



CITY OF
Key West
FLORIDA

**KEY WEST PLANNING DEPARTMENT BICYCLE AND
PEDESTRIAN MASTER TRANSPORTATION PLAN**

**RFP # 16-006
ORIGINAL**



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Mark E. Puckett
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August 31, 2016

Attn: Key West Planning Department
City Clerk, City of Key West
3126 Flagler Avenue
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DRMP Staff Authorized to Make Representations:

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DRMP Job #: 16-0320.0MK

**Subject: Key West Planning Department Bicycle and Pedestrian Master Transportation Plan
RFP # 16-006**

Dear Selection Committee:

With eagerness and enthusiasm, **DRMP, Inc.** is pleased to submit this Statement of Qualifications to provide the City of Key West Planning Department a Bicycle and Pedestrian Master Transportation Plan (BPMTTP). We understand the Request for Proposal and your desire to engage a Professional Engineering Firm to achieve the following tasks: project administration, public engagement, needs assessment plan, inventory, complete streets design guides, bicycle and pedestrian network plan, engineering plan, education, encouragement, enforcement, evaluation plan (4E's), multi-modal connectivity plan, funding, maintenance, implementation plan, ad hoc tasks, and the final bicycle and pedestrian master transportation plan.

DRMP is prequalified with the Florida Department of Transportation (FDOT) in many areas including 13.3 Policy Planning, 13.4 Systems Planning, 13.5 Subarea/Corridor Planning and, 13.6 Land Planning/Engineering allowing us to comply with the requirements listed in your request for qualifications. *Please refer to the Sworn Statements and Affidavits section for a copy of our FDOT Prequalification Letter.*

In order to serve the City with a Bicycle and Pedestrian Master Transportation Plan (BPMTTP), DRMP has structured a group of consultants that will be able to provide the City with expertise in all aspects of the project. We have engaged agreements with Local, Regional and National Consultants to provide the level of experience that is needed to achieve each key task.

From the Local level, we have teamed with **Sandra Walters Consultants, Inc. (SWC)** located in Key West, Florida. SWC will be the lead consultant for completing Task 2 of the contract - **Public Engagement and Needs Assessment Plan and Implementation**. SWC has experience in community outreach and consensus building using workshops, seminars, and public meetings. SWC has full multimedia capabilities for production of public presentations, websites, newsletters, news releases and all support documentation.

From the Regional level, we have included **Sprinkle Consulting, Inc.** to our team. Sprinkle has developed a great deal of expertise in multi-modal planning, with an emphasis on bicycle and pedestrian planning. Other areas of expertise include Complete Streets, Bicycle Area Wide Master Plans, Pedestrian Planning, Trails and Greenways Planning and Design, Complete Street Multimodal Level of Service, Wayfinding and Route Planning. Sprinkle was the prime consultant for the Miami-Dade Comprehensive Bicycle Safety Plan, St. Augustine Bicycle Plan and the Gainesville-Alachua Countywide Bicycle Master Plan.

At the National level we have included **Dan Burden**, founder of **Blue Zones, LLC**. Mr. Burden is a nationally recognized authority on walkable, livable and sustainable communities, complete streets, and bicycle and pedestrian facilities and programs. Mr. Burden is known for his pioneering work and mentoring others on how "...to transform communities into places for people first; all while still accommodating the car, and not the other way around".

Dan's efforts to get the world "back on its feet" earned him the two of the first-ever awarded lifetime-achievement awards. The first was issued by the Association of Pedestrian and Bicycle Professionals. The second was issued by the New Partners for Smart Growth. The League of American Bicyclists named Dan as "one of the 25 most significant leaders in bicycling for the past 100 years."

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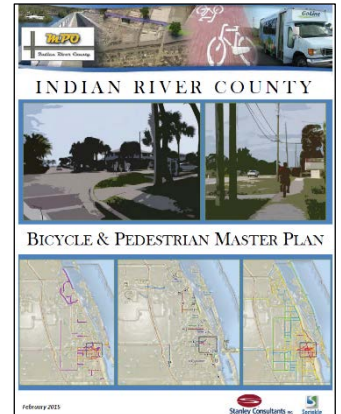
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Freddie A. Vargas, PE will be DRMP's Project Manager. Mr. Vargas was an FDOT Traffic Operations and Safety Engineer for 12 years. While at the FDOT Mr. Vargas created the first Community Traffic Safety Team that embraced the 4E's concept. Mr. Vargas, while at Stanley Consultants, Inc. worked with Sprinkle in the development of the Indian River Bicycle Pedestrian Master Plan, and also completed the Thompson Elementary Safe Route to School Study, also located in Indian River County.

DRMP Team members have completed several other projects related to Bike Plans and Bike Paths including:

- Lake Hollingsworth bicycle/pedestrian path in Lakeland, Florida. DRMP worked closely with the City's Planning and Public Works Departments, as well as the City Council, to develop planning and design documents to meet City standards as well as satisfy FDOT design criteria relative to the designated bicycle lane, clear recovery areas, signing and marking plans, intersection designs, etc.
- Archer Braid Trail Multi-Modal Transportation Plan in Alachua County. It provided dedicated multi-modal connectivity between the City of Archer and the University of Florida in Gainesville. The chosen trail alignment routes the path through the prominent Haile Plantation community and adjacent to several schools on Tower Road.
- Hanley Road Safety Improvements Project in Hillsborough County. This project was to improve pedestrian, bicyclist, motorist and overall safety on Hanley Road from Hillsborough Avenue to Waters Avenue, approximately 2 miles in length. This corridor was classified as an urban collector. The existing features along this corridor included sidewalks, 19 transit bus stops, three schools, the Town and Country Greenway multi-use trail and two midblock pedestrian crossings.



Our three-dimensional planning will provide innovative solutions by involving the community via local organizations supported by the regional experience in planning and engineering plus the national concept to be presented to the City by Blue Zone, LLC. The Blue Zones Project is a systems approach in which citizens, schools, employers, restaurants, grocery stores and community leaders collaborate on policies and programs that move the community towards better health and well-being. The concept is to implement long-term, evidence-backed policies and interventions that optimize environments within communities, nudging people towards healthier choices throughout their day. We will focus on improving roads and transportation options, parks, and public spaces; the development of Municipal policies and ordinances to promote health activities discouraging junk food marketing and smoking; building healthier options into the places people spend most of their time.

Our DRMP Team is ready to assist the City and support the effort by the South Florida Commuters Services as part of the Transportation Demand Management program for a better transportation system in Key West.

Our Team is very motivated and eager to demonstrate the skills needed to create a successful Bicycle and Pedestrian Master Transportation Plan (BPMTP) for the City of Key West.

Sincerely,

DRMP, Inc.

Freddie A. Vargas, PE
Project Manager

Colette F. Moss, PE
Vice President

Information Page

Key West Planning Department Bicycle and Pedestrian Master Transportation Plan RFP #16-006

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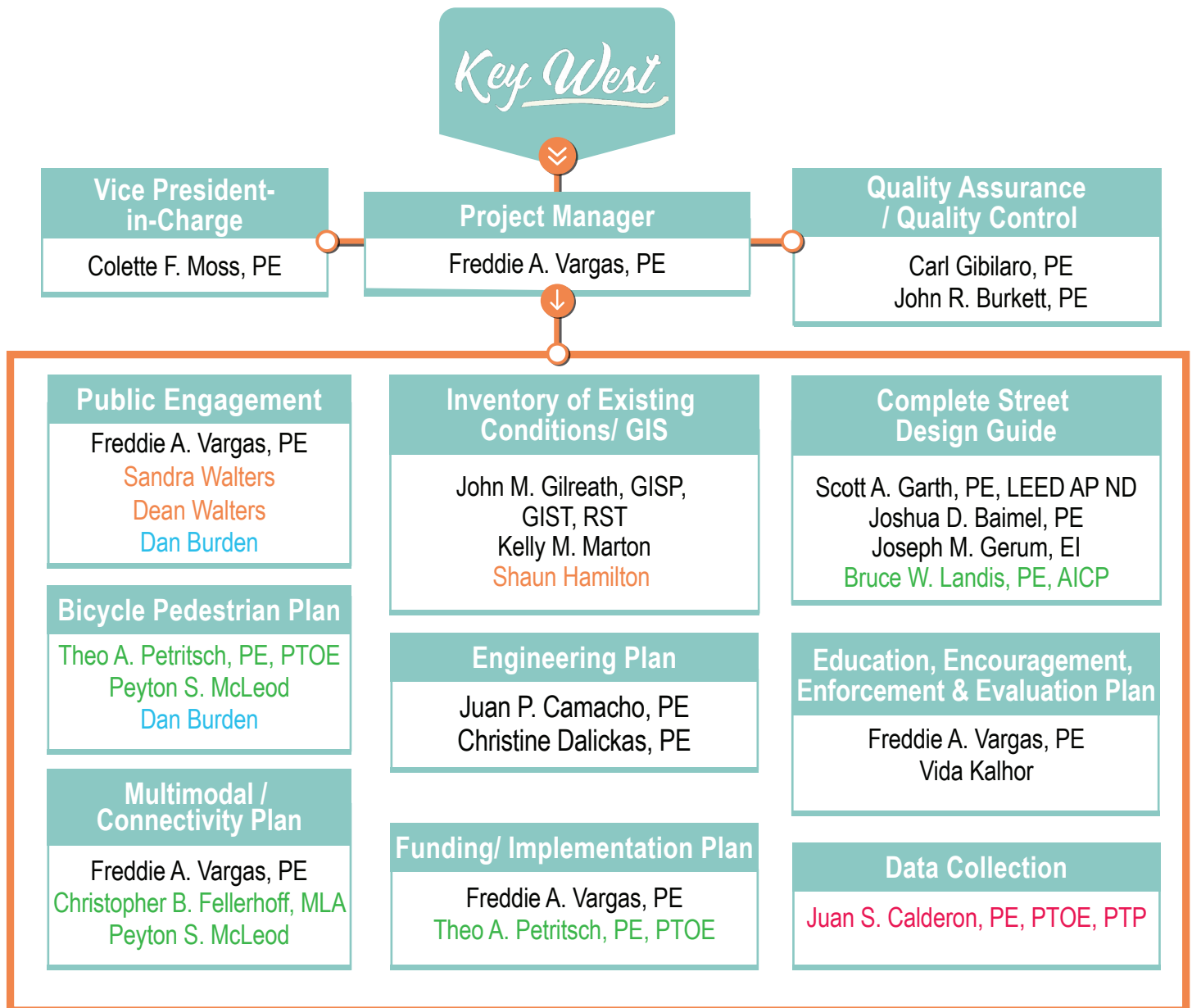
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ORGANIZATIONAL CHART



SUBCONSULTANTS

● Blue Zones, LLC

● Sprinkle Consulting, Inc **SBE**

● CALTRAN Engineering Group, Inc. **DBE**

● Sandra Walters Consultants, Inc. **WDBE**

Company Information

Founded in 1977, DRMP was among the first firms in Central Florida to offer its clients a full-service firm with a multidiscipline approach to civil engineering and surveying services. DRMP now has 13 offices throughout the southeastern United States that offers a broad range of services from our expert staff of engineers, surveyors, planners, scientists and construction inspectors who work together to make powerful ideas a reality and transform the communities we serve.



OUR EXPERTISE INCLUDES THE AREAS OF:

- Engineering
- Surveying and Mapping
- General Consultant/Staff Extension
- Small General Civil Assignments
- Funding Assistance
- Recreation Facility Planning and Design
- Comprehensive Public Involvement
- Code Development and Updates
- Construction Services
- Structural Services
- Utilities

Along with the dedication to improve communities through our services, DRMP was built on a core set of values – expertise, quality, leadership, trust and respect. Our values go far beyond words; they are what we practice and what inspires the way we do business every day. It is this commitment that has led to long-lasting client relationships and being ranked in *Engineering News Record's* "Southeast Top Design Firms" and "Top 500 Design Firms" in the United States.

General Civil

The changing needs of communities and the economic base needed to maintain infrastructure continues to be an ongoing challenge for governmental agencies today. DRMP understands that both of these elements must be addressed to meet the municipalities' needs and the desires of the local community. To accomplish this, we dedicate a client manager to serve as an extension of your staff to coordinate the planning, engineering and surveying resources to balance the project design with permitting and client requirements.

GENERAL CIVIL SERVICES

- Civil Engineering Design
- Construction Administration
- Construction Inspection
- Cost Estimating
- Master Planning
- Permitting
- Site Development
- Surveying
- Transportation
- Utility Design (Water/Sewer)
- Water Resources

Transportation Services

The need for new and rehabilitated transportation infrastructure remains a constant as continued urbanization and population growth occurs. As a leading provider of transportation planning and design services, DRMP's standard of excellence is evident throughout each of the service areas that comprise our Transportation Division. Stressing quality, we stand behind all of our design, planning and study recommendations to provide safe and efficient transportation systems for the traveling public.

TRANSPORTATION SERVICES

- Design-Build
- Highway Design
- Intelligent Transportation Systems
- Limited Access Design
- Project Development and Environment Studies
- Traffic Engineering
- Transportation Planning
- Utility Coordination

Structural Engineering

Our structural engineers are design specialists who incorporate unique and innovative ideas focused on constructability, safety, ease of construction and a durable life span with minimal maintenance to produce our clients' visions. DRMP's structural engineering services creatively resolves specific

planning, permitting and design challenges from simple to complex structural elements for our clients, including private, local municipalities and the Florida Department of Transportation.

STRUCTURAL ENGINEERING SERVICES

- Bridge Design
- Culvert Design
- Floating Dock, Pier, Wooden Boardwalk Design
- Hardscape
- Pedestrian Bridge and Underpass Design
- Traffic Related Structures Design
- Toll Plaza Design
- Wall Design

Water Resources/Stormwater

Population growth and land development have directly impacted the need to manage the water in our communities. DRMP works with our clients to provide efficient engineering to manage water through systems that meet regulatory and agency requirements and function as economical and maintainable systems.

DRMP has proven success in both new and retrofit systems and as an added benefit our clients can expect delivery of our data in formats which can be incorporated into their models and GIS.

WATER RESOURCES/STORMWATER SERVICES

- BMPs Structural/Non-Structural
- Bridge Hydraulics Reports
- Erosion Control
- FEMA Coordination
- Floodplain Determination and Mapping
- Pond Siting
- Retrofit Design and Permitting
- Roadway Drainage Design
- Stormwater Design and Modeling
- TMDL/BMAP Implementation/Compliance
- Water Quality Studies
- Watershed Studies

Ecological Services

The process of incorporating environmental values into the development of infrastructure systems can become arduous, costly and time-consuming. To alleviate these factors, DRMP functions as the environmental liaison between our clients and the governing regulatory agency in order to formulate environmental alternatives that are acceptable and effectively minimize impacts on the natural resources of our communities.

ECOLOGICAL SERVICES

- Environmental and Biological Assessments
- Environmental Impact Statement
- Wetland Delineation
- Wetland Systems Monitoring
- Wetland Restoration and Mitigation Plans

Permitting

DRMP is familiar with all potential permitting requirements that may be pertinent to the proposed scope of work. With decades of experience in stormwater and environmental permitting services throughout Florida, we know the regulatory and review agency personnel, including: SWFWMD, FDEP, FDOT, FWC, USACOE and USFWS.

At the local level, we closely interact with key state, county and municipalities' staff. Along with stormwater and environmental, we've coordinated permitting for utilities, transportation and civil engineering projects.

Surveying and Mapping/Geomatics

Surveying and Mapping is the foundation of any successful design or construction project. Whether supporting an in-house project or another firm, DRMP's registered professional surveyors and mappers perform a full array of highly technical services for any size project, including providing one of the largest survey capabilities in Florida.

Our delivery of the most accurate surveying and mapping data quickly and cost-effectively, includes thorough research of available documents, on-site field reconnaissance before sending field crews to the site and employing state-of-the-art equipment, software and survey techniques.

SURVEYING AND MAPPING/GEOMATICS SERVICES

- Terrestrial Laser Scanning (3D Laser Scanning)
- Boundary Surveying
- Construction Surveying
- Control Surveying
- Expert Witness Testimony/Services
- GIS Applications
- Right-of-Way Mapping
- Subsurface Utility Engineering
- Topographic Surveying

Subsurface Utility Engineering

The need for precise utility information has consistently increased as utilities are placed underground with a lack of accurate documentation. DRMP's Subsurface Utility Engineering services provide our clients with the capability to utilize reliable underground utility information in the design process or during construction.

Through the use of state-of-the-art equipment and by applying professional implementation of ASCE Quality Standards, DRMP assists engineers and general contractors in preventing unnecessary utility relocations, eliminating unexpected conflicts, enhancing accuracy of project designs and increasing safety.

SUBSURFACE UTILITY ENGINEERING SERVICES

- Electromagnetic Induction (EM) Locating
- Ground Penetrating Radar (GPR)
- Vacuum Excavation
- Utility Coordination
- Utility Designation

Geographic Information Systems

Information is currency in today's world. It's time to take inventory of how to manage services, data, and workflows. DRMP's Geographic Information Systems Department can work with you to find a data management solution, cost-effectively, by turning information into insight.

Using the latest GIS software, our interdisciplinary experts can provide current information and custom workflows to benefit any organization by maximizing an organization's potential and revenue for a wide range of areas.

GEOGRAPHIC INFORMATION SYSTEMS SERVICES

- GPS Data Collection
- Site Monitoring and Analysis
- Infrastructure Assessments
- Transportation Planning
- School Capacity Planning

Construction Services

DRMP's Construction Engineering Inspection Services are centered on one basic principle – we are your eyes on the site. From notice to proceed to final completion, our staff is working to help ensure a project is constructed safely, on time, within budget and quality controlled. Our staff does this remaining onsite to interact with the contractors, report on progress and accurately document the construction to guarantee compliance with client-approved plans, specifications and regulations.

By pooling expertise from other disciplines within DRMP to assist our CEI staff, our clients receive an added perspective in information requests, resolving constructability challenges and ways to achieve quality outcomes.

CONSTRUCTION SERVICES

- CEI Services
- Dispute Resolution Board (DRB) Services
- Construction Contract Administration
- Construction Estimating
- Construction Scheduling
- Constructability Plan Reviews
- Contractor Quality Control

Subconsultants

Blue Zones, LLC



Blue Zones, LLC believes the environment impacts health and well-being directly; it either encourages or discourages safety, physical activity, and access to daily necessities such as jobs, schools or grocery stores. Livable communities are designed to accommodate an individual's changing abilities over

their lifetime. Walkability, bikability and overall livability of a place is heavily influenced by the land use and transportation choices made.



When cities and towns provide equitable access to a complete transportation system they send the message that people –not just cars- belong.

Blue Zones' approach is to inspire, educate, and promote civic engagement, helping communities innovate and build more livable communities from shared values and visions. Strong civic engagement breaks down barriers, launching multi-disciplinary and intergenerational approaches to solve local problems and create ownership—project buy-in. Technical practitioners, elected officials, advocates, business leaders, health professionals and residents are in a powerful position to dramatically improve individual and community well-being.



Public engagement & decision-making go hand-in-hand. Dan Burden and Blue Zones take a people-centered approach, helping put people back at the

heart of transportation and land use planning through:

- Walkability workshops
- Walking audits
- Technical drill-downs
- Active-transportation master plans
- Documentation
- Comprehensive plans
- Safe Routes to School
- Complete Streets
- Charrettes
- Public speaking

Transforming streets into places, includes the following actions: right-sizing streets, connecting destinations (community assets), extending walking ranges, inviting bicycling, including transit and providing a wide menu of street treatments that reduce the design speed of streets.

Sprinkle Consulting, Inc.



Sprinkle Consulting, established in 1979, is a planning and engineering firm serving city, county, regional, state, and federal agencies with their corporate office in Tampa, Florida. Sprinkle Consulting has long established nationwide practice serving all aspects of bicycle and pedestrian transportation including long-range area wide planning, network route studies, facility design, extensively-published research studies on safety and operational characteristics for non-motorized modes, and the widespread development of new evaluative and predictive planning tools and innovative methodologies. Grounded in traditional transportation planning and engineering, they develop and apply cutting-edge methods and technologies to provide innovative solutions to the common challenges faced by communities and their transportation agencies seeking to better integrate bicyclists and pedestrians into their networks.

Sprinkle Consulting staff work closely with clients to identify their needs based on objective evaluations of their existing facilities and accurate forecasting of trends within the context of achieving future goals. They then recommend and prioritize strategies for improvement within the context of the clients' resources, processes, and particular local challenges and opportunities. Because of Sprinkle's innovative yet pragmatic approach to transportation planning, the

plans produced by Sprinkle Consulting result in immediate projects being built.

Sprinkle's staff are not only proficient in long-range planning, but they are also practitioners—and teachers—of non-motorized facility design, construction and operations. Sprinkle Consulting is actively engaged in all phases of facility design, from feasibility studies to preparation of construction documents and construction administration. Their design projects include sidewalk design and construction along high-volume suburban arterials, bike lanes and shoulders, independently aligned pathways ("rail-trails") and pathways immediately adjacent to roadways ("sidepaths"). They are known as specialists in accommodating bicycles and pedestrians in especially challenging corridors: their recent projects include a bicycle-only pathway (a.k.a. a "cycle-track") within the right-of-way of a principal downtown street and a shared use pathway within a right-of-way that includes an active rail line. Their designers share their expertise with local engineers across the country as principal instructors of the National Highway Institute's (NHI) Bicycle Facility Design and Pedestrian Facility Design courses.

Sprinkle Consulting's planning and design projects benefit greatly from knowledge they have gained as researchers, authors and investigators of important studies and as the developers of innovative tools and performance measures for the needs of bicyclists and pedestrians. Sprinkle Consulting developed the widely used Bicycle Level of Service Model, the Pedestrian Level of Service Model and the Latent Demand Method. The level of service models form the basis for the new edition of the *Highway Capacity Manual*. Sprinkle staff conducted the FHWA study *Characteristics of Emerging Road and Trail Users and Their Safety*, which is the foundation for national design criteria for multi-use facilities. Sprinkle staff is also entrusted with the current updating in the *AASHTO Guide for the Planning, Design, and Operation of Pedestrian Facilities*.

SWC, Inc.



SWC (Sandra Walters Consultants, Inc.) is a Florida engineering firm that provides services in all areas of land use and public facilities design, planning, permitting and construction compliance.

The company's experience in communications includes public information and involvement programs addressing Florida LAP and federal NEPA guidelines.

Services include plan development; community outreach and consensus building using various tools such as online questionnaires, workshops, seminars and public meetings; and preparation and placement of advertisements.



Bahama Village Redevelopment Plan Update

The firm has full multimedia capabilities for production of public presentations, websites, newsletters, news releases, and all support documents.

