

# PROFESSIONAL SURVEYING SERVICES

City of Key West

Prepared for  
**OFFICE OF THE CITY CLERK**  
1300 WHITE STREET  
KEY WEST, FLORIDA 33040

**RFQ # 18-002**

Submittal Date: 03/28/2018

A surveying instrument, likely a total station, is mounted on a yellow tripod. The instrument is white and grey with a lens and a display. The background shows a parking lot with cars and trees under a clear blue sky. A person wearing a high-visibility vest is partially visible in the foreground.

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## TAB 1 - COVER LETTER

City of Key West  
Office of the City Clerk  
1300 White Street  
Key West, Florida 33040

**Re: RFQ # 18-002  
Request for Qualifications (RFQ)  
Professional Surveying Services**

Dear Selection Committee:

On behalf of **Keith & Schnars (K&S)**, we are grateful for the opportunity to present our professional qualifications to the **City of Key West (CITY)** for Professional Surveying Services. We appreciate your consideration of this submittal and are excited about the prospect of providing the CITY with the highest quality of surveying and mapping services available in South Florida. Our extensive experience and expertise in municipal projects makes us uniquely qualified for this opportunity. For nearly half a century, we have provided services to a diverse client base that includes 58 cities throughout Florida, 12 state agencies including the Florida Department of Transportation Districts 1, 2, 4, and 6, Broward and Palm Beach School Boards, 17 counties including Monroe, Broward, Miami-Dade, and Palm Beach. We have also assisted numerous private clients such as Florida Power and Light and Waste Management.

K&S is a multi-disciplinary consulting firm that offers superior surveying, mapping, G.I.S. planning, engineering, and environmental solutions. As leaders in the industry, we offer diverse technical and business insight built from proven results for a broad spectrum of public and private clients.

Our firm's roots stem from 1929 as one of Florida's earliest surveyors has developed into one of the state's leading providers of surveying and mapping services. We understand that successful design demands meticulous and accurate technical mapping. Our survey staff takes great care in performing its work to ensure accuracy while maintaining efficiency. The K&S Survey Department utilizes six (6) field crews, four (4) licensed surveyors and mappers, survey technicians, and state-of-the-art hardware, including a LiDAR Scanner, GPS, Total Stations, Digital Levels, and software.

Our team has extensive expertise in preparing Boundary/Property surveys and analysis, Topographic, easement, roadway and right-of-way surveys, Preparation of easement or right-of-way exhibits, Property line staking, Construction layout survey and staking, Review of right-of-way and easement documents for developments, Legal descriptions and sketches, Monument placement, Flood plain, FEMA, beach surveying/mapping, GIS/AutoCAD map and data base creation, Underground/aboveground utilities identification and mapping, Ground Penetrating Radar, Cut and fill calculations, As-built/record drawing survey and preparation, Aerial photography, Title searches, Hydrographic, Specific Purpose Surveys, and other Survey and Mapping related services.

We firmly believe that the quality of our people is the foundation for our exceptional customer service. Our staff includes a long list of professionals who are well-versed in all aspects of our core businesses. Their commitment to state-of-the-art technology and practices has allowed the company to distinguish itself as a deliverer of superior, impactful solutions. Our track record of completed projects – regardless of complexity or sophistication – has enabled us to achieve an industrywide reputation of dependability and excellence, and an unrivaled level of confidence and trust among our clientele.

This opportunity is very important to us. The work under this contract will be managed by our corporate headquarters in Fort Lauderdale. Only senior K&S surveying professionals will be assigned to CITY projects. This senior surveying team will include Robert K. Krisak, PLS, Project Manager, Donald A. Spicer, PSM, QA/QC Senior Surveyor, Benjamin B. Hoyle, PSM, Project Surveyor, David E. Rohal, PSM, Project Surveyor, and Denis J. Halfrey, Field Crew Supervisor. This distinguished team represents over 150 years of professional surveying experience in Florida.

K&S strongly advocates teamwork in the engineering consulting community. In an effort to demonstrate this commitment, we have solicited the services of InfraMap Corporation, (IMC) and I.F. Rooks, & Associates, Inc. (IFR) as our subconsultants. Both subconsultants were selected for their histories of superior service, quality work and their long-standing, productive relationship with K&S on numerous successful joint projects.

IMC will provide Subsurface Utility Engineering Services. Mr. Jay Scagliola, P.L.S., will be represent IMC and has extensive knowledge in providing sub surface utility services and has been surveying in Florida since 1971. IFR will supply the necessary Aerial photogrammetric mapping including 2D, 3D Planimetrics, Raster Images and LiDAR Surveys. Mr. Ike Rooks, P.S.M. will represent IFR for this project and has extensive knowledge and experience in photogrammetry for transportation, site development, and environmental projects. IFR has the ability to utilize both fixed wing and rotary wing aircraft.

At K&S, we assist our clients prepare for the future. The depth and breadth of our technical knowledge and functional expertise is truly uncommon. Our practical understanding of regulatory requirements and diversity of project experience has been developed over decades as a market leader in the industry. We take great pride in the fact that our work has literally influenced, shaped and redefined the landscape of Florida.

We are committed to maintaining close, personal relationships with clients and the direct involvement of our principals in all aspects of our core businesses. We work alongside our clients to help solve their toughest problems, and capture their greatest opportunities. We are dedicated to devoting significant time and resources to understanding our clients – the intricate and unique details of their needs, as well as the needs of their specific communities. These practices, which can be traced back to our humble beginnings, serve as the foundation of our notoriety as the provider of a distinctive, high-quality service. Our Project Manager, Mr. Krisak, will personally manage all project coordination efforts and supervise all channels of communication with the CITY.

This Request for Qualifications is very special to Keith & Schnars. Mr. Krisak and his team have the entire firm's support and full access to all corporate resources to properly address and complete every assignment and task requested by the CITY. We are committed to providing superior quality surveying and mapping services throughout the duration of this contract.

The following Key Personnel are authorized to make decisions for the Proposer:

Mark J. Moshier, P.E.  
Executive Vice President of Production  
6500 N. Andrews Avenue  
Fort Lauderdale, FL 33309  
(954) 776-1616  
mmoshier@ksfla.com

Robert K. Krisak, P.L.S.  
Vice President of Survey and Mapping  
6500 N. Andrews Avenue  
Fort Lauderdale, FL 33309  
(954) 776-1616  
rkrisak@ksfla.com

It is truly an honor to be considered for the immense responsibility of serving the CITY in its quest to design, develop and prepare its community for the future. We believe we are uniquely qualified for this project and welcome the CITY to take advantage of our talent and experience to move this program forward.

Respectfully submitted,  
KEITH & SCHNARS



Mark J. Moshier, P.E.  
Executive Vice President of Production

## TAB 2 - Summary of Expertise

### FIRM OVERVIEW

Officially incorporated in 1972, as a Florida business, K&S maintains an excellent reputation for its technical innovation and award-winning designs. We have remained loyal to our corporate heritage, while endeavoring to evolve and reimagine ourselves to address the complex needs of the 21st century marketplace. K&S was founded by surveyors in Fort Lauderdale, Florida. Over the last four decades, it has transformed into Florida's leader in innovative survey and mapping services and techniques. In the 1980s, K&S was the first firm in Florida to embrace total station/data collection systems. In 1986, K&S became Florida's largest provider of Geodetic Survey systems, through Global Positioning System (GPS) technology. In 2016, we continued our tradition of excellence through the use and implementation of state-of-the-art technology and practices by offering LiDAR Terrestrial Scanner services to our clientele.

