



# REQUEST FOR QUALIFICATIONS

GENERAL ARCHITECTURAL SERVICES

DUE DATE: 09.7.2022 | RFQ# 22-010



CPH, LLC | 1992 SW 1st Street, Miami, FL 33135  
| 305.274.4807 | info@cphcorp.com | www.cphcorp.com

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# 1. COVER LETTER

September 7, 2022

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



1992 SW 1st Street  
Miami, FL 33135  
Phone: 305.274.4807  
info@cphcorp.com  
www.cphcorp.com

## RE: GENERAL ARCHITECTURAL SERVICES | RFQ# 22-010

Dear Selection Committee Members:

CPH, LLC. (CPH) is pleased to respond to the City of Key West’s Request for Qualifications for the General Architectural Services contract. It would be our pleasure to provide services to the City. We are certain that CPH exceeds the City’s qualification requirements.

**CPH’S ABILITY TO MEET THE CITY’S REQUIREMENTS ARE UNMATCHED.** CPH is a multi-disciplinary architecture and engineering firm recognized for providing superior quality services to our clients in an efficient and effective manner. CPH has been providing consulting services for over 41 years; we believe that this experience is imperative to successfully execute the wide variety of projects that this contract may bestow. With a local office in Miami and support staff members in Sanford; CPH is eager and ready to provide services for any project under this contract. We have an available staff of 280+ personnel and are ready to serve the City.

**EXPERIENCE:** CPH realizes and understands that each project has its individual characteristics and will need specialized expertise. Therefore, CPH has assembled a team composed of architects, engineers, environmental scientists, contractors, inspectors, surveyors, and administrative staff; which will bring a significant assortment of knowledge to the contract. CPH’s architectural practice began in 2004 with the addition of one architect, and has grown to over 25 team members (including six (6) licensed architects). The firm also added in-house mechanical/electrical/plumbing engineers in 2012, and structural engineers in 2014, this combined with our already established design practice that include civil/utility/transportation engineers, planners, landscape architects, surveyors, and construction managers, offers our clients a full range of in-house experts. The team is fully staffed to provide Architecture, Urban Planning and Design, LEED® Analysis and Design, Master Planning, Interior Design, Urban Design, Programming, Space Needs Assessment and Planning, Cost Estimating, and Program Management services. Our team has been creating sustainable places to live, work, learn and play. Our portfolio of completed projects, has given us the insight and expertise that will allow us to successfully complete any project under this contract for the City of Key West. Our architects have provided space planning and complete design services for over 300 buildings including numerous fire stations, EOC’s, police stations, parks, civic centers, public works facilities, fire aid centers, training facilities, and medical complexes. Our projects have included new projects as well as expansions and remodel programs.

CPH has ample resources and availability that will be dedicated to the development of the City’s projects. We have a history of successfully meeting our clients goals and budgets for their projects, and make a commitment to assisting the City to meet budgetary and schedule goals for assigned tasks.

We appreciate the opportunity to submit our qualifications and look forward to working with the City of Key West.

Sincerely,  
**CPH, LLC**

Nikhel Jindal, GCC, Assoc. DBIA, ENV SP | Chief Strategy and Success Officer



Award Winning  
Experts In  
Architecture And  
Engineering



9 LEED Certified Staff



Ranked in Top 300  
Architecture Firms in  
the United States

## 2. INFORMATION PAGE

CPH, LLC has been providing services in the area since the 1960's and the Firm has been established since 1981. In keeping with the company's philosophy to assure responsive and cost effective service, CPH has grown with branch offices housing approximately 280+ employees in Florida, Georgia, Maryland, Massachusetts and Puerto Rico with the firm's Corporate Headquarters located in Sanford, Florida. CPH's commitment to providing the highest level of service in an affordable manner has been achieved through emphasis on personalized services and direct involvement of top level CPH personnel.

We have put together a team that not only has specialized experience but has extensive experience working together. We have carefully crafted this team based on this work history, our understanding of the City's needs, and ability to deliver a quality project.

CPH has an office 163 miles away from the City's headquarters, with the ability to provide almost any service the City will desire in house through our 280+ available professionals. The projects listed in Section 7 are just a small sample of our team's recent relevant experience. We encourage the City to contact our team's client references listed in Section 8, as they will attest to our ability to produce high quality designs efficiently and economically.

### MEET YOUR PRINCIPAL-IN-CHARGE



**Todd H. Hendrix, P.E., CGC**  
Chief Operating Officer - AE  
Services  
24 Years of Experience

#### WHAT TODD WOULD LIKE YOU TO KNOW

"I serve as a principal of the firm and will oversee any project under this contract and provide the necessary resources and guidance to the design team. With over 24 years of experience, I also serve CPH as Branch Manager for the Miami Office. I'm responsible for overseeing a diverse staff that manages site development for commercial, residential, and municipal projects. I joined CPH in 1998. My municipal experience includes project coordination, design, and permitting of various potable water systems, wastewater systems, and stormwater management systems. I also have experience in the areas of design and permitting of water supply wells, ground storage and treatment facilities, and high service pumping and distribution systems."

**ADDRESS:** 1992 SW 1st Street, Miami, FL 33135

**PHONE:** 305.274.4805

**FAX:** 305.274.4807

**E-MAIL:** info@cphcorp.com

### MEET YOUR PROGRAM MANAGER/TASK ORDER MANAGER



**Ismail Ilker Uzun, AIA, LEED AP BD+C**  
Principal Architect  
32 Years of Experience

#### WHAT ISMAIL WOULD LIKE YOU TO KNOW

"I am excited about the possibility of working with the Key West staff to deliver these critical projects successfully and to help the City continue its track record of excellence. This role fits well with my background and expertise. I have had the opportunity to manage and/or design numerous municipal projects from planning, to design, and through construction. I have provided services for many projects that have been constructed using alternative delivery, such as CMAR and Design-Build. These types of projects require a consultant that can create a collaborative atmosphere in which decisions can be made and keep the project moving forward. With multiple team members and stakeholders, it takes diligence from the project manager to obtain input from all parties, evaluate the options to solving a particular issue, make a decision, and then document the decision. The key is regular communication, adequate but efficient analysis and evaluation, and empowered decision making. Through my past experience working with municipal clients, I have become intimately familiar with how to deliver high quality and cost effective projects."

**ADDRESS:** 1992 SW 1st Street, Miami, FL 33135

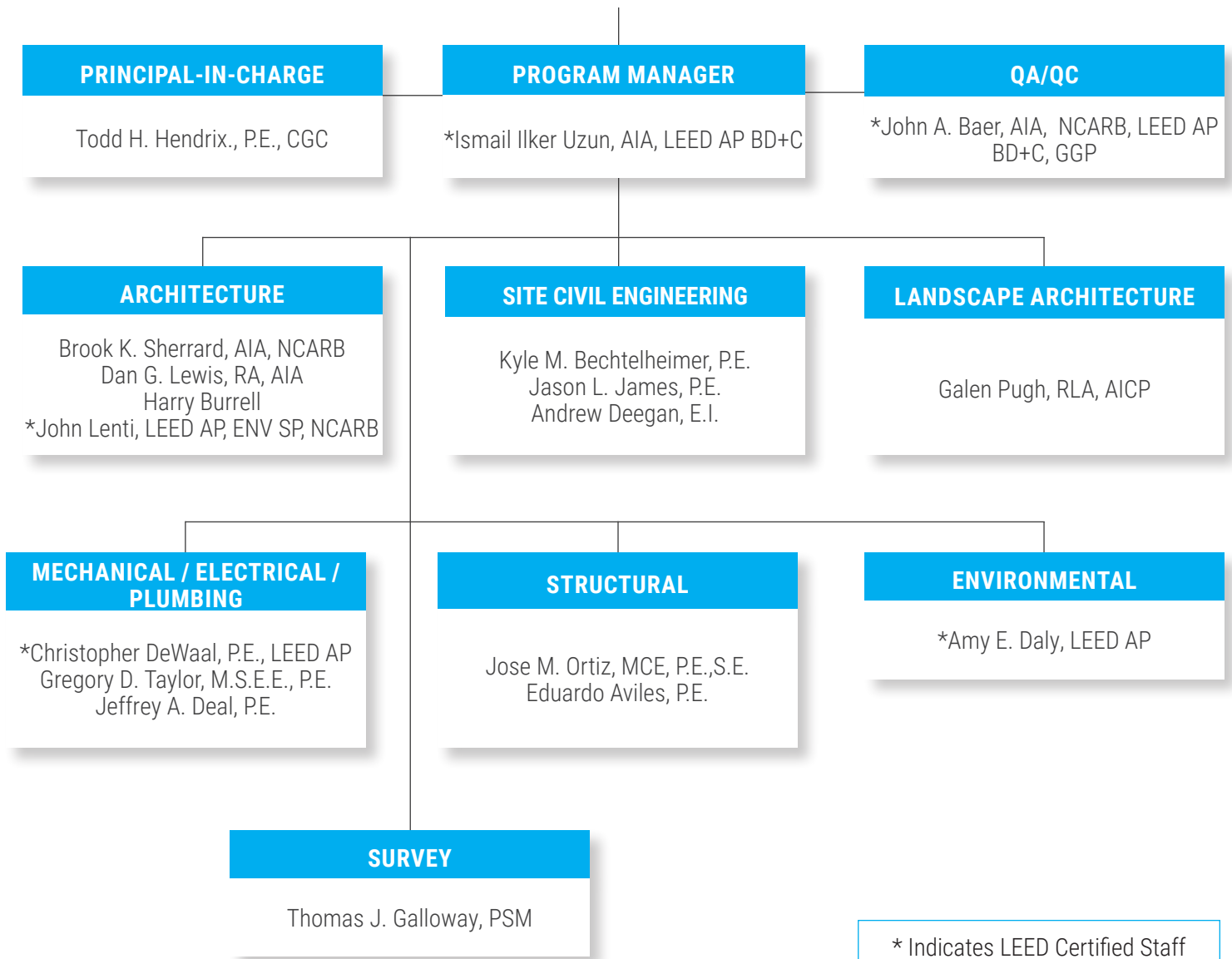
**PHONE:** 305.274.4805

**FAX:** 305.274.4807

**E-MAIL:** info@cphcorp.com

### 3. ORGANIZATIONAL CHART

CPH has assembled a vastly diverse and highly qualified team with experience in all discipline areas requested by City of Key West. Our team is capable of providing services for every project that will emerge under this contract. The CPH Team Organizational Chart (provided below) depicts the overall reporting and communication hierarchy as well as project roles and responsibilities in relation to City of Key West scope of services. The City will have the direct commitment of the CPH Miami office, along with support from the CPH Sanford office.



## 4. COMPANY INFORMATION

### CPH BACKGROUND INFORMATION:

CPH has been providing services since the Firm was established in 1981. In keeping with the company's philosophy to assure responsive and cost-effective service, CPH has grown with **14 branch offices** housing approximately 280 employees in Florida, Georgia, Maryland, Massachusetts and Puerto Rico with the firm's **Regional Office located in Miami, Florida**. CPH's commitment to providing the highest level of service in an affordable manner has been achieved through emphasis on personalized services and direct involvement of top level CPH personnel.

Known as a leading multi-disciplinary consulting firm, CPH provides services in the following areas:

- Architectural Services/Landscape Architecture
- Engineering Services (Civil, Structural, and Utilities)
- Master Planning
- Water/Wastewater/Reclaimed/Stormwater Systems
- Hydraulics and hydrology
- Environmental Sciences
- Transportation Engineering, including Traffic Planning and Design
- Land Planning/Zoning
- Construction Engineering and Inspection/ Construction Management
- Surveying & Mapping

### NAME CHANGE HISTORY:

- CPH, LLC (2022 - Current)
- CPH, Inc. (2013 - 2022)
- CPH Engineers, Inc. (1998 - 2013)
- Conklin, Porter, & Holmes (1981 - 1998)

**NUMBER OF FULL-TIME STAFF:** 280

**NUMBER OF PART-TIME STAFF:** 15

The CPH team includes approximately 20 staff members in the nearby office, of which 17 live in Miami-Dade County and 2 in Broward County. These residents have a sense of community pride and include members of the project administration team, architects, designers, engineers, and design technicians. The CPH Team includes **6 Licensed Architects, 50+ Licensed Engineers, 40 Unlicensed technical support staff, and 35 Administrative staff**. Our team can provide complete architecture and engineering services through our comprehensive in house resources.

OFFICE LOCATION	APPROXIMATE DISTANCE FROM CITY
CPH <b>MIAMI</b>	<b>163</b> miles ( <b>3</b> hours <b>28</b> minutes)

The City will have the direct commitment of the CPH Miami office, located at **1992 SW 1st Street Miami FL, 33135, Phone: 305.274.4805**. The Miami office is staffed with employees that include registered personnel, administrative staff, and owners of the firm to accomplish the projects on time and within budget..



41+ Year History of Providing Services for Clients in Florida



Continually Ranked in Top 500 Design Firms in The United States

## AREAS OF SERVICE



ARCHITECTURE



ENVIRONMENTAL



LAND PLANNING



SURVEY



ENGINEERING



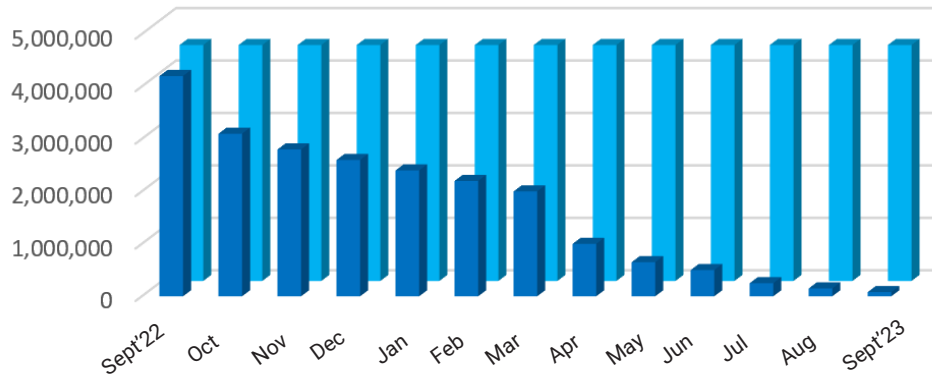
LANDSCAPE ARCHITECTURE



PERMITTING

## WORKLOAD AND AVAILABILITY

The current and projected workload of our team is such that we can provide responsive service to City of Key West. We are well-staffed, equipped with our nearby Miami location, and believe that we and our team members can provide a high quality, professional service to the City's that is completely responsive and cost effective. The graph below depicts our current contracted backlog with no consideration for any additional work. The current workload will spread over 13 months. Our current production capability is \$4,500,000 per month. With that capacity, there are more than adequate personnel hours to cover the workload.



The following matrix illustrates our staff's availability relative to our existing projects. As projects are completed, we have additional staffing capability for new assignments. The team proposed to provide services to City of Key West has adequate time available to dedicate to the successful completion of any project that will be assigned to the CPH team under this contract.

KEY PERSONNEL	ROLE	PROJECTED AVAILABILITY
Todd H. Hendrix., P.E., CGC	PRINCIPAL-IN-CHARGE	70%
Ismail Ilker Uzun, AIA, LEED AP BD+C	PROGRAM MANAGER	80%
John A. Baer, AIA, NCARB, LEED AP BD+C, GGP	QA/QC	65%
Brook K. Sherrard, AIA, NCARB	ARCHITECT	70%
Dan G. Lewis, RA, AIA	ARCHITECT	80%
Harry Burrell	ARCHITECT	70%
John Lenti	ARCHITECT	85%
Kyle M. Bechtelheimer, P.E.	SITE CIVIL ENGINEER	70%
Jason L. James, P.E.	SITE CIVIL ENGINEER	65%
Andrew Deegan, E.I.	SITE CIVIL ENGINEER	75%
Galen Pugh, RLA, AICP	LANDSCAPE ARCHITECT	80%
Christopher DeWaal, P.E., LEED AP	MECHANICAL/ELECTRICAL/PLUMBING	85%
Gregory D. Taylor, M.S.E.E., P.E.	MECHANICAL/ELECTRICAL/PLUMBING	65%
Jeffrey A. Deal, P.E.	MECHANICAL/ELECTRICAL/PLUMBING	70%
Jose M. Ortiz, MCE, P.E.,S.E.	STRUCTURAL ENGINEER	65%
Eduardo Aviles, P.E.	STRUCTURAL ENGINEER	80%
Amy E. Daly, LEED AP	ENVIRONMENTAL	80%
Thomas J. Galloway, PSM	SURVEY	80%

# CPH LICENSES

CPH is currently undergoing a name change transition and is in the process of updating documents to reflect the correct name.