Planning services include comprehensive plan and land development regulation amendments, and client entitlements such as development agreements, conditional use approvals, and right-of-way abandonments. The company's landscape architects and certified arborists can provide all needed design and site documentation services. SWC has extensive expertise working with regulatory agencies to develop project designs that minimize impacts and meet permitting requirements, and to bring clients into compliance with regulatory standards. The firm has conducted data collection and analysis, and written environmental and planning sections of NEPA documents for FDOT, the FAA, the South Florida Water Management District, and U.S. Army Corps of Engineers, and also provides environmental compliance monitoring services.



Key West Economic Development Conveyance Application

Ecological and environmental consulting services include habitat assessments, wetland permitting and mitigation design, environmental impact statements, compliance monitoring, and submerged land leases.

SWC uses state-of-the-art Geographic Information Systems (GIS) technology to collect field data, make accurate assessments of jurisdictional areas and facilitate graphic data presentation. SWC is also fully trained in utilization of State and federal wetland assessment methodologies.



Key West Mooring Field Seagrass Study

Many clients have benefited from expert witness testimony in State of Florida administrative hearings and court proceedings, and representation with agencies.

The firm is certified as a disadvantaged business enterprise (DBE) with the State of Florida, South Florida Water Management District (SBE), Florida Department of Transportation, Broward (also CBE), Dade (also SBE), Monroe and Lee counties, and is a federal woman-owned small business (WOSB).

The principal of the firm, Sandra Walters, has more than 30 years professional experience. She presently serves on and is a former chair (2009 and 2015) of the South Florida Regional Planning Council, appointed by three Governors; and served as a Governor's appointee on Florida's Acquisition and Restoration Council, which oversees purchase and management of State conservation lands.

The firm is based in Key West and provides services throughout the South Florida peninsula, both on the coast and inland.

Caltran Engineering Group



transportation engineering, since 2011. CALTRAN is owned by Cristina Calderon, Juan Calderon, PE, Carlos

CALTRAN is a certified DBE and MBE professional engineering firm specialized in the areas of traffic and

Perez, PE, Jeannelia Liu, PE, and Michael Hernandez, whose headquarters and currently only office reside in Miami, FL. CALTRAN is prequalified with the Florida Department of Transportation for services such as: Minor Highway Design, Traffic Engineering Studies; Traffic Signal Timing; Lighting; Signing, Pavement Marking and Channelization; Traffic Counts; Traffic Calming; Signalization; Systems Planning; Subarea/Corridor Planning and Transportation Statistics; General Engineering; and Value Analysis and Life Cycle Costing.

CALTRAN provides professional engineering services that are cost effective and responsive to a wide range of clients in both the private and public sectors. CALTRAN's highly qualified team members have extensive experience in projects within the City of Miramar, City of Doral, City of Miami Beach, City of Sunny Isles Beach, City of Miami Gardens, the Florida Department of Transportation (FDOT), Miami-Dade County, Broward County, the Miami Dade Expressway Authority (MDX), and in assisting multiple private clients throughout the State of Florida.

CALTRAN is prequalified with the FDOT and the County of Miami-Dade for services such as: Minor and Major Highway Design, Traffic Engineering Studies; Traffic Signal Timing; Signing, Pavement Marking and Channelization; Signalization; Lighting; Systems Planning; Subarea/Corridor Planning; Land Planning/Engineering; Traffic Calming; and Transportation Statistics

CALTRAN is a drug free workplace and is committed to providing a safe work environment by fostering the well-being and health of its employees. A drug test is required for all employees at the time of employment. Further tests may be requested by management throughout the course of employment. CALTRAN is a financially stable company with no violations or prior or pending litigations. CALTRAN also sponsors elementary level sporting teams. We also encourage the use of recycling and green products as the only current green and environmentally friendly programs and initiatives.

Traffic Engineering Studies: CALTRAN staff has performed multiple traffic impact studies, capacity analyses, intersection and corridor analyses following the latest ITE's recommended practices, and manuals for Parking Generation, Trip Generation, MUTCD, HCM, to generate solutions for persistent traffic and transit mobility issues as well as bicycle/pedestrian safety concerns.

Traffic Impact Studies (TIS): CALTRAN staff has generated TISs and has performed TIS review services for private and public and sector clients, including intergovernmental coordination, proportionate share calculation projects, and transportation mitigation issues as per the jurisdiction's Concurrency Management System. CALTRAN acknowledges that TIS prepared by applicants and presented to the County need to be programmatic, whether the application is reviewed by a Planning Board, County Commission or any of the numerous advisory boards and stakeholders in the process. A review of a TIS must have a quick turnaround.

Complete Streets: The CALTRAN team has knowledge and relevant experience with Complete Streets design and applications. CALTRAN has assisted in the development and publishing of the Miami-Dade County Complete Streets Manual. This relevant recent experience will provide the City of Coral Gables with a team possessing the knowledge of actual successful design applications, where all modes of travel are given a priority, not just the automobile. A relevant application of the same would include the evaluation of separated bike lanes. In connection to the aforementioned, FDOT has recently begun applying buffers between the vehicle travel lanes and bicycle lanes for improved safety.

Traffic Calming Studies: Because of the unique environment of the County, traffic calming is in the interest of the residents, due to the special conditions and diverse Capital Improvement Programs being considered. CALTRAN is also ready to work as an extension of the County Staff and with the Neighborhood Associations to use the different Capital Improvements Programs and provide guidance for traffic calming projects that will enhance the quality of life of the County's residents. The selection of traffic calming measures will also be in accordance with the county traffic flow modification(s)/Street closure(s) procedure, ITE Traffic Manuals, FDOT Traffic Standards and the County ordinances.

Pedestrian and Bicycles: CALTRAN has the depth of experience necessary for the planning and design of bicycle and pedestrian facilities including on and off road facilities as appropriate. Whether sidewalks, bicycle trails, bike paths, or bike lanes or paved shoulders, CALTRAN experts are prepared to undertake master planning efforts to adequately address multimodal transportation issues and context sensitive solutions towards meeting the increasing

needs and demands of the pedestrian and bicycling public.

Methodology and Approach

Project Understanding

The City of Key West Bicycle and Pedestrian Transportation Master Plan, BPMTP, is an important effort to maintain and enhance the character, livability, and charm of the City of Key West. The mix of local residents and commuters, combined with state, national, and international tourists provides a set of (in many cases) competing mobility goals and objectives. Added to the mix is the unique Key West lifestyle that deserves preservation for those who have chosen to live and work here. These factors result in a challenging project that requires special vision, outreach, coordination, and non-motorized transportation expertise.

The City of Key West has been recognized by SaveOnEnergy.com as second in the nation for **bike-ability**, when compared to other medium sized cities.

However, the City has not had a comprehensive bicycle/pedestrian plan approved since 1996. In 2010, Key West completed a bicycle pedestrian plan that was not adopted by the city and since then they have been committed to evaluate and identify opportunities for a comprehensive plan. The intent of this plan is to identify the city's bicycle/pedestrian facilities and how these facilities are serving the community; the plan will pinpoint the existing physical conditions, the level of service and properly identify deficient areas. The plan should integrate different modes of transportation and include private vehicles. The existing main roadways and local streets must be evaluated to determine the need for compliance with the complete street concept. Sidewalk continuity, identification of missing segments and the need for bike trails should be part of a comprehensive analysis to develop an infrastructure engineering plan.

The plan should also provide the city a geodatabase that can be utilized to develop future plan updates by the city staff. The implementation of GIS mapping, open data, and data management is also an integral part of this plan.

A main component of this study and the completion of an effective plan is the integration of the community as main stakeholders. The community is not only the taxpayers but the main system user that, when the large amount of visitors leave town, are the owners of

the system. A full integration and involvement in the development of the plan from the community is paramount for a successful plan.

Project Approach

Management Approach

DRMP's Team management approach consists of the following elements:



Our methodology and approach is to provide DRMP's best available talent to each project while also utilizing outside support for cost, scheduling or location issues. DRMP's major strength is the depth of experience and expertise of our project managers and technical staff. This background, combined with our underlying company philosophy of meeting client needs in the most timely and cost-effective manner, has contributed significantly to our long-term success. DRMP exceeds the capacity to commit adequate manpower for the duration of this contract.

Members of our team will meet with City staff to discuss project details, review any changes or additions to the scope, and perform any necessary field reviews to enhance the Scope of Services. Following this meeting, applicable information such as existing documents, plans, traffic counts, aerials, etc. will be reviewed to determine if any information can be utilized in preparing the master plan. DRMP's Team

will provide a detailed Scope of Services and a project schedule to the City for approval.

Once the scope and schedule are approved, a project status sheet showing tasks with deliverable deadlines will be prepared and forwarded to all team members.

The study will start with the data gathering, review of relevant documents as described in the scope of services, identification of additional data to be collected. DRMP will submit a Memorandum of Methodology to outlining the performance measures to be utilized during the completion of the plan. Once approval of the methodology is obtained, the DRMP Team will move forward finalizing the report for initial submittal to the city for final review and approval. Once the methodology is approved by the City, the DRMP Team will submit a report for review and approval.

After completion of the Scope refinement DRMP project manager, will identify the task leaders responsible for the assignment following the scope of services. The staff assignment will follow the organization chart which may be adjusted depending on the final scope. Each task leader will be accountable for the completion of the tasks according to the approved schedule.

Based on the final scope, a project budget will be agreed with The City of Key West. Additional services not included in the scope of services will be identified in advanced and presented to the city for consideration. DRMP will not perform any out of scope services to ensure the city that there will be no surprises in any of the invoices. DRMP accounting department will coordinate with the city's PM about the invoice formats and supporting documents including progress reports.

DRMP understands the need to complete the project within 12 months and will submit a schedule, similar to the one included in this proposal with any modifications after the completed and approved scope.

After completion of the scope, budget and schedule we will conduct a kick off meeting to present the details of the project to the city PM and other city staff members as guided by the city's PM. During the kick off meeting DRMP will introduce the key staff members and will define other details such as report format, invoice

frequency, key stakeholders, meeting place(s) and the need to establish a Project Advisory Team.

Monthly meetings will be conducted with key staff to keep track of the project schedule and to identify any issues that may delay the project. We will inform the City PM of any schedule changes for concurrence.

DRMP has developed a **tracking chart** for each main task and will hold accountable each task leader for completeness and schedule.

Innovation will be implemented for conducting meetings and teleconferences by using Skype for Business. The CPM will be invited to participate with full iterative capabilities.

Our proposed team stands apart from others with our diverse range of project experience and skills. In addition, DRMP currently serves on the FDOT District 2 LAP administration team. LAP projects require detailed reporting and administration- our team has the previous LAP experience to successfully guide this project from start to completion. Our approach includes support for Key West in providing the required documentation for the city to invoice FDOT as part of the LAP project.

Finally, providing our clients with a quality product is DRMP's core philosophy and we place a significant emphasis on our QA/QC program to ensure we provide the best product.

Project Quality Assurance/Quality Control Plan

It is our mission to reduce unnecessary costs of production by minimizing review comments, documenting re-work, correcting errors and tracking the QC process during production of the project documents. The procedures defined in this QA/QC plan apply to all reports prepared by the DRMP Team during all stages of the project.

Part 1 – Project Information Meeting - The first part of the process of quality control involves the packaging of all pertinent information for the project including pictures, scope of project, list of the maintaining agencies' preferences and field review information. The project manager and required team leaders then meet with the QA/QC personnel to discuss the project and the overall goal of the project. Any directives that have been given in regards to the completion of the project are also documented and provided.

Part 2 – QC of Submittals - This portion of the process of QC involves a thorough, comprehensive review immediately prior to each submittal of the materials. This involves checking all materials to see that they: (1) conform to the appropriate scope criteria, design standards and other guidelines, (2) meet the client's needs & objectives, (3) are cost-effective, (4) can be readily approved by project manager, (5) minimize potential for implementation problems, and (6) have addressed comments previously received and incorporated into the reports as stated in response to comments. In operation, the QA/QC process is quite simple, and applies to all project work such as, plans, reports, design documents, surveys, estimates, data, etc. The five-step procedure is outlined below:

Step One: Origination - The originator checks for completeness and/or assembles each element of the check plans package. After the package is deemed complete and ready for checking, the originator stamps and signs the document.

Step Two: Checking - The checker (someone other than the originator) shall be a person with qualifications equal to or exceeding the originator or his designee. The checker shall highlight in yellow on the check-print each part that is correct and mark in red on the check-print the required corrections, additions or deletions. In addition the checker reviews all review comments to ensure they are addressed during the development of the project.

Step Three: Concurrence – The originator shall review the checker's marks on the check-print (back checking) and place a check mark in red near each of the checker's red-marked changes if he agrees the document original should be changed. Then the originator consults with the checker and either agrees or crosses out the red mark. The result of step three is a set of check prints with agreed-upon changes that have been color coded and signed by the originator.

Step Four: Incorporation - The originator shall update the original document to include the changes agreed upon and highlight the check print in yellow.

Step Five: Verification - The checker shall compare each of the changes on the check-print with the updated portions of the original document and check in green the re-worked changes or circle the lack of change in green. The final verification is made and a

green check is applied to the document. The result is a report ready to submit and a check set fully documented.

Quality Assurance Review and Documentation - Before each submittal, the project manager and the QC manager, conduct a "Quality Assurance" review of the submittal to assure that the package or report is complete, and that all aspects of the QC policy have been adhered to. During this review, they confirm that all elements of the submittal, including those prepared by our subconsultants, have undergone a QC review. An important step in the overall QA/QC process is the documentation. We document the materials reviewed for each submittal, and retain all check, reports and documentation. The retention period for these materials is at least seven years after the time when a project is placed into service. The retention period is typically exceeded by the use of off-site archival facilities.

Upon completion of the QC process, initial reports will be submitted to the CPM for review. After receiving comments, DRMP's Project Manager will document responses to these comments in a memo format. Meetings with City staff will be scheduled to resolve any further issues/comments. Upon incorporation of City comments, the DRMP Team will perform a final QC. This last step will determine if all applicable information has been included and all comments, including any action determined from the responses to comments, has been incorporated

Technical Approach

Public Engagement and Needs Assessment Plan – Task 2

Public participation is a critical component in the development of this plan. Obtaining input, support and consensus among the citizens, is a milestone toward the final adoption of a bicycle pedestrian plan. Based on this concept the tasks described below will be conducted in constant coordination and communication with the City Project Manager (CPM). The CPM will serve as the liaison between the DRMP Team and the City Commission. No official communication will be released and/or finalized without the CPM's approval. In addition, the CPM will schedule and promote all public events. The goal of the Public Engagement Plan is to build consensus for the 1) Vision, Goals, and Strategies and 2) Implementation of the Plan

Task 2. A. Scheduling/Timeline

A timeline will be developed utilizing Microsoft Project to show interactions between each of the following activities task and their corresponding milestone dates:

- Public kick off meeting
- Progress meetings with CPM
- Scheduling, preparing for and holding public meetings
- Meetings with specific stakeholder groups

The public involvement process includes walking workshops/ audits and bicycling audits. We suggest at least three geographic workshops held over a two day span. This multiple workshop approach maximizes the value to participants that may have special interests in unique neighborhood or downtown areas. We will address the discoveries and challenges each portion of the community may encounter. Some stakeholders will take part in only one session while others will want to take part in all of the walks. Deliverables includes draft report for distribution and obtain additional input for Final report for City Commission review and adoption.

Other sub tasks will be identified to complement the public plan such as the development of a stakeholder list, response/input analysis, recommendations, questionnaire development and promotions.

Task 2. B. Public Engagement and Needs

The public engagement and needs assessment plan will require gathering input and information from a variety of sources. Therefore, a stakeholder contact list will be developed that includes:

- City of Key West
- City's Sustainability Advisory Board
- Planning Commission
- Monroe County Tourist Development Council (TDC)
- Monroe County
- District 6 FDOT

Private businesses:

- Over 150 hotels/guesthouses
- Over 300 restaurants

Business organizations:

- Key West Chamber of Commerce
- Lodging Association of the Florida Keys
- Key West Business Guild
- Key West Innkeepers Association

- Key West Attractions Association

Specifically-affected businesses:

- Bicycle sales, repair and rental establishment

General public:

- Drivers (roadway users)
- Bicyclist (roadway share)
- Pedestrians
- Law enforcement
- Military (primarily U.S. Navy and Coast Guard)
- Residents
- Visitors
- Event managers (Fantasy Fest, Conch Republic Days, etc.)

Task 2. C. Develop a Questionnaire

DRMP will develop surveys (electronic and hardcopy) to be distributed through the internet and other means. This will be a cost-effective approach that will provide the framework of information for direct outreach, including public meetings. This questionnaire will be produced in English, Spanish, Creole and possibly an Eastern European language to ensure reaching the people of many ethnic backgrounds that work in the Key West Hospitality Industry.

Sub Task C.1. A brief questionnaire (in English) will be developed and printed on 4-inch X 6-inch cards. Through coordination with the managers of the Zombie Bike Race, scheduled for October 23, 2016 as part of Fantasy Fest, these questionnaires will be distributed to the 8-10,000 participants of the event, all of whom are cycling enthusiasts. Filled-out cards will be collected from the managers following the event and could have a return address for mailing in, as well.

Sub Task C.2. A brief 5-minute questionnaire will be designed and distributed to the public entities listed in Task B and will include:

- Requests for information regarding both existing and needed infrastructure;
- Identification and prioritization of issues and concerns;
- Initial concepts of vision, goals and strategies;
- Steps for implementation

Sub Task C.3. Meetings/interviews will be held with the major business organizations listed in Task B,

including specifically-affected businesses such as bicycle shops that have the pulse of the cycling community. Having a table or booth at a well-attended local event including a farmer's market or art fair would provide a great opportunity for public outreach. By bringing the input process to such events, the field of respondents is expanded beyond those who self-identify as bicyclists or pedestrians. Community events do, however, draw residents who are engaged and interested in improving and maintaining the local quality of life. We have also found that local residents can share preferred walking and biking routes that others may not use, but appeal to a broader cohort of the local population. These locally-identified shortcuts and connections should be evaluated alongside major corridors identified by planners and advocates during the BPTMP process. By telling us where they like to walk and ride, we can focus route specific audits to develop short-term, low-cost improvements to the infrastructure.

Many citizens work multiple jobs, a "third shift", or hours incompatible with official meetings. The DRMP Team will provide several ways for citizens unable to attend a meeting to provide feedback on existing/planned bicycle and pedestrian routes. For broader outreach, we have used an online format that allows people to click on a link and map routes, origins, destinations, obstacles or challenges, and recommend improvements based on their experience of biking and walking in their own familiar neighborhoods.

Sub Task C.4. The questionnaire will be fine-tuned based on the input from tasks C.2 and C.3.

Sub Task C.5. A news release and e-blasts will be developed and distributed to alert the public of the release of the questionnaire and the response deadline. Different e-blasts will focus on specific entities, including one directed to tourism and service industry employers to encourage their employees to fill out questionnaires. As these residents often do not have time to attend public meetings, this will be an important means to ensure their participation.

Sub Task C.6. The link to the questionnaire will be posted on the City of Key West website along with the project website.

Sub Task C.7. Postings of links to the questionnaire on the websites will be requested from the TDC, Monroe County and FDOT.

Sub Task C.8. Social media pages will be created for the project and the link posted there, as well.

Sub Task C.9. To reach the visiting public who may not have access to a computer, hard copies of the questionnaire will be printed and provided to bike shops, hotels, restaurants and welcome centers and collected from those locations after the deadline. They can be prepared with return address for mailing.

Sub Task C.10. All questionnaire results will be tallied and analyzed.

Task 2. D. Public Workshops

Sub Task D.1. Presentations of the results of the initial research described in Task C will be developed and used as the framework for public workshops.

Sub Task D.2. Three workshops are anticipated with the following focuses:

Business interests, through coordination with The Key West Organizations listed in Task B. that reach most of the business interests in the city.

Bicycling enthusiasts, through coordination with the bicycle shops.

General public, which will include the motorized vehicle driving population as well as other interested individuals.

Sub Task D.3. Dates and locations for the workshops will be developed in coordination with the CPM.

Sub Task D.4. News releases and e-blasts will be developed and provided to the CPM for distribution.

Sub Task D.5. The workshops will be held to:

Present the results of the questionnaires and other data collection described in Task C.

Solicit further input in all areas previously identified.

Conduct prioritization activities with participants marking different issues and approaches, so participants are polled to augment the questionnaire results.

Identify any further opportunities for outreach and involvement.

Sub Task D.6. The results of the public meetings will be tallied and analyzed.

Task 2. E. Compilation and Distribution of Outreach Results.

Sub Task E.1. Develop a report that presents results of outreach.

Sub Task E.2. Post report on project website and solicit further comment and input through distribution of emails and e-blasts directing stakeholders to the results.

Sub Task E.3. Tally input and make adjustments to findings, if necessary.

Sub Task E.4. Completion of final report to present to the City Commission for consideration.

Inventory of Existing Conditions – Task 3

The public engagement and needs assessment will identify the aspirations of those who walk and bike The City of Key West. It will tell the project team how the public (and agencies) view the city's future, as well as, what they would like to see that future become. The Task 3 Existing Conditions Report will give us a baseline of those factors which must be changed or enhanced to realize the aspirations identified in Task 2.

This BPMTTP effort is not occurring in a vacuum. Numerous other planning efforts have come before. Each addressed specific goals and objectives of the city and represent a significant effort in public engagement, system assessment, prioritization of projects or campaigns, and proposed programming of efforts. The DRMP Team has obtained the documents listed in the scope as well as several other relevant studies and is familiar with their content and recommendations. As part of the Task 3 effort, the DRMP Team will prepare a summary of relevant plans and studies and consolidate the recommendations. This will directly inform the system review and recommendations of this plan.

The BPMTTP is a strategic planning document and shall include an appraisal of factors within and outside that affects the city's ability to improve bicycling and walking conditions that will increase the numbers of bikers and walkers of all ages and aptitudes. At a minimum the following should be done:

1. Review relevant plans including the City's Comprehensive Plan (2013), Strategic Plan (2011), Climate Action Plan (2009), Open Space and Recreation Master Plan, Transit Development Plan

(2014), Monroe County Comprehensive Plan (2010), the City's un-adopted Bicycle Master Plan (2010) and the City's adopted Bicycle and Pedestrian Strategic Plan (1996).

The required data inventory listed in Task 3 is a large effort. The inventory will require local knowledge, an understanding of engineering standards, and a familiarity with state reporting and guidelines. DRMP and SWC will perform the GPS field collection for a comprehensive view of the bicycle and pedestrian network in Key West. The local Key West firm SWC will provide much of the GPS field data collection labor necessary to complete this inventory in an efficient manner. Furthermore, DRMP will guide the data management, QC, and data collection form design. The use of local GPS field technicians will minimize mobilization timelines and capitalize on the local knowledge of city streets, bicycle infrastructure, and businesses.

