of your services? What criteria do you use to measure your quality?	<p>Policies &amp; Procedures for Quality Control: SGM's philosophy is focused on the maintenance, safety, and efficiency of the bldg. SGM has developed an in depth approach for QA/QC. Through our extensive procedures that have been implemented successfully in past projects we can ensure that design drawings and specifications fully document all code and Town requirements on the first review submittal. This approach allows for the resolving of any project issues that are caused by lack of adequate scope detail, design errors, or design omissions.</p>	
3.0.7	How often do you find mistakes or errors in your work and what is done to correct these errors, and what is the average correction time?	<p>Due to our significant amount of QA/QC throughout the design phase, we find very minimal design errors, if any. If there are any errors, it is important for us to work closely with the client and contractor to find a no cost solution by either using alternative vendors, eliminating scope of work, or find creative solutions through design.</p>	<p>SGM has a separate operation which provides quality control (QC) and quality assurance (QA) on every project before it gets submitted to the client. We usually find mistakes or errors during our QC/QA review. Our average correction time is below 5% or 1 Hour.</p>
3.0.8	Describe the firm's techniques to quality control. At a minimum describe the firm's technique to control design and contract documentation, including record keeping.	<p>SGM's philosophy is focused on the maintenance, safety, and efficiency of the building. SGM has developed an in depth approach for Quality Assurance / Quality Control. Through our extensive procedures that have been implemented successfully in past projects SGM can ensure that design drawings and specifications fully document all code and City requirements on the first review submittal. This approach has allowed for the resolving of any project issues that are caused by like of adequate scope detail, design errors, or design omissions.</p>	<p>The first critical element of SGM's Quality Control Program is the development and implementation of the Project Schedule. The second critical element will be to establish and implement procedures for comprehensive and interdisciplinary design document review. The third element is our ability to quickly establish routine and bi-weekly coordination meetings. Compliance with Performance Schedules: SGM develops and maintains a sophisticated project schedule utilizing Microsoft Project. More than merely a tool to manage progress to contract completion dates, we will establish a master project schedule that encompasses all design development, and construction document preparation. This master schedule serves to establish a work plan for accomplishing period and systematic reviews as design progresses and to ensure significant quality control requirements are accommodated. As design development reaches completion, quality control activities identified through the integrated design review process are then entered into the schedule where they become identifiable as discrete required activities.</p>
8 Questions			100.00% Complete

Question Set 4 Instructions

This solicitation is for the award of a continuing contract. The specific projects requiring professional services under the agreement have not yet been identified. However, in general, please explain your firm's approach in meeting "project specific" time and budget requirements and indicate whether CONSULTANT is committed to meet these requirements when identified in this agreement.

The continuing contract shall be used for professional services for projects in which the estimated construction cost of each individual project under the contract does not exceed \$4 million, or for study activities in which the fee for professional services for each individual study under the contract does not exceed \$500,000, or as further allowed, or amended from time to time, in Florida Statute 287.055.

Individual projects may be identified in the future, including potential projects resulting from a future Master Plans that the City is in the process of developing. The following list includes some possible project(s) that the City may utilize the continuing contract for. The estimated timelines and cost estimates for the professional services listed below are rough ball-park figures, however the Public Services Department will work with the awarded Consultant to better define the scope, design, timeline and cost estimates after the award of the contract(s).

Please note that during this portion of the process, the City is NOT asking for 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 and work authorizations 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.

#		Question	Response	Comment
Budget				
4.1.1		In general, please explain your firm's approach in meeting "project specific" budget requirements and indicate whether Consultant is committed to meet these requirements when identified in this agreement.	SGM is committed to meet budget requirements that are established for a given project through this agreement.	SGM's approach involves thorough initial assessment of the client's financial parameters and detailed cost estimation. Through value engineering, efficient resource allocation, and continuous communication with stakeholders, we strive to optimize costs while maintaining quality. Regular budget reviews and proactive risk management further ensure adherence to budget constraints throughout the project lifecycle.
4.1.2		Please advise if your firm is willing to meet the stated budget requirements.	Yes	
4.1.3		What percentage of your completed projects have had cost overruns?	10%	10% of our projects have had cost overruns due to budgets established long before price escalations have taken place.
4.1.4		Tell me about a time when you went over budget. How did you handle the situation?	The objective is to prioritize the scope and issues and provide a cost associated to each item. Then the owner can select based on priority which scope to select.	We provide cost estimating during 30%, 60%, 90% and 100% submittal. In that time, if the design exceeds the budget, SGM will redesign it to meet the budget and design guidelines established by the client.
4.1.5		What cost-saving measures do you implement at your firm?	Cost-saving measures include energy efficiency, standardization, lifecycle cost analysis, collaboration, procurement optimization, and detailed commissioning to enhance cost-effectiveness and efficiency while maintaining high-quality standards.	
4.1.6		Who will be in charge of maintaining the budget on projects?	SGM's project manager will maintain the budget on projects.	The project manager oversees project finances from start to finish, establishing the initial budget, monitoring expenses, analyzing variances, and taking corrective actions as necessary. Regular communication with stakeholders ensures timely addressing of budget issues and informed decision-making to maintain financial alignment.
4.1.7		How many accounts is this person assigned to at a given time?	At any given time, the Project Manager can have between 5-6 projects.	
Timeline				
4.2.1		In general, please explain your firm's approach in meeting "project specific" time requirements and indicate whether Consultant is committed to meet these requirements when identified in this agreement.	SGM is committed to meet time requirements that are established for a given project through this agreement.	SGM's approach involves meticulous planning, scheduling, and coordination. This includes setting clear timelines, identifying critical milestones, and allocating resources effectively to ensure timely completion. We maintain communication with all stakeholders, regularly monitor progress, and implement proactive measures to address any delays or obstacles that may arise, thereby maximizing efficiency.
4.2.2		Please advise if your firm is willing to meet the stated time requirements.	Yes	
4.2.3		What is the average turnaround time for a project that is similar to mine?	This is a prequalification for a pool of MEP Engineers this question does not apply since there is not an assigned task.	
4.2.4		What is your average on-time completion rate?	100%	
4.2.5		How many projects do your teams typically take on at a given time?	SGM on average completes over 500+ projects annually with our staff of 56 and four FL Offices, we can take on 42+ projects monthly.	

4.2.6	Tell me about a time when the project timeline was delayed. How did you handle the situation?	Due to equipment lead times that are out of our control, we have been impacted by construction delays these delays can be anywhere between 10-20 weeks due to equipment delays. With our vast network of relationships with vendors, we are able to quickly utilize alternative manufacturers with quicker lead times while meeting basis of design.	Due to our ability to adapt and use alternative manufacturers, SGM has never been delayed on any projects.
4.2.7	Describe the firm's design and construction management methods and techniques. Include details on firm's ability to make decisions and facilitate resolution of disputes.	The SGM team is comprised of qualified experts in the design industry for MEP/FP Engineering. SGM will facilitate the flow of information, coordinate schedules, resolve conflicts and keep the City informed every step of the way to ensure that projects are completed on-time and within budget. The Project Manager will provide daily communication with the City, manage concurrent project tasks, and perform QA/QC at various design stages.	It is our responsibility to coordinate all aspects of our disciplines with our client's Project Manager, contractor, and building manager. Below are the necessary steps we take to avoid problems during design and construction: » Verify existing conditions and display them accurately on the design construction documents » Follow the design review and code compliance » Coordinate with EH&S and building code officials » Walk the site with the contractor to guarantee their awareness of all project components » Plan construction phasing around the DOH PM and building manager's schedule » Perform no utility shut-downs unless approved in advance by DOH PM and building manager » Enact a thorough QC process to ensure no conflicts take place during construction However, when conflicts arise—as they inevitably do—it is our responsibility to handle them with speed and professionalism, focusing solely on the problem and its solution. Our number one goal is to serve the Department with quality designs and coordination between disciplines to bring those ideas to fruition.
4.2.8	Describe the firm's knowledge and experience with scheduling.	SGM's team management utilizes tools and meetings to facilitate communication, responsiveness, understanding and resource management for the overall contract and each individual task. We develop and maintain a Critical Path Method project schedule utilizing Microsoft Project or other graphical programs	We will establish a master project schedule that encompasses all design development and construction document preparation. This schedule establishes a plan for accomplishing periodic & systematic reviews as design progresses & ensures quality control requirements are met. The schedules are developed based upon the project deadline from the client. SGM manages to provide adequate resources to meet each step of the design process. The PM has weekly meetings to discuss the design schedule and other requirements to meet the deadline and construction budget. Challenges in scheduling may include project phasing, scheduling construction during certain times of the year, or scheduling construction at night so an office building can remain occupied during the day. Weekly team meetings ensure the deadline & budget are met. Regular meetings may be scheduled with the owner to ensure that all the items, guidelines relating to the project have been implemented.
15 Questions			100.00% Complete

Question Set 5: Tab 5 - Recent, Current, and Projected Workloads of the Firms

Question Set 5 Instructions

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

#	Question	Response	Comment
5.0.1	Recent Workload: Describe your recent workload.	Our staff and reasonable rates allow us to handle large, complex projects yet still remain competitive on small and less complex projects. SGM provides the required services in a timely manner. SGM prides ourselves on providing a quality product, on-time and within budget. This has been demonstrated through our prior work for our public and private clients throughout Florida. With SGM's full staff, we can commit the necessary resources and back-up resources to fully meet the City's project schedules.	
5.0.2	Current Workload: Describe your current workload.	SGM has 10 projects in the following phases: 10 in Construction Documents; 2 in Permit/Bidding; and 2 in Construction Administration	
5.0.3	Projected Workload: Describe your projected workload.	SGM is under Continuing Contract with XX . These contracts are on a as needed basis and rotating pool. We can be called upon for a project if our services meet any projects and it is our turn in the pool of firms under the same contract(s).	
3 Questions		100.00% Complete	

Question Set 6: Contact Information Form

#	Question	Response	Comment
Company Information			
6.1.1	Company Name	SGM Engineering, Inc.	
6.1.2	Company Address	5301 Waterford District Drive. Suite 750 Miami, FL 33126	
6.1.3	Is the location/address in which the work will be conducted/completed, different than the address listed above? If yes, please list the primary address in which the work will generally be completed in.	No	
Primary Contact for the Project			
6.2.1	Contact Name	Bobak "Bobby" Shahnami, PE	
6.2.2	Contact Title	President	
6.2.3	Contact E-mail Address	<a href="mailto:Bobby@sgmengineering.com">Bobby@sgmengineering.com</a>	
6.2.4	Contact Telephone Number	954-421-1944	
Authorized Approver			
6.3.1	Contact Name	Bobak "Bobby" Shahnami, PE	
6.3.2	Contact Title	President	
6.3.3	Contact E-mail Address	<a href="mailto:Bobby@sgmengineering.com">Bobby@sgmengineering.com</a>	
6.3.4	Contact Telephone Number	954-421-1944	
Professionally Licensed Engineer for the Project / Single Point of Contact			
6.4.1	Contact Name for the single point of contact, that is a professionally licensed Engineer, for this project, when/if awarded.	Bobak "Bobby" Shahnami, PE	
6.4.2	Contact Title	President	
6.4.3	Contact E-mail Address	<a href="mailto:Bobby@sgmengineering.com">Bobby@sgmengineering.com</a>	
6.4.4	Contact Telephone Number	954-421-1944	
15 Questions		100.00% Complete	



**Question Set 7: Proposer's Background Information****Question Set 7 Instructions**

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 may cause the CITY to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

#	Question	Response	Comment
<b>Former Business</b>			
7.1.1	Under what former name has your business operated? Include a description of the business.	Shahnami Engineering, Inc.** S.G.M. Engineering, Inc. ** SGM was established in 1991 as an S-Corporation chartered by the Florida Department of State that is headquartered in Orlando, FL with additional offices in Tampa, Miami and Jacksonville, FL. SGM is a certified Minority Business Enterprise (MBE) that specializes in the design and commissioning services for mechanical, electrical, plumbing, and fire protection systems. We specialize in public facility development, particularly in regards to HVAC and plumbing, lighting, fire protection, construction administration, and commissioning.	
7.1.2	At what address was that business located?	*1991 Shahnami Engineering, Inc. - 2012 N. Prince Ct. Winter Park, FL 32792 /// *1997 S.G.M. Engineering, Inc.- 600 S. Northlake Blvd., Suite 280, Altamonte Springs FL 32701	
<b>Past Failure</b>			
7.2.1	Have you ever failed to complete work awarded to you. If so, when, where and why?	No	
<b>Inspected</b>			
7.3.1	Have you personally inspected the proposed WORK and do you have a complete plan for its performance?	No	Due to the nature of this contract no specific work is being requested at this time. We are aware and completely familiar with this type of contract and have extensive experience with the types of task orders that would come from this contract. This CCNA Continuing Services Contract for various Citywide Professional Services will be utilized on an as-needed basis and services may include, however are not limited to, specifications, designs/plans, design criteria packages, etc.
<b>Subcontracting</b>			
7.4.1	Will you subcontract any part of this WORK? If you will be subcontracting any part of this work, provide 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). (Note: The proposed 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.)	No	
<b>Bankruptcy Petitions</b>			
7.5.1	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.	SGM Engineering does not have any bankruptcy petitions (voluntary or involuntary) which have been filed by or against the proposer, its parent or subsidiaries or predecessor organizations during the last five (5) years or since inception.	
<b>Bond Claims</b>			
7.6.1	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).	N/A - SGM Engineering does not have any bond claims made to our surety(ies) during the last five (5) years or since inception.	
<b>Claims, Arbitrations, Administrative Hearings and Lawsuits</b>			
7.7.1	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.	N/A - SGM Engineering does not have any claims, arbitrations, administrative hearings and law suits brought by or against SGM Engineering or its predecessor organizations during the last ten (10) years or since inception.	
<b>Criminal Proceedings or Hearings</b>			

7.8.1	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.	N/A - We do not have any criminal proceedings or hearings concerning business related offenses in which SGM, its principals or officers or predecessor organization(s) were defendants.	
Company Classification			
7.9.1	In regards to the commodities/services proposed, which of the following best classifies your firm? If you selected any options besides "Original Provider" please explain.	Original Provider	
Debarment/Suspension			
7.10.1	Have you ever been debarred or suspended from doing business with any governmental agency? If you have been debarred or suspended from doing business with any governmental agency, please explain.	No	
Similar Experience & Contracts			
7.11.1	Describe the firm's local experience/nature of service with contracts of similar size and complexity, in the previous three (3) years.	SGM has been working in Broward County for over 20+ years, we have a significant amount of experience and multiple projects throughout the county. SGM has held similar projects of the same size and comexity through continuing service contracts.	
12 Questions		100.00% Complete	

Question Set 8: Vendor Registration Checklist

Question Set 8 Instructions

The City has included various documents in the Vendor Registration portal on the Bonfire website. This process is intended to make the bidding process easier for vendors that bid on multiple City projects. This process will allow 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. In the event that the City does not have one of the forms or documents listed below for your company, the City may reach out to your company after the bid has closed to obtain the document(s).

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.

This section will summarize your responses to those relevant documents.

#	Question	Response	Comment
Vendor Information Form			
8.1.1	Did you submit a completed Vendor Information Form in the Vendor Registration Portal?	Yes	
Form W-9 (Rev. October 2018 or later)			
8.2.1	Did you submit a W-9 Form (Revised October 2018 or later) in the Vendor Registration Portal?	Yes	
Company Profile			
8.3.1	Did you submit your Company Profile Form in the Vendor Registration Portal?	Yes	
Sworn Statement on Public Entity Crimes Form			
8.4.1	Which option did you select on the Sworn Statement on Public Entity Crimes Form?	A) Not Charged / Convicted	
Local Business Tax Receipts			
8.5.1	Did you submit your Local Business Tax Receipts in the Vendor Registration Portal?	Yes	
Veteran Owned Small Business Preference Certification			
8.6.1	Which option did you select on the Veteran Owned Small Business Preference Certification? Note - If certifying that your business is a Veteran Owned Small Business, you must also attach a "Determination Letter" from the U.S. Dept. of Veteran Affairs Center	Not a Veteran Owned Small Business	
Equal Benefits Certification Form			
8.7.1	Which option did you select on the Equal Benefits Certification Form?	A) Complies	
Vendor Drug-Free Workplace Certification Form			
8.8.1	Which option did you select on the Vendor Drug-Free Workplace Certification Form?	Complies Fully	
Scrutinized Company Certification			
8.9.1	Did you submit a completed Scrutinized Company Certification in the Vendor Registration Portal?	Yes	
E-Verify System Certification Statement			
8.10.1	Did you submit a completed E-Verify System Certification Statement in the Vendor Registration Portal?	Yes	
Federal Projects			
8.11.1	<p>Did you submit a completed "Certification Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters for Expenditure of Federal Funds" in the Vendor Registration Portal?</p> <p>Lobbying: As required by 7 CFR Part 3018, for persons entering into a contract, grant or cooperative agreement over \$100,000 involving the expenditure of Federal funds, the Contractor must complete the Certification Regarding Lobbying.</p> <p>Debarment, Suspension and Other Responsibility Matters: Where the Contractor is unable to certify to any of the statements in the certification for Debarment, Suspension and Other Responsibility Matters, he or she shall provide an explanation.</p>	Completed Lobbying & Debarment Certifications	
8.11.2	<p>Did you submit a completed "Standard Form - LLL, "Disclosure Form to Report Lobbying" in the Vendor Registration Portal?</p> <p>Note - If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress, in connection with this Federal contract, grant, loan, or cooperative agreement, the Contractor shall also complete and submit the Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.</p>	No	

8.11.3	Are you a Minority Owned Business Enterprise, Woman-Owned Business Enterprise or HUBZone-Certified Small Businesses / Labor Surplus Area Firms? If so, did you select the appropriate MBE Classification(s) and submit your MBE Certificate(s) in the Vendor Registration Portal?	Yes	
13 Questions		100.00% Complete	



City of Pembroke Pines

**NON-COLLUSIVE AFFIDAVIT**

BIDDER is the

Owner

\_\_\_\_\_,  
(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.

A handwritten signature in blue ink, appearing to read "Bobak Shahnami".

Printed Name/Signature Bobak "Bobby" Shahnami

Title President

Name of Company SGM Engineering, Inc.





City of Pembroke Pines

(OFFICE USE ONLY) Vendor # \_\_\_\_\_

**VENDOR INFORMATION FORM**

MAIN CONTACT INFORMATION			
Company Name (Legal Name as filed with IRS)	SGM Engineering, Inc.		
Doing Business As (DBA)			
Primary Business Address	935 Lake Baldwin Lane		
	City:	Orlando	
	State:	Florida	Zip: 32814
	Country:	United States of America	
Remit To Address	935 Lake Baldwin Lane		
	City:	Orlando	
	State:	Florida	Zip: 32814
	Country:	United States of America	
Order From Address	935 Lake Baldwin Lane		
	City:	Orlando	
	State:	Florida	Zip: 32814
	Country:	United States of America	
Foreign Entity (Yes/No)	No		
Telephone Number	407-767-5188		
Primary Company E-mail	Bobby@sgmengengineering.com		
Fax	407-767-5772		
Website	sgmengengineering.com		
DUNS	94-459-9141		
Independent Contractor (Yes/No)	No		
Identification Number	SSN:		FID: 59-3101052

GENERAL PAYMENT TERMS		
<b>Discount Percent</b> Defines the discount percentage the vendor extends to your organization.	<b>Days to Discount</b> Number of days which payment must be received to claim the discount percent.	<b>Days to Net</b> Number of days that the vendor allows before requiring net payment.
		<b>30</b>

CONTACT INFORMATION	
Contact Name (First & Last Name)	Bobby Shahnami
Description/Title/Position	President
Phone (Voice)	954-421-1944
Phone (Text)	407-920-0896 Opt In (Y/N): Y
Fax	954-421-1924
E-mail	Bobby@sgmengengineering.com

Form **W-9**  
(Rev. October 2018)  
Department of the Treasury  
Internal Revenue Service

## Request for Taxpayer Identification Number and Certification

► Go to [www.irs.gov/FormW9](http://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.

**SGM ENGINEERING INC**

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) ►

**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.

**935 LAKE BALDWIN LANE**

6 City, state, and ZIP code

**ORLANDO FLORIDA 32814**

Requester's name and address (optional)

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**

5	9	-	3	1	0	1	0	5	2
---	---	---	---	---	---	---	---	---	---

### Part II Certification

Under penalties of perjury, I certify that:

- 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
- 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
- I am a U.S. citizen or other U.S. person (defined below); and
- 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 ► 1/05/2024

## 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](http://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.



City of Pembroke Pines

(OFFICE USE ONLY) Vendor # \_\_\_\_\_

**COMPANY PROFILE FORM**

Please provide the following information so that the City could better get to know your company's background.

<b>MAIN CONTACT INFORMATION</b>			
<b>Company Name (Legal Name as filed with IRS)</b>	SGM Engineering, Inc.		
<b>Doing Business As (DBA)</b>			
<b>Primary Business Address</b>	935 Lake Baldwin Lane, Orlando, FL 32814		
<b>City:</b>	Orlando		
<b>State:</b>	Florida	<b>Zip:</b>	32814
<b>Country:</b>	United States of America		

<b>Organization Background</b>	
<b>Please state the year that you company started its business</b>	1991
<b>Please state the year that your company started providing service under your current business name</b>	2008
<b>What State is your Company Registered In?</b>	Florida

<b>Professional License Information</b>		
<b>License Type</b>	<b>License Number</b>	<b>Expiration</b>
Professional Engineer	78419	02/28/2025
Professional Engineer	41204	02/28/2025

*Please list any applicable professional licenses required to perform the services your company offers.*

<b>Please Provide a Summary of your Company and What Services you provide</b>
<p>SGM was established in 1991 as a Minority Business Enterprise (MBE) and is an S Corporation chartered by the Florida Department of State. SGM specializes in the design, construction administration, and commissioning service of mechanical, electrical, plumbing, and fire protection systems. Today, we possess over 33 years of experience providing MEP services for city, county and state municipalities, higher education, school boards, multi family, and commercial facilities across the state of Florida. One of the firm's core sectors is higher education development contracts providing maintenance, remodeling, renovation, commissioning and construction administration and QA/QC services for mechanical, electrical, plumbing, and fire protection systems.</p>



City of Pembroke Pines

**SWORN STATEMENT  
ON PUBLIC ENTITY CRIMES  
UNDER FLORIDA STATUTES CHAPTER 287.133(3)(a).**

1. This sworn statement is submitted SGM Engineering, Inc.  
(name of entity submitting sworn statement) whose business address is  
5301 Waterford District Drive, Suite 750, Miami, FL 33126  
and (if applicable) its Federal Employer Identification Number (FEIN) is  
59-3101052. (If the entity has no FEIN, include the Social Security  
Number of the individual signing this sworn statement: \_\_\_\_\_.)
2. My name is Bobak Shahnam and my  
(Please print name of individual signing)  
relationship to the entity named above is President.
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

*City of Pembroke Pines*

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.)**

Bobak Shahnam	SGM Engineering, Inc.	2/2/2024
Bidder's Name/Signature	Company	Date





*City of Pembroke Pines*

## **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



*City of Pembroke Pines*

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;



*City of Pembroke Pines*

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☐ 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: SGM Engineering, Inc.