## PROFESSIONAL ENGINEERS

<b>Licensee Information</b>	
Name:	CPH, LLC (Primary Name) CPH (DBA Name)
Main Address:	500 W FULTON STREET SANFORD Florida 32771
County:	SEMINOLE
License Location:	500 WEST FULTON STREET SANFORD FL 32772
County:	SEMINOLE
<b>License Information</b>	
License Type:	Registry
Rank:	Registry
License Number:	3215
Status:	Current
Licensure Date:	04/22/1981
Expires:	

### State of Florida Department of State

I certify from the records of this office that CPH, LLC is a Delaware limited liability company authorized to transact business in the State of Florida, qualified on May 31, 2022.

The document number of this limited liability company is M22000008499.

I further certify that said limited liability company has paid all fees due this office through December 31, 2022 and that its status is active.

I further certify that said limited liability company has not filed a Certificate of Withdrawal.

*Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Second day of June, 2022*



**Secretary of State**

Tracking Number: 0756734958CU

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

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


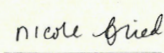
## ARCHITECTURE

<b>Licensee Information</b>	
Name:	CPH LLC (Primary Name) CPH CONSULTING, LLC (DBA Name)
Main Address:	500 WEST FULTON STREET SANFORD Florida 32771
County:	SEMINOLE
<b>License Information</b>	
License Type:	Architect Business Information
Rank:	Business Info
License Number:	
Status:	Current
Licensure Date:	04/04/2005
Expires:	
<b>Special Qualifications</b>	
Fictitious Name	Qualification Effective 04/04/2005

## LANDSCAPE ARCHITECTS

<b>Licensee Details</b>	
<b>This is a business tracking record only. Click here for information on how to verify that this business is properly licensed.</b>	
<b>Licensee Information</b>	
Name:	CPH, INC (Primary Name) CPH (DBA Name)
Main Address:	500 WEST FULTON STREET SANFORD Florida 32771
County:	SEMINOLE
License Mailing:	
License Location:	
<b>License Information</b>	
License Type:	Landscape Architecture Business Information
Rank:	Business Info
License Number:	
Status:	Current, Active
Licensure Date:	10/31/1995
Expires:	
<b>Special Qualifications</b>	
	Qualification Effective

## SURVEYORS & MAPPERS

	<p>Florida Department of Agriculture and Consumer Services Division of Consumer Services Board of Professional Surveyors and Mappers 2005 Apalachee Pkway Tallahassee, Florida 32399-6500</p>	<p>License No.: LB7143 Expiration Date February 28, 2023</p>
<p><b>Professional Surveyor and Mapper Business License</b> Under the provisions of Chapter 472, Florida Statutes</p>		
<p>CPH, INC. 500 W FULTON ST SANFORD, FL 32771-1220</p>	 <p>NICOLE "NIKKI" FRIED COMMISSIONER OF AGRICULTURE</p>	
<p>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.</p>		



## 5. METHODOLOGY AND APPROACH

### PROJECT UNDERSTANDING

Our team has reviewed the solicitation, and understands that the City of Key West is seeking the services of a consulting firm on an ongoing basis for a general architectural services contract. Our team has provided these types of services for numerous similar sized Cities throughout the State, and are well staffed to provide the City with the required architecture services. CPH has been providing services to our municipal clients dating back to the 1980's and has worked within the Key West area for 13+ years.

Through our extensive 41+ year history in Florida, we have developed a thorough understanding of the local conditions, character, and the City's codes / design guidelines. We have worked to develop an understanding of your design preferences and project delivery process. Combined our expertise and this knowledge will allow us to hit the ground running on any project assigned under this contract.

### APPROACH TO PROJECT MANAGEMENT

The key to managing and controlling the project schedule and budget will be continual coordination between all CPH team members and the City program manager. This team effort will be directed by Ismail Ilker Uzun, AIA, LEED AP BD+C, who has more than 32 years of experience related to this type of project. To maintain proper control of the schedule and budget, the CPH project manager and team members will continually monitor the project on a weekly and monthly basis from inception to completion. Typical management tools to monitor schedule and budget include field coordination meetings, weekly/monthly look-ahead schedules that are updated routinely, and detailed 90-day schedules updated monthly.



### APPROACH TO STAKEHOLDER CONSENSUS AND PROGRAMMING (PHASE I)

CPH believes in providing a balanced and thoughtful approach to stakeholder engagement to build consensus. Our team understands that each project is unique and stakeholders can include not only the City's project management staff, but key groups such as end users or community participants. These types of projects require a team that understands balancing needs, wants, and budgets (construction and operation). Our approach to the programming and consensus building for the project is focused around creating meaningful workshops and stakeholder group outreach. Our approach includes:

- **WORKSHOP #1 – PARTNERING**

At this workshop, CPH will gather all stakeholders to have a group discussion on project goals, objectives, list of wants, must haves, and needs. At this meeting, our team will present minimum design requirements, funding/budget requirements, and any other preliminary data available (site constraints, etc.), and use this as a starting basis for the discussion.

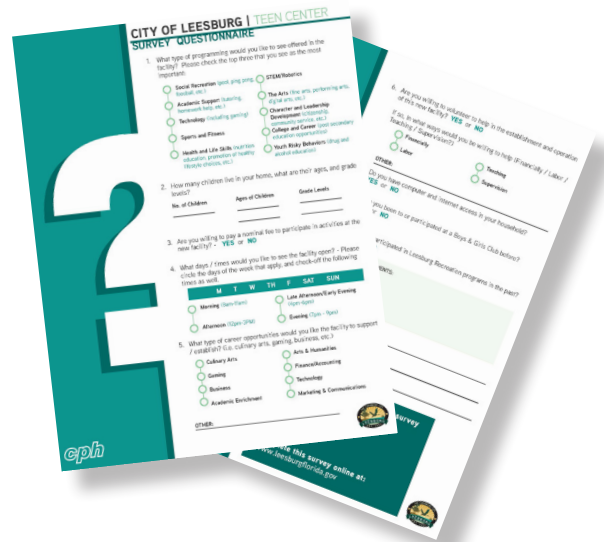


- **STAKEHOLDER INTERVIEWS**

After workshop number one, CPH will hold individual meetings with key stakeholders to understand how they will potentially use the facility, challenges / opportunities, and any other general feedback they may wish to share. If desired by the City, we can also conduct an online survey to gather feedback on items that include age groups, usage times, etc. Please see examples of two recent surveys below.



**CITY OF PANAMA CITY - JOE MOODY PARK SURVEY**



**CITY OF LEEBSBURG - TEEN CENTER SURVEY**

- **DELIVERABLE: TECHNICAL MEMO**

After the stakeholder interviews and the workshop, CPH will deliver a summary that outlines the collective desired improvements, meeting summaries, and rough order of magnitude costs associated with different preliminary options.

- **WORKSHOP # 2 – PROGRAMMING**

After the delivery of the technical memo, our team will hold another stakeholder workshop. At this workshop CPH will provide a high-level review of the findings from the stakeholder outreach and present 3 different program layouts/options for the project with three evaluation options. Having everyone in the same room, our team will go over each program individually to get feedback on each concept. This will allow the users, other key stakeholders, and the City to help “author” the final program for the project.

- **DELIVERABLE: THREE CONCEPT MASTER PLANS**

- **FINAL CONCEPT PLAN**

After the programming workshop, our team will refine the concepts to one updated plan that captures the stakeholder collective feedback. After the City’s review and approval of the program requirements, we will move into the Schematic Design. This will create the solutions to the needs and challenges identified during Programming. We will arrange all the spaces and establish the flow of the public and staff into the optimum arrangement for the operations and safety of all occupants, while satisfying the building codes and standards. The challenge of these solutions will be the balance to incorporate all program requirements, maintain organization of daily operations and verify construction budgets. Some of the key items to concentrate on during the Schematic Phase include but are not limited to the following:

- » Allocate provision for communication devices and technology
- » Provide emergency backup for all functions
- » Design buildings to be well equipped to serve all functions outlined in the program.
- » Maximize potential of office spaces and parking areas
- » Evaluate potential of site drainage pattern and location of hazard material
- » Review building materials in relation to cost, maintenance and life span

- **WORKSHOP # 3 – MASTER PLAN**

Once the City and stakeholders have had a chance to review the updated concept plan, our team will hold a workshop. This workshop will provide a review of the ultimate build out of the improvements, elevations, and a priority list of wants vs. needs. This information will ultimately be used to create an implementation plan, with updated opinions of probable cost.

- **DELIVERABLE: FINAL MASTER PLAN, CAPITAL PLAN, AND PHASING PLAN**

## **DESIGNING TO A BUDGET**

Designing to a budget is based on a two-fold approach. One is the actual construction cost associated with the development of the project. The second is related to the operations and maintenance costs. For the first topic, the construction cost, our team will provide the City with updated costs throughout the programming and master planning phases. These will be Class I and Class II estimates that focus on preliminary costs and rough order of magnitude. As we get further in the design process of phase I, our team will deliver Class III, IV, and V opinions of probable cost with each design submittal. This will allow the City to make the best decisions on how to move the project forward.

For the second topic, operational costs, our team will provide life cycle analysis for each major finish/product. This will include maintenance requirements, replacement costs, and typical life of products/equipment. This allows the City staff to make the best decision not only for the construction cost but align their vision on costs to operate the facility with the budget for the improvements. This will also provide the City with an understanding of potential paybacks for a higher end finish or equipment. For instance, maybe the City can save the extra amount added during construction through energy savings within 5 years. This payback period may be an attractive alternative to a higher operational cost.

## **TYPICAL DESIGN PROCEDURE (PHASE II)**

We have outlined our typical design procedure below. This process follows a proven systematic approach to the development of construction documents following a successful planning and programming phase.

## **DESIGN DEVELOPMENT (60% DESIGN DEVELOPMENT)**

This is the phase when the A&E team develops many of the technical aspects of the building. The team will decide on the type and size of the structural system, mechanical, electrical and plumbing systems, and building materials construction type. At the same time, the site takes shape with entry / delivery points, parking and landscape. Modifications are made at this time, if necessary, to keep the project within the budget. It is the purpose of design development to finalize the full nature and scope of the project, including finishes, markings, equipment, features and systems. Conceptual structural engineering work begins during this phase.

All environmental loads are established based on building code, geotechnical soils data is assessed for consideration of foundation type, and additional coordination takes place for structural building main frame material selection. At the completion of design development, the facility's design decisions should be complete and will include the following:

### **Final Site Plan**

#### **Building Elements**

- Building Plans, Development And Finalization
- Building Sections
- Building Elevations
- Building Details
- Building Finishes
- Building Demolition Sequencing Plan
- Value Engineering



**ENGLEWOOD WAREHOUSE & MAINTENANCE OFFICE**



**OUC WAREHOUSE**

## **CONSTRUCTION DOCUMENTS (90% DESIGN & 100% CONSTRUCTION DOCUMENTS)**

Upon approval of the Design Development, the Construction Documents phase will begin. During this phase, all decisions on how to construct the facility will be finalized and documented for bidding and construction. The following materials will be prepared: Construction drawings and Technical specifications.

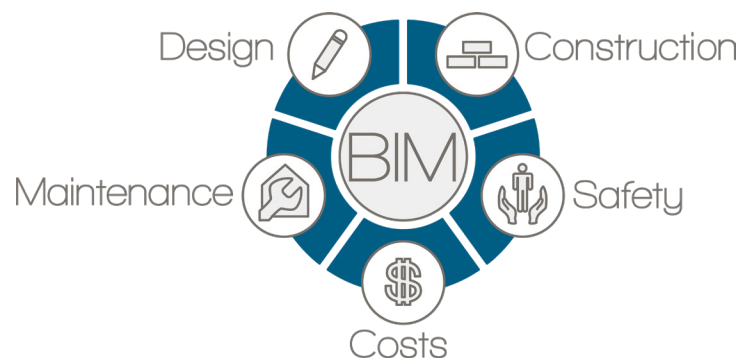
As the Detail Design work proceeds, we will continue to review the plans and specifications with the City on a regular basis. While major components of engineering systems and building materials have been identified during Design Development, it is important for the City to be kept aware of their detail applications. Regular reviews, in addition to periodic special design review meetings, will be held in your offices for your convenience.

## **CONSTRUCTION ADMINISTRATION**

The Construction Administration will be organized according to the needs of the project. Our basic Construction Administration services will include professionals from each of the design team disciplines. These representatives will: Review contractors' submittals for material and equipment to be included in the project. The submittals will be reviewed for compliance with the Contract Documents. These professionals will conduct scheduled project site visits and will also be on call during the Construction phase. When the project or a phase of the project has reached substantial completion, we will arrange a formal review of the project that will include the Client representatives, our representatives and the contractor. From this review, we will prepare a list of work to be completed or corrected and make a recommendation on acceptance of the work as the final work is completed along with collection of warranties and close out manuals.

## **UTILIZING BUILDING INFORMATION MODELING TO COLLABORATE**

Building Information Modeling (BIM) refers to a digital collection of software applications designed to facilitate coordination and project collaboration. It can also be considered as a process for developing design and construction documents by virtually constructing the project on the computer before construction begins. Using BIM tools, designs can be developed directly in 3D as a collection of model elements. As the project is developed, increasing amounts of intelligence are added to each model element, and this intelligence is captured in a database. BIM is a multidimensional model (3D, 4D [time] and 5D [cost]) in which a virtually unlimited range of visual and non-visual project and building related information is tagged or attached to each model element as a collection of attributes.



The BIM models will be used at each workshop, as needed, to help review the design and progress decisions. By viewing the project and how decisions effect the quantities and model in real-time, the stakeholders will be able to make more effective decisions. The BIM model will not only assist with clash detection, but provide a strong base to collaborate on size, location, features, etc. In addition, the BIM model can be converted for use with virtual and/or augmented reality through Oculus headsets. This will allow the City and stakeholders to view the proposed improvements and space. This is a powerful tool we can implement for collaboration so the City can visualize improvements prior to any construction.

The CPH team has created a preliminary BIM Execution Plan (BEP) for the project that will provide a framework that will facilitate the utilizing BIM technology in an efficient and realistic way on this project as well provide an interactive way too collaborate. This BEP is used to define the protocols, expected level of development and authorized uses of the Building Information Model on this Project and assigns specific responsibility for the development of each Model Element to a defined Level of Development at each Project phase. The CPH team will develop the design at each stage using the following BIM software:

DISCIPLINE	AUTHORING SOFTWARE	VERSION
Architectural	Revit Architecture	2021
Structural	Revit Structure	2021
Mechanical, Electrical, Plumbing, Fire Protection, Telecomm, Security	Revit MEP	2021
Civil	AutoCAD	2021
Landscape	AutoCAD	2021
Clash Detection	Revit, Navisworks Manage	2021

## SUSTAINABILITY

Fundamentally, we will incorporate the goals of higher performance by implementing sustainable choices throughout the planning, design, construction and operational phases of the project while maintaining a flexible framework to allow for changes as needed to support the overall goals of the program. CPH’s goal will be to work with the City throughout our collaborative workshops to identify areas where we may capture points from the program in order to achieve a sustainability goals and assist the City in making decisions and understanding how those impact project budget. The team has established the following goals for projects:

### QUALITY OF LIFE



- Exceed Regulatory Requirements
- Implement Local Community Benefits
- Enhance Community Views

### RESOURCE ALLOCATION



- Balanced Site Improvements
- Reduction in Energy Demand
- Use of Recycled Materials

### LEADERSHIP



- Sustainable Project Management
- Local Job Creation
- Interdisciplinary Team Work

### NATURAL WORLD



- Stormwater Infiltration
- Flood Reduction
- Preservation of Ecologically Sensitive Areas

### CLIMATE & RESILIENCE



- Carbon Reduction
- Increased Resilience to Climate Change
- Reduced Air Pollution

## QUALITY CONTROL/QUALITY ASSURANCE

CPH has an established culture that places emphasis on quality control and assurance for our clients. The firm and team members are dedicated to this process and incorporation of good design and construction practices from the inception of projects. CPH's corporate quality initiatives includes developing a quality control/assurance standardization committee, benchmark reviews by experienced, qualified technical personnel, and means and methods quality reviews by licensed general and utility contractors. The team routinely meets with clients to conduct completed project reviews to evaluate team performance and identify opportunities to enhance service.

CPH's established culture is instilled in every team member and requires that the staff act as an extension of our clients staffing, providing them with services that are on time, within budget, cost effective, and of the highest level of quality. CPH has Standard Operating Procedures (SOP) for all of our major programs (transportation, infrastructure, utilities, stormwater, commercial, residential, and municipal) that include project management techniques, cost estimating, design alternative reviews, subconsultant design reviews, and client communication requirements.

