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K2M DESIGN

City of Key West RFQ 19-001 Architectural Services for

Frederick Douglas Gym Extension

Cover Letter

March 6, 2019

City Clerk, City of Key West
1300 White Street
Key West, Florida 33040
Attn.: Ms. Cheri Smith, City Clerk

Dear Ms. Smith,

K2M Design, Inc. (K2M), with our partners, DDAI and Nutting Engineers, are pleased to submit our Qualifications for Professional Architectural Services for the Frederick Douglas Gym Extension. The team will utilize our extensive experience with projects nationwide, in the Florida Keys, and specifically with the City of Key West, to produce an outstanding project for the City and the community. Together with our partners, we form a dynamic team with the insight and skills to complete this exciting project for the City.

Providing architectural, engineering, interior design, and asset management services in Monroe County for more than 17 years, **K2M** is the only Full-Service professional services firm headquartered in Key West with additional offices in Marathon and Key Largo. Our team has a unique combination of expertise and “boots on the ground” for timely responses to the City’s project needs. We understand the City is anticipating planning, design, permitting, estimating, bidding, construction, start-up and certification for the Frederick Douglas Gym Expansion project.

Our Key West Team is led by myself and Steve Grasley, a Professional Engineer, who has been designing sustainable, economical, and practical solutions in the Keys for the last 17 years. Steve will serve as the Principal in Charge and QA/QC lead, while I will manage the contracting and Project Management personnel for this partnership, overseeing the Project Manager, Erica Poole, RA, a talented Architect and Permitting Specialist. This ensures design knowledge continuity and an experienced, responsible professionals observing, reviewing and making decisions to advance this project successfully forward at all stages of development.

Our team has extensive experience with the City of Key West on numerous projects over our 17-year history, and recently on Truman Waterfront Phase 1B, Key West Boys and Girls Club, Knight Pier, Wicker’s Field Athletic Field trailers, Fire Station #2. K2M Design looks forward to exceeding the City’s expectations on this project as we have in recent projects.

The K2M team is committed to providing the City of Key West with the most comprehensive and responsive design solutions that are on time and within budget. We are excited to continue our successful partnership with the City of Key West. Thank you for considering our team for this exciting project.

Building Relationships Based on Trust and Results,

Joe Moody
K2M Design, Inc.
Director
1150 Virginia Street
Key West, Florida 33040
305.307.5845
jmoody@k2mdesign.com

City of Key West
Qualifications for Architectural Services
For Frederick Douglas Gym Extension
RFQ# 19-001



K2M Design, Inc.
1150 Virginia Street
Key West, Florida 33040
305.292.7722

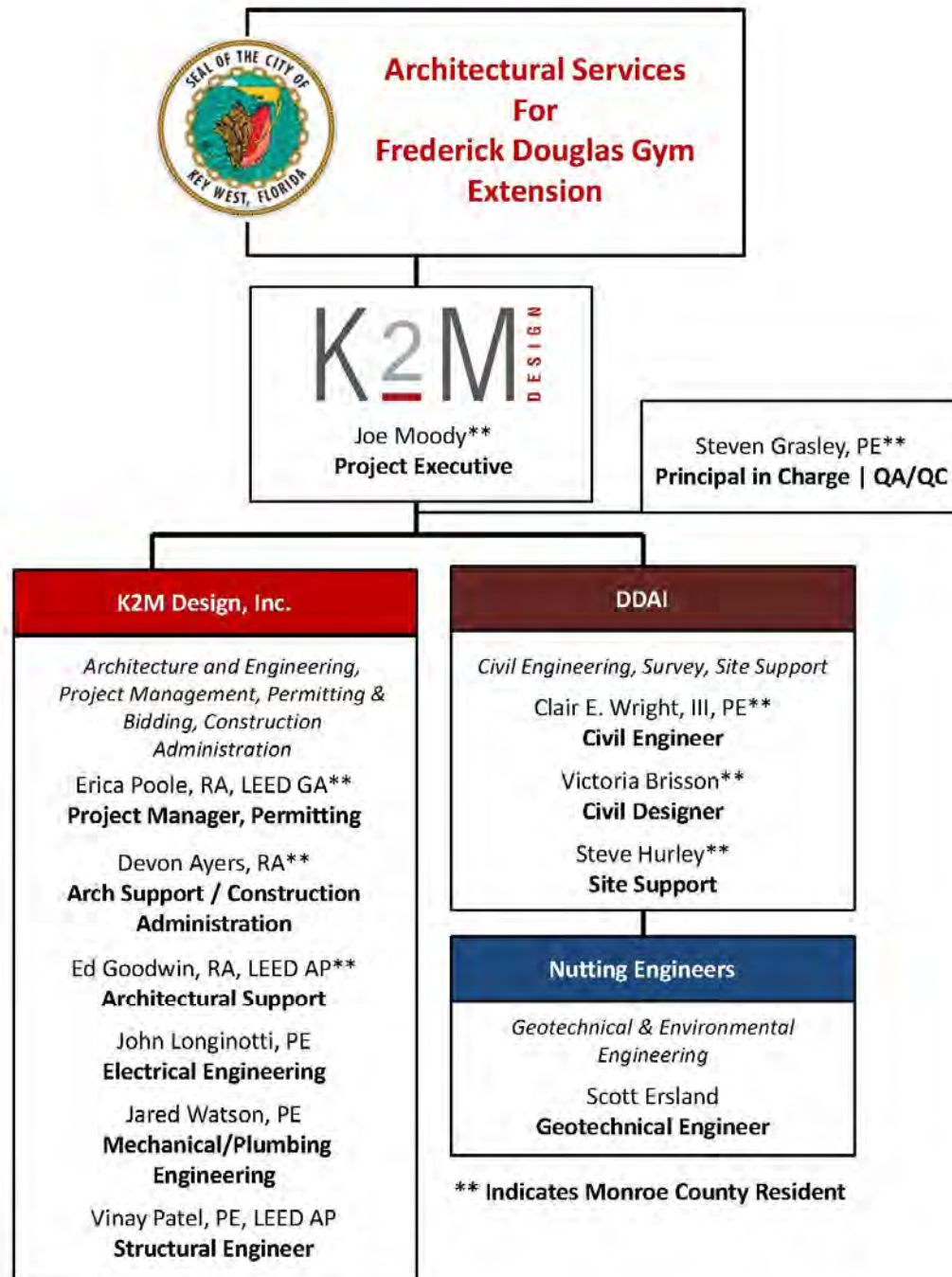
Project Manager:

Erica Poole, RA
305.307.5840
epoole@k2mdesign.com

Person with Authority:

Joe Moody, Director
305.307.5845
jmoody@k2mdesign.com

Organization Chart



This Team Brings Over 20 LEED Professionals Within the Firms

Company Profile

Empowered individual leadership and creativity embody the strengths of our design teams. We are a dynamic, high-growth Architecture, Engineering, and Interior Design firm with a multi-discipline Facility Assessment division. Our established regional teams are strengthened by the depth of our experience and are united by an ambitious spirit and proven ability to manage projects. The *People* of K2M are our most valuable resource and your *Project* is their passion. That is the drive behind our design services. Our professionals are invested in nurturing long-term relationships and the ongoing success of your projects. We are living out our mission of *Building Relationships Based on Trust and Results*.



K2M is a Florida Corporation, **located in Key West, Marathon, and Key Largo, Florida** with six additional offices throughout the United States. Our team of Architects and Engineers in the Keys are all local residents, living, working and raising their families in the Florida Keys. Our team members are involved with the community through participation in charitable work and in local government and community organizations. The team is involved in organizations such as: City of Key West Historical Architectural Review Commission (HARC), Fair Insurance Rates of Monroe (FIRM), Take Stock in Children, Habitat for Humanity, Florida Keys Community Land Trust Board of Directors, Centennial Bank Key West Advisory Board, serving in roles such as Commissioner and Board members. We are also active with the City of Key West Chamber of Commerce, City of Marathon Chamber of Commerce, United States Green Building Council and the Keys, and Ocean Reef Community Association. Our team members are proud of their community and participate actively as part of the fabric of the Florida Keys. This enables us to understand intimately the Keys lifestyle and design for promulgating Keys Lifestyle in every project.

In addition to our local team members, we offer national scale with a **firm size** of over 80+ professionals which are utilized by our Key’s project teams. Our additional expertise includes Architecture, Mechanical, Electrical, Plumbing, and Structural Engineering, Interior Design, Master Planning / Needs Assessments, Programming, Facility Condition Assessments, Solar, and many Specialty Consulting Services for the governmental, institutional, commercial, hospitality, and retail markets. K2M is recognized for developing the unique character of each project and creating innovative design solutions that respect our clients’ sensibilities and budgets.