The team views data as a critical component of this implementation plan. We have outlined our approach to collecting, managing, and disseminating data for this project. The project data for analysis and public outreach must be current, comprehensive, and delivered in an open source format. There are three major components to the data aspect of this project:

1. Existing data consolidation and management for the project team
2. GPS data inventory performed by local consultants SWC and DRMP GIS experts
3. Innovative approach to include crowdsourcing and open data access

The DRMP Team has extensive experience in all three areas. Plans, studies, and GIS data will be made available to the project team through open source maps, data downloads, and document hosting sites. The proposal team has access to all existing city plans and existing spatial data at the local, state, and federal level. Our field collection staff has successfully performed numerous multi-modal transportation data collection efforts. Our team has already created custom GIS layers for a comprehensive view of current Key West transportation infrastructure and statistics. Finally, we are proposing to develop web map applications for citizen comment on bike routes and trip planning in an open source platform for this project.

Task 3. A. Existing Plans Review

We will review the documents listed below and will develop a short summary highlighting the most significant components of these documents and how they can be integrated as part of the Master Plan.



EXISTING PLAN VIEW

- + 1996 Key West Strategic Bicycle & Pedestrian Plan
- + 2009 Key West Climate Action Plan
- + 2010 Monroe County Comprehensive Plan
- + 2010 Bicycle Master Plan (un-adopted)
- + 2011 Key West Strategic Plan
- + 2013 Key West Comprehensive Plan
- + 2014 Key West Transit Development Plan
- + Key West Open Spaces & Recreation Master Plan
- + 2014 & 2015 City of Key West City Reports

Our team considered the integrated goals of the plans while collecting and creating data. Our additional work to gather datasets such as FEMA flood zones, storm surge areas, historic structures, and historic districts indicated in the comprehensive plan will be valuable to our team for their ultimate recommendations. These data sets will be made available to all project stakeholders and team members, as well as serve as the base map for future efforts in open data distribution and web development applications.

Task 3. B. Benchmarking

DRMP Team member Sprinkle Consulting, has conducted numerous peer-city studies for communities around the country. These studies look at overall community efforts to provide walking and bicycle friendly infrastructure and programs. Sprinkle Consulting includes various tiers of peer communities in its reviews. We certainly include those with outstanding non-motorized systems, but we also include those that are good but provide a roadmap for improvement. Key West's unique character will make selection of comparison communities challenging, but historic downtowns of tourist oriented communities will likely provide the most analogous environments. Places like Vancouver, Portland, and Minneapolis have sections of their older downtowns that have much to

offer as exemplars of integrated multimodal districts. Historic Savannah and Albuquerque are both implementing programmatic and infrastructure programs to enhance their walking and bicycling experience. St. Augustine has conducted a detailed route assessment and wayfinding study that identified specific improvements to enhance the existing infrastructure to address the needs of casual and more confident walkers and bicyclists. FHWA focus cities such as Columbia, MO can provide information on the most effective improvements to enhance walking and bicycling. The DRMP Team will bring its experience in these communities to this project to help you identify similarities between these communities and Key West and to list "take-away" from each peer community that can be used to enhance your non-motorized transportation mobility.

Task 3. C. Demographic Analysis

A complete inventory of transportation infrastructure and statistics will be collected by our local subconsultants and GIS experts. We have already gathered a variety of existing relevant data sets from a number of sources.

Our team will collaborate with the city on open source applications for data collection, data storage, and open data dissemination. Enabling communication and utilizing best practices for data management will ensure the best possible product for the City of Key West. Our initial data consolidation effort gathered the following information:

Demographic Data

- Census block, block group, and tract level scale
- 2010 Decennial Census Data
- 2015 American Community Survey Data
- Age, gender, commute time, commute method, average income, employment status, disability status, number of vehicles per household, etc.

We will develop statistics and mapping correlating demographics and socioeconomic trends that can provide strategy elements to motivate people to the use of pedestrian and bicycle facilities.

Task 3. D. Crash Data

The DRMP Team realizes that safety is major concern. The five-year period prior to August 15 of 2016 saw more than 375 pedestrian and bicycle crashes, more than 290 involved injuries. The DRMP Team will obtain five years of pedestrian and bicycle crash reports for the City of Key West. While this project is not technically a Safety Action Plan, we will conduct spatial and temporal analysis of pedestrian and bicycle

crashes in the City of Key West. We will develop a technical memorandum that describes the temporal trends of crashes as well as high crash locations. Additionally, specific crash studies conducted by others will be reviewed in the context of this plan. Our team members believe that all crash reduction efforts should be tailored to the specific environment where crashes are occurring. This means the specific crash types, times, victim demographics, and locations must be addressed in any countermeasure development. Our team brings more than 50 years of safety engineering and countermeasure development experience to this important aspect of the City of Key West BPTMP. Our project manager, Freddie A. Vargas, PE was the FDOT D4 District Safety Engineer for over 5 years.

Bicycle/pedestrian crash data will be obtained and analyzed using GIS cluster maps and other statistical analysis. Expected values will be determined using the safety manual to identify locations with above average crash history. Pedestrian and bicycle crash data will be obtain from various sources including the Key West Police Department.

- Department of Highway Safety and Motor Vehicles (DHSMV)
- FDOT 2007-2011 bike/ped crash clusters
- 2010-2016 Individual bike/ped crash details
- FDOT & University of Florida Signal 4 Analytics
- City of Key West 2013 & 2014 Bike/Ped Online Crash Maps

Our review will include evaluation of the fatal crashes using hard copies from the police reports to ensure full understanding of the causes and consequences of the crashes.

We will prepare a crash data report including GIS mapping as the one shown below with the findings. From this data analysis will identify potential safety improvements including funding sources.



2007-2011 FDOT Bike/Ped Crash Clusters



Task 3. E. Land Use & Socioeconomic Trends

To analyze the effect of land use regulations, planning and state and local transportation plans our team will gather detail information from the following sources:

Monroe County Planning Data

- Parcels & Related Data
- Major Roads
- Street Centerlines
- Easements
- Right-of-Way
- Conservation Easements
- Future Land Use
- Community Redevelopment Area Boundaries

Florida Department of Transportation

- Annual Average Daily Traffic
- Truck Routes/Counts
- District 6 Five-Year Work Program
- Functional Classification
- Maximum Speed Limits
- Street Width
- Sidewalk locations
- Roadway Characteristics Inventory data

Florida Department of Revenue

- Land Use
- Multi/single family homes
- Mobile Homes
- Commercial/Service Clusters

City of Key West

- Address points
- Historic Districts
- Historic Structures
- Critical Facilities
- Parks
- FEMA Flood Zones
- Bahama Village CRA boundaries
- Building Footprints
- Business Licenses
- Cruise Ship Schedules & Statistics

Priority Projects - from reviewing the City/County plans, the FDOT District 6 work program, and Key West City Council meetings the team will create a new GIS layer for current transformative projects in the area. Future coordination with City staff could include development review applications and status.



Findings with potential impact to the development of pedestrian and bicycle plans will be presented in a matrix format. The matrix will identify the source and the relevancy of the finding.

Task 3. F. Seasonal Factors

The 2013 Key West Comprehensive Plan indicates the City's population, on average, doubles each day from 24,469 to 56,535. The DRMP Team will continue to collect data as available from businesses, tourists, hotels, organizations, and cruise ships in an effort to capture the effect of tourism on bicycle and pedestrian mobility.



2013 CITY COMP. PLAN

- + **Policy 1-1.1.14-** *"prepare for sea level rise. . . . preserve transportation options"*
- + **Objective 1-1.6-** *"Integrate former military sites. . . . physical links to Bahama Village"*
- + **Policy 1A-1.1.8-** *"establish a GIS system for a proposed historic structure database"*
- + **Policy 1A-1.2.15-** *"traffic flow considerations to prevent the increase or redirection of traffic flow onto local residential streets in historic residential neighborhoods"*
- + **Policy 1-1.1.12.3-** *"promote a systematic approach to the development of pedestrian and bicycle paths between major activity areas such as residential neighborhoods, employment centers, shopping, parks, and schools"*

Task 3. G. GIS Inventory of Existing Conditions

The requested data to be collected in the GPS inventory is comprehensive and detailed. The firm chosen by the City to complete the inventory will need to possess expertise in the areas of civil infrastructure, transportation planning, and engineering standards.

The proposed team has extensive experience in all areas of transportation engineering and planning. DRMP can offer the City of Key West high-accuracy field data collection, superior communication, and thorough geospatial project management. Our team also possesses the necessary Maintenance of Traffic Certification and OSHA 30-Hour Safety certification.

Specifically, the team has performed numerous bicycle, pedestrian, and vehicle data counts and inventories. It is important that the field inventory is completed by a team that understands the regulations for transportation infrastructure. Our project team's greatest skill in GPS data collection is flexibility and in-depth knowledge of numerous design standards. DRMP's GIS team has collected data to satisfy agency requirements for:

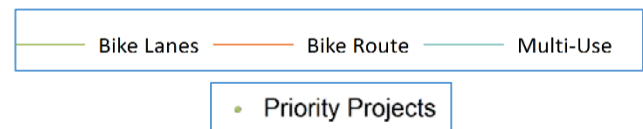
- FDOT Design index

- Manual on Uniform Traffic Control Devices (MUTCD)
- American Association of State Highway and Transportation Officials (AASHTO)
- American Disabilities Act (ADA) compliance
- FDOT Complete Streets policy
- American Society for Testing Materials D 6433 Standard Practice for roads and Pavement Condition Index Surveys

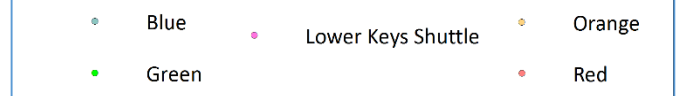
DRMP can provide field data collection services at the recreational, mapping, or survey grade accuracy level. DRMP has extensive experience using a variety of GPS collection software. Our project team has used ArcPad, ArcGIS Mobile, Collector for ArcGIS, and Trimble Business Center to create data collection forms. We can provide ArcGIS Online maps that detail the project's progress as well as upcoming data collection schedule. We account for satellite availability and enforce standards for collecting devices within an acceptable range of the Position Dilution of Precision (PDOP). Our team has experience using collection devices such as; tablets, smartphones, Trimble handhelds and survey grade GPS units to collect data.

DRMP will coordinate with local subconsultants for the existing condition field inventory. Our team has performed city-wide inventories for ADA curb ramp compliance, bike system infrastructure, MUTCD traffic signage, bicycle/vehicle parking, street furniture, pavement markings, and bicycle/pedestrian counts. We have also completed many CAD to GIS data conversions for site plans and survey data. We interpret legal descriptions for easements and street right-of-ways. Our team is well versed in analyzing data from the U.S. Census and American Community Survey estimates for transportation planning and analysis.

Bike Lanes/Routes/Multi-Use Paths- The 1996 plan design guidelines divided the city's bike infrastructure into three main classifications- bike lanes, bike routes, and intermodal paths. Based on the map in the 1996 plan and the current interactive map on the city's bicycle/pedestrian website, the DRMP Team created a GIS layer to identify all lanes, routes, and paths in the city. Additional data from bike share programs, bike store rentals, and bicycle/pedestrian counts were identified as a possible priority for future dataset development. See example below.



Key West Transit Authority Stops/Routes- the Team will update a GIS layer from the live Key West Transit map that illustrates bus stops and routes. Ridership, signage, stop infrastructure, and commuter data could be obtained from the Transit Ridership Report to FTA.



Attractions/Activity clusters- based on the Team's local knowledge and research, GIS layers will be created for local points of interests and attractions (museums, parks, etc). Using land use and parcel data, the team also will work to create a custom layer for business types. Additional information on foot traffic, attendance numbers, and adding new locations to the layer could further refine this dataset.



• Attractions

Local Commuter Data- Policy 1-1.1.12.3 of the City's 2013 Comprehensive Plan states, that the city will "promote a systematic approach to the development of pedestrian and bicycle paths between major activity areas such as residential neighborhoods, employment centers, shopping, parks, and schools". One can assume the 1996 strategic bike plan, estimates that 22.5% of commuters using bicycles has increased. The team has gathered 2015 ACS data for commuting methods and times and will incorporate input from citizens.

DRMP will submit an inventory database schema specifically created for the city, for approval. This database design will consider existing data, future data integration, field collection efforts, and necessary reporting functions. We can also assist in deploying web maps or applications through the city's existing ArcGIS online account to monitor the daily progress of the data collection.

Task 3. H. Existing Data Consolidation

The City's comprehensive and strategic plans, will guide the initial data collection for the inventory. Activity centers like schools, shopping malls, public parks/beaches, and business clusters will serve as starting points for the inventory. Historic districts are integral to the City's comprehensive plan and will be considered in the collection planning schedule priority.

We have gathered a large volume of transportation data, including the street centerline GIS layer that will serve as the reference base map for the entire collection. Average daily traffic, sidewalks, street widths, and number of lanes have been gathered from the FDOT as available. Streets, paths, and intersections

with a high rate of bicycle pedestrian crashes will also be prioritized early on in the collection.

As part of our proposal, the team has reviewed existing studies and plans from The City of Key West and Monroe County; as well as, successful bicycle and pedestrian plans created by other cities. Spatial data from federal, state, and local sources will be consolidated and provided to the team of subject matter experts.

The team has begun to compile information from other agencies relevant to the City of Key West. Capital Improvement Plans and work programs will be gathered and integrated into GIS for consideration and coordination. Information from Monroe County, Keys Energy Authority, the Lower Keys Aqueduct Authority, FDOT, and the Key West Airport should be included.



As part of this project, our team will work with the City of Key West, to ensure new GIS information is included into the city's enterprise dataset. Our team will go above and beyond to include new information in addition to the data already collected. Existing transportation infrastructure data is vitally important in planning the requested field data inventory. The DRMP Team will use all existing data to efficiently plan and schedule a comprehensive field collection effort in collaboration with our local team members, SWC.

Our review of the existing City and County plans led us to think about how to plan the field inventory in the areas not included on the existing bicycle route map. By gaining a better understanding of the existing goals in place for bicycle and pedestrian transportation, we will be able to initiate the inventory in the areas most important to the City; furthermore, we will establish a workflow that allows for the comprehensive collection of data. DRMP will provide a report detailing the project workflow, detailed schedule, and project area

prioritization as ultimately determined by the City of Key West.

In short, our collection team will utilize existing data to prioritize the areas to begin the GPS inventory. The team also anticipates substantial collaboration with the City of Key West's GIS staff. The City's 2015 report mentions a new partnership between Key West's GIS staff and Monroe County's Growth Management GIS.

A final foundation for existing data consolidation is the work performed recently by the City of Key West's GIS team. A recent website update by the City's bicycle/pedestrian coordinator, reported on an initial inventory performed on Duval and adjacent side streets. The inventory identified 802 available bike parking spaces (further broken down by type) and 3,659 parking spaces for cars; there was also reference to additional internal staff efforts to collect data on Whitehead and Simonton Streets, as well as Key West Bight. Any additional current information provided by Key West staff will be included in the data collection workflow planning as well.

Complete Street Design Guide - Task 4

Our team experience in this area is broad, having played major roles in guides for Honolulu, HI; Los Angeles, CA; Charlotte, NC; the beach communities of Hermosa, Manhattan and Redondo Beach, CA; and now Fort Worth, TX.

The DRMP Team recognizes the significance of the City of Key West's adoption and implementation of a Complete Streets policy, which will provide a network of streets within the City that safely and comfortably accommodate all users, including bicyclists, pedestrians, and transit users. It will be the responsibility of the DRMP Team to develop a "Complete Streets Design Guide" which will guide the City's staff in proposing bicycle and pedestrian improvements for typical street section types around the City. This includes a full range of bicycle and pedestrian facilities, traffic calming measures and intersection treatments, including but not limited to:

- On-street bicycle lanes (conventional, buffered, advisory, etc.)
- Protected on-street bicycle lanes (cycle tracks)
- Neighborhood greenways (bike boulevards)
- Shared-use paths
- Shared-use lane markings
- Sidewalks
- Crosswalks
- Pedestrian refuge islands

- Curb extensions (bulb outs)
- Pedestrian lighting

For many decades, the practice of street design was driven by functional considerations for motor vehicles, such as engineering criteria, cost, and user benefits. More recently, it has been recognized that while these represent legitimate reasons for pursuing street improvements, functional considerations must extend to all users of the street as well as the broad array of contextual factors that may affect a proposed street project. Understanding context is a critical element for designing a street that functions well in its surroundings, especially in the City of Key West, which must carefully balance the needs of its residents, tourists, and businesses while planning for seasonal fluctuations and future demand. The DRMP Team shares the City's philosophy that a Complete Street approach will help to better match streets with the community and locals.

Approach to Critical Issues and Developing a Complete Streets Design Guide

As stewards of the City's residents, stakeholders, and transportation infrastructure, we recognize the City is committed to providing an efficient transportation network, caring for the "built environment" by promoting sustainable development practices and working in partnership with the public to create a network of complete streets. There are many benefits of this complete streets approach including:

- Making it easier for travelers to get where they need to go;
- Providing for, and encouraging, the use of all modes of transportation;
- Increasing accessibility and mobility for the disabled, children, aging population, and those without motor vehicles;
- Improving safety for pedestrians, cyclists, transit users, and motorists;
- Supporting public health goals by increasing opportunities for physical activity through active transportation;
- Building a more sustainable community;
- Increasing connectivity between neighborhoods, streets, commercial areas, and transit systems; and
- Adding value to the local community and neighborhoods.

Complete Streets provide a framework under which the public can use resources efficiently through a

multimodal approach to providing infrastructure. This is an approach that serves more users. By creating efficiency in the use of the infrastructure we build and maintain, Complete Streets also serve to protect and enhance quality of life. Complete Streets can assist with the creation of a healthy community that can sustain our peers, as well as the generations that follow.

At a minimum, we envision a City of Key West “Complete Streets Design Guide” that addresses the following:

1. Introduction of the implementation of “Complete Streets” in the City – Complete Streets implementation actually begins with the adoption of a Complete Streets Policy. With that adoption comes the responsibility to plan and implement all future street projects to provide for the safe travel of all users, but also recognition that City’s divisions, planners, and engineers need processes and guidelines to apply this new philosophy and approach.
2. Incorporating “Complete Streets” in the planning and design processes – the challenge that transportation planners and designers face is to balance the interests of each mode of travel. We will outline the project development process from the earliest phases of project definition through final design and construction. The Complete Street Design Guide will be integrated into other planning processes, including the FDOT work program, local land use plans, comprehensive bicycle and pedestrian plans, and regional bicycle routes and maps and greenway plans, so that accommodation of all users continues to be integrated into each of these existing processes.
3. Understanding Context and Designing for all users – planning and designing Complete Streets requires a fundamentally different design approach and philosophy. It requires both an understanding of the existing and future land use and transportation contexts, and an understanding of how different design treatments affect peoples’ ability to safely and comfortably use the street, whether on foot, bike, or by transit. Designing streets requires that those concepts be considered integral to the design from the beginning, rather than as “additional” or “special” design elements simply added onto a more traditional roadway design. This context-based approach recognizes that complete streets are not “one size fits all” and ensures the most efficient, inclusive, and “Building the Future on a Foundation of Excellence”
- appropriate application of Complete Streets designs on a wide variety of streets.
4. Planning and Design elements – Complete Street design should be based on a collaborative discussion about local needs and the role of the street in the City’s transportation network. The network should be planned to support the transportation needs generated by the planned or anticipated land uses while being compatible with characteristics of the surrounding neighborhood. The structure of the network, the ability of the streets to serve traffic and provide mobility for non-motorists, provide access and accessibility, the spatial relationship of the street elements, and other elements of the right-of-way should encourage and support the development pattern, land-use, and development intensity in accordance with the City’s vision. In the following section, we discuss in greater detail the design elements mentioned in the Scope of Services.
5. Planning and Designing “Complete Intersections” – Complete intersections make it possible to achieve the goals of Complete Streets. Motorists, pedestrians, bicyclists, and transit riders do not just travel along streets, but they must travel across them. Since each intersection is where two or more streets meet, each intersection represents a point of both opportunity and conflict for street users. Congestion and attempts to alleviate congestion by providing more lanes or installing/upgrading signal devices typically occurs at intersections. Intersections are also the places where bicyclists and pedestrians are expected to cross streets. This is why intersections are particularly important for all users. “Complete” intersections need to operate safely and comfortably for pedestrians, bicyclists, motorists, and transit.
6. Designing for transit in “Complete Streets” – Complete Streets can provide opportunities to increase transit usage by ensuring good access and connections for pedestrians and bicyclists on either end of the transit trip by providing adequate amenities at a transit stop, and by designing streets that accommodate transit vehicles and transit users safely. Nearly every transit trip begins and ends as a walking trip, and facilities to support bicycle and pedestrian access are important in creating a comprehensive transportation network.
7. Accommodating pedestrians and bicyclists on structures – Bridges can provide key links in any type

of walking facility or bicycle transportation system. Because they are unlikely to be replaced very often and because they are often the only network connections, it is critical to design bridges and underpasses to support bicycle and pedestrian travel.

8. Implementing “Complete Streets” in Maintenance and Operations – Complete Streets should not be considered as “additional” elements in maintenance and operations projects. Instead, they should be considered part of the project development process and incorporated early-on through close coordination between the City, State, and private development community. The key is to view maintenance and operations projects as opportunities to integrate Complete Streets elements rather than to simply reconstruct the same roadway configuration.

9. Specific street elements such as design considerations for context-based solutions – the street-side is the part of a Complete Street that accommodates non-vehicular activity of the street and extends from the face of the buildings or edge of the development zone/private property zone to the face of the curb. It is the place where people walk, interact and access transit and buildings, and engage in activities along the street. The design of elements within the street-side is no less important for creating Complete Streets than those elements comprising the travel way. A broad range of technical engineering elements and design principles need to be considered in the design of the street-side including sidewalks, street trees, utilities and the needs of the pedestrians and transit users.

Per the Scope of Services, the NACTO (National Association of City Transportation Officials) Urban Street Design Guide, the Urban Bikeway Design Guide and Transit Street Design Guide may be used as references when creating the City of Key West Complete Streets Design Guide, and our team will also keep abreast of the release of FDOT’s Complete Streets manual, which may also be used and cross-referenced, particularly on corridors owned by the State. While using these standards, the City’s Complete Streets Design Guide will also take into account Key West’s unique characteristics such as the routes and hubs used by tourists and cruise passengers, as well as the many different facets of transportation throughout the City including automobiles, bicycles, trolleys, bike

taxi/rickshaws, mopeds, and of course pedestrian needs.