## FOUR LEVEL QUALITY CONTROL REVIEW SYSTEM

CPH's quality control system is separated into four (4) distinct levels described as follows:

- 1. Project Manager QA/QC Review:** CPH project managers are trained to review all documentation, including information received from the client, other agencies, subconsultants, and internal drawings and specifications. This is the first step in assuring accurate information and proper project design. The project manager is responsible for reviewing the project for accuracy and required changes.
- 2. Technical Review Committee Member QA/QC Review:** Throughout the design phase, starting from inception, CPH provides one to two team members that will work with the project manager and designer to review areas of concern and offer additional technical expertise. This person is not involved in the daily design facets, but is kept up-to-date through the use of monthly design updates. The technical review committee provides a quality check various design options, plans, and other construction documents at the 30%, 60%, 90%, and 100% completion intervals.
- 3. "Full Field" Of QA/QC Review:** At the 30%, 60%, and 90% stages of the design, the project documentation and specifications are turned over to architects from other fields to review alternative options and quality of plans. For example, an infrastructure project will be turned over to an independent engineer in our roadway or utility department. This provides a complete internal audit from personnel that have not been involved in the project and are "seeing the project for the first time".
- 4. Contractor/Inspector QA/QC Review:** In addition to architects, engineers and construction personnel, the team has the added value of having on-staff licensed general and utility contractors that can review projects from various perspectives. With experienced personnel that have provided construction services for over 30 years, we are able to review the project from a constructability and/or mean and methods view point. In addition, the licensed on staff contractors review projects and provide "real-time" cost estimates throughout the duration of the project. This construction experience allows the team to view projects through the eyes of a contractor with the ability to identify intangible cost factors, elements such as restricted site conditions, specialized equipment requirements, excessive material and labor costs, impacts on schedules, etc. that may not be apparent to a designer.



## 6. PERSONNEL

### KP CHART

We have considered multiple criteria prior to assigning the key members listed below. This criteria includes: **LOCAL** knowledge, **RECENT** relevant project experience, **CURRENT** availability and **COMMITMENT** to City of Key West. CPH has the ability to pull from over 280 staff members to assist in design and construction services, including 9 LEED Certified Personnel on staff. Our total level of in-house resources consists of engineers, designers, environmental scientists, contractors, architects, surveyors, planners, GIS analysts, and landscape architects. The chart below identifies our project team and their roles in relation to the City.

ROLE / YEARS OF EXPERIENCE	KEY SKILLS / QUALIFICATIONS	RECENT PROJECT EXPERIENCE	EDUCATION / LICENSES AND CERTIFICATIONS
<b>TODD H. HENDRIX., P.E., CGC</b> PRINCIPAL-IN-CHARGE  24 YEARS	<ul style="list-style-type: none"> <li>✓ Project Management</li> <li>✓ Land Development Coordination</li> <li>✓ Commercial, Industrial, and Residential Site Development</li> <li>✓ Water and Wastewater Planning and Design</li> <li>✓ Stormwater Management and Design</li> <li>✓ Environmental Permitting and Compliance</li> <li>✓ Project Budgeting, Scheduling, and Quality Control</li> </ul>	<ul style="list-style-type: none"> <li>✓ Monroe County Fire Station – Cudjoe Key</li> <li>✓ Public Works and Waste Management 58th Street Master Plan</li> <li>✓ BN Headquarters Building, Transient Training Design Snake Creek</li> <li>✓ Miramar’s Regional Park - 9/11 Memorial</li> </ul>	<ul style="list-style-type: none"> <li>• M.S. in Environmental Engineering, Florida International University</li> <li>• B.S. in Biological Science, Florida International University</li> <li>• Professional Engineer - FL (No. 66794)</li> <li>• General Contractor License - FL (No. 1518490)</li> </ul>
<b>JOHN BAER</b> QA/QC  44 YEARS	<ul style="list-style-type: none"> <li>✓ Industrial/Warehouse Facilities</li> <li>✓ Civic Centers</li> <li>✓ Completed more than 6.4 million SF of projects</li> <li>✓ Building Information Modeling (BIM) and sustainability initiatives</li> <li>✓ Experience designing projects according to LEED® Certification guidelines</li> <li>✓ Educational Facilities</li> </ul>	<ul style="list-style-type: none"> <li>✓ Monroe County Fire Station – Cudjoe Key</li> <li>✓ BN Headquarters Building, Transient Training Design Snake Creek</li> <li>✓ West Leesburg Neighborhood Resource Center Project</li> <li>✓ Melching Field Stadium Renovations – Design Criteria Package</li> <li>✓ Orlando - Sanford International Airport FIS Project (FIS @ OSIA)</li> <li>✓ Dr. Joyce M. Cusak Community Resource Center</li> </ul>	<ul style="list-style-type: none"> <li>• B.S. in Architectural Studies, University of Milwaukee</li> <li>• A.S. in Civil Structural Technology, Northwest Technical Institute</li> <li>• Registered Architect - FL (No. AR93193)</li> <li>• LEED Accredited Professional</li> <li>• Building Leadership Excellence: Dale Carnegie Training</li> <li>• American Institute of Architects (AIA)</li> <li>• Green Globes Professional (GGP)</li> <li>• National Council of Architectural Registration Boards (NCARB)</li> <li>• Florida Green Building Coalition (FGBC)</li> </ul>
<b>ISMAIL ILKER UZUN, AIA, LEED AP BD+C</b> PROJECT MANAGER  32 YEARS	<ul style="list-style-type: none"> <li>✓ Fire Stations and Critical Facilities</li> <li>✓ Water/Wastewater Administration and Pumping Buildings</li> <li>✓ Architectural Project Management</li> <li>✓ Design / Build</li> <li>✓ Medical / Healthcare Facilities</li> <li>✓ Financial Institutions</li> <li>✓ Industrial / Warehouse Facilities</li> <li>✓ Educational Facilities</li> <li>✓ Sustainable Design</li> <li>✓ Retrofits and Renovations</li> </ul>	<ul style="list-style-type: none"> <li>✓ Monroe County Fire Station – Cudjoe Key</li> <li>✓ BN Headquarters Building, Transient Training Design Snake Creek</li> <li>✓ Public Works and Waste Management 58th Street Master Plan</li> <li>✓ Miramar’s Regional Park - 9/11 Memorial</li> <li>✓ Orlando - Sanford International Airport FIS Project (FIS @ OSIA)</li> </ul>	<ul style="list-style-type: none"> <li>• M.A., Yıldız Technical University</li> <li>• B.A., Yıldız Technical University</li> <li>• Florida Atlantic University (Non Degree Courses)</li> <li>• Registered Architect - FL (No. AR95507)</li> <li>• LEED Accredited Professional</li> </ul>
<b>BROOK K. SHERRARD, AIA, NCARB</b> ARCHITECT  23 YEARS	<ul style="list-style-type: none"> <li>✓ Industrial/Warehouse Facilities</li> <li>✓ Civic Centers</li> <li>✓ Completed more than 6.4 million SF of projects</li> <li>✓ Building Information Modeling (BIM) and sustainability initiatives</li> <li>✓ Experience designing projects according to LEED® Certification guidelines</li> <li>✓ Educational Facilities</li> </ul>	<ul style="list-style-type: none"> <li>✓ Melching Field Stadium Renovations – Design Criteria Package</li> <li>✓ Joe Moody Park</li> <li>✓ Leesburg Teen Center</li> <li>✓ Casselberry Wirz Park Planning &amp; Preliminary Design</li> <li>✓ Orlando - Sanford International Airport FIS Project (FIS @ OSIA)</li> </ul>	<ul style="list-style-type: none"> <li>• M.S. in Architecture, University of South Florida, School of Architecture and Community Design</li> <li>• B.S. in Applied Technology/Business, Florida Institute of Technology</li> <li>• A.S. in Life Sciences, Harrisburg Area Community College</li> <li>• Registered Architect – FL (No. AR92948) , American Institute of Architects (AIA), National Council of Architectural Registration Boards (NCARB)</li> </ul>
<b>DAN G. LEWIS, RA, AIA</b> ARCHITECT  17 YEARS	<ul style="list-style-type: none"> <li>✓ REVIT</li> <li>✓ CAD</li> <li>✓ GNU Image Manipulation Program</li> <li>✓ Project Coordination</li> <li>✓ Construction Administration</li> </ul>	<ul style="list-style-type: none"> <li>✓ Monroe County Fire Station – Cudjoe Key</li> <li>✓ Miramar’s Regional Park - Outdoor Skate Park</li> <li>✓ BN Headquarters Building, Transient Training Design Snake Creek</li> <li>✓ Miramar’s Regional Park - 9/11 Memorial</li> <li>✓ Pasco County Facilities &amp; Maintenance Central Office and Warehouse</li> </ul>	<ul style="list-style-type: none"> <li>• B.S. in Architecture, Florida Atlantic University, 2003</li> <li>• Registered Architect – FL (AR96398)</li> <li>• American Institute of Architects (AIA)</li> </ul>

ROLE / YEARS OF EXPERIENCE	KEY SKILLS / QUALIFICATIONS	RECENT PROJECT EXPERIENCE	EDUCATION / LICENSES AND CERTIFICATIONS
<p><b>HARRY BURRELL</b> ARCHITECT</p> <p>21 YEARS</p>	<ul style="list-style-type: none"> <li>✓ Hand - Sketching</li> <li>✓ REVIT 2021 (Auto Desk Certified Professional 2012) BIM, AutoCAD and Sketch-UP</li> <li>✓ Graphic Design and Presentations: Adobe (Photoshop, Illustrator)</li> <li>✓ Microsoft Office Suite (Word Doc. Excel, Power Point Outlook)</li> </ul>	<ul style="list-style-type: none"> <li>✓ J.D. &amp; N.J. Lewis House</li> <li>✓ Joe Moody Park</li> <li>✓ Casselberry Wirz Park Planning</li> </ul>	<ul style="list-style-type: none"> <li>• Master of Architecture, Graduated in 1987 University of Maryland, College Park, MD</li> <li>• Bachelors of Architecture , Graduated in 1984 University of Maryland, College Park, MD.</li> <li>• International Studies, Certificate 1981 American University , Washington DC</li> <li>• Licensed Architect in Washington DC and Maryland</li> <li>• NCARB Certification</li> <li>• AIA Member</li> </ul>
<p><b>JOHN LENTI, LEED AP, ENV SP, NCARB</b> ARCHITECT</p> <p>32 YEARS</p>	<ul style="list-style-type: none"> <li>✓ Revit</li> <li>✓ AutoCAD</li> <li>✓ SketchUp</li> <li>✓ Photoshop</li> <li>✓ Navisworks</li> <li>✓ Tally</li> <li>✓ Microsoft Suite</li> </ul>	<ul style="list-style-type: none"> <li>✓ City of Wildwood – Millennium Park Redesign</li> <li>✓ Joe Moody Park</li> <li>✓ Casselberry Wirz Park Planning</li> </ul>	<ul style="list-style-type: none"> <li>• University Of Saint Francis, Fort Wayne, Indiana, 2017, MBA</li> <li>• University Of Illinois, Chicago, Illinois, 1996 , M. Architecture</li> <li>• University Of Wisconsin, Milwaukee, Wisconsin, 1990 , B.S Architecture</li> </ul>
<p><b>JOSE M. ORTIZ, MCE, P.E., S.E.</b> STRUCTURAL ENGINEER</p> <p>25 YEARS</p>	<ul style="list-style-type: none"> <li>✓ Structural Concrete, Steel, and Timber Design</li> <li>✓ Seismic/Wind Engineering</li> <li>✓ Construction Inspection/Supervision</li> <li>✓ Gravity Walls</li> <li>✓ Seawalls</li> <li>✓ Signage/Gateways</li> <li>✓ Fall Protection</li> <li>✓ Failure Analysis &amp; Post Disaster Assessment</li> <li>✓ Structural Evaluation and Retrofitting</li> </ul>	<ul style="list-style-type: none"> <li>✓ BN Headquarters Building, Transient Training Design Snake Creek</li> <li>✓ US 17-92 RiverWalk, Phase III</li> <li>✓ Zora Neale Hurston Plaza</li> <li>✓ Orlando - Sanford International Airport FIS Project (FIS @ OSIA)</li> <li>✓ DeBary Central Fire Station</li> <li>✓ Monroe County Fire Station – Cudjoe Key</li> </ul>	<ul style="list-style-type: none"> <li>• M.E. in Structural Engineering, Cornell University</li> <li>• B.S. in Civil Engineering, Recinto Universitario de Mayaguez, UPR</li> <li>• Professional Engineer - FL (No. 67920), PR (No. 17212)</li> </ul>
<p><b>EDUARDO AVILES, P.E.</b> STRUCTURAL ENGINEER</p> <p>8 YEARS</p>	<ul style="list-style-type: none"> <li>✓ Signage/Gateways</li> <li>✓ Failure Analysis &amp; Post Disaster Assessment</li> <li>✓ Structural Concrete, Steel, and Timber Design</li> <li>✓ Structural Evaluation and Retrofitting</li> <li>✓ Seismic/Wind Engineering</li> <li>✓ Construction Inspection/Supervision</li> <li>✓ Gravity Walls</li> <li>✓ Seawalls</li> </ul>	<ul style="list-style-type: none"> <li>✓ BN Headquarters Building, Transient Training Design Snake Creek</li> <li>✓ Joe Moody Park</li> <li>✓ Casselberry Wirz Park Planning &amp; Preliminary Design</li> <li>✓ US 17-92 RiverWalk, Phase III</li> <li>✓ Orlando - Sanford International Airport FIS Project (FIS @ OSIA)</li> <li>✓ Monroe County Fire Station – Cudjoe Key</li> </ul>	<ul style="list-style-type: none"> <li>• M.S. in Structural Engineering, University of Puerto Rico</li> <li>• B.S. in Civil Engineering, University of Puerto Rico</li> <li>• B.S. in Land Surveying, University of Puerto Rico</li> <li>• Professional Engineer - FL (No. 85877)</li> </ul>
<p><b>CHRISTOPHER DEWAAL, P.E., LEED AP</b> MECHANICAL/ELECTRICAL/PLUMBING ENGINEER</p> <p>28 YEARS</p>	<ul style="list-style-type: none"> <li>✓ Project Management</li> <li>✓ Electrical Design</li> <li>✓ Electrical study</li> <li>✓ Substation and distribution line design and equipment specifications</li> <li>✓ SCADA/instrumentation and controls</li> </ul>	<ul style="list-style-type: none"> <li>✓ Monroe County Fire Station – Cudjoe Key</li> <li>✓ BN Headquarters Building, Transient Training Design Snake Creek</li> <li>✓ Melching Field Stadium Renovations – Design Criteria Package</li> <li>✓ Leesburg Aquatic Complex</li> </ul>	<ul style="list-style-type: none"> <li>• M.E.M. in Engineering Management, Kansas State University</li> <li>• M.S. in Electrical Engineering, Kansas State University</li> <li>• B.S. in Electrical Engineering, Michigan Technological University</li> <li>• Professional Engineer - FL (No. 58964)</li> <li>• LEED Accredited Professional</li> </ul>