Key West Office – 2 Blocks from City Hall

Competitive Advantages

Our Local Key West team prides itself on our abilities to build relationships with our client partners based on trust and results. From Day 1 to “Day Done” we are committed to ensuring a smooth project process for the City of Key West. You might ask the question, why work with K2M Design, Inc. What differentiates us from the rest?

- Culture: Principled in integrity, and resolute in culture. Our team prides itself on our unwavering commitments to our clients, team, and trusted partners
- Responsive with Solutions: Every engagement we undertake is an opportunity to serve as a trusted advisor. We take pride in the quality of product produced for each and every client. The team is diligent in providing solutions to everyday problems while adhering to schedule and budget.
- Fearless, Driven, Tenacious: We have a fierce determination to look towards the future, resulting in constant improvement in what we do. Led by experienced leaders, pushing the team to new heights, focused on doing things right.
- Local, Key West Based Team: Our professionals live, work and raise their families in Key West and the Florida Keys. We know the City, the community, and are part of the lifestyle of the Florida Keys. We are your friends and neighbors and we keep our dollars earned in the Florida Keys – bolstering the local community and economy. Our team members also give back through their charitable work and participation in local government and community organizations.

Subconsultants / Partners



DAVID DOUGLAS ASSOCIATES, INC.
CIVIL ENGINEERS • LAND PLANNERS • CONTRACT ADMINISTRATORS

David Douglas Associates, Inc. (DDAI), founded in 1996, has served the public and private sector in the Florida Keys and Southwest Florida for 20 years providing full service Civil Engineering, Planning, and Project Management services. DDAI has solely operated under this name since its' inception. We are committed to providing the highest level of professional engineering services to our clients and our community. We know that quality service and sincere efforts do make a difference and pride in a project is important to us as well as to you. These attributes lead to our client's success which ultimately leads to our success.

Due to our knowledge of the area, the permitting process and our working relationships with the public agencies and other consultants in the community, we provide a value-enhanced service to our clients that is difficult to match. The principal management team and supporting staff of DDAI have served the Florida Keys and Southwest Florida in different capacities since 1979. Our combined years of experience allows us to provide our services with confidence. We will design and manage your project with your best interests in mind. The firm has a dedicated group of skilled professionals of various disciplines. In addition to our corporate core, we have excellent relationships with other community professionals who may be utilized as sub-consultants from time to time should a project warrant.

DDAI has a broad base of skilled expertise in Civil Engineering and Land Planning consulting with David L. Douglas, P.E., President, Daniel M. Craig, P.E., V.P., George Brinson, P.E., Jesse Gill, P.E. and Clair Wright, III, P.E., licensed Civil Engineers in the State of Florida, Mr. Steve Hurley, V.P., and Ms. Linda Stewart, AICP are planners and project managers with the firm with each having over 25 years of experience in Southwest Florida, Mr. Paul Zemaitis is our resident construction inspector with over 30 years of construction industry experience. Mr. Douglas has over 31 years of experience as well as Mr. Craig having 29 years of experience in the Southwest Florida area. Additionally, we have three Engineer Interns, three designers and two Civil Engineering Inspectors. We provide a wealth of experience for you to utilize.

In summary, DDAI is a full-service Civil Design consulting firm which has the expertise to apply our knowledge and understanding of engineering principles to produce a design meeting the needs of our clients.



NUTTING ENGINEERS OF FLORIDA, INC. is one of the premier geotechnical engineering firms in South Florida since its inception in 1967. NUTTING's comprehensive range of services include geotechnical exploration and engineering including soil borings and groundwater well drilling, monitoring of pile installation, groundwork modification and chemical grouting procedures, quality control/ quality assurance testing of construction materials, structural inspections (special/threshold) of structures. Project types include airports, seaports, roadways (improvements, widening, extensions, lighting, guard rails), bridges, parking lots and garages, drainage systems, city halls and municipal buildings, parks, recreational facilities, hospitals, educational facilities (K-12 and higher educational facilities) including auditoriums, stadiums/ sports facilities, water and wastewater treatment plants, water storage facilities, courthouses, industrial parks, mining operations, shopping centers, residential communities, hotels, assisted-living facilities, high-rise condominiums and office towers, and communication towers. Nutting Engineering continue their two-decade long partnership with K2M by providing Geotechnical Services for the Frederick Douglas Gym Expansion project.

Methodology and Approach

Project Approach

K2M Design is a management-oriented firm and establishes early in the project controls over project design, schedule and budget. The success of the project completed under this contract is dependent upon developing a straightforward plan and approach to managing and control the projects' design, cost estimating, and administrative elements, using a Partnering Approach, and integrating them to meet the objectives and achieve the goals of the project and City. K2M Design has recently demonstrated our project approach on the City of Key West Truman Waterfront Phase 1B project – where our project management delivered the project ahead of the city's schedule and on budget. Clear lines of communication and responsibility, within the project TEAM as well as coordination with other groups will be critical to a successful project. As the single point of contact for the project, K2M will manage all resources required to successfully execute the design project. Formal scheduled communication channels, such as regular and frequent meetings, are the foundations of the partnering system.

To foster the type of relationship needed between the City and the K2M Team, we establish an active partnership that benefits all participants on a project basis. Again, successful demonstration of this with recent projects include Truman Waterfront Phase 1B and Knight Pier. Only a win-win partnership can accomplish the project goals on time and within budget. This Partnering Approach must be a formal process that is founded on thorough, timely communication that focuses the needed expertise on particular issues. Formal scheduled communication channels, such as regular and frequent meetings, are the foundations of the partnering system.

Key Elements of our Management Plan include:

- A single point of contact and accountability is maintained between the Cities project manager or key decision maker and the design TEAM's project executive. This ensures that information is distributed through the proper channels, criteria and scope are adhered to, schedule is clearly understood and adhered to, and project related discussions are properly documented.
- The project executive also serves as a coordinator between any consultants and in-house disciplines to ensure that cross discipline coordination is performed. We develop very early in the project process controls used to organize and efficiently manage all team members. These controls include detailed contractual obligations, weekly design TEAM conference calls, consultant expectations, scheduled quality review submission requirements, daily communication individually amongst TEAM members, and deliverable schedules. We have found most importantly; great coordination begins with a strong project manager.
- The project manager/architect is responsible for making sure that deliverables are complete, are in the correct format and are delivered on time.
- Peer review is used at key submittal milestones as a means of cross checking design documents for coordination and completeness.
- The cost estimating process is integrated in to the design process to ensure that the design is within the established budget.

Your Project

Comments / Critique on Conceptual Plan in RFQ Exhibit C

After a thorough review of the concept and the site survey, a few determinations can be made. Starting with an initial code review and zoning study, the site is located in the HNC-3 (Historic Neighborhood Commercial 3) district and HMDR (Historic Medium Density Residential). The requirements associated with this district, as found in the Land Development Regulations, appear to show some existing non-conformities as well as some possible concept non-conformities.

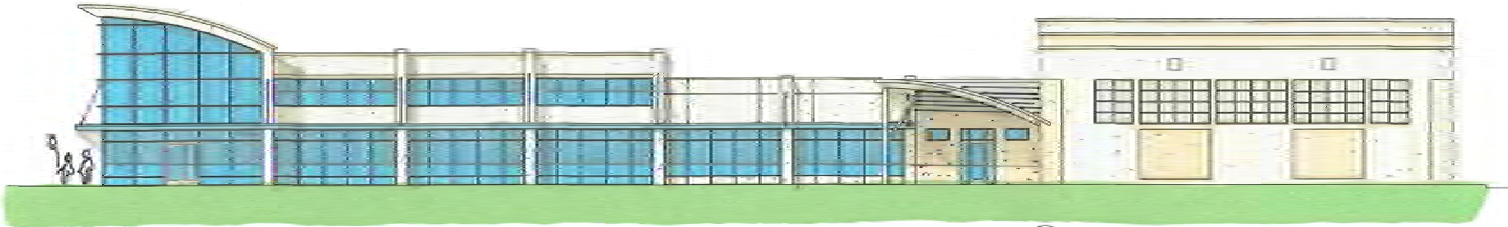
The lot size is 33,700 SF, as noted in the Appraisal Report (Exhibit D). The ISR (impervious surface ratio) for this zoning district is 60%. Based on visual analysis, the existing site has greater than 60% impervious surface. In order to avoid a variance, the new development plan would need to provide less than or equal impervious surface. The maximum building coverage for this zoning district is 40%. The proposed concept in Exhibit C seems close to breaching this number, and quite possibly does. This would need to be looked at more closely. The maximum height shown in the concept is 24'-0" for the addition which conforms to the LDR Sec 122-870. Under LDR 122-868, parks and recreation, active and passive, along with cultural and civic activities are allowed under a conditional use. This site work could trigger a conditional use permit, depending on the original development agreement in place. The concept plan calls out for 6,000 SF of addition as opposed to the RFQ requested 6,800 SF. In order to further conform with the required of the Land Development Regulations while increasing the square footage, additional redesign will be required. From a civil view, the stormwater retention on this site will need to be addressed, likely requiring sub-terranean stormwater systems.

