

**ARCHITECTURE**

**ENGINEERING**

**INTERIOR  
DESIGN**



## **Statement of Qualifications**

### **Architectural Services for College Road Workforce Housing Project**

**City of Key West  
Project RFQ # 19-002**

**December 12, 2018**



**Affordable Housing • Healthcare • Senior Living • Multi-family • Mixed Use • Retail • Hospitality**

**7901 4<sup>th</sup>. St. N., Ste. 200 • St. Petersburg, FL 33702 • 727.894.4453 • [www.bessolo.com](http://www.bessolo.com)**

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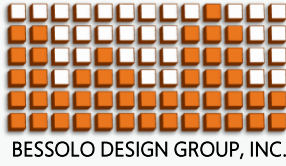
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to CHA



December 12, 2018

**City Clerk, City of Key West**

1300 White Street  
Key West, Florida 33040

**RE: RFQ 19-002, Architectural Services For College Road Workforce Housing,**

Attention Engineering Department,

Bessolo Design Group, Inc. and its wholly owned subsidiary, KEM Engineers, provides architectural design, mechanical engineering, electrical engineering, plumbing design, structural engineering, and interior design services. We fully understand and acknowledge the scope of work described in this RFQ. Based on our 30 years of experience, and our comprehensive in-house services we believe we are the best candidate to perform the work described in this RFQ.

We are very committed to helping the City of Key West fulfill its goals by providing you with the highest level of services and customer care possible. We strive to exceed our clients expectations regardless of project size. This is why I, as Company Owner and Lead Architect, oversee every project from inception through completion.

Our professional staff is extremely experienced partnering with housing authorities, municipalities, and government agencies on both new construction, and renovations of housing units. We have significant experience with projects that need to be designed in accordance with current HUD, UFAS and ADA requirements. Other services we offer include feasibility studies, site planning, pro forma analysis, threshold inspection, and permitting assistance.

Below is a list of completed and active projects.

**New Construction**

Brevard County Housing Authority—Palms at University, a 60 unit 50,000 sf multi-family residence  
Pinellas County Housing Authority—153 unit Pinellas Heights Senior Living facility  
Tampa Housing Authority—203 unit mixed use Tempo at Encore  
Lealman Community Center in St. Petersburg  
Yalaha Community Center  
Lakeland Housing Authority—The Manor at West Bartow 100 unit senior living facility

**Renovation and Assessments**

Plant City Housing Authority—Needs assessment  
Pinellas County Housing Authority—Landings at Cross Bayou Apartments  
Chipley Housing Authority—Needs assessment  
Marianna Housing Authority—Long term needs assessment and section 504 renovations  
St. Petersburg Housing Authority—Royal Theater Boys & Girls Club restoration  
Tampa Housing Authority—JL Young Affordable Housing apartments  
Avon Park Housing Authority—61 single unit affordable housing homes  
Lake Wales Housing Authority—Grove Manor Apartments 72 building, 140 units needs assessment

**Current Housing Authority and Similar Agency Contracts**

Melbourne Housing Authority	Ft. Pierce Housing Authority	Plant City Housing Authority
St. Petersburg Housing Authority	Clearwater Housing Authority	Winter Park Housing Authority
Lakeland Housing Authority	Manatee County	Lee County
Brevard County Housing Authority	City of Tampa	

Sincerely,

Kevin J. Bessolo, AIA,  
President  
Bessolo Design Group, Inc.

**Project Name:** CITY OF KEY WEST  
REQUEST FOR QUALIFICATIONS # 19-002  
ARCHITECTURAL SERVICES FOR  
COLLEGE ROAD WORKFORCE  
HOUSING PROJECT



**Project RFQ** # 19-002

**ISSUE DATE:** November 13, 2018

**RESPONSE DATE:** December 12, 2018

**COMPANY NAME:** Bessolo Design Group, Inc.

**ADDRESS:** 7901 4<sup>th</sup> Street N. #200  
St. Petersburg, FL 33702

**Phone No.** 727-894-4453

**Primary Contact:** Kevin J. Bessolo, AIA  
[kbessolo@bessolo.com](mailto:kbessolo@bessolo.com)

**Project Manager:** Adam Wilson, AIA  
[awilson@bessolo.com](mailto:awilson@bessolo.com)



**Prime**



**Services**

- Architecture Kevin Bessolo, AIA
- Project Management Adam Wilson, AIA
- Construction Admin. Adam Wilson, AIA
- Interior Design Tamela Wash

***St. Petersburg, FL***



A wholly owned subsidiary  
of Bessolo Design Group

- Mechanical Daniel Herrera, PE
- Electrical Walt Giddings, EIT
- Plumbing Rodney Forstall
- Structural Daniel Coorey, PE

***St. Petersburg, FL***



***Sub-consultant***

- Civil Engineering Allen Perez, PE

***Key West, FL***

***Florida Keys  
Land Survey  
Sub-consultant***

- Site Survey Matthew Blomberg

***Sugarlaof Key, FL***



***Sub-consultant***

- Geotechnical Stephen Mrachek
- Materials Testing
- Threshold Inspection
- Environmental

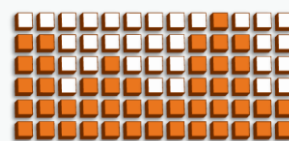
***Summerland Key, FL /  
Miami, FL***



For nearly 30 years Bessolo Design Group, Inc. has provided full service architectural planning and consulting services to a wide range of markets. Our passionate and dedicated team, led by owner Kevin J. Bessolo, AIA, share a common vision of designing top quality structures with the highest level of customer service. With six disciplines under one roof we provide diversified design and management services. We have been able to develop long term relationships with our clients and maintain a reputation for providing quality design by maximizing the clients budget and providing a high level of service. Through a determined commitment to our core business principles we have become an industry leader in the markets we serve.

### Basic Information

Year Established	1987
Year Firm Established in FL	1987
In-house Services	Architecture, Mechanical Engineering, Electrical Engineering, Plumbing Design, Structural Engineering, Interior Design.
President	Kevin J. Bessolo, AIA, more than 30 years architectural experience.
Staff	62 highly qualified and experienced professionals.
Synergistic Process	By having our Architectural and Engineering disciplines all in-house.
Experience	Extensive experience providing design services to Housing Authorities, Governmental Agencies, and Non-Profit Organizations in affordable housing, multi-family, mixed use, single family homes, and community projects. Over 500 completed projects throughout the state of Florida.
Housing Authorities	Orlando Housing Authority, Tampa Housing Authority, Pinellas County Housing Authority, Lakeland Housing Authority, Melbourne Housing Authority, Ft. Pierce Housing Authority, Clearwater Housing Authority, Lake Wales Housing Authority, Chipley Housing Authority, Marianna Housing Authority
Quality Control	Extensive Multi-tiered Quality Control Process through all project stages.
Keeping Green	Creative design solutions combining economic and innovative building materials with efficient building configurations to provide green building solutions. Creating energy efficient project design solutions utilizing the LEED approach for buildings that are easy to maintain with long-term viability and lasting value.





## Architectural Design

- Site Planning
- Programming
- Conceptual Design
- Schematic Design
- Design Development
- Construction Documents
- Specifications
- Construction Administration
- Value Engineering
- Permitting
- Bidding and/or Negotiation
- Construction Administration
- Project Management
- LEED Certification
- 3D Rendering



## Mechanical Engineering

- Heating Systems
- Ventilation Systems
- Air Conditioning Systems
- Humidity Control
- Energy Management Systems
- Building Automation/Controls
- Building Commissioning
- Sustainable Design



## Electrical Engineering

- Medium voltage AC
- Interior Lighting Design
- Exterior Lighting Design
- Photometrics
- Emergency Generators
- Uninterruptible Power
- Computer Power Systems
- Interior & Site Lighting
- Lightning Protection
- Fire Alarm Systems
- Data/Voice Premise Wiring
- Low Voltage Design
- Security, CATV, Phone, A/V
- Video Surveillance Systems
- Access Control Systems



## Plumbing Design

- Sanitary Design
- Waste and Vent systems
- Storm Drainage
- Domestic Water Systems
- Fire Protection Design
- Medical Gas Design



## Structural Engineering

- Structural Design
- Structural Assessments
- Renovations
- Special Inspection
- Threshold Inspection
- Specialty Design
- Construction Documents
- Construction Administration



## Interior Design

- Interior Design
- Interior Architecture
- FF&E Procurement
- FF&E Selection
- Artwork Selection
- Window Treatments
- Accessory Selection
- Smallware Selection
- FF&E Pricing
- Bidding/Ordering
- Installation Coordination

### Fundamentals of Providing Services

Basic project design approach.

- Assemble a world-class team of design professionals and consultants
- Design within a collaborative environment comprised of the client, GC, vendors, and us
- Understand and focus on a client's project design parameters and objectives
- Dedicate a team of key professionals from each A&E discipline throughout the life of a project

### Team Approach

Our team approach is rooted in a firm belief that a project's success is best accomplished through the integration of the owner, GC, outside consultants, and vendors.

### Our Process

#### Listen to the Client

Extensive conversations with our clients are conducted to gain a thorough understanding of the projects scope, timelines, costs, and other factors. Our project approach is to blend our experience with that of our clients.

