

Prepared For



# SAFE ROUTES TO SCHOOL DESIGN SERVICES

CUTLER BAY MIDDLE SCHOOL

RFQ #15-11



Prepared By

**Kimley»Horn**

Expect More. Experience Better.

# 1. Cover Letter



November 12, 2015

Town Clerk, Town of Cutler Bay  
10720 Caribbean Blvd., Suite 105  
Cutler Bay, FL 33189

**RE: RFQ #15-11, Safe Routes to School Design Services Cutler Bay Middle School**

Dear Mr. Casals and Members of the Selection Committee:

**Kimley-Horn** is pleased to submit this proposal to serve the Town of Cutler Bay on the Safe Routes to School Design Services project. We enjoy the professional relationships we have forged with Cutler Bay's staff while working together on several exciting projects. We sincerely desire to continue our service to you.

We have selected a talented and experienced group of professionals to serve you, most of whom have been involved in our previous project successes. Our multidisciplinary project team can serve you better than any other for the following reasons:

**Proven Service to Cutler Bay.** For many years, Kimley-Horn has served as a consultant to the Town of Cutler Bay, providing civil engineering, landscape architecture, planning, and construction phase services on projects ranging from drainage (Cutler Ridge Elementary School Area Roadway and Drainage Improvement Project) and recreational facilities (Parks Master Plan), to planning services (Continuing Stormwater Services). Our project successes have demonstrated the versatility and responsiveness of our experienced local staff. Through our years of service, the Town of Cutler Bay has seen firsthand Kimley-Horn's responsiveness, attention to detail, and dedication to project success.

**The Right Project Manager.** I will serve as your seasoned project manager. I have been serving clients, including the Town of Cutler Bay, for more than ten years and have a passion for municipal projects. I have worked on several projects for Cutler Bay as part of the Continuing Stormwater Services contract for which I served as project engineer. My focus continues to be the early identification and timely resolution of design challenges to keep projects on schedule, and my attention to detail provides continuous quality control and coordinated engineering drawings that are readily implemented.

**Dedicated Project Team.** For this effort, I have assembled a local team that truly understands the Town of Cutler Bay, Florida Statutes, and other governmental agencies, as well as the role we will serve in the success of the Town's growth and vitality. Kimley-Horn takes pride in showcasing our commitment to quality and presenting our best employees to you. We recognize that our obligation to provide the Town with quality results requires an accessible office and a superior staff.

**Safe Routes to School Experience.** For 48 years, Kimley-Horn has served municipalities throughout Florida, including on a variety of safe routes to school and complete street designs by providing thorough, innovative, and thoughtful service that works within and pushes the limits of FDOT design standards. **Our team has the creativity, experience, and passion needed to successfully assist the Town of Cutler Bay in the planning and design of a beautiful, functional Safe Routes to School project that will be enjoyed by future generations.**

**Qualified Subconsultants.** Kimley-Horn is partnering with Avirom and Associates, Inc. and Tierra South Florida, Inc. for surveying and geotechnical engineering services respectively. These two firms have extensive local experience and have served the Town of Cutler Bay previously on several projects.

**Benefits of Selecting Kimley-Horn.** By selecting our team to serve you as consultant for the design and engineering for this Safe Routes to School Project, the Town of Cutler Bay will benefit from:

- A proven project manager dedicated to client service and the success of the Safe Routes to School Project
- Full range of consulting engineering, drainage design, and traffic engineering services
- Depth of knowledge with regard to permitting projects in Cutler Bay
- Focus on value and stewards of the project budget
- Proven success in obtaining buy-in from your residents at community involvement meetings
- Excellent communication skills
- Adaptability during design

**Summary.** The Kimley-Horn project team is dedicated to meeting the needs of the Town of Cutler Bay for this Safe Routes to School Project. We will actively identify and solve critical issues, find reliable and innovative solutions, and provide responsive and cost-effective service. We sincerely appreciate the opportunity to present our qualifications to you and look forward to serving as your consultant.

Very truly yours,

**KIMLEY-HORN AND ASSOCIATES, INC.**

Stefano Viola, P.E.  
Project Manager

Gary R. Ratay, P.E.  
Vice President



# SAFE ROUTES TO SCHOOL DESIGN SERVICES

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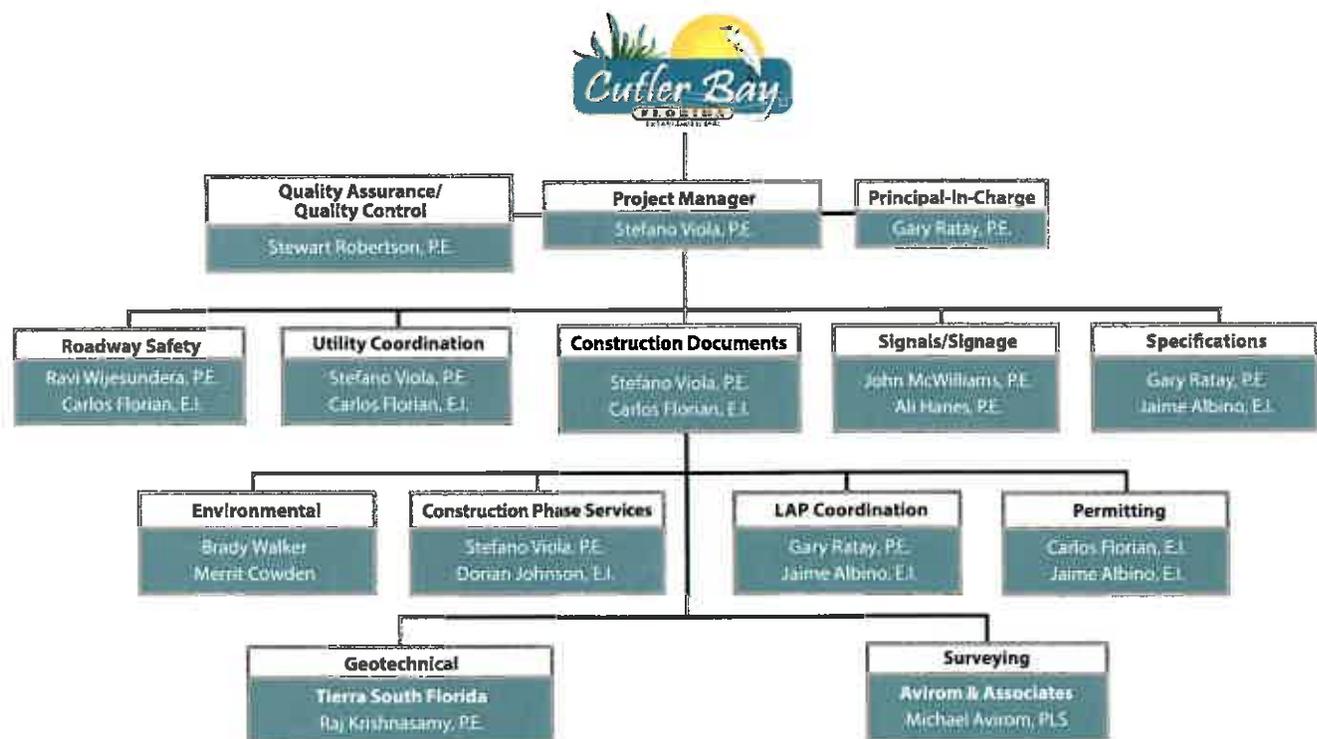
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### 3. Organization Chart

The members of our project team were selected using two criteria: (1) their experience with similar projects and (2) their availability to assume major technical responsibilities within your project schedule. The availability of each team member will be a primary concern of the Town of Cutler Bay. Kimley-Horn uses a proactive management system, known as "cast-aheads" to detail every project's personnel needs and also to determine each staff person's availability. By continuously matching project needs with staff availability, our cast-aheads system is an accurate tool for keeping our projects on schedule. All members of our proposed project team are available to begin working immediately for the Town of Cutler Bay. Our coordination efforts will provide you with a structured approach to project tasks that integrates our team's resources.



## SAFE ROUTES TO SCHOOL DESIGN SERVICES CUTLER BAY MIDDLE SCHOOL

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### 4. Firm History

**Kimley-Horn and Associates, Inc.** is a full-service multidisciplinary consulting firm offering a broad range of engineering, planning, landscape architecture, and environmental services to clients in both the public and private sectors.

Founded in 1967 by transportation engineers in Raleigh, North Carolina, Kimley-Horn first became well-known for its expertise in transportation planning and traffic engineering. In the early 1970s, the firm built an impressive track record in regional and urban area transportation planning, traffic impact analysis, parking planning and design, traffic control system design, and statewide and local traffic operations and safety studies. During this period, the firm also added practices in structural, highway, and bridge design, as well as airport planning and design.

In 1983, Kimley-Horn merged with Hutcheon Engineers of West Palm Beach, Florida, to enhance its general civil and surveying practices. Further diversification of Kimley-Horn's services and geographic practice followed over the years through the hiring and development of our practice builders, as well as through several key acquisitions and mergers. The firm's commitment to growth, and reliance on practice builders to fuel that growth by taking advantage of niche markets, has enabled Kimley-Horn to become one of the premier consulting firms in the nation.