The design will require a parking variance, as the number of parking spaces proposed in the concept provided is significantly less than what is currently allocated on the site. Additionally, due to the location within the historic district and the magnitude of the project, it will likely be deemed a Major Development and require DRC approval. The process will require Tree Commission, HARC, DRC, Planning Board, and City Commission approvals, and likely BVRAC (Bahama Village Redevelopment Advisory Committee) approval.

All of the above issues are solvable. Challenges, and attention to design detail and requirements are required, but navigating the required approvals and variances for this project are issues that K2M Design resolves with clients regularly in the City of Key West. We do not see these as unsolvable challenges.

Architecturally, the concept requires more development prior to being presented for comment from City officials and the community. The 3D view contradicts the plan regarding fencing, and their sole purpose is to provide massing information. We have provided a rendering utilizing the concept provided, incorporating a few adjustments. **We envision an addition concept like the rendering, on the following page. Our initial design thoughts are:**

- Open and airy with a lot of glass facing the street. Glass would be of a type sensitive to light pollution for the neighboring residential community.
- Create a Dramatic Vertical Tower or Beacon element to anchor the corner of Olivia and Fort Streets.
- The building would also include a ground level covered arcade to connect the expansion entry to the existing Gym Entry as well provide shading to the glass.
- The Architecture style would be a blend of the City's Art Deco history combined with context of the existing facility. We provided bookend entry's with Curved roofs to tie the buildings Architectural styles together.
- The upper level windows would use sun screens to shade the glass from the sun as well as give the building some jewelry accents.
- We propose painting the existing gym building to match the color of the expansion. We propose using soft sand and or beige creamy colors with the canopy painted a soft blue to give the building an accent band of color.



1 FRONT ELEVATION
SCALE: 1/8" = 1'-0"
GRAPHIC SCALE: 1/8" = 1'-0"

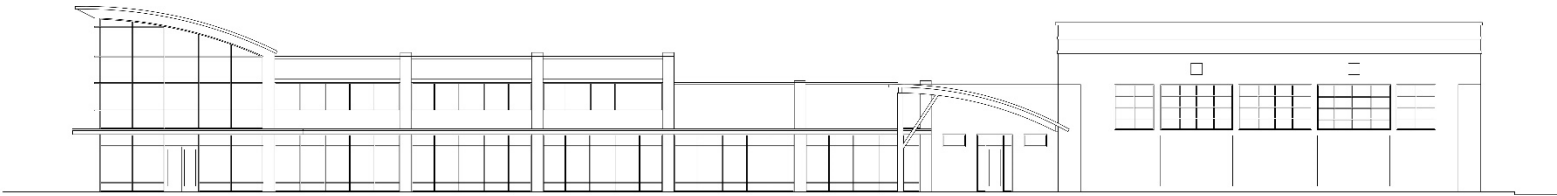
CONCEPTUAL DESIGN FREDERICK DOUGLASS GYM

MARCH 06 2019

BUILDING RELATIONSHIPS BASED ON TRUST AND RESULTS
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111 OLIVIA STREET
KEY WEST, FL

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Historical District Knowledge and Past Experience

K2M is highly qualified to design and permit buildings within the historic District of the City of Key West. We have completed multiple project (a recent list is below), and all of our Florida Keys staff have intimate knowledge of the Historic District requirements, limitations and approval process. Joe Moody, Project Executive, is a current City of Key West Historic Architectural Review Commissioner for District V. He has been in this role for the city for nearly 3 consecutive years, under two different District V City Commissioners. He has personally been an advocate of commercial and public building restoration in the historic district including the Truman Waterfront Phase 1B project, Truman Waterfront Diesel Plant project, and Mallory Square Cable Huts. He is an active member of the Diesel Plant Steering committee with the Key West Art and Historic Society and has passionately personally restored two historic homes in the City of Key West (1406 Olivia, and 1117 South St.) which have both won Historic Florida Keys Foundation Preservation awards. This experience is in addition to the numerous awards K2M projects have received over the years.

- Truman Waterfront Phase 1B
- Truman Waterfront Diesel Plant
- Reach Hotel
- Casa Marina Hotel
- 1150 Virginia St – Commercial Building
- Key West Fire Station #2
- Key West Boys and Girls Club
- Key West AIDS Memorial
- Key West Bight Development
- Conch Republic Seafood Company
- Banana Café
- Dean Lopez Funeral Home
- Rum Barrel Restaurant
- Old Tavernier Meeting Hall
- Key West Steam Plant Condominiums*
- East Martello
- 413 Applerouth Lane*
- 1122 Fleming Street*
- 613 Caroline Street*
- William Anthony House*
- 920 Catherine Street*
- 1101 Truman Avenue*
- 1118 Seminary Street*
- 619 Angela Street*
- 531 Francis Street*
- 328 Truman Avenue – Union Lodge*
- 302 Amelia Street*
- 727 Eaton Street*
- 1316 Duval Street – KW Butterfly Museum*
- Little White House
- 612 Olivia Street*
- 1434 White Street*
- 816 Eaton Street*
- Whitehead Street Jail
- 1406 Olivia Street*
- 1117 South Street*
- 829 Simonton Street
- 914 Francis Street
- 726 Olivia Street
- 808 Olivia Street
- 1223 Margaret Street
- 621 Grinnell Street
- 1128 VonPhister Street
- 1218 Varela Street
- 1030 Fleming Street
- Bahama Village Market
- McDonald Residences, South Street
- Monroe County Library, Key West Branch
- Saint James First Missionary Baptist Church
- Pier House
- Key West Art & Historical Society
- Wicker Residences Guesthouse

*Historic Preservation Award

Design Process

During the first week after given a notice to proceed, our Project Manager will develop a project schedule with staff assignments required to complete the multiple scopes of work. Meeting the schedule will be monitored weekly and steps will be taken to address any open issues that require timely decision making. The schedule will be reviewed with City staff to identify their input and staff associated with the various tasks and approvals at each phase. The schedule will be a dynamic document that will allow City staff and the design team to document progress and assure the timely and accurate completion of the project.

Our TEAM believes that the successful completion of projects is done in design phases. These phases align with the design phases identified by the City of Key West in the RFQ. Following are a narrative of the phases and tasks that our TEAM will undertake to complete the project requirements.

The first phase in any project is **predesign and project kick off**. In this phase several key elements will be established that enable a project to flow smoothly through construction. These key elements include data collection, programming and preliminary design. Upon completion of the data collection step, we will review the Project's Development Program in detail and verify the scope of work is consistent with the expectations of the City. During this phase, geotechnical investigation, asbestos and lead based paint survey, city code analysis (see our preliminary analysis in the design assessment section of this response), Minimum LEED standards will be established, and preliminary civil engineering (flood zone, etc.) will be determined. The final step in the predesign and programming phase is the **preliminary design**. Preliminary documents will be developed illustrating elements identified in the architectural program. This portion of the phase will provide you with conceptual alternatives that are shown through architectural floor plans and other documents as required. A preliminary estimate will also be prepared.



The information that is collected during the predesign phase and the final scope of work as determined in concert with City staff will be utilized to develop the design and construction techniques. In the next phase the **schematic design** documents will be developed which describe the scale and relationship of the project's components. These drawings will include a site plan, floor plans, building elevations, building sections, outline specifications, schematic estimate, and program update. The process also establishes other criteria that may impact the final design including preliminary cost estimate, initial HARC review, and initial planning review.

The next step is the **design development** phase. Our objective of this phase is to describe and define, in detail, all aspects of the project. This phase further develops the architectural design and incorporates all engineering disciplines to establish the final scope and details of the work. Materials are chosen to establish the appropriate finishes. The design development phase works to achieve a cost-effective and viable solution that answers the needs of the project. Building, site and landscaping drawings will be created which will be used to obtain approval from required boards and commissions. These include Tree Commission, Development Review Committee (DRC), Planning Board, City Commission (including CRA), and any additional required permits or variances (see preliminary design analysis section). Cost estimate impacts of board and commission required modifications are provided.



The construction documents phase: During this phase, final 100% drawings and specifications detailing each discipline’s requirements are developed. A final review of the cost estimate and schedule is performed. Towards the end of this phase a quality assurance reviewer will perform a review of all discipline’s documents for points of interface in order to establish any discrepancies among disciplines.

While Bidding support and Construction Administration services are not included in the current RFQ scope of work, K2M Design has provided these services to the City of Key West on numerous recent projects. Given our team’s local proximity to the City offices and the project, we are able to provide these services expeditiously, and at a very cost competitive fee (with no travel expenses required).