We understand the importance of providing a highly qualified, organized, and experienced project team with a local presence and an inspired approach to problem solving. With a staff that includes 120 professionals within the state of Florida, our team of surveyors, engineers, planners, and scientists demonstrate a commitment to superior client service by providing on time and within budget project completion for both public and private sector clients - including developers, contractors, utility companies, municipalities, local, state and federal agencies. We combine insight and knowledge gained over the course of nearly half a century.



The K&S corporate headquarters, the office that will manage the work to be performed, is located in Fort Lauderdale, Broward County. We also have satellite offices in Jacksonville, Altamonte Springs, Miami, and Ft. Myers. We have eleven (11) divisions offering a full range of engineering, planning, surveying and environmental services.

The firm's professional resources include:

- Biologists
- CADD Specialists
- Civil Engineers
- Construction Inspectors
- Construction Managers
- CRA Specialist
- Environmental Planners
- Geologists/Hydrogeologists
- GIS Specialists
- Graphic Designers
- Highway Design Engineers
- Hydrologists
- Landscape Architects
- Public Information Specialists
- Public Policy Specialists
- Sanitary Engineers
- Soils Engineer
- Structural Engineers
- Surveyors
- Technical Specification Engineers
- Transportation Planners
- Traffic Engineers
- Urban and Regional Planners

## TAB 2 - Summary of Expertise

# At K&S, we take pride in the intellectual capital of our people.

We firmly believe that the quality of our employees is the foundation for our exceptional customer service. Our staff includes a long list of professionals who are well-versed in all aspects of our core businesses. We employ over twenty (20) professional engineers, six (6) professional surveyors, six (6) survey field crews and over eighty (80) other licensed professionals, supported by an experienced administrative and technical support staff. We also have seven (7) Certified Arborists on staff. Our offices are licensed with the state of Florida to perform comprehensive engineering, planning, landscape architecture, geology, and surveying and mapping services to a wide range of private and public sector clients. In addition, we have included Inframap Corp. as our subconsultant to provide subsurface utility designation and test hole excavation along with survey support and IF Rooks (SBE/CBE) to provide aerial photography services.

K&S Surveying and Mapping Services include:

- Aerial Photography
- As-Built/Record Surveys
- AutoCAD Drafting
- Construction Surveys / Staking Services
- Quantity Surveys
- Topographic Surveys
- Sketch and Legal Descriptions
- Easement creation
- Permit Support
- GIS Support /GIS Mapping
- Platting Services per Florida Statute Chapter 177
- QA/QC Review of Survey Products
- Expert Witness Testimony
- Boundary Surveys
- Engineering Design Surveys
- Differential Leveling
- Canal and Embankment Cross-sections & Profiles
- Right-of-Way Surveys
- Drainage Surveys
- Horizontal and Vertical Geodetic Control Surveys
- Volume Calculations
- Tree Surveys

- Monumentation of Right-of-Way Corridors
- Bridge Data Surveys
- Digital Terrain Models (D.T.M.)
- Hydrographic/Bathymetric Surveys
- Specific Purpose Surveys
- Wetland/Mitigation Surveys
- ALTA/NSPS Surveys
- Site Surveys
- Design Surveys
- Utility Route Surveys
- Title Searches
- Records Research and Review
- Field Investigation
- Cost Estimation and Budget Support
- 3D Laser Scanning
- Miscellaneous Calculations
- Various Technical Support as Required
- Ground Penetrating Radar (GPR)
- Sub Surface Utility Engineering (S.U.E.)

### K&S SURVEY TEAM EXPERIENCE

For nearly half a century, K&S has performed various surveying and mapping services to numerous clients throughout south Florida, including the following municipalities and/or agencies:

*City of Fort Lauderdale, City of Marathon, City of Key West, City of Lauderhill, City of Lauderdale Lakes, City of Coconut Creek, City of Parkland, Monroe County, City of Miami, Miami-Dade County, City of Riviera Beach, Town of Miami Lakes, City of Port St. Lucie, City of Aventura, City of North Lauderdale, City of Coral Springs, City of Oakland Park, City of Sunrise, City of Miramar, City of North Miami, City of Miami Gardens, City of Boynton Beach, Broward County School Board, School Board of Palm Beach County, City of Boca Raton, City of Delray Beach, and FDOT Districts 1, 2, 4, and 6.*

Robert K. Krisak, P.L.S., the Project Manager in connection for this endeavor, will be responsible for:

- Directing all technical and administrative requirements and assigning experienced personnel to the team;
- Maintaining strong channels of communication

## TAB 2 - Summary of Expertise

- with team members through weekly meetings;
- Maintaining a close relationship with the City Project Manager to ensure that project goals are clearly understood and met, and include the City Project Manager on all key decisions that will affect the CITY;
- Coordinating with the subconsultant to clarify assignments and to coordinate with other project participants;
- Resolving conflicts in a swift manner and meeting with the necessary personnel (field, office, CITY) on a regular basis;
- Maintaining the project schedule and budget by establishing a time line that meets the CITY's satisfaction and holding weekly team meetings to ensure schedule adherence;
- Reviewing and approving invoices.

### ADDITIONAL KEY STAFF

**Donald A. Spicer, P.S.M.**, Senior Surveyor and Mapper will assist the Project Manager in efforts to obtain the necessary maps from various agencies that are needed to properly prepare the survey assignment. Mr. Spicer will also be responsible for our Quality Assurance Review.

**David Rohal, P.S.M.**, and/or **Benjamin B. Hoyle, P.S.M.**, will be assigned to the role of Project Surveyor. The Project Surveyor will monitor the day to day activities of the assigned project between the field operation and office preparation. Their responsibilities will begin at the initial team meeting and conclude when the final deliverables are transmitted to the CITY. Mr. Hoyle, P.S.M. also serves as a Field Crew Supervisor.

**Denis J. Halfrey, Field Crew Supervisor**, will be responsible for dispatching the field crew (s) and monitoring their daily activities by checking field notes and data collection files. Mr. Halfrey will communicate directly with the Project Surveyor, keeping him informed of the project's progress.

Our subconsultant, **Jay Scagliola, P.L.S. of IMC**, will coordinate the underground utility markings for the assigned project. Mr. Scagliola will be in direct contact with our Project Manager and Project Surveyor. Upon completion of their work, IMC will submit mark up plans to K&S. These plans will be cross checked by our Project Surveyor.

**I. F. Rooks**, a community business enterprise (CBE), will supply the necessary photogrammetric mapping including 2D, 3D planimetrics, raster images and lamp surveys. Mr. Ike Rooks will coordinate this work.