Today, Kimley-Horn has more than 2,500 employees in 80 offices throughout the United States, offering a full range of consulting services to local, regional, national, and international clients. In Florida alone, there are more than 500 employees in 15 offices.

The firm's in-house services include:

- Roadway and bridge design
- Paving and drainage
- Signal system study/design
- Bicycle/pedestrian studies
- Safety studies
- Data collection, evaluation, and analysis
- Landscape architecture/streetscape design
- Parks and recreational facility design
- Site civil engineering
- Environmental services/permitting
- Surveying / platting
- Transportation planning and traffic engineering
- Pavement management/maintenance studies
- Access and circulation studies
- Traffic impact analysis
- Parking planning and design
- Utilities
- Stormwater management
- Public involvement programs
- Construction administration/coordination



Our quality work environment and stable employee base has led to recognition with two major employer-of-choice awards. Fortune magazine recently selected Kimley-Horn as one of its 100 Best Companies to Work For. In addition, Engineering News-Record just named Kimley-Horn the Southeast Design Firm of the Year for 2015 and has previously ranked Kimley-Horn 33rd of 500 U.S. design firms, 13th for mass transit and rail, 15th in transportation, and 15th among "pure design firms" in 2014. Much of our growth extends from the confidence and trust that clients have in us. Kimley-Horn's long record of technical achievements is enhanced by our reputation for effective management and personal service. *Our clients benefit from the resources of a nationally recognized organization while receiving the personal attention and response of a small dedicated professional team.*

## SAFE ROUTES TO SCHOOL DESIGN SERVICES

### CUTLER BAY MIDDLE SCHOOL

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### Subconsultants

**Avirom & Associates** will provide surveying support. They have provided similar services to Kimley-Horn on other contracts with municipalities such as Cutler Bay, Palmetto Bay, Miami Gardens, Miami Lakes, and North Bay Village. Avirom is a full service land surveying and mapping firm established in 1981. The firm is dedicated to providing clients with the highest quality product and achieves that goal through customer service, extensive knowledge of the land surveying profession and commitment to excellence. Avirom's offices in Palm Beach, Monroe, and Martin Counties enables their company to provide services throughout the South Florida region. The firm's experience spans the entire state of Florida, as well as the Caribbean Basin and Central America.



**Tierra South Florida** will provide geotechnical support. Their staff has been involved in dozens of roadway, drainage, and community enhancement projects in Florida, particularly on FDOT facilities. Kimley-Horn has teamed with them many times in the past and is confident in the consistently high level of service they routinely provide. Tierra South Florida, Inc. (TSF) is a full service consulting geotechnical engineering, construction materials testing and inspections

engineering firm with capabilities to provide test borings, engineering analyses and reports, AutoCAD and Microstation plan sheets, laboratory soils testing, and construction materials testing. Their professional team has been working together since 2000 and is committed to providing quality, responsive service establishing a reputation for sound approaches, and professional competence in a wide range of technically demanding areas. TSF's services also include threshold/special inspection and roofing inspection services. TSF is a certified Disadvantaged Business Enterprise (DBE) with the Florida Department of Transportation. TSF is also a certified Minority Business Enterprise (MBE) with the State of Florida's Office of Supplier Diversity.

## Stefano Viola

*Project Manager*



### Relevant Experience

**Westside Blueway Trail Phase II, Miami Gardens, FL** — Serving as project manager on the team performing all the necessary planning and design services for the development of the Westside Blueway Trail inclusive of the site amenities and furnishings. The firm was also tasked with providing full construction documents and specifications as required for the bidding, construction observations, and administration of the project. Kimley-Horn's responsibilities included processing applications for construction permits and securing the necessary approvals through all applicable permitting agencies. One of which was the FDOT LAP approval.

**Town of Cutler Bay Continuing Stormwater Services, Cutler Bay, FL** — Project engineer. Kimley-Horn developed a stormwater master plan to address flood protection activities for its residents and to protect the environmental quality of its canals. Kimley-Horn also developed a stormwater management report to assist the Town in creating a stormwater utility, which generates a dedicated stream of revenue to implement capital improvements and maintain an operation and maintenance program associated with the stormwater system. In addition, Kimley-Horn developed the stormwater utility fee methodology and established the range of rates for the utility to implement improvements. The project tasks included compiling data, developing a stormwater master plan, developing a stormwater management report, and assisting the Town in joining the National Flood Insurance Program (NFIP) so the community has future access to federally-funded flood insurance, and submitting applications and program approach for an anticipated Community Rating System (CRS) rating of 6.

**Miami Lakeway North Resurfacing and Drainage Improvements, A Federally-Funded Design-Build Project, Miami Lakes, FL** — Served as project engineer and provided drainage design and utility coordination. Kimley-Horn helped the Town obtain more than \$600,000 in stimulus funding to construct this roadway and drainage improvement project that includes a portion of Miami Lakeway North between Celebration Point and Miami Lakes Drive and NW 153rd Street from Miami Lakeway North to NW 60th Avenue. The project included drainage system improvements such as new stormwater inlets, a new outfall connection, exfiltration trench for water quantity and quality treatment, new sidewalk, and new pavement markings and signage. Kimley-Horn also provided construction phase services to expedite the project and to confirm that the project was built in compliance with the design criteria.

**SW 89th Street Roadway and Drainage Improvement Project, Village of Palmetto Bay** — Served as project engineer. Also provided utility coordination. Kimley-Horn assisted in developing a roadway restoration/resurfacing and drainage improvements project in a residential area, including design, hydraulic modeling, contract documents, and permitting. Our team located proposed drainage infrastructure and provided cost-effective drainage improvements to meet stormwater management and environmental permitting requirements, as well as minimize impacts to adjacent properties. In addition to the roadway and drainage improvements, the project included signing and pavement markings, swale restoration, sidewalk improvements, and site restoration. Kimley-Horn provided construction phase services to expedite the project and to confirm the project was built in accordance with the design plans. Close coordination with residential property owners was required for the successful project.

**Miami Lakes Downtown Phase I and II, and Lake Patricia Roadway/Drainage Improvement Projects, Miami Lakes, FL** Served as project engineer and provided permitting and construction phase services; also involved with preparation of construction documents and specifications. Kimley-Horn was involved with the design and permitting services to implement a large roadway and drainage improvement project located in Downtown Miami Lakes. The project area consisted of Bull Run Road from NW 67th Avenue south to Ludlum Road and Miami Lakeway North from NW 67th Avenue to Miami Lakes Drive. It also included Main Street and Meadow Walk from Bull Run to Miami Lakeway North. The capital project included approximately one mile of roadway restoration/resurfacing and drainage improvements in residential/business areas, curbing and sidewalk improvements, a new outfall pipe, swale restoration, signing and pavement markings, and site restoration. The drainage improvements consisted of approximately 3,000 linear feet of exfiltration trench, approximately 2,500 linear feet of HDPE piping, approximately 40 drainage structures and one outfall structure and headwall. Kimley-Horn also provided construction phase services to expedite the project, confirm the project was built in accordance with the design plans, and to minimize impacts to the community during construction.

### Special Qualifications

- More than 10 years of engineering experience, including roadway restoration/resurfacing, drainage modeling, water/wastewater utility design, stormwater master planning, preparation of engineering drawings, permitting, and site/plan preparation and review
- Experience with AutoCAD, WaterCAD, StormCAD, and Cascade

### Professional Credentials

- Bachelor of Science, Civil Engineering, Florida International University
- Professional Engineer in Florida, #74655, June 8, 2012

### Professional Organizations

- American Society of Civil Engineers (ASCE)
- Florida Engineering Society
- Institute of Transportation Engineers (ITE)

# Gary Ratay, P.E.

*Principal-in-Charge*



## Relevant Experience

**Town of Cutler Bay Continuing Stormwater Services, Cutler Bay, FL** — Project manager for the creation of a stormwater master plan for Cutler Bay to address flood protection activities for its residents and protect the environmental quality of its canals. Kimley-Horn also developed a stormwater management report to assist the client in creating a stormwater utility, which generates a dedicated stream of revenue to implement capital improvements and maintain an operation and maintenance program associated with the stormwater system. The project tasks included compiling data, developing a stormwater master plan, developing a stormwater management report, and assisting Cutler Bay in joining the National Flood Insurance Program (NFIP) so that federally-funded flood insurance is available to the community. Specific projects have included drainage improvement projects for Cutler Ridge Elementary School and Saga Bay.

**Miami Lakeway Safe Route to School Concept, Miami Lakes, FL** — Project manager. Kimley-Horn developed a conceptual plan to implement a greenway trail and safe route to school within the east side of the Miami Lakeway North and Miami Lakeway South right-of-way east of NW 67th Avenue in the Town of Miami Lakes. The total linear distance of the proposed Miami Lakeway Trail is approximately 1.5 miles. Miami Lakeway North and South are two-lane roadways located within 70 feet of Town roadway right-of-way. The intent of the Safe Routes to School (SRTS) Program is to provide alternative modes of transportation that are safe for children, which in turn encourages walking and bicycling to school. In addition to providing an alternative mode of transportation, SRTS also promotes healthy habits by providing an opportunity for children to engage in much needed physical activity before and after school each day. The five main elements of the safe routes to school program are engineering, education, encouragement, enforcement, and evaluation. Opportunities and constraints were identified to help assess the needs and potential obstacles of providing a safe, pedestrian-friendly trail for children and all citizens of the community.

