



12.07.2022

# CITY OF KEY WEST

## General Engineering Services

RFQ #22-006

7 December 2022

City of Key West  
1300 White Street  
Key West, FL 33040

**RE: RFQ #22-006 | City of Key West - General Engineering Services**

Dear Review Committee,

Hahn Engineering, Inc. has been providing Mechanical, Electrical, and Plumbing engineering design services in the Tampa Bay area for over 30 years. Throughout our three decades of serving our clients, we have learned that every customer matters, in every interaction, every day. We are a small business, service disabled veteran owned firm that provides quality design and engineering services in a family oriented environment.

With our leadership team having over 150 years combined experience in design, consulting engineering and construction management for private clients, institutions, and local, state and federal agencies, Hahn Engineering, Inc. is committed to providing exceptionally high levels of competency in order to solve problems related to the various phases of engineering and design in both new and retrofit projects. We are committed to client satisfaction and pride ourselves on “principal” participation in every project - from initial design and engineering concepts to on-site inspection and follow-up.

Successful implementation and conclusion of complex projects requires an effective and strong management plan, providing full and efficient utilization of the technical resources of the project participants. Hahn Engineering, Inc. employs electrical, plumbing, HVAC, fire protection and drafting personnel and utilizes a project staff that fully meets the technical challenges of any project.

Preparing accurate contract documents by using consistent procedures, in accordance with established standards, results in a superior design within the client's budget. Prior to initiation of work, a detailed project management plan is developed in conjunction with the client's needs. This permits full utilization of the combined technical resources and ensures work correlation, progress, and timely completion of project objectives. Hahn Engineering, Inc. has developed management methods around the priorities of cost control, accuracy and speed, to provide quality work within specified calendar benchmarks and within budgeted funds.

Hahn Engineering, Inc. is a small business that has been employing dependable and innovative solutions to engineering projects for over 30 years. Our staff has the experience and expertise to support the City of Key West.

Thank you for your time and consideration!

Sincerely,

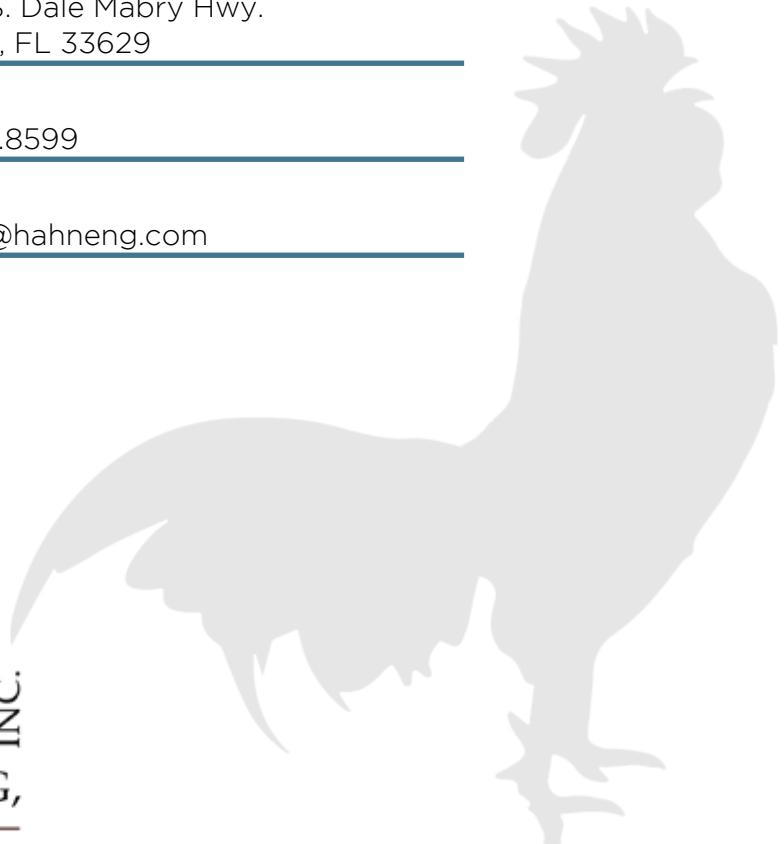


Michael J. Hahn, P.E.  
President

Firm Authority	Michael J. Hahn, P.E.
Title	President
Company	Hahn Engineering, Inc.
Address	3060 S. Dale Mabry Hwy. Tampa, FL 33629
Telephone #	813.831.8599
Email Address	<a href="mailto:mjhahn@hahneng.com">mjhahn@hahneng.com</a>

Project Manager	Jeffrey J. Hahn, P.E.
Title	Senior Vice President
Company	Hahn Engineering, Inc.
Address	3060 S. Dale Mabry Hwy. Tampa, FL 33629
Telephone #	813.831.8599
Email Address	<a href="mailto:jjhahn@hahneng.com">jjhahn@hahneng.com</a>

Prime Engineering Firm:





Michael J. Hahn, P.E., CIAQP, CBCP, LEED AP  
President  
Business Manager, Firm Authority  
Mechanical Engineer

Charles J. Hahn  
Vice President  
Operations

Jeffrey J. Hahn, P.E.  
Senior Vice President  
Project Manager  
Electrical Department Head  
Electrical Engineer

Warren G. Hahn, P.E.  
CEO  
Forensic Engineering  
Mechanical Engineer  
Electrical Engineer

#### MECHANICAL ENGINEERING

Stephen Joe Morris, P.E.  
Mechanical Department Head  
Mechanical Engineer

Billy Augensen, E.I.  
Mechanical Engineer

#### ELECTRICAL ENGINEERING

Justin Erman, P.E.  
Electrical Engineer



## DESCRIPTION + QUALIFICATIONS OF HAHN ENGINEERING, INC.

Hahn Engineering, Inc. is a Veteran Owned engineering consulting firm founded in 1989 specializing in mechanical, electrical, plumbing and fire protection engineering and design of residential and commercial structures. We also specialize in forensic engineering and expert witness testimony for owners. Our principals have over 100 years combined experience in design, consulting engineering and construction management for private clients, institutions, local, state and federal agencies.

Hahn Engineering, Inc. employs a talented and knowledgeable staff consisting of degreed professionals in the mechanical and electrical engineering fields, system designers, AutoCAD technicians and administrative support staff. Our engineers are registered in Florida, Georgia, North Carolina, Virginia and Wisconsin. Mechanical personnel also hold certifications as Certified Indoor Air Quality Professional (CIAQP), Certified Building Commissioning Professional (CBCP), Energy Auditor, and Leadership in Energy and Environmental Design (LEED) Accredited Professional.

Hahn Engineering, Inc. specializes in Minor Service Projects. Over the years, we have served as Prime Consultant on Continuing Services Contracts for various public entities:

- Hillsborough Community College
- University of South Florida
- Hillsborough County Public Schools
- Pinellas County School Board
- Hernando County School Board
- Pasco County School Board
- Hillsborough County Government
- City of Tampa
- City of St. Petersburg
- Pinellas County Government
- Pinellas County Schools



## METHODOLOGY + APPROACH OF HAHN ENGINEERING, INC.

With our principals having over 150 years combined experience in design, consulting engineering and construction management for private clients, institutions, and local, state and federal agencies, Hahn Engineering, Inc. is committed to providing exceptionally high levels of competency in order to solve problems related to the various phases of engineering and design in both new and retrofit projects. We are committed to **client satisfaction** and pride ourselves on “principal” participation in every project - from initial design and engineering concepts to on-site inspection and follow-up.

Successful implementation and conclusion of complex projects requires an **effective and strong management plan**, providing full and efficient utilization of the technical resources of the project participants. Hahn Engineering, Inc. employs electrical, plumbing, HVAC, fire protection and drafting personnel and utilizes a project staff that fully meets the technical challenges of any project.

Preparing accurate contract documents by using consistent procedures, in accordance with established standards, results in a **superior design within the client's budget**. Prior to initiation of work, a detailed project management plan is developed in conjunction with the client's needs. This permits full utilization of the combined technical resources and ensures work correlation, progress, and **timely completion of project objectives**. Hahn Engineering, Inc. has developed management methods around the priorities of cost control, accuracy and speed, to provide quality work within specified calendar benchmarks and within budgeted funds.

Every customer matters,  
in Every interaction,  
Every day.



## METHODOLOGY + APPROACH OF HAHN ENGINEERING, INC.

### PROJECT MANAGEMENT:

Successful implementation and conclusion of projects requires an effective and strong management plan providing full and efficient utilization of the technical resources of the project participants. Hahn Engineering, Inc. provides complete in-house mechanical and electrical engineering design utilizing a highly skilled staff, which assures accurate coordination between disciplines resulting in a superior design for the City of Key West. Our Principal-in-Charge, Michael J. Hahn, P.E., CIAQP, CBCP, LEED AP oversees all projects at Hahn Engineering, Inc. He is dedicated to exceeding the City's expectations.