#### Provide Leadership Through a Detailed Project Work Plan

Afterwards a detailed work plan is prepared by the project manager to identify key milestones, dates, deliverable requirements. Additionally, a client coordination plan, design coordination plan, local approvals plan, construction manager coordination and a quality control plan are created.

#### Communicate to Get the Job Done

Coordination with the client begins with Kevin J. Bessolo, AIA, and then with the project manager during all phases of design. Project activities are assigned to team members through clear and ongoing communication. Weekly project meetings are conducted to assure smooth progress and a project update is provided to the client.

#### Analysis of Scope

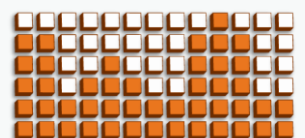
A thorough analysis of the scope of work will be conducted by Bessolo Design Group, Inc., in accordance with our client's requirements.

#### Goal Setting

By engaging the client at the onset project goals and objectives are clearly defined and identified so a detailed project plan with schedules and milestones to achieve these goals and objectives can be formulated.

#### Budget Control

Bessolo Design Group works closely with contractors and vendors to develop the construction budget. We fully embrace creative design solutions that often offer simpler, more elegant, and less expensive design solutions.





**Budget Control**

Bessolo Design Group works closely with contractors and vendors to develop the construction budget. We fully embrace creative design solutions that often offer simpler, more elegant, and less expensive design solutions.

**Scheduling**

Detailed project schedules track the project, staffing, milestones, deadlines, client requests, and deliverables. A project schedule will be prepared based on scope of services and specific project details. This schedule is updated during each phase of the project and all parties are informed of any schedule changes.

**Permitting Process Requirements**

Bessolo Design Group utilizes the knowledge and experience of its design professionals to ensure that projects conform to all applicable federal, state & local code requirements.

**Project Controls**

Weekly progress review meeting reports are distributed to the client to review schedule and budget goals, design criteria, progress drawings, and specifications.

**Project Stages**

CONCEPT DESIGN			
Written Program	Single Line Building Plan	Project Schedule	Client Consultation
Conceptual Site Plan	Conceptual Elevation	Conceptual Floor Plan	
SCHEMATIC DESIGN			
Develop Concept Plans	Site Plan	Floor Plan	Front Elevation
Updated Project Schedule	Permit View	Civil Engineering	Goemetrics
Building Code Review			
DESIGN DEVELOPMENT			
Preliminary Plans	Building Systems	Demolition Plans	Finalize Floor Plan
Reflected Ceiling Plan	Updated Project Schedule	Finalize Unit Plans	Exterior Finishes
Interior Finishes	Code Review	Roof Plan	GC Coordination
CONSTRUCTION ADMINISTRATION			
Answer RFIs	Review Shop Drawings	Review Pay Requests	Prepare Change Orders
Prepare Punch List	Issue Substantial Completion	Site Visits	11 Month Warranty

### Interface With General Contractors During Design and Construction

Close communication and a collaboration are crucial elements for a successful project. At the beginning of the project our project manager coordinates the deliverables with the owner, GC and construction manager. The general contractor and the construction manager are invaluable participants to the design process in the areas of building and systems constructability, construction cost control, value engineering, pre-purchase of long lead equipment terms, bringing key vendors to the table for design review, and a timely construction process.

### Public Involvement

Part of the services we regularly provide our clients is to help them through a variety of different meetings and presentations. We regularly attended zoning hearings, code hearings, homeowners association meetings, town council meetings, and a variety of other types of meetings. Our highly qualified staff has many years of experience interacting with community residents and government officials.

### Risk Management and Quality Control Program

Risk Management and Quality Control is an attitude embedded throughout our entire design process. Bessolo Design Group utilizes the many lessons learned by our 30 years of experience. Our RM/QC systems are crucial tools for maintaining proper cost controls through:

1. Assessing and mitigating risk
2. Conducting weekly clash detection and design review meetings
3. Identifying and addressing historical issues
4. Resolving design conflicts
5. Having a proactive approach for dispute resolution

We have developed a comprehensive 9-step approach to ensure that our projects are delivered with minimal risk and maximum quality.

### Summary of our Approach

1. Comprehensive scope analysis	5. Quality control and quality assurance reviews
2. Proposal/contract development and review	6. Continued monitoring during construction phase
3. Drawing checklists, templates, and procedures	7. Daily and weekly project reviews
4. Addressing previously identified design issues	8. Complete project close out and lessons learned



**1. Comprehensive Scope Analysis**

Our comprehensive scope analysis identifies project goals and cost of work. Specific tasks are clearly identified for all disciplines. Team meetings are conducted to verify expectations of both the owner and Bessolo Design Group.

**2. Thorough Proposal and Contract Development and Review**

The project scope is reviewed and a proposal is presented to the client. The proposal defines the responsibilities for all project partners. Following the acceptance of the proposal, a Contract is prepared.

**3. Project and Drawing Checklists, Templates, and Procedures**

Project checklists ensure policies, procedures, standards, and details are met. These include a project sheet checklist, a project schedule checklist, and a special project type checklist.

**4. Addressing Previously Identified Design Issues**

The Request for Information (RFI) Checklist is another tool utilized during the design process. This comprehensive checklist encompasses every discipline. The checklist is reviewed throughout every project phase to ensure quality control. For each project phase an overall RFI checklist is completed to ensure all items have been addressed.

**5. Exhaustive Quality Control (Q/C) and Quality Assurance Reviews**

Quality Control involves the proactive and diligent monitoring of the design process and key milestones. Our QC process provides valuable oversight of critical design components. At the 50% and 100% completion stage for each project phase a formal coordination and QC check is performed.

**Maintaining Material and Workmanship Quality****Two Stage Quality Control Process****First Stage**

1. The Project Manager reviews and marks up the drawings
2. The Q/C Manager reviews and marks up drawings
3. CAD Manager reviews and marks up drawings
4. Drawings are distributed to the Engineers for review and comments
5. If Interior Design is required they review and mark up the drawings
6. Final review and marks up conducted by Kevin J. Bessolo

**Second Stage**

1. The Project Manager reviews the fully marked up drawings
2. Drawings are distributed to the various disciplines to incorporate the mark ups
3. Drawings are checked and verified
4. Final drawing set is sent to the owner for review.



### Time Allotted for Quality Control for Each Project Phase

Schematic Design Phase		Design Development Phase		Construction Documents Phase	
First Stage	2 Days	First Stage	6 Days	First Stage	6 Days
Second Stage	2 Days	Second Stage	4 Days	Second Stage	4 Days
Total Q/C Time	4 Days	Total Q/C Time	10 Days	Total Q/C Time	10 Days

This is the maximum amount of allocated time for quality control. Actual time allocation is dependent upon a projects complexity.

### 6. Continued Monitoring during Construction Phase Services

RFI's and field reports are monitored during construction to identify and resolve any potential issues before they become a larger issue.

### 7. Daily and Weekly Project Reviews

Project teams meet each morning to review the previous day's work, confirm the current day's schedule and assignments, and address any issues. Live drawing sets with the previous day's mark-ups are maintained to review progress drawings and offer additional constructability guidance to the project team.

### 8. Complete Project Close out and Lessons Learned Sessions

After a project is completed the project team conducts a project close out session. This session identifies any unique circumstances which arose during the design and construction phases. Checklists are updated, staff is informed, and owners are surveyed.

## Reports

### Weekly Project Report

An on-going update to the status of your project.

### Meeting Minutes

A detailed account of proposed agenda items and other points that are discussed during meetings.

### Architect's Field Reports

Documents work in progress, site observations, and other items for all site visits and meetings.

### Sample Forms

The image displays three sample forms from Bessolo Design Group, Inc. The first form, 'Weekly Project Report', includes sections for project information, a checklist for various project stages (Schematic Design, Design Development, Construction Documents, Construction), and a list of next steps. The second form, 'MEETING MINUTES', provides a structured template for recording meeting details, including date, time, location, attendees, and a list of discussion items. The third form, 'ARCHITECT'S FIELD REPORT', is a detailed template for documenting site visits, including project information, a checklist for various project stages, and a list of next steps.



### Customer Care Program

When it comes to customer service Bessolo Design Group, Inc. has one goal on every project . . . exceed our client's expectations. Our comprehensive customer care program ensures complete project success regardless of a project's location. Our number one goal is always to ensure that every aspect of your project goes smoothly and all deadlines are met.

### Technology

We have 36 seats of 2017 Autodesk Building Design Suite which includes Revit 3D Design, AutoCad 2D Design, and Navistar 3D Coordination. Navistar 3D helps to eliminate costly design conflicts, lowering RFIs and Change Orders. We also utilize 3DSMax and the entire Adobe CC suite for renderings and other elevation drawings.

### Communication Technology System (CTS)

Communication is the foundation of our customer care program and project management. Whether you are across the street or across the state, our CTS allows us to deliver customized project oversight and virtually puts us in your office whenever you need us. Bluebeam Studio Project/Studio Sessions and GoToMeeting Video Conferencing form the core of our CTS, allowing us to coordinate meetings, presentations, and conferences. This ensures full collaboration with our clients during every stage of the project.