AUTHORIZED OFFICER NAME / SIGNATURE: Bobak Shahnam

A handwritten signature in blue ink, appearing to read "Bobak Shahnam", written over a horizontal line.



City of Pembroke Pines

## 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.**

  
Authorized Signature

**Bobak Shahnam**  
Authorized Signer Name

**SGM Engineering, Inc.**  
Company Name



City of Pembroke Pines

**SCRUTINIZED COMPANY CERTIFICATION  
PURSUANT TO FLORIDA STATUTE § 287.135.**

I, Bobak Shahnam, President, on behalf of SGM Engineering, Inc.,  
Print Name and Title Company Name  
 certify that SGM Engineering, Inc.:  
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.

SGm Engineering, Inc.  
Company Name

Bobak Shahnam  
Print Name / Signature

President  
Title



City of Pembroke Pines

## E-VERIFY SYSTEM CERTIFICATION STATEMENT (UNDER SECTION 448.095, FLORIDA STATUTES)

1. Definitions:
  - a. **“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.
  - b. **“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.
  - c. **“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.
2. 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:
  - a. All persons employed by a Contractor to perform employment duties within Florida during the term of the contract; and
  - b. 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
  - c. Should vendor become the successful Contractor awarded for the above-named project, by entering into the contract, 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.
3. Contract Termination
  - a. If the City has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09 (1) Fla. Stat., the contract shall be terminated.
  - b. If the City has a good faith belief that a subcontractor knowingly violated s. 448.095 (2), but the Contractor otherwise complied with s. 448.095 (2) Fla. Stat., shall promptly notify the Contractor and order the Contractor to immediately terminate the contract with the subcontractor.
  - c. A contract terminated under subparagraph a) or b) is not a breach of contract and may not be considered as such.
  - d. Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination.
  - e. If the 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 1 year after the date of termination.

**SGM Engineering, Inc.**

COMPANY NAME: \_\_\_\_\_

PRINTED NAME / AUTHORIZED SIGNATURE: Bobak Shahnam 





City of Pembroke Pines

## 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:

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: SGM Engineering, Inc.

PRINTED NAME / AUTHORIZED SIGNATURE: Bobak Shahnam



**CERTIFICATION REGARDING LOBBYING;  
DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS  
FOR EXPENDITURE OF FEDERAL FUNDS**


**LOBBYING**

As required by 7 CFR Part 3018, for persons entering into a contract, grant or cooperative agreement over \$100,000 involving the expenditure of Federal funds, the undersigned certifies for itself and its principals that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress, in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit **Standard Form - LLL, "Disclosure Form to Report Lobbying,"** in accordance with its instructions; and
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned Contractor, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

  
\_\_\_\_\_  
Signature of Contractor's Authorized Official  
  
SGM Engineering, Inc.  
\_\_\_\_\_  
Contractor / Name of Company

Bobak Shahnami, President  
\_\_\_\_\_  
Printed Name and Title of Contractor's Authorized Official  
  
2/2/2024  
\_\_\_\_\_  
Date

---

**DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS**

As required by 7 CFR Part 3017, for persons entering into a contract, grant or cooperative agreement over \$25,000 involving the expenditure of Federal funds, the undersigned certifies for itself and its principals that:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a Government entity (Federal, State, or local) with commission of any offenses enumerated in paragraph (b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transaction (Federal, State, or local) terminated for cause or default; and

Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

  
\_\_\_\_\_  
Signature of Contractor's Authorized Official  
  
SGM Engineering, Inc.  
\_\_\_\_\_  
Contractor / Name of Company

Bobak Shahnami, President  
\_\_\_\_\_  
Printed Name and Title of Contractor's Authorized Official  
  
2/2/2024  
\_\_\_\_\_  
Date

**Disclosure of Lobbying Activities**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
(See reverse for public burden disclosure)

<b>1. Type of Federal Action:</b> _____ a. contract _____ b. grant _____ c. cooperative agreement _____ d. loan _____ e. loan guarantee _____ f. loan insurance	<b>2. Status of Federal Action:</b> _____ a. bid / offer / application _____ b. initial award _____ c. post-award	<b>3. Report Type:</b> _____ a. initial filing _____ b. material change  <b>For material change only:</b> Year _____ quarter _____ Date of last report _____
<b>4. Name and Address of Reporting Entity:</b> _____ Prime _____ Subawardee _____ Tier _____, if Known:   <b>Congressional District, if known:</b>	<b>5. If Reporting Entity in No. 4 is Subawardee,</b> Enter Name and Address of Prime:    <b>Congressional District, if known:</b>	
<b>6. Federal Department/Agency:</b>	<b>7. Federal Program Name/Description:</b>  CFDA Number, <i>if applicable</i> : _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b>  \$	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i>	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
11. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	<b>Signature:</b> _____ <b>Print Name:</b> _____ <b>Title:</b> _____ <b>Telephone No.:</b> _____ <b>Date:</b> _____	

## INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number

# *State of Florida*

## *Department of State*

I certify from the records of this office that SGM ENGINEERING, INC. is a corporation organized under the laws of the State of Florida, filed on December 20, 1991, effective December 17, 1991.


The document number of this corporation is V02240.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on January 5, 2024, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Fifth day of January, 2024*



  
*Secretary of State*

Tracking Number: 3931320949CC

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

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

# State of Florida

## Minority Business Certification

SGM Engineering, Inc.

Is certified under the provisions of  
287 and 295.187, Florida Statutes, for a period from:  
02/15/2023 to 02/15/2025



---

J. Todd Inman  
Florida Department of Management Services

Office of Supplier Diversity  
4050 Esplanade Way, Suite 380  
Tallahassee, FL 32399  
850-487-0915  
[www.dms.myflorida.com/osd](http://www.dms.myflorida.com/osd)





Ron DeSantis, Governor

Melanie S. Griffin, Secretary



## STATE OF FLORIDA

### BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE  
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES



**SHAHNAMI, BOBAK**

9325 SW 144ST

MIAMI

FL 33176

**LICENSE NUMBER: PE78419**

**EXPIRATION DATE: FEBRUARY 28, 2025**

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



# SGM Engineering

## SF330 Part I & II



Miami Office  
5301 Waterford District  
Drive, Suite 750  
Miami, FL 33126

O 954-421-1944  
F 954-421-1924  
[sgmengineering.com](http://sgmengineering.com)



CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20

STANDARD FORM 330 PART I

ARCHITECT-ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION (City and State)

CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping

2. PUBLIC NOTICE DATE

January 23, 2024

3. SOLICITATION OR PROJECT NUMBER

RFQ No. PSPW-23-20

B. ARCHITECT - ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Bobak "Bobby" Shahnam, PE, President

5. NAME OF FIRM

SGM Engineering, Inc.

6. TELEPHONE NUMBER

954-421-1944

7. FAX NUMBER

954-421-1924

8. E-MAIL ADDRESS

Bobby@sgmengineering.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.	<input checked="" type="checkbox"/>			SGM Engineering, Inc. <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	5301 Waterford District Drive Suite 750 Miami, FL 33126	MEP/FP Engineer
b.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

☒ (Attached)

AUTHORIZED FOR LOCAL REPRODUCTION

STANDARD FORM 330 (REV. 7/2021)

SGM  
ENGINEERING

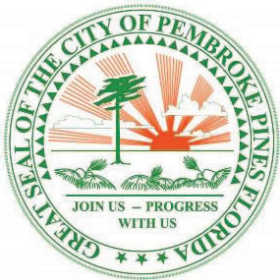
Orlando  
Miami  
Tampa  
Jacksonville



CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20



D. ORGANIZATIONAL CHART OF PROPOSED TEAM



Mechanical, Electrical & Plumbing Engineering  
and Construction Administration Services  
PRIME | MBE



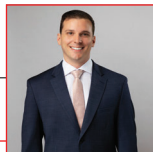
Bobby Shahnami, PE, CxA, LEED AP BD+C  
Principal-in-Charge of MEP Engineering; Project Manager



John Stelpflug, PE  
Sr. Mechanical Engineer



Manuel Hernandez, PE  
Sr. Electrical Engineer



Julian Harris, PE  
Plumbing/FP Engineer



Chad Robinson, PE  
Mechanical Engineer



Justin Mundell, PE, RCDD  
Sr. Electrical Engineer

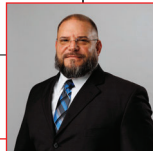


Jerry Schneider  
Plumbing/FP Engineer



Nassi Rahbari, CxA  
Construction Administration;  
Commissioning

ADDITIONAL STAFF  
AVAILABLE IF NEEDED



Dustin Cervantes, CxT  
Construction Administration;  
Commissioning



CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20

**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 OF EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
<b>Bobby Shahnami, PE, CxA, LEED AP BD+C</b>	Principal-in-Charge of MEP Engineering	25	25

**15. FIRM NAME AND LOCATION** (City and State)

SGM Engineering, Inc., Miami, FL

**16. EDUCATION** (Degree and Specialization)

BS in Mechanical Engineering, University of Central Florida

**17. CURRENT PROFESSIONAL REGISTRATION** (State and Discipline)

Professional Engineer, FL #74989; ACG Certified Commissioning Authority; LEED Accredited Professional

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

Mr. Shahnami has over 25 years of experience as a leader with SGM in the fields of mechanical, plumbing, and fire protection engineering. He has over 25 years of experience exclusively with SGM, focusing primarily on educational projects involving renovations, modifications, repairs, and retro-fits of existing buildings.

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
City of Fort Lauderdale Continuing Contract Fort Lauderdale, FL	Ongoing	Ongoing
<b>a. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Mechanical Engineer; SGM Engineering has served as the MEP Engineer as prime under a continuing contract with the City of Fort Lauderdale <b>since 2015</b> , completing projects such as: Courthouse 6th Floor IT Data Center HVAC Upgrade, DSD Rooftop Unit Replacement, and War Memorial Auditorium.		
Florida Department of Management Services MEP Continuing Contract, South Florida Region	Ongoing	Ongoing
<b>b. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Mechanical Engineer; SGM has provided mechanical, electrical, plumbing, and fire protection engineering services to the Florida Department of Management Services <b>since 2014</b> . We have successfully completed numerous projects through this contract. A few of the projects include Dimick Building Fire Alarm Replacement and WMFE Radio Antenna.		
Public Works Administration EOC Building HVAC Renovation, Fort Lauderdale, FL	2021	2023
<b>c. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager/Sr. Mechanical Engineer; SGM provided full demolition drawings for the existing system and design for the new HVAC system including chilled water AHUs with VAV boxes, electrical panels, exhaust systems, and all associated controls. \$1.95M		
Police Headquarters Firing Range HVAC Fort Lauderdale, FL	2019	2020
<b>d. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager/Sr. Mechanical Engineer; SGM provided MEP/FP design to address the City of Fort Lauderdale Police Department HVAC Firing Range and Radio Room Renovation. We provided two air cooled chillers sized at 80 tons each with packaged chilled water pumps and new energy calculations. \$950,000		
Fort Lauderdale Courthouse Chiller Plant Upgrades Fort Lauderdale, FL	2017	2018
<b>e. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Mechanical Engineer; SGM provided MEP/FP and Commissioning Services. The scope of work included the replacement of Water Cooled Chillers. New chilled water pumps were provided to accommodate variable primary pumping scheme. \$2.8M		



CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20

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

(Complete one Section E for each key person)

<b>12. NAME</b>	<b>13. ROLE IN THIS CONTRACT</b>	<b>14. YEARS OF EXPERIENCE</b>	
<b>Manuel Hernandez, PE</b>	Senior Electrical Engineer	a. TOTAL 16	b. WITH CURRENT FIRM 9
<b>15. FIRM NAME AND LOCATION</b> (City and State) SGM Engineering, Inc., Miami, FL			
<b>16. EDUCATION</b> (Degree and Specialization) BS in Electrical Engineering, University of Puerto Rico		<b>17. CURRENT PROFESSIONAL REGISTRATION</b> (State and Discipline) FL Engineer #74989	

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

Mr. Hernandez has over 16 years of experience designing municipality facilities. His educational facility experience includes having been the Electrical Engineer for projects throughout South and Central Florida. His project experience encompasses an array of municipalities, including Broward County, the City of Fort Lauderdale, and the City of Miami.

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	City of Fort Lauderdale Continuing Contract Fort Lauderdale, FL	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Electrical Engineer; SGM Engineering has served as the MEP Engineer as prime under a continuing contract with the City of Fort Lauderdale <b>since 2015</b> , completing projects such as: Courthouse 6th Floor IT Data Center HVAC Upgrade, DSD Rooftop Unit Replacement, and War Memorial Auditorium.		
b.	Florida Department of Management Services MEP Continuing Contract, South Florida Region	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Electrical Engineer; SGM has provided mechanical, electrical, plumbing, and fire protection engineering services to the Florida Department of Management Services <b>since 2014</b> . We have successfully completed numerous projects through this contract. A few of the projects include Dimick Building Fire Alarm Replacement and WMFE Radio Antenna.		
c.	Fort Lauderdale Courthouse Chiller Plant Upgrades Fort Lauderdale, FL	2017	2018
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Electrical Engineer; SGM provided MEP/FP and Commissioning Services. The scope of work included the replacement of Water Cooled Chillers. New chilled water pumps were provided to accommodate variable primary pumping scheme. \$2.8M		
d.	Public Works Administration EOC Building HVAC Renovation, Fort Lauderdale, FL	2021	2023
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Electrical Engineer; SGM provided full demolition drawings for the existing system and design for the new HVAC system including chilled water AHUs with VAV boxes, electrical panels, exhaust systems, and all associated controls. \$1.95M		
e.	Police Headquarters Firing Range HVAC Fort Lauderdale, FL	2019	2020
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Electrical Engineer; SGM provided MEP/FP design to address the City of Fort Lauderdale Police Department HVAC Firing Range and Radio Room Renovation. We provided two air cooled chillers sized at 80 tons each with packaged chilled water pumps and new energy calculations. \$950,000		

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CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
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**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 OF EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Justin Mundell, PE, RCDD	Principal/Senior Electrical Engineer	20	17.5
15. FIRM NAME AND LOCATION (City and State) SGM Engineering, Inc., Orlando, FL			
16. EDUCATION (Degree and Specialization) BS in Electrical Engineering, University of Central Florida		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer, FL #70700; Registered Communications Distribution Designer	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Mundell's vast experience as an electrical engineer includes: project management, permitting, job costing, major purchases/subcontracts, submittals, scheduling, manpower loading, field coordination, change order estimating, technical assistance to field personnel, and project closeouts for the public and private sector.			

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE City of Fort Lauderdale Continuing Contract Fort Lauderdale, FL	Ongoing	Ongoing
<input checked="" type="checkbox"/> Check if project performed with current firm Sr. Electrical Engineer; SGM Engineering has served as the MEP Engineer as prime under a continuing contract with the City of Fort Lauderdale <b>since 2015</b> , completing projects such as: Courthouse 6th Floor IT Data Center HVAC Upgrade, DSD Rooftop Unit Replacement, and War Memorial Auditorium.		
b. (1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
City of Orlando Continuing Services Contract Orlando, FL	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	Ongoing	Ongoing
<input checked="" type="checkbox"/> Check if project performed with current firm Project Manager/Sr. Electrical Engineer; SGM has held an MEP Engineering and Commissioning Continuing Contract as prime with the City of Orlando <b>since 2016</b> , completing many successful projects such as: Beardall Senior HVAC Replacement, Orlando Operations Center UPS & Generator, and City of Orlando Conserve Building I.		
c. (1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
Public Works Administration EOC Building HVAC Renovation, Fort Lauderdale, FL	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	2021	2023
<input checked="" type="checkbox"/> Check if project performed with current firm Sr. Electrical Engineer; SGM provided full demolition drawings for the existing system and design for the new HVAC system including chilled water AHUs with VAV boxes, electrical panels, exhaust systems, and all associated controls. \$1.95M		
d. (1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
Sustainable Development Center Plans Review Bldg. RTU Replacement, Fort Lauderdale, FL	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	2018	2018
<input checked="" type="checkbox"/> Check if project performed with current firm Sr. Electrical Engineer; A recent project at the Department of Sustainable Development with the City of Fort Lauderdale required the replacement of all four existing Rooftop Units and one split system serving over 36,000 SF with usage ranging from offices to IT Rooms. \$1M		
e. (1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
Orange County Government Continuing Contract Orange County, FL	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	Ongoing	Ongoing
<input checked="" type="checkbox"/> Check if project performed with current firm Project Manager/Sr. Electrical Engineer; SGM Engineering has held the MEP Engineering and Commissioning Continuing Contract as prime with Orange County Government <b>since 2013</b> , completing many successful projects such as the Internal Operations Center HR Renovation and Wittenstein House Renovation.		





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**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 OF EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
<b>John Stellpflug, PE</b>	Senior Mechanical Engineer	39	6
15. FIRM NAME AND LOCATION (City and State) SGM Engineering, Inc., Orlando, FL			
16. EDUCATION (Degree and Specialization) BS in Mechanical Engineering, Walla Walla University		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer, FL #68794	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Stellpflug has 39 years of mechanical and plumbing engineering experience with municipalities. He is skilled in performing assessments of existing HVAC, plumbing, and fire protection systems with an eye for cost effective upgrades and replacements.			

**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) Orange County Government Continuing Contract Orange County, FL	Ongoing	Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Mechanical Engineer; SGM Engineering has held the MEP Engineering and Commissioning Continuing Contract as prime with Orange County Government <b>since 2013</b> , completing many successful projects such as the Internal Operations Center HR Renovation and Wittenstein House Renovation.		
b. (1) TITLE AND LOCATION (City and State) City of Orlando Continuing Services Contract Orlando, FL	Ongoing	Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Mechanical Engineer; SGM Engineering has held the MEP Engineering and Commissioning Continuing Contract as prime with the City of Orlando <b>since 2016</b> , completing many successful projects such as: Beardall Senior HVAC Replacement, Orlando Operations Center UPS & Generator, and City of Orlando Conserve Building I.		
c. (1) TITLE AND LOCATION (City and State) City of Fort Lauderdale Continuing Contract Fort Lauderdale, FL	Ongoing	Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Mechanical Engineer; SGM Engineering has served as the MEP Engineer as prime under a continuing contract with the City of Fort Lauderdale <b>since 2015</b> , completing projects such as: Courthouse 6th Floor IT Data Center HVAC Upgrade, DSD Rooftop Unit Replacement, and War Memorial Auditorium.		
d. (1) TITLE AND LOCATION (City and State) Public Works Administration EOC Building HVAC Renovation, Fort Lauderdale, FL	2021	2023
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Mechanical Engineer; SGM provided full demolition drawings for the existing system and design for the new HVAC system including chilled water AHUs with VAV boxes, electrical panels, exhaust systems, and all associated controls. \$1.95M		
e. (1) TITLE AND LOCATION (City and State) Police Headquarters Firing Range HVAC Fort Lauderdale, FL	2019	2020
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Mechanical Engineer; SGM provided MEP/FP design to address the City of Fort Lauderdale Police Department HVAC Firing Range and Radio Room Renovation. We provided two air cooled chillers sized at 80 tons each with packaged chilled water pumps and new energy calculations. \$950,000		



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**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 OF EXPERIENCE			
		a. TOTAL	b. WITH CURRENT FIRM		
<b>Chad Robinson, PE</b>	Mechanical Engineer	6.5	6.5		
15. FIRM NAME AND LOCATION (City and State) SGM Engineering, Inc., Orlando, FL					
16. EDUCATION (Degree and Specialization) BS in Mechanical Engineering, University of Central Florida		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer, FL #92485			
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Robinson is experienced in completing various projects for municipalities across the State of Florida including the City of Fort Lauderdale, City of Orlando, and more. He is a certified Solidworks Associate with experience in Nx, and is also proficient with Matlab Mathcad and Labview.					
19. RELEVANT PROJECTS					
a.	(1) TITLE AND LOCATION (City and State) Orange County Government Continuing Contract Orange County, FL	(2) YEAR COMPLETED			
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mechanical Engineer; SGM Engineering has held the MEP Engineering and Commissioning Continuing Contract as prime with Orange County Government <b>since 2013</b> , completing many successful projects such as the Internal Operations Center HR Renovation and Wittenstein House Renovation.					
b.	(1) TITLE AND LOCATION (City and State) City of Fort Lauderdale Continuing Contract Fort Lauderdale, FL	(2) YEAR COMPLETED			
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mechanical Engineer; SGM Engineering has served as the MEP Engineer as prime under a continuing contract with the City of Fort Lauderdale <b>since 2015</b> , completing projects such as: Courthouse 6th Floor IT Data Center HVAC Upgrade, DSD Rooftop Unit Replacement, and War Memorial Auditorium.					
c.	(1) TITLE AND LOCATION (City and State) City of Orlando Continuing Services Contract Orlando, FL	(2) YEAR COMPLETED			
		PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) Ongoing		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mechanical/Plumbing Engineer; SGM Engineering has held the MEP Engineering and Commissioning Continuing Contract as prime with Orange County Government <b>since 2016</b> , completing many successful projects such as: Beardall Senior HVAC Replacement, Orlando Operations Center UPS and Generator , and City of Orlando Conserve Building I.					
d.	(1) TITLE AND LOCATION (City and State) Public Works Administration EOC Building HVAC Renovation, Fort Lauderdale, FL	(2) YEAR COMPLETED			
		PROFESSIONAL SERVICES 2021	CONSTRUCTION (If applicable) 2023		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mechanical Engineer; SGM provided full demolition drawings for the existing system and design for the new HVAC system including chilled water AHUs with VAV boxes, electrical panels, exhaust systems, and all associated controls. \$1.95M					
e.	(1) TITLE AND LOCATION (City and State) Fort Lauderdale Courthouse Chiller Plant Upgrades Fort Lauderdale, FL	(2) YEAR COMPLETED			
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018		
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mechanical/Plumbing/FP Engineer; SGM provided MEP/FP and Commissioning Services. The scope of work included the replacement of Water Cooled Chillers. New chilled water pumps were provided to accommodate variable primary pumping scheme. \$2.8M					



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**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 OF EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Julian Harris, PE	Sr. Plumbing/FP Engineer	6.5	6.5

**15. FIRM NAME AND LOCATION** (City and State)

SGM Engineering, Inc., Miami, FL

**16. EDUCATION** (Degree and Specialization)

BS in Aerospace Engineering, University of Central Florida

**17. CURRENT PROFESSIONAL REGISTRATION** (State and Discipline)

Professional Engineer, FL #93562

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

Mr. Harris has over six years of plumbing and fire protection design/construction administration experience for local government, higher education, commercial, institutional, healthcare and residential clients. He has worked on numerous projects as a plumbing/fire protection designer or engineer with all members of this team since working at SGM.