### SCHEDULING:

Prior to initiation of work, a detailed project schedule is developed in conjunction with the client's needs. This permits full utilization of the combined technical resources and ensures work correlation, progress, and timely completion of project objectives. A detailed Quality Assurance (QA) Plan and checklist will be developed for both the design and construction phases on each project.

#### Design Phase:

- Schematic Design and Design Development - Survey existing conditions, determine current system capacities, any fiscal or physical impediments, alternatives, budget analysis, life cycle costs and schedule requirements and impacts.
- Construction Documents - Provide detailed floor plans, schedules, controls and sequence of operations diagrams if required, specifications and scheduling requirements.

#### Construction Phase:

- Bidding and Negotiation - Assist the owner to ensure that the contract is awarded to a properly qualified firm.
- Construction Administration - Ensure proper execution of contract, quality control by contractor, update documents provided to owner, operations and maintenance manuals, as-built drawings, safety compliance, punch list preparation, system testing, and commissioning.



## METHODOLOGY + APPROACH OF HAHN ENGINEERING, INC.

### **COST CONTROL:**

Hahn Engineering, Inc. typically provides cost estimating services for our designs, and we propose to do so under this contract. We utilize accurate Means Cost Data as the basis for most of our estimates and provide adjustments to account for regional and other prevailing market factors. Our success in this area is the result of careful analysis early in project development. We routinely perform preliminary estimates during design fee and scope negotiations. In addition, we obtain firm construction cost pricing from contractors in the area. We are experienced with incorporating bid procurement techniques, such as bid alternates, which allow Owners with marginal budgets to proceed with design and assess their ability to procure the work based on actual bids.

### **VALUE ENGINEERING:**

Hahn Engineering, Inc. works closely with the contractors installing the systems and equipment. We even hire those contractors to price projects before 100% construction documents are submitted to ensure that we are within budget. Additionally, should cost survey suggestions be given during bidding or construction, they are evaluated to ensure design intent, and if applicable, recommended to the city for implementation.



## **MICHAEL J. HAHN, P.E., CIAQP, CBCP, LEED AP**

President | Hahn Engineering, Inc.

### **EDUCATION:**

BS Mechanical Engineering, 1984  
 MS Mechanical Engineering, 1987  
 Georgia Institute of Technology, Atlanta, GA

### **PROFESSIONAL ENGINEER REGISTRATION:**

Florida, 1991 - #44271  
 Georgia, 1990 - #18733  
 Virginia, 2012 - #0402048554  
 Kentucky, 2012 - #28442  
 Alabama, 2015 - #35541

### **PROFESSIONAL AFFILIATIONS:**

American Society of Heating,  
 Refrigeration, and Air Conditioning  
 Engineers (ASHRAE)  
 American Society of Mechanical  
 Engineers (ASME)  
 Association of Energy Engineers (AEE)  
 National Fire Protection Association  
 (NFPA)

### **PROFESSIONAL EXPERIENCE:**

Michael J. Hahn, P.E. has over 36 years experience in the mechanical engineering field. He will serve as the Principal-in-Charge on all projects under this contract. He has extensive experience on a multitude of project designs ranging from small renovations to large new construction and inspector supervision of multi-million dollar projects. Design projects completed by Mr. Hahn include recreational and educational facilities, a mix of small and large commercial and retail facilities, grocery stores, marinas, light industrial, large residential, office space and surgical centers.

### **AREAS OF EXPERTISE:**

HVAC Systems: Chilled Water, DX Systems, Ice Storage, Direct Digital Controls, Variable Air Volume, Constant Volume, Variable Pumping, Exhaust Systems

Plumbing & Fire Protection: Sanitary, Domestic Water, Kitchens, Fire sprinkler — Stand Pipe & Riser, Fire pumps

Energy Management: Energy Audits—Grant Applications & Administration, Utility Rebates

Sustainable Design: Design & Commissioning Services

Environmental Services: Clean Air Analysis, IAQ Remedial Engineering & Design, Mechanical/Electrical Coordination for Asbestos Removal

Renewable Energy Systems: Solar Photovoltaic—Residential & Commercial, Solar Hot Water—Domestic & Power Generation, Geothermal HVAC & Power, Solar Absorption Chillers & Power Generation



## JEFFREY J. HAHN, P.E.

Senior Vice President | Hahn Engineering, Inc.

### EDUCATION:

BS General Engineering, 1988  
U.S. Naval Academy, Annapolis, MD

### PROFESSIONAL ENGINEER REGISTRATION:

Florida, 2002 - #58045  
Kentucky, 2012 - #28622  
Alabama, 2015 - #35540

### PROFESSIONAL AFFILIATIONS:

Hillsborough County Board of  
Adjustments – Electrical  
Florida Institute of Consulting Engineers  
(FICE)  
American Council of Engineering  
Companies Florida (ACEC Florida)  
Institute Electrical & Electronic  
Engineers (IEEE)  
Illumination Engineering Society of  
North America (IESNA)  
Building Industry Consulting Service  
International (BICSI)

### PROFESSIONAL EXPERIENCE:

Jeffrey J. Hahn, P.E. has over 23 years experience in the electrical engineering field and is a project manager with extensive experience on a multitude of project designs ranging from small renovations to large new construction and inspector supervision of multi-million dollar projects. Design projects completed by Mr. Hahn include recreational and educational facilities, a mix of small and large commercial and retail facilities, grocery stores, marinas, light industrial, large residential, office space and surgical centers.

At Hahn Engineering, Inc., he is responsible for electrical engineering and design of power, emergency power, interruptible power supplies (UPS), lighting, data, telephone, fire alarm, public address/intercom, security, access control, and lightning protection systems. He has extensive experience with generators, transfer switches, UPS, switchboards, panel boards, motors and low voltage systems. He is involved in the construction administration, cost estimating, bidding and negotiation of projects. Additionally, he performs short circuit, protective device coordination and arc flash studies for medical projects and facilities with sensitive electronic equipment.

While with the U.S. Navy, his project engineer duties involved substantial coordination among city and host nation authorities, the general contractor, the U.S. Navy and the general public. Mr. Hahn also served as a Public Works Officer.



## STEPHEN J. MORRIS, P.E.

Mechanical Engineer | Hahn Engineering, Inc.

### EDUCATION:

BS Mechanical Engineering, 2003  
University of South Florida, Tampa, FL

### PROFESSIONAL ENGINEER REGISTRATION:

Florida, 2009 - #69923

### PROFESSIONAL AFFILIATIONS:

American Society Heating, Refrigeration  
and Air Conditioning Engineers  
(ASHRAE)

### PROFESSIONAL EXPERIENCE:

Stephen J. Morris, P.E. has over 17 years experience in the mechanical engineering field. Design projects completed by Mr. Morris include recreational and educational facilities, a mix of small and large commercial and retail facilities, grocery stores, marinas, light industrial, large residential, office space and surgical centers.

At Hahn Engineering, Inc., he serves as Mechanical Department Head and is responsible for mechanical engineering and design of chilled water, VAV, laboratory ventilation, heat pump, and split systems. Other responsibilities include project management, heat load calculations, sizing air conditioning equipment of all types, fire sprinkler system design, and plumbing system design.

### AREAS OF EXPERTISE:

HVAC Systems: Chilled Water, DX Systems, Ice Storage, Direct Digital Controls, Variable Air Volume, Constant Volume, Variable Pumping, Exhaust Systems

Plumbing & Fire Protection: Sanitary, Domestic Water, Kitchens, Fire sprinkler — Stand Pipe & Riser, Fire pumps

Energy Management: Energy Audits—Grant Applications & Administration, Utility Rebates

Sustainable Design: Design & Commissioning Services

Environmental Services: Clean Air Analysis, IAQ Remedial Engineering & Design, Mechanical/Electrical Coordination for Asbestos Removal

Renewable Energy Systems: Solar Photovoltaic—Residential & Commercial, Solar Hot Water—Domestic & Power Generation, Geothermal HVAC & Power, Solar Absorption Chillers & Power Generation

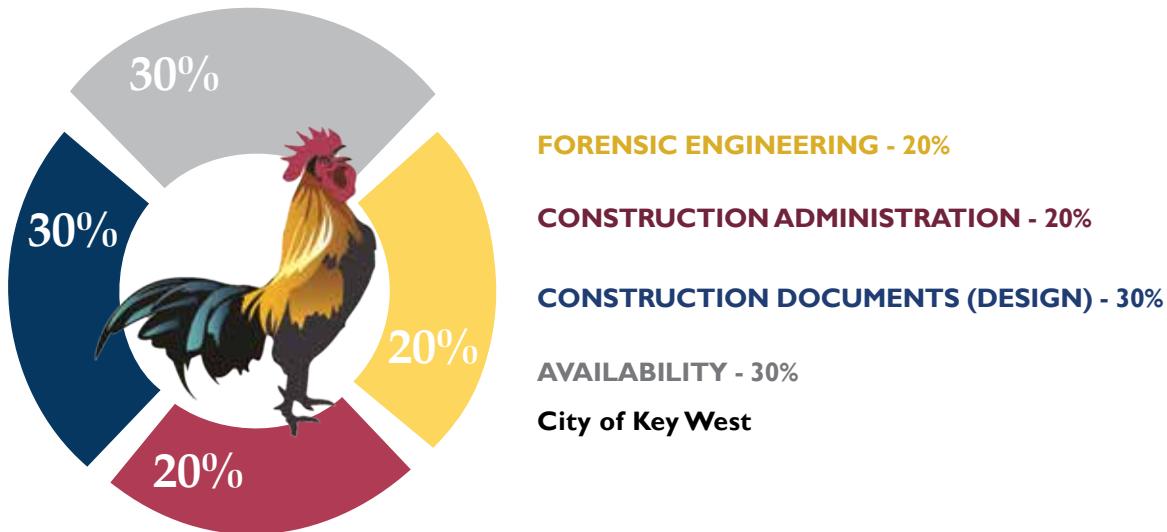
# HAHN ENGINEERING, INC.