The Bluebeam Suite is a cloud based system that allows documents to be shared and marked up with project partners in real time. No special software is needed and it is completely free for our clients to access. GoToMeeting enables us to hold live video conferencing and remote desktop presentations and conferences.

### Site Visits

A careful analysis is done during the initial stages of a project and reviewed with the client to determine the proper amount of site visits on any given project. Our project managers are always available for consultation but in the unlikely event that an issue cannot be handled remotely a non-scheduled site visit will be done.



### Sustainable Design

Bessolo Design Group, Inc. is fully committed to using the healthiest, most energy efficient, and sustainable materials available. All of our projects utilize green building design and sustainable architectural concepts in order to provide the healthiest environments now and in the future.



Our LEED certified staff will ensure that every project will be done to the highest green standards allowable by the scope and budget of the project. Volatile organic compounds (VOC) can be found in any indoor environment coming from a variety of different sources. VOCs have a high vapor pressure and low water solubility and are suspected of causing sick building syndrome type symptoms. Green products containing less VOCs are better for human and environmental health.

### Waste Management

Sustainable architecture focuses on the on-site use of waste, incorporating things such as reclaimed water systems for use on landscaping.

### Re-using Structures and Materials

Some sustainable architecture incorporates recycled or re-usable materials. Using less new materials creates a corresponding reduction in embodied energy (energy used in the production of materials). Often sustainable architects attempt to retro-fit old structures to serve new needs in order to avoid unnecessary development.

### Social Sustainability in Architecture

Sustainable design can help create a sustainable way of living within a community. Creating unique, efficient, and cost effective designs help promote walking communities which lower community carbon footprints. Public housing is a very successful approach that provides individual sleeping and recreation spaces that incorporates communal spaces. Architectural design can play a large part in influencing the ways that social groups interact. An overtly socially sustainable building, if successful, can help people to see the benefit of living sustainably.

### Building Placement

One central and often ignored aspect of sustainable architecture is building placement. Outlying and isolated structures often serve as the frontlines of suburban sprawl. Second, they increase energy consumption required for transportation and lead to unnecessary auto emissions. Careful mixed use zoning can make commercial, residential, and light industrial areas more accessible for those traveling by foot, bicycle, or public transit.

### Sustainable Building Materials

There are many sustainable building materials that help reduce pollution and the strain on non-renewable natural resources. Additionally, they also promote sound environmental policies. All of our architects and engineers keep up-do-date on all available products.



### Kevin J. Bessolo, AIA President, Lead Architect

M.Arch.—University of Michigan; BS In Architecture—University of Michigan

*Registered Architect: FL #AR0012069, AR #3447, CO #AR304264, CT #12341, GA #RA007765, OH #1416051, SC #4969, WI #11489-5; NCARB #47837 Certification in all states, Member of American Institute of Architects, AIA.*

Mr. Bessolo's experience includes conceptual design through substantial completion. His expertise includes multi-family, senior living, community centers, healthcare, corporate and commercial facilities. With 30 years of design experience as owner of Bessolo Design Group, Mr. Bessolo is recognized as leader in the field of architecture and engineering.

### Selected Housing Authority/Municipality Project Experience:

Town of Astatula Community Center; Astatula, FL • Palm at University Affordable Housing; Melbourne, FL • Laundry Room Renovations—Plant City Housing Authority; Plant City, FL • The Tempo at Encore; Tampa, FL • Landing at Cross Bayou; Largo, FL • Pinellas Heights; Largo, FL • Ft. Pierce Continuing Services Contract • Trinity of Lakeland; Lakeland, FL • Boys and Girls Club Royal Theater, St. Petersburg, FL • Dr. Carter Woodson African American Museum; St. Petersburg, FL • Redington Shores Town Hall, Redington Shores, FL • Grove Manor; Bartow, FL • Marianna Housing Authority Needs Assessment; Marianna, FL • J. L. Young Apartments; Tampa, FL • Manor at West Bartow; Bartow, FL • Miscellaneous A&E Services for Town of Ft. Myers Beach, FL • Yalaha Community Center; Yalaha, FL • Dept. of Military Affairs Needs Assessment; St. Augustine, FL • Lutheran Apartments; St. Petersburg, FL • Chipley Housing Authority A&E services; Chipley, FL • Bethune Residence; Tampa, FL • Magnolia Gardens, Pinellas Park • Avon Park Housing Authority A&E Services • YMCA Omni Sports Center, Largo, FL • Heron Estates, Riviera Beach Housing Authority; Riviera Beach, FL

### Other Experience:

Autumn Sarasota Phase II; Sarasota, FL • Certus Memory Care at Longwood; Longwood, FL • Certus Memory Care at Mt. Dora; Mt. Dora, FL • Certus Memory Care at Orange City; Orange City, FL • Eustis Senior Living; Lake Eustis, FL • Greenland Palms Senior Living; Hobe, FL • RFMS Nursing Home; Rochelle, IL • Siena Lake; Naples, FL • Strive at Fern Park; Casselberry, FL • Sunlight Senior Living; Sun City, FL • Gainesville Health Care Center; Gainesville, FL • Autumn Sarasota Memory Care; Sarasota, FL • Buffalo Crossing; The Villages, FL • Bluewater Bay ILF; Niceville, FL • Masonicare at Mystic Assisted Living Facility; Mystic CT • Newsome Eye Clinic; Sebring, FL • Inn On the Pond, Assisted Living & Memory Care Facility; Clearwater, FL • Diamond Ridge SNF; Lecanto, FL • Menorah Manor; St. Petersburg, FL • Portofino @ Westparc; St. Augustine, FL • Summer Vista ALF; Pensacola, FL • Superior Citrus ALF; Lecanto, FL • Sumter Place ILF; The Villages, FL • Tuscan Gardens; Venice, FL • Titan Buena Vista; The Villages, FL • Memory Care Oveido; Oveido, FL • Westminster SNF; Lake Nona, FL • Hobe Sound ALF/MC; Hobe Sound, FL

**Fred Adam Wilson, Jr., AIA, Project Manager**

B.S. Arch, Georgia Institute of Technology, Ecole des Beaux Artes—Paris, France  
Registered Architect: FL # RA009173

Over 20 years of experience. A solutions driven professional with extensive experience in construction management and Architectural design, including ability make real-time decisions, and resolve issues in a way that propels project completion and success. Has a demonstrated ability to successfully manage multiple priorities and perform under rapidly changing environments. Extremely effective communicating logical solutions, achieving excellent results and closure. Comprehensive background and skills.

**Selected Bessolo Design Group Project Experience:**

Palms at University; Melbourne, FL • Certus Memory Care at Mt. Dora; Mount Dora, FL • Certus Memory Care at Orange City; Orange City, FL • Certus Memory Care at Waterford Lake; Orlando, FL • Erikson Living; Melbourne, FL • Allegro Senior Living at Casselberry; Winter Park, FL • Buffalo Crossing Skilled Nursing Facility; The Villages, FL • Brandon Assisted Living and Memory; Brandon, FL • Legacy Lifestyle Senior Housing; Ocoee, FL • Stonegate at Lake Nona; Orlando, FL • Westminster Baldwin Park Skilled Nursing Facility; Orlando, FL

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**Daniel G. Herrera, PE, Sr. Mechanical Engineer—KEM Engineers, Inc.**

BS Mechanical Engineering, University of Toledo, OH  
FL P.E. #68808, OH P.E. #

Daniel's Mechanical Engineering career began in the United States Airforce and has spanned over 33 years. He has been an active member of the American Society of Heating, Refrigerating and Air Conditioning Engineers since 1984. Recently he was the Florida West Coast Chapter President. His career has taken him to projects from Alaska to Texas. He is well versed in engineering design, estimating for proposals, design of heating and ventilation, air conditioning, plumbing and fire protection systems for commercial, healthcare, educational and light industrial projects.

**Selected Bessolo Design Group Project Experience:**

The Housing Authority of Melbourne Palms at University; Melbourne, FL • Autumn Senior Living of Sarasota; Sarasota, FL • Gainesville Health Care Center; Gainesville, FL • Buffalo Crossing Skilled Nursing Facility; The Villages, FL • Erikson Living at Siena Lakes; Naples, FL • Masonicare ALF/MC Phase I; Mystic, CT • Summer Vista ALF; Pensacola, FL • Tempo at Encore; Tampa, FL • Watercrest ALF/MC; Sebastian, FL • Titan Buena Vista ILF; The Villages, FL • Memory Lane Cottages; Tampa, FL and Oviedo, FL • Westminster Baldwin Park; Orlando, FL • Stonegate at Lake Nona; Orlando, FL • Market Street by Watercrest Senior Living; Viera, FL • Lake City Surgical Center; Lake City, FL • Menorah Manor Skilled Nursing Facility; St. Petersburg, FL • Tampa Oaks Senior Living Facility; Tampa, FL • Brandon ALF and Memory Care; Brandon, FL



**Daniel James Coorey, PE, Sr. Structural Engineer—KEM Engineers, Inc.**

Bachelor of Engineering, University of Sydney, School of Civil and Mining Engineering  
*FL Registered PE #77065*

Accomplished structural design and lead project engineer with vast local and international expertise delivering value in the engineering and construction industry. Resourceful leader and team asset with proven knowledge and track record of design and coordination of multiple multi-million dollar projects. Member of Florida Gulf Coast Chapter US Green Building Council.