K&S has over 45 years of experience in the organization, management and performance of survey and mapping projects. Based on past work experience, K&S is well versed in the preparation of various Professional Survey and Mapping Services. We implement a team approach. The K&S team understands that various CITY projects may include, but are not limited to, the preparation of Topographic Surveys, Sketch and Descriptions for Easement purposes, Record As-Built Surveys, GPS Surveys, Laser Scanning, Plat Preparation and Review, collection and preparation of data for GIS support, Auto-CAD drafting, miscellaneous calculations, Design Surveys, Construction Layout, Boundary Surveys and other related Survey and Mapping projects. The K&S team is prepared to immediately address your Survey and Mapping needs and meet your required timeframes.





## TAB 2 - Summary of Expertise

### COST CONTROL

We believe the success of a project can be directly attributed to proper staffing of the project, development of a challenging but achievable project schedule, good communication between all team members and proper project documentation and control. We are confident in your project's success due to the excellent project management system that we will employ and is an integral part of our corporate structure.

K&S has a well-earned reputation of delivering quality plans on time. Our history of minimal cost overruns and supplemental agreements is lower than the average within our industry. We strongly believe this is due to the strict adherence to a proven system of project management and control as outlined herein.

Recently, K&S has completed design for twelve projects with a construction value in excess of \$120 million. The average cost overrun for our six year average was only 4%, and our construction time overrun was 1%. Our track record has been recognized by the industry for its special ability to maintain such low overruns in cost and time and has received several awards for its accomplishments. At K&S, we attribute this success to our personnel and project management.

### WORKLOAD AND AVAILABILTY

In evaluating consultant responses, the CITY must assess the experience, availability, capability, responsiveness and capacity of the selected firm. In other sections, we have presented our team profile to verify the track record of our firm. This proven ability and client satisfaction should provide the CITY with a high degree of confidence that we are uniquely qualified for this opportunity.

We are aware of schedule and budgetary constraints and are committed to establishing appropriate work plans, and delivering quality products on time and within budget. Our in-house computerized job cost accounting and management information systems provide timely and effective monitoring of schedules and costs. Regular reports are generated based on actual costs and compared to established man-hour task budgets from the project work plan. Further, we are committed to provide rapid response to all project concerns to minimize client difficulties, which maximizes client satisfaction with our services.

Only the successful completion of a Survey project will result in additional projects. It is therefore advantageous to K&S to set aggressive, but realistic schedules. At times, it might be necessary to expedite certain projects. K&S is prepared for that contingency. Multiple survey crews and multiple licensed professionals ensure that work can begin on the tasks assigned to our team within one working day of receiving the survey request / notice to proceed, and can continue the work until the task is complete. Flexible scheduling allows our team to be available to the CITY on nights, weekends, and paid holidays, if necessary. We have been performing surveying services for our clients from Key West to Jacksonville for over 45 years.

Our existing and proven team is AVAILABLE immediately to meet any future Survey and Mapping needs the CITY may have. Given our current and projected workloads, K&S can and will provide the personnel and resources required to support the CITY.

K&S has over 27 field and office survey personnel based in Fort Lauderdale who are ready to start working immediately.

All K&S personnel outlined in this proposal are located in our Fort Lauderdale office. Our subconsultants, InfraMap Corp. is located in West Palm Beach, Florida, and I. F. Rooks & Associates, Inc. is located in Plant City, Florida.



## TAB 2 - Summary of Expertise

Key Team Member	Service Category	Project Availability
Mark J. Moshier, P.E.	Principal-in-Charge	5%
Robert K. Krisak, P.L.S.	Project Manager	20%
Donald A. Spicer, P.S.M.	Senior Surveyor & Mapper/ Quality Control Surveyor	20%
David Rohal, P.S.M.	Project Surveyor	50%
Benjamin B. Hoyle, P.S.M.	Project Surveyor/Field Crew Supervisor	20%
Denis J. Halfrey	Field Crew Supervisor/Laser Scanner Technician	20%
Khaalid El-Shabazz	Survey Technician	50%
Mark Noble	Survey Technician	50%
Sharon Wolf	Survey Technician	50%
(6) Six Field Crews	Collect Field Data	Minimum 2 Crews Available 100%
Jay Scagliola, P.L.S. (IMC)	S.U.E./Confined Space (subconsultant)	100%
Ike Rooks, P.S.M. (IFR)	Aerial Photography (subconsultant)	100%

### SAFETY

Safety issues are a primary concern when personnel and equipment must operate within a public right-of-way. Our safety program recognizes this concern, both for our personnel and the motoring public. We know that the CITY is also focused on safety. We have secured all of the necessary training and experience to allow us to work for the CITY, in advance of this submittal. We affirm the FDOT statement that accidents are preventable. Our field supervisors focus their efforts on the identification, isolation, and control of the causes of accidents.

Our Safety credentials are as follows:

**MAINTENANCE OF TRAFFIC (Florida Department of Transportation Certification):** All of our crew personnel and field supervisors have secured the required Maintenance of Traffic Training and we fully

support this program.

The following personnel are certified: Denis J. Halfrey, Benjamin B. Hoyle, P.S.M., Darian Grant, Roberto Mendez, Greg Spicer, Marco Krieger, Victor Neugebauer, Irvin Matute, Jeremy Sicre, Mustafa Shaheed.

**FIRST AID (American Red Cross Certification):** Our crew personnel are trained in First Aid and CPR. The following personnel are certified: Denis J. Halfrey, Benjamin B. Hoyle, P.S.M., Darian Grant.

**RAIL CORRIDOR ACCESS AND GENERAL JOBSITE SAFETY (CSX Certification):** Rail corridor access is critical when surveying in the CITY. Our personnel are CSX – trained and certified, and two of our team members are CSX Safety Instructors. The following personnel are certified: Benjamin B. Hoyle, P.S.M., Darian Grant.

## TAB 2 - Summary of Expertise

**CONFINED SPACE/TRENCH SAFETY (O.S.H.A. Certification):** Access to confined spaces is extremely dangerous and requires extensive equipment and training. To ensure the safety of our employees, we utilize our Utility Location/Designation subcontractor (IMC) to provide the trained and certified personnel necessary for access.

### **K & S SURVEY TEAM EQUIPMENT**

- Seven Data Collectors (TDS and EFB)
- Ten Leica (Three Reflector-less) 2MM DIN; 2PPM
- Eleven Automatic Wild Levels
- Three Leica Digital Level
- Eight Dual-frequency Trimble R8's and 5700 GPS Receivers, L1, L2, L5, Glonass Capability
- Two jon-boats with Outboard Engines
- Eight Pick Up Trucks (F-150, GMAC)
- Three 4WD Trucks
- AutoCAD Civil 3D AutoDesk Infra Structure Design Suite Premium 2014
- Eagle Point Survey Software
- Trimble Business Center Processing Software
- Laser Scanner
- Miscellaneous Support Equipment

K&S is proud to offer state-of-the-art 3D Laser Scanning capabilities. We are fully equipped to perform HD 3D Laser Scanning for all types of projects including, Roadway DTM, Existing Building As-Builts, New Construction As-Builts, Historic Building Documentation, and many others.

Laser Scanning is much safer than traditional survey methods. It keeps surveying personnel out of traffic and harm's way on construction sites. Laser Scanning is the fastest method to assess as-built new, existing or historic features, and does not require physical access to the area being scanned. Laser Scanning produces a highly accurate, true to scale as-built of everything it can see. These scans can then be turned into 2D and 3D CAD data that is compatible with current CAD and design software.