MECHANICAL AND ELECTRICAL CONSULTING



## RECENT, CURRENT, AND PROJECTED WORKLOAD:

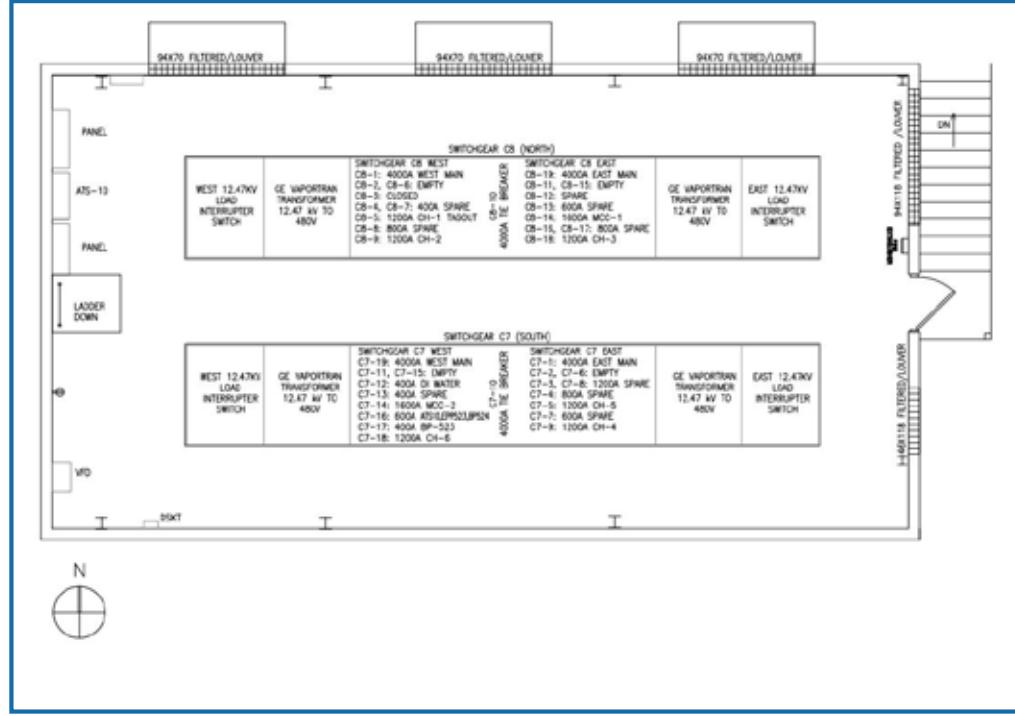
The chart below depicts work Hahn Engineering, Inc. currently has contracted for the next 12 months. We are committed to the City of Key West and have the availability to support projects that arise under this contract.



## ABILITY TO MEET TIME AND BUDGET REQUIREMENTS:

Hahn Engineering, Inc.'s ability to consistently perform services within established schedules and budgets is one of the key reasons why we have obtained repeat work from clients. We know our capabilities and carefully evaluate our ability to meet each task schedule during fee and scope negotiations.

Hahn Engineering, Inc. commits to the City of Key West that the team members assigned to this contract will be available for its duration. Their individual workloads are such that they can successfully support the tasks to which they are assigned, which ensures timely completion of projects.



## Young Rainey STAR Center Building 500 Switchgear Feasibility Study

<b>Employee Participation</b>	Jeffrey Hahn, PE, Justin Erman, PE, Stephen Joe Morris, PE, Michael Hahn, PE
<b>Location</b>	Largo, FL
<b>Project Owner</b>	Pinellas County Government
<b>Point of Contact Name</b>	Brad Grabo, P.E.
<b>Point of Contact Telephone #</b>	727.453.6539
<b>Role in Project</b>	Electrical Engineer
<b>Year Completed</b>	2020

Hahn Engineering was tasked with reviewing the feasibility of replacing the medium voltage (12,470 volt or 12.47 kV) and low voltage (480 volt) switchgear at the Pinellas County Young Rainey STAR Center in Largo. Typical equipment consists of medium voltage switchgear and low voltage electrical substations with load interrupter switches, transformers and switch boards. The equipment is being considered for replacement due to its age, declining reliability, lack of spare/replacement parts and expense to maintain. Design will involve replacing in a phased manner and providing new gear that meets current code requirements while maintaining operations at the facility.

Engineering services provided under a continuing services contract.

Cost: \$19,500

Electrical Room Size: 2,600 SF

Building Size: 1,065,010 SF

## Pinellas County IWTP 750 kVA Flywheel UPS

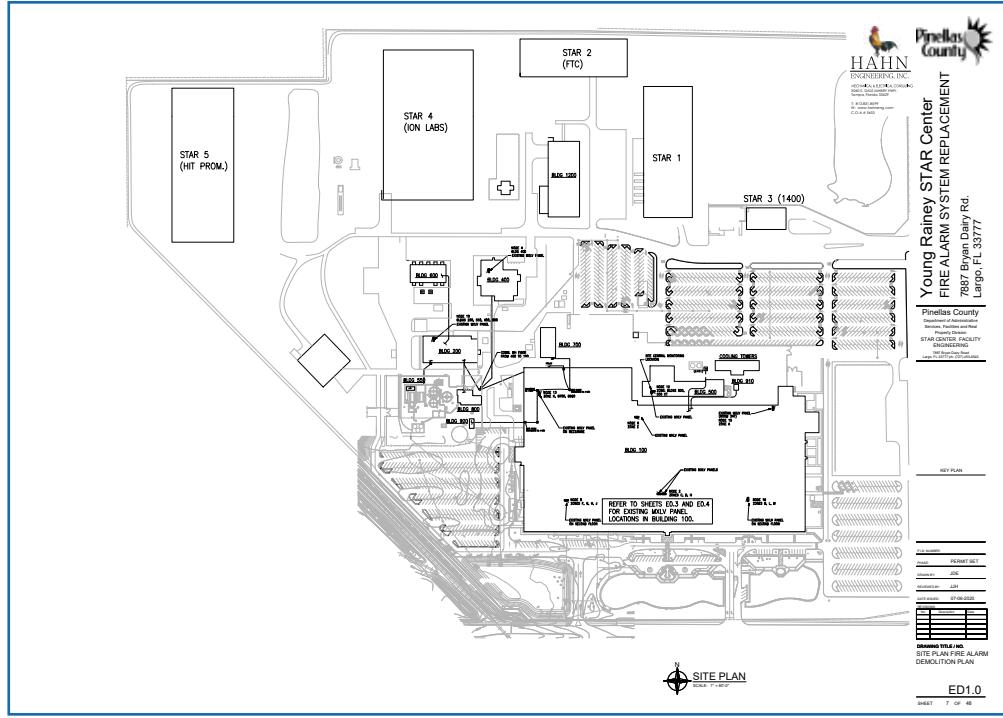


<b>Employee Participation</b>	Jeffrey Hahn, PE, Justin Erman, PE, Stephen Joe Morris, PE, Michael Hahn, PE
<b>Location</b>	St. Petersburg, FL
<b>Project Owner</b>	Pinellas County Division of Solid Waste
<b>Point of Contact Name</b>	Margaret (Becky) Cook
<b>Point of Contact Telephone #</b>	727.453.3343
<b>Role in Project</b>	Electrical Engineer
<b>Year Completed</b>	2016

The water treatment plant for the waste to energy facility was experiencing frequent and complete plant outages due to significant power quality (PQ) issues. Hahn Engineering, Inc. studied the issues, metered the switchboard and proposed a 750 kVA Flywheel UPS to feed the entire plant. The flywheel provides clean, filtered standby power to over fifty motors, ranging in size from 1/4 hp to 200 hp. The plant is running well and has no down time due to PQ issues.

Pinellas County initially contacted us to provide a generator for the newly built Industrial Water Treatment Plant (IWTP). They experienced power quality issues so frequently that the entire plant shut down several times a month or more. The re-start process requires a significant amount of manual, sequential stages, so every shutdown led to significant plant downtime. These power quality issues include brown outs, surges and loss of phase.