**Selected Bessolo Design Group Project Experience:**

Certus Memory Care at Mt. Dora; Mount Dora, FL • Strive at Fern Park; Casselberry, FL • Palms at University Affordable Housing; Melbourne, FL • Discovery Village; Melbourne, FL • Erikson Living; Naples, FL • Certus Memory Care at Waterford Lake; Orlando, FL • Certus Memory Care at Orange City; Orange City, FL • Allegro at Casselberry ALF; Winter Park, FL • Stonegate at Lake Nona Senior Living; Orlando, FL • Titan Buena Vista Senior Living; The Villages, FL • Westminster Baldwin Park SNF; Orlando, FL • Buffalo Crossing SNF; The Villages, FL • Sunlight Senior Living; Sun City, FL • Certus Memory Care at Longwood; Longwood, FL

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**Tamela Wash, Interior Designer**

B.S. in Interior Design, Western Kentucky U.; A.D. in Arch. Drafting, W. Kentucky Community & Technical College  
*National Council of Interior Design Qualification Certified; FL State Board of Arch. & Int. Design: #ID0003445*

Extensive background in healthcare, corporate, educational, retail, financial and hospitality design. Experienced in coordinating all aspects of ID from conception through the construction administration phase. Effective communication skills to ensure each project is completed in a timely manner and all interior design issues are properly communicated to the client.

**Selected Bessolo Design Group Project Experience:**

The Housing Authority of Melbourne Palms at University; Melbourne, FL • Titan Spanish Springs; Sarasota, FL • Buffalo Crossing Skilled Nursing Facility; The Villages, FL • Tampa Oaks Assisted Living Facility; Tampa, FL • Brandon Palms Club House, Brandon, FL • Stonegate Senior Living; Orlando, FL • Bessolo Design Group Corporate Headquarters; St. Petersburg, FL • Tampa Oaks; Tampa, FL • Greenland Palms; Hobe Sound, FL • Blue Sky Brandon Clubhouse • Autumn Sarasota Assisted Living Phase II; Sarasota, FL • Autumn Westchase Assisted Living; Tampa, FL • Certus Orange Memory Care; Orange City, FL • Certus Waterford Memory Care; Tampa, FL

### **Rodney Forstall, Plumbing Designer—KEM Engineers, Inc.**

City College of New York, DeKalb College-Atlanta, GA

Over 20 years experience providing CAD and Plumbing design. Strong background in affordable housing, mutli-family, senior living, and healthcare.

#### **Selected Bessolo Design Group Project Experience:**

The Housing Authority of Melbourne Palms at University; Melbourne, FL • Tempo at Encore; Tampa, FL • Landings at Cross Bayou; Largo, FL • Manatee County; Bradenton, FL • Chipley Housing Authority Misc. Services Contract; Chipley, FL • Yalaha Community Center, Yalaha, FL • Mariana Housing Authority Needs Assessment; Mariana, FL • Lake Wales Housing Authority Grove Manor Needs Assessment; Bartow, FL • Menorah Manor Foundation SNF renovation; St. Petersburg, FL • St. Petersburg Housing Authority Misc. Services Contract; St. Petersburg, FL • Autumn Clearwater Senior Living; Clearwater, FL • Masonicare Senior Living; Mystic, CT • Allegro Senior Living; Winter Park, FL • Buffalo Crossing Skilled Nursing Facility; The Village, FL • Westminster Baldwin Park Skilled Nursing Facility; Orlando, FL • Discovery Village; Sarasota, FL • Tampa Oaks; Tampa, FL • Greenland Palms; Hobe Sound, FL • Market Street by Watercrest; Viera, FL • Titan Buena Vista Senior Living; The Villages, FL • Autumn Sarasota ALF Phase II; Sarasota, FL • Brandon ALF/Memory Care; Brandon, FL • Buffalo Crossing ALF; The Villages, FL • Certus MC Orange City; Orange City, FL • Erickson Senior Living; Naples, FL • Lake City Surgery Center • Tuscan Gardens Senior Living; Sarasota, FL • Sunlight Senior Living; Sun City, FL • Gainesville Skilled Nursing; Gainesville, FL • Watercrest at Lake Nona; Lake Nona, FL • Watercrest Pelican Landing; Sebastian, FL

### **Walt Giddings, EIT, Electrical Engineering Intern—KEM Engineers, Inc.**

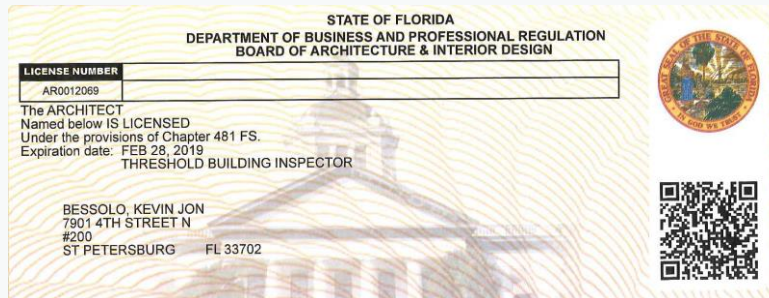
B.S. Electrical Engineering, University of Central Florida

Over 35 years of experience providing electrical design. Strong background in affordable housing, mutli-family, senior living, and healthcare.

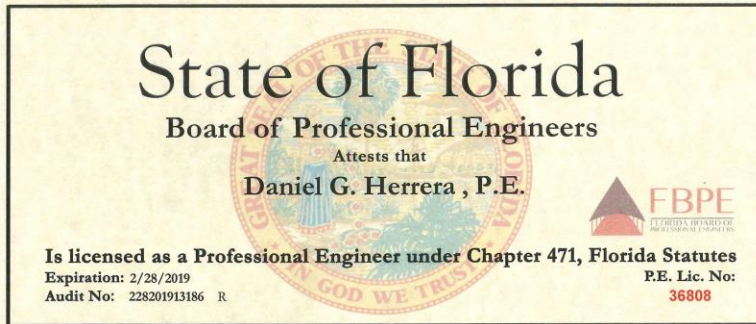
#### **Selected Bessolo Design Group Project Experience:**

The Housing Authority of Melbourne Palms at University; Melbourne, FL • Tempo at Encore; Tampa, FL • Landings at Cross Bayou; Largo, FL • Manatee County; Bradenton, FL • Chipley Housing Authority Misc. Services Contract; Chipley, FL • Yalaha Community Center, Yalaha, FL • Mariana Housing Authority Needs Assessment; Mariana, FL • Lake Wales Housing Authority Grove Manor Needs Assessment; Bartow, FL • Menorah Manor Foundation SNF renovation; St. Petersburg, FL • St. Petersburg Housing Authority Misc. Services Contract; St. Petersburg, FL • Autumn Clearwater Senior Living; Clearwater, FL • Market Street by Watercrest; Viera, FL • Titan Buena Vista Senior Living; The Villages, FL • Autumn Sarasota ALF Phase II; Sarasota, FL • Brandon ALF/Memory Care; Brandon, FL • Buffalo Crossing ALF; The Villages, FL • Certus MC Orange City; Orange City, FL • Erickson Senior Living; Naples, FL • Lake City Surgery Center • Tuscan Gardens Senior Living; Sarasota, FL • Sunlight Senior Living; Sun City, FL • Gainesville Skilled Nursing; Gainesville, FL • Watercrest at Lake Nona; Lake Nona, FL • Watercrest Pelican Landing; Sebastian, FL • Masonicare Senior Living; Mystic, CT • Allegro Senior Living; Winter Park, FL • Buffalo Crossing Skilled Nursing Facility; The Village, FL • Westminster Baldwin Park Skilled Nursing Facility; Orlando, FL • Discovery Village; Sarasota, FL • Tampa Oaks; Tampa, FL • Greenland Palms; Hobe Sound, FL

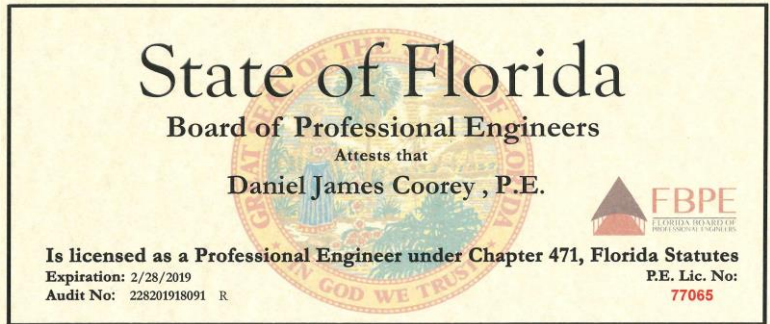
Kevin Bessolo, AIA  
President and Lead Architect



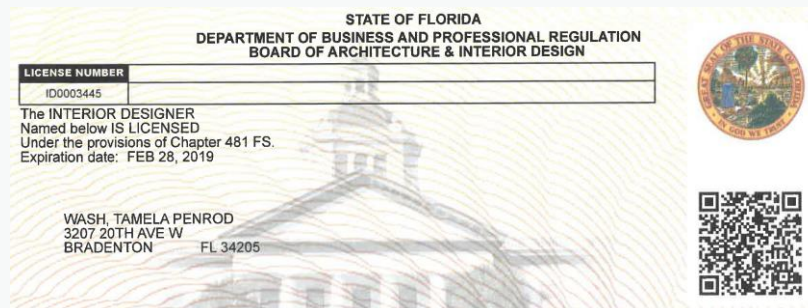
Daniel G. Herrera, PE,  
Sr. Mechanical Engineer—KEM Engineers, Inc.