**Miami Lakeway North Resurfacing and Drainage Improvements, A Federally-Funded Design-Build Project, Miami Lakes, FL** — Served as project manager. Kimley-Horn assisted the Town in obtaining more than \$600,000 in stimulus funding to construct this roadway and drainage improvement project that includes a portion of Miami Lakeway North between Celebration Point and Miami Lakes Drive and NW 153rd Street from Miami Lakeway North to NW 60th Avenue. Prior to obtaining the stimulus funding, Kimley-Horn assisted the Town in becoming Local Agency Program (LAP) certified so that the Town would be eligible to obtain the stimulus funding. Our team developed a design criteria package—in compliance with Federal funding criteria—which resulted in securing the stimulus funding and award of the project to the design-build team. The project included drainage system improvements such as new stormwater inlets, a new outfall connection, exfiltration trench for water quantity and quality treatment, new sidewalk, and new pavement markings and signage. Kimley-Horn also provided construction phase services to expedite the project and to confirm that the project was built in compliance with the design criteria.

**19th Street Greenway, Lauderhill, FL** — Project manager. Kimley-Horn provided design and permitting services for a new Greenway and bike path for the City of Lauderhill along NW 19th Street from NW 55th Avenue to the Florida Turnpike and from the Florida Turnpike to Lauderhill Middle School. The project included asphalt and base removal, guardrail installation, landscaping, sodding, concrete sidewalk installation, signage, pedestrian lighting, and construction of swales along the corridor. The Greenway project was part of an approved federally funded Local Agency Program (LAP) between the Florida Department of Transportation (FDOT) and the City of Lauderhill, Florida. The contract documents for the Greenway project were developed to comply with LAP criteria for funding through the LAP program.

**Pedestrian Bridge Design and Roadway Improvements (NW 175th Street and NW 42nd Avenue), Miami Gardens, FL** Project manager of the Kimley-Horn team selected by the City of Miami Gardens for the design of a new pedestrian bridge. The purpose of this project was to provide pedestrian access along the north side of NW 17th Street and NW 173rd Drive across a Miami-Dade County canal between NW 42nd Avenue and NW 42nd Court. The current bridge is two lanes with a raised pedestrian sidewalk along the north side. Services our team provided included structural engineering services, including bridge evaluation, rehabilitation, and design.

## Special Qualifications

- Has 29 years of civil engineering experience with particular expertise in general municipal engineering, stormwater management, project permitting, and construction phase services
- Principal areas of practice also include water distribution, wastewater collection, force main and associated pump station design, water treatment plant design, well pump design and site piping, and feasibility and engineering reports
- Has State Revolving Fund (SRF) loan experience

## Professional Credentials

- Bachelor of Science, Mechanical Engineering, University of Florida
- Professional Engineer in Florida, #46682, April 15, 1993

## Professional Organizations

- Florida Engineering Society
- National Society of Professional Engineers (NSPE)

# Stewart Robertson, P.E.

*Quality Assurance/Quality Control*



## Relevant Experience

**Miami Lakeway Safe Route to School Concept, Miami Lakes, FL** — Served as project engineer. Kimley-Horn developed a conceptual plan to implement a greenway trail and safe route to school within the east side of the Miami Lakeway North and Miami Lakeway South right-of-way east of NW 67th Avenue in the Town of Miami Lakes. The total linear distance of the proposed Miami Lakeway Trail is approximately 1.5 miles. The intent of the Safe Routes to School (SRTS) Program is to provide alternative modes of transportation that are safe for children, which in turn encourages walking and bicycling to school. In addition to providing an alternative mode of transportation, SRTS also promotes healthy habits by providing an opportunity for children to engage in much needed physical activity before and after school each day. The five main elements of the safe routes to school program are engineering, education, encouragement, enforcement, and evaluation. Opportunities and constraints were identified to help assess the needs and potential obstacles of providing a safe, pedestrian-friendly trail for children and all citizens of the community.

**Miami-Dade MPO GPC IV #18 Safe Routes to School Plans 2011, Miami, FL** — Quality control officer. Kimley-Horn was retained by the Miami-Dade County MPO to create a prioritization ranking for Safe Routes to School improvements based on need, develop a Safe Routes to Schools (SRTS) plan for 10 elementary schools, and prepare the SRTS infrastructure applications.

**Safe Routes to School Framework and Analysis, South Florida Commuter Services, FDOT District Four** — Served as project manager. Kimley-Horn completed the Safe Routes to School (SRTS) Framework and Analysis for the South Florida Commuter Services (SFCS) in 2012. The project developed a standardized methodology to identify, assess, and prioritize schools within the FDOT District Four boundaries for SRTS enhancement projects.

The project included a literature review of best practices. A quantitative framework was developed based on the literature review and methodology developed with project stakeholders. The framework included several factors such as land use context, pedestrian and bicyclist crash data, student enrollment, student enrollment density, presence of existing safety features, and traffic conditions. Existing data were collected for schools participating in the School Pool program and applied to the quantitative framework to produce a prioritized ranking of schools based on the need for SRTS improvements.

Through a partnership with SFCS, the planning and engineering principles outlined in this report are being utilized to create a dialogue with school administrators of schools participating in the School Pool program in support of SRTS initiatives and promoting alternative school trip commuting options. This analysis provided a framework and methodology for organizing each school based on need for SRTS improvements. This framework will be applied to schools participating in the School Pool program, and then later can be applied to other schools within the District, assisting with the development of detailed engineering recommendations to be submitted for SRTS funding.

**Miami Lakeway North Resurfacing and Drainage Improvements, A Federally-Funded Design-Build Project, Miami Lakes, FL** — Served as project engineer. Kimley-Horn assisted the Town in obtaining more than \$600,000 in stimulus funding to construct this roadway and drainage improvement project that includes a portion of Miami Lakeway North between Celebration Point and Miami Lakes Drive and NW 153rd Street from Miami Lakeway North to NW 60th Avenue. Prior to obtaining the stimulus funding, Kimley-Horn assisted the Town in becoming Local Agency Program (LAP) certified so that the Town would be eligible to obtain the stimulus funding. Our team developed a design criteria package—in compliance with Federal funding criteria—which resulted in securing the stimulus funding and award of the project to the design-build team. The project included drainage system improvements such as new stormwater inlets, a new outfall connection, exfiltration trench for water quantity and quality treatment, new sidewalk, and new pavement markings and signage. Kimley-Horn also provided construction phase services to expedite the project and to confirm that the project was built in compliance with the design criteria.

## Special Qualifications

- Has 16 years of experience specializing in transportation planning and engineering, with an emphasis in multimodal planning and design including complete streets and bicycle/pedestrian safety and mobility
- Project management experience includes multimodal master planning, complete streets planning, design, and implementation; design plan reviews; bicycle corridor studies, pedestrian and bicycle network plans, pedestrian safety studies; transit studies; transit ITS implementation; corridor analysis; intersection capacity analysis; travel demand analysis; and geographic information systems (GIS)

## Professional Credentials

- Master of Science, Civil Engineering, University of Kentucky
- Bachelor of Science, Civil Engineering, University of Kentucky
- Professional Engineer in Florida, #63939, December 31, 2005

## Professional Organizations

- American Society of Civil Engineers (ASCE)
- Institute of Transportation Engineers (ITE)
- National Society of Professional Engineers (NSPE)

## Brady Walker

*Environmental*



### Relevant Experience

**Miami Lakeway North Resurfacing and Drainage Improvements, A Federally-Funded Design-Build Project, Miami Lakes, FL** — Served as environmental analyst. Kimley-Horn assisted the Town in obtaining more than \$600,000 in stimulus funding to construct this roadway and drainage improvement project that includes a portion of Miami Lakeway North between Celebration Point and Miami Lakes Drive and NW 153rd Street from Miami Lakeway North to NW 60th Avenue. Prior to obtaining the stimulus funding, Kimley-Horn assisted the Town in becoming Local Agency Program (LAP) certified so that the Town would be eligible to obtain the stimulus funding. Our team developed a design criteria package—in compliance with Federal funding criteria—which resulted in securing the stimulus funding and award of the project to the design-build team. The project included drainage system improvements such as new stormwater inlets, a new outfall connection, exfiltration trench for water quantity and quality treatment, new sidewalk, and new pavement markings and signage. Kimley-Horn also provided construction phase services to expedite the project and to confirm that the project was built in compliance with the design criteria.

**Mowry Drive Roadway Improvements, Homestead, FL** — Environmental scientist for the new construction and widening of Mowry Drive (SW 320th Street) from SW 157th Avenue to SW 152nd Avenue. The existing roadway consisted of a one-lane paved road and was proposed to be converted to a four-lane divided urban section with bike lanes on both sides. The project included design and preparation of roadway, drainage, signing and marking, lighting, water main extension, landscaping and irrigation plans. As part of the project, environmental and drainage permits were obtained from SFWMD, RER and USACE. The project also included preparation of bid documents and construction supervision.