Specific Design Elements

Typical elements that make up a Complete Street include sidewalks, bicycle lanes, appropriate street widths and speeds, and transit/trolley stops with benches, shelters, and access points that comply with ADA requirements. Complete Street design elements that emphasize safety, mobility, and accessibility for those using a variety of travel modes may also include crosswalks, bus lanes, adequate separation between sidewalks and streets, street trees and other landscaping, lighting, and signal systems. Though Complete Streets may initially be designed or built as apparently disconnected segments, the intent is to incrementally grow and develop extensive networks of Complete Streets. This will require systematic application of the Complete Streets principles and designs included in these guidelines

Elaborating upon some individual design elements mentioned earlier, the following are some proven methods (some of which are already being applied within the City) that may be implemented to help achieve the “Complete Streets” objective. The application of these varying concepts must account for various elements such as right-of-way and pavement/corridor width restrictions, vehicular/bicycle/pedestrian volumes, parking needs, access to businesses and residences, and overall safety for users:

On-Street Bicycle Lanes (conventional, buffered, advisory, etc.)

Conventional Bicycle Lanes

Bicycle lanes designate an exclusive space for bicyclists through the use of pavement markings and signage. The bicycle lane is located adjacent to motor vehicle travel lanes and flows in the same direction as motor vehicle traffic. Bike lanes are typically on the right side of the street, between the adjacent travel lane and curb, road edge, or parking lane. Bike lanes enable bicyclists to ride at their preferred speed without interference from prevailing traffic conditions. Bike lanes also facilitate predictable behavior and movements between bicyclists and motorists. Bicyclists may leave the bike lane to pass other bicyclists, make left turns, avoid obstacles or debris, and avoid other conflicts with other users of the street. Benefits of conventional bicycle lanes include:

- Increased bicyclist comfort and confidence on busy streets;
- Creating separation between bicyclists and automobiles;
- Increased predictability of bicyclist and motorist positioning and interaction;
- Increased total capacities of streets carrying mixed bicycle and motor vehicle traffic; and
- Visually reminding motorists of bicyclists' right to the street.

Buffered Bicycle Lanes

Buffered bike lanes are conventional bicycle lanes paired with a designated buffer space separating the bicycle lane from the adjacent motor vehicle travel lane and/or parking lane. Benefits of buffered bicycle lanes include:

- Providing greater distance between motor vehicles and bicyclists.
- Providing space for bicyclists to pass another bicyclist without encroaching into the adjacent motor vehicle travel lane.
- Encouraging bicyclists to ride outside of the door zone when buffer is between parked cars and bike lane.
- Providing a greater space for bicycling without making the bike lane appear so wide that it might be mistaken for a travel lane or a parking lane.
- Appealing to a wider cross-section of bicycle users.
- Encouraging bicycling by contributing to the perception of safety among users of the bicycle network.

Advisory Bike Lanes

An advisory bicycle lane is also known as a "non-compulsory bicycle lane" or "suggestion lane" – it is a bicycle lane into which motor vehicles may legally encroach. Therefore, the line demarcating the lane is typically dashed instead of solid. An advisory bicycle lane is often (but not always) used in conjunction with centerline removal.

An advisory bicycle lane should only be used when a "mandatory" lane (i.e. a buffered or conventional bicycle lane) cannot be used. Advisory bicycle lanes should be considered 1) when street width is inadequate for mandatory bike lanes or 2) where cars are likely to encroach on a bike lane as it approaches a bike box. Advisory bike lanes should not be used where they are likely to be blocked by parked motor vehicles

Neighborhood Greenways (Bike Boulevards)

Neighborhood greenways, or "bike boulevards", are typically residential streets with low volumes of auto traffic and low speeds where bicycles and pedestrians are given priority. Some objectives of "bike boulevards" are characteristically to:

- Reduce automobile "cut-through" – speed bumps and traffic diverters keep cars trying to avoid main streets from cutting through on neighborhood streets.
- Provide safer bicycling and pedestrian connections – pavement markings alert people driving to expect people bicycling; improved crossings and curb ramps make pedestrian mobility easier and safer.
- Reduce auto speeds – speed bumps or humps help slow automobile traffic on greenways.
- Help people across our busier streets – improved crossings at main streets help people walking and bicycling cross more easily.
- Guide people on the route and help get them where they are going – markings on the pavement and signage let you know where the greenway goes and what's nearby, like parks and business districts.
- Provide more "eyes on the street" – more people out on the street bicycling and walking leads to safer streets.

Shared-Use Paths

A separate shared-use path provides transportation links, recreation areas, and outdoor fitness opportunities for a variety of users, including bicyclists and pedestrians. While the separation from motor vehicles provided by shared-use paths reduces the risk of some crash types, careful design is required to ensure safe roadway and driveway crossings and safe interactions among the different path users. The City of Key West has a significant amount of scooter/moped traffic, and in general shared-use paths are not appropriate for scooter traffic, although the use of electric wheelchairs is acceptable.

Shared-use paths provide off-road connections that can be used for recreation and even commuting. These paths can sometimes be strategically placed along waterways, abandoned or active utility rights-of-way, or within parks and open space areas. Paths immediately adjacent to roadways may cross numerous intersecting roads and driveways that create hazards and other problems for path users. Creating safe and accessible intersections between

paths and the road network is one of the most challenging and critical aspects of design. Some considerations include:

- Shared-use paths are a complement to the roadway network; they are not a substitute for providing access on streets.
- Connections to the regular street network are important, but a high number of crossings at intersections create potential conflicts with turning traffic.
- At intersections with roadways, paths should be signed, marked, and/or designed to discourage or prevent unauthorized motorized access.
- Since nearly all shared use paths are used by pedestrians, they need to meet the accessibility requirements of the Americans with Disabilities Act.
- In areas with extremely heavy pathway volume, it may be necessary to segregate pedestrians from wheeled users.

Shared Use Lane Markings

Shared-use lane pavement markings (also known as “sharrows”) are bicycle symbols carefully placed to guide bicyclists to the best location to ride on the road, avoid car doors and alert motorists to the presence of bicyclists. Unlike bicycle lanes, shared-use lane markings do not designate a particular part of the street for the exclusive use of bicyclists. They are simply a marking used on selected streets to remind motorists and bicyclists that they share the lane, guide bicyclists’ position in the travel lane, and encourage motorists to safely pass bicyclists. Shared-use lane markings are particularly suited to narrow corridor segments where motorist and bicyclist speeds are similar (usually “sharrows” will not be placed on corridors with speed limits above 35 MPH), and situations where roadway geometry and/or operations do not readily lend themselves to bicycle lane implementation.

For motorists, shared-use lane markings indicate the following:

- Drivers should expect to see bicyclists on the street in the travel lane.
- Motorists should remember to give bicyclists three feet of space when passing.
- If the lane is too narrow, motorists should wait until the lane widens or until it is safe to change lanes before passing.

For bicyclists, shared-use markings indicate:



- Cyclists should use the shared lane marking to guide where you ride within the lane.
- Bicyclists should remember not to ride too close to parked cars.
- Cyclists should ride with the flow of traffic.

Protected On-Street Bicycle Lanes (Cycle Tracks)

Protected bike lanes are a fairly straightforward concept, in which planters, curbs, parked cars, posts, or some form of physical, vertical separation are used to separate bicycle and auto traffic on busy streets; these facilities are also known as “cycle tracks” and can be an essential component of a full network of bike-friendly routes. Protected lanes have three key characteristics:

1) Physical separation: Protected bike lanes have some sort of physical, stationary, vertical separation between moving motor vehicle traffic and the bike lane. Examples of vertical separation include plastic posts, bollards, curbs, planters, raised bumps or parked cars. Protected bike lanes can be at street level or raised, either to sidewalk level or a level in between street and sidewalk level. Paint alone does not create a protected bike lane.

2) Exclusively for people on bikes: Protected bike lanes must define and allocate space exclusively for people on bikes, not shared with pedestrians or motorized traffic except for brief mixing zones where necessary and at intersections. If the designs are sidewalk level, there must be separate, identified space for people on bikes and people on foot in order for the facility to be considered a protected bike lane.

3) On or adjacent to the roadway: Protected bike lanes are part of the street grid. In some instances, a protected lane may be separated from the road by landscaping or other features, but it runs parallel and proximate to the roadway. This distinguishes

protected bike lanes from off-street pathways that follow waterways or rail corridors.

Protected bike lanes are NOT:

- Multi-use or shared paths; space must be designed and designated exclusively for bicycles.
- Buffered bike lanes; there must be some type of vertical object delineating the space at least once per block.
- Conventional bike lanes that are painted green.

The images below show an example of a cycle track that was constructed within a utility easement along Palm Avenue.



Sidewalks

Sidewalks are the primary mode of pedestrian travel and are a crucial element in any pedestrian network. Sidewalks should be part of a continuous network, connected with crosswalks may be separated from traffic with a buffer where practical. To maintain a high quality of service, sidewalks should be kept level, smooth, and free of debris, and they should be kept continuous across driveways and other entrances. They should also be kept free of conflicts, such as

utility poles or fire hydrants, with sidewalk dimensions that allow for appropriate unobstructed walking space. The minimum unobstructed walking space for a sidewalk on a street is typically five feet, with six feet or wider applications for higher-volume urban centers. The image below shows an example of an unobstructed sidewalk over 8' wide that can accommodate the large number of pedestrians near this historic US-1 mile marker.

Crosswalks



Pedestrian crossings and/or crosswalks are another crucial element in any pedestrian network. Designing Complete Streets means understanding that pedestrians must be able to cross the street. Providing well-designed crossings, whether at intersections or mid-block (marked and unmarked), encourages walking and helps to complete the pedestrian network. Crossing treatments vary depending on a number of factors, including nearby land uses, transit stop locations, and characteristics of the street. Crossing treatments range from signage to marked crosswalks at intersections, marked mid-block crossings or, where appropriate, pedestrian beacon signals. Crosswalks provide for pedestrian visibility and also serve to assign the right-of-way. Well-designed and located mid-block crossings can help shorten blocks and connect destinations more directly. The image below shows a high-visibility striped pedestrian crossing, an important element in a pedestrian network. To maintain a high quality of service, pedestrian crossings should be well-marked with appropriate signage and located in areas without sight distance issues or constraints.

Pedestrian Refuge Islands

Pedestrian refuge, or safety islands, reduce the exposure time experienced by a pedestrian in an intersection. While refuge islands may be used on both wide and narrow streets, they are generally applied at locations where speeds and volumes make crossings prohibitive, or where three or more lanes of traffic make pedestrians feel exposed or unsafe within an intersection.



Curb Extensions

Curb extensions (also called bulb-outs) extend the sidewalk toward the traveled way or into parking lanes to narrow the roadway and provide additional pedestrian space at key locations; they can be used at corners and at mid-block. Curb extensions enhance pedestrian safety by increasing pedestrian visibility, shortening crossing distances, slowing turning vehicles, and visually narrowing the roadway.

Generally, these benefits are greater the further the bulb-out extends into the roadway and the tighter the turn radius created by the bulb-out, but should be balanced against roadway characteristics and the needs of larger vehicles to navigate turns.



Curb extensions can often be lengthened to create public spaces, landscaped areas, or transit waiting areas. They can also be employed as neck-downs or chokers, traffic calming techniques that reduce vehicle travel lanes.

Curb extensions can have the following benefits:

- Increased pedestrian visibility at intersections through improved sight lines;
- Decreased pedestrian exposure to vehicles by shortening the crossing distance;
- Reduced vehicle turn speeds by physically and visually narrowing the roadway;
- Increased pedestrian waiting space;
- Additional space for street furnishings, plantings and other amenities;
- Reduced illegal parking at corners crosswalks and bus stops; and
- Facilitated ability to provide two curb ramps per corner.

Although curb extensions have many benefits, they may not be appropriate in all circumstances. Use of curb extensions should consider the following:

- They may be more expensive to construct than other measures.
- They can reduce flexibility of the roadway in construction routing.
- They can reduce future flexibility in making changes to the location of bus zones, roadway lane layout, or crosswalks.

Bicycle Pedestrian Network Plan - Task 5

Enhanced mobility is what this effort is all about. Making it easier for those who live, work, shop, and play in the City of Key West to walk and bicycle around the community.

Task 5. A. Identify Plan Strategy

The DRMP Team and CPM will discuss the City's best option to decide in Task 1 and whether or not these will be joint or separate bike and walk plans. We will prescribe the full range of bicycle and pedestrian facility types and where they should go.

Task 5. B. Network Routes

Our team will identify the routes that are currently being used or that have been identified as desire lines in Task 3, identifying those that are to become the recommended north-south and east-west network on

Key West and Stock Island. We will pay special attention to context-sensitive facilities to attract more vulnerable and risk-adverse populations so that active transportation can continue to play a key role in advancing Key West as a bicycle and pedestrian friendly city.

Task 5. C. Infrastructure Constraints

It is very likely, that to achieve such a complete and user-friendly network, infrastructure modifications will be required. The data collected during Task 4 will allow the DRMP Team to identify those facilities that need no improvements, those that can be improved within the existing constraints, and those for which significant modifications will be required.

Task 5. D. Identification of Improvements

Each route will be audited (by Sprinkle/DRMP staff on the ground, on bikes and on foot). This is to identify any improvements that can be made to achieve the desired LOS and eliminate obstacles for comfortable travel, and enhance the walking and biking conditions. The DRMP Team will provide a link-by-link summary of potential and recommended improvements that can be made quickly and inexpensively to promote safe walking and bicycling along the designated routes. These recommendations will seek evaluation to ease travel for the broadest range of users including families with children, sightseeing tourists, residents trying to get to work or catch a bus - the types of users who may not make their wishes known at a traditional public workshop, but whose needs are critical to the success of any plan. Longer term improvements will also be identified for each of the links along the route network.

Some of the potential improvements include pavement color to identify bike paths, bike lanes, bike crossover and the use of "sharrows" as allowed by the MUTCD.



Pedestrian lighting will be also evaluated as a potential improvements to enhance night time pedestrian activity areas, including crosswalks and sidewalks. Appropriate quality and placement of lighting can

enhance an environment as well as increase comfort and safety.

The improvements will consider evolution of existing signing to determine obsolete signing and develop a wayfinding plan to provide guidance to citizens and visitors an effective way for biking and walking.

Task 5. E. Implementation Plan

Upon completion of previous tasks, DRMP will develop an implementation plan that will include GIS developed maps in an open source map format. The plan will include an implementation phase with cost estimates and priorities.

Engineering (Infrastructure) Plan - Task 6

Per the Scope of Services, the DRMP Team shall utilize national and international best practices, NACTO guidelines and the upcoming FDOT Complete Streets Manual when developing an Engineering Infrastructure Plan. The plan shall expand upon the Bicycle and Pedestrian Network Plan(s) with at least the following elements:

1. Infrastructure Work Plan

The goals of an Infrastructure Work Plan are to determine/evaluate what assets and facilities the City currently has available at its disposal, such as existing bicycle lanes, paths, sidewalks and signage, and then to develop a plan – along with a corresponding budget – to modify and rehabilitate those facilities.

The Infrastructure Work Plan will incorporate the use of GIS tools to accurately gather an inventory of existing amenities and the conditions of those same facilities (ex. bicycle paths/lane pavement and striping, sidewalk lengths/width and conditions, benches, bike racks, regulatory and wayfinding signage, etc.), and then utilize a living database to track the maintenance and improvements made to said facilities.

Recommendations to improve existing facilities should be categorized by need/scope and into short-term and long-term improvements. Per the Scope of Services, these improvements shall at a minimum be arranged into one-, five, and 10-year increments:

- Simpler, straightforward items such as striping and crosswalk improvements, and replacement of damaged sidewalks or missing signage may constitute short-term enhancements (i.e. the "low-

hanging fruit”) that may be done using a regular maintenance schedule on an annual or semi-annual basis either via City, County or FDOT programs.

- Mid-term improvements may include resurfacing improvements to existing paths and streets and/or reallocating existing corridor widths to provide additional bicycle and pedestrian amenities.
- Long-term improvements may consider future capacity and traffic volumes, such as the results of large network studies (ex. construction of separate bicycle paths/ shared-use paths, and roadway reconstruction projects).

2. Wayfinding and Signage Design Guidelines

Navigation from place to place is a fundamental human activity and an integral part of everyday life. Where are you? Where are you heading to? People use their knowledge and previous experiences to find their way in the built environment. The human perception of the built environment and information in a space comes down to balance and focus. What do you see? Why did you see it? What did you do with the information? The DRMP Team will develop a Wayfinding and Signage Design Guidelines that specifies the best placement of signs, markings, maps, traffic signals and other elements to delineate safe passage between pedestrians, bicyclists and cars.

Wayfinding has the function to inform people of their surroundings in an unfamiliar environment, and it is important to show information at strategic points to guide people into the right direction. Complex “structures” (i.e. maps and signs) are interpreted and stored by the human memory. Distances, locations and time may be remembered differently than as they appear to be in reality. An effective wayfinding system is based on human behavior and consists of the following characteristics:

- Do not make people think – create a comprehensive, clear and consistent visual communication system with concise messaging.
- Show only what is needed – show information that is relevant is to the space, location and/or navigation path.
- Remove excessive information – remove unnecessary elements to create a clear visual environment ahead.

How do people orientate, navigate or remember the “built” environment? Why will people recognize or understand one place easier than another? When creating a wayfinding scheme the following characteristics influences the way people interpret where they are and where they are going:

- Landmarks – To create a legible environment it is necessary to mark specific spaces and/or locations. This reinforces the recognition of places and plays a part in overseeing a larger area. With the use of landmarks (ex. the Southernmost Point, Mile Marker “0”, the Hemingway House, etc.) and marking elements an area will become more visible and will be understand better in the human memory. Landmarks can be art-objects, buildings, streetart, wayfinding signs or striking elements in a landscape. These elements combined will shape the identity of an (unknown) area as seen from a person’s perspective.
- Orientation – In order to navigate, one needs to know where they are in the “built” environment and where other destinations are located. Preferably it is good to know the distance in time from one place to another. If one is able to orientate him/herself within the “built” environment, it will be easier to understand destinations and to navigate by landmarks. In wayfinding, maps are commonly used to indicate one’s location. The usage of maps is a very powerful way of expressing and overseeing the “built” environment. Maps should be displayed “heads-up” in the direction the user is facing in order for people to more easily relate to their location within the City.
- Navigation – With the usage of directional (static) signs people will be guided along their path towards destination(s) and be able to navigate their physical reference to a particular area, setting or destination.

When creating a signage system for the City, it is essential to develop a strategic wayfinding scheme. Research is an important step to understand the “built” environment and where information is needed to maximize legibility of the wayfinding system. There are four important types of signs:

1. Information signs, for instance a sign pole with locate a destination and/or to orientate oneself;

2. Directional signs, where information is displayed to find destinations, located at strategic points;
3. Identification signs, where information about individual locations is displayed such as buildings, locations and public facilities; and
4. Warning signs, to indicate safety procedures such as evacuation routes, “no smoking” areas and other regulations that specify what is allowed or prohibited in a certain area.

To make a signage system work together, a design “grid” is used to order information and to scale the signs to different sizes, as part of the sign “family”. It is important not to place too much information into any one sign, as this may be easily overlooked; instead use multiple signs to get better wayfinding results. Other important aspects of wayfinding signage that will be incorporated into the Wayfinding and Signage Design Guidelines includes consistency in typeface/font, letter height/weight, icons, grid design, color, reflectivity, and material choice.

Furthermore, with the advent of smartphones and tablets with built-in location-finding and map programs, the City has an opportunity to develop and promote tools such as phone navigation apps that can help guide pedestrians and bicyclists, provide real-time tracking and exercise/calorie/step-count information for fitness enthusiasts, and even provide route recommendations for tourists to landmark sites.

3. Bicycle Parking and End of Trip Facilities

An important consideration shall be designing and providing safe and convenient places for people to store their bicycles for both short and long-term periods. Per the Scope of Services, this plan should include:

- Discussion of the different kinds of bicycle parking facilities, the pros and cons of each and recommendations of types for future implementation;
- Existing facilities and types;
- Performance standards recommendations for facilities;
- Where facilities are needed and what types are recommended;
- Bicycle parking at transit stations;
- Temporary (event) bicycle parking;
- Priority by phase;
- Design program to partner with the private sector;

- Design program to address abandoned bicycles and locks; and
- Recommended changes needed to City Codes/Parking Ordinances to accommodate the Plan.



Bicycle parking includes any type of facility for securely storing a bicycle on a short or long-term basis, from a simple bicycle rack located outdoors to secure, high-capacity indoor bicycle parking facilities.

Short-term bicycle parking (less than two hours): This type of parking usually involves bicycle racks such as the inverted U (seen in photo from Whitehead Street). Racks provide support for the bicycle at two places and allow the user to secure the frame and at least one wheel with a standard U-shaped bicycle lock. Racks are low-cost devices that typically hold two to eight bicycles, are secured to the ground, and should be located in highly visible areas with sufficient passive surveillance. If possible, short-term parking should be located 50 to 150 feet from the entrance to a building, to ensure that cyclists do not lock up to trees and signposts closer to their destination.

Long-term bicycle parking (two hours or more): Long-term bicycle parking is typically accomplished using a bicycle locker or a secure bike corral that may be accessed only by bicyclists. In lieu of enclosed bicycle lockers, weather protection may be provided in the form of a shelter or by locating the racks in an existing covered area such as a parking garage or building overhang. Security ensures that bicycles won't be vandalized or stolen. Other end-of-trip facilities such as showers, lockers and changing rooms are also desirable in conjunction with long-term parking

because these features make it more practical for people to bike to work, etc.

Another key aspect of bicycle parking facilities is impacts associated with car parking. It is best to design bicycle-friendly car parking and make recommendations for actions that can be taken that reduce conflicts between bikes and cars. Some items mentioned in the Scope of Services include back-in angled parking, door-zone buffers added to bike lanes etc. Ideally, when cyclists reach their destination and park their bikes, they should be able to focus on securing their personal property and continuing on their excursion, and not have to be burdened with safety issues associated with motor vehicle traffic.

4. Preliminary Design on Selected Bicycle and Pedestrian Network Routes and Facilities

Finally, as part of the City's Engineering Infrastructure Plan, the DRMP Team shall develop "before" and "after" (proposed) typical sections of each corridor within the City that shall be included as part of the Bicycle and Pedestrian Network. This includes providing visual exhibits such as "before and after" aerials of what intersections and corridors look like in their current state and their potentially expanded/improved state while incorporating traffic calming and bicycle/pedestrian-friendly features.

These aerials and typical section exhibits may then be used to provide preliminary designs and to quantify, identify a number of projects to a point in the design process so that they could be provided to FDOT for TAP (Transportation Alternatives Program) or other funding. This includes discussion of any special engineering, environmental and State Historic Preservation characteristics of the project, right-of-way and ownership issues, etc. that the TAP Application takes into account.

Detailed cost estimates for all improvements shall be provided for each section/corridor. If several alternatives are identified on a specific corridor based on reallocating existing pavement/sidewalk widths versus more costly options such as reconstruction and right-of-way acquisition, then a cost estimate shall be developed for each possibility.