Upon reviewing the plant operations and power quality issues, Hahn Engineering determined that instead of a generator, a flywheel UPS was more critical to eliminating plant downtime due to power quality issues. A traditional UPS would not be able to support the more than 50 motors, some of which are 200 horsepower. We expanded an existing room, provided additional cooling for the equipment, additional doors for egress and the 750 kVA Flywheel UPS was installed. The 750 kVA Flywheel UPS has corrected most power quality issues which has in turn eliminated plant down time due to power quality issues.



## Young Rainey STAR Center Fire Alarm Replacement

<b>Employee Participation</b>	Jeffrey Hahn, PE, Justin Erman, PE, Michael Hahn, PE
<b>Location</b>	Largo, FL
<b>Project Owner</b>	Pinellas County Government
<b>Point of Contact Name</b>	Brad Grabo, P.E.
<b>Point of Contact Telephone #</b>	727.453.6539
<b>Role in Project</b>	Electrical Engineer
<b>Year Completed</b>	2021

Hahn Engineering, Inc. was tasked with the replacement of the entire fire alarm system for buildings 100, 200, 400, 500, 550, 600, 700, 800 and 920 in a phased manner. All of the alarm panels were previously connected to a command center monitoring station in Building 500; the revised fire alarm system redistributes the separate (non-networked) panels into three buildings. In addition to the new design of the fire alarm system, Hahn Engineering, Inc. had to create a schedule for the approach of work in order to complete the replacement of all existing devices in phases.

Engineering services provided under a continuing services contract.

Cost: \$30,000

Size: 500,000 SF



## The White Chapel and Harbor Hall HVAC Renovation

<b>Employee Participation</b>	Jeffrey Hahn, PE, Justin Erman, PE, Stephen Joe Morris, PE, Michael Hahn, PE
<b>Location</b>	Palm Harbor, FL
<b>Project Owner</b>	Pinellas County Government
<b>Point of Contact Name</b>	Carlos Negron, FMA
<b>Point of Contact Telephone #</b>	727.464.3488
<b>Role in Project</b>	Mechanical and Electrical Engineer
<b>Year Completed</b>	2020

Hahn Engineering, Inc. provided new Mechanical and Electrical designs to replace the existing HVAC split systems using electric heat. New air handlers, condensing units, electrical duct heaters, refrigerant lines, insulated condensate drains, and outside air supply fans were sized and selected for the replacement of the HVAC equipment. Design services also included the review of cooling load requirements to confirm new equipment sizing and new energy code forms.

Engineering services provided under a continuing services contract.

Cost: \$9,000

Size: 1400 SF



## Pinellas County Medical Examiner Body Cooler Replacement

<b>Employee Participation</b>	Jeffrey Hahn, PE, Justin Erman, PE, Stephen Joe Morris, PE, Michael Hahn, PE
<b>Location</b>	Largo, FL
<b>Project Owner</b>	Pinellas County Government
<b>Point of Contact Name</b>	Greg Concannon
<b>Point of Contact Telephone #</b>	727.582.6472
<b>Role in Project</b>	Mechanical and Electrical Engineer
<b>Year Completed</b>	2018

Hahn Engineering, Inc. provided mechanical and electrical design services for the analysis and replacement of the existing body cooler refrigeration system. Design and construction challenges included phasing to ensure existing operations were uninterrupted and design to take advantage of existing utilities to minimize cost. The new design incorporated lead-lag operation, redundancy, integration to existing building EMS, diagnostic review, warnings, and other pertinent operation controls. Hahn Engineering also provided Construction Administrative services such as submittal review, RFI responses, and construction site reviews with closeout documents.

Engineering services provided under a continuing services contract.

Cost: \$10,000

Size: 1500 SF



## Pinellas County Central Energy Plant Solar Array Addition

<b>Employee Participation</b>	Jeffrey Hahn, PE, Justin Erman, PE, Michael Hahn, PE
<b>Location</b>	Clearwater, FL
<b>Project Owner</b>	Pinellas County Government
<b>Point of Contact Name</b>	Carlos Negron, FMA
<b>Point of Contact Telephone #</b>	727.464.3488
<b>Role in Project</b>	Electrical Engineer
<b>Year Completed</b>	2019

The Pinellas County Central Energy Plant tasked Hahn Engineering, Inc. with designing a solar array addition on their roof. The array was designed with the maximum number of solar modules (panels) that the roof could accommodate. The system consisted of panels, rooftop support, wiring, grounding and bonding, optimizers, disconnect switches, combiner boxes, and conduit that all had to be connected to their existing electrical infrastructure. Hahn Engineering conducted a shading study to ensure the solar modules were placed to maximize sun exposure and avoid the shading created by parapet walls and other solar ray obstructions. This Solar Array addition had to be designed in a way that allowed the Plant to stagger the work one service at a time in order to switch the Plants electrical load throughout the addition; thus, preventing a complete shutdown of the Central Energy Plant. Hahn Engineering, Inc. also performed Construction Administration services such as review of submittals, RFI responses, and attendance of some construction meetings.

Engineering services provided under a continuing services contract.

Cost: \$12,250

Size: 4600 SF



## Pinellas County Jail Barracks "C" HVAC Renovation

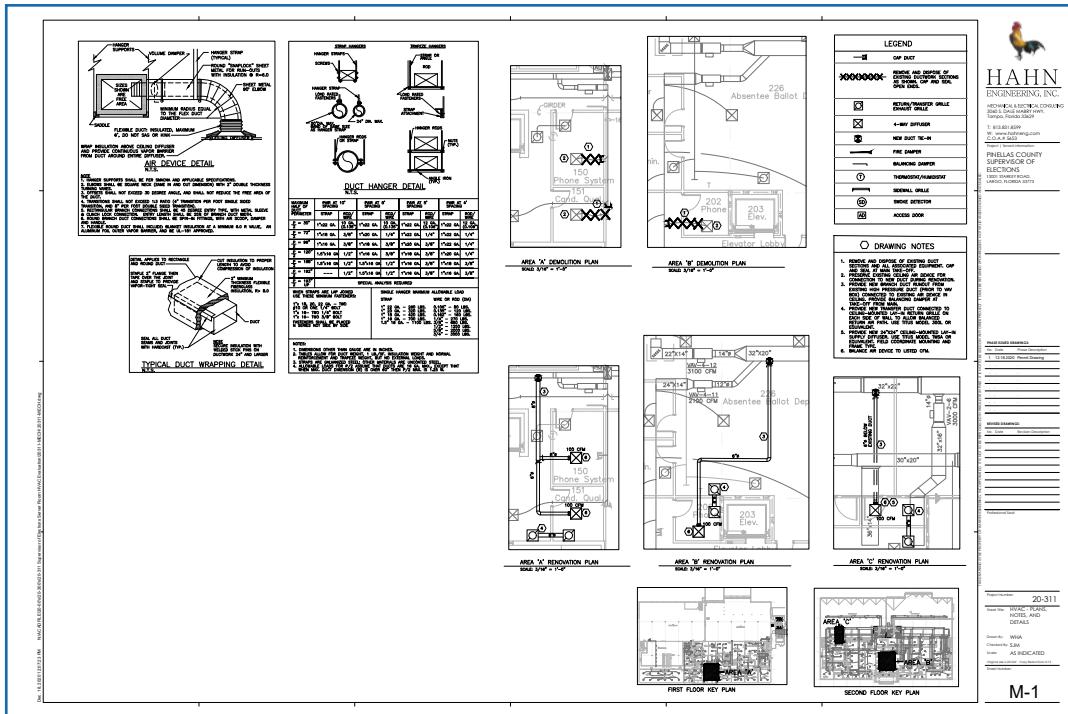
<b>Employee Participation</b>	Jeffrey Hahn, PE, Justin Erman, PE, Stephen Joe Morris, PE, Michael Hahn, PE
<b>Location</b>	Clearwater, FL
<b>Project Owner</b>	Pinellas County Government
<b>Point of Contact Name</b>	Derek Weaver, RA, NCARB, LEED AP
<b>Point of Contact Telephone #</b>	727.464.5309
<b>Role in Project</b>	Mechanical and Electrical Engineer
<b>Year Completed</b>	2019

Charged with the complete renovation of HVAC systems for the Barracks "C" Facility of the Pinellas County Jail, Hahn Engineering, Inc. replaced the existing chilled water roof mounted air handlers, roof mounted exhaust fans, roof curbs, wiring, controls, piping, and all associated equipment with new equipment. All new air devices were required throughout the two-level facility, so the design team had to establish a phasing schedule in order for the continued operation of the facility. Design tasks included site review of existing HVAC equipment, ducts, piping, structural support for HVAC equipment, available CHW flow, and the design of new AHUs, duct distribution, and grilles with the intent of a 25 year life cycle use for the newly renovated HVAC system. Hahn Engineering, Inc. was also tasked with construction administration services such as submittal reviews, RFI responses, final project reviews, and CAD As-Builts.