**Optimist Park, Miami Lakes, FL** — Served as project analyst. The Town of Miami Lakes Optimist Park improvements consisted of grant funded improvements identified for Miami Lakes Park as part of the Florida Recreation Development Assistance Program (FRDAP) and land and water grants. The park improvements included the picnic facilities, including two picnic pavilions, a bike path with pathway lighting, a sailboat launch, a fishing pier, light poles, landscaping and irrigation, the renovation of the existing restrooms, resurfacing of the parking lot, a canoe put-in, a water access trail, and renovations to the baseball field, soccer field, and softball field.

**Lloyd Estates Streetscape and Drainage Improvements, Oakland Park, FL** — Analyst for the Kimley-Horn team that provided professional engineering services for the design and construction of the Lloyd Estates Residential and Industrial Area Drainage Project. The project involves phased drainage and water distribution system improvements consisting of the construction of a stormwater collection system with water quality treatment measures and possible upgraded outfalls, as well as replacement of select existing water mains within the project area. The professional services include surveying, stormwater analysis, civil and electrical engineering design, landscaping and irrigation, permitting, coordinating with utility providers for adjustments and or relocations, preparing quantity calculations, and engineer's estimates of probable costs.

**Oakland Park Environmental Services (Cherry Creek Environmental Assessment and Dredging & Sleepy River Dredging), Oakland Park, FL** — Served as project analyst. Provided project management, environmental assessment, and permitting services for the City of Oakland Park. Environmental services included conducting an alternatives analysis and environmental assessment of Cherry Creek and Coral Lakes headwaters, permit support documentation to dredge portions of the water and preparation of associated mitigation plans, and support during the bidding process, as well as construction phase services during the duration of the contractor's work to maintain permit compliance.

**Orlando Sidewalks Various Locations on State Roads, FDOT District Five** — Serving as project analyst for the Kimley-Horn team retained to provide design services for FDOT District Five as they implement a sidewalk improvement project along the various state roads in the City of Orlando. The project includes the installation of sidewalks within certain FDOT road right-of-ways generally located in the northwest quadrant of the City. The purpose of this project is to provide a continuous network of pedestrian sidewalks that will provide connectivity between local residential areas, as well as connectivity to the commercial areas within the project area. The proposed sidewalk network will also enhance pedestrian safety.

### Special Qualifications

- Has 11 years of experience, including extensive field work throughout peninsular Florida in upland, freshwater, and estuarine environments
- Experience designing wetland mitigation and restoration areas, conducting endangered species surveys, delineating wetlands, and permitting projects throughout Florida
- Authorized Gopher Tortoise Agent
- PADI-certified scuba diver

### Professional Credentials

- Bachelor of Science, Biology, Denison University

### Professional Organizations

- Society of Wetland Scientists

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## 6. Current and Recently Completed Projects

Kimley-Horn has more than 2,500 employees in more than 80 offices nationwide and more than 500 professionals and support staff in our 15 Florida offices. To list all current and recently completed projects for all clients for whom we have provided work of similar size and scope would be voluminous. Instead, we offer a sampling below of Kimley-Horn's currently or recently completed similar projects completed after 1/1/2002. In addition, we have included one project for each subconsultant on our team.

Project	Contract Length	Scope of Services/ Specific Accomplishments	Contract Type	Contact Name, Phone, and Email
Westside Blueway Trail Phase II, City of Miami Gardens, FL	2014 - Ongoing	Kimley-Horn performed all the necessary planning and design services for the development of the Westside Blueway Trail inclusive of the site amenities and furnishings.	Project based fee	Judeen Johnson (305) 622-8004 x 2649 j Johnson@miamigardens-fl.gov
Cutler Ridge Elementary School Area Roadway and Drainage Improvements, Town of Cutler Bay, FL	2008 – 2009	Kimley-Horn provided roadway restoration/resurfacing, drainage improvements, and permitting in the Cutler Ridge Elementary School area. The project included curb and gutter, new sidewalk, and site restoration.	Project based fee	Ralph Casals (305) 234-4262 rcasals@cutlerbay-fl.gov
Safe Routes to School 2014 Infrastructure Plans, Miami-Dade County, FL	2014 – 2015	Kimley-Horn was retained by the Miami-Dade County MPO to develop Safe Routes to School (SRTS) infrastructure improvements plans and grant applications for 12 elementary schools and two middle schools.	Project based fee	Susan Schreiber (305) 375-1887 sschreiber@miamidademopo.org
Miami-Dade MPO GPC IV #18 Safe Routes to School Plans 2011, Miami, FL	2011 – 2012	Kimley-Horn was retained by the Miami-Dade County MPO to develop a quantitative ranking method to prioritize elementary schools for SRTS infrastructure improvements and develop SRTS infrastructure improvement plans for 10 schools.	Project based fee	David Henderson (305) 375-1647 davidh@miamidade.gov
Miami Lakeway North Resurfacing and Drainage Improvements, Federally Funded Design-Build Project, Town of Miami Lakes, FL	2010 – 2012	Kimley-Horn assisted the Town in obtaining more than \$600,000 in stimulus funding to construct this roadway and drainage improvement project that included a portion of Miami Lakeway North.	Project based fee	Alex Rey (305) 364-6100 reya@miamilakes-fl.gov
Safe Routes to School 2013 Infrastructure Plans, Miami-Dade County, FL	2013	Kimley-Horn was retained by the Miami-Dade County MPO to develop Safe Routes to School (SRTS) infrastructure improvements plans and grant applications for 10 elementary schools and one middle school.	Project based fee	Adelfa Martinez (305) 755-7815 adelfam@miamidade.gov

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Project	Contract Length	Scope of Services/ Specific Accomplishments	Contract Type	Contact Name, Phone, and Email
Safe Routes to School, Miami Shores Village, FL	2011	Design and development of plans for new sidewalk construction as part of the Safe Routes to School (SRTS) program. The project included design of new sidewalk along both sides of NW 5th Avenue from NW 112th Terrace to NW 115th Street, utility coordination, and preparation and submittal of LAP documents to FDOT.	Project based fee	Scott Davis (305) 795-2210 daviss@miamishoresvillage.com
Black Creek Trail, Miami-Dade County, FL	2008 – 2013	Kimley-Horn performed design development, construction documents, permitting services, and construction phase services for Black Creek Trail, Segment A, which is a 9.1-mile multi-use greenway trail in southern Miami-Dade County.	Project based fee	Adelfa Martinez (305) 755-7815 adelfam@miamidade.gov
SW 89th Avenue Paving and Drainage Improvements, Village of Palmetto Bay, FL	2010 – 2012	Kimley-Horn assisted in developing a roadway restoration/resurfacing and drainage improvements project in a residential area, including design, hydraulic modeling, contract documents, and permitting.	Project based fee	Corrice Patterson (305) 969-5086 cpatterson@palmettobayfl.gov
<b>AVIROM &amp; ASSOCIATES, INC.</b> Palm Beach County Intersection Surveys / Route-of-Line Surveys	One Year	Establish base line of survey (GPS) and graphically delineate right-of-way lines; establish NGVD 1929 benchmarks on site, tied to the governmental benchmark network; obtain cross sections on 50" intervals for full right-of-ways; locate all above ground improvements and above ground evidence of utilities; obtain rim elevations of sewer and drainage structures; and obtain connecting points at each pole for overhead lines.	Lump Sum	Kevin Schanen Kimley-Horn and Associates, Inc. 1920 Wekiva Way, Suite 200 West Palm Beach, Florida 33411 Kevin.schanen@kimley-horn.com (561) 845-0665
<b>TIERRA SOUTH FL</b> Mast Arms for School Flashers at: - Coral Sunset Elementary School - Egret Lake Elementary School - Hagen Road Elementary School - E.S. Heritage Elementary School - Palm Springs Elementary School	6/2010 – 7/2010	Performed geotechnical engineering services, including environmental corrosion tests, for the installation of mast arms with school zone flashers at five Palm Beach County area elementary schools. Provided recommendations for a drilled shaft foundation. Also provided evaluation of soil and groundwater conditions and soil parameters for foundation design.	Sub-Consultant	Robert F. Rennebaum, PE Simmons & White 561.478.7848 rob@simmonsandwhite.com

## SAFE ROUTES TO SCHOOL DESIGN SERVICES CUTLER BAY MIDDLE SCHOOL



### 7. Projects Completed on Time and on Budget

*We recognize that budget and schedule control are critical to the success of your program.* Meeting your schedule for deliverables is not just a goal to us—it is a mandate. Cost and schedule control are inherently tied to people. One of the important cost and schedule control mechanisms will be the team's previous experiences and lessons learned. Identifying realistic goals, developing a focused action plan, anticipating the implications of decisions made, and preparing a mechanism for addressing unexpected challenges are important in establishing cost and schedule control. They build the framework for completing a successful project within budget and on schedule.