Education Encouragement Enforcement and Evaluation Plan - Task 7

Task 7. A. Education and Encouragement

Review of the existing programs shall include FDOT's Commuting Services, the City's Bike/Walk Key West Program and several other initiatives sponsored by the City and or State. The review will be concentrated on current practices, operations, management and implementation.

We will coordinate with the City for the potential implementation of the "how to transform communities into places for people first all while still accommodating the car, and not the other way around" developed by Blue Zone LLC, our subconsultant.

Task 7. B. Enforcement Evaluation

DRMP will evaluate current City Policies on enforcement particularly related to non-motorized vehicles and pedestrians.

Task 7. C. EEEE Plan

The results from Tasks 7A to 7B will be compiled into an EEEE Plan.

Multimodal Connectivity Plan - Task 8

Task 8. A. Transit System Review

We will review the Transit Development Plan completed in 2014 and other operating transit system for potential enhancement related to headways, connectivity and accessibility to activity centers. Additionally, bus stops amenities will be inventoried to ensure full ADA compliance.

Task 8. B. Alternatives Mode

The operational model of other modes of transportation such as carpools, van pools, transportation network providers, and bike share programs available will be reviewed for compatibility and connectivity with transit and bicycle facilities, giving special attention to special events and tourist services.

Task 8. C. Parking System

We will evaluate the existing parking codes and will identify parking facilities (public and private). Parking inventory can be completed to identify the need to review parking fares and violation policies.

Task 8. D. Multimodal Plan

A multimodal plan will provide the findings from previous tasks and identify strategies for full integration with the BPMTP.

**Funding, Maintenance & Implementation Plan -
Task 9**

Upon completion of the BPMTP, the DRMP Team will review the Capital Improvement Plan to identify projects that can be modified to implement the recommended strategies particularly those associated with infrastructure improvements. The use of mixed funding source will be explored to maximize funding utilization and reduce implementation time. Example could be for roadway resurfacing projects wayfinding and marking improvements can be incorporated as part of the project with potentially no additional cost.

The DRMP Team will develop a project priority matrix that will include not only construction cost estimates but also the need to secure maintenance funds to preserve the integrity of the BPMTP. Implementation responsible agencies will be also identified including routine maintenance program check list to ensure that the recommended improvements are properly maintained.

A GIS data base will be developed to keep maintenance records, cost and project planning.

Ad Hoc Tasks - Task 10

The DRMP Team will conduct monthly internal progress meetings and will use the detailed Scope of Services to ensure that all listed issues are considered in the study. We will develop a check list-matrix with topics, technology, new developments, and any item discovered during the study period so that the appropriate staff expert will evaluate the importance to include it in the study. These items will be presented and discussed with the City PM for concurrence.

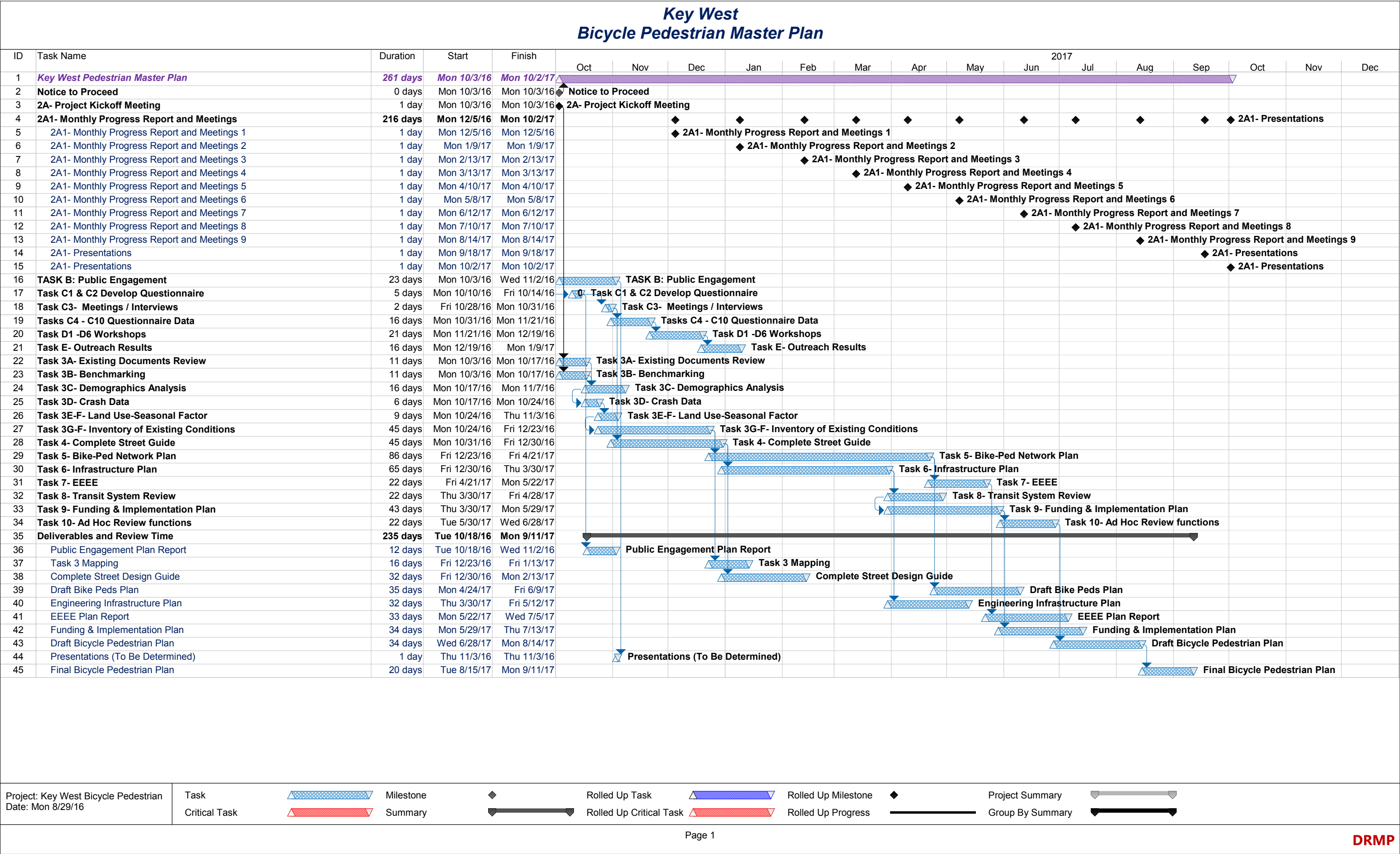
The DRMP Team is composed of well experienced staff including several former FDOT members: our project Manager, Freddie A. Vargas, PE was the FDOT D4 safety engineer for several years, Dan Burden from Blue Zone LLC was the State FDOT Bicycle Pedestrian coordinator, Theo Petritsch, PE was FDOT D5 traffic operations engineer, among others. Our FDOT experience, relationship with FDOT staff and Team's staff knowledge of FDOT system, including LAP project, makes the DRMP Team the most qualified team to complete this assignment.

Deliverables - Task 11

Upon completion of Tasks 2 to 10 DRMP will compile the BPMTP. This report will include the following reports previously submitted as part of the different tasks described in this Project Approach section.

- Public Engagement Plan Report
- Task 3 Mapping
- Complete Street Design Guide
- Draft Bike Pedestrian Plan
- Engineering Infrastructure Plan
- EEEE Plan Report
- Funding & Implementation Plan
- Draft Bicycle Pedestrian Plan
- Final Bicycle Pedestrian Plan

The BPMTP final report will incorporate comments or recommendations from the City Commission after completion of the Plan presentations.



Freddie A. Vargas, PE

Project Manager/Public Engagement/Bicycle Pedestrian Plan/4E's/ Funding /Implementation Plan/ Multimodal/Connectivity Plan

Freddie A. Vargas, PE is a Senior Project Manager and the Office Leader of DRMP's South Florida office. He is responsible for managing transportation/traffic engineering projects out of that office including traffic engineering studies, signalization plans, signing and pavement marking plans, ITS, lighting plans, traffic control plans and minor roadway widening projects.

Mr. Vargas brings over 30 years of professional engineering experience, including project management in traffic and transportation engineering, transportation analyses, transit studies, transportation planning, geometric conceptual design for intersections and corridors, roadway capacity studies, traffic impact studies, traffic safety evaluations, parking studies, development of access management strategies and PD&E studies. He is experienced in managing projects with the Florida Department of Transportation Districts Four and Six and other municipalities throughout south Florida.

RELEVANT PROJECT EXPERIENCE

Districtwide Corridor Planning Studies, FDOT District Six, Miami-Dade County, Florida: Project Manager responsible for the completion of corridor studies, action plans, level of service analysis, multimodal studies, and safety evaluations. We have completed two corridor analyses and currently working on a district wide level of service study, developing an action plan Level V for SR 25 (Okeechobee Road), and a corridor study for US 1 in Marathon. Completed an innovative operations approach to the traffic congestion problem at the intersection of NW 122nd Avenue, and the southbound off ramp from the Palmetto Expressway. Interchange operations improvements at I-95 and Ives Dairy Road. District 6 state road system Level of Services analysis. **Project Length:** N/A | **Dates:** February 2001 – February 2004 | **Reference:** Ken Jeffries 305.470.5197

Districtwide Traffic Operations Safety Studies, FDOT District Six, Florida: Project Manager responsible for the completion of traffic safety studies including fatal crash studies, safety reviews, representing the District Safety Engineer for the District Railroad diagnostic review for the development of the railroad crossings safety program, evaluation of safety features for railroad crossings, optimization of existing signal timing, and phasing parameters to improve safety.

General Civil Traffic and Roadway Design Engineering Services, City of Pembroke Pines, Broward County, Florida: Project Manager responsible for professional engineering services related to traffic and roadway design engineering projects related to major and minor roadway design, intersection improvements, resurfacing, traffic engineering and studies and related services on a task order basis.

- **SR 820 (Pines Boulevard) at SW 145th Avenue, City of Pembroke Pines, Broward County, Florida:** Project Manager responsible for the completion of a traffic analysis, data collection (traffic counts) and operational analysis to determine the intersection geometry and the need for auxiliary lanes from SW 5th Street to Pines Boulevard. The project included the design for roadway improvements providing triple left turn lanes for the northbound movement. Structural analysis was conducted for the existing signal to determine the need for modification to the existing poles. Construction plans were prepared for the City of Pembroke Pines under a LAP agreement between the City, FDOT and Broward County. Plans were reviewed and approved by FDOT for implementation.

SR 847 (NW 47th Avenue) From NW 183rd Street to Premier Parkway, Miami-Dade County: Responsible for completing the Design Traffic Technical Memorandum that determined the required improvements along the corridor. Additionally, participate in the Public Involvement process and the development of the alternatives.



Years of Experience

37 Total
2 With Firm

Professional Registration

Professional Engineer No. 35941,
Florida, 1985
Professional Engineer No. 7844,
Puerto Rico, 1976
Professional Engineer No. o-14075-1B,
US Virgin Islands, 2012

Certification

Certified Public Manager,
Florida State University, 1993

Education

Master of Science in Civil Engineering,
University of Cincinnati 1990

Bachelor of Science in Civil Engineering,
University of Puerto Rico at Mayaguez,
1976

Professional Affiliation

Certified Public Managers Society
Florida Engineering Society
Institute of Transportation Engineers

SIS Connector Assessment; FDOT District Four, Districtwide, Florida: Planner responsible for performing site reviews, documentation of key issues, and developing planning concepts and solutions. A multimodal systems planning study covering Palm Beach and Broward Counties, FL, to inventory the Strategic Intermodal System (SIS) (Airports, Ports, Transit, and Freight facilities) connector highways between the backbone SIS facilities and the SIS hubs. The goal is to identify deficiencies and develop short-term and long-term roadway modifications to improve the economic sustainability of the region. 26 SIS connector highways were evaluated and ranked by specific criteria and prioritized for implementation. Improvements range from Transportation Systems Management (TSM), Transportation Demand management (TDM), and Intelligent Transportation Systems (ITS). **Project Length:** N/A | **Dates:** August 2007 - June 2009 | **Reference:** Jeff Weiner, PE 954.777.4110

Congestion Management System, Broward County MPO, Broward County, Florida: Project Manager for the implementation of phase I of a Multimodal Congestion Management Study along SR 822 (Hollywood/Pines Boulevard (25 miles). The project included development of conceptual plans, and assisting local government in the completion of LAP agreements.

SR 25 Okeechobee Road Action Plan Study, Miami-Dade County, Florida: A sub-area corridor planning study was completed for portion of SR 25. Under this study, socioeconomic data was collected and analyzed for future land use development patterns. Traffic forecasting was completed for a midterm and long term horizon. Travel demand was established to determine future needs for capacity and system improvements. Strategies developed considered cost analysis, feasibility analysis and land use impact.

Miami-Dade MPO Consultant Contract, Miami-Dade County, Florida: Project Manager responsible for completing work assignments within Miami-Dade County such as identification of potential bus contraflow lane operations to enhance Miami-Dade Transit system, updating the Miami-Dade Congestion Management System process. I-395 alternatives evaluation and financial analysis.

- **Access to SW 137th Avenue to and from SR 874 (Don Shula Expressway), Miami-Dade County MPO, Miami-Dade County, Florida:** Project Manager responsible for the evaluation of existing alternatives from a previous PD&E study. New planning level alternatives were developed to provide connection from the Don Shula Expressway to and from SW 137th Avenue. A new alternative was selected and adopted for implementation through the Miami-Dade Expressway Authority.

Traffic Engineering, FDOT District Four, Broward County, Florida: FDOT District Assistant Traffic Operations Engineer responsible for the evaluation and analysis of existing and future traffic conditions along major arterial corridors. The analysis included congestion. Responsible for the development of the District Railroad Safety Program, Traffic Safety, Access Management, and Operational Studies.

Congestion Management Corridor Study, Broward County MPO, Broward County, Florida: Responsible for the Hollywood/Pines Boulevard subarea corridor study to identify congestion management strategies for 22 miles of SR 820. Public involvement and outreach program was completed including presentations to the City's and County's board of commissioners. The development of proposed improvements included the collection of traffic data, transit usage and planning data, traffic forecasting, and multimodal split analysis. Cost analysis was completed to determine feasibility and economic impact of the recommended strategies. **Project Length:** 22 Miles | **Dates:** November 2003 - December 2004 | **Reference:** Enrique Zelaya, PE 954.876.0033

Traffic Engineering and Planning Services, City of Cooper City, Broward County, Florida: Project Manager responsible for continuing traffic engineering and transportation planning services to Cooper City. Our primary role is making sure developments adhere to city traffic requirements and concurrency standards. **Project Length:** N/A | **Dates:** January 1989 - June 1997 | **Reference:** Mark Plass, PE 954.777.4351

Parking Study for P3 Partnership, City of Boca Raton, Broward County, Florida: Completion of a parking study to establish a parking collection system under private/public partnership. The study includes recommendations for parking technologies, parking meters system, etc.

Colette F. Moss, PE

Vice President-in-Charge

Colette F. Moss, PE is a Vice President of DRMP and is a Transportation Division Manager. Ms. Moss serves as a Senior Project Manager who specializes in the design and project management for major and minor transportation projects. She also serves as a Project Engineer. Duties in this capacity include direct supervision of roadway design teams handling complex reconstruction projects, new alignment of limited access facility projects and many miscellaneous projects ranging from additions of auxiliary lanes to resurfacing existing highways to addition of sidewalks for safety projects.

Her experience includes working with FDOT Districts One, Two, Four, Five, Six and the Florida's Turnpike Enterprise. She has also worked with Expressway Authorities, county and city municipalities.

RELEVANT PROJECT EXPERIENCE

SR 997/Krome Avenue, FDOT District Six, Miami-Dade County, Florida: Project Manager responsible for this RRR project to reconfigure the typical section from 1-lane to 2-lanes in each direction and the addition of intersection improvements at Kings Highway to provide sufficient turn-lane lengths and turning radii to accommodate the new lane configuration approximately 1-mile in length. Project limits are from north of SW 321st/Campbell Drive to south of SW 296th Street/Avocado Street (Truck By-pass). This project includes pavement design, drainage design, permitting, signing and pavement markings, signalization, utility coordination and TCP.

SR A1A, FDOT District Four, Broward County, Florida: Project Manager for a 0.34-mile, 6-lane urban roadway project from Cordova Road to Eisenhower Boulevard. The project included milling and resurfacing, ADA updates, landscaping, drainage, utility coordination, signing and pavement markings and maintenance of traffic. **Project Length:** .34-miles **Dates:** August 2009 - April 2012 **Reference:** Fernando Morales, PE, 954.777.4687

SR 811 Resurfacing, FDOT District Four, Broward County, Florida: Project Manager for this RRR project. Project limits were from SR-814/Atlantic Boulevard to Copans Road. The roadway was a 4-lane urban divided minor arterial with a raised median, bike lanes and sidewalks on the westside. This project included pavement design, ADA updates, drainage, signing and pavement markings, signalization, utility coordination, surveying and SUE. Extensive coordination with the City of Pompano Beach CRA occurred to include their long-term vision plan for this corridor. **Project Length:** 2-miles | **Dates:** February 2013 to March 2016 | **Reference:** Fausto Gomez, 954.777.4466

SR 55, FDOT District Two, Levy County, Florida: Project Manager for a 1.5-mile, 4-lane urban roadway project from SW 14th Ave to SR 500. The project included milling and resurfacing, ADA improvements, drainage, permitting, maintenance of traffic, utility coordination, signing and pavement and signalization. **Project Length:** 1.5-miles | **Dates:** February 2005 - March 2006 | **Reference:** Amy Williams, 386.961.7359

SR 5/US 1 from Bowden to I-95, FDOT District Two, Duval County, Florida: Project Manager for the rehabilitation of 3.2-miles of this 4-lane facility. The project included milling and resurfacing, sidewalk construction and ADA updates, drainage improvements, maintenance of traffic, utility coordination, survey, signing and pavement marking and signalization. **Project Length:** 3.2-miles | **Dates:** March 2012 - December 2015 | **Reference:** Chris Rhude, 386.961.7475

C Street Cedar Key Channel Bridge No. 340014 – PD&E Study and Bridge Replacement, Levy County, Florida: Project Manager responsible for the study phase to replace the existing bridge and retaining walls. The facility is 1-lane



Years of Experience

26 Total

26 With Firm

Professional Registration

Professional Engineer No. 48263,
Florida, 1994

Certification

FDOT Advanced Maintenance of Traffic

Education

Bachelor of Science in Civil Engineering,
University of Florida, 1989

Software Aptitude

AutoTURN

GEOPAK

MicroStation

Professional Affiliation

American Society of Civil Engineers

American Society of Highway Engineers

Florida Engineering Leadership Institute
- Class of 2013

Florida Engineering Society

Women's Transportation Seminar

with one, 17-foot wide southbound travel lane with 8-foot parking on both sides, 6-foot sidewalks and outside rail. The proposed bridge will consist of three spans 77-feet in total length using a flat slab superstructure. In addition, approximately 600-feet of retaining wall will be designed for the approaches at each end of the bridge. This project includes new vertical alignment design, public meeting coordination, Coast Guard coordination, survey, right-of-way acquisition, and utility relocation.

SR 589 (Suncoast Parkway Section 5), Florida's Turnpike Enterprise, Hernando County, Florida: Served as Project Engineer responsible for the design of the SR 50 interchange and approximately 3-miles of roadway. The overall project was a new 7.5-mile, 4-lane, limited access roadway from north of County Line Road to north of SR 50. Project included two new interchanges, seven new bridges, drainage, environmental permitting lighting, maintenance of traffic, survey, right-of-way mapping, signing and pavement marking and signalization in Hernando County.

SR 84, FDOT District Four, Broward County, Florida: Project Manager for this 1.1-mile, 4-lane, rural roadway project from Red Road to SW 26th Terrace. The project included milling and resurfacing, guardrail installation, ADA updates, drainage, utility coordination, signals, signing and pavement marking, landscaping and maintenance of traffic. **Project Length:** 1.1-miles | **Dates** - August 2009- April 2012 | **Reference:** Fernando Morales, PE, 954.777.4687

SR 5, FDOT District Four, St. Lucie County, Florida: Project Manager for a 3.8-mile, 4-lane urban roadway project from Edwards Ave. to just south of the Taylor Creek Bridge. The project includes widening, side street reconstruction, milling and resurfacing, access management, ADA improvements, drainage, permitting coordination, maintenance of traffic, utility coordination, signing and pavement marking, signalization and public involvement. **Project Length:** 3.8-miles | **Dates:** May 2005 - May 2010 | **Reference:** Fernando Morales, PE, 954.777.4687

SR-16 from Green Acres Road to SR-5A/San Marco Avenue, FDOT District Two, Duval County, Florida: Project Manager responsible for the rehabilitation of the 5-mile, 4-lane facility. The project included milling and resurfacing, ADA updates, drainage, permitting, maintenance of traffic, survey, SUE, utility coordination, signing and pavement marking and signalization. **Project Length:** 5-miles | **Dates:** June 2010 - January 2013 | **Reference:** Craig Teal, 386.961.7703

SR 21, FDOT District Two, Clay County, Florida: Served as Project Manager for drainage improvements and roadway improvements including milling and resurfacing, upgrading guardrail advanced lengths and anchorages and ADA improvements.

SR 223 , Starke Bypass Segment 2, FDOT District Two, Bradford County, Florida: Project Manager responsible for the design of a 2.2-mile new alignment 4-lane rural facility. The project includes new alignment, milling and resurfacing of existing side streets, drainage, permitting, two bridges, maintenance of traffic, utility coordination, signing and pavement marking, survey, right-of-way acquisition and public involvement. **Project Length:** 2.2-miles | **Dates:** April 2010 - January 2016 | **Reference:** Chris Rhude, 386.961.7475

SR 313, FDOT District Two, St. Johns County, Florida: Project Manager for a 4.1-mile new alignment project from just south of SR 207 to SR 16. The project includes design of a 6-lane urban and suburban typical design of four bridge structures, stormwater treatment facilities, permitting, widening, milling and resurfacing, maintenance of traffic, utility coordination, signing and pavement marking, signalization, survey and development of right-of-way maps. **Project Length:** 4.1-miles | **Dates:** February 2006 - Ongoing | **Reference:** Leigh Ann Bennett, 386.961.7451

Carl Gibilaro, PE

Quality Assurance/Quality Control

Carl Gibilaro, PE is DRMP's PD&E Group Manager and brings 25 years of experience in transportation planning, route feasibility and alignment studies, categorical exclusions, and environmental assessments. He is also experienced with environmental impact statements in accordance with the requirements of the National Environmental Policy Act (NEPA) for both local municipalities and state departments of transportation.