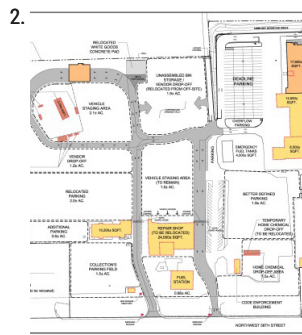


ROLE / YEARS OF EXPERIENCE	KEY SKILLS / QUALIFICATIONS	RECENT PROJECT EXPERIENCE	EDUCATION / LICENSES AND CERTIFICATIONS
<p><b>GREGORY D. TAYLOR, M.S.E.E., P.E.</b> MECHANICAL/ELECTRICAL/PLUMBING ENGINEER</p> <p>37 YEARS</p>	<ul style="list-style-type: none"> <li>✓ Project Management</li> <li>✓ Electrical Design</li> <li>✓ Electrical study</li> <li>✓ Substation and distribution line design and equipment specifications</li> <li>✓ SCADA/instrumentation and controls</li> </ul>	<ul style="list-style-type: none"> <li>✓ Monroe County Fire Station – Cudjoe Key</li> <li>✓ West Leesburg Neighborhood Resource Center Project</li> <li>✓ Leesburg Teen Center</li> <li>✓ Orlando - Sanford International Airport FIS Project (FIS @ OSIA)</li> </ul>	<ul style="list-style-type: none"> <li>• M.S. in Electrical Engineering, Mercer University</li> <li>• B.S. in Electrical Engineering, Georgia Institute of Technology</li> <li>• Professional Engineer - MI (No. 25602), FL (No. 77811)</li> </ul>
<p><b>JEFFREY A. DEAL, P.E.</b> MECHANICAL/ELECTRICAL/PLUMBING ENGINEER</p> <p>9 YEARS</p>	<ul style="list-style-type: none"> <li>✓ Low-Voltage Systems</li> <li>✓ Electrical Design for Offices, Schools &amp; Industrial Facilities</li> <li>✓ Emergency Power Systems</li> <li>✓ Lightning Protection Systems</li> <li>✓ Design of Photovoltaic Systems</li> <li>✓ Design of SCADA Systems</li> <li>✓ Fire Alarm Systems</li> <li>✓ CCTV Cameras &amp; Video Equipment</li> <li>✓ Intercom, Audio-Visual &amp; Voice/Data Systems</li> </ul>	<ul style="list-style-type: none"> <li>✓ Monroe County Fire Station – Cudjoe Key</li> <li>✓ BN Headquarters Building, Transient Training Design Snake Creek</li> <li>✓ Joe Moody Park</li> <li>✓ Casselberry Wirz Park Planning &amp; Preliminary Design</li> <li>✓ DeBary Central Fire Station</li> <li>✓ West Leesburg Neighborhood Resource Center Project</li> </ul>	<ul style="list-style-type: none"> <li>• B.S. in Mechanical Engineering, University of Central Florida</li> <li>• Professional Engineer - FL (No. 87451)</li> </ul>
<p><b>GALEN PUGH, RLA, AICP</b> LANDSCAPE ARCHITECT</p> <p>32 YEARS</p>	<ul style="list-style-type: none"> <li>✓ Landscape Architecture</li> <li>✓ Land Planning</li> <li>✓ Commercial Development Recreation Planning Irrigation Design Urban Design</li> <li>✓ Lighting</li> <li>✓ Sustainable Design</li> <li>✓ Gateways/Entry Features</li> <li>✓ Streetscapes</li> <li>✓ Trails and Multi-Use Paths</li> </ul>	<ul style="list-style-type: none"> <li>✓ BN Headquarters Building, Transient Training Design Snake Creek</li> <li>✓ Joe Moody Park</li> <li>✓ US 17-92 RiverWalk, Phase III</li> <li>✓ Zora Neale Hurston Plaza</li> <li>✓ Casselberry Wirz Park Planning &amp; Preliminary Design</li> <li>✓ Pinellas Park</li> </ul>	<ul style="list-style-type: none"> <li>• B.A. Landscape Architecture, Louisiana State University</li> <li>• Registered Landscape Architect - FL (No. LA 1522)</li> <li>• CPTED Course Completion</li> <li>• Certified Planner (AICP)</li> </ul>
<p><b>AMY E. DALY, LEED AP</b> ENVIRONMENTAL SCIENTIST</p> <p>29 YEARS</p>	<ul style="list-style-type: none"> <li>✓ Project Management</li> <li>✓ Ecological Assessments</li> <li>✓ Environmental Permitting</li> <li>✓ Mitigation Program Design</li> <li>✓ Wetland Delineation</li> <li>✓ Land Management</li> <li>✓ Consumptive Use Permitting</li> <li>✓ Functional Assessments</li> <li>✓ Water Quality Monitoring</li> <li>✓ Wildlife Assessment, Management, &amp; Permitting</li> </ul>	<ul style="list-style-type: none"> <li>✓ Orlando - Sanford International Airport FIS Project (FIS @ OSIA)</li> <li>✓ Monroe County Fire Station – Cudjoe Key</li> <li>✓ Joe Moody Park</li> <li>✓ US 17-92 RiverWalk, Phase III</li> <li>✓ Zora Neale Hurston Plaza</li> <li>✓ Monroe County – Marathon Tax Collector Seawall</li> <li>✓ Spec Martin Stadium and Earl Brown Park Improvements</li> <li>✓ DeBary Central Fire Station</li> </ul>	<ul style="list-style-type: none"> <li>• M.B.A., FMU, Summa Cum Laude</li> <li>• B.S. in Biological Sciences, Florida State University</li> <li>• U.S. Army Corps of Engineers Wetland Delineator</li> <li>• Florida Unified Mitigation Methodology Course</li> <li>• Qualified Stormwater Management Inspector</li> <li>• Prescribed Burner</li> <li>• Authorized Gopher Tortoise Agent (No. GTA-09-00145)</li> <li>• LEED Accredited Professional</li> </ul>
<p><b>THOMAS J. GALLOWAY, PSM</b> SURVEYOR</p> <p>31 YEARS</p>	<ul style="list-style-type: none"> <li>✓ Surveying and Management</li> <li>✓ Highway Projects</li> <li>✓ Land Development</li> <li>✓ Commercial and Private Projects</li> <li>✓ Municipal Projects</li> <li>✓ Park Improvements Projects</li> </ul>	<ul style="list-style-type: none"> <li>✓ Monroe County Fire Station – Cudjoe Key</li> <li>✓ BN Headquarters Building, Transient Training Design Snake Creek</li> <li>✓ Joe Moody Park</li> <li>✓ US 17-92 RiverWalk, Phase III</li> <li>✓ Zora Neale Hurston Plaza</li> <li>✓ Orlando - Sanford International Airport FIS Project (FIS @ OSIA)</li> <li>✓ DeBary Central Fire Station</li> <li>✓ Spec Martin Stadium and Earl Brown Park Improvements</li> </ul>	<ul style="list-style-type: none"> <li>• B.S. in Surveying and Mapping, University of Florida</li> <li>• Professional Surveyor &amp; Mapper - FL (No. 6549)</li> <li>• NCEES Council No. 1291</li> </ul>

ROLE / YEARS OF EXPERIENCE	KEY SKILLS / QUALIFICATIONS	RECENT PROJECT EXPERIENCE	EDUCATION / LICENSES AND CERTIFICATIONS
<p><b>KYLE M. BECHTELHEIMER, P.E.</b> SITE CIVIL ENGINEER</p> <p>8 YEARS</p>	<ul style="list-style-type: none"> <li>✓ Project Management</li> <li>✓ Utilities Engineering</li> <li>✓ Hydraulic Modeling</li> <li>✓ Construction Administration</li> <li>✓ Utility Coordination</li> <li>✓ Pumping Facilities</li> <li>✓ Reclaimed Systems</li> <li>✓ Design on Aerial Crossings, Jack and Bores, and Directional Drills</li> </ul>	<ul style="list-style-type: none"> <li>✓ Monroe County Fire Station – Cudjoe Key</li> <li>✓ BN Headquarters Building, Transient Training Design Snake Creek</li> <li>✓ Miramar’s Regional Park - Outdoor Skate Park</li> <li>✓ Miramar’s Regional Park - 9/11 Memorial</li> </ul>	<ul style="list-style-type: none"> <li>• B.S. in Environmental Engineering, University of Central Florida</li> <li>• Professional Engineer - FL (No. PE86673)</li> </ul>
<p><b>JASON L. JAMES, P.E.</b> SITE CIVIL ENGINEER</p> <p>16 YEARS</p>	<ul style="list-style-type: none"> <li>✓ Commercial Land Development</li> <li>✓ General Site Planning</li> <li>✓ Utilities Design</li> <li>✓ Permitting</li> </ul>	<ul style="list-style-type: none"> <li>✓ Monroe County Fire Station – Cudjoe Key</li> <li>✓ Public Works and Waste Management 58th Street Master Plan</li> <li>✓ Jackson Memorial Hospital Renovations Study</li> </ul>	<ul style="list-style-type: none"> <li>• B.S. in Civil Engineering, University of Central Florida</li> <li>• Professional Engineer - FL (No. 76936)</li> </ul>
<p><b>ANDREW DEEGAN, E.I.</b> SITE CIVIL ENGINEER</p> <p>4 YEARS</p>	<ul style="list-style-type: none"> <li>✓ Land Development</li> <li>✓ Stormwater Management</li> <li>✓ Permitting</li> </ul>	<ul style="list-style-type: none"> <li>✓ Public Works and Waste Management 58th Street Master Plan</li> <li>✓ Miramar’s Regional Park - Outdoor Skate Park</li> <li>✓ Monroe County – Harry Harris Park Jetty and Wilkinson’s Point</li> <li>✓ Islamorada Breakwater</li> </ul>	<ul style="list-style-type: none"> <li>• B.S. in Civil Engineering, University of Florida.</li> <li>• P.E. Exam Pass – Currently Applying for PE License</li> </ul>

CPH has quickly become a leader in architecture, urban design, and interior space design. The team is fully staffed to provide Architecture, Urban Planning and Design, LEED® Analysis and Design, Master Planning, Interior Design, Urban Design, Programming, Space Needs Assessment and Planning, Cost Estimating, and Program Management services. Projects include: Retail/Commercial, Renovations, Healthcare, Hospitality, Mixed-use, Municipal Buildings (Police/Fire), Religious Facilities, Senior Living Facilities, Multi-Family, Warehouse, and Industrial Facilities. Please see a list of clients to whom we have provided similar services to below.

	Facility and Space Planning	Schematic Design	Design Development	Preparation of Contract Documents	Bid Review	Permit Coordination	On-site inspections	LEED Consulting/Adaptive Reuse	M/E/P	Civil Engineering	Structural Engineering	Surveying
CITY OF BARTOW	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
CITY OF LEESBURG	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
CITY OF MIRAMAR	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
MONROE COUNTY	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
PASCO COUNTY	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
ORLANDO SANFORD AIRPORT	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
FKAA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
VILLAGE OF ISLAMORADA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
CITY OF SANFORD	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
CITY OF PALM COAST	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓



TODD H. HENDRIX., P.E., CGC  
**PRINCIPAL-IN-CHARGE**

**Years of Experience:** 24

**Education:**

M.S. in Environmental Engineering, Florida International University  
B.S. in Biological Science, Florida International University

**Licenses & Certifications:**

Professional Engineer - FL (No. 66794)  
General Contractor License - FL (No. 1518490)

**Key Skills / Qualifications:**

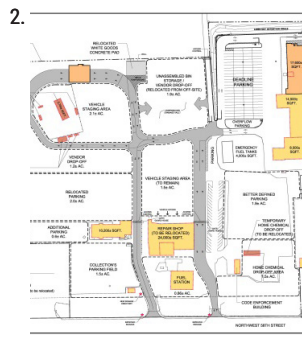
- Project Management
- Land Development Coordination
- Commercial, Industrial, and Residential Site Development
- Water and Wastewater Planning and Design
- Stormwater Management and Design
- Environmental Permitting and Compliance
- Project Budgeting, Scheduling, and Quality Control

**Overview:** Mr. Hendrix serves CPH as Branch Manager for the Miami Office. He is responsible for overseeing a diverse staff that manages site development for commercial, residential, and municipal projects. Mr. Hendrix joined CPH in 1998. His municipal experience includes project coordination, design, and permitting of various potable water systems, wastewater systems, and stormwater management systems. He has experience in the areas of design and permitting of water supply wells, ground storage and treatment facilities, and high service pumping and distribution systems.

**1. MONROE COUNTY FIRE STATION – CUDJOE KEY - CPH** provided pre-design phase/programming, Schematic Design, Design Development, Construction documents, Bidding and Permitting assistance, and Construction Administration for a new 7,500 SF Fire Station on Cudjoe Key. The overall project included 3 Drive Thru Bays, Native landscape materials requiring minimum irrigation, Work out room, Large kitchen, Outdoor spaces for building users, Roof materials with High Solar Reflectance, Hurricane resistant glazing, door and roof systems, Building insulation with High R- value, Low E glazing system, Site lighting and interior lighting with LED fixtures, HVAC equipment with high efficiency, Water heaters with high efficiency, Construction waste control and recycling, Flood protection, and a Diesel Generator.

**2. PUBLIC WORKS AND WASTE MANAGEMENT 58TH STREET MASTER PLAN -** Miami Dade County requested to have a master plan conceptual design for a 42+ acres portion of the existing Public Works and Waste Management site located on 8795 NW 58th Street in Miami-Dade County, Florida. Took the lead role as the project planner for the County, handling the master planning and coordination of regulatory agency meetings to assure the timely completion of the project in a cost-effective manner. Provided space programming, concept design, and master planning of public works/waste services complex. The project included reconfiguration of site, moving existing buildings, and has components such as administration offices, fuel and hazard waste storage, materials storage, vehicle storage, and vehicle maintenance facilities.

**3. BN HEADQUARTERS BUILDING, TRANSIENT TRAINING DESIGN SNAKE CREEK -** Architecture and engineering design services for a new building that will be approximately 7,669 square feet and will include administrative spaces, classroom, latrine/shower, vending/breakroom, and vault.



ISMAIL ILKER UZUN, AIA, LEED AP  
BD+C

## PROJECT MANAGER

**Years of Experience:** 32

### Education:

M.A., Yildiz Technical University  
B.A., Yildiz Technical University  
Florida Atlantic University (Non Degree Courses)

### Licenses & Certifications:

Registered Architect - FL (No. AR95507)  
LEED Accredited Professional

### Key Skills / Qualifications:

- Fire Stations and Critical Facilities
- Water/Wastewater Administration and Pumping Buildings
- Architectural Project Management
- Design / Build
- Medical / Healthcare Facilities
- Financial Institutions
- Industrial / Warehouse Facilities
- Educational Facilities
- Sustainable Design
- Retrofits and Renovations

**Overview:** Ilker serves CPH as a Project Architect and has more than 32 years of experience in project management and architecture. Ilker has successfully managed and designed various development programs including commercial/retail, mixed-use, office, financial, industrial, and residential projects. Ilker has been instrumental in the development and maintenance of the development program for one of CPH's large national retail clients. Ilker manages all phases of development from Schematic Design through to Construction Administration for new facilities, redevelopment, and ADA compliance. Located in our Miami office, Ilker is specially skilled in South Florida design challenges and permit expediting.

**1. MONROE COUNTY FIRE STATION – CUDJOE KEY - CPH** provided pre-design phase/programming, Schematic Design, Design Development, Construction documents, Bidding and Permitting assistance, and Construction Administration for a new 7,500 SF Fire Station on Cudjoe Key. The overall project included 3 Drive Thru Bays, Native landscape materials requiring minimum irrigation, Work out room, Large kitchen, Outdoor spaces for building users, Roof materials with High Solar Reflectance, Hurricane resistant glazing, door and roof systems, Building insulation with High R- value, Low E glazing system, Site lighting and interior lighting with LED fixtures, HVAC equipment with high efficiency, Water heaters with high efficiency, Construction waste control and recycling, Flood protection, and a Diesel Generator.

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**3. BN HEADQUARTERS BUILDING, TRANSIENT TRAINING DESIGN SNAKE CREEK -** Architecture and engineering design services for a new building that will be approximately 7,669 square feet and will include administrative spaces, classroom, latrine/shower, vending/breakroom, and vault.



JOHN A. BAER, AIA, NCARB, LEED AP  
BD+C, GGP

**QA / QC**

**Years of Experience:** 44

**Education:**

B.S. in Architectural Studies, University of Milwaukee  
A.S. in Civil Structural Technology, Northwest Technical Institute

**Licenses & Certifications:**

Registered Architect - FL (No. AR93193)  
LEED Accredited Professional  
Building Leadership Excellence: Dale Carnegie Training  
American Institute of Architects (AIA)  
Green Globes Professional (GGP)  
National Council of Architectural Registration Boards (NCARB)

**Key Skills / Qualifications:**

- Architectural Project Management
- Fire Stations and Critical Facilities
- Water/Wastewater Administration and Pumping Buildings
- Parks
- Restaurant Design
- Chapel/Mausoleum/Funeral Homes
- Education

**Overview:** Mr. Baer serves as CPH's Director of Architecture for the firm's work in the United States and Puerto Rico. He has more than 44 years of experience in the master planning, design, and permitting of public and private architectural projects. John has successfully managed and designed various development programs including commercial/retail, mixed-use, office, financial, industrial, and educational projects. John leads and manages a very talented team of architects, engineers, designers and coordinators. He constantly works to streamline process and reduce cost to help clients maximize return on their investments.

**1. MONROE COUNTY FIRE STATION – CUDJOE KEY** - CPH provided pre-design phase/programming, Schematic Design, Design Development, Construction documents, Bidding and Permitting assistance, and Construction Administration for a new 7,500 SF Fire Station on Cudjoe Key. The overall project included 3 Drive Thru Bays, Native landscape materials requiring minimum irrigation, Work out room, Large kitchen, Outdoor spaces for building users, Roof materials with High Solar Reflectance, Hurricane resistant glazing, door and roof systems, Building insulation with High R- value, Low E glazing system, Site lighting and interior lighting with LED fixtures, HVAC equipment with high efficiency, Water heaters with high efficiency, Construction waste control and recycling, Flood protection, and a Diesel Generator.

**2. MELCHING FIELD STADIUM RENOVATIONS – DESIGN CRITERIA PACKAGE** - CPH was selected to provide professional services for the creation of the Design Build Criteria Package for the Melching Field Stadium Renovations. CPH's scope for the Design Build Criteria Package will include a report detailing ADA deficiencies, structural analysis of the existing of the bleacher deck, design/build contract requirements, design development drawings and performance specifications. CPH's services for this project include Architectural, Civil, Surveying, Structural, Mechanical, Electrical, Plumbing, Fire Protection and Landscape Architecture. Upon completion of the D/B Package, CPH will also assist the owners with delivering this information to the final Design/Build team.