Communication Plan (CP)

The Communication Plan addresses interaction between K2M Team members and City stakeholders and will be created after the initial K2M Team kick-off meeting. The CP defines, outlines, and describes the tools (meetings, reviews, schedules, reports, etc.) the Team will use to communicate with its Team members and the City stakeholders. Regularly scheduled conference calls / meetings will address progress reporting, schedules, issues, and open items. The K2M Team will work closely with City stakeholders to address concerns related to specific program goals through regular meetings, telephone calls and exchange of written information (i.e., meeting minutes, open issues lists, and reports).

Quality Assurance and Control

K2M Design’s quality assurance and control program is incorporated into all project milestones. Each milestone of the project receives an intra-disciplinary quality control check (redi-check) that enables the forthcoming phase to flow smoothly. Every state is a building block, one proceeding the other and it is crucial that each milestone is reached with the highest success. K2M Design’s system of quality control and assurance encompasses a projects architectural and engineering components and reasonable assurance of complying with applicable local, state, and federal codes and ordinances, as well as the owner’s program.



Budget Management

K2M Design provides great value when we serve as strategic allies to our clients and share our experiences with financing, cost segregation, early procurement, and merge design and construction processes prior to completion of the Contract Documents, all in an effort which results tighter cost controls and early occupation of the building. The chart below illustrates recent public projects completed on time and on budget by K2M Team.

Recent K2M Projects Completed on Time and on Budget	
City of Key West Truman Waterfront	On Time/On Budget
St. Peters Church	On Time/On Budget
Poinciana Gardens Senior Living Renovations	On Time/On Budget
LaBrisa Court Renovations	On Time/On Budget
Florida Keys Community College Guardhouse and Main Entrance	On Time/On Budget
Florida Department of Corrections Roofing Renovations	On Time/On Budget
FKEC – Training and Dining Addition	On Time/On Budget

Budget

As a project is proposed and then developed, the project parameters are developed to a higher degree of detail as we go through the project phases. These changes require estimates to be prepared at different levels during the design process with increasing degrees of detail. As estimates are developed, not all portions of the design would be at the same level of completeness. For example, the architectural design may be at 80% complete while the electrical design is only 50% complete. This is common through the design process but should always be noted in the estimate narrative.

Schedule Management

We use state-of-the-art computer scheduling programs to manage projects for our clients. Design phase scheduling covers the development of all design phase activities including team review/coordination meetings, milestone delivery dates for

all project deliverables, cost estimates and client approvals. Monthly schedule updates are distributed to all team members to advise them of all refinements and to confirm the design completion schedule. Our team has prepared HUNDREDS of schedules and successfully managed them throughout our careers.

This process determines which activities are "critical" (i.e., on the longest path) and which have "total float" (i.e., can be delayed without making the project longer). These results allow our project manager to prioritize activities for the effective management of project completion, and to shorten the planned critical path of a project by pruning critical path activities, by "fast tracking" (i.e., performing more activities in parallel), and/or by "crashing the critical path" (i.e., shortening the durations of critical path activities by adding resources).

At the beginning of the construction phase, the Team’s scheduler will work with the successful contractor to develop a detailed construction schedule to identify any constraints in meeting the contract requirements and to validate that the contractor has sufficiently developed the sequencing and phasing of all construction tasks. On a monthly basis, the Team reviews the construction schedule with the contractor to identify any problems and to assist in the development of a detailed short-range timeline that helps sets weekly goals of accomplishment to maintain the scheduled course. Should we encounter a delay during our review, we will work with the contractor to develop a recovery schedule as required to maintain contractual requirements for completion.

Recent K2M Projects Design Schedule Expectations		
	Original Schedule	Actual Schedule
City of Key West Truman Waterfront	266 Days	250 Days
FKEC – Training and Dining Addition	70 Days	40 Days
Florida Department of Corrections Roofing Renovations	90 Days	87 Days
FKCC – Building D Remodel	35 Days	30 Days
Parrot Key Resort	90 Days	60 Days
MacDill Air Force Base CNS Medical Clinic Loading Roof	160 Days	160 Days
MacDill Air Force Base Wounded Warrior Facility Renovations	160 Days	160 Days

Personnel

K2M Design has assembled a project team which brings the best of its internal and external team members. K2M as prime will lead with the Architectural team and will provide Electrical Engineering, Structural Engineering and Mechanical Engineering from within its in-house team. Outside consultants will include Civil Engineering, Landscape Architecture, Geotechnical Engineering, Security, Life Safety/Fire Protection and Cost Estimating.

K2M sets up its project schedule with a series of Milestones that define the pattern of our interaction within the Design Team. Each consultant knows the timeframe in which their work will occur within the context of the overall schedule as well as the work effort of the other team members. Review meetings are scheduled using video conferencing to discuss coordination issues. Coordination times are factored into the project schedule to ensure that coordination takes place in a timely fashion and at the appropriate points in the schedule.

Primary team members will be located in the K2M Key West office, located at 1150 Virginia Street, in the heart of Key West (just two blocks from City Hall) with support personnel located in Marathon and Key Largo.

K2M Design is proud to have 16 LEED Certified Professionals on our team to support the City of Key West

Joe Moody

Project Executive, Representative

Joe Moody is an established business and team energizer, with a diverse background in engineering and leadership spanning the globe. As an executive level business leader, Joe brings strategic insight to K2M’s Florida Keys offices, sharing over 30 years’ experience with the team. Throughout his career, Joe has tactically managed global business units and led engaged teams. Joe is an Electrical Engineer, with a rich history of design and product development.

Joe will utilize his vast organizational skills to ensure the team is unified and understands all project components as the lead communicator with the team and City. Under his leadership, the team will provide proactive communication to stakeholders and all consultants. His understanding of the local environment will provide insight to ensure the project is delivered within all expectations.

Mr. Moody is adept to changing environments and is comfortable managing multiple deadlines and responsibilities with success. This experience allows Joe to easily navigate through the strict guidelines and codes throughout the region.

HIGHLIGHTED PROJECT EXPERIENCE

City of Key West
Truman Annex
Green Street Redevelopment
Edward B Knight Pier
Ferry Terminal
Wicker’s Field Athletic Trailers
Florida Keys International Airport
Monroe County SD Continuing Services
Florida Keys Community College
Building B Remodel
Building D Remodel
Guardhouse and Main Entrance
Keys Energy Continuing Services Projects
Centennial Bank
Florida Department of Corrections

EDUCATION

University of Michigan, Master of Business Administration, Operations Management
Kettering University, Bachelor of Science, Electrical Engineering

PROFESSIONAL ACTIVITIES

Key West Historical Review Committee
Fair Insurance Rates for Monroe County (FIRM) Board Member
Centennial Bank Advisory Board for FL Keys

Erica Poole, RA, LEED GA

Project Manager, Permitting

Erica is a creative Architect with over eight years of experience working in the Florida Keys on commercial, government, hospitality and residential projects. Erica is an excellent technical architect, able to unite multi-functional teams for the benefit of project completion. Her vast understanding of the unique conditions throughout the Keys and Florida, allow her to design functional, safe and durable facilities

Erica will implement the design direction established by the team for the College Road site. She will work with City Stakeholders to ensure the project schedule, program, key considerations and understanding is effectively communicated with all interested parties. She will manage the creation of deliverables, in harmony with the entire design team, from start to finish.

Erica serves in the role of Project Manager and Permitting oversight, utilizing her vast knowledge of the process throughout the Keys. Erica will also provide on-site and virtual construction administration and management services through all phases of construction.

Devon Ayers, RA

Architectural Support / Construction Administration

Devon Ayers brings nearly 5 years of experience to the Keys based team. Devon combines his technical design skills with hands on construction and carpentry skills to provide a well thought out deliverable. Mr. Ayers is responsible for production and coordination of AutoCAD drawings along with the creation of Revit and BIM 3D models. Mr. Ayers provides proactive communication and project administration to various clients including institutional, residential, commercial and retail markets.

Mr. Ayers will work in concert with the Project Manager, Architects and Engineers to provide architectural solutions as well as boots on the ground oversight for Construction Administration for the project. He will also utilize Revit and CAD software systems to provide the City with clear and complete documentation for seamless delivery of projects.

Devon works in concert with the entire team, ensuring proper coordination and timely communication through each phase of a project. Mr. Ayers coordinates various engineering and specialty disciplines to ensure successful project delivery within designated schedules and budgets. Working together with the technical team and Client, Devon has been able to develop trusted relationships within a short period of time.