Engineering services provided under a continuing services contract.

Cost: \$48,500

Size: 30,000 SF



Pinellas County Supervisor of Elections Server Room HVAC Analysis

<b>Employee Participation</b>	Stephen Joe Morris, PE, Michael Hahn, PE
<b>Location</b>	Largo, FL
<b>Project Owner</b>	Pinellas County Government
<b>Point of Contact Name</b>	Michael Austin
<b>Point of Contact Telephone #</b>	727.464.3259
<b>Role in Project</b>	Mechanical Engineer
<b>Year Completed</b>	2021

After experiencing problems with their current HVAC system in their server room, Pinellas County Supervisor of Elections required a modified HVAC design in four small rooms. HVAC duct and grille modifications were provided to alleviate additional heat generated from server equipment. Each area required the addition of return grilles, modifying/adding supply duct, and balancing airflow. Hahn Engineering provided plans suitable for permitting, bidding and construction.

Engineering services provided under a continuing services contract.

Cost: \$3,543

Size: 2800 SF



## Pinellas County Fleet Management Electrical Renovation

<b>Employee Participation</b>	Jeffrey Hahn, PE, Justin Erman, PE, Stephen Joe Morris, PE, Michael Hahn, PE
<b>Location</b>	Largo, FL
<b>Project Owner</b>	Pinellas County Government
<b>Point of Contact Name</b>	Keshwar Ramjattan (retired), Greg Concannon
<b>Point of Contact Telephone #</b>	727.582.6472
<b>Role in Project</b>	Electrical Engineer
<b>Year Completed</b>	2017

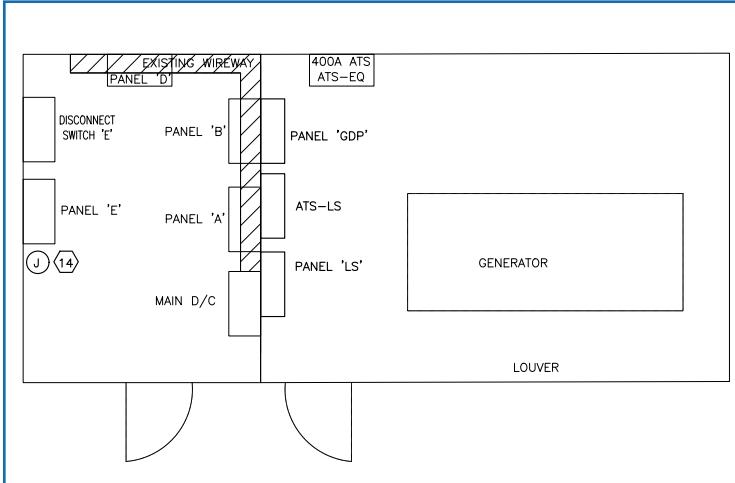
Pinellas County Fleet Management required electrical revisions. Hahn Engineering, Inc. reviewed existing nameplate data to ensure the equipment functioned on 208V 3Ø electrical service, coordinated new service with Duke Energy, and designed new electrical services with riser diagrams, voltage, drop calculations, fault current calculations, and two retractable cord reels per bay.

Engineering services provided under continuing services contract.

Design Cost: \$6,000

Construction Cost: \$50,000 (estimated)

Size: 10,000 SF



## Pinellas County Building 10 Electrical Power Distribution System Renovation

<b>Employee Participation</b>	Jeffrey Hahn, PE, Justin Erman, PE, Michael Hahn, PE
<b>Location</b>	Clearwater, FL
<b>Project Owner</b>	Pinellas County Government
<b>Point of Contact Name</b>	Ron Manning (retired), Greg Concannon
<b>Point of Contact Telephone #</b>	727.582.6472
<b>Role in Project</b>	Electrical Engineer
<b>Year Completed</b>	2016

Hahn Engineering, Inc. provided electrical design services for Pinellas County 22211 US Highway 19 N. Building #10. After surveying Building #10's existing normal and emergency electrical power distribution system, Hahn Engineering, Inc. converted the existing generator from only life safety power to the entire building. The design included the addition of a generator distribution panel and transfer switch, associated feeders, and modifications to the electrical power distribution system.

Engineering services provided under a continuing services contract.

Cost: \$8,100

Size: 1000 SF



From: Pinellas County Economic Development, Small Business Enterprise Program  
July 31, 2020  
Subject: Pinellas County Small Business Enterprise Program Application Approved

Dear Jeffrey Hahn:

Congratulations! Your application for designation as a Small Business Enterprise in the SBE Program is approved. The approval is contingent upon your firm successfully completing the eligibility listed below. We have designated Hahn Engineering Inc. as eligible to participate in the SBE sheltered market program with an effective date of 7/30/2020. This certificate is specific to Pinellas County and covers only the company that is listed in this letter, not any other company with which you may be associated. Your firm will appear on the list of approved registered vendors. Your firm has 90 days to participate in business development education and/or consulting services as part of the eligibility below.

**No additional eligibility. You are successfully registered. We encourage your firm to view our list of workshops to assist your business with getting the most out of working with Pinellas County. Please visit our website, at <https://pinellas.obsres.com/economic/Info.aspx?EventID=3005>, to register and learn more. These workshops are not mandatory, however, recommended.**

Form Name: Pinellas County Small Business Enterprise Program Application

Business: Hahn Engineering Inc.

Contact: Jeffrey Hahn

Submission Date: 7/30/2020

Review Date: 7/31/2020

Expiration Date: 7/31/2023

Your approved Pinellas County Small Business Enterprise Program Application will expire 7/31/2023. If there are changes to your business, please contact staff to ensure the most accurate representation of your business. This includes changes to your company contacts, products, or services.

Thank you for your continued interest in participating with Pinellas County and the SBE Program. If you have any additional questions please email us at [Businesshelp@pinellascounty.org](mailto:Businesshelp@pinellascounty.org) or call 727-453-7200.

SBE CERTIFICATIONS

## PINELLAS COUNTY SMALL BUSINESS ENTERPRISE PROGRAM

THIS CERTIFICATE IS AWARDED TO

**Hahn Engineering Inc.**

HAS SUCCESSFULLY COMPLETED THE  
SBE Certification Requirements for:  
Professional, Scientific, and Technical Services  
Certification Expires:  
7/31/2023

Approved:

**7/31/2020**

*Dr. Cynthia Johnson*  
SIGNED, Dr. Cynthia Johnson,  
Center Director





DEPARTMENT OF VETERANS AFFAIRS  
Center for Verification and Evaluation  
Washington DC 20420

8/2/2021  
In Reply Refer To: **00VE**

Mr. Warren G. Hahn  
HAHN ENGINEERING, INC.  
DUNS: 362273278  
3060 S Dale Mabry Hwy  
Tampa, FL 33629

Dear Mr. Hahn:

On behalf of the U.S. Department of Veterans Affairs (VA), Center for Verification and Evaluation (CVE), I am writing to inform you that your application for reverification has been approved. HAHN ENGINEERING, INC. will remain eligible to participate in Veterans First Contracting Program opportunities with VA as a verified Service-Disabled Veteran-Owned Small Business (SDVOSB).

**This verification is valid for three (3) years from the date of this letter.**  
Please retain a copy of this letter to confirm HAHN ENGINEERING, INC.'s continued program eligibility in accordance with 38 Code of Federal Regulation (CFR) § 74.12. You may reapply 120 days prior to your new expiration date by logging into <https://www.vetbiz.va.gov/>.

To promote HAHN ENGINEERING, INC.'s verified status, you may use the following link to download the logo for use on your marketing materials and business cards: [https://www.va.gov/OSDBU/docs/cve\\_completed\\_s.jpg](https://www.va.gov/OSDBU/docs/cve_completed_s.jpg). In addition, please access the following link for information on next steps and opportunities for verified businesses: <http://www.va.gov/osdbu/verification/whatsNext.asp>.

While CVE has confirmed that HAHN ENGINEERING, INC. is presently, as of the issuance of this notice, in compliance with the regulation, HAHN ENGINEERING, INC. must inform CVE of any changes or other circumstances that would adversely affect its eligibility. Eligibility changes not reported to CVE within 30 days could result in a referral to the Office of Inspector General (OIG), a referral to the Debarment and Suspension Committee, and the initiation of cancellation proceedings—all of which could result in HAHN ENGINEERING, INC. being removed from the VIP Verification Program.

Please be advised all verified businesses may be required to participate in one or more post-verification audits at CVE's discretion. Additionally, this letter and other information pertaining to HAHN ENGINEERING, INC.'s verification application may be subject to Freedom of Information Act (FOIA) requests. However, FOIA disclosures include exceptions regarding the personal privacy of individuals, and VA policy similarly provides limitations on the release of individuals records.