### **INTERNAL PEER REVIEW**

K&S takes great pride in the fact that we have provided professional survey and mapping services for nearly half a century. Important to this long term success is effective project management and QA/QC, which includes four key principles:

1. Proper Approach
2. Supervision

3. Quality Reviews
4. Active Senior Management Oversight

A specific QA/QC plan will be developed for each project assigned under this contract. This plan will be reviewed fully with all team members including subconsultants.

K&S is committed to maintaining the highest quality standard for all assignments under this contract. All subconsultant work will be reviewed by the K&S QA/QC Officer for completeness and compliancy with scope and standards prior to any submittals. The K&S QA/QC program is performed using our best professional judgment and industry practices. We will uphold these practices by conducting constant communication with the CITY and with our subconsultant. We will maintain project logs, correspondence, survey and mapping file databases. Our quick turnaround capability and dedication to completing the task is a result of our ability to adapt our team schedule to work nights, weekends, and holidays. This unique trait sets us apart from our competitors.



## TAB 2 - Summary of Expertise

### APPROACH AND METHODOLOGY

Tasks under this contract will be effectuated from the K&S Corporate Headquarters Office located in Fort Lauderdale.

Each member of the K&S team associated with this contract is committed to completing the work necessary to meet the scope and timeline requirements articulated in the RFQ. Years of experience performing similar projects, allows K&S to keenly understand the type of work needed by the CITY. K&S will serve as the prime consultant on this project, while IMC will serve as our survey and underground utility designates support sub-consultant and IFR will serve as our aerial photography subconsultant.



Our basic method for completing assignments includes:

**Project Set-Up and Research:** Upon receipt of work order request from the CITY, the K&S team will prepare work order estimates including confirmation of scope, proposed schedule and man-hour estimates. Work order estimates will be prepared on a timely basis in accordance with the CITY's request and submitted for review and/or comment. Upon receipt of a written notice to proceed or a letter of authorization from the CITY, K&S will attend a kick-off meeting between CITY staff and K&S team, if required. Our professionals will confirm the project schedule for all activities. This schedule is based on the project scope, site conditions, deliverables (Title Reports, Planimetrics, etc.) and immediate staffing availability. Our field and office staff will meet with the Project Manager to thoroughly discuss the scope of project to ensure that our survey efforts are on track, as well as to assign duties and review project specifications.

The Project Manager conducts the necessary research appropriate to the project assignment. This research effort may include collecting and/or reviewing the following information:

- Company records for any previous connections to the project
- City, district and other governmental agency files
- Recorded or unrecorded information
- Additional information that may be obtained from other area professional surveyors

K&S has an exceptional database of information compiled within the state of Florida. This information includes past and ongoing company projects. Our survey professionals know how to find the requisite information to start a project off successfully.

**Preliminary Site Visit:** The K&S team will perform site visits to obtain a visual determination of issues and site constraints. The site visit may reveal certain problem areas that may not have been accounted for without an actual field visit. Photos will be taken and notes will be made on mark-ups of aerial photos.

**Field Surveying Efforts:** Our Field Crew Coordinator is responsible for scheduling, monitoring and reviewing all field activities under the direction of the Project Surveyor.

## TAB 2 - Summary of Expertise

Specifically, the Field Crew Coordinator will:

- Initiate all field efforts
- Schedule field activities
- Review safety issues/concerns with field crew personnel
- Conduct daily reviews of project data
- Ensure accuracy and completeness
- Supervise crew download field data collectors

Field surveys are carried out using the latest data collection equipment and procedures. This effort includes the utilization of total stations and electronic data collectors utilizing data collection programs. K&S also has crews fully proficient in utilizing field codes. All the data collectors used in the collection of field data possess the ability to send data via the internet. This allows the survey information, along with pictures and other data, to be sent and received from the field without trips to the local office. This helps in the troubleshooting and correction of unforeseen circumstances that arise in the process of performing our survey work. This information, along with all office produced sketches and files, can be shared on the K&S FTP website. The information can be viewed and discussed with the client in a quick and seamless manner. We believe these resources increase productivity and accuracy, and allow our high quality product to be delivered on time.

After our research, project set-up, and in-house meetings, we will dispatch our field crews to establish horizontal and vertical control. After the controls have been established we will obtain elevation cross sections on a 50-foot stationed interval (10-foot spacing on pavement) for topographic work. Elevations will be obtained to the one-hundredth of a foot for all hard surfaces and to one-tenth of a foot at natural ground. All utilities within the corridor would be shown with as-built information obtained where possible. All improvements within the corridor will be shown including, but not limited to, such items as buildings, trees, fences hedges, signs, pavement markings and utilities (above and below ground).

The data obtained in the field by the use of G.P.S., total station equipment and TDS data collection system will then be processed and checked by the field crew supervisor before it is turned over to the office survey department for final preparation of the survey.

A quality control review is first performed by the Field Crew Chief. The Field Crew Coordinator will perform a subsequent review and the Project Surveyor will follow up with a final review. These quality control reviews are performed before the field survey information is transmitted to our office staff to correct errors and monitor field procedures.

**Office Survey Procedures:** The field survey data is “moved into the office” for processing, creating drawings, and calculations. A Professional Surveyor and Mapper, Project Surveyor, will supervise the office effort for conversion of the field information into a completed survey document. The Project Manager will coordinate all calculations, CADD assignments, drafting duties, coordinate field to office efforts, and review projects for the final submittal. Depending on the size of the project, both the field and office work effort will be performed simultaneously.

The Project Manager reviews and discusses all completed projects with our team members to ensure that they meet the CITY's goals and requirements. The office survey effort also undergoes a quality control review process. Our team will ensure quality control reviews are conducted. Once the quality control officer is satisfied with the product, the Project Manager will review the survey documents to ensure that they meet the Standards of Practice for land surveying and conform to Rule 5J-17 of the Florida Administrative Code.

The Project Manager is the final step in our quality control process to ensure exceptional results for the CITY. No survey and mapping project is complete without the delivery of the final product to the CITY for its review, use and acceptance of the project and final deliverables.

## TAB 2 - Summary of Expertise

All of these services will be performed in compliance with the CITY's specifications. Survey work will conform to the Florida State Plane Coordinate System using the North American Datum of 1983 (2011 adjustment) for horizontal control and the North American Vertical Datum of 1988 (NAVD) for vertical control.