HIGHLIGHTED PROJECT EXPERIENCE

- City of Key West
 - Truman Waterfront
 - Edward Knight Pier
 - Wickers Field Athletic Trailers
- Habitat for Humanity
- St. Peter Church – Multiple Renovations
- Island Marina Boat Storage Facility
- 1100 White
- Hurricane Hole – Multiple Projects
- Monroe County – Multiple Projects
- Cheeca Lodge – Multiple Projects
- Royal Plum Condominiums – Multiple Projects
- Numerous Private Residences

EDUCATION

University of Miami, Bachelor of Architecture

REGISTRATIONS & PROFESSIONAL ACTIVITIES

- Registered Architect
- National Council of Architectural Registration Boards
- LEED Green Associate

HIGHLIGHTED PROJECT EXPERIENCE

- Monroe County
 - Higgs Beach Restrooms
- Monroe County School District
 - Coral Shores High School
 - Bus Maintenance Facility
- Key West International Airport
 - Customs Ferry Terminal
- Florida Keys Community College
 - Tennessee Williams Theater
 - Guardhouse Improvements
 - Main Entrance Improvements
 - Campus Map
- Marathon Utility and Public Works Facility
- Key West Boys and Girls Club
- Florida Keys SPCA
- FBO Air Hanger Facility

EDUCATION

- Kent State University, Bachelor of Science in Architecture
- Kent State University, Master of Architecture
- Cuyahoga County Vocational School - Carpentry

REGISTRATIONS & PROFESSIONAL ACTIVITIES

- Registered Architect

Steven Grasley, PE

Principal in Charge | Quality Assurance/Control

Mr. Grasley is an experienced technical executive with over 30 years of broad engineering experience including all aspects of engineering for architecture, to engineering for manufacturing systems, to advanced product development engineering for aerospace systems including avionics & controls, robotics, radar and communication systems. He is a knowledgeable, high energy, team leader with infectious enthusiasm and the ability to simplify and solve complex problems for the client.

Mr. Grasley serves as the Principal-in-Charge as well as QA/QC. Mr. Grasley leverages his diverse engineering and project development background to oversee the quality of work provided by the team. This oversight will ensure a well-coordinated project that is successfully bid.

Mr. Grasley is a recognized leader in sustainable design including advanced structures, potable rainwater harvesting, cisterns, solar hot water, geothermal air conditioning, advanced multi-split air conditioning, and solar photovoltaic systems. Mr. Grasley has designed over 100 solar system installations around Florida and US.

John Longinotti, PE

Electrical Engineer

Mr. Longinotti brings over 10 years of experience in project management and electrical engineering. John provides intuitive insight to electrical systems for a variety of building and system types. Mr. Longinotti has experience and knowledge from all phases of development including planning, design development, permitting, and construction support. John also regularly provides green design solutions for commercial and institutional clients. Areas of technical specialties include interior and exterior lighting, general power, generators, power distribution and design, fire detection systems, energy conservation studies and cost estimation, as well as commissioning.

Mr. Longinotti will provide his expertise in electrical engineering and design to ensure the configuration and capacity of electrical systems meets and exceeds the current and future needs of the facilities. John will work to include environmentally preferable solutions that are long lasting and durable, saving the residents money on energy consumption and maintenance over the life of the property.

John has performed on all aspects of the electrical design process, ranging from surveying existing conditions and creating the construction documents to inspection of the contractor’s work in a construction administration role.

HIGHLIGHTED PROJECT EXPERIENCE

- Monroe County SD Continuing Services
- City of Marathon Engineering Continuing Services Contract
- FKAA Reverse Osmosis Facility
- Key West International Airport
Customs Terminal
- Marathon City Park Fitness Walk
- Marine Bank Branch Expansion
- Centennial Bank – Islamorada Branch
- Keys Lake Villas – HUD Workforce Housing
- Point of View Resort
- Southernmost Hotel
- Dolphin Research Center
- Habitat for Humanity – Islamorada
- Private Residences

EDUCATION

- Wharton School of Business, MBA Studies
- Renssallaer Polytechnic Institute, MS Mechanical Engineering (hon)
- Syracuse University, MS Electrical Engineering
- Marquette University, BS Electrical Engineering

REGISTRATIONS

- Professional Engineer in Florida and 43 Additional States

HIGHLIGHTED PROJECT EXPERIENCE

- Monroe County
- Marathon City Hall
- Key West International Airport
Customs Terminal
- Florida Keys Community College
Building D Interior Remodel
- Guardhouse and Main Entrance
- City of Key West
Truman Waterfront
Edward B. Knight Pier
- City of Marathon Utility & Public Works Building
- City of Key West
- FBO Air Hanger Facility
- NASA Glenn Research Center
- Florida Department of Corrections

EDUCATION

- University of Arkansas, Bachelor of Science Electrical Engineering

REGISTRATIONS

- Professional Engineer

Jared Watson, PE

Mechanical/Plumbing Engineer

Jared Watson is a Professional Engineer with over 7 years of experience in all phases of mechanical and plumbing design for government, commercial, and retail clients across the United States. Additionally, Jared is able to translate his knowledge of mechanical systems and plumbing design into the design and assessment of governmental assets. Through this understanding, Mr. Watson is able to provide insight to the longevity and needed maintenance required of an asset for capital expenditures and baseline planning prior to construction.

Mr. Watson will work with the PM to design mechanical and plumbing systems that are functional, comfortable, and economical that best support the lives of the residents occupying these buildings.

His experience includes all phases of mechanical engineering analysis and design for HVAC, Plumbing and Refrigeration systems. Jared excels in all aspects of project coordination including cost estimating, project quality control, and construction document preparation. Mr. Watson has experience in a vast number of building types, and excels at creating construction documents that accurately interpret and apply codes for design using AutoCAD and Revit.

Vinay Patel, PE, LEED AP

Structural Engineer

Mr. Patel brings over 25 years of experience to the K2M Team. He brings technical experience in wood, concrete, masonry and steel-framed structures for institutional and commercial buildings, including university buildings, municipal buildings, medical and healthcare facilities, office buildings, stadiums, recreational facilities, substation components, and various Department of Defense facilities. As a valuable member of our team, Vinay’s proven ability to understand and focus on a client’s needs and requirements allows him to provide a responsive, cohesive project approach that will achieve the goals of the client and project.

Mr. Patel will provide his structural engineering expertise to ensure an effectively and efficiently executed project. Mr. Patel will work with the Project Team to provide structural assessments, recommendations and solutions for the most complete deliverable. He will lead the development of concrete foundations superstructures supporting the design.

Mr. Patel’s work includes: production of engineering design calculations and construction documents, including drawings and specifications for components, develop specifications for the construction of the building, responsible for inter-discipline coordination and review of design calculations, drawings and specifications.

HIGHLIGHTED PROJECT EXPERIENCE

- Key West Customs Terminal Phase II
- Key West Women’s Club
- CCMIT
- St. James Catholic Church Parish Center
- EMCS
- Hunt Valley Towne Center
- Gemini Office Complex Renovations
- PLS Financial Services - Multiple
- Homewood Suites
- Doubletree Hotel, Jamestown, NY
- Home 2 Suites
- Hampton Inn
- Tru Hotel
- White Sands Resort
- Hawks Cay Resort – Assessments and Renovations
- M&T Bank – Assessments and Renovations

EDUCATION

University of Arkansas
Bachelor of Science, Mechanical Engineering

REGISTRATIONS

Professional Engineer

HIGHLIGHTED PROJECT EXPERIENCE

- Florida Keys Community College
Guardhouse and Main Entrance
- Florida Keys Electric Cooperative
Training and Dining Addition
- Key West Customs Terminal
- Marathon Utility and Public Works Facility
- Cambridge Police Station
- Cleveland Heights University Heights SD
- FBO Terminal and Office Renovation
- JBADS Decontamination Facility
- MATOC C – 130 Upgrades
- Island Marina Dry Boat Storage
- Key West Beach Club
- Hawks Cay Resort

EDUCATION

Master of Science in Civil Engineering (Structural)
University of North Carolina, Charlotte, NC
Bachelor of Science in Civil Engineering, SP
University, India

REGISTRATIONS

Professional Engineer, LEED Accredited
Professional, National Council of Examiners for Engineering and Surveying (NCEES)

**Clair E. Wright, III, P.E. - DDAI
Civil Engineer**

Clair E. Wright, III has served in design and project management roles for major and minor projects throughout the Southwest Florida area as well as the Florida Keys for over 17 years. Mr. Wright has significant coordination responsibility for large project tasks and/or various engineering disciplines. Mr. Wright has been responsible for the most complex technical designs and has QA oversight for projects. Mr. Wright provides a higher level of expertise in specialized areas of roadway, drainage and utility design.