If HAHN ENGINEERING, INC. receives a negative size determination from the U.S. Small Business Administration (SBA), CVE must act in accordance with 38 CFR § 74.2(e). Also note, if at any time HAHN ENGINEERING, INC. discovers that it fails to meet the size standards for any NAICS Code(s) listed on its VIP profile, CVE requires such NAICS Code(s) be removed within five (5) business days. If these NAICS Codes are not removed within the allotted five (5) business days, CVE may request SBA conduct a formal size determination. In addition, CVE may initiate a referral to OIG, a referral to the Debarment and Suspension Committee and pursue cancellation proceedings. All of the aforementioned referrals and procedures could result in HAHN ENGINEERING, INC. being removed from the VIP Verification Program.

Thank you for your service to our country and for continuing to serve America through small business ownership.

Sincerely,

John Perkins  
Director  
Center for Verification and Evaluation

SDVOSB | CERTIFICATION

# *State of Florida*

## *Department of State*

I certify from the records of this office that HAHN ENGINEERING, INC. is a corporation organized under the laws of the State of Florida, filed on December 27, 1991, effective December 23, 1991.

The document number of this corporation is V03505.

I further certify that said corporation has paid all fees due this office through December 31, 2022, that its most recent annual report/uniform business report was filed on January 27, 2022, 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-seventh day of  
January, 2022*



Laura D. Lee  
Secretary of State

Tracking Number: 9989157419CC

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

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



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**Licensee**

Name:	HAHN ENGINEERING	License Number:	5653
Rank:	Registry	License Expiration Date:	
Primary Status:	Current	Original License Date:	04/20/1990

**Related License Information**

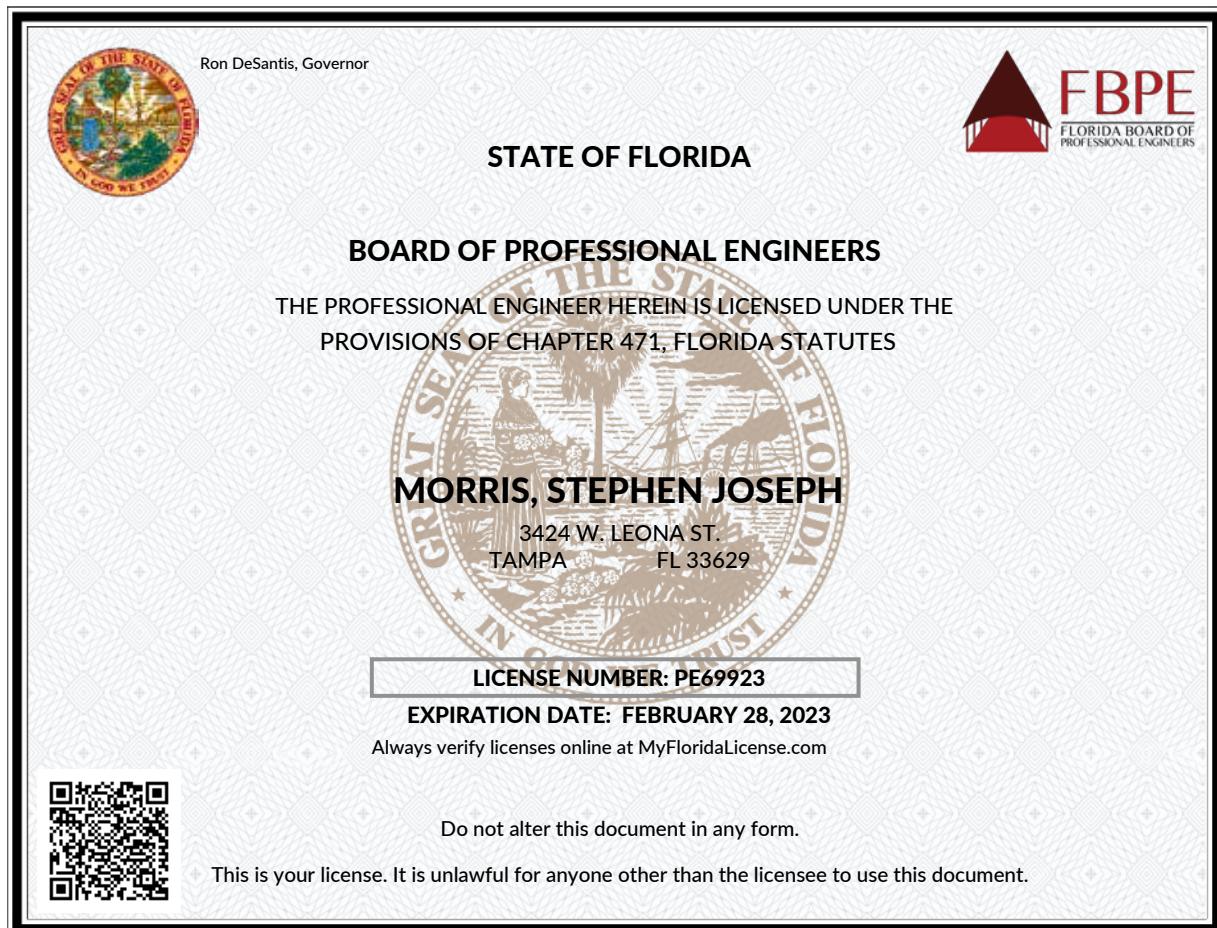
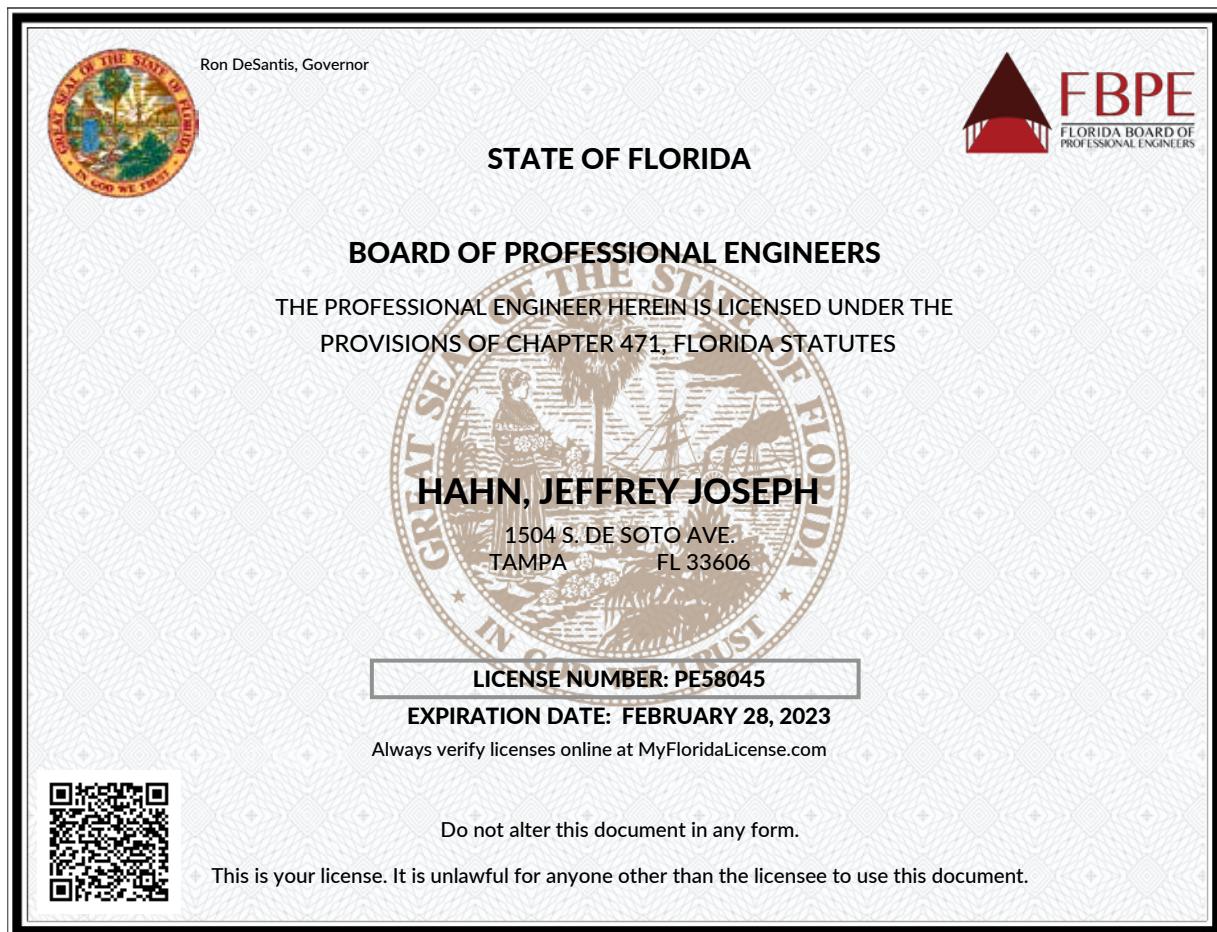
License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
44271	Current, Active	HAHN, MICHAEL J	Registry	12/05/2014	Professional Engineer	02/28/2023