**3. BN HEADQUARTERS BUILDING, TRANSIENT TRAINING DESIGN SNAKE CREEK** - Architecture and engineering design services for a new building that will be approximately 7,669 square feet and will include administrative spaces, classroom, latrine/shower, vending/breakroom, and vault.



**BROOK K. SHERRARD, AIA, NCARB**  
**PROJECT ARCHITECT**

**Years of Experience:** 23

**Education:**

M.S. in Architecture, University of South Florida, School of Architecture and Community Design  
 B.S. in Applied Technology/Business, Florida Institute of Technology  
 A.S. in Life Sciences, Harrisburg Area Community College

**Licenses & Certifications:**

Registered Architect – FL (No. AR92948)  
 American Institute of Architects (AIA)  
 National Council of Architectural Registration Boards (NCARB)

**Key Skills / Qualifications:**

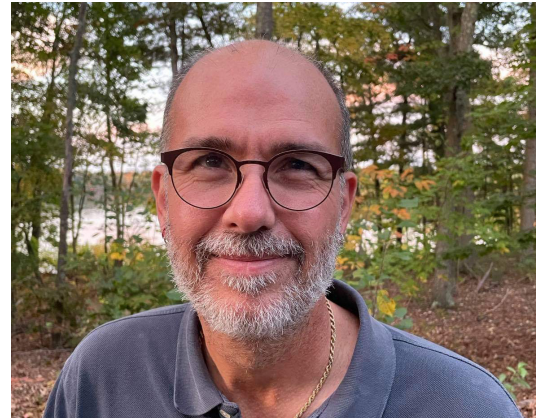
- Industrial/Warehouse Facilities
- Civic Centers
- Completed more than 6.4 million SF of projects
- Building Information Modeling (BIM) and sustainability initiatives
- Experience designing projects according to LEED® Certification guidelines
- Educational Facilities

**Overview:** Mr. Sherrard services CPH as a Senior Architect, with more than 23 years of experience. Mr. Sherrard has completed more than 6.4 million SF of projects and is leading the firm's Building Information Modeling (BIM) and sustainability initiatives. Brook's leadership has ensured that our clients are provided with a coordinated set of documents and 3D models to communicate the design intent at all phases of the project. He has also provided training to in-house architects and has set up standards and procedures to create consistency in document production throughout the firm. In addition, Brook has experience designing projects according to LEED® Certification guidelines, including the first new complete high school to achieve a Silver rating under the LEED® for Schools 2.0 rating system in the State of Florida at Weeki Wachee High School in Hernando County.

**1. JOE MOODY PARK** - CPH is providing design for reconstruction of a park facility that was damaged due to hurricanes. The new facility will include: 8,000 SF community center building, a restroom building utilizing a Client provided proto-type, walk/jog track, lighting, playgrounds for ages 2-5 and ages 5-12, landscape and irrigation, tree replacement, hardscape to include benches, trash receptacles, signage, parking improvements, stormwater retention, outdoor fitness areas, redevelopment of the wetland edge including scenic overlook, disk golf course re-establishment, and demolition of the existing boardwalk.

**2. MELCHING FIELD STADIUM RENOVATIONS - DESIGN CRITERIA PACKAGE** - CPH was selected to provide professional services for the creation of the Design Build Criteria Package for the Melching Field Stadium Renovations. CPH's scope for the Design Build Criteria Package will include a report detailing ADA deficiencies, structural analysis of the existing of the bleacher deck, design/build contract requirements, design development drawings and performance specifications. CPH's services for this project include Architectural, Civil, Surveying, Structural, Mechanical, Electrical, Plumbing, Fire Protection and Landscape Architecture. Upon completion of the D/B Package, CPH will also assist the owners with delivering this information to the final Design/Build team.

**3. CASSELBERRY WIRZ PARK PLANNING** - CPH provided planning and preliminary design to the City of Casselberry for the reinvestment and updating the master plan for Wirz Park, a regional facility with multiple uses. As part of the overall park the new design included a New entrance, Relocation of maintenance building, Expansion of the existing community building, New outdoor terrace, Event patio with 20' x 20' pavilion, Splash pad, Zero entry pool with interactive features, 5-lane/25-meter pool, Shade structures, Volleyball courts, Basketball courts, Playground, and Trail upgrades.



DANIEL "DAN" G. LEWIS, RA, AIA  
**PROJECT ARCHITECT**

**Years of Experience:** 17

**Education:**

B.S. in Architecture, Florida Atlantic University, 2003

**Licenses & Certifications:**

Registered Architect – FL (AR96398)  
 American Institute of Architects (AIA)

**Key Skills / Qualifications:**

- REVIT
- CAD
- GNU Image Manipulation Program
- Project Coordination
- Construction Administration

**Overview:** Mr. Lewis has over 17 years of experience managing small to large design programs for private development projects. He has acted as program and project manager as well as Architect of Record on large retail and large distribution center projects. These projects have included new facilities, expansion, remodels, rebuilds, as well as takeovers. His expertise includes space programming, schematic design development, and permitting. Recently Mr. Lewis served as Project Manager and Architect for over 1 million SF of Large Delivery Station projects for CPH's clients.

**1. MONROE COUNTY FIRE STATION – CUDJOE KEY - CPH** provided pre-design phase/programming, Schematic Design, Design Development, Construction documents, Bidding and Permitting assistance, and Construction Administration for a new 7,500 SF Fire Station on Cudjoe Key. The overall project included 3 Drive Thru Bays, Native landscape materials requiring minimum irrigation, Work out room, Large kitchen, Outdoor spaces for building users, Roof materials with High Solar Reflectance, Hurricane resistant glazing, door and roof systems, Building insulation with High R- value, Low E glazing system, Site lighting and interior lighting with LED fixtures, HVAC equipment with high efficiency, Water heaters with high efficiency, Construction waste control and recycling, Flood protection, and a Diesel Generator.

**2. MIRAMAR'S REGIONAL PARK - OUTDOOR SKATE PARK -** The City of Miramar recently awarded the design for a new Skate Park to CPH and skate park designer, Gridline Skateparks. The project will include an approximately 4,000 to 8,000 square foot community-oriented skate park consisting of "poured-in-place" concrete that is suitable for all age groups. The project will need to integrate with any current and future uses at the site.

**3. BN HEADQUARTERS BUILDING, TRANSIENT TRAINING DESIGN SNAKE CREEK -** Architecture and engineering design services for a new building that will be approximately 7,669 square feet and will include administrative spaces, classroom, latrine/shower, vending/breakroom, and vault.





**HARRY BURRELL**  
**PROJECT ARCHITECT**

**Years of Experience:** 21

**Education:**

Master of Architecture, Graduated in 1987 University of Maryland, College Park, MD  
Bachelors of Architecture , Graduated in 1984 University of Maryland, College Park, MD.  
International Studies, Certificate 1981 American University , Washington DC.

**Licenses & Certifications:**

Licensed Architect in Washington DC and Maryland  
NCARB Certification  
AIA Member

**Key Skills / Qualifications:**

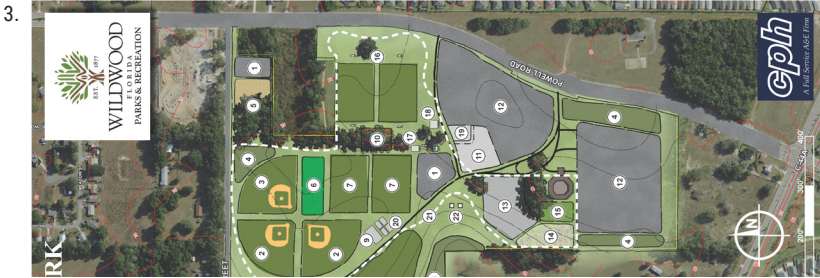
- Hand - Sketching: Excellent conceptual hand-sketches and hand -rendering techniques.
- REVIT 2021 (Auto Desk Certified Professional 2012) BIM, AutoCAD and Sketch-UP
- Graphic Design and Presentations: Adobe (Photoshop, Illustrator)
- Microsoft Office Suite (Word Doc. Excel, Power Point Outlook)

**Overview:** Action-oriented leader with a proven track record of performance in design and building development and construction projects.

**1. J.D. & N.J. LEWIS HOUSE** - CPH was recently selected through our continuing contract to provide assessment and design for the revitalization of a historic structure in the City of Longwood. CPH is currently assisting the City with creating a new plan that would cut the roof off of the home, move it to Longwood Memorial Gardens cemetery and turn the roofline into a gazebo. This would provide a much needed shade hub to the cemetery while preserving at least part of the home as a sort of memorial to it.

**2. JOE MOODY PARK** - CPH is providing design for reconstruction of a park facility that was damaged due to hurricanes. The new facility will include: 8,000 SF community center building, a restroom building utilizing a Client provided proto-type, walk/jog track, lighting, playgrounds for ages 2-5 and ages 5-12, landscape and irrigation, tree replacement, hardscape to include benches, trash receptacles, signage, parking improvements, stormwater retention, outdoor fitness areas, redevelopment of the wetland edge including scenic overlook, disk golf course re-establishment, and demolition of the existing boardwalk.

**3. CASSELBERRY WIRZ PARK PLANNING** - CPH provided planning and preliminary design to the City of Casselberry for the reinvestment and updating the master plan for Wirz Park, a regional facility with multiple uses. As part of the overall park the new design included a New entrance, Relocation of maintenance building, Expansion of the existing community building, New outdoor terrace, Event patio with 20' x 20' pavilion, Splash pad, Zero entry pool with interactive features, 5-lane/25-meter pool, Shade structures, Volleyball courts, Basketball courts, Playground, and Trail upgrades.



**JOHN LENTI, LEED AP, ENV SP, NCARB**  
**PROJECT ARCHITECT**

**Years of Experience:** 32

**Education:**

University Of Saint Francis, Fort Wayne, Indiana, 2017, MBA  
 University Of Illinois, Chicago, Illinois, 1996 , M. Architecture  
 University Of Wisconsin, Milwaukee, Wisconsin, 1990 , B.S Architecture

**Licenses & Certifications:**

NCARB  
 ISI ENV SP  
 ISI Trainer  
 ISI Verifier  
 LEED AP BD+C  
 Registered Architect

**Key Skills / Qualifications:**

- Revit
- AutoCAD
- SketchUp
- Photoshop
- Navisworks
- Tally
- Microsoft Suite

**Overview:** A driven and forward-thinking architect with extensive experience in sustainable and resilient design and planning, client management, business development, stakeholder facilitation, and life-cycle costing. Fosters long-lasting relationships with clients, colleagues, and interdisciplinary team members through utilization of exceptional interpersonal communication capabilities. An innovative leader skilled at developing strategic plans that promote short- and long-term growth, as well providing guidance on complex municipal facilities and infrastructure projects.

**1. CASSELBERRY WIRZ PARK PLANNING** - CPH provided planning and preliminary design to the City of Casselberry for the reinvestment and updating the master plan for Wirz Park, a regional facility with multiple uses. As part of the overall park the new design included a New entrance, Relocation of maintenance building, Expansion of the existing community building, New outdoor terrace, Event patio with 20' x 20' pavilion, Splash pad, Zero entry pool with interactive features, 5-lane/25-meter pool, Shade structures, Volleyball courts, Basketball courts, Playground, and Trail upgrades.

**2. JOE MOODY PARK** - CPH is providing design for reconstruction of a park facility that was damaged due to hurricanes. The new facility will include: 8,000 SF community center building, a restroom building utilizing a Client provided proto-type, walk/jog track, lighting, playgrounds for ages 2-5 and ages 5-12, landscape and irrigation, tree replacement, hardscape to include benches, trash receptacles, signage, parking improvements, stormwater retention, outdoor fitness areas, redevelopment of the wetland edge including scenic overlook, disk golf course re-establishment, and demolition of the existing boardwalk.

**3. CITY OF WILDWOOD – MILLENNIUM PARK REDESIGN** - CPH is working with the City of Wildwood to update the master plan of a regional 90+ acre park. CPH is working to help master plan the park improvements to include new parking, internal roadway system, overlooks/pavilions, trails, and reconfigure fields.

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JOSE M. ORTIZ, MCE, P.E., S.E.

**STRUCTURAL ENGINEER**

**Years of Experience:** 25

**Education:**

M.E. in Structural Engineering, Cornell University  
B.S. in Civil Engineering, Recinto Universitario de Mayaguez, UPR

**Licenses & Certifications:**

Professional Engineer - FL (No. 67920)  
PR (No. 17212)

**Key Skills / Qualifications:**

- Structural Concrete, Steel, and Timber Design
- Seismic/Wind Engineering
- Construction Inspection/Supervision
- Gravity Walls
- Seawalls
- Signage/Gateways
- Fall Protection
- Failure Analysis & Post Disaster Assessment
- Structural Evaluation and Retrofitting

**Overview:** José has over 25 years of experience in structural engineering design and project management. His experience encompasses projects of all types and complexities including commercial/retail, hospitals, educational facilities, recreational facilities, hotels/resorts, parking structures, residential, and multi-story office buildings. The depth of his technical understanding of systems and codes allows him to work with architectural / engineering teams to deliver cost-effective structural solutions to meet project goals.

**1. US 17-92 RIVERWALK, PHASE III** - CPH provided planning, survey, and design services for a 1.7 mile extension to an existing trail. The new extension connects to the previous phase designed by CPH and is the final connection between the I-4 Corridor with the adjacent Seminole County Rinehart Trail and the downtown Sanford RiverWalk Trail system. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation.

**2. ZORA NEALE HURSTON PLAZA** - CPH provided planning, landscape architecture and engineering services for the redevelopment of an approximately two (2) acre park space. The plaza space was dated and needed redevelopment to improve accessibility, organize open gathering spaces and soften the space for children and families who used the space frequently. The design seeks to minimize obstructions between the buildings and provide a direct access path. The park also added crucial ADA parking spaces and street and stormwater improvements to the site.

**3. BN HEADQUARTERS BUILDING, TRANSIENT TRAINING DESIGN SNAKE CREEK** - Architecture and engineering design services for a new building that will be approximately 7,669 square feet and will include administrative spaces, classroom, latrine/shower, vending/breakroom, and vault.

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EDUARDO AVILES, P.E.

**STRUCTURAL ENGINEER**

**Years of Experience:** 8

**Education:**

- M.S. in Structural Engineering, University of Puerto Rico
- B.S. in Civil Engineering, University of Puerto Rico
- B.S. in Land Surveying, University of Puerto Rico

**Licenses & Certifications:**

Professional Engineer - FL (No. 85877)

**Key Skills / Qualifications:**

- Signage/Gateways
- Failure Analysis & Post Disaster Assessment
- Structural Concrete, Steel, and Timber Design
- Structural Evaluation and Retrofitting
- Seismic/Wind Engineering
- Construction Inspection/Supervision
- Gravity Walls
- Seawalls

**Overview:** Mr. Aviles serves as CPH's Structural Designer for the firm's work in the United States and Puerto Rico. He has experience in Structural Engineering, Civil Engineering, and Land Surveying.

**1. US 17-92 RIVERWALK, PHASE III** - CPH provided planning, survey, and design services for a 1.7 mile extension to an existing trail. The new extension connects to the previous phase designed by CPH and is the final connection between the I-4 Corridor with the adjacent Seminole County Rinehart Trail and the downtown Sanford RiverWalk Trail system. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation.

**2. JOE MOODY PARK** - CPH is providing design for reconstruction of a park facility that was damaged due to hurricanes. The new facility will include: 8,000 SF community center building, a restroom building utilizing a Client provided proto-type, walk/jog track, lighting, playgrounds for ages 2-5 and ages 5-12, landscape and irrigation, tree replacement, hardscape to include benches, trash receptacles, signage, parking improvements, stormwater retention, outdoor fitness areas, redevelopment of the wetland edge including scenic overlook, disk golf course re-establishment, and demolition of the existing boardwalk.

**3. BN HEADQUARTERS BUILDING, TRANSIENT TRAINING DESIGN SNAKE CREEK** - Architecture and engineering design services for a new building that will be approximately 7,669 square feet and will include administrative spaces, classroom, latrine/shower, vending/breakroom, and vault.