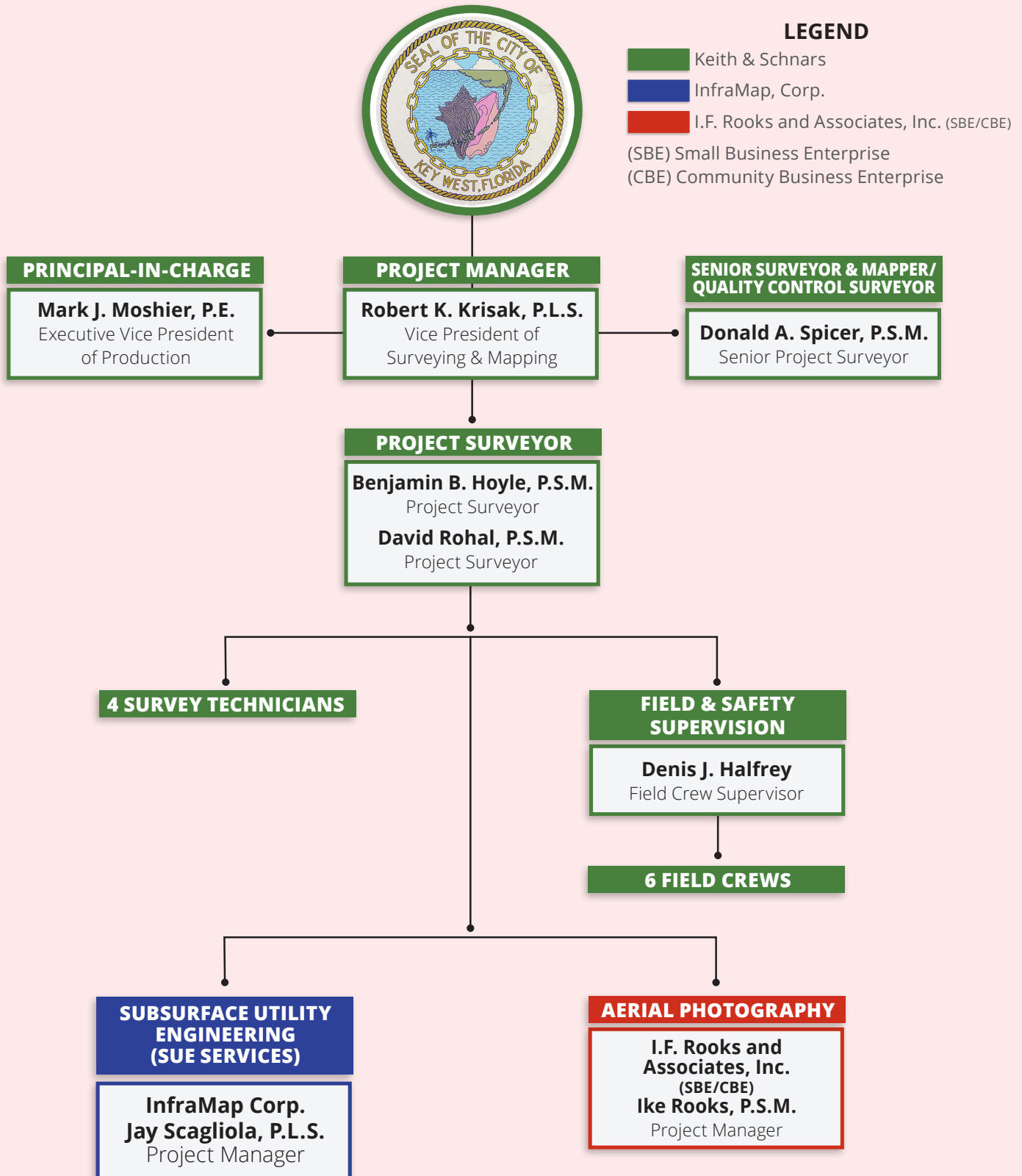
All work will be provided to the CITY in AutoCAD, using the most current version. Completed projects will also include copies of all survey field notes. Three signed and sealed hard copies of the survey plotted at a reasonable scale along with a disc will comprise and be deemed as the deliverables. All work will be performed in accordance with the Standards of Practice as established by the Florida Board of Professional Surveyors and Mappers in Chapter 5J-17 of the Florida Administrative Code and the requirements of the CITY.





# TAB 3 - Professional Qualifications

## Organizational chart





## TAB 3 - Professional Qualifications



**Mark J. Moshier, P.E.:** Mr. Moshier has 40 years of experience in the design, construction engineering and inspection (CEI) and project management of roadway and bridge projects. For 8 years, he worked for the FDOT District 6 serving as the District Construction Engineer directing a multi-million dollar construction program for Miami-Dade and Monroe Counties. He also served as a resident engineer responsible for the contract administration of all CEI projects in Miami-Dade and Monroe counties. Mr. Moshier is currently involved in the administration of several major complex highway, bridge, drainage and land development projects, including administration and management for FDOT District 6 General Engineering Consultant services contract. Mr. Moshier is experienced in partnering principles and concepts. *Academic Background - B.S., Civil and Environmental Engineering, Clarkson University, 1977; Professional Registration - Registered Professional Engineer, FL #32016.*



**Robert K. Krisak, P.L.S.:** Mr. Krisak has more than 39 years of experience in all phases of land and engineering surveying including topographic, boundary, hydrographic, as-built, construction layout and location surveys for highways, residential developments commercial projects and expert witness testimony. He has gained this experience through a variety of surveying-related positions, including instrument person, drafter, party chief, and field crew coordination. Mr. Krisak is familiar with a wide range of state-of-the-art surveying equipment, and is experienced in project management, field survey supervision, office survey procedures, and Staffpower scheduling. *Academic Background - A.A.S., Forestry, Paul Smith's College, 1977; Professional Registration - Registered Professional Surveyor and Mapper, FL #LS4641.*



**Benjamin B. Hoyle, P.S.M.:** Mr. Hoyle is a Project Surveyor and Survey Crew Supervisor with over 17 years of experience throughout the state of Florida and has been with K&S for 9 years. He is a graduate from the University of Central Florida Engineering Technology Program. His experience includes ALTA/NSPS surveys, boundary, construction layout, topographic surveys and As-Built surveys. Mr. Hoyle has experience in today's newest software including AutoCAD, TDS collection, Topcon and Trimble GPS. *Academic Background - B.S., Engineering Technology, University of Central Florida, 2008; Professional Registration - Registered Professional Surveyor and Mapper, FL #LS6769.*



**David Rohal, P.S.M.:** Mr. Rohal has more than 43 years of surveying experience as a Professional Land Surveyor in South Florida. His experience includes all phases of land surveying including topographic, boundary, hydrographic, As-Built surveys, construction layout, location/route surveys for design purposes, residential developments, commercial projects and ALTA/NSPS Land Title Association surveys. He is experienced in using AutoCAD for the preparation of Land Surveys, Parcel Sketches, Easements, and Record Drawings. *Academic Background - A.A., University of Florida; Undergraduate Courses and Electives, Miami-Dade Community College; Advanced Surveying and Civil Engineering Curriculum, Florida International University; Professional Registration - Registered Professional Surveyor and Mapper, FL #LS4315.*

## TAB 3 - Professional Qualifications



**Donald A. Spicer, P.S.M.:** Mr. Spicer has more than 39 years of surveying experience as a Professional Land Surveyor in South Florida. His experience includes all phases of land surveying including topographic, boundary, hydrographic, As-Built, construction layout, location/route surveys for design purposes, Power Transmission, residential developments, commercial projects and American Land Title Association (ALTA/NSPS) surveys. He is experienced in using AutoCAD for the preparation of Land Surveys, Parcel Sketches, Easements, and Record Drawings. Mr. Spicer also has many years of actual field work experience in the land surveying industry. He is familiar with a wide range of state-of-the-art surveying equipment. He is also experienced in project management, field survey supervision and office survey procedures. *Academic Background - Piper High School, Sunrise, 1973; Undergraduate Surveying Classes, Palm Beach Community College, 1987-1989; Professional Registration - Registered Professional Surveyor and Mapper, FL #LS4677.*