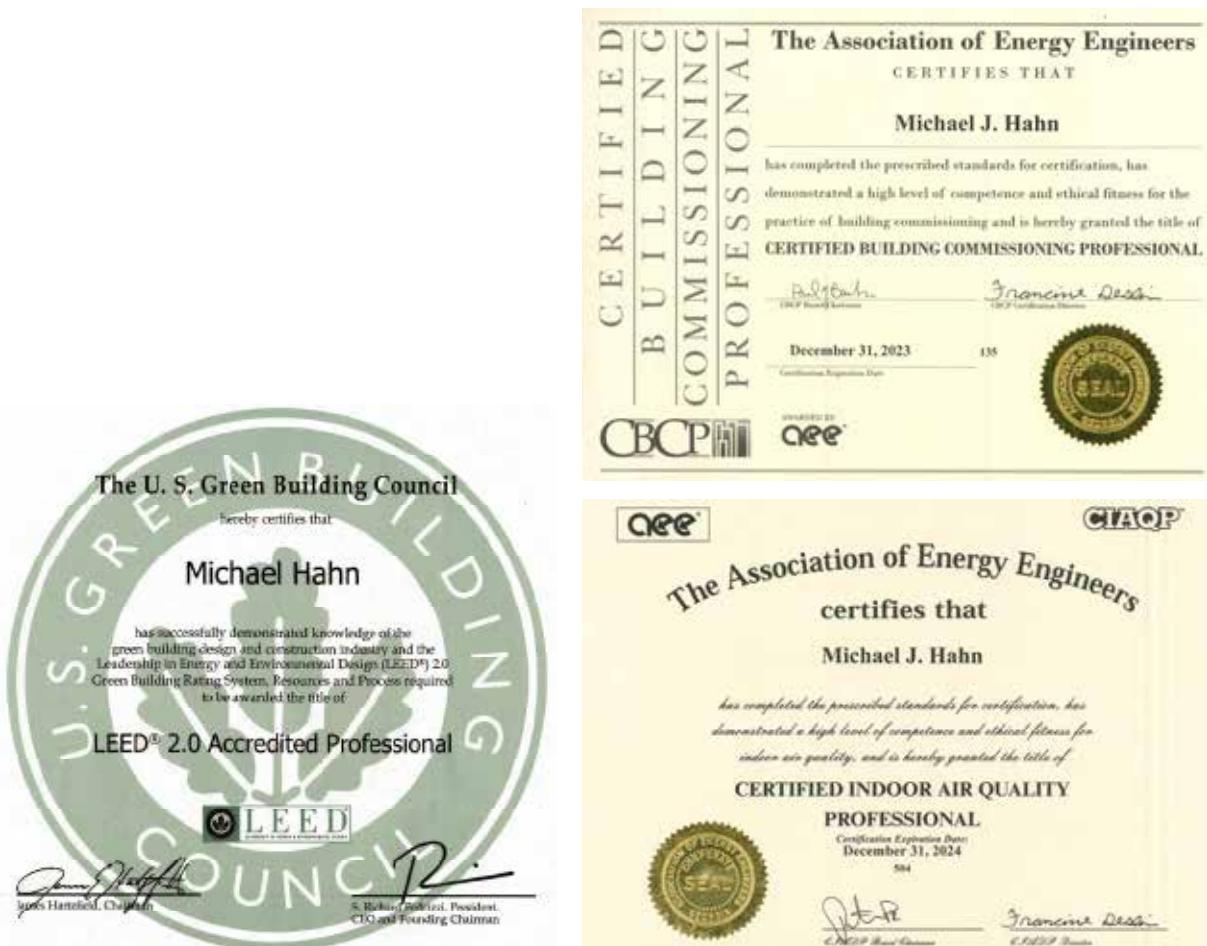
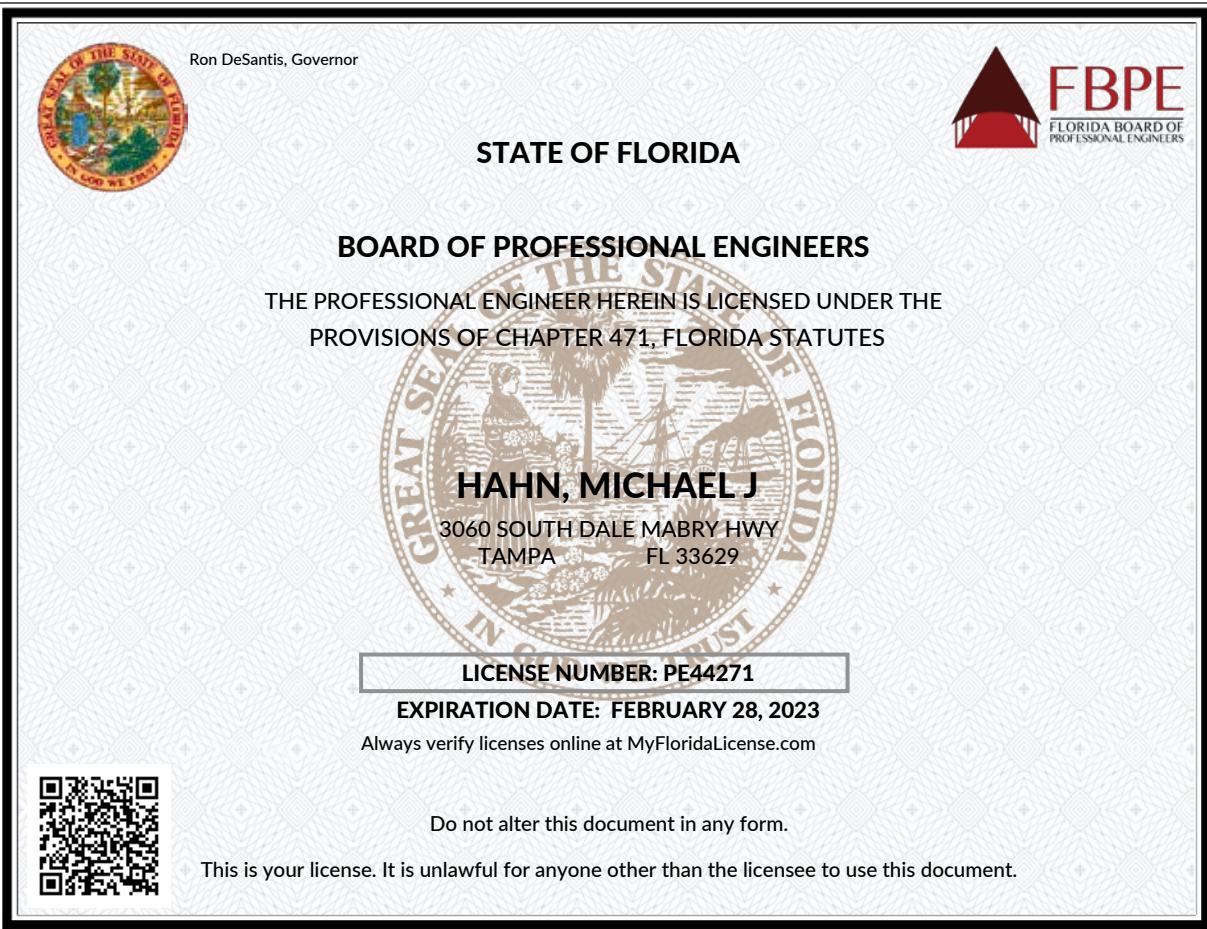
**Licensee**

Name:	HAHN ENGINEERING	License Number:	5653
Rank:	Registry	License Expiration Date:	
Primary Status:	Current	Original License Date:	04/20/1990

**Related License Information**

License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
44271	Current, Active	HAHN, MICHAEL J	Registry	12/05/2014	Professional Engineer	02/28/2023







## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3883

### ADDENDUM NO. 1

#### Engineering Services RFQ 2022

This addendum is issued as supplemental information to the Request for Qualifications package for clarification of certain matters of both a general and a technical nature. The referenced Request for Qualifications package is hereby amended in accordance with the following items:

- 1) Question: Are sub-consultants only to be shown as supplemental staff to the prime or are we to include only in-house staff? There is some confusion per "A.3 Ability to provide required services with in-house staff."  
Response: Both in-house staff and sub-consultants should be listed. A.3 highlights that the ability for in-house staff to provide services will be part of the selection criteria, so in-house capabilities are of value.
- 2) Question: Does the City plan to provide an extension due to the Thanksgiving holiday?  
Response: The original deadline was 11/23 and has already been extended for the holiday to 11/30.
- 3) Question: Will the City include covers, tabs, and table of contents in the 40-page max?  
Response: The items listed will not be included in the 40-page limit.
- 4) Question: Can a firm serve as both sub and prime?  
Response: To avoid any conflicts of interest, the City will not accept proposals where consultants considered the prime are listed as sub-consultants on other proposals.
- 5) Can the City please confirm the deadline for clarification; the RFP stats Oct. 21, 2022.  
Response: The deadline for clarification is November 21, 2022.