CHRISTOPHER DEWAAL, P.E., LEED AP  
**MECHANICAL/ELECTRICAL/PLUMBING**

**Years of Experience:** 28

**Education:**

M.E.M. in Engineering Management, Kansas State University  
M.S. in Electrical Engineering, Kansas State University  
B.S. in Electrical Engineering, Michigan Technological University

**Licenses & Certifications:**

Professional Engineer - FL (No. 58964)  
LEED Accredited Professional

**Key Skills / Qualifications:**

- Project Management
- Electrical Design
- Electrical study
- Substation and distribution line design and equipment specifications
- SCADA/instrumentation and controls

**Overview:** Mr. DeWaal has strong experience in the design and development of electrical power distribution systems in commercial, industrial, institutional and utility settings. Most recently his experience has been managing multi-disciplinary engineering / architecture personnel, managing electrical and multi-disciplinary projects from \$50k remodels to \$100M+ greenfield construction. His strengths include strong communication skills with technical staff, construction contractors and owner's representatives. He has a vast knowledge of electrical and safety compliance policies and studies, personnel management and project management.

**1. MONROE COUNTY FIRE STATION – CUDJOE KEY** - CPH provided pre-design phase/programming, Schematic Design, Design Development, Construction documents, Bidding and Permitting assistance, and Construction Administration for a new 7,500 SF Fire Station on Cudjoe Key. The overall project included 3 Drive Thru Bays, Native landscape materials requiring minimum irrigation, Work out room, Large kitchen, Outdoor spaces for building users, Roof materials with High Solar Reflectance, Hurricane resistant glazing, door and roof systems, Building insulation with High R- value, Low E glazing system, Site lighting and interior lighting with LED fixtures, HVAC equipment with high efficiency, Water heaters with high efficiency, Construction waste control and recycling, Flood protection, and a Diesel Generator.

**2. MELCHING FIELD STADIUM RENOVATIONS – DESIGN CRITERIA PACKAGE** - CPH was selected to provide professional services for the creation of the Design Build Criteria Package for the Melching Field Stadium Renovations. CPH's scope for the Design Build Criteria Package will include a report detailing ADA deficiencies, structural analysis of the existing of the bleacher deck, design/build contract requirements, design development drawings and performance specifications. CPH's services for this project include Architectural, Civil, Surveying, Structural, Mechanical, Electrical, Plumbing, Fire Protection and Landscape Architecture. Upon completion of the D/B Package, CPH will also assist the owners with delivering this information to the final Design/Build team.

**3. BN HEADQUARTERS BUILDING, TRANSIENT TRAINING DESIGN SNAKE CREEK** - Architecture and engineering design services for a new building that will be approximately 7,669 square feet and will include administrative spaces, classroom, latrine/shower, vending/breakroom, and vault.



GREGORY D. TAYLOR, M.S.E.E., P.E.  
**MECHANICAL/ELECTRICAL/PLUMBING**

**Years of Experience:** 37

**Education:**

M.S. in Electrical Engineering, Mercer University  
B.S. in Electrical Engineering, Georgia Institute of Technology

**Licenses & Certifications:**

Professional Engineer - MI (No. 25602), FL (No. 77811)

**Key Skills / Qualifications:**

- Low-Voltage Systems
- Electrical Design for Offices, Schools & Industrial Facilities
- Emergency Power Systems
- Lightning Protection Systems
- Design of Photovoltaic Systems
- Design of SCADA Systems
- Fire Alarm Systems
- CCTV Cameras & Video Equipment
- Intercom, Audio-Visual & Voice/Data Systems

**Overview:** Mr. Taylor serves CPH as an electrical engineer, and has more than 37 years of experience in power, electronics and low-voltage systems. Greg is well versed in high, medium and low-voltage design and has a broad history of delivering designs suited to building power as well as municipal applications.

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**2. WEST LEESBURG NEIGHBORHOOD RESOURCE CENTER PROJECT - CPH** was commissioned to design a new 9,000 SF Neighborhood Resource Center for the City of Leesburg. CPH is responsible for full design services including survey, civil, landscape, architectural and MEP. The Center will include meeting room spaces for large and small groups, a computer lab, office space for local community service providers, conference rooms for miscellaneous social groups, and a Kitchen / Café facility

**3. ORLANDO - SANFORD INTERNATIONAL AIRPORT FIS PROJECT (FIS @ OSIA) - CPH** was selected to perform the design services for the renovation of the existing Customs and Border Protection Federal Inspection Station at the Orlando Sanford International Airport. This renovation include the modifications to the existing facility to support up to 900 passengers per hour through the FIS. This 67,000 sf renovation includes new office suite, detention suite, primary screening, and secondary screening as well as agricultural inspections areas.



JEFFREY A. DEAL, P.E.

**MECHANICAL/ELECTRICAL/PLUMBING**

**Years of Experience:** 9

**Education:**

B.S. in Mechanical Engineering, University of Central Florida

**Licenses & Certifications:**

Professional Engineer - FL (No. 87451)

**Key Skills / Qualifications:**

- MEP Project Management
- Retail/Office
- Education
- Restaurant
- Industrial/Warehouse
- Chapel/Religious Assembly
- High End Residential
- Government/Police/Fire

**Overview:**

Mr. Deal serves as CPH's Mechanical Engineer for the firm's work in the United States and Puerto Rico. He has experience in HVAC, plumbing, and fire protection. He provides expertise in energy modeling software, cooling load programs, and energy compliance documentation such as FLAcom (Florida) and COMcheck (nationally).

**1. MONROE COUNTY FIRE STATION – CUDJOE KEY** - CPH provided pre-design phase/programming, Schematic Design, Design Development, Construction documents, Bidding and Permitting assistance, and Construction Administration for a new 7,500 SF Fire Station on Cudjoe Key. The overall project included 3 Drive Thru Bays, Native landscape materials requiring minimum irrigation, Work out room, Large kitchen, Outdoor spaces for building users, Roof materials with High Solar Reflectance, Hurricane resistant glazing, door and roof systems, Building insulation with High R- value, Low E glazing system, Site lighting and interior lighting with LED fixtures, HVAC equipment with high efficiency, Water heaters with high efficiency, Construction waste control and recycling, Flood protection, and a Diesel Generator.

**2. JOE MOODY PARK** - CPH is providing design for reconstruction of a park facility that was damaged due to hurricanes. The new facility will include: 8,000 SF community center building, a restroom building utilizing a Client provided proto-type, walk/jog track, lighting, playgrounds for ages 2-5 and ages 5-12, landscape and irrigation, tree replacement, hardscape to include benches, trash receptacles, signage, parking improvements, stormwater retention, outdoor fitness areas, redevelopment of the wetland edge including scenic overlook, disk golf course re-establishment, and demolition of the existing boardwalk.

**3. BN HEADQUARTERS BUILDING, TRANSIENT TRAINING DESIGN SNAKE CREEK** - Architecture and engineering design services for a new building that will be approximately 7,669 square feet and will include administrative spaces, classroom, latrine/shower, vending/breakroom, and vault.

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GALEN PUGH, RLA, AICP  
**LANDSCAPE ARCHITECT**

**Years of Experience:** 32

**Education:**

B.A. Landscape Architecture, Louisiana State University

**Licenses & Certifications:**

Registered Landscape Architect - FL (No. LA 1522)  
 CPTED Course Completion  
 Certified Planner (AICP)

**Key Skills / Qualifications:**

- Landscape Architecture
- Land Planning
- Commercial Development Recreation Planning
- Irrigation Design
- Urban Design
- Lighting
- Sustainable Design
- Gateways/Entry Features
- Streetscapes
- Trails and Multi-Use Paths

**Overview:** Mr. Pugh serves the firm and its clientele in the capacity of Registered Landscape Architect. Mr. Pugh has over 32 years of governmental and private Landscape Architecture experience. This experience includes working as a Sr. Landscape Architect and a Sr. Planner. He additionally provided professional services such as procurement of consultants, directing and reviewing the preparation of site plans, construction documents and landscape plans. Galen coordinated the public participation process and conducted public and steering committee meetings.

**1. US 17-92 RIVERWALK, PHASE III** - CPH provided planning, survey, and design services for a 1.7 mile extension to an existing trail. The new extension connects to the previous phase designed by CPH and is the final connection between the I-4 Corridor with the adjacent Seminole County Rinehart Trail and the downtown Sanford RiverWalk Trail system. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation.

**2. ZORA NEALE HURSTON PLAZA** - CPH provided planning, landscape architecture and engineering services for the redevelopment of an approximately two (2) acre park space. The plaza space was dated and needed redevelopment to improve accessibility, organize open gathering spaces and soften the space for children and families who used the space frequently. The design seeks to minimize obstructions between the buildings and provide a direct access path. The park also added crucial ADA parking spaces and street and stormwater improvements to the site.

**3. BN HEADQUARTERS BUILDING, TRANSIENT TRAINING DESIGN SNAKE CREEK** - Architecture and engineering design services for a new building that will be approximately 7,669 square feet and will include administrative spaces, classroom, latrine/shower, vending/breakroom, and vault.



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**1. US 17-92 RIVERWALK, PHASE III** - CPH provided planning, survey, and design services for a 1.7 mile extension to an existing trail. The new extension connects to the previous phase designed by CPH and is the final connection between the I-4 Corridor with the adjacent Seminole County Rinehart Trail and the downtown Sanford RiverWalk Trail system. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation.

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**3. JOE MOODY PARK** - CPH is providing design for reconstruction of a park facility that was damaged due to hurricanes. The new facility will include: 8,000 SF community center building, a restroom building utilizing a Client provided proto-type, walk/jog track, lighting, playgrounds for ages 2-5 and ages 5-12, landscape and irrigation, tree replacement, hardscape to include benches, trash receptacles, signage, parking improvements, stormwater retention, outdoor fitness areas, redevelopment of the wetland edge including scenic overlook, disk golf course re-establishment, and demolition of the existing boardwalk.



AMY E. DALY, LEED AP  
**ENVIRONMENTAL SCIENTIST**

**Years of Experience:** 29

**Education:**

M.B.A., FMU, Summa Cum Laude  
 B.S. in Biological Sciences, Florida State University

**Licenses & Certifications:**

U.S. Army Corps of Engineers Wetland Delineator  
 Florida Unified Mitigation Methodology Course  
 Qualified Stormwater Management Inspector  
 Prescribed Burner  
 Authorized Gopher Tortoise Agent (No. GTA-09-00145)  
 LEED Accredited Professional

**Key Skills / Qualifications:**

- Project Management
- Ecological Assessments
- Environmental Permitting
- Mitigation Program Design
- Wetland Delineation
- Land Management
- Consumptive Use Permitting
- Functional Assessments
- Water Quality Monitoring
- Wildlife Assessment, Management, & Permitting

**Overview:** Mrs. Daly serves CPH as principal environmental scientist. She has 29 years of environmental consulting experience with project management, environmental resource assessments, wetland delineation, permitting, mitigation design and implementation, land management, habitat mapping, jurisdictional determinations, wetland functional analyses, protected wildlife surveys and management programs, field survey design and habitat restoration, tortoise surveys, permitting and relocation including commensal species. Mrs. Daly has served as an expert witness on various environmental matters for condemnation proceedings.

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THOMAS J. GALLOWAY, PSM

**PROJECT SURVEYOR**

**Years of Experience:** 31

**Education:**

B.S. in Surveying and Mapping, University of Florida

**Licenses & Certifications:**

Professional Surveyor & Mapper - FL (No. 6549)  
NCEES Council No. 1291

**Key Skills / Qualifications:**

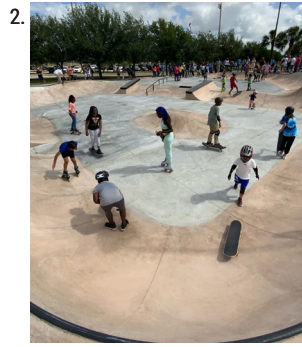
- Surveying and Management
- Highway Projects
- Land Development
- Commercial and Private Projects
- Municipal Projects
- Park Improvements Projects

**Overview:** Mr. Galloway has more than 31 years of experience in the surveying and mapping profession, and has a Bachelor of Science of Surveying and Mapping from the University of Florida. His experience ranges from working in the field and office on small to large development projects, to serving as Party Chief/Survey CADD Technician, Project Manager and Survey Manager. Mr. Galloway has served as Principal and Director of the Surveying Division of the firm since its establishment in 2001. He has overseen the department's growth from two survey crews to managing the current seven survey crews. Additionally he has been personally involved in over 2,500 surveys while at CPH.

**1. US 17-92 RIVERWALK, PHASE III** - CPH provided planning, survey, and design services for a 1.7 mile extension to an existing trail. The new extension connects to the previous phase designed by CPH and is the final connection between the I-4 Corridor with the adjacent Seminole County Rinehart Trail and the downtown Sanford RiverWalk Trail system. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation.

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KYLE M. BECHTELHEIMER, P.E.

**SITE CIVIL ENGINEER**

**Years of Experience:** 8

**Education:**

B.S. in Environmental Engineering, University of Central Florida

**Licenses & Certifications:**

Professional Engineer - FL (No. PE86673)

**Key Skills / Qualifications:**

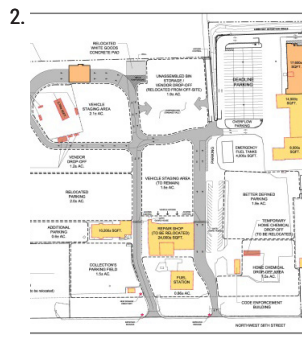
- Project Management
- Utilities Engineering
- Hydraulic Modeling
- Construction Administration
- Utility Coordination
- Pumping Facilities
- Reclaimed Systems
- Design on Aerial Crossings, Jack and Bores, and Directional Drills

**Overview:** Mr. Bechtelheimer serves CPH as a project engineer with more than 8 years of experience specializing in land development, project management and utilities engineering.

**1. MONROE COUNTY FIRE STATION – CUDJOE KEY - CPH** provided pre-design phase/programming, Schematic Design, Design Development, Construction documents, Bidding and Permitting assistance, and Construction Administration for a new 7,500 SF Fire Station on Cudjoe Key. The overall project included 3 Drive Thru Bays, Native landscape materials requiring minimum irrigation, Work out room, Large kitchen, Outdoor spaces for building users, Roof materials with High Solar Reflectance, Hurricane resistant glazing, door and roof systems, Building insulation with High R- value, Low E glazing system, Site lighting and interior lighting with LED fixtures, HVAC equipment with high efficiency, Water heaters with high efficiency, Construction waste control and recycling, Flood protection, and a Diesel Generator.

**2. MIRAMAR'S REGIONAL PARK - OUTDOOR SKATE PARK -** The City of Miramar recently awarded the design for a new Skate Park to CPH and skate park designer, Gridline Skateparks. The project will include an approximately 4,000 to 8,000 square foot community-oriented skate park consisting of "poured-in-place" concrete that is suitable for all age groups. The project will need to integrate with any current and future uses at the site.

**3. BN HEADQUARTERS BUILDING, TRANSIENT TRAINING DESIGN SNAKE CREEK -** Architecture and engineering design services for a new building that will be approximately 7,669 square feet and will include administrative spaces, classroom, latrine/shower, vending/breakroom, and vault.



JASON L. JAMES, P.E.

**SITE CIVIL ENGINEER**

**Years of Experience:** 16

**Education:**

B.S. in Civil Engineering, University of Central Florida

**Licenses & Certifications:**

Professional Engineer - FL (No. 76936)

**Key Skills / Qualifications:**

- Commercial Land Development
- General Site Planning
- Utilities Design
- Permitting

**Overview:** Mr. James serves CPH as Project Engineer. He is responsible for design and engineering infrastructure, grading, drainage, potable water, sanitary sewer systems, as well as the preparation and processing of permits through various regulatory agencies.

**1. MONROE COUNTY FIRE STATION – CUDJOE KEY - CPH**

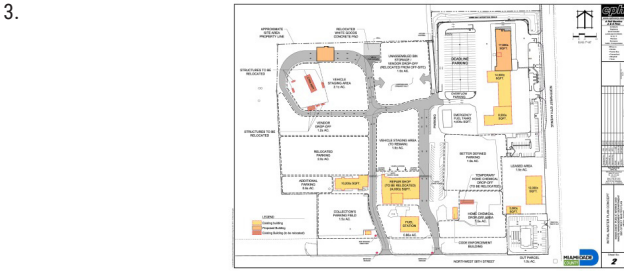
provided pre-design phase/programming, Schematic Design, Design Development, Construction documents, Bidding and Permitting assistance, and Construction Administration for a new 7,500 SF Fire Station on Cudjoe Key. The overall project included 3 Drive Thru Bays, Native landscape materials requiring minimum irrigation, Work out room, Large kitchen, Outdoor spaces for building users, Roof materials with High Solar Reflectance, Hurricane resistant glazing, door and roof systems, Building insulation with High R- value, Low E glazing system, Site lighting and interior lighting with LED fixtures, HVAC equipment with high efficiency, Water heaters with high efficiency, Construction waste control and recycling, Flood protection, and a Diesel Generator.