Daniel James Coorey, PE  
Sr. Structural Engineer—KEM Engineers, Inc.



Tami Wash  
Interior Design





**Special points of interest:**

- We have worked on numerous School District projects.
- We are based in Key West.
- We have worked with and are familiar with School District Staff.
- We have extensive local engineering experience.
- FDOT Group 3.1—Minor Highway Design Certified
- FDOT Group 10.1—Construction Engineering Inspection Certified

**Municipal Clients:**

- City of Key West
- Monroe County
- Monroe County School District
- Florida Keys Aqueduct Authority
- NAS Key West



1010 Kennedy Drive,  
Suite 202  
Key West, FL 33040  
(305) 293-9440  
(305) 296-0243 Fax

*Introduction*

Perez Engineering & Development, Inc., is a professional engineering consulting firm. We provided professional services in the public, industrial, military, and private sectors for more than sixteen (16) years. Based in Key West, Florida, our staff has a proven record in successfully managing and completing complex multi-discipline projects throughout the State of Florida and the Caribbean.

Our approach to project planning and management controls both capital costs and engineering fees and demonstrates our ability to meet both schedule and budget requirements. In addition to being completed on time and within budget, a successful project must be technically adequate. To ensure technical adequacy of all our work, various types of review mechanisms have been established. The result is a systematic approach to ensure the following:

- ◆ Every project meets its quality objective
- ◆ Quality is continuously improved
- ◆ Cycle time is continuously reduced
- ◆ Cost are continuously reduced

We have successfully managed and completed various types of multi-discipline contracts including continuing services contracts for municipal and state government, federal government and private industry. Our performance on past and current contracts confirms our ability to meet both schedule and budget requirements with a strong emphasis on quality.

Our professional experience is fairly diversified and encompasses the design and preparation of construction documents, permitting, and construction services for a variety of roadway and land development projects. Our engineering design experience includes hydraulic and hydrologic computer modeling of storm water management systems; the design of potable and sanitary utility systems, pump stations, paving and grading design.

We have experience with numerous federal, state, and local agencies, including FDEP, SFWMD, ACOE, EPA, and FDOT.





## Allen E. Perez, P.E. President

Mr. Perez has more than twenty-five (25) years of experience in roadway design, sanitary sewer systems, stormwater systems, potable water systems, and general civil engineering services. His experience includes the management and technical preparation of master plans, construction documents, permit submittals, and construction services for a wide variety of development activity. Mr. Perez has been providing professional engineering services, from his Key West office, for projects throughout the Florida Keys for over seventeen (17) years.

Mr. Perez has experience in providing Civil Engineering services for a variety of private and public sector clients. The following is a summary of some of his current and past public sector continuing services contracts:

- *City of Key West*
  - *General Storm Water and Wastewater Engineer*
  - *Professional Engineering Consulting Services*
- *Monroe County*
  - *General Airport Consultant*
  - *Architectural/Engineering Services for Small Projects*
- *Florida Keys Aqueduct Authority*
  - *General Engineering Services*
- *Monroe County Housing Authority*
  - *General Engineering Services*
- *Key West Housing Authority*
  - *General Engineering Services*
- *Monroe County School Board*
  - *General Engineering Services*
- *Florida Keys Community College*
  - *General Engineering Services*

Mr. Perez's engineering design experience is fairly diversified and includes hydraulic and hydrologic computer modeling of storm water management systems; the design of potable and sanitary utility systems, pump stations, paving and grading design.

## EDUCATION

University of South Florida, Bachelor of Science in Civil Engineering, 1992  
University of South Florida, Master of Science in Civil Engineering, 1995

## REGISTRATIONS

Registered Engineer – Florida No. 51468

## HIGHLIGHTED PROJECT EXPERIENCE

### GOVERNMENT & INSTITUTIONAL EXPERIENCE

Key West City Administration Complex  
Key West Fire Station No. 2  
Monroe County Public Works Facility  
Monroe County Courthouse, Marathon  
Key West City Hall  
Stock Island Fire Station  
Big Pine Key Fire Station  
Higgs Beach Master Plan  
Horace O' Bryant School  
Truman Waterfront Redevelopment  
NAVFAC Key West  
Marathon High School  
FKCC Marine Technology Building  
Poinciana Elementary School  
Plantation Key Elementary School

### PRIVATE CLIENTS

Keys Federal Credit Union  
First State Bank  
Capital Bank  
Aids Help  
Habitat for Humanity  
Catholic Charities  
Spottswood Companies, Inc.



**PEREZ ENGINEERING**  
& DEVELOPMENT, INC



### Professional Qualifications of the Firm

NUTTING ENGINEERS OF FLORIDA, INC. has been one of the premier geotechnical engineering firms in South Florida since its inception in 1967. Prior to this date work was performed under the name Nutting Engineers, Inc., which originated in 1956 preceded by H.C. Nutting in Miami from 1932 until 1956.

NUTTING's comprehensive range of services include geotechnical exploration and engineering including soil borings and groundwater well drilling, monitoring of pile installation, groundwork modification and chemical grouting procedures, quality control/ quality assurance testing of construction materials, structural inspections (special/threshold) of structures.

Project types include airports, seaports, roadways (improvements, widening, extensions, lighting, guard rails), bridges, parking lots and garages, drainage systems, city halls and municipal buildings, parks, recreational facilities, hospitals, educational facilities (K-12 and higher educational facilities) including auditoriums, stadiums/ sports facilities, water and wastewater treatment plants, water storage facilities, courthouses, industrial parks, mining operations, shopping centers, residential communities, hotels, assisted-living facilities, high-rise condominiums and office towers, and communication towers.

### SERVICES

**GEOTECHNICAL EXPLORATION AND ENGINEERING:** NUTTING'S geotechnical exploration and engineering services include site explorations, sample analysis, site and foundation recommendations, site feasibility, ground modification recommendations, large scale geological survey programs, utilization of outcroppings of subsurface materials, resistivity testing, and geophysical techniques such as ground penetrating radar, soil borings, monitoring well installation and seismographic equipment utilization. Drillers (5) are trained and certified to perform geotechnical drilling services in accordance with the South Florida Water Management District (SFWMD) and the Florida Department of Transportation (FDOT) standards.



### Project Experience - Florida Keys 2014 - Present

Project Name and Location	Scope of Work	Owner Name and Address	Date
Proposed Monroe County Sheriff's Office Gun Range East of Florida Keys Marathon Airport Marathon, Florida	Geotechnical engineering/ exploration services	Biltmore Construction Mr. Tony Jenkins Phone: 727-638-0937	2018
Little Palm Island Resort & Spa - Hurricane Damage Re-Building 28500 Overseas Highway Little Torch Key, Florida	Geotechnical engineering/ exploration services	Little Palm Island Associates, LLC. c/o Ironwood VG Mr. Everett Atwell Phone: 863-607-9496	2018
Dolphin Marina - New 2-Story Bungalows and 2-Story Storage Buildings 8530 Overseas Highway, Little Torch Key, Florida	Geotechnical engineering/ exploration services	Ironwood VG Mr. Everett Atwell Phone: 863-607-9496	2018
Community Park - Building Expansion 200 36th Street Ocean Marathon, Florida	Geotechnical engineering/ exploration services	City of Marathon Mr. Carlos A. Solis Phone: 305-289-5008	2017
Truman (New) Waterfront Park Amphitheater and Amenities 20 East Quay Road Key West, Florida	Construction materials testing and special inspection services	DL Porter Constructors, Inc. Mr. Gary A. Loer Phone: 941-929-9400	2017
Cheeca Lodge Pool Expansion 81801 Overseas Highway Islamorada, Florida	Geotechnical engineering/ exploration services	K2M Design, Inc. Mr. Phillip Badalamenti Phone: 305-592-7722	2017
Publix - New Construction 83628 Overseas Highway Islamorada, Florida	Construction materials testing and special inspection services	ME&S G.C., Inc. Mr. Charles Hasiak Phone: 941-650-0041	2017
Crane Point Hammock - Train Car Relocation 5550 Overseas Highway Marathon, Florida	Geotechnical engineering/ exploration services	David Douglas Associates, Inc. Mr. Steven Hurley Phone: 239-337-3330	2017