EDUCATION

B.S. Civil Engineering, Florida State University

REGISTRATIONS

Florida Professional Engineering No. 64089

HIGHLIGHTED PROJECT EXPERIENCE

- **Avenue L** – CEI, As-Built and Certification Services, City of Marathon, Florida Keys
- **Area 3/6 Lift Stations**, Engineering, Design, Permitting and Certification, City of Marathon, Florida Keys
- **Horton-82910 Overseas Hwy**, DEP Permitting, As-Built, Certifications Islamorada, Florida Keys
- **Rainbow Bend Resort** – Utilities, Marathon, Florida Keys
- **Fernandez-Smugglers Cove** – Utilities, Islamorada, Florida Keys
- **Village Mobile Home Park** – Utilities, Upper Matecumbe, Islamorada, Florida Keys
- **Pelican Cove** – Utilities, Islamorada, Florida Keys
- **Anglers Reef** – Utilities, Islamorada, Florida Keys

Nutting Engineers	Scott Ersland Geotechnical Division Manager
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FORMAL EDUCATION:

University of Wisconsin Eau Claire, Wisconsin

Palm Beach Community College, West Palm Beach

Rochester Community College, Minnesota

PROFESSIONAL REGISTRATIONS:

NIOSH 582 Sampling and Evaluating Airborne Asbestos Dust Training

Asbestos Abatement Contractor/Supervisor Training Course (40 hours)

State of Minn. Department of Health Asbestos Abatement Site Supervisor

OSHA training for Hazardous Waste Operations and Emergency Response

PROFESSIONAL EXPERIENCE:

Mr. Ersland is the Department Manager of the Geotechnical and Environmental Drilling Division for each of our office locations- Miami Dade, Palm Beach, and St. Lucie Counties. This division includes ~8 technical field personnel and a fleet of 4 truck mounted drill rigs and 1 track rig.

Mr. Ersland's duties include project planning, proposal and contract preparation and execution of requested services as well as client development and interaction. He has *nineteen* years of experience and has coordinated projects requiring standard penetration test borings (SPTs), auger borings, rock coring and double ring infiltration tests. Mr. Ersland oversees projects concerning the installation of monitoring wells, recovery wells, vapor extraction wells and air sparge wells, well abandonment, air lifting and South Florida Water Management District and Florida Department of Transportation exfiltration tests. Clients for these projects include, but are not limited to, public and private entities which include different Engineering and Public Work Departments, Water and Sewer Departments and Roadway Divisions, the Florida Department of Transportation, and land developers.

PROJECT EXPERIENCE:

- Smather's Beach Restroom Building, Key West, 2019: Performed geotechnical exploration/engineering services relevant to the proposed replacement of the restroom building.
- FKEC Marathon Training Addition, 3421 Overseas Highway, Marathon, 2018: Performed geotechnical exploration/engineering services relevant to the proposed addition to the existing training building.
- Dolphin Marina - 8530 Overseas Highway, Little Torch Key, 2018: Performed geotechnical exploration/engineering services relevant to the proposed 2-story bungalows and 2-story storage buildings.

Qualifications**Big Pine Key Park and Community Center**

Big Pine Key, Florida

**REFERENCE**Monroe County
Mr. Jerry Barnett**Phone:** (305)292.4416**Email:** Barnett-
jerry@monroecounty-fl.gov

As part of the continuing architectural/engineering services contract with Monroe County, Florida K2M Design provided multiple design and constructability services for the re-development of Big Pine Key Park and Community Center, located in Big Pine Key, Monroe County, Florida.

As part of the first Phase of the Big Pine Key project K2M Design performed peer review services of construction documents that were prepared for the re-development. Our firm reviewed the civil engineering drawings prepared by the County for coordination and constructability. We also evaluated the site and building(s) design for compliance with the Florida Building Code and ADA guidelines. Additionally, we provided comments regarding the overall site design, functional relationships, and budget. A report detailing our findings was prepared for the County. Park functions included 300-car parking lot, baseball, basketball, handball, soccer field, waterfront connection, skate park, playgrounds, fitness course, and community center.

For the second phase of the project, K2M Design was selected to design the \$1.5 million, 2-story, 4000 square foot community center building, which is the centerpiece of the park project. The building is a concrete structure with cast in place columns and floor slabs along with masonry bearing walls on the first floor only. The second floor is traditionally framed wood construction and siding. The building was designed to be as maintenance free as possible and durable to withstand both the public and mother nature. Program elements include a large meeting room, park office, press box, toilet rooms, rental office, concessions stand, maintenance garage, and building support spaces. Services performed on the project include; architecture, structural, mechanical, plumbing and electrical engineering, project management, and site/civil coordination.



Key West Boys and Girls Club

Key West, Florida

**REFERENCE**

Southernmost Boys &
Girls Club
Ms. Susan M. Kent

Phone: (305)296.2258

Email:
smkbgckw@gmail.com

K2M is currently in design development of the renovation to the new Boys and Girls Club building located in Bayview Park, Key West. The project consists of the conversion of approximately 3,800 sf of open air structure to enclosed and conditioned space including a new conditioned breezeway connecting the buildings. As part of this exciting project the team is providing design solutions for a new computer lab, study hall, 4 private and divisible meeting rooms, and a private office. Additionally, the team is designing a multi-purpose room, complete ADA restrooms and kitchen space allowing Boys and Girls Club to act as a fully functioning day center for the kids. The new facility will support approximately 160 students per day during the school year and more than 250 students during the summer months, Boys and Girls club provides many amenities to the families of the Monroe county area.

As part of the project, K2M has worked closely with the Boys and Girls Club to enhance the interior experience by strategically placing colored glass windows within the newly designed spaces, allowing filtered light to illuminate the activity spaces. K2M has incorporated new technologies for up to date learning and advancement throughout the buildings. The project has been completely developed with the students of the Boys and Girls Club in mind - to create an environment that fosters learning and education while providing an attractive space for them to spend time in.



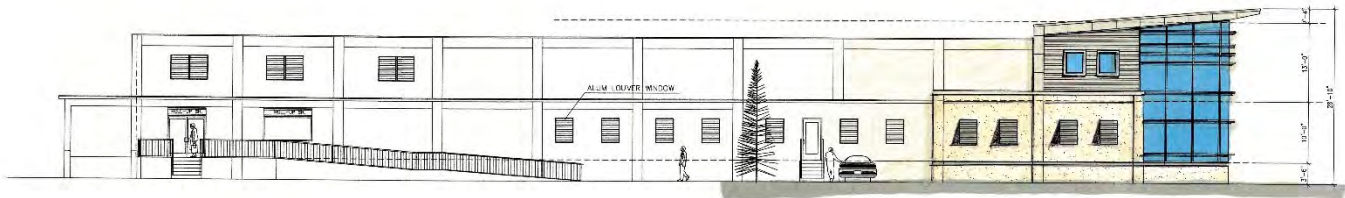
Florida Keys Electric Cooperative – Building Addition/Renovation
Marathon, Florida

REFERENCE

Florida Keys Electric Cooperative
Mr. Scott Newberry, CEO

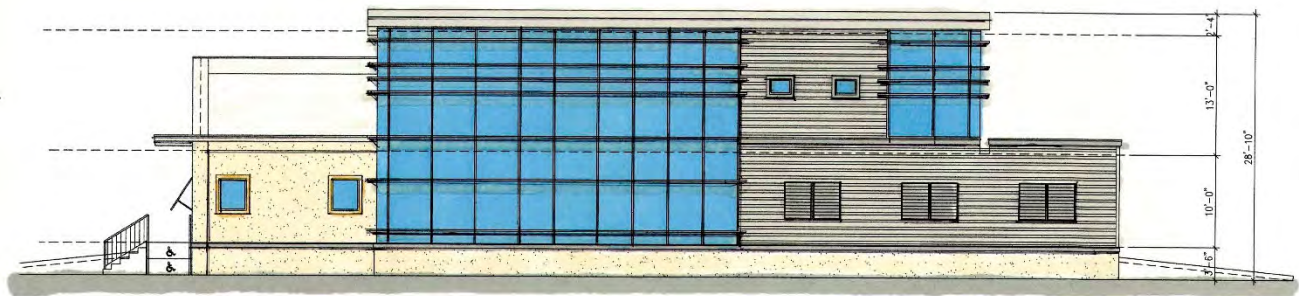
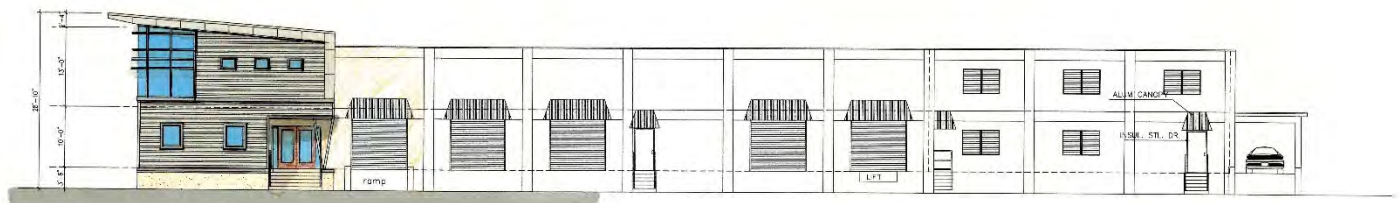
Phone: (305)852.2431

Email: scott.newberry@fkec.com



The project consists of a new 4,000 SF addition to the west end of the existing Florida Keys Electric Cooperative building located in Marathon, Florida. The addition consists of a new public entrance, restrooms and mezzanine.