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
City of Fort Lauderdale Continuing Contract Fort Lauderdale, FL	Ongoing	Ongoing
Plumbing/FP Engineer; SGM Engineering has served as the MEP Engineer as prime under a continuing contract with the City of Fort Lauderdale since 2015, completing projects such as: Courthouse 6th Floor IT Data Center HVAC Upgrade, DSD Rooftop Unit Replacement, and War Memorial Auditorium.		
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
Orange County Government Continuing Contract Orange County, FL	Ongoing	Ongoing
Plumbing/FP Engineer; SGM Engineering has held the MEP Engineering and Commissioning Continuing Contract as prime with Orange County Government since 2013, completing many successful projects such as the Internal Operations Center HR Renovation and Wittenstein House Renovation.		
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
City of Orlando Continuing Services Contract Orlando, FL	Ongoing	Ongoing
Plumbing/FP Engineer; SGM Engineering has held the MEP Engineering and Commissioning Continuing Contract as prime with Orange County Government since 2016, completing many successful projects such as: Beardall Senior HVAC Replacement, Orlando Operations Center UPS & Generator, and City of Orlando Conserve Building I.		
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
Public Works Administration EOC Building HVAC Renovation, Fort Lauderdale, FL	2021	2023
Plumbing/FP Engineer; SGM provided full demolition drawings for the existing system and design for the new HVAC system including chilled water AHUs with VAV boxes, electrical panels, exhaust systems, and all associated controls. \$1.95M		
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
Police Headquarters Firing Range HVAC Fort Lauderdale, FL	2019	2020
Plumbing/FP Engineer; SGM provided MEP/FP design to address the City of Fort Lauderdale Police Department HVAC Firing Range and Radio Room Renovation. We provided two air cooled chillers sized at 80 tons each with packaged chilled water pumps and new energy calculations. \$950,000		



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**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 OF EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Jerry Schneider	Plumbing/FP Engineering	34	17

**15. FIRM NAME AND LOCATION** (City and State)

SGM Engineering, Inc., Tampa, FL

**16. EDUCATION** (Degree and Specialization)

Autodesk Training for Building Systems

**17. CURRENT PROFESSIONAL REGISTRATION** (State and Discipline)

N/A

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

Mr. Schneider has 34 years of plumbing and fire protection design/construction administration experience for local and federal governments, K-12, higher education, commercial, institutional, health/science labs, clinics, student housing, and residential type projects throughout Florida.

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
City of Fort Lauderdale Continuing Contract Fort Lauderdale, FL	Ongoing	Ongoing
<b>a. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Plumbing/FP Engineering; SGM Engineering has served as the MEP Engineer as prime under a continuing contract with the City of Fort Lauderdale <b>since 2015</b> , completing projects such as: Courthouse 6th Floor IT Data Center HVAC Upgrade, DSD Rooftop Unit Replacement, and War Memorial Auditorium.		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
Florida Department of Management Services MEP Continuing Contract, South Florida Region	Ongoing	Ongoing
<b>b. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Plumbing/FP Engineering; SGM has provided mechanical, electrical, plumbing, and fire protection engineering services to the Florida Department of Management Services <b>since 2014</b> . We have successfully completed numerous projects through this contract. A few of the projects include Dimick Building Fire Alarm Replacement and WMFE Radio Antenna.		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
City of Orlando Continuing Services Contract Orlando, FL	Ongoing	Ongoing
<b>c. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Plumbing/FP Engineering; SGM Engineering has held the MEP Engineering & Commissioning Continuing Contract as prime with Orange County Government <b>since 2013</b> , completing many successful projects such as: Beardall Senior HVAC Replacement, Orlando Operations Center UPS & Generator, & Conserve Building I.		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
Orange County Government Continuing Contract, Orange County, FL	Ongoing	Ongoing
<b>d. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Plumbing/FP Engineering; SGM Engineering has held the MEP Engineering and Commissioning Continuing Contract as prime with Orange County Government <b>since 2016</b> , completing many successful projects such as the Internal Operations Center HR Renovation and Wittenstein House Renovation.		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
Police Headquarters Firing Range HVAC Fort Lauderdale, FL	Ongoing	Ongoing
<b>e. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Plumbing/FP Engineering; SGM provided MEP/FP design to address the City of Fort Lauderdale Police Department HVAC Firing Range and Radio Room Renovation. We provided two air cooled chillers sized at 80 tons each with packaged chilled water pumps and new energy calculations. \$950,000		

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CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
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**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 OF EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Nassi Rahbari, CxA	Construction Admin./Commissioning	41.5	12.5

**15. FIRM NAME AND LOCATION** (City and State)

SGM Engineering, Inc., Miami, FL

**16. EDUCATION** (Degree and Specialization)

BS in Engineering Mathematics and Computer Science,  
University of Central Florida

**17. CURRENT PROFESSIONAL REGISTRATION** (State and Discipline)

ACG Certified Commissioning Authority

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

Mr. Rahbari has over 41 years of experience reviewing and analyzing MEP and renewable energy systems for educational facilities. He is highly skilled in commissioning, retro-commissioning, and annual recommissioning of projects throughout central and south Florida. He is responsible for over \$1.5 billion of commissioning projects..

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input checked="" type="checkbox"/> Check if project performed with current firm	
City of Fort Lauderdale Continuing Contract, Fort Lauderdale, FL	Ongoing	Ongoing
Commissioning/Construction Admin; SGM Engineering has served as the MEP Engineer as prime under a continuing contract with the City of Fort Lauderdale <b>since 2015</b> , completing projects such as: Courthouse 6th Floor IT Data Center HVAC Upgrade, DSD Rooftop Unit Replacement, and War Memorial Auditorium.		
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input checked="" type="checkbox"/> Check if project performed with current firm	
Florida Department of Management Services MEP Continuing Contract, South Florida Region	Ongoing	Ongoing
Commissioning/Construction Admin; SGM has provided mechanical, electrical, plumbing, and fire protection engineering services to the Florida Department of Management Services <b>since 2014</b> . We have successfully completed numerous projects through this contract. A few of the projects include Dimick Building Fire Alarm Replacement and WMFE Radio Antenna.		
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input checked="" type="checkbox"/> Check if project performed with current firm	
City of Orlando Continuing Services Contract Orlando, FL	Ongoing	Ongoing
Commissioning/Construction Admin; SGM Engineering has held the MEP Engineering & Commissioning Continuing Contract as prime with Orange County Government <b>since 2013</b> , completing many successful projects such as Beardall Senior HVAC Replacement, Orlando Operations Center UPS & Generator, & City of Orlando Conserve Building I.		
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input checked="" type="checkbox"/> Check if project performed with current firm	
Public Works Administration EOC Building HVAC Renovation, Fort Lauderdale, FL	2021	2023
Construction Admin; SGM provided full demolition drawings for the existing system and design for the new HVAC system including chilled water AHUs with VAV boxes, electrical panels, exhaust systems, and all associated controls. \$1.95M		
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input checked="" type="checkbox"/> Check if project performed with current firm	
Fort Lauderdale Courthouse Chiller Plant Upgrades Fort Lauderdale, FL	2017	2018
Commissioning/Construction Admin; SGM provided MEP/FP and Commissioning Services. The scope of work included the replacement of Water Cooled Chillers. New chilled water pumps were provided to accommodate variable primary pumping scheme. \$2.8M		

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CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
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**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 OF EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Dustin Cervantes, CxT	Construction Admin./Commissioning	29.5	10.5

**15. FIRM NAME AND LOCATION** (City and State)

SGM Engineering, Inc., Orlando, FL

**16. EDUCATION** (Degree and Specialization)

ACCA Apprenticeship Program Westside Tech  
ACCA Advanced Controls Apprenticeship Program

**17. CURRENT PROFESSIONAL REGISTRATION** (State and Discipline)

ACG Certified Commissioning Technician

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

Mr. Cervantes has over 29 years of experience reviewing and analyzing MEP and renewable energy systems for educational facilities. He is highly skilled in commissioning, retrocommissioning, and annual recommissioning on projects such as libraries, classrooms, and administrative facilities.

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
City of Fort Lauderdale Continuing Contract, Fort Lauderdale, FL	Ongoing	Ongoing
<b>a. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Commissioning/Construction Admin; SGM Engineering has served as the MEP Engineer as prime under a continuing contract with the City of Fort Lauderdale <b>since 2015</b> , completing projects such as: Courthouse 6th Floor IT Data Center HVAC Upgrade, DSD Rooftop Unit Replacement, and War Memorial Auditorium.		
Florida Department of Management Services MEP Continuing Contract, South Florida Region	Ongoing	Ongoing
<b>b. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Commissioning/Construction Admin; SGM has provided mechanical, electrical, plumbing, and fire protection engineering services to the Florida Department of Management Services <b>since 2014</b> . We have successfully completed numerous projects through this contract. A few of the projects include Dimick Building Fire Alarm Replacement and WMFE Radio Antenna.		
Orange County Government Continuing Contract, Orange County, FL	Ongoing	Ongoing
<b>c. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Commissioning/Construction Admin; SGM Engineering has held the MEP Engineering and Commissioning Continuing Contract as prime with Orange County Government since 2016, completing many successful projects such as the Internal Operations Center HR Renovation and Wittenstein House Renovation.		
City of Orlando Continuing Services Contract Orlando, FL	Ongoing	Ongoing
<b>d. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Commissioning/Construction Admin; SGM Engineering has held the MEP Engineering and Commissioning Continuing Contract as prime with Orange County Government since 2013, completing many successful projects such as Beardall Senior HVAC Replacement, Orlando Operations Center UPS and Generator, and City of Orlando Conserve Building I.		
Fort Lauderdale Courthouse Chiller Plant Upgrades Fort Lauderdale, FL	2017	2018
<b>e. (3) BRIEF DESCRIPTION</b> (Brief scope, size, cost, etc.) <b>AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Commissioning/Construction Admin; SGM provided MEP/FP and Commissioning Services. The scope of work included the replacement of Water Cooled Chillers. New chilled water pumps were provided to accommodate variable primary pumping scheme. \$2.8M		



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<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  1
<b>21. TITLE AND LOCATION</b> (City and State)  City of Fort Lauderdale Continuing Contract Fort Lauderdale, FL	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b>  Multiple	<b>CONSTRUCTION</b> (If applicable)  Ongoing
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b>  City of Fort Lauderdale	<b>b. POINT OF CONTACT NAME</b>  Irina Tokar	<b>b. POINT OF CONTACT TELEPHONE NUMBER</b>  954-828-6891

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

SGM Engineering has served as the Prime MEP Engineer under a continuing contract with the City of Fort Lauderdale since 2015, a few projects include:

**Courthouse 6th Floor IT Data Center HVAC Upgrade | Completed: 2021 | Construction Cost: \$300,000 / Project Fee: \$9,200** SGM's scope of work included providing performance specifications for the like replacement of existing IT room units, providing mechanical schedules to assist in the like replacement of existing IT room units, and replacing existing Libert units. Existing underfloor air distribution remained.

**DSD Rooftop Unit Replacement | Completed: 2018 | Construction Cost: \$1 Million / Project Fee: \$30,285** SGM replaced of all four existing Rooftop Units and one split system. The scope of this project also included the cleaning of all ductwork related to these units which demanded critical coordination in order to minimize interruptions of cooling to the spaces.

**War Memorial Auditorium Renovations | Completed: 2018 | Construction Cost: \$1.8 Million / Project Fee: \$60,745**

SGM Engineering provided complete and partial power upgrades for this auditorium. We also coordinated the replacement of systems, replaced all incandescent and fluorescent lighting fixtures, and removed and replaced stage disconnect switches with cam lock connectors.



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

	<b>(1) FIRM NAME</b>	<b>(2) FIRM LOCATION</b> (City and State)	<b>(3) ROLE</b>
a.	SGM Engineering, Inc.	Miami, Florida	MEP/FP Engineering and Construction Administration Services
b.	<b>(1) FIRM NAME</b>	<b>(2) FIRM LOCATION</b> (City and State)	<b>(3) ROLE</b>
c.	<b>(1) FIRM NAME</b>	<b>(2) FIRM LOCATION</b> (City and State)	<b>(3) ROLE</b>
d.	<b>(1) FIRM NAME</b>	<b>(2) FIRM LOCATION</b> (City and State)	<b>(3) ROLE</b>
e.	<b>(1) FIRM NAME</b>	<b>(2) FIRM LOCATION</b> (City and State)	<b>(3) ROLE</b>

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<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  2	
<b>21. TITLE AND LOCATION</b> (City and State)  Florida Department of Management Services MEP Continuing Contract South Region, FL	<b>22. YEAR COMPLETED</b>		
	<b>PROFESSIONAL SERVICES</b>  Multiple	<b>CONSTRUCTION</b> (If applicable)  Ongoing	
<b>23. PROJECT OWNER'S INFORMATION</b>			
<b>a. PROJECT OWNER</b>  FL Department of Management	<b>b. POINT OF CONTACT NAME</b>  Daniel Whitfield	<b>b. POINT OF CONTACT TELEPHONE NUMBER</b>  850-488-0148	
<b>24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT</b> (Include scope, size, and cost)			
<p>SGM has provided mechanical, electrical, plumbing, and fire protection engineering services to the Florida Department of Management Services since 2014. We have successfully completed numerous projects through this contract. A couple of the projects include:</p> <p><b>DMS WMFE Radio Antenna   Completed: 2018   Cost: \$300,000</b> SGM was responsible for replacing the aged antenna equipment, cabling, supports, etc. for the WMFE Radio Antenna. The Department of Management services uses this antenna for emergency broadcasting.</p> <p><b>Dimick Building Fire Alarm Replacement   Completed: 2016   Cost: \$60,000</b> SGM provided electrical engineering services for the replacement of an existing fire alarm panel. Upon review of the building's existing fire alarm system during an on-site inspection, our team determined that the fire alarm panel, annunciator, and wiring would need to be replaced due to compatibility issues with the new fire alarm panel and for compliance with NFPA72 and Florida Building Code requirements. To ensure that our designs would be correctly implemented in the subsequent construction phase, our engineers performed two additional site visits to inspect the substantial completion and final walk through with the facility's Owner, FDMS. The entire process from the initial design process to the delivering of closeout documents was completed within two months of receiving the notice to proceed.</p>			
			
			
<b>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</b>			
<b>a.</b>	<b>(1) FIRM NAME</b>  SGM Engineering, Inc.	<b>(2) FIRM LOCATION</b> (City and State)  Miami, Florida	<b>(3) ROLE</b>  MEP/FP Engineering and Construction Administration Services
<b>b.</b>	<b>(1) FIRM NAME</b>	<b>(2) FIRM LOCATION</b> (City and State)	<b>(3) ROLE</b>
<b>c.</b>	<b>(1) FIRM NAME</b>	<b>(2) FIRM LOCATION</b> (City and State)	<b>(3) ROLE</b>
<b>d.</b>	<b>(1) FIRM NAME</b>	<b>(2) FIRM LOCATION</b> (City and State)	<b>(3) ROLE</b>
<b>e.</b>	<b>(1) FIRM NAME</b>	<b>(2) FIRM LOCATION</b> (City and State)	<b>(3) ROLE</b>

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<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  3
<b>21. TITLE AND LOCATION</b> (City and State)  Orange County Continuing MEP Contract Orlando, FL	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b>  Multiple	<b>CONSTRUCTION</b> (If applicable)  Ongoing
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b>  Orange County	<b>b. POINT OF CONTACT NAME</b>  Sam Shine	<b>b. POINT OF CONTACT TELEPHONE NUMBER</b>  407-836-0037

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

SGM Engineering has held the MEP Engineering and Commissioning Continuing Contract as prime with Orange County Government since 2013, completing many successful projects such as:

**Regional Computing Center "A" BUS Upgrades | Completed: 2019 | Construction Cost: \$2.95M | Project Fee: 5,052.28** SGM managed and coordinated MEP/FP design services for the electrical upgrade. SGM designed the emergency generator for the facility per FEMA standards. The generator was fabricated with a stand-alone self enclosure and was connected to a local alarm for emergencies.



**Internal Operations Center HR Renovation | Completed: 2019 | Construction Cost: \$220,000 | \$6,608** SGM provided electrical & fire protection services for IOC. Rooms were renovated requiring a reconfiguration of electric, data, fire alarm, and fire sprinkler systems on two separate levels. Renovated existing rooms to create larger storage room for Benefits Department- including reconfiguration of electrical and fire sprinkler systems in the area.

**Orange County Fire Station 84 Commissioning | Completed: 2018 | Construction Cost: \$225,000 | Project Fee: \$2,031.10** SGM provided commissioning during design, installation, testing and occupancy phases to ensure the new HVAC system worked efficiently and followed the design intent. Our team also commissioned two 5-ton Carrier infinity heat pumps with scroll compressors, and modified the sequence of operation to meet the design criteria.

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

a.	(1) FIRM NAME  SGM Engineering, Inc.	(2) FIRM LOCATION (City and State)  Orlando, Florida	(3) ROLE  MEP/FP Engineering and Construction Administration Services
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

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <small>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</small>		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  4
<b>21. TITLE AND LOCATION</b> (City and State)  City of Orlando Continuing Contract Services Orlando, FL	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b>  Multiple	<b>CONSTRUCTION</b> (If applicable)  Ongoing
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b>  City of Orlando	<b>b. POINT OF CONTACT NAME</b>  Richard Howard	<b>b. POINT OF CONTACT TELEPHONE NUMBER</b>  407-246-3222

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

SGM Engineering currently holds an MEP engineering and commissioning continuing contract with the City of Orlando. Under the contract since 2016, SGM has provided project management, mechanical, electrical, and plumbing engineering, subcontractor management, and construction administration services for projects such as:

**Beardall Senior Center HVAC Replacement | Completed: Est. 2024 | Construction Cost: \$1.1M | Project Fee: \$110,850**  
SGM provided mechanical, electrical, and fundamental commissioning services for the replacement of the HVAC system at the Beardall Senior Center. The project the comprehensive replacement of the existing HVAC units and all associated electrical equipment.

**Orlando Operations Center UPS and Generator | Completed: 2020 | Construction Cost: \$850,000 | Project Fee: \$82,000**  
SGM provided engineering services for the UPS consolidation and generator addition to the Orlando Operations Center EOC. The scope included removing existing UPSs, providing centralized UPS, switchgear, feeders, circuits, HVAC, new natural gas line, generator, transfer switch, and pad.

**City of Orlando Conserve I Building | Completed: 2019 | Construction Cost: \$500,000 | Project Fee: \$48,520**  
SGM provided professional engineering services for the replacement of the HVAC System at the Conserve I building. The scope of work included the design of the replacement of all HVAC equipment, including air handlers, chilled water equipment, VAVs, ductwork, and a new split system for the communications room.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.  b.  c.  d.  e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	SGM Engineering, Inc.	Orlando, Florida	MEP/FP Engineering and Construction Administration Services
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE





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<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  5
<b>21. TITLE AND LOCATION</b> (City and State)  Greater Orlando Aviation Authority Continuing Contract Orlando, FL	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b>  2003-Ongoing	<b>CONSTRUCTION</b> (If applicable)  Ongoing
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b>  Greater Orlando Aviation Authority	<b>b. POINT OF CONTACT NAME</b>  Jeff Daniels	<b>b. POINT OF CONTACT TELEPHONE NUMBER</b>  407-825-2089

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

SGM Engineering has provided mechanical, electrical, plumbing, and fire protection engineering services for multiple projects throughout the past two-decade for GOAA including the following projects:

Hyatt Hotel Air Handling Unit & Fan Coil Replacement | Completed: 2019 | Construction Cost: \$800,000 Project Fee: \$72,720

SGM provided engineering services to replace the existing HVAC AHU and FCU systems serving the Hyatt Facility within the Orlando International Airport. The FCUs on the first and second floor had to be completely replaced as did the AHU systems on the second and fifth floor. As the facility was occupied, construction was done in phases in order to accommodate guests and staff.



Remote Screening Facility MEP Design | Completed: 2016 | Construction Cost: \$500,000 Project Fee: \$48,389

SGM provided mechanical, electrical, and plumbing design services to incorporate a new chilled water system, AHUs, ductwork, and associated controls in the remote screening facility.

Warehouse Building 1400 Systems Condition Assessment | Completed: 2014 | Project Fee: \$39,446

SGM conducted condition assessments of the building envelope (core and shell), electrical, plumbing, HVAC, and plumbing systems, elevators, fire alarm and suppression systems, roof, etc. We then provided cost-estimates and recommendations for replacement, rehabilitation, and repair.

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

a.	(1) FIRM NAME  SGM Engineering, Inc.	(2) FIRM LOCATION (City and State)  Orlando, Florida	(3) ROLE  MEP/FP Engineering and Construction Administration Services
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

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <small>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</small>		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  6
<b>21. TITLE AND LOCATION</b> (City and State)  Public Works Administration EOC Building HVAC Renovation, Fort Lauderdale, FL	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b>  2021	<b>CONSTRUCTION</b> (If applicable)  2023
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b>  City of Fort Lauderdale	<b>b. POINT OF CONTACT NAME</b>  Danica Grujicic	<b>b. POINT OF CONTACT TELEPHONE NUMBER</b>  954-828-5055

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

**Construction Cost: \$1.95 Million / Project Fees: \$108,975**

SGM provided full demolition drawings for existing air cooled chillers, pumps, expansion tanks, and associated controls and a new air cooled chiller with variable primary chilled water pumping. We also provided associated controls, ET, AS as required with new CEP and new makeup water assembly and connect to existing domestic as required. SGM also provided full demolition drawings for all HVAC systems including rooftop units, indoor AHUs, ductwork, VAV, diffusers, ect. All associated HVAC systems shall be removed. We provided new chilled water AHUs with VAV boxes with reheat and locating AHUs indoors as possible and consolidating/reducing the AHU count as possible to assist in maintenance. All new HVAC controls were provided with this project and electrical panels were updated as required as well as associated conduit that has exceeded life expectancy. SGM provided new exhaust systems as required for general bathrooms and 3rd floor labs, as well as conditioned makeup air for 3rd floor. The entire building was currently backed up on emergency generator. Design shall ensured the building remained fully backed up on emergency generator. We provided demolition drawings as required for the removal of all hydronic piping associated in the space and redundancy for future capacity identified on ground floor. As an option, we are exploring the possibility of locating AHUs on the ground floor in lieu of rooftop units currently installed.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME  SGM Engineering, Inc.	(2) FIRM LOCATION (City and State)  Miami, Florida	(3) ROLE  MEP/FP Engineering and Construction Administration Services
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





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<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  7
<b>21. TITLE AND LOCATION</b> (City and State)  Police Headquarters Firing Range HVAC Fort Lauderdale, FL	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b>  2019	<b>CONSTRUCTION</b> (If applicable)  2020
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b>  City of Fort Lauderdale	<b>b. POINT OF CONTACT NAME</b>  Corey Callier	<b>b. POINT OF CONTACT TELEPHONE NUMBER</b>  954-828-5873

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

**Construction Cost: \$950,000 / Project Fees: \$59,050**

SGM provided mechanical, electrical, plumbing, and fire protection design to address the City of Fort Lauderdale Police Department HVAC Firing Range and Radio Room Renovation. The scope included providing heat load calculations to verify space loads, energy compliance forms in accordance with Florida Building Code – Energy, and demolition drawings to remove four existing rooftop DX units (36) tons each.