## Richard Wohlfarth, P.E., B.N.

### Principal/ Director of Engineering

#### **FORMAL EDUCATION:**

University of Florida,  
Gainesville, Florida

Bachelor of Science,  
Civil Engineering

#### **PROFESSIONAL REGISTRATIONS:**

Registered Engineer-  
State of Florida #50858

Registered Building Inspector-  
State of Florida BN #3580

SBCCI #6528

ACI Level 1 #991175

UBCI

#### **PROFESSIONAL AFFILIATIONS:**

Florida Engineering Society  
\*Past Chapter President

National Society of Professional  
Engineers

#### **REFERENCES:**

Florida Keys Aqueduct Authority  
1100 Kennedy Drive  
Key West, Florida  
Mr. Ray Shimokubo, PE  
Mr. Tom Walker, PE  
305-296-2454

CH2M Hill  
6410 5<sup>th</sup> Street, Suite 2A  
Key West, Florida 33040  
Mr. Sean McCoy  
305-294-1645

#### **PROFESSIONAL EXPERIENCE:**

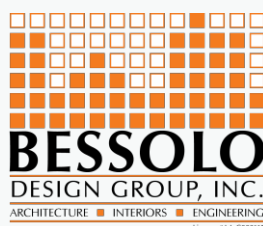
Mr. Wohlfarth, P.E. is the Director of the Engineering Department which includes professional and technical personnel. He also has overall responsibility for the Special Inspection, Construction Materials Testing and Geotechnical Engineering Divisions where he directs training, quality system review and personnel evaluations. His responsibilities include report review, signing and sealing geotechnical engineering, structural inspection and laboratory testing reports for the company, providing contract negotiation and administration, budget estimating and project management.

Mr. Wohlfarth has 28 years of experience (24 with NEF) in various aspects of geotechnical engineering which include determining feasibility of site development, foundation design analysis and recommendations, providing engineering evaluation for bridge and roadway construction, pavement design for roadways, roadway subgrade stabilization by geotextiles and other means, design of shoring systems for utility trenches and other deep excavations, dewatering methodology for trench and other excavations and backfill procedures, setting up and monitoring pile load tests, and providing value engineering for foundations.

#### **PROJECT EXPERIENCE:**

- City of Key West Improvement Projects (Five Sites via CH2M Hill): These projects required extensive coordination between the City, our client. A barge was required for a majority of the drilling program.
  - Mallory Square T-Pier, 2012: Installation of new berthing dolphin at north end of the existing T-pier structure and extension of the existing pier.
  - Zero Duval Seawall, 2012: Construction of new sheet pile wall outside of the existing wall.
  - Ferry Terminal Dock Extension, 2012: 121 ft long extension to an existing 180 ft long dock
  - Ferry Terminal Floating Docks, 2012: 204 ft long floating dock system with 50 ft extension along Trumbo Road
  - Tarpon Pier, 2012: Replacement of the existing 400 ft concrete deck pier.
- City of Marathon:
  - LaPalma Property, 2015: Provided geotechnical exploration on a ~6 acre generally vacant site with a canal approx. 400' long and 50' wide bisecting the southern half of the property. Exploration included evaluating existing stockpiles of soil measuring 12' in height, 200' by 100' on the site, with the top being accessible to truck mounted drilling equipment, to determine is suitable for fill material. Future plans include constructing a 10,000 SF storage/maintenance building.
  - Reuse Mixing Tank at Marathon Community Park, 2014: Provided geotechnical exploration services for a proposed reuse mixing tank to be constructed as part of using effluent for irrigation purposes.





## Sample List of Relevant Projects and Contracting Agencies

### New Construction

Brevard County Housing Authority—Palms at University, a 60 unit 50,000 sf multi-family residence  
 Pinellas County Housing Authority—153 unit Pinellas Heights Senior Living facility  
 Tampa Housing Authority—203 unit mixed use Tempo at Encore  
 Lealman Community Center in St. Petersburg  
 Yalaha Community Center  
 Lakeland Housing Authority—The Manor at West Bartow 100 unit senior living facility

### Renovation and Assessments

Plant City Housing Authority—Needs assessment  
 Pinellas County Housing Authority—Landings at Cross Bayou Apartments  
 Chipley Housing Authority—Needs assessment  
 Marianna Housing Authority—Long term needs assessment and section 504 renovations  
 St. Petersburg Housing Authority—Royal Theater Boys & Girls Club restoration  
 Tampa Housing Authority—JL Young Affordable Housing apartments  
 Avon Park Housing Authority—61 single unit affordable housing homes  
 Lake Wales Housing Authority—Grove Manor Apartments 72 building, 140 units needs assessment

### Current Housing Authority and Similar Agency Contracts

Melbourne Housing Authority	Ft. Pierce Housing Authority	Plant City Housing Authority
St. Petersburg Housing Authority	Clearwater Housing Authority	Winter Park Housing Authority
Lakeland Housing Authority	Manatee County	Lee County
Brevard County Housing Authority	City of Tampa	





## PINELLAS HEIGHTS

Largo, FL

## Pinellas County Housing Authority

Acreage: 8.9 Project Size: 145,000 sf Floors: 4 Units: 153

Affordable housing senior apartments with an abundance of amenities: private balconies, granite counter tops, ceramic tile, community rooms, media center, fitness center, dining room, and picnic area.

Scope of Services: Architectural Design Services, Mechanical Engineering, Electrical Engineering, Plumbing Design, Structural Engineering, Interior Design, Low Voltage System design, exterior sign design, and construction administration.

Name of Contracting Entity:

Pinellas County Housing Authority

Type of Facility:

Affordable Housing Apartments

Construction Activity:

New Construction

Contact Information:

Debra Johnson

11479 Ulmerton Rd., Largo, FL 33778

727-443-7684

djohnson@pinellashousing.com







**ACTIVE PROJECT**

## **PALMS AT UNIVERSITY**

## **Melbourne Housing Authority**

### **Melbourne, FL**

Acreage: 4.06    Project Size: 65,162 sf    Floors: 3    Units: 60

Design includes 2 three story wings connected by a one story common area. There is also a separate 5000 sf of commercial use on the property.

Scope of Services: Architectural Design Services, Mechanical Engineering, Electrical Engineering, Plumbing Design, Structural Engineering, and Interior Design Services.

Name of Contracting Entity:

Melbourne Housing Authority

Type of Facility:

Affordable Housing Apartments

Contact Information:

1401 Guava Ave., Melbourne, FL 32935  
321-775-1580  
rlewis@habc.us







## **THE MANOR AT WEST BARTOW**

**Bartow, FL**

## **Lakeland Housing Authority**

Acreage: 5    Project Size: 102,650 sf    Floors: 3    Units: 100

Manor at West Bartow is an affordable housing community for seniors 62 and older in Bartow, FL. Amenities include a shuffleboard court, exercise room, library with computer, gazebo and community room.

Scope of Services: Architectural Design Services, Mechanical Engineering, Electrical Engineering, Plumbing Design, Structural Engineering, and Interior Design Services.

Type of Facility:

Affordable Housing Apartments

Name of Contracting Entity:

Lakeland Housing Authority

Contact Information:

430 Hatsell Avenue  
Lakeland, FL 33815  
863-687-2911







## **TRINITY OF LAKELAND**

**Lakeland, FL**

## **Lakeland Housing Authority**

Project size: 56,000 sf, 5 stories, 70 units,

Scope of services: Architectural Design, Mechanical/Electrical/Plumbing/Structural Engineering, and Interior Design.

Spacious and bright 1 bedroom apartments with full ADA compliance. Additional amenities include large multipurpose room, prep kitchen, library, and 3 laundry centers.

Type of Facility:

Name of Contracting Entity:

Contact Information:

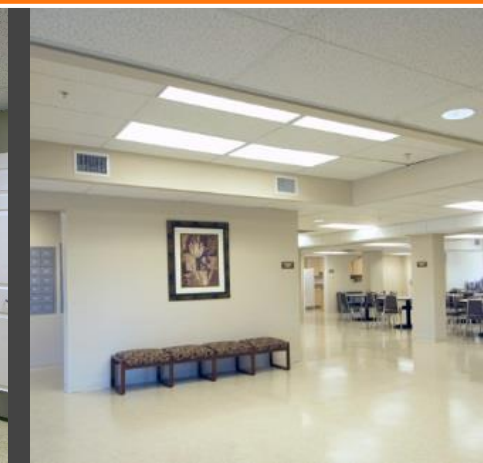
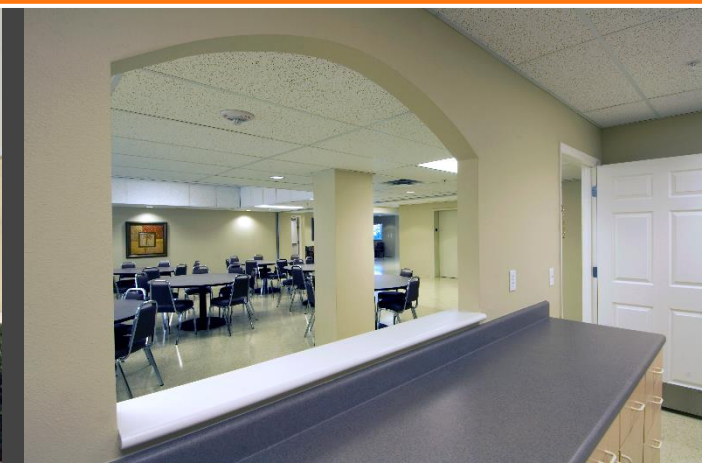
Affordable Housing Apartments

Lakeland Housing Authority

430 Hatsell Avenue

Lakeland, FL 33815

863-687-2911







## TEMPO AT ENCORE

Tampa, FL

## Tampa Housing Authority

Acreage: 1.74    Project Size: 387,328 sf    Floors: 7    Units: 203

Amenities include 5000 sf of ground floor commercial space, 100 seat movie theater, pool and courtyard, community center, fitness center, computer lab, and library.