**Denis Halfrey:** Mr. Halfrey is a CADD technician with over 28 years of experience covering all aspects of land surveying from reconnaissance of the site to drafting the final survey. His experience includes ALTA/NSPS Land Title Surveys, Boundary, Topographic, Construction Layout, and As-Built Surveys. He has extensive experience with a variety of engineering and survey related software, including AutoCAD Civil 3D, Leica Robotic Total Station, Carlson software, Topcon Ultralite GPS, Leica RTK GPS, TDS-Recon data collector, Topcon robotic instrument, HP-48, and Auto CAD LD3. *Academic Background - Mechanical Engineering: Technology, Quinsigamond Community College, Worcester; Mechanical Engineering: Technology, Worcester Polytechnic Institute, Worcester; U.S. Naval Officer Training, College of Holy Cross, Worcester.*



**Jay Scagliola, P.L.S.:** As Director of the Florida operations at InfraMap Corp., Mr. Scagliola's extensive experience has maintained the quality and the integrity of our survey department companywide. Mr. Scagliola's widespread network of contacts and utility locating knowledge is well respected at the Florida Department of Transportation, as well as with private clients and municipalities. He has been surveying in Florida since 1971 and is well versed in all phases of land surveying including drafting, mapping performance standards, data collection and calculation. Mr. Scagliola joined InfraMap Corp. in 1996. He is the key person in coordinating our utility locating. His familiarity with subsurface utility investigations, along with survey knowledge, is essential to InfraMap. He directs all contractual, managerial and supervisory aspects. His responsibilities include: designating and utility locating project coordination in Florida, client communication, contracts, scope detail, quality assurance/quality control and final project review of survey processing and computer drafting. *Academic Background - A.S., Surveying and Mapping, Palm Beach Community College, 1989; Professional Registration - Registered Land Surveyor, FL #LS5066; Professional Certifications - Traffic Control Certification since October, 2001; Confined Space Entry Training Program Certification (OSHA 1910.146); FUCC Utility Coordination Discussion Seminar Regular Attendee; CSX Roadway Worker Protection Annual Certification, 2012.*

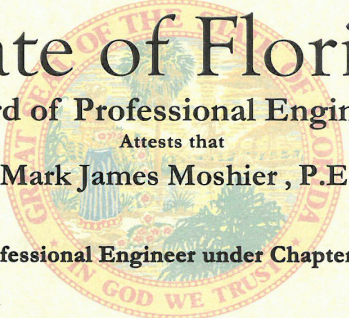



**Ike Rooks, P.S.M.:** Mr. Rooks is a principal at I. F. Rooks & Associates (IFR) with more than 28 years of professional experience. He has been a registered FL Professional Surveyor & Mapper since 1994. During his career, Mr. Rooks has managed hundreds of transportation related photogrammetric mapping projects for counties, cities, municipalities, FDOT, and airport authorities. Mr. Rooks is responsible for project management, QA/QC and coordination/communication of project issues and scope to the various IFR team members. He ensures all project requirements are met and offers extensive familiarity with FDOT standards, procedures, practices, and guidelines. His experience with the FDOT includes managing aerial photography/photogrammetry projects in each of the 8 Districts. Mr. Rooks is a member of the Florida Surveying & Mapping Society and the American Society for Photogrammetry and Remote Sensing. *Academic Background - B.A., Finance/Economics, Valdosta State University, 1988; Professional Registration - Registered Professional Surveyor and Mapper, FL #LS5416.*




TAB 4 - Licenses Keith & Schnars Licenses and Certifications

**State of Florida**  
**Board of Professional Engineers**  
 Attests that  
**Mark James Moshier, P.E.**

**Is licensed as a Professional Engineer under Chapter 471, Florida Statutes**  
 Expiration: 2/28/2019 **P.E. Lic. No:**  
 Audit No: 228201907486 R **32016**




Florida Department of Agriculture and Consumer Services  
 Division of Consumer Services  
 Board of Professional Surveyors and Mappers  
 2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: **LS4641**  
 Expiration Date February 28, 2019


**Professional Surveyor and Mapper License**  
 Under the provisions of Chapter 472, Florida Statutes

**ROBERT KEVIN KRISAK**  
 6344 NW 52ND ST  
 POMPANO BEACH, FL 33067-2150



ADAM H. PUTNAM  
 COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

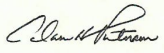


Florida Department of Agriculture and Consumer Services  
 Division of Consumer Services  
 Board of Professional Surveyors and Mappers  
 2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: **LS6769**  
 Expiration Date February 28, 2019


**Professional Surveyor and Mapper License**  
 Under the provisions of Chapter 472, Florida Statutes

**BENJAMIN B HOYLE**  
 363 SW 33RD AVE  
 DEERFIELD BEACH, FL 33442-2359



ADAM H. PUTNAM  
 COMMISSIONER OF AGRICULTURE


This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.



Florida Department of Agriculture and Consumer Services  
 Board of Professional Surveyors and Mappers

**LS4315**  
**Professional Surveyor and Mapper**  
**DAVID E ROHAL**

IS LICENSED under the provisions of Ch. 472 FS  
 Expiration date: February 28, 2019




Florida Department of Agriculture and Consumer Services  
 Division of Consumer Services  
 Board of Professional Surveyors and Mappers  
 2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: **LS4677**  
 Expiration Date February 28, 2019

**Professional Surveyor and Mapper License**  
 Under the provisions of Chapter 472, Florida Statutes


**DONALD A SPICER**  
 1215 SW 81 TERRACE  
 POMPANO BEACH, FL 33068-3536



ADAM H. PUTNAM  
 COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

### InfraMap, Corp. Licenses and Certifications

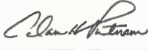


Florida Department of Agriculture and Consumer Services  
 Division of Consumer Services  
 Board of Professional Surveyors and Mappers  
 2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: **LS5066**  
 Expiration Date: February 28, 2019


**Professional Surveyor and Mapper License**  
 Under the provisions of Chapter 472, Florida Statutes

JAY SCAGLIOLA  
 4386 FUSHIA CIRCLE SOUTH  
 PALM BEACH GARDENS, FL 33410



ADAM H. PUTNAM  
 COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.




Florida Department of Agriculture and Consumer Services  
 Division of Consumer Services  
 Board of Professional Surveyors and Mappers  
 2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: **LB6666**  
 Expiration Date: February 28, 2021

**Professional Surveyor and Mapper Business License**  
 Under the provisions of Chapter 472, Florida Statutes


INFRAMAP CORP  
 1860 OLD OKEECHOBEE ROAD #201  
 WEST PALM BEACH, FL 33409



ADAM H. PUTNAM  
 COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

### I.F. Rooks & Associates, Inc.

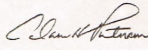


Florida Department of Agriculture and Consumer Services  
 Division of Consumer Services  
 Board of Professional Surveyors and Mappers  
 2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: **LB6618**  
 Expiration Date: February 28, 2019


**Professional Surveyor and Mapper Business License**  
 Under the provisions of Chapter 472, Florida Statutes

I F ROOKS & ASSOCIATES INC  
 106 N W DRANE ST  
 PLANT CITY, FL 33563



ADAM H. PUTNAM  
 COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.