*Paramount to the success of any project is a continued partnering throughout the project* to adapt as necessary to unforeseen circumstances. We will include critical decision-making points in our work plans so that the project team and the Town can agree upon the best course of action to keep the project on track. There will always be unexpected challenges unique to any given project; it is critical that an approach be developed that controls what can be controlled and builds in mechanisms for dealing with the unexpected.

*Kimley-Horn is well suited to manage and administer projects* and are prepared to commit the necessary resources to ensure the success of your efforts. Our local presence makes access to these resources simple. To assist our project managers in efficient administration of projects, Kimley-Horn maintains a detailed, integrated management information system (MIS) designed primarily to focus on schedule adherence and cost control.

*Schedule control begins with the preparation of a detailed schedule that includes milestone completion dates* for specific tasks and the overall project. We will develop a work plan that allocates person-hour commitments by individual for each task. Twice monthly, the MIS generates a Project Effort Report showing actual effort expended by task. This internal control allows us to make, on a timely basis, any adjustments that may be necessary to maintain your schedule and stay within your budget.

*We understand that the largest costs to our clients are those related to construction of projects, so we work hard to prepare thorough plans and specifications* that accurately and completely define the project requirements. We then break down the project into discreet pay items with specific descriptions of what is included in them to avoid misunderstandings by the contractor during bidding and construction. We then carefully monitor the contractors' progress during construction and assist them in interpreting the contract requirements. We also review proposals from the contractor to modify elements of construction that offer cost or schedule benefits to the client.

The table below includes a list of similar projects that were completed on time and within budget in the past five (5) years.

Project	On Time	Within Budget
SW 212th Street Improvements – Town of Cutler Bay	✓	✓
Miami Lakeway North Resurfacing and Drainage Improvements – Town of Miami Lakes	✓	✓
Downtown Improvements Project – Town of Miami Lakes	✓	✓
Vizcaya Park – City of Miramar	✓	✓
SW 89th Roadway Improvements – Village of Palmetto Bay	✓	✓
NW 39th Street Canal Trail – City of Oakland Park	✓	✓
Lloyd Estates Roadway Improvements – City of Oakland Park	✓	✓

#### *SW 212th Street Improvements – Town of Cutler Bay*

Kimley-Horn assisted the Town in addressing flooding issues occurring on SW 212th Street between SW 87th Avenue and SW 85th Avenue. SW 212th Street is adjacent to Cutler Bay Senior High School, so during heavy rain events, the flooding was impacting access to the school. Kimley-Horn created a design that included exfiltration trench and an outfall to the L-31E canal on the west side of SW 87th Avenue. The connection to the canal required crossing an Army Corps of Engineers levee which entailed additional agency reviews and project coordination to ensure the levee was not compromised during construction. Additionally, as part of the design, Kimley-Horn designed a mid-block crossing on SW 212th Street to improve the pedestrian traffic flows during peak events. This project required extensive permitting through Miami-Dade County Traffic, Environment and Regulatory Affairs (PERA), Miami-Dade County Public Works, Army Corps of Engineers, and the South Florida Water Management District (SFWMD). Based on local agency program funding, close coordination with FDOT was also required. Kimley-Horn also provided construction phase services to certify the project was built in compliance with the design plans. During construction, it was determined that the outfall structure was going

## SAFE ROUTES TO SCHOOL DESIGN SERVICES

CUTLER BAY MIDDLE SCHOOL

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to impact the existing multi-use path that was running parallel to the L-31E canal, so the path had to be redesigned in the field to prevent contractor delays. A short construction duration was performed during the summer months and successfully completed on time so that the work did not impact the start of the 2015 school year and secured the project funding.

### ***Miami Lakeway North Resurfacing and Drainage Improvements – Town of Miami Lakes***

Kimley-Horn assisted the Town in obtaining more than \$600,000 in stimulus funding to construct this roadway and drainage improvement project that included a portion of Miami Lakeway North between Celebration Point and Miami Lakes Drive and NW 153rd Street from Miami Lakeway North to NW 60th Avenue. Kimley-Horn assisted the Town in becoming Local Agency Program (LAP) certified so that the Town would be eligible to obtain the stimulus funding. Our team developed a design criteria package—in compliance with Federal funding criteria—which resulted in securing the stimulus funding and award of the project to the design-build team. The project included drainage system improvements such as new stormwater inlets, a new outfall connection, exfiltration trench for water quantity and quality treatment, new sidewalk, and new pavement markings and signage. The new signage in this project is now part of a SRTS project in Miami Lakes. Kimley-Horn also provided construction phase services.

### ***Downtown Improvements Project – Town of Miami Lakes***

Kimley-Horn was involved with the design and permitting services to implement a large roadway and drainage improvement project. The capital project included approximately one mile of roadway restoration/resurfacing and drainage improvements in residential/business areas, a new outfall pipe, swale restoration, signing and pavement markings, and site restoration. A key component of this project was curbing and sidewalk improvements throughout the project area. The drainage improvements consisted of approximately 3,000 linear feet of exfiltration trench, approximately 2,500 linear feet of HDPE piping, approximately 40 drainage structures and one outfall structure and headwall. Kimley-Horn also provided construction phase services to expedite the project, confirm the project was built in accordance with the design plans, and to minimize impacts to the community during construction.

### ***Vizcaya Park – City of Miramar***

This 20-acre park in Miramar provides several active recreational opportunities, including lighted baseball fields, a soccer/multiuse field, two full-size basketball courts, and a 7,600-square-foot community center. The park's passive features include open picnic areas, a playground, and a jogging/fitness trail along the perimeter of the project site. Kimley-Horn provided master planning; landscape architecture; design, engineering, and permitting services; and construction observation and administration. This project serves as the City's first Leadership in Energy and Environmental Design (LEED) building, which obtained Gold certification.

### ***SW 89th Roadway Improvements – Village of Palmetto Bay***

Kimley-Horn assisted in developing a roadway restoration/resurfacing and drainage improvements project in a residential area, including design, hydraulic modeling, contract documents, and permitting. Our team located proposed drainage infrastructure and provided cost-effective drainage improvements to meet stormwater management and environmental permitting requirements, as well as minimize impacts to adjacent properties. In addition to the roadway and drainage improvements, the project included signing and pavement markings, swale restoration, sidewalk improvements, and site restoration. Kimley-Horn provided construction phase services to expedite the project and to confirm the project was built in accordance with the design plans.

### ***NW 39th Street Canal Trail – City of Oakland Park***

Kimley-Horn was retained by the City of Oakland Park for the design and construction of the NW 39th Street Canal Trail improvements along a portion of the northern and southern banks of the South Florida Water Management District's C-13 Canal between NW 21st Avenue and NW 29th Avenue, a combined distance of approximately 1.2 miles. The project involved the construction of pedestrian and bicycle paths with pedestrian-friendly lighting, landscaping/hardscaping, and wayfinding signage. The professional services included surveying, civil paving, grading and drainage design, electrical lighting and pump engineering design, landscaping, irrigation, hardscaping, public involvement during design, permitting, bidding, and construction phase services.

### ***Lloyd Estates Roadway Improvements – City of Oakland Park***

Kimley-Horn provided professional engineering services and landscape architecture for the design and construction of improvements to the Lloyd Estates residential area. The project involved phased drainage and water distribution system improvements consisting of the construction of a stormwater collection system with water quality treatment measures and possible upgraded outfalls, as well as replacement of select existing watermains within the project area. Landscape architecture enhancements included palms, new turf, and shrubs in the medians and larger islands. Our team also designed a new irrigation system with new well and pump station, as well as paver sidewalks and crosswalk enhancements. The professional services also included surveying, stormwater analysis, civil and electrical engineering design, permitting, coordinating with utility providers for adjustments and or relocations, preparing quantity calculations, and engineer's estimates of probable costs.

## SAFE ROUTES TO SCHOOL DESIGN SERVICES CUTLER BAY MIDDLE SCHOOL

HFD #15-11



### 8. Similar Project Experience

#### *Westside Blueway Trail Phase II, City of Miami Gardens, FL*

Kimley-Horn performed all the necessary planning and design services for the development of the Westside Blueway Trail inclusive of the site amenities and furnishings. The firm was also tasked with providing full construction documents and specifications as required for the bidding, construction observations, and administration of the project. Kimley-Horn's responsibilities included processing applications for construction permits and securing the necessary approvals through all applicable permitting agencies. One of which was the FDOT LAP approval.

The Westside Blueway Trail (Phase I) began at NW 171st Street running north along the Westside of NW 42nd Avenue and ending at the bridge located at NW 179th Street. Phase II of the trail is to continue from the NW 179th Street bridge eastward along the Carol City Canal A, then North providing accessibility across Miami Gardens Drive and continuing north along the existing swale area at the west side of NW 39th Court and continue to NW 191st Street.

The trail improvements include the following:

1. Bicycle path to include signage
2. Way finding signs
3. Vita course stations with equipment
4. Landscaping
5. ADA improvements
6. As-needed privacy fences



#### *Client Contact:*

Judeen Johnson  
City of Miami Gardens  
18605 NW 27th Avenue  
Miami Gardens, FL 33056  
(305) 622-8000 x2649  
jujohnson@miamigardens-fl.gov

#### *Key Personnel:*

Stefano Viola, P.E.; Gary Ratay, P.E.; Stewart Robertson, P.E.