Name of Contracting Entity:	Tampa Housing Authority
Type of Facility:	Affordable Housing Apartments
Contact Information:	5301 W. Cypress Street Tampa, FL 33607 813-341-9101







## GROVE MANOR APPARTMENTS Lake Wales, FL

## Lake Wales Housing Authority

10 year master plan developed for the cities Grove Manor Apartment complex. A needs assessment and renovation of the 140 unit/72 building affordable housing community was completed along with immediate electrical needs assessment and energy audit, repair paving, new parking spaces, repave basketball court, landscaping throughout the entire site, insulate the attics, new access road, relocate the maintenance building and convert the existing structure to become a recreation building.

Name of Contracting Entity: Lake Wales Housing Authority

Type of Facility: Affordable Housing needs assessment and renovation

Contact Information: 10 W Sessoms Avenue Lake Wales, FL 33853  
863-676-7414



BEFORE



AFTER



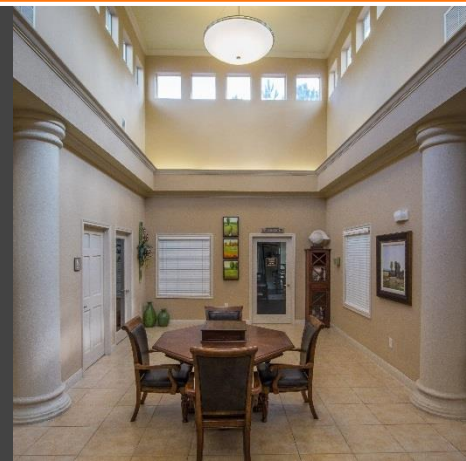


## **OLD TOWN VILLAGES APARTMENTS**

**St. Augustine, FL**  
**Market Rate Apartments**

Acreage: 27.28   Buildings: 10   Floors: 3   Units: 276

Unique park-like setting market rate apartments. Amenities included putting/chipping green, tennis court, basketball and volleyball court, clubhouse, fitness center, resort pool, and a mile long private walking/jogging trail.



Project Name	Description of work	Completion Date
Astatula Community Center	A/E design services for a new construction community center servicing affordable housing complex	2018
Avon Park Housing Authority	Physical needs assessment affordable housing	2006
Avon Park Housing Authority	Affordable housing air conditioning/Electrical Upgrade.	2004
Casa Santa Marta Apartments	HUD financed rehabilitation of an existing 5 story, 78 unit apartment building.	2008
Clearwater Housing Authority	Physical Needs Assessments for CHA facilities (Ralph Richards Towers & Barbee Towers)	2006
Desoto Towers	Affordable housing scope of work included new plumbing, HVAC, windows and various other items identified in the Needs Assessment Study for 14 story building.	2009
Fort Walton Beach Housing Authority – Charlie Hill Complex	UFAS Assessment study of 124 unit (1, 2, 3, 4 & 5 BR) Charlie Hill complex to provide A/E design documents for renovation.	2014
Glenbrooke Apartments	HUD financed, 40 unit affordable housing apartment complex	1992
Grove Manor Renovations Needs Assessment – Lake Wales Housing Authority	Affordable housing complex renovation project	2010
Hillsborough County Neighborhood Housing Commission – Shadowwood Apts	Affordable housing needs assessment and renovation to comply with UFAS design standards for handicap accessibility	2014
Landings @ Cross Bayou Apts Pinellas County Housing Authority	Substantial rehabilitation to 185 unit affordable housing apartment units	2015
Lake Wales Housing Authority	Misc. Architectural/Engineering Services and Physical Needs Assessment.	2009
Lealman Family Center	CDBG Grant Funded. A/E services for 4,000 sf neighborhood based family center servicing affordable housing residents.	2007
Lexington Park @ Lady Lake	One story, 89 unit Senior Affordable Housing Assisted Living Facility consisting of all 1 bedroom units, 450 square feet each, on 9.72 acre site.	2014
Lutheran Apartments Needs Assessment	Affordable housing needs assessment and renovation to comply with UFAS design standards for handicap accessibility	2009
Lutheran Towers Renovation Project	Scope of work to include reporting and correcting deficiencies for a 126 Bed Nursing Home Renovation.	2000
Manor at West Bartow – Lakeland Housing Authority	Design of a three story Affordable Senior Housing Apartments consisting of 100 units on a five acre site. Building includes multiple community rooms, warming kitchen and other common areas.	2009
Pinellas Heights Sr Apartments - Pinellas County Housing Authority	4 story, 153 unit Affordable Senior Apartments consisting of 1 & 2 bedroom units with common spaces as required. Also includes 20,000 sf office and 42 townhomes for Pinellas County Housing Authority on 10 acre site.	2014



Project Name	Description of work	Completion Date
Pinellas County Housing Authority French Villas	Affordable Housing Renovation	2003
Pinellas County Housing Authority Magnolia Assisted Living Facility	110 Bed Assisted Living Facility.	2004
Pinellas County Housing Authority Palm Lake Village	Scope of work included reporting and correcting deficiencies, beginning with the Parking Lot Resurface.	2003
Pinellas County Housing Authority Rainbow Village	ADA Upgrades & Asbestos Demo	2003
Riviera Beach Housing Authority former Ivy Green Village	3 story 75 unit Senior Living Apartments consisting of 90% one bedroom units and 10% two bedroom units with common areas as required	2014
Royal Theater Restoration – St. Petersburg Housing Authority	Affordable Housing Renovation.	2004
St. Petersburg Housing Authority	Renovations and improvements of Dr. Carter G. Woodson African American Museum	2006
Stratford Oaks Apartment	HUD financed, 165 - unit apartment complex	2001
Superior Citrus Memory Care, Lecanto, FL	Affordable Housing Renovation.	2012
Tampa Housing Authority - JL Young Apartments	Affordable Housing Renovation.	2011
Tampa Housing Authority - 34 St. Project	Full service A/E design and construction administration services (14 single family homes) required for the development of 34th Street site. LEED for Homes project.	2010
Trinity of Lakeland	5 Story-70 unit, 55,000 sq ft affordable Independent Living & Elderly Housing.	2008
Vierra East Apartments	Affordable housing, 13 two-story buildings, 208 unit apartment complex.	1998

Public Housing Authorities References		
<b>Plant City Housing Authority</b> Patricia Dexter 1306 Larrick Ln. Plant City, FL 33563 813-752-0569 patriciab@plantcityhousing.org	Miscellaneous Services Contract Laundry room renovations—current project	Renovation. Architectural and engineering services.
<b>Tampa Housing Authority</b> David Iloanya 5301 W. Cypress St. Tampa, FL 33607 813-253-0551 iloanya@thafl.com	Tempo at Encore JL Young Apartment renovations 34 <sup>th</sup> Street Project Single Family Affordable Housing—current project	New construction, renovation Full architectural, engineering, and interior design services.
<b>Bank Of America</b> Eileen Pope Bank of America 100 N. Tyrone St., 11 <sup>th</sup> Fl Charlotte, NC 28255 980-387-2727 eileen.m.pope@baml.com	Tempo at Encore	New construction Full architectural, engineering, and interior design services.
<b>Melbourne Housing Authority</b> Mike Bean 1401 Guava Avenue Melbourne, FL 32935 321-775-1580 mbean@habc.us	Miscellaneous Services Contract Palms at University Affordable Housing—current project	New construction of senior affordable housing. Full architectural, engineering, and interior design services.
<b>GSA Corp.</b> Todd Zimmerman Managing Director 321-759-3426 gsacorporate@hotmail.com	Palms at University—current project	New construction of senior affordable housing. Full architectural, engineering, and interior design services.
<b>Pinellas County Housing Authority</b> Debra Johnson 11479 Ulmerton Rd. Largo, FL 33778 727-443-7684 djohnson@pinellashousing.com	Pinellas Heights--2015 Landings at Cross Bayou--2016	New construction of senior affordable housing; Renovation of affordable apartments. Full architectural, engineering, and interior design services.
<b>Cocoa Beach Housing Authority</b> Herb Hernandez 828 Stone. St. Cocoa Beach, FL 32922 321-636-8535	While with Lakeland Housing Authority The Manor at West Bartow	New construction for senior affordable housing community
<b>Lake Wales Housing Authority</b> Al Kirkland, Jr. 10 W Sessoms Avenue Lake Wales, FL. 33853-3632 863-676-7414 alkirklandjr@lakewaleshousing.org	Grove Manor Apartments	Needs assessment, renovations and new construction

**Bessolo Design Group, Inc.**

**KEM Engineers, Inc.**

Wholly owned subsidiary of Bessolo Design Group, Inc.