Florida Department of Agriculture and Consumer Services  
 Division of Consumer Services  
 Board of Professional Surveyors and Mappers  
 2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: **LS5416**  
 Expiration Date: February 28, 2019

**Professional Surveyor and Mapper License**  
 Under the provisions of Chapter 472, Florida Statutes

ISAAC FREDRICK ROOKS JR  
 106 DRANE ST NW  
 PLANT CITY, FL 33563-5444



ADAM H. PUTNAM  
 COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

## TAB 5 - Project Examples

**Monroe County Boat Ramps (Monroe County, FL):** Keith & Schnars' survey team performed Boundary, Topographic, and Bathymetric Surveys at three (3) Boat Ramp sites: Big Coppitt, Little Torch and Tavernier. Services included the location of asphalt, concrete, buildings, surface features of utilities, and elevations on an approximate 25-foot grid, along with Bathymetric data obtained at each site. Horizontal Data was obtained relative to local plat control. Elevations were relative to the North American Vertical Datum of 1988 (NAVD '88).

**Client Contact:** Jonnie Yongue

**Contact Phone:** (305) 292-4429

**Year Completed:** 2014

**Staff Participated in the Project:** Robert Krisak P.L.S., Benjamin Hoyle P.S.M.

**Fees:** \$15,000



**Monroe County Transfer Station (Monroe County, FL):** Keith & Schnars provided a broad range of consulting services to Waste Management. These services included, but were not limited to, general surveying, aerial photography, civil engineering design, drafting and mapping. The task order authorized under this contract included the Monroe County Trash Transfer Stations.

### Long Key

- Construction Survey Services
- As-built Survey
- Locate Monitor Wells

### Key Largo

- Construction Survey Services
- As-built Survey
- Locate Monitor Wells

### Cudjoe

- Construction Survey Services
- As-built Survey
- Locate Monitor Wells

**Client Name:** Monroe County

**Client Contact:** Luke DeBock

**Contact Phone:** (954) 984-2072

**Year Completed:** 2018

**Staff Participated in the Project:** Robert Krisak P.L.S., Benjamin Hoyle P.S.M.

**Fees:** \$75,000



## TAB 5 - Project Examples

**Miscellaneous Survey and Mapping Services Contract (City of Miami, FL):** Keith & Schnars has prepared a number of Boundary and Topographic Surveys for the following locations:

- ADA Homeless Remodel
- Fire Training Facility
- Douglas Park
- Stearns & Martell Parks Boundary and Topographic Surveys
- Little Haiti Soccer Park Boundary and Topographic Survey
- Fire Station #3 Boundary Survey
- Fire Station #4 Boundary Survey
- Fire Station #10 Boundary Survey
- Fire Station #12 Boundary Survey
- Marlins Park Monitoring Wells
- Athalie Range Park Boundary and Topographic Survey
- Lemon City Park Boundary and Topographic Survey
- Communications Generator at Fire Headquarters
- Police Headquarters Boundary Survey
- Bay of Pigs Park Topographic Survey
- 104 NW 1st Avenue Sketch and Description
- Special Ops Command Center Boundary and Topographic Survey
- FDOT Parcels 3831 & 4236 Sketch and Descriptions



**Client Name:** City of Miami

**Client Contact:** Troy Sutton

**Contact Phone:** (305) 416-5455

**Year Completed:** Ongoing Project

**Staff Participated in the Project:** Robert Krisak P.L.S., Benjamin Hoyle P.S.M., Donald Spicer P.S.M.

**Fees:** \$74,731.74 (to date)

**FDOT District 6, Project Network Control Sheet, Summerland Key, Monroe County, FL:** Preparation of an approximate 2 Mile Project Network Control Sheet from approximate Mile Marker 23.5 to Mile Marker 25.5, (also Mile Post 19.1 to Mile Post 21.1), in support of a District 6 Landscape Project.

**Client Name:** FDOT District 6

**Client Contact:** Kevin Schot, RLA

**Contact Phone:** (305) 470-5400

**Year Completed:** 2016

**Staff Participated in the Project:** Robert Krisak P.L.S., Benjamin Hoyle P.S.M.

**Fees:** \$18,000



## TAB 5 - Project Examples

**FDOT District 6, Project Network Control Sheets, Islamorada, Monroe County, FL:** Preparation of an approximate 4 Mile Project Network Control Sheet from approximate also Mile Marker 77.4 to Mile Marker 81.4, (also Mile Post 3.7 to Mile Post 7.7), in support of a District 6 Landscape Project.

**Client Name:** FDOT District 6

**Client Contact:** Kevin Schot, RLA

**Contact Phone:** (305) 470-5400

**Year Completed:** 2016

**Staff Participated in the Project:** Robert Krisak P.L.S., Benjamin Hoyle P.S.M.

**Fees:** \$14,500







TAB 6 - Forms

ANTI-KICKBACK AFFIDAVIT

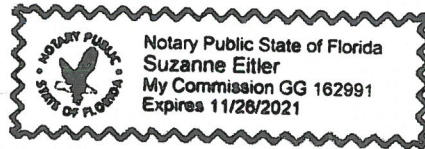
STATE OF FLORIDA            )  
  : SS  
COUNTY OF MONROE        )

I, the undersigned hereby duly sworn, depose and say that no portion of the sum herein bid will be paid to any employees 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: [Handwritten Signature]  
Robert K. Krisak, P.L.S.  
Vice President of Surveying & Mapping

Sworn and subscribed before me this  
27 day of March, 2018.

[Handwritten Signature: Suzanne Eittler]  
NOTARY PUBLIC, State of Florida at Large



My Commission Expires: 11/26/21

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

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

1. This sworn statement is submitted with Bid, Bid or Contract No. 18-002 for  
City of Key West - Professional Surveying Services
  
2. This sworn statement is submitted by Keith & Schnars  
(Name of entity submitting sworn statement)  
whose business address is 5835 Blue Lagoon Drive, Suite 303, Miami, Florida 33126  
\_\_\_\_\_ and (if applicable) its Federal  
Employer Identification Number (FEIN) is 59-1406307 (If the entity has no FEIN,  
include the Social Security Number of the individual signing this sworn statement.)
  
3. My name is Robert K. Krisak, P.L.S. and my relationship to  
(Please print name of individual signing)  
the entity named above is Vice President of Surveying & Mapping.
  
4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including but not limited to, any Bid 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, material misrepresentation.
  
5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication guilt, in any federal or state trial court of record relating to charges brought by indictment information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
  
6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means
  1. A predecessor or successor of a person convicted of a public entity crime: or
  2. An entity under the control of any natural person who is active in the management of t entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting 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.
  
7. I understand that a "person" as defined in Paragraph 287.133(1)(8), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Bids or applies to Bid on contracts for the provision of goods or services

# TAB 6 - Forms

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.