As a project manager for numerous, major transportation projects, he has specialized in the preparation of alternative analyses, feasibility reports, engineering/environmental documentation, public involvement and project management.

RELEVANT PROJECT EXPERIENCE

Main Street Improvements, Town of Mooresville, North Carolina: Transportation Planner responsible for preparing the Categorical Exclusion for this project which involved traffic control, pavement marking, and signing plans for roadway and sidewalk improvements to Main Street between Center Avenue and Moore Avenue in the heart of the downtown business district. Plans include intensive provisions for maintaining pedestrian access to fronting businesses, as well as provisions for on-street parking. Additional services include alternatives analysis, public involvement, and the preparation of a project planning report.

Pineda Causeway Extension Preliminary Engineering Services, Brevard County, Florida: Served as Deputy Project Manager responsible for coordinating the environmental analysis of the project and the completion of the environmental document and the preliminary engineering report. This project consisted of evaluating alternatives for a 0.5-mile segment of the existing Pineda Causeway in conjunction with a 2-mile extension of the causeway for a planned new interchange with I-95 in Brevard County, Florida. The preliminary engineering services for the project included design and right-of-way (ROW) surveys, preliminary geotechnical investigations, environmental analyses, traffic analyses, evaluation of alternative alignments, evaluation of ROW impacts of various alternatives, pedestrian needs, landscaping concepts, stormwater alternatives, and estimates of construction and ROW costs for various alternatives; and the final deliverables for the project included the preliminary engineering report (including alternative analysis and design traffic) and final ROW maps for the realigned areas. The project included substantial public involvement including two public meetings, a public hearing, and individual meetings with groups and citizens affected by the project.

Rouse Road Roadway Concept Analysis, Orange County, Florida: Served as Project Manager responsible for the overall management of this roadway concept analysis (RCA) project consisting of identifying viable alternatives to improve 4.5-miles of Rouse Road by converting it from a 2-lane to a 4-lane facility. The project involved detailed analyses for several alternatives including traffic, environmental (wetlands, threatened and endangered species, hazardous material), roadway alignment, alternative stormwater facilities, and access. The project also included preliminary geotechnical surveys, right-of-way (ROW) surveys (and mapping), ROW needs identification, construction cost estimating, ROW cost estimating, and a substantial public involvement program.

Gaston East-West Connector Environmental Impact Statement (EIS), North Carolina Turnpike Authority (NCTA), Gaston County, North Carolina: Planning Engineer responsible for identifying engineering impacts during the alternative development phase and assisted in the preparation of the Environmental Impact Statement. The Gaston East-West Connector environmental impact statement (EIS) administered by the North Carolina Department of Transportation (NCDOT) evaluated alternatives for improving traffic flow on US 29/US 74 and I-85 and providing increased connectivity between Gaston and Mecklenburg Counties. Preliminary alternatives included designs for approximately 71 miles of new location roadway. Issues included major crossings of the Catawba and South Fork Catawba Rivers, stream impacts, indirect and cumulative impacts, and social impacts.



Years of Experience

25 Total

<1 With Firm

Professional Registration

Professional Engineer No. 23639,
North Carolina, 1998

Professional Engineer No. 48841,
Florida, 1995

Professional Engineer No. 23589,
South Carolina, 2004

Professional Engineer No. 051101,
Virginia, 2007

Education

Bachelor of Science in Civil Engineering,
North Carolina State University, 1989

Old Monroe Road Interim Improvements, Mecklenburg-Union Metro Planning Organization (MUMPO), Union County, North Carolina: Project Manager responsible for directing the traffic analysis, public involvement activities and conceptual design for this project that investigated possible short term and low cost solutions to John Street/Old Monroe Road from Main Street in Mecklenburg County, North Carolina, to Wesley Chapel/Stouts Road in Union County, North Carolina.

Monroe Connector/Bypass Environmental Impact Statement (EIS), North Carolina Turnpike Authority (NCTA), Mecklenburg and Union Counties, North Carolina: Project Manager for the EIS to develop and analyze new alignment alternatives to improve mobility within the project study area, allowing for high-speed regional travel while maintaining access to properties along existing US 74. A total of 16 alternatives were studied in depth with an approximate project length of 20-miles. This project is located in what was one of the fastest growing counties in the United States (Union County, North Carolina) and significant public involvement was included as a major part of the project. The study evaluated alternatives within an approximate 3.5-mile wide corridor and selected a preferred alternative and included major issues such as stream crossings, residential and commercial development, and traffic. A combined Final Supplemental Final EIS/Record of Decision was completed in 2014.

NC-186 Feasibility Study, North Carolina Department of Transportation, Northampton County, North Carolina: Project Manager for the preparation of a feasibility report as part of the North Carolina Department of Transportation's (NCDOT) Moving Ahead initiative. The report involved the realignment of 4,000 feet of NC 186 from its current terminus at US 301 to the new extension of NC 46. The scope consisted of traffic counts, traffic analysis, roadway design, preparation of construction and right-of-way costs, preliminary identification of environmental features, assessment of potential impacts to the human and natural environment, alternative evaluation at a screening level, and recommendation of an alternative. Employee Role: As project manager, directed staff in the preparation of the traffic technical memorandum and the feasibility report.

I-77 HOT Lanes Environmental Assessment, North Carolina Department of Transportation (NCDOT), Mecklenburg and Iredell Counties, North Carolina: Project Manager for the NEPA analysis for the addition of high occupancy/toll (HOT) lanes, aka Express Lanes, to I-77 from I-277 (Brookshire Freeway) in Mecklenburg County to NC 150 (Exit 36) in Iredell County, a distance of approximately 26 miles. The project included the conversion of the existing high occupancy vehicle (HOV) lanes to HOT lanes along I-77 in Mecklenburg County. Alternatives considered analyzed varying the number of HOT lanes added while maintaining the existing number of General Purpose lanes. A majority of the improvements would occur within the existing right-of-way. Tasks associated with this project included threatened and endangered species assessments, indirect and cumulative effects analysis, community impact assessment, environmental justice analysis, noise impact analysis, traffic operational analysis, air quality analysis, alternative development, preliminary roadway design, preliminary hydraulic design, toll operational review, and public involvement. The project also involved FERC permit coordination as well as Federal Emergency Management Agency (FEMA) flood property involvement. The HOV lanes along I-77 were the first—and are currently the only—HOV lanes in the state of North Carolina. Upon conversion, they will be the first HOT lanes in the state.

Florida's Turnpike Mainline Widening from Sunrise Boulevard to Atlantic Boulevard PD&E Study, Florida's Turnpike Enterprise, Broward County, Florida: Served as Project Manager for this general consultant (GC) contract project that involved a PD&E study and design for the widening of a segment of the Turnpike's Mainline extending from Sunrise Boulevard to Atlantic Boulevard in Broward County. Included within the project were noise walls that incorporate attractive, colorful graphics; a stormwater drainage system that provides a source of groundwater recharge to local well fields; the inclusion of the latest tolling technology at the Cypress Creek toll plaza; replacement of local road and ramp bridges over the Turnpike Mainline; significant utility relocations; and landscape improvements. To accommodate the relocation of Florida Gas Transmission (FGT) high-pressure gas mains, the project was split into separate southbound and northbound contracts and an innovative onboard review approach was used to complete the project within schedule.

John R. Burkett, PE

Quality Assurance/Quality Control

John R. Burkett, PE is a Project Manager and a Vice President in DRMP's Transportation Division. He is involved in providing project contract and management oversight along with quality control reviews for all transportation related projects.

His experience includes all phases of Transportation Projects from PD&E, Roadway Design to final construction. Mr. Burkett has experience in designing and managing multi-lane urban arterial highways through out the Central Florida area. He is also experienced with managing and designing 3R widening and resurfacing projects for the Florida Department of Transportation. Mr. Burkett has also worked on the design of limited access controlled facilities located in Central Florida.

RELEVANT PROJECT EXPERIENCE

Continuing General Engineering Consultant, City of Lakeland, Polk County, Florida: Serves as Project Manager for this General Municipal Engineering Services contract with the Lakeland Electric and Water Department. Under these contracts, the City of Lakeland's Departments of Public Works and Community Development has issued projects and services provided, including transportation planning, traffic analyses and parking studies, preliminary engineering studies, roadway planning and design, trail planning and design, general civil engineering, stormwater management, environmental permitting and construction engineering inspection.

- **County Line Road at US 192 Intersection Improvements, City of Lakeland, Florida:** Project Manager for turn-lane improvements at the intersection of County Line Road and US 92. Improvements included dual left turn lanes were added on the intersections south approach for the northbound to westbound turning movement and a separate right turn-lane for the northbound and eastbound movement. The project was needed to improve operations of this intersection to accommodate traffic from the Amazon Fulfillment Center located south of the intersection. Project included: sidewalk, bike key-hole lane, resurfacing, signalization, drainage, signing and pavement marking, MOT, survey, environmental permitting and coordination with CSX railroad.
- **Waring Road, City of Lakeland, Polk County, Florida:** Served as Project Manager for this new north/south alignment between Medulla Road and West Pipkin Road for approximately 1-mile in length. Plans were prepared for the first two lanes of a future 4-lane roadway. Stub outs for drainage and grading for widening were shown on the plans and pond was sized for the future conditions. Project also included widening West Pipkin Road for a new intersection and improvements and realignment of Medulla Road at Airside Center Drive for a total project length of 1.4-miles. Design included: earthwork, storm drainage retention ponds, pipe and drainage structures, box culvert extensions, a gravity wall, sidewalk, base, asphalt paving, (including new construction, widening, and milling and resurfacing), signalization, signing and pavement marking, and right-of-way maps. Design was complete in 2010.

Rosalind Avenue Realignment, City of Orlando, Orange County, Florida: Project Manager and Engineer of Record for roadway design of the realignment of Rosalind Avenue with Orange Avenue in the City of Orlando. The project included the construction of bridge over Lake Lucerne. Rosalind Avenue was converted to a northbound one way arterial facility parallel to Orange Avenue. The project also included extensive streetscape, landscaping and pedestrian features. This included the construction of a pedestrian bridge, sidewalk and landscape features around Lake Lucerne.



Years of Experience

33 Total

24 With Firm

Professional Registration

Professional Engineer No. 40064,
Florida, 1988

Education

Bachelor of Science in Civil Engineering,
University of Pittsburgh at Johnstown,
1982

Software Aptitude

Microsoft Project

Professional Affiliation

American Society of Civil Engineers
American Society of Highway Engineers

Resurfacing Group Projects, FDOT District Three, Various Counties, Florida: Project Manager and Roadway Documents Engineer of Record for the design of 10-miles of 4-lane urban resurfacing projects. The project included SR 30 (US 98) from the Hathaway Bridge to SR 390, SR 30 (Business 98) from Cactus Avenue to SR 30A, and SR 30A (Tyndal Parkway) from CR 2377 to SR 30. These resurfacing projects included public involvement meetings, 3R safety improvements, sidewalk and driveway adjustment, ADA sidewalk, ramp improvements and drainage repairs based on no-dig technology.

St. Johns Heritage Parkway Southern Project, Brevard County Public Works, Brevard County, Florida: Project Engineer responsible the design of a 2-lane divided suburban roadway that can be expanded to a future 4/6-lane section. The original project was split into 2 sections, with the southern section from the Melbourne City limits to US 192, being schedule first for construction. This project included 3.1-miles of new 2-lane roadway improvements and 0.3-miles of side street widening improvement along US 192. This project involved stormwater design, environmental permitting, intersection design, roadway design, bridge design, utility coordination, right-of-way mapping and pedestrian features. The drainage design provided for the future 6-lane widening of the Parkway in the design of the stormwater conveyance systems and the five retention/detention treatment facilities. A single span, 2-lane, 102-foot long bridge was designed for farm access and a concrete box culvert at Canal C-84 was also structurally designed. A new traffic signal was designed at the intersection of the St. Johns Heritage Parkway and US 192. The project involved intensive coordination with outside agencies including; FHWA, FDOT District Five, The City of Palm Bay, SJRWMD, USACOE, FFWCC, USFWS, FDEP and the Melbourne-Tillman Water Control District.

St. Johns Heritage Parkway Northern Project, Brevard County Public Works, Brevard County, Florida: Project Engineer responsible the design of a 4-lane divided suburban roadway that can be expanded to a future 6-lane section. The original project was split into 2 sections, with the Northern section, from US 192 to where it ties into FDOT's SJHP project, being scheduled later for construction. This project includes 1.0-miles of new 4-lane roadway improvements and 0.3-miles of side-street turn lane widening improvements along US 192. This project involved stormwater design, environmental permitting, intersection design, roadway design, utility coordination, right-of-way mapping, and pedestrian features. The drainage design provides for the future 6-lane widening of the Parkway in the design of the stormwater conveyance systems and the three retention/detention treatment facilities. The project also includes the design of a 59.4-acre joint use floodplain compensation pond. Future traffic signal modifications were also designed for the turn lane additions at the intersection of St. Johns Heritage Parkway and US 192. The project involved intensive coordination with outside agencies including; FHWA, FDOT District Five, SJRWMD, USACOE, FFWCC, USFWS, FDEP and the Melbourne-Tillman Water Control District.

Wekiva Parkway Section 206 (Contract 429-206), Central Florida Expressway Authority, Lake County, Florida: Responsible for quality assurance/quality control of roadway design for the design of a new 1.7-mile, 6-lane limited access roadway from east of Round Lake Road to the Lake County/Orange County Line. The project includes the design of the proposed intersection of SR 453 terminus at SR 46 and connection to the SR 46 existing 2-lane roadway just east of Round Lake Road. The project includes milling, resurfacing, and widening of existing side streets, new alignment, expressway, extensive rural and urban-type drainage, four ponds, permitting, four grade separation bridges, maintenance of traffic, utility coordination, signing and pavement marking, signalization, lighting, right-of-way acquisition and public involvement.

SR 589 (Veteran's Expressway) Widening, URS/AECOM for Florida's Turnpike Enterprise, Hillsborough County, Florida: Responsible for quality assurance/quality control for the roadway improvements and maintenance of traffic plans which involves widening a 2.5-mile stretch of a limited access AET toll facility with express lanes from 4-lane to an 8-lane section from Memorial Highway to north of Barry Road. The design included complex MOT plans, roadway, drainage, environmental permitting, signals, signing and markings, ITS, lighting, toll plazas, landscaping, and structural design of two bridge sites (a 2-span continuous steel plate girder bridge and a 3-span AASHTO beam bridge using the new Florida I-Beam). FAA coordination was also key to the project.

John M. Gilreath, GISP, GIST, RST

Inventory of Existing Conditions/GIS

John M. Gilreath, GISP, GIST, RST, is the DRMP's GIS Department Manager. Mr. Gilreath is currently responsible for overseeing geospatial projects and program development. He manages DRMP's GIS/remote sensing program including project planning, data development, data management, and quality control. Mr. Gilreath brings extensive knowledge in GIS, database design, GPS data collection, asset management, and remote sensing.

Mr. Gilreath's past experience in the public and private sector allows him to apply his innovative knowledge across a variety of fields. He has completed a number of projects for transportation/utility infrastructure data collection, facilities management, transportation planning, economic development analysis, stormwater modeling, pavement management, wildlife/forestry, and emergency management response efforts across the country. Mr. Gilreath is well-versed in the needs and requirements of municipalities in each of these areas and will work to ensure final deliverables exceed the client's expectations.

RELEVANT PROJECT EXPERIENCE

Public Works Department, City of Gainesville, Alachua County, Florida: Served as a GIS Supervisor responsible for developing datasets for stormwater systems, transportation planning, environmental studies, and workforce operational data to FGDC standards. In this position, Mr. Gilreath also managed the import of surveyed site plans, capital projects, building permitting status, land rights/acquisition, flood zone amendments, city properties, and easements. He also planned and executed large-scale GPS collection efforts for city infrastructure (fiber networks, traffic signs, ADA compliance, park assets, pavement management, pavement markings, urban forestry, and multimodal infrastructure).

Public Works Department, City of Gainesville, Alachua County, Florida: Served as a GIS Supervisor responsible for developing datasets for stormwater systems, transportation planning, environmental studies, and workforce operational data to FGDC standards. In this position, Mr. Gilreath also managed the import of surveyed site plans, capital projects, building permitting status, land rights/acquisition, flood zone amendments, city properties, and easements. He also planned and executed large-scale GPS collection efforts for city infrastructure (fiber networks, traffic signs, ADA compliance, park assets, pavement management, pavement markings, urban forestry, and multimodal infrastructure).

Mr. Gilreath oversaw pavement management modeling in MicroPAVER, maintained a comprehensive pavement condition index database for the City of Gainesville and updated the City's stormwater GIS database for NPDES from a variety of data sources including GPS field collection and digitization from field surveys and plats. He served on city-wide project teams to improve facilities management by tracking utility billing and LED streetlight infrastructure in the public right-of-way, recording city properties, and mapping the fiber optic network for traffic signal management. Mr. Gilreath managed the project planning and collection of datasets for transportation infrastructure—signage, pavement marking, traffic counts, multi-modal infrastructure (bike lanes, sidewalks), and ADA curb ramps. He also compiled urban services reports in GIS for possible annexations, maintained emergency management data sets and coordinated damage assessments for roadways for FEMA reporting. He also served in other capacities during his tenure at the City.



Years of Experience

12 Total

2 With Firm

Certification

Certified Geographic Information Systems Professional No. 90088, GIS Certification Institute, 2014

Certified GIS/LIS Technologist, American Society for Photogrammetry and Remote Sensing, 2009

Certified Remote Sensing Technologist, American Society for Photogrammetry and Remote Sensing, 2009

Education

Master of Science in Geosciences – GIS/Remote Sensing, Mississippi State University, 2006

Bachelor of Science in Environmental Sciences and Bachelor of Arts in Geography, University of Mary – Washington, 2000

Software Aptitude

ArcGIS 10.x and extensions

ArcGIS Server

ArcGIS Collector

ArcGIS Mobile

ArcPad

Trimble TerraSync

Trimble Pathfinder

MicroPAVER

ERDAS IMAGINE

Leica Photogrammetry Suite

Professional Affiliation

American Public Works Association (APWA) Santa Fe Branch Chair, 2014

Awards

Employee of the Year, City of Gainesville, Florida, 2012

City-Wide Service Award, City of Gainesville, Florida, 2012

Project of the Year, Florida Association of County Engineers and Road Superintendents Team 2014

- Project Manager for current department-wide implementation of Cityworks.
- City Website Design/Steering and Mobile Website development committee member
- Participant in Parks, Recreation, and Cultural Affairs Comprehensive Master Plan
- National Flood Insurance Program Community Rating Coordinator
- City of Gainesville Emergency Management ICS Planning Section Chief

GIS Asset Inventory of Pre/Post Construction for Florida SR 836 Operational, Capacity, and Interchange Improvements, McKim & Creed, Inc. for Miami-Dade Expressway Authority (MDX), Miami-Dade County, Florida: Serving as GIS Project Manager to provide a comprehensive inventory of all existing MDX assets for a 4-mile stretch of the Dolphin Expressway (SR 836) in Miami. Responsible for performing a pre-construction inventory for monitoring new/removed/modified assets as construction on SR 836 progresses. Additionally, will perform a mobile LiDAR scan and survey to create a spatially accurate inventory for MDX maintenance and asset depreciation tracking upon construction completion. This is a comprehensive inventory effort for the major east-west travel corridor in the City of Miami. He will also manage the creation of a geodatabase to meet MDX operational standards and will include over 18 GIS layers for the, Open Road Tolling (ORT) system, Intelligent Transportation System (ITS), lighting, utility conduit, drainage/stormwater, signage, and road design (attenuators, guardrails, etc).

GIS Support Services, BRPH Companies, Inc. for the Greater Orlando Aviation Authority (GOAA), Orange County, Florida: Serving as GIS Project Manager for this project to provide GIS for the implementation of the Strategic Commercial Land Development Program for the GOAA. Responsible for the creation of a GIS model to rank, weight, and prioritize GIS layers to model infrastructure coordination and development suitability. The project also involves coordinating with GOAA GIS staff to implement an ArcGIS Online interactive web map for GOAA leadership to view and query GOAA properties for development potential. He is also advising the staff of both BRPH and GOAA on a secure IT system architecture to serve GIS data. The final web map will be administered by GOAA GIS staff and accessible for GOAA leadership to view site information in a dynamic viewer that allows for user queries, measurements, and reports to be generated.

Alachua County Public School GIS Services, Alachua County School Board, Alachua County, Florida: Served as Project Manager assisting the Alachua County School Board in mapping student address data, updating planning data sets for concurrency areas and examining zoning/attendance issues. Project also included the designs and maintenance of an ArcGIS 10.3 file geodatabase and ArcGIS Online maps containing information on U.S. Census Data, transportation infrastructure and school facilities. Project also included converted Certificate of Occupancy permits from the County and multiple municipalities matched to the County housing inventory as a method to analyze development rates in the region.

Northrop Grumman, Inc., Gainesville, Alachua County, Florida: Served as Analyst II/Project Manager where he was responsible for managing building floor plan inventories, GPS utility collection (electric, gas, water infrastructure) and tree inventories for multiple US Naval Air Stations throughout the Southeastern United States. These bases were located in: Pensacola, Florida and Fort Worth, Kingsville and Corpus Christi, Texas. He also produced accurate digital orthoimagery from high-resolution ADS40 sensors.

2005 Puerto Rico: Served as Analyst II to compile and map entire aerial collection of the island.

2005 Southwest Florida Water Management District, Florida: Served as Analyst II to compile and map entire aerial collection of the District.

2005 Alachua County, Florida: Served as Analyst II/Project Manager to compile and map entire aerial collection of the entire County.

2006 Thermal Imagery Collection, Camp Lejeune, North Carolina: Served as Analyst II/Project Manager to compile and map entire aerial collection of the entire US Marine Base.

Kelly Marton

Inventory of Existing Conditions/ GIS

Kelly Marton is a GIS Analyst with DRMP and is responsible for geodatabase design, GPS field collection efforts, traffic/pedestrian count data collection, and data QA/QC. She is experienced in transportation planning, development review for municipalities, integrating CAD/Microstation design plans and GIS for construction management and detailed infrastructure mapping. Ms. Marton is also adept at preparing maps with ArcGIS Online and providing graphic design for public involvement materials.

RELEVANT PROJECT EXPERIENCE

GIS Asset Inventory of Pre/Post Construction for Florida SR836 Operational, Capacity, and Interchange Improvements, McKim & Creed, Inc. for Miami-Dade Expressway Authority (MDX), Miami-Dade County, Florida: Serving as a GIS Analyst to provide a comprehensive inventory of all existing MDX assets for a 4-mile stretch of the Dolphin Expressway (SR 836) in Miami. Responsible for assisting in performing a pre-construction inventory for monitoring new/removed/modified assets as construction on SR 836 progresses. Additionally, will assist with data analysis from a mobile LiDAR scan and survey to create a spatially accurate inventory for MDX maintenance and asset depreciation tracking upon construction completion. This is a comprehensive inventory effort for the major east-west travel corridor in the City of Miami. Other responsibilities include: the creation of a geodatabase to meet MDX operational standards and will include over 18 GIS layers for the, Open Road Tolling (ORT) system, Intelligent Transportation System (ITS), lighting, utility conduit, drainage/stormwater, signage, and road design (attenuators, guardrails, etc).