SGM also provided two air cooled chillers sized at 80 tons each with packaged chilled water pumps. Additionally, structural drawings were provided accordingly to address new slab, bollards, and pipe supports against the wall and architectural and structural drawings to incorporate new chilled water rooftop AHUs. AHUs were designed with fan wall with redundancy. SGM provided electric reheat, controls drawings and upgrade existing JCI Metasys program and provided electrical upgrades as required to accommodate additional electrical load. We also provided roofing details to accommodate re-roofing scope of existing rooftop units being removed.



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

a.	(1) FIRM NAME SGM Engineering, Inc.	(2) FIRM LOCATION (City and State) Miami, Florida	(3) ROLE MEP/FP Engineering and Construction Administration Services
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



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<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  8
<b>21. TITLE AND LOCATION</b> (City and State)  Fort Lauderdale Courthouse Chiller Plant Upgrades Fort Lauderdale, FL	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b>  2017	<b>CONSTRUCTION</b> (If applicable)  2018
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b>  City of Fort Lauderdale / GSA	<b>b. POINT OF CONTACT NAME</b>  Josh Lockwood (GSA)	<b>b. POINT OF CONTACT TELEPHONE NUMBER</b>  404-275-7280

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

**Construction Cost: \$2.8 Million**

SGM provided MEP/FP and Commissioning Services. The scope of work included the replacement of Water Cooled Chillers. New chilled water pumps were provided to accommodate variable primary pumping scheme. A differential pressure sensor was provided at the AHU furthest away from the CEP. Modular chiller units that can fit through the existing doors and/or louvers to eliminate the possibility of demolishing existing exterior walls related to the existing equipment replacement. There was a Refrigerant leak monitor in the chiller room that needed to be replaced to accommodate new chiller refrigerant type. Exhaust fan replaced and an audible and visual alarm was installed on exterior and interior of chiller room. The existing Cooling Tower required refurbishment, so SGM used existing cooling tower fans and fan controls with modification of condensing piping as required. For the CHW Pumping: Converting to a variable primary chilled water flow system with load balancing (pump and compressor staging as well as lead lag processes). New primary chilled water pump(s) and condenser water pump(s) with premium efficiency inverter rated motors with VFDs for speed control. Replaced all pump fittings including suction diffuser/strainer check valve, shut-off valves, flex connections, pressure ports and pressure gauges. Piping modifications as required for new design and replacement of rusted and leaking pipes. Non permeable pipe insulation to be per latest ASHRAE energy codes.



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

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	SGM Engineering, Inc.	Miami, Florida	MEP/FP Engineering and Construction Administration Services
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

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  9
<b>21. TITLE AND LOCATION</b> (City and State)  Sustainable Development Center Plans Review Bldg. RTU Replacement, Fort Lauderdale, FL	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b>  2018	<b>CONSTRUCTION</b> (If applicable)  2018
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b>  City of Fort Lauderdale	<b>b. POINT OF CONTACT NAME</b>  Irina Tokar	<b>b. POINT OF CONTACT TELEPHONE NUMBER</b>  954-828-6891

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

**Construction Cost: \$1 Million**

A recent project at the Department of Sustainable Development with the City of Fort Lauderdale required the replacement of all four existing Rooftop Units and one split system serving over 36,000 SF with usage ranging from offices to IT Rooms. These units provide over 100 tons of cooling while maintaining client specific requirements including height and sound restrictions due to the rooftop location and existing screen enclosure. The scope of this project also included the cleaning of all ductwork related to these units which demanded critical coordination to minimize interruptions of cooling to the spaces.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.  b.  c.  d.  e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	SGM Engineering, Inc.	Miami, Florida	MEP/FP Engineering and Construction Administration Services
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE





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<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATES PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  10
<b>21. TITLE AND LOCATION</b> (City and State)  George T. Lohmeyer Wastewater Treatment Plant Electrical Maintenance & Testing, Fort Lauderdale, FL	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b>  2018	<b>CONSTRUCTION</b> (If applicable)  2018
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b>  City of Fort Lauderdale	<b>b. POINT OF CONTACT NAME</b>  Irina Tokar	<b>b. POINT OF CONTACT TELEPHONE NUMBER</b>  954-828-6891

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

Construction Cost: \$300,000

This project consisted of electrical system testing and maintenance by an International Electrical Testing Association (NETA) certified electrical equipment testing and maintenance firm for the existing electrical systems and equipment at the City of Fort Lauderdale's George T. Lohmeyer Wastewater Treatment (GTL) Facility.

This testing was part of the requirements under the GTL operating permit and also incorporated recommendations from the Capacity Analysis report prepared by CDM Smith Inc. The final component of the project was an update to the single line drawing for GTL that addressed known electrical projects performed since 2004 that have not been previously captured on the City's existing single line drawing.



<b>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</b>			
<b>a.</b>  <b>b.</b>  <b>c.</b>  <b>d.</b>  <b>e.</b>	<b>(1) FIRM NAME</b>  SGM Engineering, Inc.	<b>(2) FIRM LOCATION</b> (City and State)  Miami, Florida	<b>(3) ROLE</b>  MEP/FP Engineering and Construction Administration Services
	<b>(1) FIRM NAME</b>	<b>(2) FIRM LOCATION</b> (City and State)	<b>(3) ROLE</b>
	<b>(1) FIRM NAME</b>	<b>(2) FIRM LOCATION</b> (City and State)	<b>(3) ROLE</b>
	<b>(1) FIRM NAME</b>	<b>(2) FIRM LOCATION</b> (City and State)	<b>(3) ROLE</b>
	<b>(1) FIRM NAME</b>	<b>(2) FIRM LOCATION</b> (City and State)	<b>(3) ROLE</b>

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**G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS**

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Bobby Shahnam SGM Engineering	Principal-in-Charge of MEP Engineering	•	•	•	•	•	•	•	•	•	•
Manuel Hernandez SGM Engineering	Sr. Electrical Engineer	•	•	•	•	•	•	•	•	•	•
Justin Mundell SGM Engineering	Sr. Electrical Engineer	•	•	•	•	•	•	•	•	•	•
John Stellpflug SGM Engineering	Sr. Mechanical Engineer	•	•	•	•	•	•	•			
Chad Robinson SGM Engineering	Sr. Mechanical Engineer	•	•	•	•	•	•	•			
Julian Harris SGM Engineering	Sr. Plumbing/FP Engineer	•	•	•	•	•	•	•	•		
Jerry Schneider SGM Engineering	Plumbing/FP Engineering	•	•	•	•	•	•	•	•		
Nassi Rahbari SGM Engineering	Construction Administration/ Commissioning	•	•	•	•	•	•	•	•		
Dustin Cervantes SGM Engineering	Construction Administration/ Commissioning	•	•	•	•	•	•	•	•		

**29. EXAMPLE PROJECTS KEY**

Number	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	Number	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1.	City of Fort Lauderdale Continuing Contract Fort Lauderdale, FL	6.	Public Works Administration EOC Building HVAC Renovation, Fort Lauderdale, FL
2.	Florida Department of Management Services MEP Continuing Contract South Region, FL	7.	Police Headquarters Firing Range HVAC Fort Lauderdale, FL
3.	Orange County Continuing MEP Contract Orlando, FL	8.	Fort Lauderdale Courthouse Chiller Plant Upgrades, Fort Lauderdale, FL
4.	City of Orlando Continuing Contract Services Orlando, FL	9.	Sustainable Development Center Plans Review Bldg. RTU Replacement, Fort Lauderdale, FL
5.	Greater Orlando Aviation Authority Continuing Contract, Orlando, FL	10.	George T. Lohmeyer Wastewater Treatment Plant Electrical Maintenance & Testing, Fort Lauderdale

CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
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## MBE CERTIFICATION

SGM Engineering, Inc. was established in 1991 as a Minority Business Enterprise (MBE) and an S Corporation chartered by the Florida Department of State. Founded, owned, and operated by a minority, SGM understands the importance of employee diversity in the workplace. Over 45% of SGM staff are minorities and women, we value the unique solutions our employees bring to the table, each utilizing different past experiences, mindsets, and cultures to form an understanding of our projects. Of SGM's three Principals two are minority and our staff consists of 56 full-time professionals, 45% are Minority (Hispanic, Middle East and Asian), and 8 staff members are Women. SGM foster's many lucrative partnerships with local MBE, WBE, DBE, LDB, and VBE firms on a regular basis not just to fit a required goal.

SGM Engineering will provide maximum practicable opportunities for Subcontractors if the need arises as we are always looking to foster new relationships with new Small/Minority businesses. In addition, SGM has a pool of Small/Minority Architects, Planners, Civil; Structural; Traffic, Geotechnical and Environmental Engineers, Landscape Architects, Building Envelope, Survey and Mapping Consultants, and ADA Title II Consultants that we reach out for teaming on a regular basis.

*State of Florida*

**Minority Business  
Certification**

SGM Engineering, Inc.

Is certified under the provisions of  
287 and 295.187, Florida Statutes, for a period from:  
02/15/2023 to 02/15/2025

J. Todd Inman  
Florida Department of Management Services



Office of Supplier Diversity  
4050 Esplanade Way, Suite 380  
Tallahassee, FL 32399  
850-487-0915  
[www.dms.myflorida.com/osd](http://www.dms.myflorida.com/osd)



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H. ADDITIONAL INFORMATION

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

SGM understands the value and necessity of our team to be available at a moment’s notice, therefore rapid on-site response time is kept at a high priority. SGM ensures a quick reaction to any emergency meetings, site visits, and the immediate needs of the City of Pembroke Pines. SGM’s main point-of-contact, Bobby Shahnami ensures our availability to serve the City at a moment’s notice.

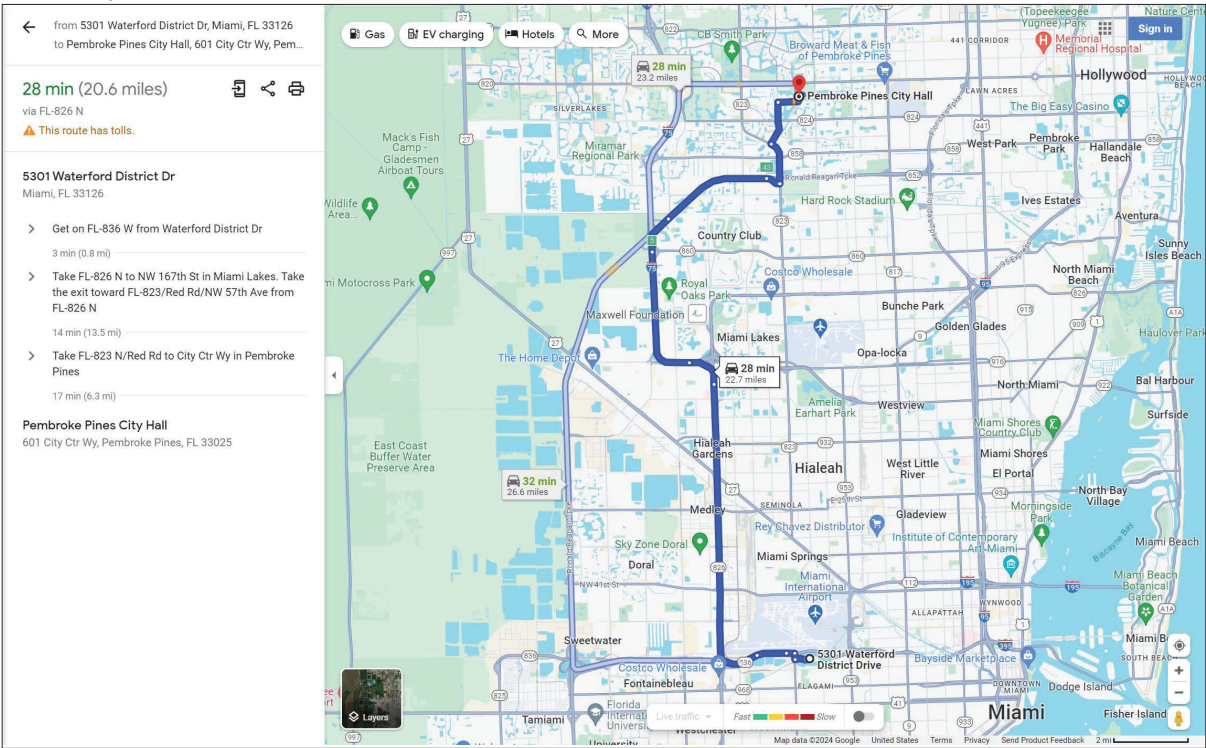


President

Bobby Shahnami, PE, CxA, LEED AP BD+C  
5301 Waterford District, Suite 750, Miami, FL 33126  
P: 954-421-1944 / F: 954-421-1924  
Bobby@sgmengineering.com  
www.sgmengineering.com

Our staff is readily available for emergency site visits, telephone and video conferencing and email communication. Additionally, City staff has ability to be in continual communication with SGM’s lead personnel and project managers to obtain a prompt response to questions and concerns 24 hours a day through the use of smart phones equipped with email access and ability to upload and edit documents.

SGM’s Miami office is 20.6 miles away, approximately 28 minutes to Pembroke Pines City Hall, allowing for rapid response and presence on site during construction administration tasks. In addition to SGM’s Miami office being close, we have supporting staff in our Orlando, Tampa, and Jacksonville if ever the need arises offering no shortage of engineers, designers, construction support, commissioning agents, and administrative staff who are standing by ready to assist the City of Pembroke Pines at a moments notice.



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

31. SIGNATURE

32. DATE

2/26/2024

33. NAME AND TITLE

Bobak Shahnami, President

CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20



## STANDARD FORM 330 PART II

## ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER  
RFQ No. #PSPW-23-20

## PART II - GENERAL QUALIFICATIONS

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


2a. FIRM NAME (or branch office)			3. YEAR EST.	4. UNIQUE ENTITY IDENTIFIER
SGM Engineering, Inc.			1991	HJC2QL4FJ5Q9
2b. STREET			5. OWNERSHIP	
5301 Waterford District Drive, Suite 750			a. TYPE	
			S-Corporation	
2c. CITY	2d. STATE	2e. ZIP CODE	b. SMALL BUSINESS STATUS	
Miami	Florida	33126	100% MBE	
6a. POINT OF CONTACT NAME AND TITLE			7. NAME OF FIRM	
Bobak "Bobby" Shahnam, President			(If block 2a is a branch office)	
6b. TELEPHONE NUMBER	6c. E-MAIL ADDRESS			
(954) 421-1944	bobby@sgmengineering.com			
8a. FORMER FIRM NAME			8b. YEAR EST.	8c. UNIQUE ENTITY IDENTIFIER.
Shahnam, Engineering, Inc.; S.G.M. Engineering, Inc.			1991	HJC2QL4FJ5Q9

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
A. FUNCTION CODE	B. DISCIPLINE	C. NO. OF EMPLOYEES		A. FUNCTION CODE	B. EXPERIENCE	C. REVENUE INDEX NUMBER (see below)
		FIRM	BRANCH			
02	Administration	9	1	A 06	Airports, Terminals, Hangars	4
08	CADD Tech	4	1	A 09	Anti-Terminal & Force	3
15	Construction Manager	3	2	A 11	Auditoriums & Theaters	1
16	Construction Inspector	3	1	C 05	Child Care Development	1
21	Electrical Engineer	4	1	C 10	Commercial Building (Low Rise)	2
25	Fire Protection Engineer	2	1	C 11	Community Facilities	2
42	Mechanical Engineer	4	1	D 07	Dining Halls, Clubs, Restaurants	2
	Systems/Audio Engineer	2		E 02	Educational Facilities	5
	Graduate Design Engineers	25	6	F 02	Fields, Gyms, Stadiums	1
				F 03	Fire Protection	2
				G 01	Garages & Parking Decks	1
				H 11	Housing	5
				M 05	Military Design Standards	2
	Other Employees					
	Total	56	14			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES FOR 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
	2/26/2024
C. NAME AND TITLE	
Bobak Shahnam, PE, LEED AP BD+C President	

# SGM Engineering

## Additional Information

- » All Vendor Registration Documents are upto date and uploaded <https://ppines.bonfirehub.com/>
- » Non-Collusive Affidavit SGM
- » Firm Profile and Services
- » Professional Licenses, Certifications and Insurance
- » Proposed Staff Qualifications
- » Similar Experience
- » Approach to Schedule Control, Cost Control, Cost Estimates, Quality Control, Fast Tracking Tasks, Permitting & Building Codes



Miami Office  
5301 Waterford District  
Drive, Suite 750  
Miami, FL 33126

O 954-421-1944  
F 954-421-1924  
[sgmengineering.com](http://sgmengineering.com)



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City of Pembroke Pines

**NON-COLLUSIVE AFFIDAVIT**

BIDDER is the

Owner

(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 Bobak "Bobby" Shahnami

Title President

Name of Company SGM Engineering, Inc.



CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
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## FIRM PROFILE AND SERVICES

SGM was established in 1991 as a Minority Business Enterprise (MBE) and an S Corporation chartered by the Florida Department of State that is headquartered in Orlando, FL with additional offices in Miami, Tampa and Jacksonville, FL. Our business approach is to review, evaluate, design, and recommend the safest, most efficient, and cost-effective methods possible for all of our clients and the projects we undertake. We provide the highest quality design, construction documents, cost estimates, construction administration, and coordination efforts with construction managers and owner's representatives, guaranteeing high professional standards and timely executions of every project.

SGM specializes in the design, construction administration, and commissioning service of mechanical, electrical, plumbing, and fire protection systems. Today, we possess 33 years of experience providing MEP services for city, county and state municipalities, healthcare facilities higher education, school boards, multi-family, and commercial facilities across the state of Florida. One of the firm's core sectors is municipal development contracts providing maintenance, remodeling, renovation, commissioning and construction administration and QA/QC services for mechanical, electrical, plumbing, and fire protection systems.

SGM has designed hundreds of projects across the state including projects within the Public Safety Sector. Our firm has formed a dedicated team of building system experts consisting of Licensed Professional Engineers, Project Managers, Designers, and Commissioning Agents (CxA), all of whom have extensive backgrounds in their respective fields including: the evaluation of MEP/FP systems; facilities development; engineering and operations experience with educational buildings and structures throughout the State of Florida. As a registered member of the U.S. Green Building Council, SGM does not shirk codes and energy conservation requirements. We represent all segments of the sustainable building industry, including developing designs through LEED® (Leadership in Energy and Environmental Design) and Green Building Rating System® standards for highly sustainable buildings.

### MECHANICAL ENGINEERING

SGM's mechanical engineering team boasts extensive expertise encompassing a wide spectrum of mechanical systems. This includes, but is not limited to, the design of comprehensive fire protection systems tailored to meet stringent safety standards. Our engineers are adept at conceptualizing and implementing HVAC systems of all types and sizes, ensuring optimal indoor comfort and energy efficiency. Moreover, they possess specialized knowledge in the intricacies of high-temperature hot water boilers and the intricate network of piping and fluid systems essential for seamless operation. From the meticulous design of chilled water systems to the precision engineering of compressed gas systems, SGM's mechanical engineers excel in crafting solutions that meet the diverse needs of our clients. Additionally, they have proven proficiency in integrating advanced technologies such as direct digital controls (DDC) and programmable logic controllers (PLC) to enhance system functionality and performance, all while ensuring the seamless integration of mechanical equipment within the designated facilities.

#### Established

Florida Corporation  
December 17, 1991

State of Florida  
Minority Business Enterprise

AABC Commissioning Group  
Member

USGBC Member

DUNS: 94 459 9141

CAGE CODE: 1WCT3

#### Office Locations

Corporate Headquarters  
935 Lake Baldwin Lane  
Orlando, FL 32814  
P: 407-767-5188  
F: 407-767-5772

#### Miami Office

5301 Waterford District Drive.  
Suite 750  
Miami, FL 33126  
P: 954-421-1944  
F: 954-421-1924

#### Tampa Office

2202 N West Shore Boulevard  
Suite 200  
Tampa, FL 33607

#### Jacksonville Office

10151 Deerwood Park Boulevard  
Bldg. 200, Suite 250  
Jacksonville, FL 32256

#### Corporate Officer/Principal

Bobak "Bobby" Shahnami, PE  
President  
Bobby@sgmengineering.com  
Info@sgmengineering.com  
www.sgmengineering.com





CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
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## ELECTRICAL ENGINEERING

SGM's electrical engineers are skilled in the design of medium and low voltage AC power systems, uninterruptible power systems, computer power conditioning, grounding, lightning protection, lighting, emergency power, hazardous area electrical installations, and control and monitoring systems. We design simple and complex electrical systems to meet the needs of our clients: security installation to mass public densities, CCTV, CATV, fire alarms, detection systems, voice evacuation, cable tray systems, communications systems, communications premise wiring, Electronic Security Systems (ESS), and intercom systems designed and installed per national and local codes.

## PLUMBING ENGINEERING

SGM's Plumbing Engineers have a robust portfolio spanning numerous projects in Florida, our firm boasts extensive expertise in Plumbing Engineering tailored to the unique demands of the Sunshine State. Our plumbing engineers have the ability to design for domestic water systems, hot water return systems, equipment and fixture identification, sanitary drainage systems, storm drainage piping, liquid propane/natural gas systems, and boilers. Through years of hands-on experience, we have honed our proficiency in designing cutting-edge plumbing systems that effectively address the challenges posed by Florida's climate, geology, and regulatory landscape. From coastal areas susceptible to saltwater intrusion to inland regions grappling with water scarcity, our team has adeptly tackled a diverse range of environmental considerations. We take pride in our collaborative approach, working closely with clients, architects, and regulatory bodies to ensure seamless integration of plumbing solutions into a wide array of projects, including public municipalities, educational institutions, private, commercial and residential structures. Our comprehensive understanding of Florida's plumbing codes and standards positions us as a trusted partner in delivering safe, sustainable, and efficient plumbing systems that meet the evolving needs of communities across the state.

## FIRE PROTECTION ENGINEERING

SGM's Fire Protection Engineers have extensive Fire Protection Engineering experience in the state of Florida. They have worked on a diverse range of projects that span public municipalities, educational institutions, private, commercial and residential sectors. Florida's unique environmental challenges, including its vulnerability to hurricanes and high humidity levels, have honed our expertise in designing robust fire protection systems tailored to withstand these conditions. Collaborating closely with local authorities and construction teams, we have overseen the implementation of cutting-edge fire suppression and detection systems, ensuring compliance with stringent state and national codes. Additionally, we have navigated the complexities of retrofitting historic structures to meet modern safety standards, preserving their architectural integrity while enhancing fire protection measures. This rich experience has not only fortified our technical proficiency but also deepens our appreciation for the vital role Fire Protection Engineering plays in safeguarding communities across the Sunshine State. Our fire protection areas of expertise include: fire suppression requirements (light, ordinary, and extra hazard classifications); wet, dry, deluge and reaction systems; back flow prevention and metering specifications; and fire flow tests (static, residual, and flow).





## CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping Request for Qualifications # PSPW-23-20

### COMMISSIONING

SGM currently has 8-Certified Commissioning Agents on staff. These agents are committed to providing quality Commissioning Services from early in the design phase, through construction and into the warranty period. They have the ability to oversee commissioning activities for your facilities, while meeting the highest level of building certification feasible. The SGM Commissioning Team would be your facility's optimization integrator, from concept and program development through construction startup, occupancy and long-term maintenance.

### COMMUNICATIONS & TECHNOLOGY

Unique operations, often requiring secure communication channels, demand the skills of our RCDD credentialed professionals. SGM's designs are crafted to allow flexibility for growth and change, cutting edge technology and the incorporation of future technologies. Specialized applications include integrated security; audio/visual presentation; voice/video/data distribution; public address/sound; intercom; CCTV; broadband distribution; and video tele-presence. SGM's experience includes communications in highly specialized facilities, such as SCIFs and team members have attained the necessary clearances to work on classified facilities.

### SUSTAINABLE DESIGN / LEED

SGM's portfolio includes many LEED certified projects and LEED registered projects, totaling more than 3M SF of green space. SGM is proud a member of the US Green Building Council and is committed to environmental stewardship and social responsibility. We employ LEED accredited professionals from all engineering and architecture disciplines familiar with Green Building design requirements and documenting projects for certification under the United States Green Building Council's LEED rating system. We achieve sustainable solutions through an integrated design approach, having professionals interact regularly from the sustainability charrette to final construction detailing to achieve sustainable solutions which benefit both the client and the environment. SGM strives for top performing designs and LEED enhances this goal through efficient use of energy, environmental, and human resources. These aspects directly translate into economic benefits for our clients. A one-time investment premium of less than 1% of costs can increase energy efficiency 20-30% in comparison to standard building code practices.



# Professional Licenses, Certifications and Insurance



Miami Office  
5301 Waterford District  
Drive, Suite 750  
Miami, FL 33126

O 954-421-1944  
F 954-421-1924  
[sgmengineering.com](http://sgmengineering.com)





CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20

## FLORIDA PROFESSIONAL LICENSES & CERTIFICATES

### State of Florida Department of State

I certify from the records of this office that SGM ENGINEERING, INC. is a corporation organized under the laws of the State of Florida, filed on December 20, 1991, effective December 17, 1991.

The document number of this corporation is V02240.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on January 5, 2024, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Fifth day of January, 2024*



*[Signature]*  
Secretary of State

Tracking Number: 3931320949CC

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

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

dbpr Department of Business & Professional Regulation

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5:05:20 PM 3/3/2023

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AB&T Delinquent Invoice & Activity List Search

**LICENSEE DETAILS**

**Licensee Information**

Name:	SGM ENGINEERING, INC. (Primary Name)
Main Address:	935 LAKE BALDWIN LANE BALDWIN PARK ORLANDO Florida 32814 ORANGE
County:	

**License Information**

License Type:	Engineering Business Registry
Rank:	Registry
License Number:	6208
Status:	Current
Licensure Date:	03/05/1992
Expires:	

dbpr Department of Business & Professional Regulation

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File a Complaint  
Continuing Education Course Search  
View Application Status  
Find Exam Information  
Unlicensed Activity Search  
AB&T Delinquent Invoice & Activity List Search

**Licensee**

Name:	SGM ENGINEERING, INC.	License Number:	6208
Rank:	Registry	License Expiration Date:	
Primary Status:	Current	Original License Date:	03/05/1992

**Related License Information**

License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
78419	Current, Active	SHAHNAMI, BOBAK	Registry		Professional Engineer	02/28/2025
41204	Current, Active	SHAHNAMI, GHULAM REZA	Registry	01/10/2005	Professional Engineer	02/28/2025

Page 1 of 1

Printer Friendly

Return to License Details

State of Florida

Minority Business Certification

SGM Engineering, Inc.

Is certified under the provisions of  
287 and 295.187, Florida Statutes, for a period from:  
02/15/2023 to 02/15/2025

*[Signature]*  
J. Todd Inman  
Florida Department of Management Services

Office of Supplier Diversity  
4050 Esplanade Way, Suite 380  
Tallahassee, FL 32399  
904-487-0915  
www.dms.myfloridacost.com

E-Verify

Company ID Number: 461815

Approved by:

<b>Employer</b> SGM Engineering, Inc.	
Name (Please Type or Print) Tony Shahnam	Title
Signature Electronically Signed	Date 11/01/2011
<b>Department of Homeland Security – Verification Division</b>	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 11/01/2011

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

FBPE  
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE  
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**SHAHNAMI, BOBAK**  
9325 SW 144ST  
MIAMI FL 33176

LICENSE NUMBER: PE78419  
EXPIRATION DATE: FEBRUARY 28, 2025  
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# CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping Request for Qualifications # PSPW-23-20

## PROFESSIONAL ENGINEERING LICENSES

Ron DeSantis, Governor  
Melanie S. Griffin, Secretary

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**MUNDELL, JUSTIN LOWE**  
9232 PALOS VERDE DRIVE  
ORLANDO FL 32825

**LICENSE NUMBER: PE70700**  
**EXPIRATION DATE: FEBRUARY 28, 2025**  
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Melanie S. Griffin, Secretary

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**HERNANDEZ, MANUEL E.**  
935 LAKE BALDWIN LANE  
ORLANDO FL 32814

**LICENSE NUMBER: PE74989**  
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**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**STELLPLUG, JOHN ANDREW**  
3495 CINDY CIRCLE  
TITUSVILLE FL 32796

**LICENSE NUMBER: PE68794**  
**EXPIRATION DATE: FEBRUARY 28, 2025**  
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**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**ROBINSON, CHAD ARTHUR**  
7855 BOSTONIAN DR  
WINTER GARDEN FL 34787

**LICENSE NUMBER: PE92485**  
**EXPIRATION DATE: FEBRUARY 28, 2025**  
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**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**HARRIS, JULIAN MARTIN**  
1222 JULIANA PL  
ORLANDO FL 32807

**LICENSE NUMBER: PE93562**  
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CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20

LEED & RCDD CERTIFICATIONS

U.S. Green Building Council  
**SGM Engineering**  
MEMBER SINCE 2008

THE U.S. GREEN BUILDING COUNCIL IS THE NATION'S FOREMOST COALITION OF LEADERS WORKING TO TRANSFORM THE WAY BUILDINGS AND COMMUNITIES ARE DESIGNED, BUILT AND OPERATED, ENABLING AN ENVIRONMENTALLY AND SOCIALLY RESPONSIBLE, HEALTHY, AND PROSPEROUS ENVIRONMENT THAT IMPROVES THE QUALITY OF LIFE.

*Rubén A. Flores*  
Chairman

*R. Richard Peltier*  
President, U.S. Green Building Council

**LEED AP**  
BD+C

GREEN BUSINESS CERTIFICATION INC. CERTIFIES THAT

**Bobby Shahnam**

HAS ATTAINED THE DESIGNATION OF

**LEED AP® Building Design + Construction**

by demonstrating the knowledge and understanding of green building practices and principles needed to support the use of the LEED® green building program.

10666827-AP-BD+C

27 JUL 2012

25 AUG 2024

*Peter J. Simpkins*  
Peter J. Simpkins  
President & CEO  
GREEN BUSINESS CERTIFICATION INC.

Building Industry Consulting Service International

THE PROFESSIONAL DESIGNATION OF

**REGISTERED COMMUNICATIONS DISTRIBUTION DESIGNER®**

IS AWARDED TO

**Justin Mundell**

by BICSI in recognition of having successfully completed BICSI's registration and examination requirements.

Designation Number: 228867  
Registration Start Date: 01-01-2023  
Registration End Date: 12-31-2025

*Carol E. Oliver*  
Carol E. Oliver, BCS, CCDC, ESS  
BICSI Board President

*John H. Daniels*  
John H. Daniels, CRA, CACM, FIEEE  
BICSI Chief Executive Officer

**BICS RCDD**  
Since: 04-23-2013

COMMISSIONING CERTIFICATIONS

**acg**  
AABC Commissioning Group

*Annual Membership Certificate*

Awarded to

**SGM Engineering, Inc.**

as a member in good standing of the AABC Commissioning Group for the year

**2024**

This company has met all requirements for membership and is entitled to all rights and privileges thereof. This certificate is renewable on an annual basis and expires December 31, 2024.

*Troy N. Boers*  
Troy N. Boers, PE, CxA, President

*Ray Bert*  
Ray Bert, Executive Director

CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20



hereby certifies that

**Bobby Shahnam, CxA**

SGM Engineering, Inc.

has met all prerequisites demonstrating independence and the technical, management, and communications skills required to implement the commissioning process in new and existing buildings, and passed the necessary examination to be awarded this certificate in recognition of their qualifications as an ACG

**Certified Commissioning Authority**

Registration number: 611-850 . This certificate, valid effective 1/1/2024 and expiring on 12/31/2024 , is renewable on an annual basis upon meeting all requirements noted in the CxA Candidate Handbook.



*Scott A. Gordon*  
Scott A. Gordon, P.E., CxA  
Certification Council Chair



*Ray Bert*  
Ray Bert  
ACG Executive Director

This certificate is the sole property of ACG and must be returned upon request.



hereby certifies that

**Nasrulah Rahbari, CxA**

SGM Engineering, Inc.

has met all prerequisites demonstrating independence and the technical, management, and communications skills required to implement the commissioning process in new and existing buildings, and passed the necessary examination to be awarded this certificate in recognition of their qualifications as an ACG

**Certified Commissioning Authority**

Registration number: 1011-902 . This certificate, valid effective 1/1/2024 and expiring on 12/31/2024 , is renewable on an annual basis upon meeting all requirements noted in the CxA Candidate Handbook.



*Scott A. Gordon*  
Scott A. Gordon, P.E., CxA  
Certification Council Chair



*Ray Bert*  
Ray Bert  
ACG Executive Director

This certificate is the sole property of ACG and must be returned upon request.



hereby certifies that

**Dustin J. Cervantes**

SGM Engineering, Inc.

has demonstrated the requisite knowledge and understanding of the building commissioning process as presented in the ACG Commissioning Guideline and passed the necessary examination to be awarded this certificate in recognition of their qualifications as an ACG

**Certified Commissioning Technician**

This registration number 127-0515 and this certificate, valid effective 1/1/2024 and expiring on 12/31/2024 , are renewable on an annual basis after examination of the agency's record for the preceding year.



*Scott A. Gordon*  
Scott A. Gordon, P.E., CxA  
Certification Council Chair

*Ray Bert*  
Ray Bert, Executive Director



CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20

# PROOF OF INSURANCE



SGMENGI-01

ASOSTENUTO

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
2/21/2024

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 rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> JCJ Insurance Agency, LLC 2208 Hillcrest Street Orlando, FL 32803	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): (321) 445-1117 FAX (A/C, No): (321) 445-1076 E-MAIL ADDRESS: certs@jcj-insurance.com														
<b>INSURED</b>  SGM Engineering, Inc. 935 Lake Baldwin Lane Orlando, FL 32814	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Phoenix Insurance Co. (Travelers)</td> <td>25623</td> </tr> <tr> <td>INSURER B : Travelers Property &amp; Casualty of America</td> <td>25674</td> </tr> <tr> <td>INSURER C : Travelers Casualty &amp; Surety Co</td> <td>19038</td> </tr> <tr> <td>INSURER D : Kinsale Insurance Company</td> <td>38920</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 Co. (Travelers)	25623	INSURER B : Travelers Property & Casualty of America	25674	INSURER C : Travelers Casualty & Surety Co	19038	INSURER D : Kinsale Insurance Company	38920	INSURER E :		INSURER F :	
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INSURER D : Kinsale Insurance Company	38920														
INSURER E :															
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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	6802J774323	7/6/2023	7/6/2024	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input checked="" type="checkbox"/> X-C-U Included						MED EXP (Any one person) \$ 10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 2,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 4,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ 4,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	BA9R134731	7/6/2023	7/6/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
	OTHER:						\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	CUP0G887945	7/6/2023	7/6/2024	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 5,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						\$
C	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	<input type="checkbox"/>	<input checked="" type="checkbox"/>	UB7K134235	7/6/2023	7/6/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	<input checked="" type="checkbox"/> Professional Liab			0100111792-3	4/8/2023	4/8/2024	Per Claim \$ 2,000,000
D				0100111792-3	4/8/2023	4/8/2024	Aggregate \$ 2,000,000

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

RE: RFQ# JA-24-21 Engineering and Landscape Architectural Services

Town of Davie and Davie Community Redevelopment Agency are an Additional Insureds with regards to General, Auto and Umbrella Liability when required by written contract. 30 Day Notice of Cancellation, except for 10 days for non-payment. A Waiver of Subrogation for all policies applies when required by written contract.

### CERTIFICATE HOLDER

### CANCELLATION

	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p>
--	--

ACORD 25 (2016/03)

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**SGM**  
ENGINEERING

Orlando  
Miami  
Tampa  
Jacksonville





CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20

## BUSINESS TAX RECEIPT

# Local Business Tax Receipt

Miami-Dade County, State of Florida  
-THIS IS NOT A BILL - DO NOT PAY

7311581

RECEIPT NO.

RENEWAL

7615309

**BUSINESS NAME/LOCATION**

SHAHNAMI BOBAK PE  
5805 WATERFORD DISTRICT DR  
STE 285  
MIAMI, FL 33126-2056

**OWNER**

SHAHNAMI BOBAK PE  
C/O SGM ENGINEERING INC

**SEC. TYPE OF BUSINESS**

212 PROFESSIONAL

10

PE78419

# LBT

**EXPIRES****SEPTEMBER 30, 2024**

Must be displayed at place of business

Pursuant to County Code

Chapter 8A – Art. 9 &amp; 10

**PAYMENT RECEIVED  
BY TAX COLLECTOR**

100.00 08/10/2023

FPPU21-23-000702

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles – Miami-Dade Code Sec 8a-276.

For more information, visit [www.miamidade.gov/taxcollector](http://www.miamidade.gov/taxcollector)





CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20

STATE OF FLORIDA SUNBIZ.ORG



Department of State / Division of Corporations / Search Records / Search by Entity Name /

Detail by Entity Name

Florida Profit Corporation  
SGM ENGINEERING, INC.

Filing Information

Document Number V02240  
FEI/EIN Number 59-3101052  
Date Filed 12/20/1991  
Effective Date 12/17/1991  
State FL  
Status ACTIVE  
Last Event NAME CHANGE AMENDMENT  
Event Date Filed 01/24/2008  
Event Effective Date NONE

Principal Address

935 LAKE BALDWIN LANE  
ORLANDO, FL 32814

Changed: 05/27/2009

Mailing Address

935 LAKE BALDWIN LANE  
ORLANDO, FL 32814

Changed: 05/27/2009

Registered Agent Name & Address

SHAHNAMI, BOBAK  
935 LAKE BALDWIN LANE  
ORLANDO, FL 32814

Name Changed: 05/26/2022

Address Changed: 05/27/2009

Officer/Director Detail

Name & Address

Title PRES

SHAHNAMI, BOBAK  
935 LAKE BALDWIN LANE  
ORLANDO, FL 32814

Title SEC

SHAHNAMI, BOBAK  
935 LAKE BALDWIN LANE  
ORLANDO, FL 32814

Title TRES

SHAHNAMI, BOBAK  
935 LAKE BALDWIN LANE  
ORLANDO, FL 32814

6/15/22, 8:17 AM

Detail by Entity Name

935 LAKE BALDWIN LANE  
ORLANDO, FL 32814

Title SEC

SHAHNAMI, BOBAK  
935 LAKE BALDWIN LANE  
ORLANDO, FL 32814

Title TRES

SHAHNAMI, BOBAK  
935 LAKE BALDWIN LANE  
ORLANDO, FL 32814

Annual Reports

Report Year	Filed Date
2021	01/08/2021
2022	01/31/2022
2022	05/26/2022

Document Images

[05/26/2022 - AMENDED ANNUAL REPORT](#)

[01/31/2022 - ANNUAL REPORT](#)

[01/08/2021 - ANNUAL REPORT](#)

[01/09/2020 - ANNUAL REPORT](#)

[01/29/2019 - ANNUAL REPORT](#)

[01/12/2018 - ANNUAL REPORT](#)

[01/09/2017 - ANNUAL REPORT](#)

[02/26/2016 - ANNUAL REPORT](#)

[01/03/2015 - ANNUAL REPORT](#)

[01/09/2014 - ANNUAL REPORT](#)

[01/23/2013 - ANNUAL REPORT](#)

[01/12/2012 - ANNUAL REPORT](#)

[02/08/2011 - ANNUAL REPORT](#)

[01/12/2010 - ANNUAL REPORT](#)

[05/27/2009 - ANNUAL REPORT](#)

[01/15/2009 - ANNUAL REPORT](#)

[01/26/2008 - ANNUAL REPORT](#)

[01/24/2008 - Name Change](#)

[01/08/2007 - ANNUAL REPORT](#)

[01/05/2006 - ANNUAL REPORT](#)

[10/20/2005 - Reg. Agent Change](#)

[01/04/2005 - ANNUAL REPORT](#)

[04/14/2004 - ANNUAL REPORT](#)

[02/24/2003 - ANNUAL REPORT](#)

[01/23/2002 - ANNUAL REPORT](#)

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https://search.sunbiz.org/Inquiry/CorporationSearch/SearchResultDetail?inquiryType=EntityName&directionType=Initial&search



# Proposed Staff Qualifications





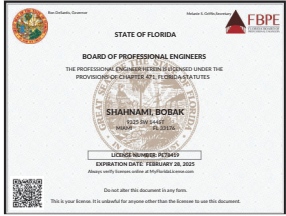


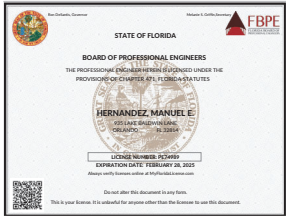
Miami Office  
5301 Waterford District  
Drive, Suite 750  
Miami, FL 33126

O 954-421-1944  
F 954-421-1924  
[sgmengineering.com](http://sgmengineering.com)




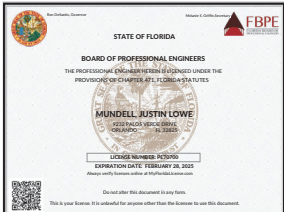


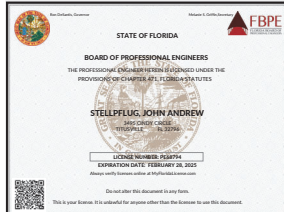
CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20

## PROPOSED STAFF AT A GLANCE

Personnel/Role	Specific Discipline / Nature & Extent of Work Performed at SGM	Years of Experience	License; Education; and Similar Prior Experience
<p>Bobby Shahnami, PE, CxA, LEED AP BD+C, President; Project Manager; Senior Mechanical Engineer</p>  	<p>Mechanical &amp; Plumbing Engineering Commissioning Agent</p>  	<p>25 Years Total</p> <p>25 Years with SGM</p>	<ul style="list-style-type: none"> <li>FL Engineer #78419</li> <li>ACG Certified Commissioning Authority</li> <li>LEED Accredited Professional Building Design &amp; Construction</li> <li>BS in Mechanical Engineering, University of Central Florida</li> <li>Multiple Government Continuing Contracts throughout Florida</li> <li>City of Fort Lauderdale Continuing Contract</li> <li>Florida Department of Management Services MEP Continuing Contract</li> <li>Orange County Government Continuing Contract</li> <li>City of Orlando Continuing Contract</li> <li>Greater Orlando Aviation Authority Continuing Contract</li> <li>Osceola County Government Continuing Contract</li> </ul>
<p>Manuel Hernandez, PE Senior Electrical Engineer</p> 	<p>Electrical Engineering</p> 	<p>16 Years Total</p> <p>9 Years with SGM</p>	<ul style="list-style-type: none"> <li>FL Engineer #74989</li> <li>ACG Certified Commissioning Authority</li> <li>BS in Mechanical Engineering, University of Central Florida</li> <li>Multiple Government Continuing Contracts throughout Florida</li> <li>City of Fort Lauderdale Continuing Contract</li> <li>Florida Department of Management Services MEP Continuing Contract</li> <li>Orange County Government Continuing Contract</li> <li>City of Orlando Continuing Contract</li> <li>Greater Orlando Aviation Authority Continuing Contract</li> <li>Broward College Continuing Contract</li> <li>Florida Atlantic University Continuing Contract</li> </ul>


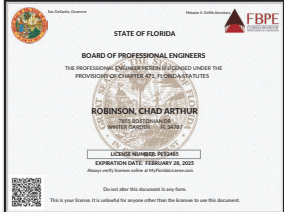

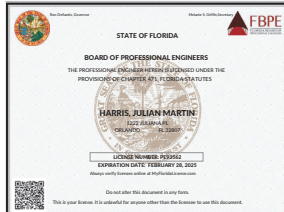



CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
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Personnel/Role	Specific Discipline / Nature & Extent of Work Performed at SGM	Years of Experience	License; Education and Similar Experience
<p>Justin Mundell, PE, RCDD Principal; Project Manager</p> 	<p>Electrical Engineering</p>  	<p>20 Years Total</p> <p>17.5 Years with SGM</p>	<ul style="list-style-type: none"> <li>FL Engineer #70700</li> <li>Registered Communications Distribution Designer</li> <li>BS in Electrical Engineering, University of Central Florida</li> <li>Multiple Government Continuing Contracts throughout Florida</li> <li>Greater Orlando Aviation Authority Continuing Contract</li> <li>Orange County Government Continuing Contract</li> <li>City of Orlando Continuing Contract</li> <li>City of Fort Lauderdale Continuing Contract</li> <li>Osceola County Government Continuing Contract</li> <li>Lake County Mechanical/Electrical Engineering Services</li> <li>Orange County Public Schools Continuing Contract</li> </ul>
<p>John Stellpflug, PE Senior Mechanical Engineer</p> 	<p>Mechanical Engineering</p> 	<p>39 Years Total</p> <p>6 Years with SGM</p>	<ul style="list-style-type: none"> <li>FL Engineer #68794</li> <li>Registered Engineer in: Maryland, Washington, and Wisconsin</li> <li>BS in Mechanical Engineering, Walla Walla University</li> <li>Multiple Government Continuing Contracts throughout Florida</li> <li>Greater Orlando Aviation Authority Continuing Contract</li> <li>Orange County Government Continuing Contract</li> <li>City of Orlando Continuing Contract</li> <li>City of Fort Lauderdale Continuing Contract</li> <li>Osceola County Government Continuing Contract</li> <li>Lake County Mechanical/Electrical Engineering Services</li> </ul>



CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20

Personnel/Role	Specific Discipline / Nature & Extent of Work Performed at SGM	Years of Experience	License; Education and Similar Experience
<p>Chad Robinson, PE Sr. Mechanical/Plumbing/FP Engineer</p> 	<p>Mechanical &amp; Plumbing Engineering</p> 	<p>6.5 Years Total</p> <p>6.5 Years with SGM</p>	<ul style="list-style-type: none"> <li>FL Engineer #92485</li> <li>BS in Mechanical Engineering, University of Central Florida</li> <li>Multiple Government Continuing Contracts throughout Florida</li> <li>Marion County Public Schools Continuing Contract</li> <li>City of Orlando Continuing Services Contract</li> <li>Orange County Government Continuing Contract</li> <li>Greater Orlando Aviation Authority Continuing Contract</li> <li>Orange County Public Schools Continuing Contract</li> </ul>
<p>Julian Harris, PE Senior Plumbing/FP Engineer; P/FP Department Manager</p> 	<p>Mechanical, Plumbing &amp; Fire Protection Engineering</p> 	<p>6.5 Years Total</p> <p>6.5 Years with SGM</p>	<ul style="list-style-type: none"> <li>FL Engineer #93562</li> <li>BS in Aerospace Engineering, University of Central Florida</li> <li>Multiple Government Continuing Contracts throughout Florida</li> <li>City of Fort Lauderdale Continuing Contract</li> <li>City of Orlando Continuing Services Contract</li> <li>Greater Orlando Aviation Authority Continuing Contract</li> <li>Orange County Government Continuing Contract</li> <li>Broward College Continuing Contract</li> <li>Florida Atlantic University Continuing Contract</li> </ul>
<p>Jerry Schneider Tampa Division Director; Plumbing/FP Engineering</p> 	<p>Plumbing &amp; Fire Protection Engineering</p>	<p>34 Years Total</p> <p>17 Years with SGM</p>	<ul style="list-style-type: none"> <li>Autodesk Training for Building Systems</li> <li>Multiple Government Continuing Contracts throughout Florida</li> <li>Greater Orlando Aviation Authority Continuing Contract</li> <li>Orange County Government Continuing Contract</li> <li>City of Orlando Continuing Contract</li> <li>City of Fort Lauderdale Continuing Contract</li> <li>Osceola County Government Continuing Contract</li> </ul>



CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20

Personnel/Role	Specific Discipline / Nature & Extent of Work Performed at SGM	Years of Experience	License; Education and Similar Experience
<p>Nassi Rahbari, CxA Director of Commissioning/ Construction Administration</p> 	<p>Commissioning Agent; Construction Administration</p> 	<p>41.5 Years Total</p> <p>12.5 Years with SGM</p>	<ul style="list-style-type: none"> <li>• ACG Certified Commissioning Authority</li> <li>• BS in Engineering Mathematics and Computer Science, University of Central Florida</li> <li>• Multiple Government Continuing Contracts throughout Florida</li> <li>• On-Call Commissioning and Retro-Commissioning Services</li> <li>• Orange County Government Continuing Contract</li> <li>• City of Orlando Continuing Services Contract</li> <li>• Greater Orlando Aviation Authority Continuing Contract</li> <li>• Orange County Public Schools Continuing Contract</li> <li>• Lake County School Board M &amp; E Continuing Service Contract</li> </ul>
<p>Dustin Cervantes, CxT Commissioning/Construction Administration</p> 	<p>Commissioning Tech; Construction Administration</p> 	<p>29.5 Years Total</p> <p>10.5 Years with SGM</p>	<ul style="list-style-type: none"> <li>• ACG Certified Commissioning Technician</li> <li>• ACCA Apprenticeship Program Westside Tech</li> <li>• ACCA Advanced Controls Apprenticeship Program</li> <li>• Multiple Government Continuing Contracts throughout Florida</li> <li>• On-Call Commissioning and Retro-Commissioning Services</li> <li>• Orange County Government Continuing Contract</li> <li>• City of Orlando Continuing Services Contract</li> <li>• Greater Orlando Aviation Authority Continuing Contract</li> <li>• Orange County Public Schools Continuing Contract</li> <li>• Brevard County School District MEP CSC</li> </ul>





CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
Request for Qualifications # PSPW-23-20

## STAFF RESUMES & RELEVANT BACKGROUND INFORMATION

### BOBBY SHAHNAMI, PE, CXA, LEED AP BD+C President; Principal-in-Charge; Project Manager

Mr. Shahnam, President of SGM Engineering has extensive experience in program, business development, project, construction management and capable of managing several projects simultaneously in the fields of Mechanical, Plumbing, and Fire Protection Engineering. Having worked on over 3000 projects with SGM he has a clear understanding of the design and construction sectors.

Mr. Shahnam has a diverse blend of public and private sector senior management and executive leadership experience providing creative strategic solutions to his clients and projects throughout his 25 year career. As President of SGM Engineering he is responsible for the overall performance of the firm and is engaged everyday with clients and projects. His public, municipal and government facility experience includes having been the Engineer of Record for projects throughout Central, South and North Florida including projects in Orange, Brevard, Manatee, Osceola, Lake, Volusia, and Miami-Dade Counties, the Cities of Miami, Fort Lauderdale, Tampa, Orlando and Jacksonville, Florida to name a few. His experience includes over \$5B in construction value. Additionally, Mr. Shahnam boasts 25 years' experience in Commissioning, Engineering, and MEP Quality Control in the Public Safety Facility sector. His experience also includes providing energy savings of 50% above ASHRAE 90.1 standards, has extensive hydronic and airside troubleshooting experience, and able to seamlessly link BACnet, LonTalk, Modbus and other common open protocol devices into a single system.

#### RELATED EXPERIENCE

- » City of Fort Lauderdale Continuing Contract | City of Fort Lauderdale | Project Manager/Sr. Mechanical Engineer
- » Florida Department of Management Services MEP Continuing Contract | FL Department of Management Services | Project Manager/Sr. Mechanical Engineer
- » Orange County MEP/Commissioning Continuing Contract | Orange County Government | Project Manager/Sr. Mechanical Engineer
- » Florida International University Continuing Services Contract | Florida International University | Project Manager/Sr. Mechanical Engineer
- » City of Orlando Continuing Contract | City of Orlando | Sr. Mechanical Engineer
- » Greater Orlando Aviation Authority Continuing Contract | Greater Orlando Aviation Authority | Sr. Mechanical Engineer
- » Fort Lauderdale Public Works Administration & EOC Building HVAC Renovation | City of Fort Lauderdale | Project Manager | \$1.95M | 13,500 SF
- » Police Headquarters Firing Range HVAC | City of Fort Lauderdale | Project Manager | \$950,000

**SGM**  
ENGINEERING



#### TITLE

President

#### REGISTRATION

FL Engineer #78419

ACG Certified

Commissioning Authority

LEED Accredited

Professional Building

Design & Construction

#### YEARS EXPERIENCE

25 Years Total Experience

25 Years with SGM

#### EDUCATION

BS in Mechanical

Engineering, University of

Central Florida

**SGM**  
ENGINEERING

Orlando  
Miami  
Tampa  
Jacksonville





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## MANUEL HERNANDEZ, PE

### Senior Electrical Engineer

Mr. Hernandez has 16 years of experience designing institutional, municipal, public, private, retail and commercial facilities. His electrical experience includes calculating service sizes, feeder sizes, branch circuit sizes, short circuit currents, voltage drop, and performing short-circuit/arc flash/coordination studies and over-current protection device selection using specialized software. Mr. Hernandez is also experienced in the layout of equipment for floor plans, riser diagrams, fire alarm systems, telecommunication systems, HVAC, Plumbing and Fire Protection coordination, and surveys.

His public facility experience includes having been the Electrical Engineer for projects throughout South and Central Florida including several municipalities within Miami-Dade, Broward, and Palm Beach Counties. His project experience encompasses an array of public facilities that include parks, community centers, courthouses, and public safety facilities.

#### RELATED EXPERIENCE

- » City of Fort Lauderdale Continuing Contract | City of Fort Lauderdale | Sr. Electrical Engineer
- » Florida Department of Management Services MEP Continuing Contract | FL Department of Management Services | Sr. Electrical Engineer
- » Florida International University Continuing Services Contract | Florida International University | Sr. Electrical Engineer
- » City of Orlando Continuing Services Contract | City of Orlando | Sr. Electrical Engineer
- » Orange County MEP/Commissioning Continuing Contract | Orange County Government | Sr. Electrical Engineer
- » Fort Lauderdale Courthouse Chiller Plant Upgrade | GSA | Sr. Electrical Engineer | \$2.8M
- » Fort Lauderdale 6th Floor IT Data Center HVAC Upgrade | City of Fort Lauderdale | Sr. Electrical Engineer | \$300,000
- » Fort Lauderdale Public Works Administration & EOC Building HVAC Renovation | City of Fort Lauderdale | Sr. Electrical Engineer | \$1.95M | 13,500 SF
- » Police Headquarters Firing Range HVAC | City of Fort Lauderdale | Sr. Electrical Engineer | \$950,000
- » City of Hollywood Beach Community Center | City of Hollywood Beach | Sr. Electrical Engineer | \$350,000
- » Miami Beach Pocket Park | City of Miami Beach | Sr. Electrical Engineer | \$1.2M
- » Miami Sewell Park | City of Miami | Sr. Electrical Engineer | \$1.4M

# SGM

## ENGINEERING



#### TITLE

Senior Electrical Engineer

#### REGISTRATION

FL Engineer #74989

#### YEARS EXPERIENCE

16 Years Total Experience

9 Years with SGM

#### EDUCATION

BS in Electrical Engineering, University of Puerto Rico



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## JUSTIN MUNDELL, PE, RCDD

Principal; Senior Electrical Engineer

Mr. Mundell, Principal of SGM, has 20 years of experience in his field as an Electrical Engineer. His responsibilities include client service, design and engineering, planning, construction services, project delivery, and quality assurance. He has been involved in all aspects of new, renovation, addition, and modernization construction type projects from conceptual design to project closeout for Public and Private Clients throughout Central and South Florida.

His vast experience as an electrical engineer includes: project management, permitting, job costing, major purchases/subcontracts, submittals, scheduling, manpower loading, field coordination, change order estimating, technical assistance to field personnel, and project closeouts for the public and private sector. He is skilled in the design of electrical systems and has extensive experience with electrical renovations, alterations, and additions.

### RELATED EXPERIENCE

- » City of Fort Lauderdale Continuing Contract | City of Fort Lauderdale | Sr. Electrical Engineer
- » Fort Lauderdale Public Works Administration & EOC Building HVAC Renovation | City of Fort Lauderdale | Sr. Electrical Engineer | \$1.95M | 13,500 SF
- » Florida International University Continuing Services Contract | Florida International University | Sr. Electrical Engineer
- » Fort Lauderdale Public Works Administration & EOC Building HVAC Renovation | City of Fort Lauderdale | Sr. Electrical Engineer | \$3.5M | 13,500 SF
- » Fort Lauderdale Courthouse Chiller Plant Upgrade | GSA | Sr. Electrical Engineer | \$2.8M
- » Broward College Automotive & Marine Center | Broward College | Sr. Electrical Engineer | \$1.7M
- » FAU Building 5 Chiller Upgrade | Florida Atlantic University | Sr. Electrical Engineer | \$3.5M
- » Orange County MEP/Commissioning Continuing Contract | Orange County Government | Project Manager/Sr. Electrical Engineer
- » City of Orlando Continuing Services Contract | City of Orlando | Project Manager/Sr. Electrical Engineer
- » Greater Orlando Aviation Authority Continuing Contract | Greater Orlando Aviation Authority | Sr. Electrical Engineer
- » City of Orlando Fire Station #9 | City of Orlando | Project Manager/Sr. Electrical Engineer | \$3.5M | 11,800 SF
- » City of Orlando Emergency Operations Center Expansion | City of Orlando | Project Manager/Sr. Electrical Engineer | \$4M | 3,000 SF

# SGM

ENGINEERING



### TITLE

Principal

### REGISTRATION

FL Engineer #70700

Registered  
Communications  
Distribution Designer

### YEARS EXPERIENCE

20 Years Total Experience

17.5 Years with SGM

### EDUCATION

BS in Electrical  
Engineering, University of  
Central Florida



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## JOHN STELLPFLUG, PE

### Mechanical Engineer

Mr. Stellpflug has 39 years of mechanical engineering experience. He is registered as a professional engineer not only in the state of Florida, but also in Maryland, Washington, and Wisconsin. Mr. Stellpflug is experienced in providing cost-effective, energy-efficient, innovative HVAC systems, including chilled water, direct expansion, hot water, and steam, and plumbing systems designed to the highest professional standards.

#### RELATED EXPERIENCE

- » Public Works Administration & EOC Building HVAC Renovation | City of Fort Lauderdale | Mechanical Engineer | \$3.5 Million | 13,500 SF
- » City of Fort Lauderdale Continuing Contract | City of Fort Lauderdale | Mechanical Engineer
- » Police Headquarters Firing Range HVAC | City of Fort Lauderdale | Mechanical Engineer | \$950,000 | 25,000 SF
- » Fort Lauderdale 6th Floor IT Data Center HVAC Upgrade | City of Fort Lauderdale | Mechanical Engineer | \$300,000
- » Florida International University Continuing Services Contract | Florida International University | Mechanical Engineer
- » Fort Lauderdale Public Works Administration & EOC Building HVAC Renovation | City of Fort Lauderdale | Mechanical Engineer | \$1.95M | 13,500 SF
- » Internal Operations Center II Chiller Replacement | Orange County Government | Mechanical Engineer | \$400,000
- » City of Orlando Continuing Services Contract | City of Orlando | Mechanical Engineer
- » St. Cloud City Hall BAS Upgrade | City of St. Cloud | Mechanical Engineer | \$1M | 28,400 SF
- » City of Riviera Beach Public Safety and Public Works Conversion | City of Riviera Beach | Mechanical Engineer | \$10.3M | 107,000 SF
- » Orange County Government Continuing Contract | Orange County Government | Mechanical Engineer
- » Orange County Fire Rescue Emergency Operations Center | Orange County Government | Mechanical Engineer
- » Marion County Public Schools Continuing Contract | Marion County Public Schools | Mechanical Engineer
- » Corrections Government Office Chiller Expansion | Orange County Government | Mechanical Engineer | \$1.2 Million | 300,000 SF
- » City of Orlando CNG Maintenance Building | City of Orlando | Mechanical Engineer | \$525,000 | 5,600 SF

# SGM

## ENGINEERING



#### TITLE

Mechanical Engineer

#### REGISTRATION

FL Engineer #68794

#### YEARS EXPERIENCE

39 Years Total Experience

6 Years with SGM

#### EDUCATION

BS in Mechanical Engineering, Walla Walla University



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## CHAD ROBINSON, PE

Mechanical Engineer

Mr. Robinson is experienced in completing various projects for municipalities across the State of Florida including the City of Fort Lauderdale, City of Orlando, Orange County, and more. He is a certified Solidworks Associate with experience in Nx, and is also proficient with Matlab Mathcad and Labview. Mr. Robinson has been in roles such as project designer, project engineer and as the project manager for many projects in the following Counties: Orange, Marion, Seminole, Broward and Miami-Dade, in addition to other municipalities throughout Central and South Florida.

### RELATED EXPERIENCE

- » City of Fort Lauderdale Continuing Contract | City of Fort Lauderdale | Mechanical Engineer
- » Public Works Administration EOC Building HVAC Renovation | City of Fort Lauderdale | Mechanical Engineer | \$1.95M
- » Fort Lauderdale Courthouse Chiller Plant Upgrade | GSA | Mechanical Engineer | \$2.8M
- » FAU Building 5 Chiller Upgrade | Florida Atlantic University | Mechanical Engineer | \$3.5M
- » FAU Building 12 Animal Lab Renovation | Florida Atlantic University | Mechanical Engineer | \$1.95M
- » Orange County MEP/Commissioning Continuing Contract | Orange County Government | Mechanical Engineer
- » City of Orlando Continuing Services Contract | City of Orlando | Mechanical Engineer
- » Marion County Public Schools Continuing Contract | Marion County Public Schools | Project Manager/Sr. Mechanical Engineer
- » City of Orlando Emergency Operations Center Expansion | City of Orlando | Mechanical Engineer | \$4M | 3,000 SF
- » Greater Orlando Aviation Authority Continuing Contract | Greater Orlando Aviation Authority | Mechanical Engineer
- » Orange County Corrections Government Office Chiller Expansion | Orange County Government | Mechanical Engineer | \$3.5M | 300,000 SF
- » Magic Carpet Aviation Hangar | Orlando Magic | Mechanical Engineer | \$700,000
- » Orange County Multi-Cultural Community Center | Orange County Government | Mechanical Engineer | \$4.2M
- » St. Cloud City Hall BAS Upgrade | City of St. Cloud | Mechanical Engineer | \$1M | 28,400 SF

# SGM

ENGINEERING



### TITLE

Mechanical Department  
Assistant Manager

### REGISTRATION

FL Engineer #92485

### YEARS EXPERIENCE

6.5 Years Total Experience  
6.5 Years with SGM

### EDUCATION

BS in Mechanical  
Engineering, University of  
Central Florida





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## JULIAN HARRIS, PE

Senior Plumbing/Fire Protection Engineer

Mr. Harris has over six years of plumbing and fire protection design/construction administration experience for local government, higher education, commercial, institutional, healthcare and residential clients. He has worked on numerous projects as a plumbing/fire protection designer or engineer with all members of this team since working at SGM.

### RELATED EXPERIENCE

- » City of Fort Lauderdale Continuing Contract | City of Fort Lauderdale | Plumbing/FP Engineer
- » Florida International University Continuing Services Contract | Florida International University | Plumbing/FP Engineer
- » Broward College Continuing Services Contract | Broward College | Plumbing/FP Engineer
- » Florida Atlantic University Continuing Services Contract | Florida Atlantic University | Plumbing/FP Engineer
- » Fort Lauderdale Public Works Administration & EOC Building HVAC Renovation | City of Fort Lauderdale | Plumbing/FP Engineer | \$1.95M | 13,500 SF
- » Fort Lauderdale Courthouse Chiller Plant Upgrade | GSA | Plumbing/FP Engineer | \$2.8M
- » Fort Lauderdale 6th Floor IT Data Center HVAC Upgrade | City of Fort Lauderdale | Plumbing/FP Engineer | \$300,000
- » FAU Building 5 Chiller Upgrade | Florida Atlantic University | Plumbing/FP Engineer | \$3.5M
- » FAU Building 12 Animal Lab Renovation | Florida Atlantic University | Plumbing/FP Engineer | \$1.95M
- » Greater Orlando Aviation Authority Continuing Contract | Greater Orlando Aviation Authority | Sr. Plumbing/FP Engineer
- » Orange County MEP/Commissioning Continuing Contract | Orange County Government | Plumbing/FP Engineer
- » City of Orlando Continuing Services Contract | City of Orlando | Plumbing/FP Engineer
- » Orange County Multi-Cultural Community Center | Orange County Government | Plumbing/FP Engineer | \$4.2M
- » St. Cloud City Hall BAS Upgrade | City of St. Cloud | Plumbing/FP Engineer | \$1M | 28,400 SF
- » Corrections Government Office Chiller Expansion | Orange County Government | Plumbing/FP Engineer | \$3.5 M | 300,000 SF

**SGM**  
ENGINEERING



### TITLE

Plumbing & Fire Protection  
Department Manager

### REGISTRATION

FL Engineer #93562

### YEARS EXPERIENCE

6.5 Years Total Experience

6.5 Years with SGM

### EDUCATION

BS in Aerospace  
Engineering, University of  
Central Florida



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## JERRY SCHNEIDER

Plumbing/Fire Protection Engineering

Mr. Schneider has 34 years of plumbing and fire protection design/ construction administration experience for local and federal governments, K-12, higher education, commercial, institutional, health/science labs, clinics, student housing, and residential type projects throughout Florida. He is familiar with Florida's state and local code requirements, ASPE Guidelines, NFPA, and International Code Standards. He is knowledgeable in national building and fire codes as well as water-based fire extinguishing systems, smoke control systems, detection systems, and alarm systems.

### RELATED EXPERIENCE

- » City of Fort Lauderdale Continuing Contract | City of Fort Lauderdale | Plumbing/FP Engineering
- » Florida Department of Management Services MEP Continuing Contract | FL Department of Management Services | Plumbing/FP Engineering
- » Police Headquarters Firing Range HVAC Renovation | City of Fort Lauderdale | Plumbing/FP Engineering | \$950,000
- » City of Hollywood Beach Community Center | City of Hollywood Beach | Plumbing/FP Engineering | \$350,000
- » Public Works Administration EOC Building HVAC Renovation | City of Fort Lauderdale | Plumbing/FP Engineering | \$1.95M
- » Fort Lauderdale 6th Floor IT Data Center HVAC Upgrade | City of Fort Lauderdale | Plumbing/FP Engineering | \$300,000
- » Riviera Beach City Hall HVAC Replacement | City of Riviera Beach | Plumbing/FP Engineering | \$325,000
- » Orange County MEP/Commissioning Continuing Contract | Orange County Government | Plumbing/FP Engineering
- » City of Orlando Continuing Services Contract | City of Orlando | Plumbing/FP Engineering
- » Greater Orlando Aviation Authority Continuing Contract | Greater Orlando Aviation Authority | Plumbing/FP Engineering
- » Internal Operations Center II Chiller Replacement | Orange County Government | Plumbing/FP Engineering | \$400,000
- » Orange County Fire Rescue Emergency Operations Center | Orange County Government | Plumbing/FP Engineering
- » Orange County Fire Rescue Emergency Operations Center | Orange County Government | Plumbing/FP Engineering
- » Orange County Courthouse Complex MEP Upgrades | Orange County Government | Plumbing/FP Engineering | \$7 Million

# SGM

ENGINEERING



### TITLE

Office Director - Tampa Division

### YEARS EXPERIENCE

34 Years Total Experience

17 Years with SGM

### EDUCATION

Autodesk Training for Building Systems



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## NASSI RAHBARI, CXA

### Commissioning; Construction Administration

Mr. Rahbari is a Florida Licensed Class A Certified Air Conditioning Contractor, Mechanical Inspector, Mold Assessor, and Mold Remediator with expertise in the optimization of chiller plants. Mr. Rahbari has over 41 years of experience reviewing and analyzing MEP and renewable energy systems for public facilities. He is highly skilled in commissioning, retro-commissioning, and annual recommissioning on projects such as courthouses, libraries, fire stations, and central energy plants. He is responsible for over \$1.5 billion worth of commissioning projects, and has extensive experience with local Counties.