The main mezzanine space was designed to be centered around a main dining and training space. The new addition was also designed with a commercial kitchen to support employees and Lineman for the Florida Keys Electric Cooperative that provide upkeep and repair to the Keys power grid after natural disasters. The space is being creatively designed to be utilized for multiple purposes. When not in use by the Florida Keys Electric Cooperative, the new facility can be used by the community as public meeting space.



Truman Waterfront Phase 1B
Key West, Florida



REFERENCE
Steve McAlearney

Phone: (305) 809.3747

Email: smcalearney@cityofkeywest-fl.gov

Phase 1B includes the renovation of a service building and the police equestrian facilities along with the creation of a FIFA regulation soccer field. Additional features include: Multi-purpose field with concessions and restrooms, 9,800 SF Dog Park, Fruit Tree Groves, Horse Stables and Run for the Key West Mounted Police, and Public Works and Community Services Building.

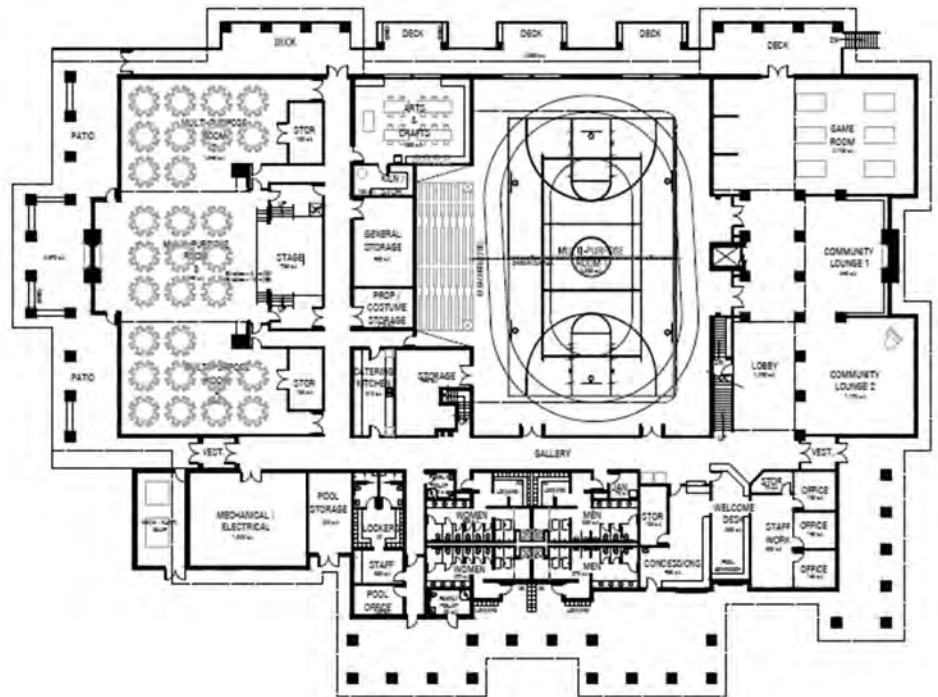
Ellenberger Park Family Center
Indianapolis, Indiana

REFERENCE
INDY Parks
Mr. Don Colvin
Deputy Director

Phone: (317) 327.7031



The new Craftsman style facility is designed to feel at home in its Irvington neighborhood. The building features community gathering space, a gymnasium with spectator seating, a jogging track, fitness area, arts and crafts locker rooms, and a catering kitchen. The facility also features three multi-purpose rooms for dance and exercise classes. These rooms open to create a large banquet/meeting area and seating for theater productions. The building and site support arts and crafts programs and recreation. Outdoor amenities include a 300 seat amphitheater, farmers market, expanded swimming pool deck, a synthetic ice rink, improved sports fields and expanded parking. Abundant patios and decks are strategically located to provide outstanding views of the park.



Boys and Girls Club of Noblesville
Noblesville, Indiana



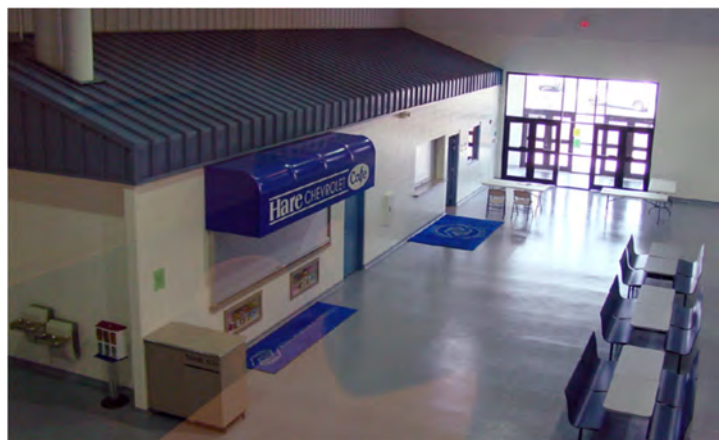
REFERENCE

Noblesville B & G Club
Mr. Bryan Mills, Board Chair
(at time of construction)

Phone: (317) 621.7405

The Boys and Girls Club of Noblesville had an existing building too small for its growing membership and its highly popular athletics programs. The team analyzed their facility needs and surmised that an expansion and addition to the facility was the most cost effective and viable solution. The program included the addition of a gymnasium annex and renovation of the existing building.

The addition included four regulation basketball courts, a central spine with restrooms, concession area, storage, offices and gathering spaces. In order to achieve the lowest project cost, a schematic design was prepared, which was then bid to design-build companies. To maintain design integrity, the team served as consultant to the owner during construction.



Relevant Experience
City of Key West Improvement Project

Name of Project: City of Key West Improvement Projects
Multiple Locations, Key West, Florida

Entity: City of Key West c/o CH2M Hill

Description and Scope: The scope for this project included performing twelve standard penetration test borings (SPT's) to a depth ranging from 43 foot to 120 foot deep at five (5) locations of proposed improvements throughout Key West. Many of these borings were performed utilizing a spud barge with four hydraulic leveling legs/feet, which were lowered to the bay bottom elevating the barge a few feet above the water line. This eliminates the up and down action created by boat wakes and tidal influences. Each waterside boring location was properly abandoned utilizing neat grout slurry.

- 1) Mallory Square T-Pier: Proposed installation of a new berthing dolphin at the north end of the existing T-Pier structure. Performed waterside borings at this location.
- 2) Zero Duvall Seawall at the terminus of Duval Street: A new sheet pile wall/bulkhead will be constructed outside of the existing wall bulkhead structure (54') and large stormwater outfall penetration. In addition, the small building, dock and sun screen will be moved and reinstalled in the same location as previous. Performed land and waterside borings at this location.
- 3) Ferry Terminal Dock Extension at the Key West Ferry Terminal: Construction of a ~121' extension to the existing dock. Performed waterside borings at this location.
- 4) Ferry Terminal Floating Dock at the Key West Ferry Terminal: Construction of a new floating dock system along 204' of the waterside on Trumbo Road with 50' extensions. Performed waterside borings at this location.
- 5) Tarpon Pier, Garrison Bight: Replacement of the existing 400' long Tarpon Pier at the Garrison Bridge. Performed waterside borings at this location.

Key Personnel: Mr. Richard C. Wohlfarth, P.E. Principal/Director of Engineering; Mr. Paul Catledge, P.E., Senior Project Engineer; Scott Ersland, Geotechnical Division Manager; Don Tyson, Environmental and Geotechnical Drilling Field Supervisor

Mr. Sean McCoy
CH2M Hill
6410 5th, Suite# 2A
Key West, Florida 33040
Phone: 305-294-1645



Additional Local Experience

K2M Design has been honored to work within Monroe County for the past 17 years. A representative listing of projects completed by the K2M Design team is highlighted below.