**2. PUBLIC WORKS AND WASTE MANAGEMENT 58TH STREET MASTER PLAN -**

Miami Dade County requested to have a master plan conceptual design for a 42+ acres portion of the existing Public Works and Waste Management site located on 8795 NW 58th Street in Miami-Dade County, Florida. Took the lead role as the project planner for the County, handling the master planning and coordination of regulatory agency meetings to assure the timely completion of the project in a cost-effective manner. Provided space programming, concept design, and master planning of public works/waste services complex. The project included reconfiguration of site, moving existing buildings, and has components such as administration offices, fuel and hazard waste storage, materials storage, vehicle storage, and vehicle maintenance facilities.

**3. JACKSON MEMORIAL HOSPITAL RENOVATIONS STUDY -**

Professional services provided included surveying, civil engineering, architecture, arborist and landscape architecture. Design transformed a driveway entrance road into a pedestrian plaza that seamlessly flows with the existing Alamo Plaza. The scope of work included the preparation of drawings for: building demolition, gate house design, entry wall and fence detailing, streetscape paving detailing, grading and drainage, sediment and erosion control, landscaping, irrigation and donor wall and pergola design detailing



**1. MIRAMAR'S REGIONAL PARK - OUTDOOR SKATE PARK -**

CPH completed the survey, design, permitting, and construction phase services for the City of Miramar's first skate park. The skate park is 5,000 SF and located within the Miramar Regional Park. The project included modification of Regional Park's SFWMD Environmental Resource Permit to account for the additional impervious area added to the 173 acre regional park.

**2. MONROE COUNTY – HARRY HARRIS PARK JETTY AND WILKINSON'S POINT -**

The project included study phase, design phase, and construction observation for the repair of two submerged land structures at the Monroe County Harry Harris Park. The two coastal structures were damaged during a Hurricane in 2017. CPH was hired to perform a resilient study to determine the cost and most resilient methods to re-build the two structures. CPH completed wave action modeling and worked with FEMA and the County to secure funding for the project. CPH completed the survey, geotechnical analysis, full design, environmental permitting, and the construction observation for the redevelopment of both structures.

**3. PUBLIC WORKS AND WASTE MANAGEMENT 58TH STREET MASTER PLAN -**

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ANDREW M. DEEGAN, P.E.  
**SITE CIVIL ENGINEER**

**Years of Experience:** 4

**Education:** B.S. in Civil Engineering, University of Florida

**Licenses & Certifications:**

PE Exam Pass – Currently Applying for PE License

**Key Skills / Qualifications:**

- Land Development
- Stormwater Management
- Permitting

**Overview:** Mr. Deegan is a experienced site civil designer with an emphasis in hydraulics and hydrology. He has managed and designed projects ranging in complexity for clients in South Florida. His experiences in stormwater design and permitting in South Florida have gained him an in-depth knowledge on creating resilient plans to accommodate the increasing demand for stormwater treatment/storage

## 7. QUALIFICATIONS

CPH provides a comprehensive architecture and engineering team. Our team has extensive experience in the scope of services requested by the City of Key West. In addition, our qualified team has worked together to deliver similar services as desired by the City of Key West.

PROJECT NAME	KEY PERSONNEL																	
	Todd H. Hendrix, PE, CGC	Ismail Ilker Uzun, AIA, LEED AP BD+C	John A. Baer, AIA, NCARB, LEED AP BD+C, GGP	Brook K. Sherrard, AIA, NCARB	Dan G. Lewis, RA, AIA	Harry Burrell	John Lentz, LEED AP, ENV SP, NCARB	Kyle M. Bechtelheimer, P.E.	Jason L. James, P.E.	Andrew Deegan, E.I.	Galen Pugh, RLA, AICP	Christopher DeWaal, P.E., LEED AP	Gregory D. Taylor, M.S.E.E., P.E.	Jeffrey A. Deal, P.E.	Jose M. Ortiz, MCE, P.E., S.E.	Eduardo Aviles, P.E.	Amy E. Daly, LEED AP	Thomas J. Galloway, PSM
Leesburg Teen Center			X	X	X							X	X	X	X	X	X	X
West Leesburg Neighborhood Resource Center			X										X	X	X	X	X	X
Dr. Joyce M. Cusak Community Resource Center			X	X								X	X	X	X	X	X	X
Zora Neale Hurston Plaza												X	X	X	X	X	X	X
J.D. & N.J. Lewis House				X		X						X	X	X	X	X	X	X
Sanford Civic Center			X										X	X	X	X	X	X
Melching Field Stadium Renovations – Design Criteria Package			X	X								X	X	X	X	X	X	X
Joe Moody Park				X		X						X	X	X	X	X	X	X
Miramar’s Regional Park - 9/11 Memorial		X		X	X	X						X	X	X	X	X	X	X
Orlando Sanford International Airport Terminal Expansion	X	X	X	X	X							X	X	X	X	X	X	X



## LEESBURG TEEN CENTER - LEESBURG, FL

10,000 SF addition to an existing recreation center. The Leesburg Teen Center is multi-use facility that houses after school programs for youths ages 5-18. The programs are operated by the Boys & Girls Club of Central Florida and the building includes game rooms, computer labs, art and music spaces, offices and a food preparation space. The addition also serves as a re-imagining of the main entry into the existing recreation center. The addition is organized functionally to separate the spaces by age groups with the teens located to the rear of the spaces and the younger children at the front. Both age groups have exterior dining and activity patios to extend the opportunities for learning and engagement beyond the interior confines of the facility.

### PROJECT PROFILE:

**Size:** 10,000 SF

**Design Fee:** \$240,000

**Cost:** \$2,000,000

**Contract Term:** 2020 - 2022

**Name of Contractor:**  
Evergreen Construction

### CLIENT REFERENCE:

City of Leesburg, Clifford Kelsey, Public Works Director  
501 West Meadow Street, Leesburg, FL 32749  
Phone: 352.435.9442 E-Mail: Cliff.Kelsey@leesburgflorida.gov



## WEST LEESBURG NEIGHBORHOOD RESOURCE CENTER - **LEESBURG, FL**

CPH was commissioned to design a new 9,000 SF Neighborhood Resource Center for the City of Leesburg. CPH is responsible for full design services including survey, civil, landscape, architectural and MEP. The Center will include meeting room spaces for large and small groups, a computer lab, office space for local community service providers, conference rooms for miscellaneous social groups, and a Kitchen / Café facility.

Since the City owned additional acreage adjacent to the project, CPH developed a site plan to facilitate the proposed use while maintaining the possibility for future parking and buildings. CPH organized public involvement meetings, in which two key architectural components were identified. The first was to have a community kitchen and café within the building and the second was the need for multifunctional meeting space.

Since budget was also a factor, CPH was able to design a café with both indoor and outdoor seating elements while incorporating key infrastructure elements for the commercial kitchen until the equipment could be purchased at a later date. The flexible meeting space was accomplished by designing large meeting rooms with folding partitions to support smaller or larger groups. The end result was a flexible, cost effective, user-friendly neighborhood resource center with the potential for future development when the City needs it.

### **PROJECT PROFILE:**

**Size:** 9,000 SF

**Design Fee:** \$138,869

**Cost:** \$1.9 Million

**Contract Term:** 2016 - 2017

**Name of Contractor:**  
Evergreen Construction

### **CLIENT REFERENCE:**

City of Leesburg, Clifford Kelsey, Public Works Director  
501 West Meadow Street, Leesburg, FL 32749  
Phone: 352.435.9442 E-Mail: [Cliff.Kelsey@leesburgflorida.gov](mailto:Cliff.Kelsey@leesburgflorida.gov)





## DR. JOYCE M. CUSAK COMMUNITY RESOURCE CENTER - **DELAND, FL**

CPH is providing Architectural Design, Civil Engineering, Surveying, Landscape Design and Post Design Services for the proposed Dr. Joyce M. Cusak Community Resource Center in DeLand, FL. The Community Resource Center will be a 2,500 SF building including a parking area. Amenities include a Multi-Purpose Room, Kitchen, Health Room, Office Space, Computer/Media Room, Lab Room, Mechanical Room, and an Optional Outdoor Space.

### **PROJECT PROFILE:**

**Size:** 2,500 SF

**Design Fee:** \$71,489

**Cost:** \$1,012,000

**Contract Term:** 2018 - 2020

**Name of Contractor:**

A.G. Pifer Construction Company, Inc.

### **CLIENT REFERENCE:**

City of DeLand, Ray Bahrami, P.E., PMP, CPM, CFM, Deputy Public Services Director/City Engineer, 1102 S. Garfield Ave., DeLand, FL 32724, Phone: 386.626.7189, E-Mail: Bahramir@deland.org



## ZORA NEALE HURSTON PLAZA - ORLANDO, FL

CPH was selected for a park project in downtown Orlando, Florida involving the redevelopment of an approximately two (2) acre park space. CPH provided planning, landscape architecture and engineering services for the project. The park is a crucial connection between a pair of State office buildings that sit on the site and the Florida A&M University College of Law. The plaza space was dated and needed redevelopment to improve accessibility, organize open gathering spaces and soften the space for children and families who used the space frequently. The design seeks to minimize obstructions between the buildings and provide a direct access path. The focal point is a public art installation. Stairs and vertical walls lending themselves to maintenance problems were removed from the space. The park also added crucial ADA parking spaces and street and stormwater improvements to the site.

### PROJECT PROFILE:

**Size:** 2 Acres

**Design Fee:** \$119,855

**Cost:** TBD

**Contract Term:** 2017 - Ongoing

**Name of Contractor:** TBD

### CLIENT REFERENCE:

Florida Department of Management Services, Mr. Kurt Micheels, FCCM, Office of the Secretary, 4050 Esplanade Way, Tallahassee, Florida 32399-0950, Phone: 850.412.6864, E-mail: Kurt.Micheels@dms.myflorida.com



## J.D. & N.J. LEWIS HOUSE - **LONGWOOD, FL**

CPH was recently selected through our continuing contract to provide assessment and design for the revitalization of a historic structure in the City of Longwood. The home was constructed in 1886 by two brothers J. D. and N. J. Lewis. The City of Longwood originally planned to renovating it and move it to the Reiter Park once the park upon its completion. The plans called for turning it into potentially be a restroom, concession stand or ice cream shop. However, the park opened in the fall of 2018 and those plans fell through due to logistical reasons of maintaining it. CPH is currently assisting the City with creating a new plan that would cut the roof off of the home, move it to Longwood Memorial Gardens cemetery and turn the roofline into a gazebo. This would provide a much needed shade hub to the cemetery while preserving at least part of the home as a sort of memorial to it.

### **PROJECT PROFILE:**

**Size:** 600 SF

**Design Fee:** \$11,025

**Cost:** TBD

**Contract Term:** 2022 - Ongoing

**Name of Contractor:** TBD

### **CLIENT REFERENCE:**

City of Longwood, Chris Kintner, AICP, CNU-A, FRA-RP, Director, Community Development Department, 135 West Church Avenue, Longwood, FL 32750, Phone: 407-263-2320, E-Mail: [ckintner@longwoodfl.org](mailto:ckintner@longwoodfl.org)



## SANFORD CIVIC CENTER - SANFORD, FL

CPH was commissioned by Sanford's Community Development Agency to provide conceptual plans for a new "Civic Center". This proposed 18,000 square foot facility will replace the existing civic center located on Seminole Boulevard which borders Fort Mellon Park and Lake Monroe. The new facility will expand present inventory of meeting rooms and flexible banquet areas for public use in the range of 500-700 people. Specific meeting rooms and offices will be provided for senior citizens. Pre-function social gathering areas will be complimented by massive exterior covered patios and spacious interior circulation spaces. Provisions will also include landscape alcoves, delivery ports for catered service and abundant parking within the borders of the site.

### PROJECT PROFILE:

**Size:** 18,000 SF

**Design Fee:** \$49,250

**Cost:** N/A (Conceptual Plan Only)

**Contract Term:** 2016 - 2017

**Name of Contractor:**  
N/A (Conceptual Plan Only)

### CLIENT REFERENCE:

City of Sanford, Bilal Iftikhar, P.E., Public Works Director  
P.O. Box 1788, Sanford, FL 32772-1788,  
Phone: 407.688.5000, Ext. 5085, E-Mail: bilal.iftikhar@sanfordfl.gov



## JOE MOODY PARK - PANAMA CITY, FL

CPH is providing design for reconstruction of a park facility that was damaged due to hurricanes. The new facility will include: 8,000 SF community center building, a restroom building utilizing a Client provided proto-type, walk/jog track, lighting, playgrounds for ages 2-5 and ages 5-12, landscape and irrigation, tree replacement, hardscape to include benches, trash receptacles, signage, parking improvements, stormwater retention, outdoor fitness areas, redevelopment of the wetland edge including scenic overlook, disk golf course re-establishment, and demolition of the existing boardwalk. The new 8,000 SF community building will be designed with spaces that are multi-use and multi-functional to support meeting/gathering/reunions/recreational activities. The space will include offices and meeting space for support staff, a catering kitchen, restrooms, lobby, and storage.

### PROJECT PROFILE:

**Size:** 8,000 SF

**Design Fee:** \$98,459

**Cost:** TBD

**Contract Term:** 2021 - TBD

**Name of Contractor:** TBD

### CLIENT REFERENCE:

City of Panama City, Saskia Adriance, 501 Harrison Avenue, Panama City, FL 32401,  
Phone: 850.691.4611, E-mail: sadriance@pcgov.org



## MELCHING FIELD STADIUM RENOVATIONS – DESIGN CRITERIA PACKAGE - **DELAND, FL**

CPH was selected to provide professional services for the creation of the Design Build Criteria Package for the Melching Field Stadium Renovations. This process involves gathering initial programming information as a team effort with key stakeholders with the City of DeLand and the athletic directors from Stetson University. The proposed renovation will include new chair seating, the addition of new shade canopies that will cover the existing seats, remodel work to update walk up ticket gates, update mechanical and communication systems within the press box, refresh city side locker room areas and total remodel of existing public restroom areas. A new two story pavilion that will include VIP seating area will be added along the 3rd base line. A new elevator will be added to improve ADA circulation. Storage rooms will added to assist with equipment inventory and general service. Three new rows of seating behind home plate are being added and the infield is being relocated towards the outfield. The area between the foul lines and the dugouts is being replaced with artificial turf to minimize maintenance and increase playability due to weather. A new scoreboard is being constructed behind the right field fence to allow for further branding and advertising opportunities. The existing concession stand is being reconfigured and enlarged to maximize available space. CPH's scope for the Design Build Criteria Package will include a report detailing ADA deficiencies, structural analysis of the existing of the bleacher deck, design/build contract requirements, design development drawings and performance specifications. CPH's services for this project include Architectural, Civil, Surveying, Structural, Mechanical, Electrical, Plumbing, Fire Protection and Landscape Architecture. Upon completion of the D/B Package, CPH will also assist the owners with delivering this information to the final Design/Build team.

### **PROJECT PROFILE:**

**Size:** 9 Acres NCAA Stadium

**Design Fee:** \$177,485

**Cost:** \$6.5 Million (Est.)

**Contract Term:** 2021 - 2022

**Name of Contractor:** TBD

### **CLIENT REFERENCE:**

City of DeLand, Chad A. Gamble, P.E, Public Services Director,  
120 S. Florida Avenue, DeLand, FL 32720, Phone: 386.626.7197,  
E-Mail: [gamblec@deland.org](mailto:gamblec@deland.org)



## MIRAMAR'S REGIONAL PARK - 9/11 MEMORIAL - **MIRAMAR, FL**

CPH was recently awarded a contract with the City of Miramar to perform professional design consulting services for the 9/11 Memorial at Regional Park. The project is intended to include:

- A water element and hardscape that will provide a social element for visitors
- A unique, powerful and serene area for families and friends to quietly reflect on the loss of their loved ones
- Distinction from other memorial structures, like museums or visitor centers
- Structural relics the Miramar Fire Department received from the World Trade Center Towers
- Appropriate walking path transitions and/or approaches from the general parking area to the featured memorial, where the parking area will not be seen from the area where the WTC Relics are situated
- CPH also anticipates providing Architectural, Landscape Architecture, MEP, Civil, and Wayfinding/Signage services

### **PROJECT PROFILE:**

**Size:** 173 Acres

**Design Fee:** \$54,980

**Cost:** \$54,980 (Design)

**Contract Term:** 2021 - Ongoing

**Name of Contractor:** TBD

### **CLIENT REFERENCE:**

City of Miramar, Daryll Johnson Project Management Administrator, 2200 Civic Center Place, 2nd Floor Miramar, FL 33025, Phone: 954-602-3302, E-Mail: [djohnson@miramarfl.gov](mailto:djohnson@miramarfl.gov)



## ORLANDO SANFORD INTERNATIONAL AIRPORT TERMINAL EXPANSION - SANFORD, FL

CPH recently provided architectural and engineering services for the Orlando Sanford International Airport's terminal expansion/renovation project to support the current growth of passenger traffic which rose from 2 million passengers in 2013 to over 3 million passengers in 2018. The \$63 million expansion/renovation includes many passenger-oriented improvements including a consolidated ticketing and screening, covered passenger drop off areas, curbside check-in, and the addition of four new gates and apron. Access improvements to the terminal area also included with the addition of a new traffic signal to support the new entrances to terminal parking lots which will reduce the amount of vehicular traffic in front of the terminal. All improvements were performed while the existing terminal stays in operation and the design required phasing and coordination with terminal management, airlines, and concessionaires. Additional coordination was required with Transportation Security Administration (TSA) on the new consolidated screening area, U.S. Customs and Border Patrol (CBP) for the Federal Inspection Station (FIS) improvements, and the Federal Aviation Administration (FAA) for the gates, aprons, and vertical improvements.