## SAFE ROUTES TO SCHOOL DESIGN SERVICES

### CUTLER BAY MIDDLE SCHOOL

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### *Black Creek Trail, Miami-Dade County, FL*

Kimley-Horn performed design development, construction documents, permitting services, and construction phase services for Black Creek Trail, Segment A, which is a 9.1-mile multi-use greenway trail in southern Miami-Dade County. Our client was the Miami-Dade Parks, Recreation and Open Spaces Department (MDPROS). Kimley-Horn was responsible for all phases of this project, which was completed in 2013. We assisted MDPROS in identifying potential trail alignments, amenities, trailhead locations, and neighborhood connections. We coordinated with numerous stakeholder groups including utilities, local governments, and permitting

agencies, in order to obtain the necessary permits and easements for this project. Our design incorporates a non-motorized trail and linear park design within the Black Creek Canal (C-1) right-of-way owned by the South Florida Water Management District (SFWMD). We overlaid our design on both survey data and high-resolution aerial photography to improve the readability and functionality of the plan set. Key challenges on this project that we addressed include slope stability near the canal bank, crossing several major roadways including a 6-lane section of U.S. 1, and working within SFWMD design standards for permitted use of their right-of-way.

#### **Client Contact:**

Adelfa Martinez  
Miami-Dade Parks and Recreation  
275 NW 2nd Street, 4th Floor  
Miami, FL 33129  
(305) 755-7815  
adelfam@miamidade.gov

#### **Key Personnel:**

Stefano Viola, P.E.; Stewart Robertson, P.E.



# SAFE ROUTES TO SCHOOL DESIGN SERVICES

## CUTLER BAY MIDDLE SCHOOL

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### SW 89th Avenue Paving and Drainage Improvements, Village of Palmetto Bay, FL

Kimley-Horn assisted in developing a roadway restoration/resurfacing and drainage improvements project in a residential area, including design, hydraulic modeling, contract documents, and permitting. Our team located proposed drainage infrastructure and provided cost-effective drainage improvements to meet stormwater management and environmental permitting requirements, as well as minimize impacts to adjacent properties. In addition to the roadway and drainage improvements, the project included signing and pavement markings, swale restoration, sidewalk improvements, and site restoration. Kimley-Horn provided construction phase services to expedite the project and to confirm the project was built in accordance with the design plans. Close coordination with residential property owners was required for the successful project.

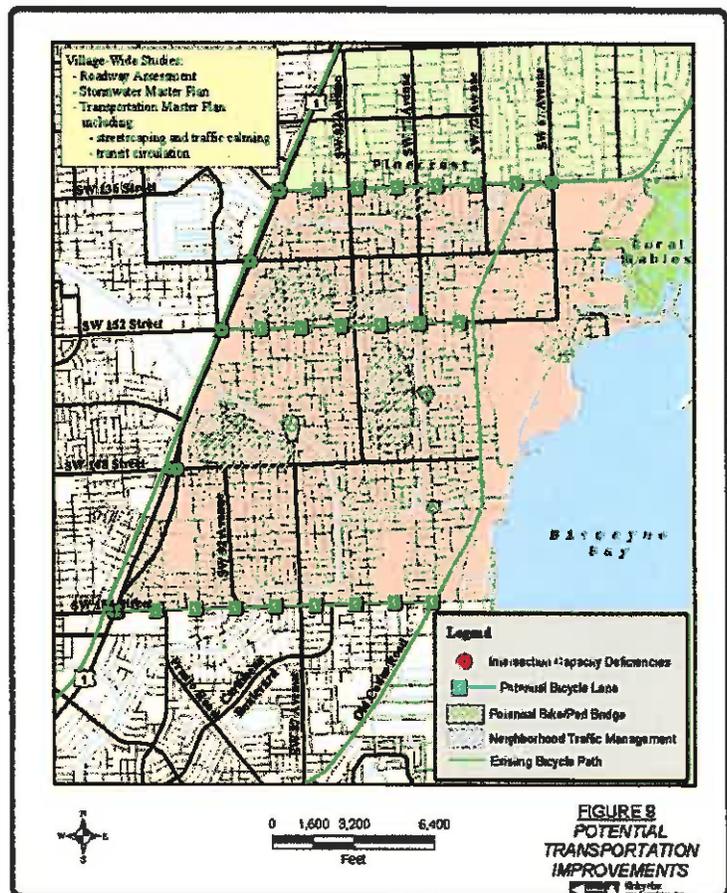


#### Client Contact:

Corrice Patterson  
 Village of Palmetto Bay  
 9495 SW 180th Street  
 Palmetto Bay, FL 33157  
 (305) 969-5086  
 cpatterson@palmettobayfl.gov

#### Key Personnel:

Stefano Viola, P.E.; Gary Ratay, P.E.; Brady Walker



## SAFE ROUTES TO SCHOOL DESIGN SERVICES

### CUTLER BAY MIDDLE SCHOOL

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### ***Miami Lakeway North Resurfacing and Drainage Improvements, Federally Funded Design-Build Project, Town of Miami Lakes, FL***

Kimley-Horn assisted the Town in obtaining more than \$600,000 in stimulus funding to construct this roadway and drainage improvement project that included a portion of Miami Lakeway North between Celebration Point and Miami Lakes Drive and NW 153rd Street from Miami Lakeway North to NW 60th Avenue. Prior to obtaining the stimulus funding, Kimley-Horn assisted the Town in becoming Local Agency Program (LAP) certified so that the Town would be eligible to obtain the stimulus funding. To meet stimulus funding requirements of "shovel ready," the project had to be advertised as a design-build. Kimley-Horn developed a design criteria package in compliance with Federal funding criteria. The design criteria package was used for public advertisement and resulted in securing the stimulus funding and award of the project to the design-build team. The project included drainage system improvements such as new stormwater inlets, a new outfall connection, exfiltration trench for water quantity and quality treatment, new sidewalk, and new pavement markings and signage. Kimley-Horn also provided construction phase services to expedite the project and to confirm that the project was built in compliance with the design criteria.

#### ***Client Contact:***

Alex Rey  
Town of Miami Lakes  
6601 Main Street  
Miami Lakes, FL 33014  
(305) 364-6100;  
reya@miamilakes-fl.gov

#### ***Key Personnel:***

Stefano Viola, P.E.; Gary Ratay, P.E.



## SAFE ROUTES TO SCHOOL DESIGN SERVICES

### GUTLER BAY MIDDLE SCHOOL

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## 9. Press, Commendations, and Awards

### Awards

#### *An award-winning consultant with an outstanding workplace*

Kimley-Horn's quality work environment and stable employee base has led to recognition with two major employer-of-choice awards. Fortune magazine recently selected Kimley-Horn as one of its 100 Best Companies to Work For. In 2015, we were ranked 25th, up from 73rd last year. In addition, Engineering News-Record (ENR) ranked Kimley-Horn 33rd of 500 U.S. design firms, 15th in transportation, and 15th among "pure design firms" in 2014.

In May 2015, ENR named Kimley-Horn their Southeast Design Firm of the Year. Much of our growth extends from the confidence and trust that clients have in us. Kimley-Horn's long record of technical achievements is enhanced by our reputation for effective management and personal service.



### 2014

**Outstanding Development Award**, Florida Planning and Zoning Association (FPZA): Nathan Benderson Park, Sarasota

**Award of Honor (Open Space Category)**, 2014 Florida ASLA Annual Design Awards, Bradenton Riverwalk



### 2013

**Planning Award**, Heart of Florida/American Planning Association, Florida: Polk Transportation Planning Organization (TPO) Complete Streets Program

**Award of Excellence (Planning Project)**, Florida American Planning Association (APA), Nathan Benderson Park, Sarasota

**Award of Excellence**, Economic Development Division of the American Planning Association, Nathan Benderson Park, Sarasota

### 2012

**Planning Award**, Heart of Florida/ American Planning Association, Florida: Polk Transportation Planning Organization (TPO) Complete Streets Program

**Award of Merit**, Florida Chapter of the American Association of Landscape Architects: Palmetto Park Road Improvements and Downtown Boca Raton Pedestrian Promenade

**Engineering Excellence Grand Award**, Florida Institute of Consulting Engineers: Dixie Highway Flyover Design-Build

**Water Plant Operations Excellence Award**, Florida Department of Environmental Protection: Tropical Farms 10.0-MGD Reverse Osmosis (RO) Water Treatment Facility (WTF)

**Award of Excellence, Award of Merit**, International Parking Institute: Palm Avenue Parking Garage



### 2011

**Project of the Year**, Tampa Bay ITE Chapter, St. Petersburg Intersection Public Safety Program

**Engineering Excellence Award**, Florida Institute of Consulting Engineers: Palmetto Park Road Improvements and Downtown Boca Raton Pedestrian Promenade



# SAFE ROUTES TO SCHOOL DESIGN SERVICES

## CUTLER BAY MIDDLE SCHOOL

REQ.#15-11



### Public Works Department

Alfredo Quintero Jr., El. CFM, CGC, CCC  
Public Works Director  
ISA Certified Arborist

October 20, 2015

Kimley-Horn and Associates, Inc.  
600 N. Pine Island Road, Suite 450  
Plantation, FL 33324

**RE: Letter of Reference**

To whom it may concern:

My office is submitting this letter of reference in support of Kimley-Horn and Associates, Inc. and the high quality of its services. Since 2007, the Town of Cutler Bay has utilized the expertise of Kimley-Horn as our stormwater consultant. Kimley-Horn has worked closely with the Town on the following stormwater planning work:

- Kimley-Horn developed a **stormwater master plan** to address flood protection activities for its residents and to protect the environmental quality of its canals.
- Kimley-Horn also developed a **stormwater management report** to assist the Town in creating a stormwater utility, a capital improvements plan, and an operation and maintenance program associated with the stormwater system.
- Kimley-Horn assisted the Town in joining the **National Flood Insurance Program**, giving the community access to federally-funded flood insurance. Kimley-Horn also submitted applications and a program approach for an anticipated Community Rating System rating of 6. Although the total planning cost was \$230,000, Kimley-Horn assisted the Town in obtaining a \$200,000 grant through the South Florida Water Management District which significantly offset the Town's costs.