#### RELATED EXPERIENCE

- » City of Fort Lauderdale Continuing Contract | City of Fort Lauderdale | Commissioning/Construction Administration
- » Florida Department of Management Services MEP Continuing Contract | FL Department of Management Services | Commissioning/Construction Admin.
- » Public Works Administration EOC Building HVAC Renovation | City of Fort Lauderdale | Construction Administration | \$1.95M
- » Fort Lauderdale Courthouse Chiller Plant Upgrade | GSA | Commissioning Agent | \$2.8M
- » Broward College Satellite Chiller Plant | Broward College | Commissioning Agent | \$6M | 7,500 SF
- » St. Lucie County Admin AHUs 2 & 4 | St. Lucie County | Commissioning Agent | \$10,000
- » Orange County MEP/Commissioning Continuing Contract | Orange County Government | Commissioning/Construction Administration
- » City of Orlando Continuing Services Contract | City of Orlando | Commissioning/Construction Administration
- » Greater Orlando Aviation Authority Continuing Contract | Greater Orlando Aviation Authority | Commissioning/Construction Administration
- » On-Call Commissioning and Retro-Commissioning Services | Lake County Government | Commissioning Agent
- » Internal Operations Center II Chiller Replacement | Orange County Government | Construction Administration | \$400,000
- » Orange County Fire Rescue Emergency Operations Center | Orange County Government | Construction Administration
- » Orange County Courthouse Complex MEP Upgrades | Orange County Government | Construction Administration | \$7 Million
- » Jacksonville Main Library Retro-Commissioning & Design | City of Jacksonville | Commissioning Agent | \$450,000 | 300,000 SF

# SGM

## ENGINEERING



#### TITLE

Director of Commissioning

#### REGISTRATION

ACG Certified  
Commissioning Authority

#### YEARS EXPERIENCE

41.5 Years Total Experience  
12.5 Years with SGM

#### EDUCATION

BS in Engineering  
Mathematics and  
Computer Science,  
University of Central  
Florida



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## DUSTIN CERVANTES, CXT

### Commissioning; Construction Administration

Mr. Cervantes has over 29 years of experience reviewing and analyzing MEP and renewable energy systems for public facilities. He is highly skilled in commissioning, retro-commissioning, and annual recommissioning on projects such as courthouses, libraries, fire stations, and central energy plants. He has extensive experience working on municipal projects throughout the state of Florida.

#### RELATED EXPERIENCE

- » City of Fort Lauderdale Continuing Contract | City of Fort Lauderdale | Commissioning/Construction Administration
- » Florida Department of Management Services MEP Continuing Contract | FL Department of Management Services | Commissioning/Construction Admin.
- » Fort Lauderdale Courthouse Chiller Plant Upgrade | GSA | Commissioning Technician | \$2.8M
- » Broward College Satellite Chiller Plant | Broward College | Commissioning Technician | \$6M | 7,500 SF
- » St. Lucie County Admin AHUs 2 & 4 | St. Lucie County | Commissioning Technician | \$10,000
- » Orange County MEP/Commissioning Continuing Contract | Orange County Government | Commissioning/Construction Administration
- » City of Orlando Continuing Services Contract | City of Orlando | Commissioning/Construction Administration
- » On-Call Commissioning and Retro-Commissioning Services | Lake County Government | Commissioning Technician
- » Greater Orlando Aviation Authority Continuing Contract | Greater Orlando Aviation Authority | Commissioning/Construction Administration
- » Orange County Fire Rescue Emergency Operations Center | Orange County Government | \$4M | Construction Administration
- » Internal Operations Center II Chiller Replacement | Orange County Government | Construction Administration | \$400,000
- » Orange County Convention Center Valencia Ballroom | Orange County Government | Construction Administration | \$8.5M
- » Jacksonville Main Library Retro-Commissioning & Design | City of Jacksonville | Commissioning Technician | \$450,000 | 300,000 SF
- » On-Call Commissioning and Retro-Commissioning Services | Lake County Government | Commissioning Technician
- » Fort Belvoir Nolan Parking Garage | US Army | Commissioning Technician | \$39 Million | 534,000 SF

# SGM

## ENGINEERING



#### TITLE

Commissioning Technician

#### REGISTRATION

ACG Certified  
Commissioning Technician

#### YEARS EXPERIENCE

29.5 Years Total  
Experience

10.5 Years with SGM

#### EDUCATION

ACCA Apprenticeship  
Program Westside Tech  
ACCA Advanced Controls  
Apprenticeship Program

# Similar Experience



Miami Office  
5301 Waterford District  
Drive, Suite 750  
Miami, FL 33126

O 954-421-1944  
F 954-421-1924  
[sgmengineering.com](http://sgmengineering.com)





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## SIMILAR EXPERIENCE: CONTINUING SERVICE CONTRACTS

### FIRM/TEAM'S EXPERIENCE W/ CONTINUING SERVICE CONTRACTS

SGM specializes in the design, construction administration, and commissioning service of mechanical, electrical, plumbing, and fire protection systems. Today, we possess over 33 years of experience providing mechanical, electrical, and plumbing design services for city, county and state municipalities, higher education, school boards, multi-family, and commercial facilities across the state of Florida. One of the firm's core sectors is higher education facility development contracts providing maintenance, remodeling, renovation, commissioning and construction administration and QA/QC services for mechanical, electrical, plumbing, and fire protection systems.

SGM has designed hundreds of MEP System projects across the state including projects within the Public Sector for Police and Fire Stations, Emergency Operation Centers, Administrative Offices/Buildings, Classroom Buildings, Labs, Housing, etc. Our firm has formed a dedicated team of building system experts consisting of Licensed Professional Engineers, Project Managers, Designers, and Commissioning Agents (CxA), all of whom have extensive backgrounds in their respective fields including: the evaluation of MEP/FP systems; facilities development; engineering and operations experience with municipal buildings and structures throughout the State of Florida.



Our team of experienced designers consistently delivers professional mechanical, electrical, and plumbing design services to our repeat clients, spanning municipalities across the state of Florida. We believe SGM is best suited for the Mechanical, Plumbing and Electrical Engineering Continuing Services Contract because of our extensive experience with continuing service contracts for Municipal and Educational (Public) Institutions. We currently have continuing service contracts with 23 Governments/Cities, 9 Higher Educational Institutions, and 7 K-12 Public School Districts throughout Florida, which have consistently been renewed over the years.

SGM is extremely familiar with the City of Pembroke Pines' facilities and the federal, state, and local codes and regulations that are to be followed. Our professional engineers will work hard to ensure every project reflects the most current standards and code revisions. Some of the ways our engineers keep current with code revisions and new equipment, maintaining our status as an industry expert, include:

- » NFPA Training Courses
- » Seminars for Code Updates Professional Development Hours
- » Maintaining Copies of All Standards
- » Continuing Memberships with NFPA, ASHRAE, ASME, USGBC, IEEE, BICSI, ABC, NEC, and Florida Building Code.

Our resources, combined knowledge, and extensive experience allows SGM to be flexible and cost effective for each task we are assigned, which would make the SGM Team a valuable addition to the professional resources available to the City of Pembroke Pines.



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## GOVERNMENT/CITY CONTRACTS

Contract Name	Contract Term	Client Contact Information
Brevard County MEP Continuing Contract	2022-Present	Donald Ellis   850-488-0148 doellis@broward.edu
City of Daytona Beach Electrical Services	2017-Present	Kirk Zimmerman   386-671-8081 ZimmermanKirk@CODB.US
City of Delray Beach MEP Continuing Services	2017-Present	Ryan Lingholm   561-243-7129 x.1811 lingholm@mydelraybeach.com
City of Fort Lauderdale Continuing Contract	2019-Present	Irina Tokar   954-828-6891 itokar@fortlauderdale.gov
City of Gainesville WSPP Projects Contract	2023-Present	Yolanda E. Hocker   352-393-8372 hockerye@cityofgainesville.org
City of Miami Misc. Mechanical, Electrical, and Plumbing Services	2018-Present	Susan L. Cambridge   305-416-1058 scambridge@miamigov.com
City of Orlando Continuing Services Contract	2016-Present	Richard Howard   407-246-3222 richard.howard@orlando.gov
City of Ormond Beach Mechanical Continuing Contract	2017-Present	George Lavatelli   386-676-3584 George.Lavatelli@ormondbeach.org
City of Plant City Continuing Contract	2021-Present	Kerri J. Miller   813-659-4200 kmiller@plantcitygov.com
City of Pompano Beach Continuing Contract	2021-Present	Antonio Pucci   954-786-5574 Antonio.Pucci@copbfl.com
City of Sanford MEP Continuing Contract	2018-Present	Lindsey Bojadzjev   407-688-5030 bojadzjev@sanfordfl.gov
City of Tampa Work Order Agreements	2021-Present	Jim Greiner   813-274-8598 Jim.Greiner@tampagov.net
City of Winter Park Continuing Contract	2022-Present	Jonathan Vincent   407.599.3315 jvincent@cityofwinterpark.org
Florida Dept. of Management Services South Region MEP CSC	2014-Present	Daniel Whitfield   850-488-0148 daniel.whitfield@dms.fl.gov
Greater Orlando Aviation Authority Continuing Contract	2018-Present	Jeff Daniels   407-825-2089 jdaniels@goaa.org
Lake County Mechanical/Electrical Engineering Services	2017-Present	Bill Ponko   352-343-9489 bponko@lakecountyfl.gov
Manatee County MEP Continuing Contract	2021-Present	Stacia Branco   941-749-3041 stacia.branco@mymanatee.org
Melbourne Airport Authority Continuing Services Contract	2022-Present	Sandra Acevedo   321.723.6227 x 280 sacevedo@mlbair.com
Orange County MEP/Commissioning Continuing Contract	2017-Present	Sam Shine   407-36-0037 sam.shine@ocfl.net
Osceola County Government Continuing Contract	2020-Present	Curt Diehl   407-742-0517 Curt.Diehl@osceola.org
Sarasota County Commissioning Continuing Contract	2022-Present	Melissa Neel   941-861-5128 mneel@scgov.net
The Villages Professional Engineering Continuing Services	2023-Present	Susan Belon   352-751-6700 Susan.Belon@DistrictGov.org
Volusia County Fire Protection Engineering Services	2019-Present	Lacey Lassiter   386-822-5772 LLassiter@volusia.org



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SIMILAR EXPERIENCE: PROJECTS COMPLETED IN SOUTH FLORIDA

SGM has successfully executed various projects across South Florida in collaboration with numerous municipalities, higher education institutions, school districts, and private sector clientele. Presently, we maintain ongoing service agreements with the following government and city clients in the South Florida region.

GOVERNMENT/CITY CONTRACTS

Contract Name	Contract Term	Client Contact Information
Broward County Continuing Contract	2024-Present	Yohanna De Francisco   ydefrancisco@broward.org
City of Fort Lauderdale Continuing Contract	2019-Present	Irina Tokar   954-828-6891 itokar@fortlauderdale.gov
City of Miami Misc. Mechanical, Electrical, and Plumbing Services	2018-Present	Susan L. Cambridge   305-416-1058 scambridge@miamigov.com
City of Pompano Beach Continuing Contract	2021-Present	Antonio Pucci   954-786-5574 Antonio.Pucci@copbfl.com
Florida Dept. of Management Services South Region MEP CSC	2014-Present	Daniel Whitfield   850-488-0148 daniel.whitfield@dms.fl.gov

Our firm prides itself on a rich legacy of delivering exceptional design services across a diverse range of projects throughout South Florida. With a wealth of experience collaborating with esteemed entities such as the City of Miami, the City of Fort Lauderdale, Broward County, Broward College, Florida Atlantic University (FAU), Florida International University (FIU), Miami Dade College, the University of Miami, School Board of Broward County, Palm Beach County School District, and Miami-Dade County Public Schools, we have consistently showcased our expertise and dedication to excellence. By pioneering sustainable solutions and prioritizing energy efficiency in our designs, we have played a pivotal role in advancing numerous initiatives within the region. Our collaborative approach, combined with a thorough understanding of local regulations and sustainability requirements, ensures the seamless execution of projects that not only meet but surpass expectations, leaving a lasting positive impact on the communities we serve. On the following pages, we highlight some of our project experience.







CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping  
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## Public Works Administration EOC Building HVAC Renovation

### Name, Address, and Telephone Number of the Owner:

City of Fort Lauderdale  
100 N Andrews Ave, Fort Lauderdale, FL33301  
954-828-5055

### Name and Telephone Number of the Owner's Project Manager:

Danica Grujicic  
954-828-5055



**Name, Location, and Address of Project.:** Fort Lauderdale Public Works Administration EOC Building HVAC Renovation, Fort Lauderdale, FL

**Description of Work:** SGM provided full demolition drawings for existing air cooled chillers, pumps, expansion tanks, and associated controls and a new air cooled chiller with variable primary chilled water pumping. We also provided associated controls, ET, AS as required with new CEP and new makeup water assembly and connect to existing domestic. SGM also provided full demolition drawings for all HVAC systems including rooftop units, indoor AHUs, ductwork, VAV, diffusers, ect. All associated HVAC systems shall be removed. We provided new chilled water AHUs with VAV boxes with reheat and locating AHUs indoors and consolidating/reducing the AHU count to assist in maintenance. All new HVAC controls were provided with this project and electrical panels were updated as required as well as associated conduit that has exceeded life expectancy. We provided new exhaust systems for general bathrooms and 3rd floor labs, as well as conditioned makeup air for 3rd floor. The entire building was currently backed up on emergency generator. Design ensured the building remained fully backed up on emergency generator. We provided demolition drawings for the removal of all hydronic piping associated in the space and redundancy for future capacity identified on ground floor. As an option, we are exploring the possibility of locating AHUs on the ground floor in lieu of rooftop units currently installed. We also provided roofing details to accommodate re-roofing scope of existing rooftop units being removed.

**Contract Amount Awarded and Amount of Change Orders:** \$2.8M; Change Orders: Owner directed change orders

**Length of Contract and Time Extensions:** 2020-2023

## Fort Lauderdale Police HQ Firing Range HVAC

### Name, Address, and Telephone Number of the Owner:

City of Fort Lauderdale  
100 N Andrews Ave, Fort Lauderdale, FL33301  
954-828-5055

### Name and Telephone Number of the Owner's Project Manager:

Corey Callier  
954-828-5873



**Name, Location, and Address of Project.:** Fort Lauderdale Police HQ Firing Range HVAC, 1300 W Broward Blvd, Fort Lauderdale, FL 33312

**Description of Work:** SGM provided mechanical, electrical, plumbing, and fire protection design to address the City of Fort Lauderdale Police Department HVAC Firing Range and Radio Room Renovation. The scope included providing heat load calculations to verify space loads, energy compliance forms in accordance with Florida Building Code – Energy, and demolition drawings to remove four existing rooftop DX units (36) tons each. SGM also provided two air cooled chillers sized at 80 tons each with packaged chilled water pumps.

Additionally, structural drawings were provided accordingly to address new slab, bollards, and pipe supports against the wall and architectural and structural drawings to incorporate new chilled water rooftop AHUs. AHUs were designed with fan wall with redundancy. SGM provided electric reheat, controls drawings and upgrade existing JCI Metasys program and provided electrical upgrades as required to accommodate additional electrical load.

**Contract Amount Awarded and Amount of Change Orders:** \$950,000; Change Orders: N/A

**Length of Contract and Time Extensions:** 2018-2020



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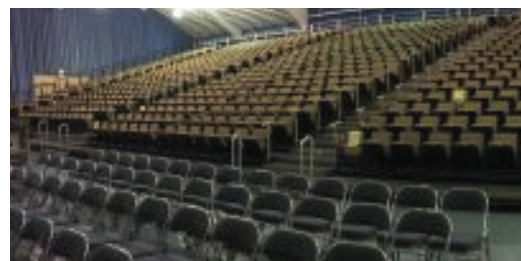
## Fort Lauderdale War Memorial Auditorium

### Name, Address, and Telephone Number of the Owner:

City of Fort Lauderdale  
100 N Andrews Ave, Fort Lauderdale, FL 33301  
954-828-5055

### Name and Telephone Number of the Owner's Project Manager:

Irina Tokar  
954-828-6891



**Name, Location, and Address of Project.:** Fort Lauderdale War Memorial Auditorium, 800 NE 8th St, Fort Lauderdale, FL 33304

**Description of Work:** SGM Engineering provided complete and partial power upgrades for this auditorium. We also coordinated the replacement of systems, replaced all incandescent and fluorescent lighting fixtures, and removed and replaced stage disconnect switches with cam lock connectors.

**Contract Amount Awarded and Amount of Change Orders:** \$1.8M; Change Orders: N/A

**Length of Contract and Time Extensions:** 2016-2018

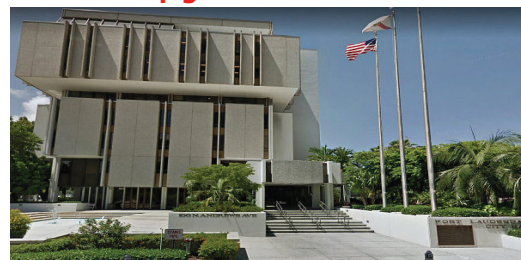
## Fort Lauderdale Courthouse 6th Floor IT Data Center HVAC Upgrade

### Name, Address, and Telephone Number of the Owner:

City of Fort Lauderdale  
100 N Andrews Ave, Fort Lauderdale, FL 33301  
954-828-5055

### Name and Telephone Number of the Owner's Project Manager:

Irina Tokar  
954-828-6891



**Name, Location, and Address of Project.:** Fort Lauderdale Courthouse 6th Floor IT Data Center HVAC Upgrade, 100 N Andrews Ave, Fort Lauderdale, FL 33301

**Description of Work:** SGM provided MEP/FP Engineering specifications to address the replacement of the existing CRAC units at the 6th floor IT HVAC Upgrade. The scope included providing performance specifications for the like for like replacement of existing IT room units, providing mechanical schedules to assist in the like for like replacement of existing IT room units, and existing Libert units were replaced like in kind and existing underfloor air distribution is to remain.

**Contract Amount Awarded and Amount of Change Orders:** \$300,000; Change Orders: N/A

**Length of Contract and Time Extensions:** 2017-2021





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## Fort Lauderdale Sustainable Development Center Plans Review Bldg. RTU Replacement

### Name, Address, and Telephone Number of the Owner:

City of Fort Lauderdale  
100 N Andrews Ave, Fort Lauderdale, FL 33301  
954-828-5055

### Name and Telephone Number of the Owner's Project Manager:

Irina Tokar  
954-828-6891



**Name, Location, and Address of Project.:** Fort Lauderdale Sustainable Development Center Plans Review Bldg. RTU Replacement, 700 NW 19th Avenue, Fort Lauderdale, FL 33311

**Description of Work:** A recent project at the Department of Sustainable Development with the City of Fort Lauderdale required the replacement of all four existing Rooftop Units and one split system serving over 36,000 SF with usage ranging from offices to IT Rooms. These units provide over 100 tons of cooling while maintaining client specific requirements including height and sound restrictions due to the rooftop location and existing screen enclosure. The scope of this project also included the cleaning of all ductwork related to these units which demanded critical coordination to minimize interruptions of cooling to the spaces.

**Contract Amount Awarded and Amount of Change Orders:** \$1M; Change Orders: N/A

**Length of Contract and Time Extensions:** 2016-2018

## George T. Lohmeyer Wastewater Treatment Plant Electrical Maintenance & Testing

### Name, Address, and Telephone Number of the Owner:

City of Fort Lauderdale  
100 N Andrews Ave, Fort Lauderdale, FL33301  
954-828-5055

### Name and Telephone Number of the Owner's Project Manager:

Irina Tokar  
954-828-6891



**Name, Location, and Address of Project.:** George T. Lohmeyer Wastewater Treatment Plant Electrical Maintenance & Testing, 1534-1698 SE 18th St, Fort Lauderdale, FL 33316

**Description of Work:** This project consisted of electrical system testing and maintenance by an International Electrical Testing Association (NETA) certified electrical equipment testing and maintenance firm for the existing electrical systems and equipment at the City of Fort Lauderdale's George T. Lohmeyer Wastewater Treatment (GTL) Facility.

This testing was part of the requirements under the GTL operating permit and also incorporated recommendations from the Capacity Analysis report prepared by CDM Smith Inc. The final component of the project was an update to the single line drawing for GTL that addressed known electrical projects performed since 2004 that have not been previously captured on the City's existing single line drawing.

**Contract Amount Awarded and Amount of Change Orders:** \$300,000; Change Orders: N/A

**Length of Contract and Time Extensions:** 2016-2018



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## Fort Lauderdale Courthouse Chiller Plant Upgrades

### Name, Address, and Telephone Number of the Owner:

General Services Administration  
1390 NW 20 Street, Miami, FL 33142  
305-329-4850

### Name and Telephone Number of the Owner's Project Manager:

Josh Lockwood  
404-275-7280



**Name, Location, and Address of Project.:** Fort Lauderdale Courthouse Chiller Plant Upgrades, 299 E Broward Blvd STE 108, Fort Lauderdale, FL 33301

**Description of Work:** SGM provided MEP/FP and Commissioning Services. The scope of work included the replacement of Water Cooled Chillers. New chilled water pumps were provided to accommodate variable primary pumping scheme. A differential pressure sensor was provided at the AHU furthest away from the CEP. Modular chiller units that can fit through the existing doors and/or louvers to eliminate the possibility of demolishing existing exterior walls related to the existing equipment replacement. There was a Refrigerant leak monitor in the chiller room that needed to be replaced to accommodate new chiller refrigerant type. Exhaust fan replaced and an audible and visual alarm was installed on exterior and interior of chiller room. The existing Cooling Tower required refurbishment, so SGM used existing cooling tower fans and fan controls with modification of condensing piping as required. For the CHW Pumping: Converting to a variable primary chilled water flow system with load balancing (pump and compressor staging as well as lead lag processes). New primary chilled water pump(s) and condenser water pump(s) with premium efficiency inverter rated motors with VFDs for speed control. Replaced all pump fittings including suction diffuser/strainer check valve, shut-off valves, flex connections, pressure ports and pressure gauges. Piping modifications as required for new design and replacement of rusted and leaking pipes. Non permeable pipe insulation to be per latest ASHRAE energy codes

**Contract Amount Awarded and Amount of Change Orders:** \$2.8M; Change Orders: N/A

**Length of Contract and Time Extensions:** 2016-2018

## City of Miami Sewell Park

### Name, Address, and Telephone Number of the Client:

Miller Legg  
1680 SW Bayshore Blvd, Port St. Lucie, FL 34984  
954-628-3651

### Name and Telephone Number of the Client's Project Manager:

Michael Kroll  
954-628-3651



**Name, Location, and Address of Project.:** City of Miami Sewell Park, 1534-1698 SE 18th St, 1801 NW S River Dr, Miami, FL 33125

**Description of Work:** SGM Engineering provided mechanical, electrical, and plumbing design for the City of Miami's Sewell Park. The scope included lighting for new walkways throughout, electrical design for an irrigation pump, water fountain connections, and pole/bollard lighting.

**Contract Amount Awarded and Amount of Change Orders:** \$1.4M; Change Orders: N/A

**Length of Contract and Time Extensions:** 2021-2023



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## Miami Beach Pocket Park Upgrades

**Name, Address, and Telephone Number of the Client:**

Miller Legg  
1680 SW Bayshore Blvd, Port St. Lucie, FL 34984  
954-628-3651

**Name and Telephone Number of the Client's Project Manager:**

Michael Kroll  
954-628-3651



**Name, Location, and Address of Project.:** Miami Beach Pocket Park Upgrades, 1199 20th St. Miami, FL 33142

**Description of Work:** SGM Engineering provided design services for the new Pocket Park in the City of Miami Beach. SGM also assisted with the planning of key program elements, schematic design, design development, construction document, bidding and construction tasks. The design incorporated Crime Prevention Through Environmental Design (CPTED) principles.