### PROJECT PROFILE:

**Size:** 133,690 SF

**Design Fee:** \$3 Million

**Cost:** \$63.8 Million

**Contract Term:** 2015 - 2021

**Name of Contractor:**  
Walbridge

### CLIENT REFERENCE:

Sanford Airport Authority, George D. Speake, Jr., A.A.E., Executive Vice President/  
COO, Airport Security Coordinator, Phone: 407.585.4006  
E-mail: Gspeake@osaa.net



## 8. REPRESENTATIVE ARCHITECTURAL EXPERIENCE **AND CLIENT REFERENCES**

We have worked with many of our clients for more than 41 years. These long term relationships have afforded us many opportunities to meet our client's needs and perform municipal engineering services. Over the years, as their population increased, regulations changed, or needs changed, CPH acted as their continuing design firm providing planning for improvements, design, funding assistance, and construction administration. The team has extensive experience in working under continuing contracts and is available for planned projects as well as un-planned emergencies. Below is a sample of the projects we have completed under our continuing contracts.

Client	Project / Brief Description
<p><b>CITY OF LEESBURG (SINCE 2017)</b>                      Clifford Kelsey, Public Works Director,                      Phone: 352.435.9442                      E-Mail: Cliff.Kelsey@leesburgflorida.gov</p>	<ul style="list-style-type: none"> <li>Leesburg Downtown Street Implementation   3,065 FT</li> <li>Leesburg Teen Center   10,000 SF</li> <li>West Leesburg Neighborhood Resource Center Project   9,000 SF</li> <li>Leesburg Aquatic Facility   4.5 Acres</li> </ul>
<p><b>CITY OF OCOEE (SINCE 2009)</b>                      Stephen Krug, Public Works Director                      Phone: 407.905.3170                      Email: SKrug@ci.occoee.fl.us</p>	<ul style="list-style-type: none"> <li>Bluford Avenue Streetscape, Phase II   3,100 ft.</li> <li>Ocoee Downtown Streets Redevelopment   Varies per project</li> <li>Blackwood Avenue Streetscape and Roundabout   1,128 LF</li> </ul>
<p><b>CITY OF SANFORD (SINCE 1958)</b>                      Bilal Iftikhar, P.E., Public Works Director                      Phone: 407.688.5000                      E-Mail: bilal.iftikhar@sanfordfl.gov</p>	<ul style="list-style-type: none"> <li>Pump Branch Stormwater Master Plan   Ranges 18" to 72"</li> <li>Oak Avenue Stormwater Pond   3.5 Acres</li> <li>Historic Goldsboro Boulevard Streetscape   0.70 Miles</li> <li>Sanford 1st Street Streetscape and Gateway Improvements   0.40 Miles</li> <li>US 17-92 Riverwalk, Phase II (FDOT LAP)   1.5 Miles</li> <li>Myrtle Ave. Streetscape   1605 FT</li> </ul>
<p><b>CITY OF DELAND (SINCE 1997)</b>                      Ray Bahrami, P.E., PMP, CPM, CFM, Deputy Public Services Director/City Engineer                      Phone: 386.626.7189                      Email: Bahramir@deland.org</p>	<ul style="list-style-type: none"> <li>Spec Martin Stadium Design Criteria Package   9 Acres</li> <li>West Georgia Avenue Streetscape and Landscaping Improvements   600 LF</li> <li>Earl Brown Park   33 Acres</li> <li>Alabama Avenue Greenway Phase 1 &amp; 2 (FDOT LAP)   1.99 Miles</li> <li>MLK Recreation Center Master Plan   30,000 SF</li> </ul>
<p><b>CITY OF WILDWOOD (SINCE 2019)</b>                      Jeremy Hockenbury, Public Works Director                      Phone: 352.330.1343 x 1402                      E-mail: Jhockenbury@wildwood-fl.gov</p>	<ul style="list-style-type: none"> <li>Millennium Park Redesign   90+ Acres</li> <li>Lake Deaton Park – Concept Master Site Plan, New Water Launch, Grass Parking Improvements and Stormwater/Flooding Evaluation   9 AC +/-</li> </ul>
<p><b>CITY OF CASSELBERRY (SINCE 1965)</b>                      Mark Gisclar, Public Works Director                      Phone: 407.262.7725 Ext. 1234                      E-Mail: mgisclar@casselberry.org</p>	<ul style="list-style-type: none"> <li>Casselberry Wirz Park Planning &amp; Preliminary Design   29 Acres</li> <li>Casselberry Sunnyside Park Planning &amp; Preliminary Design   7.63 Acres</li> </ul>

9. SWORN STATEMENTS **AND AFFIDAVITS**

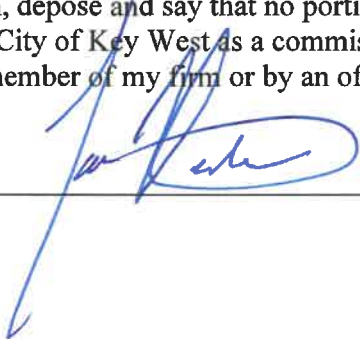
**ANTI-KICKBACK AFFIDAVIT**

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.

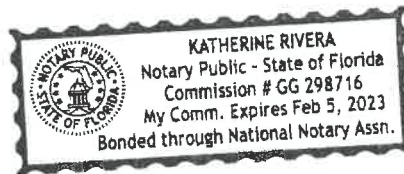
BY:  \_\_\_\_\_

sworn and prescribed before me this 1st day of September, 2022

NOTARY PUBLIC, State of Florida



My commission expires: 2/5/23



**NON-COLLUSION AFFIDAVIT**

STATE OF FLORIDA    )

: SS

COUNTY OF MONROE    )

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

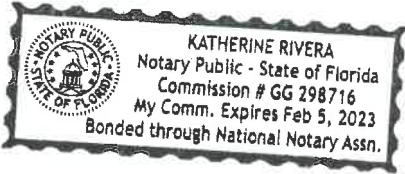
By: 

Sworn and subscribed before me this

1st day of September, 2022.

  
NOTARY PUBLIC, State of Florida at Large

My Commission Expires: 2/5/23



**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 Todd H. Hendrix, P.E., CGC ; Chief Operating Officer - AE Services  
(print individual's name and title)

by CPH, LLC.  
(print name of entity submitting sworn statement)

whose business address is 1992 SW 1st Street, Miami, FL 33135

and (if applicable) its Federal Employer Identification Number (FEIN) is  
59-2068806  
(if the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement): \_\_\_\_\_

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "conviction" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 01, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
  - a. A predecessor or successor of a person convicted of a public entity crime: or
  - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime.

The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members and agent who are active in the management of a n 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).

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

    \_     The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 01, 1989.

           The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 01, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (attach a copy of the final order.

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

  
\_\_\_\_\_  
(SIGNATURE)

September 1st, 2022  
\_\_\_\_\_  
(DATE)

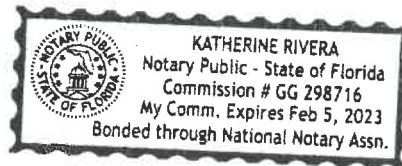
STATE OF FL

COUNTY OF Miami-Dade

PERSONALLY APPEARED BEFORE ME, the undersigned authority  
Todd H. Hendrix, P.E., CGC who, after first being sworn by me,  
(name of individual)  
affixed his/her signature in the space provided above on this  
1st day of September, 2022

  
\_\_\_\_\_  
NOTARY PUBLIC

My commission expires: 2/5/23



**EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT**

STATE OF FLORIDA )

: SS

COUNTY OF MIAMI-DADE )

I, the undersigned hereby duly sworn, depose and say that the firm of CPH, LLC.

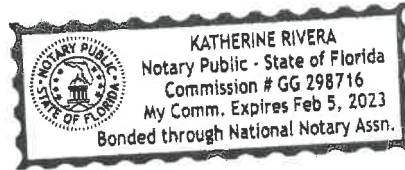
CPH, LLC.  
provides benefits to domestic partners of its employees on the same basis as it provides benefits to employees' spouses, per City of Key West Code of Ordinances Sec. 2-799.

By: Todd H. Hendrix, P.E., CGC ; Chief Operating Officer - AE Services

Sworn and subscribed before me this 1st day of September 2022.

NOTARY PUBLIC, State of Katherine Rivera at Large

My Commission Expires: 2/5/23



**CONE OF SILENCE AFFIDAVIT**

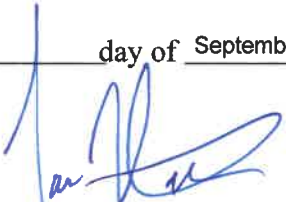
**Pursuant to City of Key West Code of Ordinances Section 2-773 (attached below)**

STATE OF FLORIDA )  
: SS

COUNTY OF MIAMI-DADE )

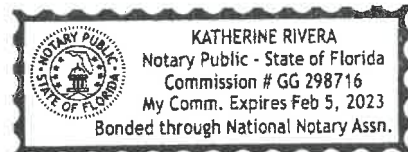
I the undersigned hereby duly sworn depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of CPH, LLC. have read and understand the limitations and procedures regarding communications concerning City of Key West issued competitive solicitations pursuant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

1st day of September, 2022.

  
\_\_\_\_\_

NOTARY PUBLIC, State of Katherine Rivera at Large

My Commission Expires: 2/5/23





**Sec. 2-773. Cone of Silence.**

- (a) *Definitions.* For purposes of this section, reference to one gender shall include the other, use of the plural shall include the singular, and use of the singular shall include the plural. The following definitions apply unless the context in which the word or phrase is used requires a different definition:
- (1) *Competitive solicitation* means a formal process by the City of Key West relating to the acquisition of goods or services, which process is intended to provide an equal and open opportunity to qualified persons and entities to be selected to provide the goods or services. Competitive solicitation shall include request for proposals ("RFP"), request for qualifications ("RFQ"), request for letters of interest ("RFLI"), invitation to bid ("ITB") or any other advertised solicitation.
  - (2) *Cone of silence* means a period of time during which there is a prohibition on communication regarding a particular competitive solicitation.
  - (3) *Evaluation or selection committee* means a group of persons appointed or designated by the city to evaluate, rank, select, or make a recommendation regarding a vendor or the vendor's response to the competitive solicitation. A member of such a committee shall be deemed a city official for the purposes of subsection (c) below.
  - (4) *Vendor* means a person or entity that has entered into or that desires to enter into a contract with the City of Key West or that seeks an award from the city to provide goods, perform a service, render an opinion or advice, or make a recommendation related to a competitive solicitation for compensation or other consideration.
  - (5) *Vendor's representative* means an owner, individual, employee, partner, officer, or member of the board of directors of a vendor, or a ARCHITECT, lobbyist, or actual or potential subcontractor or sub-consultant who acts at the behest of a vendor in communicating regarding a competitive solicitation.
- (b) *Prohibited communications.* A cone of silence shall be in effect during the course of a competitive solicitation and prohibit:
- (1) Any communication regarding a particular competitive solicitation between a potential vendor or vendor's representative and the city's administrative staff including, but not limited to, the city manager and his or her staff;
  - (2) Any communication regarding a particular competitive solicitation between a potential vendor or vendor's representative and the mayor, city commissioners, or their respective staff;
  - (3) Any communication regarding a particular competitive solicitation between a potential vendor or vendor's representative and any member of a city evaluation and/or selection committee therefore; and
  - (4) Any communication regarding a particular competitive solicitation between the mayor, city commissioners, or their respective staff, and a member of a city evaluation and/or selection committee therefore.

- (c) *Permitted communications.* Notwithstanding the foregoing, nothing contained herein shall prohibit:
- (1) Communication between members of the public who are not vendors or a vendor's representative and any city employee, official or member of the city commission;
  - (2) Communications in writing at any time with any city employee, official or member of the city commission, unless specifically prohibited by the applicable competitive solicitation.
    - (A) However, any written communication must be filed with the city clerk. Any city employee, official or member of the city commission receiving or making any written communication must immediately file it with the city clerk.
    - (B) The city clerk shall include all written communication as part of the agenda item when publishing information related to a particular competitive solicitation;
  - (3) Oral communications at duly noticed pre-bid conferences;
  - (4) Oral presentations before publicly noticed evaluation and/or selection committees;
  - (5) Contract discussions during any duly noticed public meeting;
  - (6) Public presentations made to the city commission or advisory body thereof during any duly noticed public meeting;
  - (7) Contract negotiations with city staff following the award of a competitive solicitation by the city commission; or
  - (8) Purchases exempt from the competitive process pursuant to section 2-797 of these Code of Ordinances;
- (d) *Procedure.*
- (1) The cone of silence shall be imposed upon each competitive solicitation at the time of public notice of such solicitation as provided by section 2-826 of this Code. Public notice of the cone of silence shall be included in the notice of the competitive solicitation. The city manager shall issue a written notice of the release of each competitive solicitation to the affected departments, with a copy thereof to each commission member, and shall include in any public solicitation for goods and services a statement disclosing the requirements of this ordinance.
  - (2) The cone of silence shall terminate at the time the city commission or other authorized body makes final award or gives final approval of a contract, rejects all bids or responses to the competitive solicitation or takes other action which ends the competitive solicitation.
  - (3) Any city employee, official or member of the city commission that is approached concerning a competitive solicitation while the cone of silence is in effect shall notify such individual of the prohibitions contained in this section. While the cone of silence is in effect, any city employee, official or member of the city commission who is the recipient of any oral communication by a potential vendor or vendor's representative in violation of this section shall create a written record of the event. The record shall indicate the date of such communication, the persons with whom such communication occurred, and a general summation of the communication.

- (e) *Violations/penalties and procedures.*
- (1) A sworn complaint alleging a violation of this ordinance may be filed with the city attorney's office. In each such instance, an initial investigation shall be performed to determine the existence of a violation. If a violation is found to exist, the penalties and process shall be as provided in section 1-15 of this Code.
  - (2) In addition to the penalties described herein and otherwise provided by law, a violation of this ordinance shall render the competitive solicitation void at the discretion of the city commission.
  - (3) Any person who violates a provision of this section shall be prohibited from serving on a City of Key West advisory board, evaluation and/or selection committee.
  - (4) In addition to any other penalty provided by law, violation of any provision of this ordinance by a City of Key West employee shall subject said employee to disciplinary action up to and including dismissal.
  - (5) If a vendor is determined to have violated the provisions of this section on two more occasions it shall constitute evidence under City Code section 2-834 that the vendor is not properly qualified to carry out the obligations or to complete the work contemplated by any new competitive solicitation. The city's purchasing agent shall also commence any available debarment from city work proceeding that may be available upon a finding of two or more violations by a vendor of this section. (*Ord. No. 13-11, § 1, 6-18-2013*)

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 Consultant, 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: CPH, LLC.

Address

\_\_\_\_\_

Signature

\_\_\_\_\_

Print Name

\_\_\_\_\_

Date

\_\_\_\_\_

Title

\_\_\_\_\_

**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 Consultant, 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.

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COMPANY SEAL

PROPOSER:

Address

\_\_\_\_\_

Signature

\_\_\_\_\_

\_\_\_\_\_

Print Name

\_\_\_\_\_

Date

Title

\_\_\_\_\_

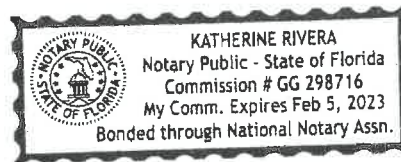
NOTARY FOR THE PROPOSER


STATE OF FLORIDA

COUNTY OF MIAMI-DADE

The foregoing instrument was acknowledged before me this 1st day of September 20 22. By Todd H. Hendrix,  
of P.E., CGC (Name of officer or agent, title of officer or agent) Name of corporation  
acknowledging)  
or has produced \_\_\_\_\_ as identification.

  
\_\_\_\_\_  
Signature of Notary



  
\_\_\_\_\_  
Name of Notary  
Supporting documents to: City of Key West Purchasing  
Chief Operating Officer - AE Services

Title or Rank

22 | R F Q # 2 2 - 0 1 0  
General Architectural Services