Kimley-Horn has also assisted the Town in implementing the capital improvement plan with roadway and drainage improvement projects that included funding assistance, design, permitting, bidding assistance, and construction phase services. The successfully completed projects include:

- **Cutler Ridge Elementary School Area Roadway and Drainage Improvement Project – Completed October 2009.** Kimley-Horn provided roadway restoration/resurfacing, drainage improvements and permitting in the Cutler Ridge Elementary School area. The project included curb and gutter, new sidewalk, and site restoration. Construction phase services were also provided to expedite the project for completion before the opening of school and to minimize adverse impacts to the community.
- **Saga Bay Roadway and Drainage Improvement Project – Completed March 2010.** Kimley-Horn provided similar professional services for this neighborhood roadway and drainage improvement project.

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**SAFE ROUTES TO SCHOOL DESIGN SERVICES**  
CUTLER BAY MIDDLE SCHOOL

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- **SW 212<sup>th</sup> Street Roadway Drainage Improvements – Completed October 2015**  
Kimley-Horn provided roadway restoration/resurfacing, drainage improvements and permitting on SW 212<sup>th</sup> Street. The project addressed flooding issues adjacent to the Cutler Bay Senior High School and was grant funded. The project included new drainage inlets and exfiltration trench, curb and gutter, new sidewalk, site restoration and an outfall to the South Florida Water Management Districts L31-E canal. Construction phase services were also provided to expedite the project for completion before the opening of school and to minimize adverse impacts to the community.

We are proud of our long-term association with Kimley-Horn. The Town of Cutler Bay is fully confident that any project that Kimley-Horn undertakes on our behalf will yield above and beyond the desired results. Their professionals have a proven track record of successful projects with the Town.

If you have any questions or require additional information regarding the Town of Cutler Bay's relationship with Kimley-Horn, please contact my office.

Sincerely,

Town of Cutler Bay

A handwritten signature in blue ink, appearing to read "Alfredo Quintero Jr.", written over a faint blue line.

Alfredo Quintero Jr., EI, CFM, CGC, CCC  
Director of Public Works  
Office: (305) 234-4262  
E-mail: [aquintero@cutlerbay-fl.gov](mailto:aquintero@cutlerbay-fl.gov)

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**APPENDIX "A"**

**ACKNOWLEDGEMENT, WARRANTY AND ACCEPTANCE**

A. Consultant warrants that it is willing and able to comply with all applicable State of Florida laws, rules and regulations.

B. Consultant warrants that they have read, understand and are willing to comply with all of the requirements of the RFQ and the addendum/ addenda nos.

C. Consultant warrants that it will not delegate or subcontract its responsibilities under an agreement without the prior written permission of the Council.

D. Consultant warrants that all information provided by it in connection with this proposal is true and accurate.

**E. CONTINGENCY FEE AND CODE OF ETHICS WARRANTY:**

Consultant warrants that neither it, nor any principal, employee, agent, representative or family member has promised to pay, and Consultant has not, and will not; pay a fee the amount of which is contingent upon the Town of Cutler Bay awarding this contract. Consultant warrants that neither it, nor any principal, employee, agent, representative has procured, or attempted to procure, this contract in violation of any of the provisions of the Miami-Dade County conflict of interest and code of ethics ordinances. Further, Consultant acknowledges that a violation of this warranty will result in the termination of the contract and forfeiture of funds paid, or to be paid, to the Consultant, if the Consultant is chosen for performance of the contract.

Signature of Official: *Gary R. Ratay*

Name (typed): Gary R. Ratay, P.E.

Title: Vice President

Consultant: Kimley-Horn and Associates, Inc.

Date: November 11, 2015





**NON-COLLUSIVE AFFIDAVIT (CONTINUED)**

**ACKNOWLEDGMENT**

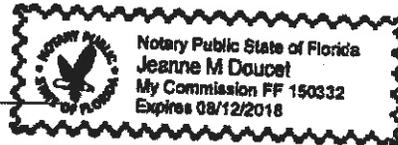
State of Florida )  
 ) SS:  
County of Orange )

BEFORE ME, the undersigned authority, personally appeared to me well known and known by me to be the person described herein and who executed the foregoing Affidavit and acknowledged to and before me that executed said Affidavit for the purpose therein expressed.

WITNESS, my hand and official seal this 11th day of November, 2015.

My Commission Expires: 08/12/2018

Jeanne M. Doucet  
Notary Public State of Florida at Large





**APPENDIX "C"**

**SWORN STATEMENT PURSUANT TO SECTION 287.133 (3)(a) FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

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

1. **This sworn statement is submitted to the TOWN OF CUTLER BAY, FLORIDA**

By Gary R. Ratay, P.E.

For Kimley-Horn and Associates, Inc.

Whose business address is: 600 North Pine Island Road, Suite 450, Plantation, FL 33324

And (if applicable) its Federal Employer Identification Number (FEIN) is: 56-0885615

(if the entity has no FEIN, include the Social Security Number of the individual signing this Sworn statement - S.S. # \_\_\_\_\_)

- 2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with any agency or political subdivision of any other State or of the United States, including, but not limited to, any Proposal or contract for goods or services to be provided to any public entity or an agency or any political subdivision of any other state or of the United States and involving antitrust fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation
- 3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result or a jury verdict, non jury trial, or entry of a plea or guilty or nab contenders.
- 4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, and means:
  - A. A predecessor or successor of a person convicted of a public entity crime; or
  - B. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity



crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate.

The ownership by one person of shares constituting a controlling interest in another person, or pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Proposals or applies to Proposal on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of any entity.

6. Based on information and belief, the statement that I have marked below is true in relation to the entity submitting this sworn statement. [Indicate which statement applies.]

Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, not any affiliate of the entity, has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

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

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



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

Gary R. Rutay  
Signature of Entity Submitting Sworn Statement

Sworn to and subscribed before me this 11th day of November, 2015.

Personally known

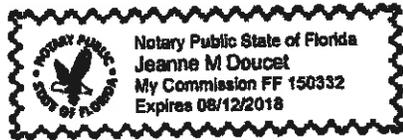
OR produced identification \_\_\_\_\_

Notary Public – State of Florida

\_\_\_\_\_  
(type of identification)

My commission expires 08/12/2018

Jeanne M. Doucet  
(Printed, typed or stamped Commissioned name notary public)





**APPENDIX "D"**  
**DRUG-FREE WORKPLACE FORM**

The undersigned vendor in accordance with Section 287.087, Florida Statutes, hereby certifies that  
Kimley-Horn and Associates, Inc. does: (Name of Business)

- 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 such 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.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

*Gary R. Reitz*  
Proposers Signature

November 11, 2015  
Date

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**CERTIFICATION FOR DISCLOSURE OF LOBBYING ACTIVITIES  
ON FEDERAL-AID CONTRACTS**  
(Compliance with 49CFR, Section 20.100 (b))

375-030-33  
PROCUREMENT  
10/01

The prospective participant certifies, by signing this certification, that to the best of his or her knowledge and belief:

(1) 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 federal 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.

(2) 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 federal 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 of Lobbying Activities", in accordance with its instructions. (Standard Form-LLL can be obtained from the Florida Department of Transportation's Professional Services Administrator or Procurement Office.)

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 prospective participant also agrees by submitting his or her proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

Name of Consultant: Kimley-Horn and Associates, Inc.