**Contract Amount Awarded and Amount of Change Orders:** \$1.2M; Change Orders: N/A

**Length of Contract and Time Extensions:** 2018-2020

## Broward College Automotive & Marine Center

**Name, Address, and Telephone Number of the Owner:**

Broward College  
1000 Coconut Creek Blvd, Coconut Creek, FL 33066  
954-201-6900

**Name and Telephone Number of the Owner's Project Manager:**

Ana Ovalles  
954-201-6512



**Name, Location, and Address of Project.:** Broward College Automotive & Marine Center, 7200 Pines Blvd, Pembroke Pines, FL 33024

**Description of Work:** SGM provided professional MEP/FP design services for the new Broward College Automotive and Marine Center building. Equipment was relocated from the existing automotive center to the new center. The new facility was constructed of a metal building. The scope included ventilation, high velocity/low speed fans for energy savings, full power systems, and fire protection. SGM coordinated with the existing power requirements from the chiller plant to obtain power to the facility. This project was fast tracked and designed in a timely manner to ensure that the scheduled project completion date was met.

**Contract Amount Awarded and Amount of Change Orders:** \$1.7M; Change Orders: N/A

**Length of Contract and Time Extensions:** 2016-2017





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## Broward College Building 48 Renovations

### Name, Address, and Telephone Number of the Owner:

Broward College  
1000 Coconut Creek Blvd, Coconut Creek, FL 33066  
954-201-6900

### Name and Telephone Number of the Owner's Project Manager:

Ana Ovalles  
954-201-6512



**Name, Location, and Address of Project:** Broward College Building48 Renovations, 1000 Coconut Creek Blvd, Coconut Creek, FL 33066

**Description of Work:** SGM provided MEP engineering services for the renovation of the 1st floor of Building 48 located at Broward College's North Campus in Coconut Creek, Florida. The space of approximately 6,300 SF mostly consist of classrooms and offices for the College's department of English and Math. The scope of work included Re-using existing electrical power distribution for new space electrical requirements, re-distributing existing HVAC supply and return systems with added VAV boxes, coordinating with College IT and Security department to provide required raceway and boxes for their cabling, providing power and systems for classrooms AV requirements, and replacing and relocating existing outdoor HVAC units for new air distribution.

**Contract Amount Awarded and Amount of Change Orders:** \$1.9M; Change Orders: N/A

**Length of Contract and Time Extensions:** 2018-2019

## Broward College Building 47 Renovation

### Name, Address, and Telephone Number of the Owner:

Broward College  
1000 Coconut Creek Blvd, Coconut Creek, FL 33066  
954-201-6900

### Name and Telephone Number of the Owner's Project Manager:

Ana Ovalles  
954-201-6512



**Name, Location, and Address of Project:** FAU Building 5 Chiller Upgrade, 777 Glades Road, Boca Raton, FL 33431

**Description of Work:** SGM provided Mechanical, Electrical, Plumbing and Fire Protection Engineering for renovations to several floors in Building 47, located at Broward College's North Campus. The project scope consisted of renovating three floors, including the building's MEP/FP systems.

**Contract Amount Awarded and Amount of Change Orders:** \$2.8M; Change Orders: Owner directed change orders

**Length of Contract and Time Extensions:** 2016-2017



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## FAU Building 12 Animal Lab Renovation

### Name, Address, and Telephone Number of the Owner:

Florida Atlantic University  
777 Glades Road, Boca Raton, FL 33431  
561-297-4658

### Name and Telephone Number of the Owner's Project Manager:

Patrick Cheung  
561-297-4658



**Name, Location, and Address of Project:** FAU Building 12 Animal Lab Renovation, 777 Glades Rd BS-12, Boca Raton, FL 33431

**Description of Work:** SGM was responsible for evaluating the existing space in Building 12 to determine any necessary upgrades to convert the space into a new vivarium meeting AAALAC standards for research, housing, and procedures. This design required a new chilled water rooftop AHU with a backup DX coil connected to a heat pump on emergency power capable of cooling and heating the space during emergencies or power outages. The design also included various alternates allowing the end user to make the determination of which accessories, such as individual space temperature control and individual pressurization control, were desired and the cost associated with them.

This design was critical and required airflows to be carefully evaluated to ensure adequate ventilation for the animal housing as well as prevent any recirculation of air that had the possibility of being contaminated or containing undesirable odors. To compliment this design, an additional project was also created to design a cage washing and sterilization facility on the same floor as the new vivarium. This included the design of the cage washer and autoclave which required evaluating the existing utilities and determining which equipment would be the least invasive to adjacent spaces during construction.

**Contract Amount Awarded and Amount of Change Orders:** \$1.95M; Change Orders: N/A

**Length of Contract and Time Extensions:** 2018-2019

## FAU Building 5 Chiller Upgrade

### Name, Address, and Telephone Number of the Owner:

Florida Atlantic University  
777 Glades Road, Boca Raton, FL 33431  
561-297-4658

### Name and Telephone Number of the Owner's Project Manager:

Patrick Cheung  
561-297-4658



**Name, Location, and Address of Project:** FAU Building 5 Chiller Upgrade, 777 Glades Road, Boca Raton, FL 33431

**Description of Work:** SGM provided MEP/FP design and construction administration services for the Building 5 Chiller Upgrade at Florida Atlantic University. Upgrades included the replacement of two existing chillers and associated primary pumps and piping. An additional 2,500 ton chiller was also installed with associated primary pump and piping.

**Contract Amount Awarded and Amount of Change Orders:** \$3.5M; Change Orders: Owner directed change orders

**Length of Contract and Time Extensions:** 2019-2021



# **Approach to Schedule Control, Cost Control, Cost Estimates, Quality Control, Fast Tracking Tasks, Permitting & Building Codes**



Miami Office  
5301 Waterford District  
Drive, Suite 750  
Miami, FL 33126

O 954-421-1944  
F 954-421-1924  
[sgmengineering.com](http://sgmengineering.com)



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## SCHEDULE CONTROL, COST CONTROL, COST ESTIMATES & QUALITY CONTROL

### PROJECT APPROACH

**SGM** has a long history of success as the Engineer of Record (EOR) for mechanical systems. Our professional team of employees is capable and qualified to design all aspects of MEP/FP systems for renovations, additions, and new facilities. Our staff consists of over 56 knowledgeable project managers, engineers, designers, CAD technicians and administrative staff. SGM currently has 5 ACG Certified Commissioning Agents and 1 Technician; 2 LEED Accredited Professionals; and 10 Professional Engineers, all committed to providing quality services from early in the design phase, through construction, and into the warranty period. These field experts will be available immediately for your projects, backed by a support staff that can assist the team to simultaneously handle multiple projects.

SGM has a long history of successful M/E/P/FP Engineering Continuing Contracts for, Municipal, Federal, K-12 School Districts, Higher Education, Public and Private Clients.

33+ YEARS

### SCHEDULING

SGM's team management utilizes tools and meetings to facilitate communication, responsiveness, understanding and resource management for the overall contract and each individual task. We develop and maintain a Critical Path Method project schedule utilizing Microsoft Project or other graphical programs. We will establish a master project schedule that encompasses all design development and construction document preparation. This schedule establishes a plan for accomplishing periodic & systematic reviews as design progresses & ensures quality control requirements are met. The schedules are developed based upon the project deadline from the client. SGM manages to provide adequate resources to meet each step of the design process. The PM has weekly meetings to discuss the design schedule and other requirements to meet the deadline and construction budget. Challenges in scheduling may include project phasing, scheduling construction during certain times of the year, or scheduling construction at night so an office building can remain occupied during the day. Weekly team meetings ensure the deadline & budget are met. Regular meetings may be scheduled with the owner to ensure that all the items, guidelines relating to the project have been implemented.

### MANAGEMENT SYSTEMS/PROCEDURES/REPORTING SYSTEMS.

The SGM team is comprised of qualified experts in the design industry for mechanical, electrical, plumbing and fire protection engineering. SGM will facilitate the flow of information, coordinate schedules, resolve conflicts and keep the City informed every step of the way to ensure that projects are completed on-time and within budget. The Project Manager will provide daily communication with the City, manage concurrent project tasks, and perform QA/QC at various design stages.

Our team will ensure that there will be constant communication between the City of Pembroke Pines and SGM. We will involve the facility end users and City personnel throughout the entire design process. In order to ensure construction quality within budget parameters, we provide our clients with quality professional services, promptly after their request. We maximize cost savings while designing and constructing projects with on-time performance on a schedule that meets all of your expectations. Our staff is readily available for site visits, telephone and video conferencing and email communication. Additionally, the City's staff will be able to have continual communication with SGM's lead personnel and project managers to obtain a prompt response to questions and concerns 24 hours a day through the use of smart phones equipped with email access and ability to upload and edit documents.



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SGM provides quality professional services. We maximize cost savings while designing & constructing projects on a schedule that meets all expectations. This will be carried out by the following means:

- » The project manager will communicate with your representatives and all team members throughout the entire project
- » Establish project criteria during project kick-off meetings & assurance of applicable code compliance throughout project implementation
- » Attend meetings, provide cost estimating and stay within the budget
- » Close coordination with local authorities having various types of project jurisdiction
- » Close communication and cooperation with the Project Manager, Construction Manager & others
- » Regular project site observation, inspections throughout the project & resolving construction issues on-the-spot
- » Perform substantial completion inspection and follow-through with final punch list items

## COST CONTROL

SGM has an outstanding record of performing professional services on time and within budget with a variety of clients. SGM has played a large role in the growth of the area's energy cost savings projects. Our extensive knowledge and relationships with the local governments ensures a quality and cost effective project. SGM is responsible for project cost control and will provide cost control management. The process begins with a complete review of the project scope before design efforts begin, and reviewing project cost estimates during design.

Our process allows the Project Manager to manage and focus design efforts to achieve the budgeted estimated cost of construction. During project execution, he will monitor all project execution costs including sub-consultants on a weekly basis. We negotiate a reasonable schedule up front, then subject to review period fluctuations, works with the Task Order Manager to manage the team and resources to get the project completed when the client needs it. If at any point in the design process, we estimate the construction cost exceeds that set forth by the City or if the team anticipates that the project cost is escalating, the Project Manager will immediately advise the City. SGM will either:

- » Modify the scope, materials, or construction method, as required, to reduce the estimated construction cost to an amount within available project funds, or:
- » Proceed with preparing the plans and specifications with one or more options as approved by the Project Manager.

SGM uses the Means Cost Control software program as well as actual costs from previous similar projects for formulating cost estimating figures. To keep projects on time and within budget, SGM uses Microsoft Project and other graphical software to efficiently organize and track tasks and resources in the Critical Path Method. Budget analysis is offered to assist clients in defining their goals and objectives while taking construction costs into consideration. A course of action is then established along with open suggestions for design changes, if needed, to reduce the budget and bring them back within their budgeted guidelines.

## COST ESTIMATING

SGM's cost estimating approach hinges on a meticulous and systematic process aimed at delivering accurate and reliable estimates for our projects. We begin by thoroughly defining the project scope, understanding client requirements, and gathering detailed data including drawings, specifications, and supplier quotes. Breaking down the work into distinct MEP disciplines, we utilize a variety of estimation methods such as analogous, bottom-up, and parametric estimating, coupled with vendor quotes and market rates to ascertain labor, material, and equipment costs. We meticulously assess labor requirements, considering various skill levels and geographical factors, while also accounting for overhead costs. Throughout the process, we incorporate contingency allowances and assess potential



## CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping Request for Qualifications # PSPW-23-20

risks to ensure comprehensive project coverage. Our documentation and reporting practices ensure transparency and clarity, while continuous improvement efforts enable us to refine our estimating methodologies based on past experiences and industry advancements, ultimately facilitating successful project outcomes within budgetary constraints.

### POLICIES AND PROCEDURES FOR QUALITY CONTROL

SGM's philosophy is focused on the maintenance, safety, and efficiency of the building. SGM has developed an in depth approach for Quality Assurance / Quality Control. Through our extensive procedures that have been implemented successfully in past projects SGM can ensure that design drawings and specifications fully document all code and City requirements on the first review submittal. This approach has allowed for the resolving of any project issues that are caused by like of adequate scope detail, design errors, or design omissions.



The first critical element of SGM's Quality Control Program is the development and implementation of the Project Schedule. With this outline, we develop a comprehensive view of our intended building programs and the studies necessary to finish projects on time, within budget, and with the highest quality designs possible. Our team will work to establish a master project schedule that encompasses all design development and construction document preparation, and create a work plan to accomplish building development programs and feasibility studies. To ensure the accommodation of significant quality control activities, we conduct periodic and systematic reviews as design progresses. Then, as design development reaches completion, quality control activities identified through the integrated design review process are then entered into the schedule where they become identifiable as discreet required activities.

The second critical element will be to establish and implement procedures for comprehensive and interdisciplinary design document review. The following proven concepts will help keep building programs on track throughout the project timeline:

1. **Interactive Conceptual Design Teams:** We have worked with Client representatives to assist in OPR (Owner Project Requirements) and provide on-site design Charrettes (a client/user participatory design/planning process). This is a proven systematic approach for achieving design excellence by working with the client to establish project goals, collect facts and to discover and examine concepts early in the design process where sound decisions have the highest return in value to the client. We have utilized this approach on numerous public, private, municipal and federal projects types over the past 32+ years and have enjoyed significant success utilizing it.
2. **In-House Design Quality Control/Quality Assurance Reviews:** Quality Control/Assurance is viewed as the responsibility of every individual involved with a project. We have established a Design Quality Assurance Program designed to address the issues we believe are paramount to quality control. The following six points define the Quality Assurance Program.
3. **Office Standards:** As part of the Quality Assurance Program, Office Standards have been developed for the use of all staff members to maintain a consistent level of quality documentation. The goal is to produce complete and consistent technically accurate documents.
4. **Quality Assurance Reviews:** Responsibility for quality is delegated to each member of the project team. The goal of the Quality Assurance review is to insure that the Project has successfully completed all procedures and phases in an accurate manner to yield a quality product.



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1. **Interdisciplinary Review:** An interdisciplinary review utilizing our Interdisciplinary design Review Program is conducted at the office of SGM with all design consultants in attendance. Checklists are compiled at the end of the review and a formal out briefing is conducted with each project team to discuss general findings and comments relative to the project. All corrective measures are then implemented for the 100% Design Submittal.
2. **Project Organization and Team Communications:** Effective team management is dependent on all staff members having a clear understanding of their respective roles and responsibilities on a project. The primary goal of this process is to instill in all team members the concept that responsibility for the accuracy and completeness of the documents is the professional responsibility of each individual team member.
3. **Training and Intern Development:** As part of our professional obligation, we devote considerable time and resources to train and develop the design and technical skills of our staff members.
4. **Technical Reviews:** A technical review occurs at the In-Progress Design Submittal Stage and continues up to the 100% Design Submittal. The review includes the use of component checklists, which include items of technical nature relative to a projects usage of construction materials and methods; identified by graphic means (drawings) or written specifications. A Project Engineer is responsible for checklist implementation.

The third element is our ability to quickly establish routine and bi-weekly coordination meetings. These take on a design-oriented tone during design development, but serve as the basis for the weekly QC Coordination meetings as construction documents are completed. After the construction is completed for a project, the design team meets with the construction representative for a Reflection Meeting. It is here that the team discusses ways to improve and refine the design.



**Compliance with Performance Schedules:** SGM develops and maintains a sophisticated project schedule utilizing Microsoft Project. More than merely a tool to manage progress to contract completion dates, we will establish a master project schedule that encompasses all design development, and construction document preparation. This master schedule serves to establish a work plan for accomplishing period and systematic reviews as design progresses and to ensure significant quality control requirements are accommodated. As design development reaches completion, quality control activities identified through the integrated design review process are then entered into the schedule where they become identifiable as discreet required activities.







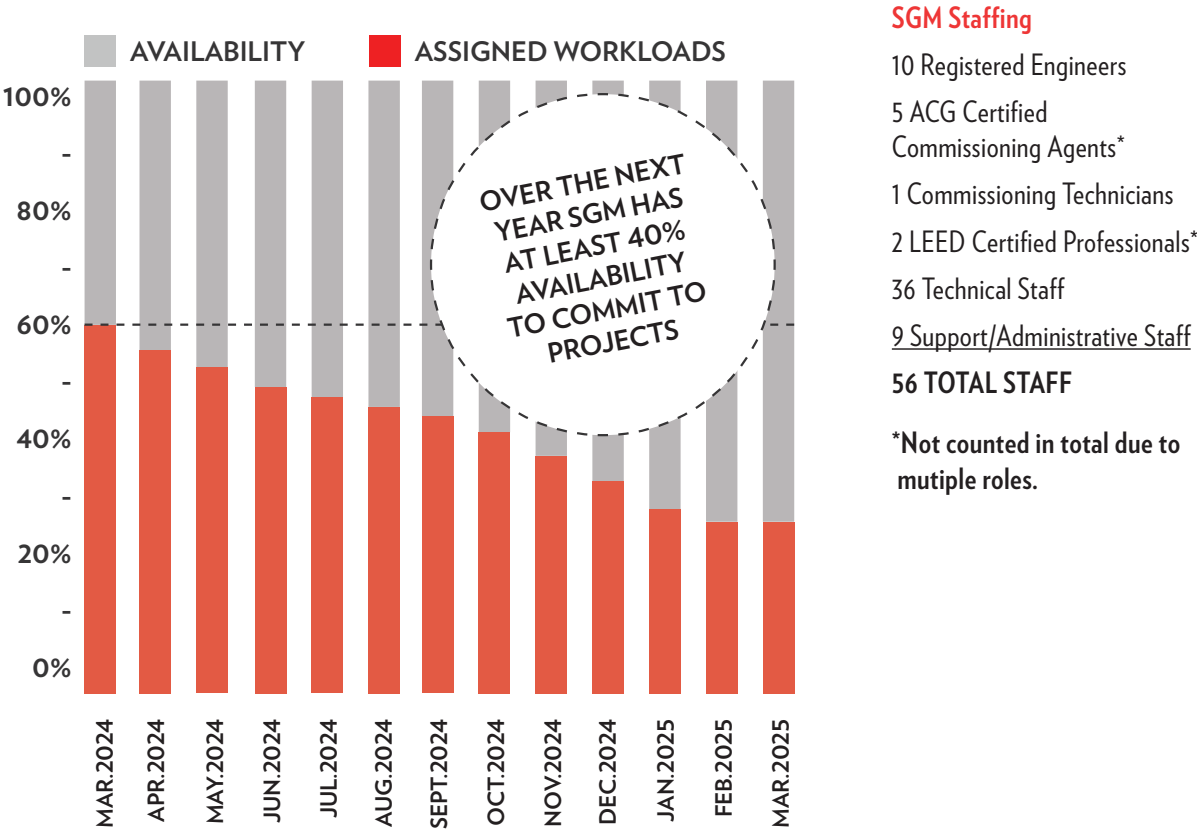
FAST TRACKING TASKS

HOW PROJECT WILL FIT INTO CURRENT WORKLOAD

Our staff is readily available for site visits, telephone and video conferencing and email communication. Additionally, the City’s staff will be able to have continual communication with SGM’s lead personnel and project managers to obtain a prompt response to questions and concerns 24 hours a day through the use of smart phones equipped with email access and ability to upload and edit documents.

SGM is dedicated to meet the timeline and budget for any task order given by the City of Pembroke Pines. Our project team’s current and projected workload will allow us to begin working on task orders immediately upon receiving the notice to proceed and commit the necessary resources to fully meet the City’s schedule from start to finish. Our personnel listed in this proposal will be available as required, and we will budget the team to spend 40% of their weekly time dedicated to projects that may stem from this contract. Should a specific task require more manpower, the work could easily be shifted to more designers to meet the deadline.

Our staff and reasonable rates allow us to handle large, complex projects yet still remain competitive on small and less complex projects. SGM provides the required services in a timely manner. SGM prides ourselves on providing a quality product, on-time and within budget. This has been demonstrated through our prior work for our public and private clients throughout Florida. With SGM’s full staff, we can commit the necessary resources and back-up resources to fully meet the City’s project schedules.





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## FAMILIARITY WITH PERMITTING & BUILDING CODES

Our professional engineers will work hard to ensure every project reflects the most current standards and code revisions ensuring all work complies with State Statutes, Florida Building Codes, City requirements, and State codes. Some of the ways our engineers keep current with code revisions and new equipment, maintaining our status as an industry expert, NFPA training courses, seminars for code updates, professional development hours, maintaining copies of all standards, and continuing memberships with NFPA, ASHRAE, ASME, LEED, IEEE, BICSI, NEC, and Florida Building Code.

SGM has extensive experience working with permitting and regulatory agencies throughout the State of Florida. When initiating the process, Construction drawings will be prepared and submitted to the appropriate permitting agency. It is important for the Owner to have permits in-hand prior to the bidding of a project in order to avoid contractor delays or unauthorized work. Permitting services will include (but not be limited to) tasks such as:

- » Receiving projects and priorities from the City.
- » Determining scopes of work for individual projects.
- » Determining the packaging of the broader program into effective projects and contracts.
- » Researching and providing potential consultants.
- » Developing and coordinating the master design and construction schedules, budgets, and any other related activity required to successfully achieve the goals of the City of Pembroke Pines.



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Awarded Discipline(s)
<b>B - MEP Eng.</b>

City of Pembroke Pines Standard Rates Effective January 1, 2026			
Labor Category	Description	UOM	Rates
Principal for Discipline(s) B: <i>B - MEP Engineering Services</i>	Corporate Officer, Department Head or Practice Manager with PE License	Hour	\$ 265.00
Engineer IV	20+ years experience as a Licensed PE	Hour	\$ 250.00
Engineer III	15-20 years experience as a Licensed PE	Hour	\$ 225.00
Engineer II	8-14 years experience as a Licensed PE	Hour	\$ 200.00
Engineer I	4-8 years experience as a Licensed PE	Hour	\$ 175.00
Engineer Intern	Graduate with BS Degree in Engineering with Engineering Intern (EI) Certificate	Hour	\$ 145.00
Engineer Assistant	Graduate with BS Degree in Engineering without Engineering Intern (EI) Certificate	Hour	\$ 125.00
Engineering CADD III	Engineering CADD Technician with 10+ Years Experience	Hour	\$ 130.00
Engineering CADD II	Engineering CADD Technician with 5-9 Years Experience	Hour	\$ 120.00
Engineering CADD I	Engineering CADD Technician with 0-4 Years Experience	Hour	\$ 110.00
Administrative	Clerical Assistance	Hour	\$ 75.00

**Notes:**

**Reimbursable Expenses** - Please see Section 3.16 regarding Reimbursable Expenses.

**Sub-Consultant Rates** - Sub-Consultant labor rates are not established by this rate sheet. All Sub-Consultant rates shall be submitted with each Work Order for the CITY's review and written approval prior to issuance and acceptance of the applicable Work Order.

**Additional Positions or Services:** Positions or services within the disciplines awarded under this Agreement that are not specifically listed in this rate sheet may be proposed on a Work Order-specific basis and shall be subject to the CITY's review and written approval prior to issuance and acceptance of the applicable Work Order.