Prior to final award, proposers shall acknowledge receipt and acceptance of all Addendums. Proposals submitted without acknowledgement may be considered non-responsive.

  
Signature

HAHN ENGINEERING, INC.

Name of Business



## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3883

### ADDENDUM NO. 2

#### Engineering Services RFQ 2022

This addendum is issued as supplemental information to the Request for Qualifications package for clarification of certain matters of both a general and a technical nature. The referenced Request for Qualifications package is hereby amended in accordance with the following items:

- 1) **Question:** Can the City confirm if staff resumes are included in the 40 single-page limit?  
**Response:** Pages used for organizational and formatting purposes, like cover sheets, table of contents, section headers, etc. and required forms like sworn statements and affidavits are not included in the page limit. Content to be considered for ranking, such as company and staff information and background, resumes, past projects, references, etc. are to be included in the page limit.
- 2) **Question:** Can 11"x17" pages be used? If so, how many 11"x17" pages will count towards the 40 single-page limit?  
**Response:** The proposal should consist of standard 8.5"x11" pages. Pages can be displayed in landscape orientation if desired.
- 3) **Question:** Due to the page limit on the proposal, will the City consider resumes for personnel identified on the Organization Chart be excluded from the page count in the proposal?  
**Response:** All resumes will be included in the page count.
- 4) **Question:** Do resumes have to be provided for everyone identified on the Organization Chart or only key personnel?  
**Response:** Resumes are not required for all personnel.
- 5) **Question:** There are several office closures in place for staff to prepare for Tropical Storm Nicole. Would the City consider moving the submission date another week to have sufficient time to put proposals together?  
**Response:** The proposal due date has been changed to 12/7/2022 at 3PM.

Prior to final award, proposers shall acknowledge receipt and acceptance of all Addendums. Proposals submitted without acknowledgement may be considered non-responsive.

  
Signature

HAHN ENGINEERING, INC.

Name of Business

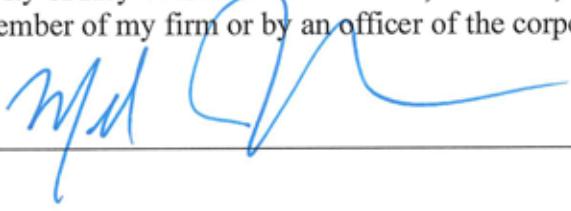
**ANTI-KICKBACK AFFIDAVIT**

STATE OF FLORIDA

SS:

COUNTY OF MONROE

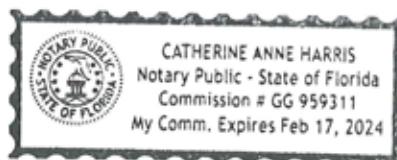
I the undersigned hereby duly sworn, depose and say that no portion of the sum herein response will be paid to any employee of the City of Key West as a commission, kickback, reward or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

BY: 

sworn and prescribed before me this 5 day of Dec, 2022

NOTARY PUBLIC, State of Florida

My commission expires:



**NON-COLLUSION AFFIDAVIT**

STATE OF FLORIDA )  
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.

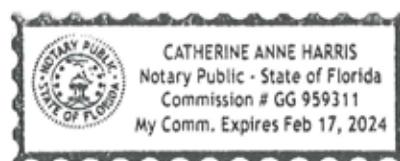
By: Yd

Sworn and subscribed before me this

5 day of December, 2022  
John Hen

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 for MICHAEL J. HAHN, PRESIDENT  
 (print individual's name and title)  
 by HAHN ENGINEERING, INC.  
 (print name of entity submitting sworn statement)  
 whose business address is 3060 S. DALE MABRY HWY. TAMPA, FL 33629  
 and (if applicable) its Federal Employer Identification Number (FEIN) is  
59-3097810  
 (if the entity has no FEIN, include the Social Security Number of the individual  
 this sworn statement): \_\_\_\_\_

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Statutes, means a violation of any state or federal law by a person with respect 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 violations, 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 adjudication of guilt, in any federal or state trial court of record relating to charges by indictment or information after July 01, 1989, as a result of a jury verdict, nonjury 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 predecessor or successor of a person convicted of a public entity crime; or
- 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 of 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).

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.



(SIGNATURE)

12-5-22

(DATE)

STATE OF Florida

COUNTY OF Hillsborough

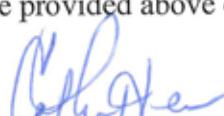
PERSONALLY APPEARED BEFORE ME, the undersigned authority

Michael Hahn who, after first being sworn by me,

(name of individual)

affixed his/her signature in the space provided above on this

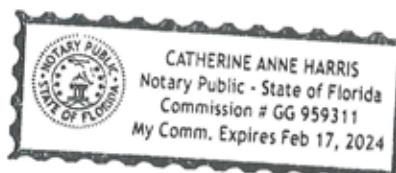
5 day of Dec, 2022



NOTARY PUBLIC



My commission expires:



**EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT**

STATE OF Florida )  
: SS  
COUNTY OF Hillsborough )

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

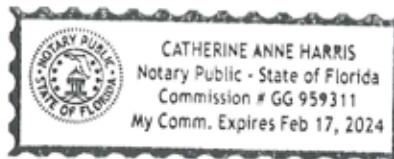
Sworn and subscribed before me this 5 day of December 2022.

NOTARY PUBLIC, State of Florida at Large

My Commission Expires:

Catherine Harris

Catherine Harris



**CONE OF SILENCE AFFIDAVIT**

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

STATE OF Florida)  
: SS  
COUNTY OF Hillsborough)

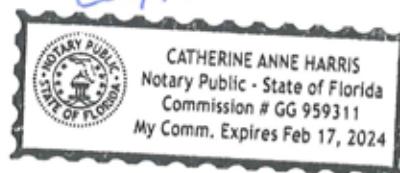
I the undersigned hereby duly sworn depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of HAHN ENGINEERING, INC. have read and understand the limitations and procedures regarding communications concerning City of Key West issued competitive solicitations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

5 day of Dec, 2022

Catherine Harris  
NOTARY PUBLIC, State of Florida at Large

My Commission Expires: 2-17-24

x mdjh



Catherine Harris

## CITY OF KEY WEST INDEMNIFICATION FORM

PROPOSER agrees to protect, defend, indemnify, save and hold harmless The City of Key West, all its Departments, Agencies, Boards, Commissions, officers, City's Engineer, agents, servants and employees, including volunteers, from and against any and all claims, debts, demands, expense and liability arising out of injury or death to any person or the damage, loss of destruction of any property which may occur or in any way grow out of any act or omission of the PROPOSER, its agents, servants, and employees, or any and all costs, expense and/or attorney fees incurred by the City as a result of any claim, demands, and/or causes of action except of those claims, demands, and/or causes of action arising out of the negligence of The City of Key West, all its Departments, Agencies, Boards, Commissions, officers, agents, servants and employees. The PROPOSER agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suit at its sole expense and agrees to bear all other costs and expenses related thereto, even if it (claims, etc.) is groundless, false or fraudulent. The City of Key West does not waive any of its sovereign immunity rights, including but not limited to, those expressed in Section 768.28, Florida Statutes.

These indemnifications shall survive the term of this agreement. In the event that any action or proceeding is brought against the City of Key West by reason of such claim or demand, PROPOSER shall, upon written notice from the City of Key West, resist and defend such action or proceeding by counsel satisfactory to the City of Key West.

The indemnification provided above shall obligate PROPOSER to defend at its own expense to and through appellate, supplemental or bankruptcy proceeding, or to provide for such defense, at the City of Key West's option, any and all claims of liability and all suits and actions of every name and description covered above which may be brought against the City of Key West whether performed by PROPOSER, or persons employed or utilized by PROPOSER.

The PROPOSER's obligation under this provision shall not be limited in any way by the agreed upon Contract Price as shown in this agreement, or the PROPOSER's limit of or lack of sufficient insurance protection.

### COMPANY SEAL



PROPOSER:

HAHN ENGINEERING, INC.

Address

3060 S. DALE MABRY HWY.  
TAMPA, FL 33629

Signature

MICHAEL J. HAHN

Print Name

12.05.2022

Date

PRESIDENT

Title

NOTARY FOR THE PROPOSER

STATE OF Florida

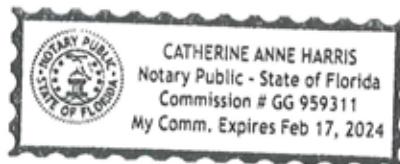
COUNTY OF Hillsborough

The foregoing instrument was acknowledged before me this 5 day of Dec, 2022. By Michael Hahn (Name of officer or agent, title of officer or agent) Name of corporation acknowledging)

or has produced \_\_\_\_\_ as identification. Personally Known

Catherine Harris

Signature of Notary



Catherine Harris

Return Completed form with Print, Type or Stamp Name of Notary

Supporting documents to: City of Key West Purchasing

Title or Rank Vice President