By: Gary R. Ratay, P.E. Date: 11/11/15

Authorized Signature: 

Title: Vice President

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**DISCLOSURE OF LOBBYING ACTIVITIES**

375-030-34  
 PROCUREMENT  
 04/14

<b>1. Type of Federal Action:</b> a. contract b. grant c. cooperative agreement d. loan e. loan guarantee <b>N/A</b> 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: _____ (mm/dd/yyyy)
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: _____ _____ _____ Congressional District, if known: 4c		<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b> _____ _____ _____ Congressional District, if known: _____
<b>6. Federal Department/Agency:</b> _____ _____	<b>7. Federal Program Name/Description:</b> _____ _____ CFDA Number, if applicable: _____	
<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> (if individual, last name, first name, MI): _____ _____ _____	<b>b. Individuals Performing Services (including address if different from No. 10a)</b> (last name, first name, MI): _____ _____ _____	
<b>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 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: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date (mm/dd/yyyy): _____	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
 INELIGIBILITY AND VOLUNTARY EXCLUSION – LOWER TIER  
 COVERED TRANSACTIONS  
 FOR FEDERAL AID CONTRACTS**  
 (Compliance with 49 CFR, Section 29.511)  
 (Appendix B Certification]

375-030-32  
 PROCUREMENT  
 03/15

It is certified that neither the below identified firm nor its principals are presently suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Name of Consultant: Kimley-Horn and Associates, Inc.

By   
 Authorized Signature

Date: November 11, 2015

Title: Vice President

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
4. The terms *covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded*, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the Department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled *Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction*, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which the transaction originated may pursue available remedies, including suspension and/or debarment.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**TRUTH IN NEGOTIATION CERTIFICATION**

375-030-30  
PROCUREMENT  
05/14

Pursuant to Section 287.055(5)(a), Florida Statutes, for any lump-sum or cost-plus-a-fixed fee professional services contract over the threshold amount provided in Section 287.017, Florida Statutes for CATEGORY FOUR, the Department of Transportation (Department) requires the Consultant to execute this certificate and include it with the submittal of the Technical Proposal, or as prescribed in the contract advertisement.

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Department determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Department, whichever is later.

Kimley-Horn and Associates, Inc:

Name of Consultant

By:

*Gary R. Ratay*  
Gary R. Ratay, P.E./Vice President

11/11/15

Date

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**CONFLICT OF INTEREST CERTIFICATION  
FOR CONSULTANT/CONTRACTOR**

375-030-50  
PROCUREMENT  
01/12

I certify that I have no present conflict of interest, that I have no knowledge of any conflict of interest that my firm may have, and that I will recuse myself from any capacity of decision making, approval, disapproval, or recommendation on any contract if I have a conflict of interest or a potential conflict of interest.

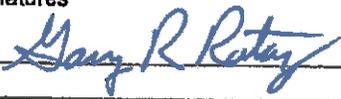
Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the Department, and therefore may not accept benefits of any sort under circumstances in which it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision of theirs, or to reward a past decision. Consultants performing work for the Department should avoid any conduct (whether in the context of business, financial, or social relationships) which might undermine the public trust, whether or not that conduct is unethical or lends itself to the appearance of ethical impropriety.

I realize that violation of the above mentioned standards could result in the termination of my work for the Department.

Contract No./Project Description(s): 15-11 Safe Routes to School Design Services Cutler Bay Middle School

Financial Project Number(s): 436939-1

Each undersigned individual hereby attests that he/she has no conflicts of interest related to the contract(s) identified above.

Printed Names	Signatures	Date
<u>Gary R. Ratay, P.E.</u>	<u></u>	<u>11/11/15</u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**E-VERIFY**

375-040-68  
PROCUREMENT  
01/11

Contract No: 15-11  
Financial Project No(s): 436939-1  
Project Description: Safe Routes to School Design Services Cutler Bay Middle School

Vendor/Consultant acknowledges and agrees to the following:

Vendor/Consultant shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of;

1. all persons employed by the Vendor/Consultant during the term of the Contract to perform employment duties within Florida; and
2. all persons, including subcontractors, assigned by the Vendor/Consultant to perform work pursuant to the contract with the Department.

Company/Firm: Kimley-Horn and Associates, Inc.  
Authorized Signature:   
Title: Vice President  
Date: November 11, 2015

# *State of Florida*

## *Department of State*

I certify from the records of this office that KIMLEY-HORN AND ASSOCIATES, INC. is a North Carolina corporation authorized to transact business in the State of Florida, qualified on April 24, 1968.

The document number of this corporation is 821359.

I further certify that said corporation has paid all fees due this office through December 31, 2015, that its most recent annual report/uniform business report was filed on April 15, 2015, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Twenty-fourth day of April,  
2015*



*Ken Detzner*  
*Secretary of State*

Tracking Number: CU8141374116

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

## Board of Professional Engineers

Attests that  
**Kimley-Horn & Associates, Inc.**

is authorized under the provisions of Section 471.023, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.

Expiration: 2/28/2017  
Audit No: 228201702724



**FBPE**  
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

CA Lic. No:  
**696**

STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
BOARD OF LANDSCAPE ARCHITECTURE

<b>LICENSE NUMBER</b>	
LCC000219	

The LANDSCAPE ARCHITECT BUSINESS  
Named below HAS REGISTERED  
Under the provisions of Chapter 481 FS.  
Expiration date: NOV 30, 2015

**KIMLEY-HORN AND ASSOCIATES INC**  
P O BOX 33068  
RALEIGH NC 276363068




RICK SCOTT  
GOVERNOR

ISSUED: 10/21/2013 SEQ # L1310210001450  
DISPLAY AS REQUIRED BY LAW

KEN LAWSON  
SECRETARY



Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2065 Apalachee Pkwy Tallahassee, Florida 32399-6580

License No.: **LB696**  
Expiration Date February 28, 2017

### Professional Surveyor and Mapper Business License

Under the provisions of Chapter 472, Florida Statutes

**KIMLEY-HORN AND ASSOCIATES, INC.**  
3001 WESTON PKWY  
CARY, NC 27513-2301



ADAM H. PUTNAM  
COMMISSIONER OF AGRICULTURE

STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
BOARD OF PROFESSIONAL GEOLOGISTS

<b>LICENSE NUMBER</b>	
QB175	

The GEOLOGY BUSINESS  
Named below IS CERTIFIED  
Under the provisions of Chapter 492 FS.  
Expiration date: JUL 31, 2016

**KIMLEY-HORN AND ASSOCIATES INC**  
PO BOX 33068  
RALEIGH NC 27636




ISSUED: 07/20/2014

DISPLAY AS REQUIRED BY LAW

SEQ # L1407200003220

# *State of Florida*

## *Department of State*

I certify from the records of this office that AVIROM & ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on July 1, 1981.

The document number of this corporation is 693023.

I further certify that said corporation has paid all fees due this office through December 31, 2015, that its most recent annual report/uniform business report was filed on January 13, 2015, and 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 Thirteenth day of January,  
2015*



*Ken Detjen*  
*Secretary of State*

Authentication ID: CC2533432786

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

<https://efile.sunbiz.org/certauthver.html>

## TSF CORPORATE CHARTER

## *State of Florida Department of State*

I certify from the records of this office that TIERRA SOUTH FLORIDA, INC. is a corporation organized under the laws of the State of Florida, filed on October 7, 2003, effective October 17, 2003.

The document number of this corporation is P03000110144.

I further certify that said corporation has paid all fees due this office through December 31, 2015, that its most recent annual report/uniform business report was filed on January 2, 2015, and its status is active.

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

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Second day of January, 2015*



*Ken Detjmer*  
*Secretary of State*

Authentication ID: CC6681607617

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

<https://efile.sunbiz.org/certauthver.html>



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/19/2015

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 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> Greyling Insurance Brokerage 3780 Mansell Road Suite 370 Alpharetta GA 30022	<b>CONTACT NAME:</b> Jerry Noyola <b>PHONE (A/C No. Ext):</b> (770) 552-4225 <b>FAX (A/C No.):</b> (866) 550-4082 <b>E-MAIL ADDRESS:</b> jerry.noyola@greyling.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Kimley-Horn and Associates, Inc. P.O. Box 33068 Raleigh NC 27636	<b>INSURER A:</b> National Union Fire Ins Co NAIC # 19445	
	<b>INSURER B:</b> Commerce & Industry Insurance NAIC # 19410	
	<b>INSURER C:</b> New Hampshire Insurance Company NAIC # 23841	
	<b>INSURER D:</b> Lloyd's of London NAIC # 085202	
	<b>INSURER E:</b> <b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** 15-16 (Kimley Sharda)      **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	ADDITIONAL INSURER	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b>		9645227	4/1/2015	4/1/2016	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<b>AUTOMOBILE LIABILITY</b>		4982985	4/1/2015	4/1/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS					BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<b>UMBRELLA LIAB</b>		BE 020733086	4/1/2015	4/1/2016	EACH OCCURRENCE \$ 5,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$ 5,000,000
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>		39901450 (AOS)	4/1/2015	4/1/2016	<input checked="" type="checkbox"/> WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input checked="" type="checkbox"/> N	N/A	39901451 (CA)	4/1/2015	4/1/2016	E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	<b>Professional Liability</b>		2070831500	4/1/2015	4/1/2016	Per Claim \$2,000,000 Aggregate \$2,000,000

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

**CERTIFICATE HOLDER**      **CANCELLATION**

Proof of Insurance/For Proposal Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  David Collings/JERRY <i>David H. Collings</i>