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

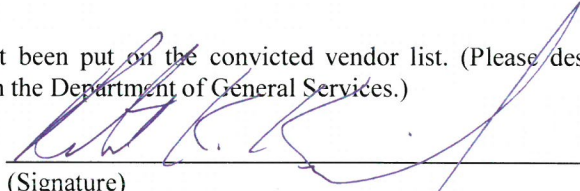
Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (Please indicate which additional statement applies.)

There has been a proceeding concerning the conviction before a hearing of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

The person or affiliate has not been put on the convicted vendor list. (Please describe any action taken by or pending with the Department of General Services.)

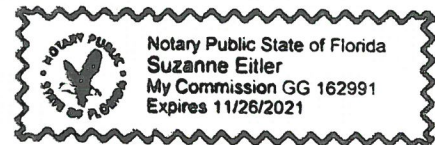
  
\_\_\_\_\_  
(Signature)  
03/28/2018

STATE OF Florida (Date)

COUNTY OF Broward

Robert Krisak  
PERSONALLY APPEARED BEFORE ME, the undersigned authority,

Suzanne Eitler  
(Name of individual signing)



who, after first being sworn by me, affixed his/her signature in the

space provided above on this 27 day of March, 2018.

My commission expires: 11/26/21  
NOTARY PUBLIC

**EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT**

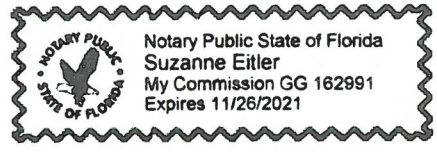
STATE OF Florida )  
 : SS  
COUNTY OF Broward )

I, the undersigned hereby duly sworn, depose and say that the firm of Keith & Schnars provides benefits to domestic partners of its employees on the same basis as it provides benefits to employees' spouses per City of Key West Ordinance Sec. 2-799.

By: [Signature]  
Robert K. Krisak, P.L.S., Vice President of Surveying & Mapping

Sworn and subscribed before me this  
27 day of March, 2018.

[Signature]  
NOTARY PUBLIC, State of Florida at Large



My Commission Expires: 11/26/21

## TAB 6 - Forms

### INDEMNIFICATION

To the fullest extent permitted by law, the CONSULTANT expressly agrees to indemnify and hold harmless the City of Key West, their officers, directors, agents, and employees (herein called the "indemnitees") from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees and court costs, such legal expenses to include costs incurred in establishing the indemnification and other rights agreed to in this Paragraph, to persons or property, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the CONSULTANT, its Sub-consultants or persons employed or utilized by them in the performance of the Contract. Claims by indemnitees for indemnification shall be limited to the amount of CONSULTANT's insurance or \$1 million per occurrence, whichever is greater. The parties acknowledge that the amount of the indemnity required hereunder bears a reasonable commercial relationship to the Contract and it is part of the project specifications or the bid documents, if any.

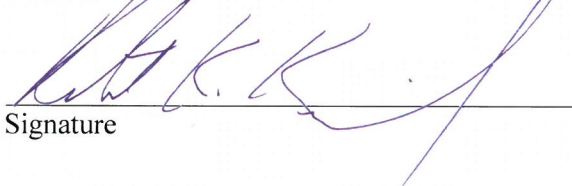
The indemnification obligations under the Contract shall not be restricted in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the CONSULTANT under workers' compensation acts, disability benefits acts, or other employee benefits acts, and shall extend to and include any actions brought by or in the name of any employee of the CONSULTANT or of any third party to whom CONSULTANT may subcontract a part or all the Work. This indemnification shall continue beyond the date of completion of the work.

CONTRACTOR: Keith & Schnars

SEAL:

5835 Blue Lagoon Drive, Suite 303, Miami, Florida 33126

Address



Signature

Robert K. Krisak, P.L.S.

Print Name

Vice President of Surveying & Mapping

Title

03/28/2018

Date

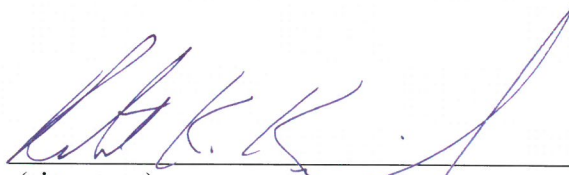


# TAB 6 - Forms

## CONE OF SILENCE AFFIDAVIT

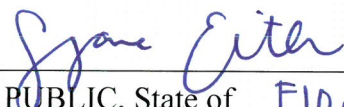
STATE OF Florida )  
 : SS  
 COUNTY OF Broward )

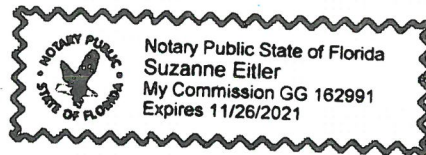
I the undersigned hereby duly sworn depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of Keith & Schnars have read and understand the limitations and procedures regarding communications concerning City of Key West issued competitive solicitations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

  
 \_\_\_\_\_  
 (signature)  
 03/28/2018  
 \_\_\_\_\_  
 (date)

Sworn and subscribed before me this

27 Day of March, 2018.

  
 \_\_\_\_\_  
 NOTARY PUBLIC, State of Florida at Large



My Commission Expires: 11/26/21





Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500  
800HELPFLA(435-7352) or (850) 488-2221

February 8, 2017

KEITH & SCHNARS P A  
6500 N ANDREWS AVE  
FT LAUDERDALE, FL 33309-2132

SUBJECT: Professional Surveyor and Mapper Business Certificate # LB1337

Your application / renewal as a professional surveyor and mapper business as required by Chapter 472, Florida Statutes, has been received and processed.

The license appears below and is valid through February 28, 2019.

You are required to keep your information with the Board current. Please visit our website at [www.800helpfla.com/psm](http://www.800helpfla.com/psm) to create your online account. If you have already created your online account, you can use the website to maintain your license. You can also find other valuable information on the website.

If you have any questions, please do not hesitate to call the Division of Consumer Services, Board of Professional Surveyors and Mappers at 800-435-7352 or 850-488-2221.

Detach Here



Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500

License No.: **LB1337**  
Expiration Date February 28, 2019

**Professional Surveyor and Mapper Business License**

Under the provisions of Chapter 472, Florida Statutes

KEITH & SCHNARS P A  
6500 N ANDREWS AVE  
FT LAUDERDALE, FL 33309-2132

ADAM H. PUTNAM  
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

## TAB 6 - Forms

# *State of Florida*

## *Department of State*

I certify from the records of this office that KEITH AND SCHNARS, P.A. is a corporation organized under the laws of the State of Florida, filed on October 6, 1972.

The document number of this corporation is 603751.

I further certify that said corporation has paid all fees due this office through December 31, 2017, that its most recent annual report/uniform business report was filed on March 31, 2017, 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 Thirty-first day of March, 2017*



*Ken Datzner*  
**Secretary of State**

Tracking Number: CC2261241712

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

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

Prepared by  
**KEITH & SCHNARS**

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**OFFICE ADDRESS**

5835 Blue Lagoon Drive, Suite 303  
Miami, Florida 33126

**CONTACT NUMBERS**

Phone: 305 477 7667  
Fax: 305 477 4474  
Toll Free: 800 488 1255

**CONTACT ADDRESS**

Web: [www.ksfla.com](http://www.ksfla.com)

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