GIS Support Services, BRPH Companies, Inc. for the Greater Orlando Aviation Authority (GOAA), Orange County, Florida: Serves as GIS Analyst for this project to provide GIS for the implementation of the Strategic Commercial Land Development Program for the GOAA. Responsible for the creation of a GIS model to rank, weight, and prioritize GIS layers to model infrastructure coordination and development suitability. The project also involves coordinating with GOAA GIS staff to implement an ArcGIS Online interactive web map for GOAA leadership to view and query GOAA properties for development potential. He is also advising the staff of both BRPH and GOAA on a secure IT system architecture to serve GIS data. The final web map will be administered by GOAA GIS staff and accessible for GOAA leadership to view site information in a dynamic viewer that allows for user queries, measurements, and reports to be generated.

Public Works Department, City of Gainesville, Alachua County, Florida: Served as a Technical Support Specialist II responsible for coordinating the development review process for the department, attended all departmental site plan review meetings, reviewed site plans from the Gainesville CRA and Gainesville Regional Utilities, processed, analyzed and published traffic count data, coordinated stormwater management utility to determine billing rates, created renderings of public works engineering projects and provided graphics for promotional materials.

- **City-Wide Inventory of Curb Ramps for ADA Compliance, City of Gainesville, Florida:** Responsible for a City-wide inventory of more than 5,000 curb ramps in order to bring ramps up to ADA federal compliance standards. Project included: designing a geodatabase to manage the data, initial assessment using Google street view to place a feature for each ramp to create a basemap for field work, field data collection to measure relevant attributes, (slope, cross slope, detectible warning strip, landing, obstructions, and drainage issues), each ramp was designated an overall level of compliance to prioritize amount of work needed to meet ADA standards. Ultimately, the data collected is being used by the City to determine priority areas for upgrading the infrastructure to ADA standards and to estimate costs for roadway projects.



Years of Experience

3 Total
2 Firm

Education

Bachelor of Arts in Geography,
University of Florida, 2013

Certification

Graduate Certificate in Web Design and
Online Communication, University of
Florida, 2015

Software Aptitude

ArcGIS
ArcGIS Collector
ArcGIS Online
Adobe Creative Suite
Google Sketch-Up
Python

Award

Florida Association of County Engineers
and Road Superintendents for Best Team
Project, 2014

- **Downtown Bike Rack Mapping, City of Gainesville, Florida:** Responsible for collecting bike rack locations in the downtown core area using Collector for ArcGIS to publish an ArcGIS Online map for public use to encourage citizens to travel downtown by bicycle. The map was used as part of an application for the League of American Bicyclists' Bicycle Friendly City program and the City of Gainesville was awarded a Silver designation.
- **City Bicycle and Pedestrian Counts, City of Gainesville, Florida:** Responsible for planning and executing bicycle and pedestrian counts using infrared detection and inductive loop devices. Data was analyzed, prepared in an ArcGIS Online map for public use online

Scott A. Garth, PE, LEED AP ND

Complete Street Design Guide

Scott A. Garth, PE is a Project Manager in DRMP's Water Resources Division and Tampa Office Leader. In these capacities, he is responsible for project management, client relations, design and technical oversight of staff. Mr. Garth has worked on many different types of drainage design projects accumulating a tremendous amount of overall stormwater engineering and permitting experience. Mr. Garth has attained certification as a LEED Accredited Professional, specializing in Neighborhood Development (ND) in his effort to provide sustainable and cost-efficient solutions.

Scott A. Garth, PE, LEED AP, ND is a Project Manager at DRMP located in the Tampa office. He has been working within the transportation field for his entire career and has gained extensive experience with planning and design projects that have included bicycle, sidewalk and pedestrian features. Mr. Garth has had the latest ADA Training with FDOT District Seven. He has worked on many different types of transportation design projects accumulating a tremendous amount of overall transportation engineering and permitting experience.

RELEVANT PROJECT EXPERIENCE

Professional Miscellaneous Engineering Services General Civil, Hillsborough County, Florida: Project Manager responsible for providing civil engineering services on a continuing basis for minor transportation improvements and pedestrian safety projects including the addition of right and/or left turn lanes, bicycle/pedestrian features and/or sidewalk and ADA accessibility features. Additional services may include: utility coordination, subsurface utility engineering, right-of-way mapping, public involvement and construction administration services.

- **Hanley Road Study and Design, Hillsborough County, Florida:** Served as Project Manager for this high priority safety project to improve pedestrian, bicyclist, motorist and overall safety on Hanley Road, from Hillsborough Avenue to Waters Avenue. This project is approximately 2-miles in length. This corridor is classified as an Urban Collector. The existing features along this corridor include sidewalks, 19 transit bus stops, three schools, the Town and Country Greenway multi-use trail and two midblock pedestrian crossings. This was the first Hillsborough County project to implement sharrows and was awarded the APWA West Coast Branch Project of the Year for 2015.

Professional Consulting Engineering Services for Public Works, Pinellas County, Florida: Served as Project Manager to provide design, permitting and other engineering services associated with roadways, sidewalks, drainage and in support of other projects on an as needed basis.

- **Lealman Preliminary Engineering Study, Pinellas County, Florida:** Project Manager for a preliminary engineering study for the Lealman Central Area Improvements. The study included engineering analysis, master planning, and cost estimating for approximately 600 acres of residential land in St. Petersburg. DRMP led two public meetings to seek input from the residents for the proposed infrastructure improvements. The study included detailed roadway, stormwater and utility needs assessments, proposed improvement projects, prioritization and cost estimates.



Years of Experience

24 Total
19 With Firm

Professional Registration

Professional Engineer
No. 54018, Florida, 1999

Education

Bachelor of Science in Civil Engineering,
University of South Florida, 1993

Certification

LEED AP ND No. 10691885, 2018
PACP/MACP No. U121216666

Software Aptitude

ASAD
AutoCAD
EPA-SWMM
FDOT Storm Sewer Tabulations
GEOPAK
HEC- RAS
HC-SWMM
HY 8 – Culvert Analysis
ICPR
MicroStation
PONDS
WSPRO
XP-SWMM

Professional Affiliation

American Public Works Association
American Society of Civil Engineers
Florida Engineering Society
Florida Engineering Leadership
Institute - Class of 2014
Florida Stormwater Association
Tampa Bay Association of
Environmental Professionals
Society of American Military Engineers

- **Lealman Avenue Sidewalk Improvements, Pinellas County, Florida:** Project Manager responsible for designing ADA compliant sidewalks to improve pedestrian safety and accessibility. Sidewalks located at seven segments including 40th Ave N from 42nd St. N to 40th St. N, 42nd Ave N from 46th St. N to 45th St. N, 44th St. N: from 42nd Ave N to 46th Ave N, 56th Ave. N: from 43rd St. N to 42nd St. N, 42nd St. N: from 55th Ave N to 58th Ave N, 38th St. N: from 40th Ave N to 46th Ave N and 25th St. N from 62nd Ave N to North of 68th Ave N. Project included: sidewalks, curb cut ramps, roadway shoulders, driveways, drainage improvements, permitting, maintenance of traffic, survey, SUE and evaluation of the potential utility conflicts/impacts.

US 41 (SR 45) from North of Lamar Avenue (Old Hospital) to Twingate Avenue, FDOT District Seven, Hernando County, Florida: Lead Drainage/Permitting Engineer for the 3R improvements of approximately 2-miles of SR 45 (US 41). This project includes operational/safety improvements at various urban intersections, addition of new sidewalk, replacement of substandard sidewalk/ADA upgrades for sidewalk and bus stops. This project also includes communicating with the City of Brooksville and Hernando County to coordinate the addition of bike lanes and sidewalks on both sides of the road, throughout the project limits. The project involves CSX coordination to perform add crash walls underneath the existing CSX bridges on US 41. DRMP delineated the existing wetlands along the corridor and designed sidewalks to avoid the wetlands. A SWFWMD permit exemption was obtained for this project.

SR 55 (US 19) Shared Use Path, FDOT District Seven, Citrus County, Florida: Served as Project Engineer for the design and permitting of a shared use path along SR 55 (US 19) in Crystal River. The path was requested by the City to connect the downtown area to the State Park. The 12-foot shared use path required the design of a storm sewer system in order to maintain drainage patterns. The project was permitted through the SWFWMD. The path as designed and permitted within 3 months as a “shovel ready” Federal Stimulus project. DRMP also designed 8-miles of roadway improvements from downtown Crystal River to the Cross State Barge Canal just south of Inglis, Florida. The project included milling and resurfacing, signal upgrades, sidewalk, ADA improvements, traffic control on downtown Crystal River, drainage, permitting and utility coordination.

Laura Street Improvements, City of Plant City, Hillsborough County, Florida: Project Manager for the design one mile of urban roadway reconstruction, streetscape and drainage improvements along historical Laura Street. The project was part of the Downtown Redevelopment for the City of Plant City and is consistent with the comprehensive plan. Storm sewer was redesigned to provide flooding relief and meet the City’s minimum level of service for the 25- year event. Utility coordination was also a part of the design process. Permits were obtained from the SWFWMD. The project also included organizing and leading a Public Workshops. FDOT LAP coordination for additional sidewalks was also apart of the scope.

SR 580 (Hillsborough Avenue Streetscape) (CIP 61148), Hillsborough County, Florida: Project Manager for this FDOT LAP federally funded streetscape project. The project involved improvements along Hillsborough Avenue (SR 580) from Town and County Boulevard to Ambassador Drive. This project mainly focused on ADA/safety, multimodal and beautification. Project elements included sidewalk and ped feature upgrades, bus stop upgrades, bus shelters, ADA accessibility, decorative brick sidewalks, curb cut ramps, pedestrian lighting, crosswalks, landscaping, irrigation and streetscape enhancements. Extensive coordination with various FDOT disciplines was required. Extensive Utility coordination was also required to relocate/adjust utilities in order to design an 8’ widened decorative sidewalk. This was a high profile project that required considerable public involvement including two public meetings.

Joshua Baimel, PE

Complete Street Design Guide

Joshua Baimel, PE is a Senior Project Manager responsible for the management, design, and development of transportation projects including overall project oversight/client relations, serving as the engineer of record and quality assurance/quality control liaison for roadway plan components, budget and schedule maintenance, and public outreach coordination.

His design and production experience includes development of roadway plans, traffic control plans, drainage design, signing and pavement markings plans, lighting and traffic signal plans, utility coordination, and technical reports/packages (RRR, LDAR, Pavement Design, Typical Section, Specifications). He has performed these services for numerous clients, including FDOT Districts One, Four, Five, Six, and Seven and Florida's Turnpike Enterprise; Broward, Palm Beach, and Miami-Dade Counties; Miami International and Fort Lauderdale-Hollywood International Airports; and various municipalities and universities in South Florida. He also has over 15 years of experience performing FDOT Utility Coordination.

RELEVANT PROJECT EXPERIENCE

SR 5/US 1 Key Deer Preservation on Big Pine Key, FDOT, Monroe County, Florida: Design Engineer for roadway design services required for the provision of under-roadway crossings for the endangered Key Deer which inhabit Big Pine Key in the Florida Keys. Project involved the relocation of two water mains and adjustments to above-ground utilities. Also included is the addition of lanes to US 1 in the City of Big Pine Key and improvements to the Key Deer Boulevard intersection. Responsible for the vertical and horizontal alignment for the project, as well as bridge design services for both wildlife undercrossings. Also designed and provided the alignment for all MSE walls, temporary and permanent sheetpile walls, and geosynthetic walls used during MOT. Project Length: 1 mile Dates: January 1999 - January 2003 | Reference: Danny Iglesias, PE, 305.470.5289

Districtwide Miscellaneous Professional Engineering Design Consultant – FDOT District Six: Project Manager for task-work-order driven contract consisting of providing design services on an array of transportation projects, including resurfacing, restoration, and rehabilitation (RRR) projects; intersection safety improvements; and operational/capacity improvements. **Dates:** September 2010 - March 2016 | **Reference:** Danny Iglesias, 305.470.5289 | FM No. 250605-1-32-08 | Assignments included:

- **SR 953/LeJeune Road at SR 5/US 1 (FM No. 428279-1-52-01), Miami-Dade County, Florida:** Intersection safety improvements at this high-volume intersection included pavement resurfacing to provide new markings, installation of new traffic signal mast arms to accommodate additional signal heads, upgrades to pedestrian features such as curb ramps and crosswalk pedestals, and geometric modifications to eliminate illegal turning movements. **Reference:** Adriana Manzanares, 305.470.5283
- **SR 953/LeJeune Road at SR 5/US 1 (FM No. 428279-1-52-01), Miami-Dade County, Florida:** Intersection safety improvements at this high-volume intersection included pavement resurfacing to provide new markings, installation of new traffic signal mast arms to accommodate additional signal heads, upgrades to pedestrian features such as curb ramps and crosswalk pedestals, and geometric modifications to eliminate illegal turning movements. **Reference:** Adriana Manzanares, 305.470.5283
- **SR A1A/Collins Avenue from SR 826/NE 163 Street EB to SR A1A SB Off-Ramp (FM No. 431162-1-52-01), Miami-Dade County, Florida:** Design of a sidewalk network through this high-pedestrian area in Sunny Isles Beach, including ramp pavement resurfacing to provide new markings, installation of new crosswalks/pedestrian



Years of Experience

18 Total
<1 With Firm

Professional Registration

Professional Engineer
No. 59999, Florida, 2003
Professional Engineer No. 88800, New York
Professional Engineer No. 04987600, New Jersey

Certification

Advanced Work Zone Traffic Control
Training Certification
Specifications Certification
Digital/Electronic Delivery

Education

Bachelor of Science in Civil Engineering,
University of Florida, 1999

Professional Affiliation

American Society of Highway Engineers

Software Aptitude

MicroStation

signals, hardscape improvements, and installation of a retaining wall at back of sidewalk near an existing drainage detention area. **Reference:** Danny Iglesias, PE, 305.470.5289

University Drive/SR 817 from Pines Boulevard/SR 820 to Griffin Road/SR 818, FDOT District Four, Broward County, Florida: Project Engineer responsible for design and plans production for this 3.9-mile-long RRR project. Highlights included milling and resurfacing, provision of bike lanes and continuous sidewalk in both directions, upgrades to crosswalks, sidewalks, and curb ramps to comply with ADA requirements, implementation of the Department's access management plan, cross-slope correction, upgrades to guardrail, and drainage improvements. **Project Length:** 3.9 miles | **Reference:** January 2004 - January 2005 | **Reference:** Fausto Gomez, PE, 954.777.4466

SR A1A / Ocean Boulevard – From Linton Boulevard (SR 782) to George Bush Boulevard (SR 806A), FDOT District Four, Palm Beach County, Florida: Design Engineer for this resurfacing, restoring, and rehabilitating RRR project along approximately 2.5 miles of SR A1A. This project included milling and resurfacing of the roadway, the provision of 5-foot paved shoulders and sidewalks as required, drainage improvements, upgrades to existing signalization, new lighting facilities, pedestrian mobility improvements and provision of bicycle facilities. Permitting and proposed lighting design were critical elements as the project runs parallel to the public beach where marine turtles are known to nest. **Project Length:** 2.5 miles | **Date:** January 2002 - January 2004 | **Reference:** Jose Santiago, PE, 305.477.7575

Professional Engineering Services, City of Parkland, Broward County, Florida: Senior Project Manager for this task-work-order driven contract, involving a wide variety of services to the "environmentally proud" City of Parkland in northern Broward County. The scope of services included roadway and drainage design, structural design, traffic and transportation engineering, civil site planning, environmental engineering, building remodeling /construction/ inspection, plans review and permitting, material inspection, geotechnical engineering, construction engineering inspection, value engineering, mechanical/ electrical/plumbing, and landscape design. The individual on-call assignments involve the rehabilitation of the City's roadway infrastructure and mixed use trails to improve safety for cyclists and pedestrians, implementing a pavement management plan for the City's 70+ lane miles using ArcMap/ GIS, and designing new park/recreational facilities and structures, all while maintain the City's hometown feeling and family-friendly environment. **Dates:** January 2013 - October 2015 | **Reference:** Sowande Johnson, PE, 954.757.4144

South Dixie Highway/SR 5/US 1 from SW 112 Avenue/Allapattah Road to north of SW 184 Street/Eureka Drive, FDOT District Six, Miami-Dade County, Florida: Project Manager/Engineer of Record for this 2.2-mile urban resurfacing project along a high-volume segment of US 1 in the Town of Cutler Bay. Key project issues include cross slope correction, drainage improvements, signalization upgrades and traffic analysis, restriping of lane widths to provide bicycle facilities, transit stop upgrades, replacement of substandard bridge railings at the C1-N (Black Creek) canal, and ADA improvements at curb returns and driveways. **Project Length:** 2.2 miles | **Dates:** November 2011 - August 2014 | **Reference:** Hong Benitez, PE, 305.470.5471 | FM No. 429188-1-52-01

SR 822/Sheridan Street from SR 7 to West of I-95 (SR 9) RRR, FDOT District Four, Broward County, Florida: Assistant Project Manager/Senior Project Engineer for project consisting of resurfacing, restoring, and rehabilitating (RRR) the existing roadway, ADA safety improvements, pedestrian signal upgrades, removal of median lighting and installation of proposed conventional lighting at right-of-way, minor drainage enhancements, upgrades to guardrail end anchorage assemblies and replacement of bullet rail on the bridge over the CSX railroad, landscaping improvements, and ensuring all signage and striping conforms with current standards. Responsible for roadway design, plans production, utility coordination, field documentation, development of pavement design package, typical section package and RRR report, and additional responsibilities such as public involvement tasks, schedule management, staff hour and cost estimates, and LRE updates. **Project Length:** 2.7 miles | **Dates:** March 2006 - August 2009 | **Reference:** Julio Delgado, PE, 954.777.4390 | FM No. 416883-1-52-01

Joseph M. Gerum, EI

Complete Street Design Guide

Joseph M. Gerum, EI is a Project Engineer in DRMP's Transportation Division. Mr. Gerum has acquired a knowledge base in roadway design and is skilled in producing plans for transportation projects. He is gaining knowledge in preparing design calculations and design reports. These include pavement design, typical section package and horizontal and vertical geometry.

RELEVANT PROJECT EXPERIENCE

Districtwide Traffic Operations Push Button Contract C-9728, FDOT District Four, Florida: Traffic Project Designer responsible for plans production for task work orders assigned under this contract which included projects consisting of providing miscellaneous traffic operations design services throughout FDOT District Four. The projects include: resurfacing, turn-lane additions, median modifications, signal modifications, pedestrian feature upgrades, safety upgrades and all related components required. Projects are developed in response to traffic safety issues, public concerns and local agency requests. Representative projects include:

- **SR 811 at NE 20th Street, Florida:** Traffic Project Designer responsible for plans production for a rectangular rapid flashing beacon installed at the intersection of SR 811 at NE 20th Street to provide a crossing across the south leg of the intersection across SR 811. Project includes the addition of pedestrian ramps, signing and pavement markings, and TCP.

SR 997/Krome Avenue, FDOT District Six, Miami-Dade County, Florida: Roadway Project Designer responsible for plans production for this RRR project to reconfigure the typical section from 1-lane to 2-lanes in each direction and the addition of intersection improvements at Kings Highway to provide sufficient turn-lane lengths and turning radii to accommodate the new lane configuration. Project limits are from north of SW 321st/Campbell Drive to south of SW 296th Street/Avocado Street (Truck By-pass). This project included pavement design, drainage design, permitting, signing and pavement markings, signalization, utility coordination and TCP.

University Drive, FDOT District Four, Broward County, Florida: Roadway Project Designer responsible for plans production for the reconstructing/widening/milling and resurfacing of the existing suburban 4-lane divided highway on University Drive to a 6-lane divided urban highway from just south of Cardinal Road/NW 40th Street to the Sawgrass Expressway/SR 869, approximately 1.6-miles within the City of Coral Springs. An evaluation for addition of a roundabout will be conducted at Wiles Road and Westview Drive intersections. Project includes roadway design, highway design, lighting design, signing and pavement marking, signalization, ITS, miscellaneous structures, utilities, surveying and mapping, permitting, landscaping and public involvement.

Port Everglades Southport Phase IX, Broward County, Florida: Assisted with the production of the general civil plans that included design of the water, sewer, and drainage. Performed drainage analysis with AutoCAD Storm and Sewer.

Galleria Mall Expansion, Broward County, Florida: Under the direction of a professional engineer, constructed the water, sewer, and drainage design as well as design calculations.

SWS Southern Waste Systems, Broward County, Florida: Assisted with the completion of permitting including FDOT required permits.

I-595 Express Lanes, Broward County, Florida: Served as an engineering intern to gain construction engineering inspection experience by inspecting barrier walls and asphalt.



Years of Experience

2 Total

<1 With Firm

Professional Registration

Engineering Intern No. 1100018554,
Florida, 2014

Education

Bachelor of Science in Civil Engineering,
Florida Atlantic University, 2014

Professional Affiliation

American Society of Civil Engineers
Institute of Transportation Engineers

Software Aptitude

AutoCAD Civil 3D

MicroStation

CORSIM

Stormwater & Wastewater Solutions

Juan P. Camacho, PE

Engineering Plan



Juan P. Camacho, PE is a Senior Project Manager in DRMP's Transportation Division. He is responsible for project management and design of transportation and traffic engineering projects. His experience includes minor roadway widening such as turn-lane additions, extensions and other capacity improvements. His traffic engineering projects include design for signalization, lighting (street lighting, conventional lighting and decorative streetscape lighting) signing and pavement markings and intelligent transportation systems for both major/minor highway and limited access facilities. He also has experience in preparing and analyzing traffic engineering studies for intersection and corridor operations assessments, signal warrant studies, and qualitative assessments.

Mr. Camacho has extensive experience in managing task-based continuing services contracts. He has been involved in over 200 task work orders for a traffic operations push button contract as well as studies produced under a traffic operations safety studies contract. He understands that projects assigned under these types of contracts requires a quick turn-around schedule and can require multiple tasks to be completed simultaneously. He has project experience in both the private and public sector as he was previously employed at Orange County, Florida as a street lighting engineer who oversaw the design and implementation of the County's street lighting program for over 400 miles of County arterial roadways. His project experience includes projects in Florida as well as North and South Carolina.