- Monroe County ADA Compliance Segments 1-4
- Big Pine Key Park & Community Center
- Boca Chica Road Improvements
- Monroe County Crime Lab Renovations
- Monroe County Department of Juvenile Justice
- Higgs Beach Pier
- Higgs Beach Pier Restrooms
- Joe London Fire Training Academy
- Key Largo Fueling Facility
- KWIA Customs Terminal
- KWIA Guard Booth
- KWIA Photovoltaic Study
- Monroe County Detention Center
- Palm Island Bridge
- Marathon Customs Terminal
- Marathon Sheriff's Roof Replacement
- Monroe County Space Planning & Assessments
- MCSD – Coral Shores HS Renovation
- MCSD – Bus Barn Offices Renovation
- Nelson English Willie Ward
- Plantation Key Fueling Facility
- Tavernier School Conversion
- Truman Waterfront Park Development
- Whitehead Street Jail
- Veterans Park
- Monroe Library Roof Renovations
- Monroe Public Works Facility – Rockland Key
- Monroe Affordable Housing
- Monroe County Cooling Tower
- Duck Key Marina
- FCADV – ADA Shelter
- FKA – Pump Station
- FKA – Tavernier Service Station
- FKA – Thomas Street
- FKA – Stock Island RO Facility
- FKCC – Guardhouse and Main Entrance
- FKCC – Building B Remodel
- FKCC – Building D Remodel
- FKCC – Tennessee Williams Theater Feasibility
- FKCC – Campus Map Design
- Habitat for Humanity – Various Projects
- Hurricane Hole Renovations
- JIATF Elevator Replacement
- KW Art and Historical Society Generator Replacement
- Key Colony Point
- Key West AIDS Memorial
- Key West Beach Club
- Key West Bight Development
- Key West Golf Course
- Key West Montessori
- Key West NAVY Hospital Renovations
- Key West Fire Station #2
- Keys Medical Complex – Spalling
- Little White House Renovations
- Marathon City Hall
- NAVFAC Building C
- NAVY Key West – IDIQ Contract Tasks
- Silver King Marina
- Southard Affordable Housing
- Swift Duck Professional Building
- Union Lodge Roof Replacement
- Atlantic Avenue Housing
- Aqua Beachwear Store
- Banana Café
- Bahama Village
- Beach House Swimwear
- Cheeca Lodge
- Dean Lopez Funeral Home
- First State Bank Branches
- Grand Key Resort
- Hawks Cay Resort
- Hyatt Place Marathon
- Key Federal Credit Union Branches
- Keys Lakes Villas
- Key West by the Sea
- Key West Chemical and Paper
- Key West Yacht Club
- Marine Bank Branches
- Peninsular Housing
- Rum Barrel
- Sandel Factory

References – K2M Design, Inc.**City of Marathon**

Mr. George Garrett, Deputy City Manager
9805 Overseas Highway
Marathon, Florida 33050
Phone: (305) 289.4111
Email: garrettg@ci.marathon.fl.us

Florida Keys Community College

Dr. Paul Shamp, Director, Construction & Plant Operations
5901 College Road
Key West, Florida 33040
Phone: (305) 809.3184
Email: paul.shamp@fkcc.edu

Monroe County

Mr. Kevin G. Wilson, PE, Assistant County Administrator
102050 Overseas Highway
Key Largo, Florida 33037
Phone: (305) 292.4529
Email: kevin@monroecounty-fl.gov

Hersha Hospitality Trust

Mr. Robert Hazard, Sr. Vice President
510 Walnut Street
Philadelphia, PA 19106
Phone: (215) 717.2162
Email: robert.hazard@hersha.com

Florida Keys Electric Cooperative

Mr. Scott Newberry, Chief Executive Officer
91630 Overseas Hwy
Tavernier, Florida 33070
Phone: (305) 852.2431
Email: scott.newberry@fkec.com

Conclusion

Our TEAM wants to assure the City of Key West that we are your TEAM for the Frederick Douglas Gym Expansion project. K2M is local to the City of Key West, our people are locals living and working in the community, and we are supportive actively outside the office of local charities and businesses. We are expert in Florida Keys design standards and architectural “feel” of the Keys. We leverage a team of over 80 professionals to deliver projects on time and on budget. Our proven track record with the city demonstrate our commitment to the City of Key West as a strategic client of K2M. Over the next several weeks, you will be sorting through numerous submittals that have been received in response to the RFQ and determining which firms you will short list or select. This decision will be difficult, since most firms submitting are capable of completing your important project. However, we would like to mention several elements that may differentiate our TEAM.

- **Only Keys firm to provide Full Service Architecture, Engineering, and Interior Design Locally!**
- **Our close proximity to the project site and the City of Key West’s project team offers IMMEDIATE response to any architectural or engineering need.**
- **We have a detailed understanding of the methods and systems required to effectively and efficiently provide the required design services for any type of project in the Florida Keys.**
- **We listen, understand and communicate effectively with you to develop a clear direction from the viewpoint of all project stakeholders.**
- **We will succeed TOGETHER!**

We take pride in our ability to find innovative solutions to accomplish the desired goals of our clients. Our TEAM is ready to begin your project now! You will have dedicated personnel at your disposal that have the exclusive responsibility and authority to serve you. Select a TEAM that can deliver results...

SELECT THE K2M Design TEAM!

Sworn Statements and Affidavits

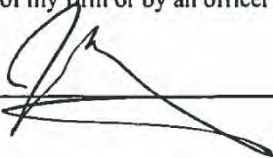
ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA

SS:

COUNTY OF MONROE

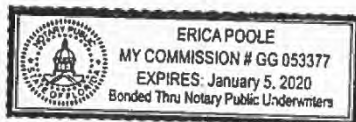
I the undersigned hereby duly sworn, depose and say that no portion of the sum herein response will be paid to any employee of the City of Key West as a commission, kickback, reward or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

BY: _____


sworn and prescribed before me this 1 day of March 2019


NOTARY PUBLIC, State of Florida

My commission expires:



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

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

1. This sworn statement is submitted to City of Key West
by Joe Moody, Director
K2M Design, Inc. for
(print individual's name and title) (print name of entity submitting sworn statement)
whose business address is 1150 Virginia Street, Key West, Florida 33040
and (if applicable) its Federal Employer Identification Number (FEIN) is
65-1246327
(if the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement):
2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "conviction" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 01, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime: or

- b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members and agent who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment 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]
(SIGNATURE)
3/1/19
(DATE)

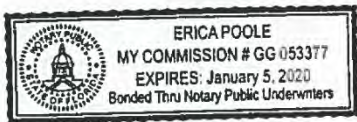
STATE OF Florida

COUNTY OF Monroe

PERSONALLY APPEARED BEFORE ME, the undersigned authority Joseph Moody who, after first being sworn by me, (name of individual) affixed his/her signature in the space provided above on this 1 day of March 2019

[Signature] NOTARY PUBLIC

My commission expires:



EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT

STATE OF Florida)
 : SS
COUNTY OF Monroe)

I, the undersigned hereby duly sworn, depose and say that the firm of K2M Design, Inc.

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

By: [Signature]

Sworn and subscribed before me this 1 day of March 2019.

NOTARY PUBLIC, State of Florida at Large

[Signature]

My Commission Expires:



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 consultant, 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)*

Other Information



Ron DeSantis, Governor

Halsey Beshears, Secretary




STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ARCHITECTURE & INTERIOR DESIGN


THE ARCHITECT CORPORATION HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

K2M DESIGN, INC.
1150 VIRGINIA STREET
KEY WEST FL 33040

LICENSE NUMBER: AA26001059
EXPIRATION DATE: FEBRUARY 28, 2021
Always verify licenses online at MyFloridaLicense.com




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RICK SCOTT, GOVERNOR

JONATHAN ZACHEM, SECRETARY




STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ARCHITECTURE & INTERIOR DESIGN

THE ARCHITECT HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

POOLE, ERICA HELEN
29183 CAMELLIA LANE
BIG PINE KEY FL 33043

LICENSE NUMBER: AR98525
EXPIRATION DATE: FEBRUARY 28, 2021
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Ron DeSantis, Governor Halsey Beshears, Secretary



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

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES


K2M DESIGN, INC.
1150 VIRGINIA STREET
KEY WEST FL 33040

LICENSE NUMBER: CA30945
EXPIRATION DATE: FEBRUARY 28, 2021
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Ron DeSantis, Governor Halsey Beshears, Secretary




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

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

GRASLEY, STEVEN SCOTT
213 DAVID LANE
MARATHON FL 33050

LICENSE NUMBER: PE73110
EXPIRATION DATE: FEBRUARY 28, 2021
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State of Florida Department of State

I certify from the records of this office that K2M DESIGN, INC. is a corporation organized under the laws of the State of Florida, filed on March 28, 2005.

The document number of this corporation is P05000048146.

I further certify that said corporation has paid all fees due this office through December 31, 2019, that its most recent annual report/uniform business report was filed on February 11, 2019, and that its status is active.

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

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Eleventh day of February,
2019*



Samuel R. Bee
Secretary of State

Tracking Number: 0318656768CC

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

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