*State of Florida  
Department of State*

I certify from the records of this office that BESSOLO DESIGN GROUP, INC. is a corporation organized under the laws of the State of Florida, filed on September 10, 1987.

The document number of this corporation is J92118.

I further certify that said corporation has paid all fees due this office through December 31, 2018, that its most recent annual report/uniform business report was filed on March 23, 2018, and that its status is active.

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

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Twenty-third day of March,  
2018*



*Ken Detman*  
Secretary of State

Tracking Number: CC2038490153

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  
Department of State*

I certify from the records of this office that KEM ENGINEERS, INC. is a corporation organized under the laws of the State of Florida, filed on November 14, 1994.

The document number of this corporation is P94000083567.

I further certify that said corporation has paid all fees due this office through December 31, 2018, that its most recent annual report/uniform business report was filed on March 23, 2018, and that its status is active.

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

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Twenty-third day of March,  
2018*

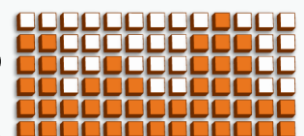


*Ken Detman*  
Secretary of State

Tracking Number: CC3313539895



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



**Bessolo Design Group, Inc.**

STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION BOARD OF ARCHITECTURE & INTERIOR DESIGN	
<b>LICENSE NUMBER</b>	
AAC002117	
<p>The ARCHITECT CORPORATION            Named below IS CERTIFIED            Under the provisions of Chapter 481 FS.            Expiration date: FEB 28, 2019</p>	
<p>BESSOLO DESIGN GROUP, INC            7901 4TH ST N            #200            ST PETERSBURG FL 33702</p>	

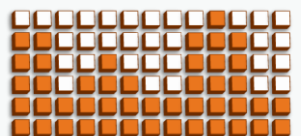


**KEM Engineers, Inc.**

Wholly owned subsidiary of Bessolo Design Group, Inc.

<h1>State of Florida</h1> <h2>Board of Professional Engineers</h2> <p>Attests that</p> <h3>KEM Engineers, Inc.</h3>	
<p>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.</p>	
<p><b>Expiration:</b> 2/28/2019</p> <p><b>Audit No:</b> 228201901865 R</p>	<p><b>CA Lic. No:</b> <b>7103</b></p>




BESSOLO  
DESIGN  
GROUP, INC.







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
6/14/2018

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

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

<b>PRODUCER</b> Hall & Company A&E Professional Liability Insurance Program LLC 19660 10th Ave NE Poulsbo WA 98370		<b>CONTACT</b> NAME: Melissa Canestro PHONE (A/C, No, Ext): 360-626-2008 FAX (A/C, No): 360-598-3703 E-MAIL ADDRESS: mcanestro@hallandcompany.com	
<b>INSURED</b> BESSOLO-02 Bessolo Design Group Inc 7901 4th Street North Suite 200 Saint Petersburg FL 33702		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Evanston Insurance Company 35378 INSURER B: Travelers Casualty and Surety Co of America 31194 INSURER C: The Travelers Indemnity Company 25658 INSURER D: INSURER E: INSURER F:	

**COVERAGES** **CERTIFICATE NUMBER:** 2035554635 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		6008K280316	4/10/2018	4/10/2019	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMPROP AGG \$ 4,000,000
C	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		BA8K281823	4/10/2018	4/10/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ 
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		CUP8K282346	4/10/2018	4/10/2019	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	UB8J089633	9/1/2017	9/1/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA (EMPLOYEE) \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liab Claims Made		MKL77PL0002977	12/15/2017	12/15/2018	\$5,000,000 Per Claim \$5,000,000 Aggregate

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

## CERTIFICATE HOLDER

For Information Purposes Only

## CANCELLATION

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

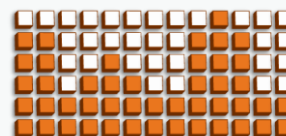
*John Cairgano*

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ACORD 25 (2016/03)

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BESSOLO  
DESIGN  
GROUP, INC.



**ANTI-KICKBACK AFFIDAVIT**

STATE OF FLORIDA

SS:-

COUNTY OF MONROE

I the undersigned hereby duly sworn, depose and say that no portion of the sum herein response will be paid to any employee of the City of Key West as a commission, kickback, reward or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

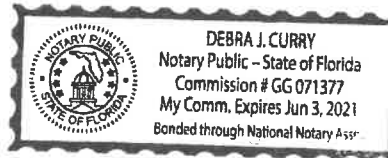
BY: \_\_\_\_\_

Kevin J. Bessolo, AIA  
President

sworn and prescribed before me this 17th day of Dec. 2018

*Debra J. Curry*  
NOTARY PUBLIC, State of Florida

My commission expires:



**NON-COLLUSION AFFIDAVIT**

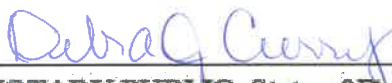
STATE OF FLORIDA                    )  
  : SS  
COUNTY OF MONROE                )

I, the undersigned hereby declares that the only persons or parties interested in this Proposal are those named herein, that this Proposal is, in all respects, fair and without fraud, that it is made without collusion with any official of the Owner, and that the Proposal is made without any connection or collusion with any person submitting another Proposal on this Contract.

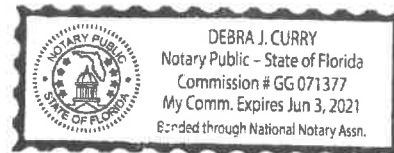
By.   
Kevin J. Bessolo, AIA  
President

Sworn and subscribed before me this

1<sup>st</sup> day of December, 2018.

  
NOTARY PUBLIC, State of Florida at Large

My Commission Expires: \_\_\_\_\_



**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 City of Key West

by Kevin J. Bessolo, President

for

(print individual's name and title)

(print name of entity submitting sworn statement)

whose business address is Bessolo Design Group, Inc.

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

59-2844908

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

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "conviction" as defined in Paragraph 287.133(1)(g), 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 01, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
- a. A predecessor or successor of a person convicted of a public entity crime: or



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

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

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement (indicate which statement applies).

X

Neither the entity submitting this sworn statement, or any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July, 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 01, 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 01, 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 ONE (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 THE CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.



Kevin J. Bessolo, AIA  
President

(SIGNATURE)

(DATE)

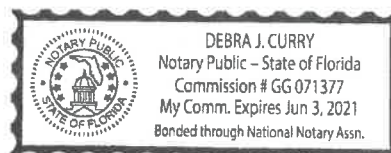
STATE OF FLORIDA

COUNTY OF Pinellas

PERSONALLY APPEARED BEFORE ME, the undersigned authority  
Kevin J. Bessolo who, after first being sworn by me,  
(name of individual)  
affixed his/her signature in the space provided above on this  
11<sup>th</sup> day of Dec, 2018

Debra J. Curry NOTARY PUBLIC

My commission expires:



**EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT**

STATE OF Florida )  
 : SS  
COUNTY OF Pinellas )

I, the undersigned hereby duly sworn, depose and say that the firm of \_\_\_\_\_

Bessolo Design Group, Inc.

provides benefits to domestic partners of its employees on the same basis as it provides benefits to employees' spouses, per City of Key West Code of Ordinances Sec. 2-799.

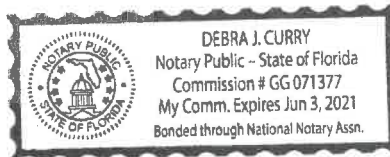
By: \_\_\_\_\_

Kevin J. Bessolo, AIA  
President

Sworn and subscribed before me this 11<sup>th</sup> day of December 2018.

NOTARY PUBLIC, State of FLORIDA at Large

My Commission Expires:



**CONE OF SILENCE AFFIDAVIT**

Pursuant to City of Key West Code of Ordinances Section 2-773 (attached below)

STATE OF Florida )  
 : SS  
COUNTY OF Pinellas )

I the undersigned hereby duly sworn depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of  
Bessolo Design Group, Inc. have read and understand the limitations and procedures regarding communications concerning City of Key West issued competitive solicitations pursuant to City of Key West Ordinance Section 2-773 Cone of Silence (attached). Sworn and subscribed before me this

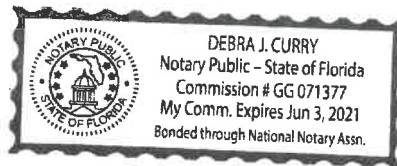
1<sup>st</sup> day of December, 2018.



Kevin J. Bessolo, AIA  
President

NOTARY PUBLIC, State of FLORIDA at Large

My Commission Expires: \_\_\_\_\_







**ARCHITECTURE ■ ENGINEERING ■ INTERIOR DESIGN**

**7901 4<sup>th</sup> St. N., Ste. 200 • St. Petersburg, FL 33702**

**Phone (727) 894-4453 • Fax (727) 896-8662**

**[www.bessolo.com](http://www.bessolo.com) [marketing@bessolo.com](mailto:marketing@bessolo.com)**