RELEVANT PROJECT EXPERIENCE

SR 10 (US 90A/Nine Mile Road) Widening, Escambia County, Florida: Provided quality assurance/quality control of traffic components and provided a Lighting Justification Report for this widening from 2-lanes to 4-lanes from west of Pine Forest Road to SR 95 (US 29). Improvements consisted of a 4-lane divided roadway, median curb and gutter, access management plan, addition of sidewalk and bicycle lanes and maintenance of traffic. Design included a 4-lane typical section with paved shoulders, sidewalks, raised median as well as major intersection improvements throughout the corridor. The signalized intersections at Pine Forest Road and Fowler Avenue will be upgraded. Signals will include fiber optic communications and actuated pedestrian features. Project length is approximately 2.3 miles.

SR811 Resurfacing, FDOT District Four, Broward County, Florida: Engineer of Record for traffic engineering components for this 3R project. Project limits are from SR -814/Atlantic Boulevard to Copans Road. The roadway is a 4-lane urban divided minor arterial with a raised median, bike lanes and sidewalks on the westside. This project included pavement design, ADA updates, drainage, signing and pavement markings, signalization, utility coordination, surveying and SUE. Extensive coordination with the City of Pompano Beach CRA occurred to include their long-term vision plan for this corridor. **Project Length:** 2 Miles | **Dates:** February 2013 - December 2015 | **Reference:** Julio Delgado, 954.777.4390

SR 390 Widening, FDOT District Three, Bay County, Florida: Lighting Engineer for the 6-lane widening design of SR 390 from CR 2313 (Baldwin Road) to Jenks Avenue in Bay County. Currently, SR 390 is a two-lane rural roadway with paved shoulders. Design includes a 6-lane typical section with bike lanes, sidewalks, raised median as well as major intersection improvements throughout the corridor. The signalized intersection at Jenks Avenue will be upgraded along with an emergency flashing beacon at Jackson Way. Signals will include fiber optic communications and actuated pedestrian features.

Years of Experience

18 Total

13 With Firm

Professional Registration

Professional Engineer No. 60031,
Florida, 2003

Professional Engineer No. 36459,
North Carolina, 2010

Professional Engineer No. 30806,
South Carolina, 2013

Education

Bachelor of Science in Civil Engineering,
University of Central Florida, 1998

Software Aptitude

AGI32 (Certified)

AutoCAD

MicroStation

SYNCHRO

VISUAL

Professional Affiliation

American Society of Civil Engineers

Seminole Wekiva Trail SR-434 Pedestrian Underpass, Horizon Engineering Group, Inc. for Seminole County, Florida: Traffic Project Designer for tunnel lighting for a 255-foot cut-and-cover tunnel used to provide a multi-use trail crossing under SR 434. The trail passes under the SR 434 roadway at a 55 degree skew to the highway alignment.

SR 95 Widening, FDOT District Three, Escambia County, Florida: Engineer of Record for the lighting component for this 2.3 mile, 4-lane to 6-lane widening and bridge replacement project from SR 8 (I-10) to ½ mile north of SR 10 (US 90A/Nine Mile Road). This project is on the Florida Intrastate Highway System (FIHS). This project includes the design of a major interchange, the addition of bike lanes and sidewalks, and major intersection improvements throughout the corridor. This project also includes extensive public involvement due to the Access Management Classification and the design speed of 50 miles per hour.

District Wide Miscellaneous Minor Safety Design Contract C-8031, FDOT District Three, Florida: Lighting Engineer of Record for high mast lighting components for a variety of safety projects throughout the District. These projects included, turn lane additions, signalization, drainage, sidewalks and lighting. Projects are developed in response to traffic safety issues, public concerns and local agency requests. Representative projects include:

- **SR 8 (I-10) at CR 257, FDOT District Three, Jefferson County, Florida:** Lighting Engineer of Record for high mast lighting project at the interchange of SR 8 (I-10) and CR 257. Project included preparation of a Design Analysis Report comparing different lighting options at the interchange.
- **SR 8 (I-10) at CR 191, FDOT District Three, Santa Rosa County, Florida:** Lighting Engineer of Record for high mast lighting project at the interchange of SR 8 (I-10) at CR 191. Project included preparation of a Design Analysis Report comparing several lighting options at the interchange. Design completed in February 2009 and construction is to begin this year.
- **SR 8 (I-10) at CR 89, FDOT District Three, Santa Rosa County, Florida:** Lighting Engineer of Record for high mast lighting project at the interchange of SR 8 (I-10) at CR 89. Project included preparation of a Design Analysis Report comparing several lighting options at the interchange.

Districtwide Traffic Operations Push Button Contract No. C-9728, FDOT District Four, Florida: Project Manager for this contract which included projects consisting of providing miscellaneous traffic operations design services throughout District Four. The projects include: resurfacing, turn-lane additions, median modifications, signal modifications, pedestrian feature upgrades, safety upgrades and all related components required. Projects are developed in response to traffic safety issues, public concerns and local agency requests. Representative projects include: **Reference:** Jose Guerrero, PE, 954.777.4079

- **SR 7 at Bailey Road, Broward County, Florida:** Project Manager for the design of the conversion of the chevron area to an additional left turn lane in the northbound direction of SR 7 at Bailey Road. Project included: milling and resurfacing, typical section package, pavement design, signing and pavement markings and traffic control plan with lane closure analysis. **Dates:** April 2014 - July 2015
- **SR 93 (I-75) at SR 869 (Sawgrass Expressway), Broward County, Florida:** Project Manager for the design to revise pavement on the I-75 ramp to northbound SR 869 (Sawgrass Expressway) Project included: pavement design for milling and resurfacing of ramp with overbuild, typical section and overbuild detail for ramp revisions, signing and pavement marking and traffic control plan including lane closure analysis. **Dates:** January 2014 - July 2014
- **SR A1A at SE 8th Street, NE 5th, Street, NE 10th Street and at Overlook Condo, Broward County, Florida:** Project Manager for the design of unsignalized marked crosswalks and associated ramps to cross SR A1A (Ocean Boulevard) at these three intersections and a major residential driveway. Project included roadway design, signing and pavement marking, and traffic control plan including lane closure analysis. **Dates:** May 2013 - July 2014

Christine Dalickas, PE

Engineering Plan



Christine Dalickas, PE is a Project Engineer in DRMP's Transportation Division. She is responsible for plans production for transportation/traffic engineering projects including traffic engineering studies, signalization plans, signing and pavement marking plans, ITS, lighting plans, traffic control plans and minor roadway widening projects.

Ms. Dalickas has extensive experience in roadway design projects and completing task work orders under continuing contracts. She also has experience in minor roadway widening projects as well as 3R (Resurfacing Restoration and Rehabilitation). Ms. Dalickas has experience in larger roadway widening and realignment projects for both rural and urban roadways including bid construction document preparation.

RELEVANT PROJECT EXPERIENCE

NW 5th Street Bridge Replacement over the Miami River, FDOT District Six, Miami-Dade County, Florida: Engineer of Record of the signalization portion of the FDOT project where a new five lane, double-leaf Bascule Bridge was designed to replace the existing 5-lane structure with 1.6-foot wide shoulders and 6.6-foot and 10.6-foot wide sidewalks. Signalization plans included Mast arm design and bridge controller coordination.

SR 811/Dixie Highway Resurfacing, FDOT District Four, Broward County, Florida: Project Engineer for traffic engineering components for this 2 miles 3R project. Project limits are from SR 814/Atlantic Boulevard to Copans Road. The roadway is a 4-lane urban divided minor arterial with a raised median, bike lanes and sidewalks on the westside. This project included pavement design, ADA updates, drainage, signing and pavement markings, signalization, utility coordination, surveying and SUE. Extensive coordination with the City of Pompano Beach CRA occurred to include their long-term vision plan for this corridor. **Project Length:** 2 Miles | **Dates:** February 2013 - Present | **Reference:** Julio Delgado, 954.777.4390

Ravenswood Road from Stirling Road to Griffin Road, Broward County, Florida: Project Engineer for the reconstruction of the existing 1-mile, 2-lane roadway to a 4-lane divided section with curb and gutter. Provisions for sidewalks and bike lanes along both sides of the street were made, as well as drainage improvements. Responsible for the signing and pavement markings.

Districtwide Traffic Operations Push Button Contract C-9728, FDOT District Four, Florida: Project Engineer and Engineer of Record for task work orders assigned under this contract which included projects consisting of providing miscellaneous traffic operations design services throughout FDOT District Four. The projects include: resurfacing, turn-lane additions, median modifications, signal modifications, pedestrian feature upgrades, safety upgrades and all related components required. Projects are developed in response to traffic safety issues, public concerns and local agency requests. Representative projects include: **Reference:** Jose Guerrero, PE, 954.777.4079

- **SR A1A at Woolbright Road, Palm Beach County, Florida:** Project Engineer responsible for the design of pedestrian ramps, crosswalk markings and upgrading pedestrian signals (countdown) for the addition of pedestrian crossings across the north, south and east legs of the SR A1A at Woolbright Road intersection. **Project Length:** .1 Miles | **Dates:** August 2012 - July 2014
- **SR A1A (Ocean Drive) at 17th Street, Indian River County, Florida:** Project Engineer responsible for preparation of signalization plans to replace mast arm signals at the intersection of SR A1A and 17th Street. Signals included pedestrian features and replacement of existing controller cabinet. Design included addition of sidewalk on the northeast quadrant, utility coordination and post design services.

Years of Experience

14 Total
3 With Firm

Professional Registration

Professional Engineer No. 62423,
Florida, 2005

Education

Bachelor of Science in Civil Engineering,
University of Florida, 1999

Software Aptitude

AGI32
Aladan
MicroStation
GuideSIGN

Project Length: .01 Miles | **Dates:** January 2013 – July 2014

- **SR 7 at Bailey Road, Broward County, Florida:** Engineer of Record for the design of the conversion of the chevron area to an additional left turn lane in the northbound direction of SR 7 at Bailey Road. Project included: milling and resurfacing, typical section package, pavement design, signing and pavement markings and traffic control plan with lane closure analysis. **Project Length:** .1 Miles | **Dates:** April 2014 - Present
- **SR 93 (I-75) at SR 869 (Sawgrass Expressway), Broward County, Florida:** Engineer of Record for the design to revise pavement on the I-75 ramp to northbound SR 869 (Sawgrass Expressway) Project included: pavement design for milling and resurfacing of ramp with overbuild, typical section and overbuild detail for ramp revisions, signing and pavement marking and traffic control plan including lane closure analysis. **Project Length:** .01 Miles | **Dates:** January 2014 - July 2014
- **SR A1A at SE 8th Street, NE 5th, Street, NE 10th Street and at Overlook Condo, Broward County, Florida:** Engineer of Record for the design of unsignalized marked crosswalks and associated ramps to cross SR A1A (Ocean Boulevard) at these three intersections and a major residential driveway. Project included roadway design, signing and pavement marking, and traffic control plan including lane closure analysis. **Project Length:** .1 Miles | **Dates:** May 2013 - July 2014
- **SR 80 at Lamstein Lane, Palm Beach County, Florida:** Engineer of Record for the design of a right turn lane along westbound SR 80 at Lamstein Lane including widening and milling and resurfacing the outside through lane. Project included: pavement design, typical section package, signing and pavement marking, lighting, traffic control plan with lane closure analysis, utility coordination and drainage design. **Project Length:** .1 Miles | **Dates:** June 2013 - July 2014
- **SR 834 (Sample Road) at Lyons Road, Broward County, Florida:** Project Engineer responsible for the design of the extension of existing eastbound right turn-lane on SR 834. Project included: roadway design, pavement design, signing and pavement marking, lighting, traffic analysis with SYNCHRO, traffic control plan, and drainage calculations. **Project Length:** .1 Miles | **Dates:** October 2012 - July 2014

NW 39th Street Streetscapes Improvements, City of Miami, Miami-Dade County, Florida: Project Engineer for this reconfiguration from an existing 2-lane paved section with parallel parking to a 2-lane paved section with parallel parking along both sides of the street. The construction of limited curb and gutter, planting areas, bulb outs, and sidewalks are part of this project. Responsible for the horizontal alignment as well as the signing and pavement markings.

Districtwide Pushbutton Signal Design Contract No. C-9D55, FDOT District One, Florida: Project Engineer for task work orders assigned under this miscellaneous engineering services contract which includes projects consisting of minor roadway design, signalization, signing and pavement markings, lighting, surveying and subsurface utility engineering.

- **SR 72 at Gateway Avenue, Sarasota County, Florida:** Project Engineer for mast arm replacement on new foundation and upgrading to audible pedestrian detectors on all quadrants. Also responsible for reviewing existing ramps and splitting into two ramps where feasible.
- **SR 758 at SR 72, Sarasota County, Florida:** Project Engineer to revise pavement markings on SR 72 (Stickney Point Road) at SR 758 to relocate westbound right turn lane to be adjacent to the westbound left turn lane and move chevrons to outside of right turn lane.
- **SR 789 at SR 684, Manatee County, Florida:** Project Engineer for sidewalk addition on the west side of SR 789 from 7th Street north for approximately 850-feet south to tie into the existing sidewalk just south at the intersection with SR 684. Project length is 650-feet.

Vida Kalhor

Administrative Assistant/4 E's

Vida Kalhor currently serves as Administrative Assistant for DRMP's entire Boca Raton office. She has senior-level experience in executive decision-making, an aptitude for evaluating obstacles, generating and simplifying procedures, proven ability to motivate and work effectively within a collaborated environment and with persons from various cultures and professional background.

Her responsibilities include project coordination and support, travel arrangements, expense reports, payroll support, meeting minutes, planning luncheons, department functions and custodian of proper filing and management of contracts and documents signed and executed by executives in the company.

RELEVANT PROJECT EXPERIENCE

Program Coordinator Mednax Inc., Sunrise, Florida: Mr. Kalhor served as Program Director. In this role she assisted the department manager in the expansion of short and long term proposals for programs, monitor progress, assure adherence and evaluate performance. She managed the renewal and maintenance of professional licensure, certification and continuing education requirements (CEU), for clinical and non-clinical staff.

Freelance Work Revenue Cycle Management Consulting Atlantic Private Preschool Inc. , Coral Springs, Florida:

- Analyzed account receivables and corrected all government and student billing and collections errors
- Increased revenue by 37 percent within the first three months, by utilizing effective and efficient collections efforts
- Initiated appeals of denials of payment for service with government agencies according to contractual agreements
- Significantly reduced rates of delinquent accounts by implementing an effective collections system
- Maintained strict student healthcare confidentiality and followed the mandates of HIPPA

Freelance Work Nutrition Direct Social Media Manager, Tamarac, Florida:

- Developed and managed online marketing campaigns for client and kept relevant with constantly evolving technologies in online social networking
- Created an effective brand awareness for client's nutritional supplement business by creating a successful engagement and traffic to the client's social media pages
- Achieved a sturdy, visible social media presence and developed concepts for marketing the client's nutritional supplements on all social media fronts
- Continuously monitored online public relations and ensured the success of client programs
- Identified and engaged into new channels to optimize revenue growth
- Created the company website and managed all sales and revenue produced by the website



Years of Experience

15 Total
<1 With Firm

Education

Bachelor of Health Services Administration (BHSA) graduated summa cum laude, honors and World's Ahead Graduate

Software Aptitude

Microsoft Office



SANDRA WALTERS

Planning & Communications Manager

ACADEMIC BACKGROUND

Masters Degree in Marine Affairs, University of Miami, Florida, 1983

Bachelor of Science in Animal Behavior and Marine Biology, University of California, Davis, CA, 1974

SPECIALIZED PROFESSIONAL COMPETENCE

Ms. Walters is a seasoned project administrator with more than 30 years of professional experience in South Florida. She has extensive experience in the design and implementation of public information programs; environmental planning, permitting and construction compliance, including PD&E and NEPA studies; and review and development of comprehensive plans. She has served since 2006 on the South Florida Regional Planning Council, appointed by three governors, and was chair in 2009 and 2015. She also serves on EPA's Water Quality Steering Committee for the Florida Keys National Marine Sanctuary, and served as a Governor's appointee from 2000 to 2004 on Florida's Acquisition and Restoration Council, which oversees purchase and management of all State conservation lands.

REPRESENTATIVE PROFESSIONAL EXPERIENCE

Principal, SWC (Sandra Walters Consultants, Inc.), Key West (travel to all offices), FL, 1996 to present

➤ **Historic Seaport Branding and Marketing, City of Key West**, February 2016-present, PM Dana Pollitt, (954) 769-1533

As member of consulting team, providing data collection, local coordination, way-finding signage planning, graphic arts, videography, and other services. Project includes website creation and internet marketing.

➤ **FDOT District Six Communication Services for Construction Projects, Monroe County**, 2012-2015

Served as communications project manager for all FDOT construction projects in Florida Keys. PM Mark Croft, 305-594-0735.

- SR 5/US 1/North Roosevelt Boulevard in Key West, 2.9 miles, 2012 to 2015
- SR 5/US 1/Overseas Highway/Plantation Key, 2.5 miles, 2012-2013
- SR 5/US 1/Overseas Highway/Saddlebunch Key, 0.6 miles, 2012-2013
- SR 5/US 1/Overseas Highway/Key Largo, 6.8 miles, 2013-2014
- SR 5/US 1/Overseas Highway/Grassy-Layton, 5.5 miles, 2013-2014
- SR 5/Overseas Highway/Ramrod-Big Pine Key, 2.1 miles, 2013-2014
- SR 5/US 1/Overseas Highway, Saddlebunch Key, 1.3 miles, 2013-2014

- SR 5/US 1/Overseas Highway, Bahia Honda Bridge, 1.3 miles, 2013 to 2015
- SR 5/US 1/Overseas Highway, Vaca and Grassy keys in Marathon, 3.9 miles, 2014-2015
- SR 5/US 1/Overseas Highway, Long Key Bridge, 2.0 miles, 2013-2015
- SR 5/US 1/Overseas Highway, Windley and Matecumbe keys in Islamorada, 3.8 miles, 2014 to 2015
- SR 5/US 1/Overseas Highway, Ohio-Missouri Bridge, 0.3 miles, 2013-2015
- SR 5/US 1/Overseas Highway, Duck Key Channel Bridge, 0.2 miles, 2014-2015
- SR 5/US 1/Overseas Highway, Tavernier, 6.3 miles, 2014-2015
- SR 5/US 1/Overseas Highway, Big Pine Key, 0.5 miles, 2014-2015
- SR 5/US 1/Overseas Highway, Layton to Islamorada, 5.6 miles, 2014-2015

➤ **FDOT Dist. Six Design Phase Public Information Services**, 2015 to present, 2006-2011

Public information officer for design-level projects in Florida Keys. Under current contract providing services for four assignments to date, and under previous contract for 11 assignments. Services have included preparation and mailing of project information letters and news releases, holding public meetings, and preparing public information summaries. PM Maribel Lena 305-470-5349.

- SR 5/US 1/Overseas Highway, Summerland Key, 2.6 miles, 2015-2016
- SR 5/US 1/Overseas Highway, Marathon, 5.5 miles, 2015
- SR 5/US 1/Overseas Highway, Big Pine Key, 5.0 miles, 2015
- SR 5/US 1/Overseas Highway, Key West to Stock Island, 0.5 miles, 2007-2008
- SR 5/US 1/Overseas Highway, Big Pine Key, 0.7 miles, 2007-2008
- SR 5/US 1/Overseas Highway, Cudjoe Key, 2.2 miles, 2007-2008
- SR 5/US 1/Overseas Highway, Grassy Key in Marathon, 1.7 miles, 2007-2008
- SR 5/US 1/Overseas Highway, 37th Street to Coco Plum in Marathon, 5.3 miles, 2008-2009



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- SR 5/US 1/Overseas Highway, Bay Point to Upper Sugarloaf Key, 3.5 miles, 2009-2010
- SR 5/US 1/Overseas Highway, Big Coppitt to Shark Key, 0.5 miles, 2009-2010
- SR 5/US 1/Overseas Highway, North Roosevelt Boulevard in Key West, 2.9 miles, 2010-2011
- SR 5/US 1/Overseas Highway, Saddlebunch Key, 1.3 miles, 2011
- SR 5/US 1/Overseas Highway, Islamorada, 2.3 miles, 2011
- SR 5/US 1/Overseas Highway, Tavernier, 2.3 miles, 2011
- **Atlantic Boulevard (0.6 miles), Glynn Archer Drive (0.5 miles), and College Road (0.5 miles), City of Key West, 2010**
Provided public information and environmental services for three LAP projects in City of Key West, including mailings, news releases, meetings and summaries. PM Janet Muccino 305-809-3867.
- **Key West-Stock Island US Highway 1 Corridor Study, Monroe County, 1.8 miles, 2005-2006**
Provided public information services, including coordination with stakeholders, preparing and distributing informational materials and news releases, and hosting a well-attended planning charrette. PM Jose Papa 305-289-2514.
- **FDOT Dist. Six PD&E Studies, Lower Matecumbe Key (4.5 miles, 2001-2006) & Big Coppitt Key (2.0 miles, 2002-2004) in Monroe County, and Sombbrero Beach Road in Marathon (1.8 miles, 2001-2004)**
Provided public involvement, planning and landscape architecture services for three Florida Keys PD&E studies, all of which had full public support at final public hearings. PMs respectively Vilma Croft 305-470-5240, John Dovel 305-470-5342, and Vilma Croft 305-470-5240.
- **Environmental Compliance, FDOT District Six US Highway 1 South 1st Phase, 6.5 miles, 2004-2009**
Served as environmental compliance leader for design-build team; work included benthic resources data collection in Jewfish Creek area, assistance with processing permit modifications, and training of construction staff regarding wetlands and listed species permit requirements. PM John Palenchar 305-470-5223.
- **SR-710 PD&E Study, District 4 FDOT, 2006-2012**
Part of consultant team conducting planning, design and environmental study of 27-mile corridor of B-Line Expressway through Palm Beach and Martin counties. Responsible for wetlands and listed species field data collection, assessment of contamination potential in vicinity, and documentation of land use patterns along corridor regarding potential for

secondary and cumulative impacts. PM Wendy Cyriacks, 954-571-0290.

➤ **Environmental Impact Study & Permitting, Hollywood-Ft. Lauderdale International Airport Runway Extension, Broward County**

In charge of fulfillment of all listed species impact assessment and wetland delineation. Acquired concurrence from all resource agencies on jurisdictional lines and UMAM scores for all wetlands affected by project alternatives, prepared approved National Marine Fisheries Service and U.S. Fish & Wildlife Service EFH and Biological assessments, prepared all DEIS and FEIS text, responded to agency and public questions, and participated in environmental resource permitting process. PM Michael Pacitto, 954-359-6103.

➤ **Permitting and Monitoring, Wastewater System Horizontal Directional Drill under Seven Channels, Islamorada, Monroe County, 2012-2014**

Worked with engineer to avoid all wetland impacts and design drill to minimize any potential impacts to submerged habitats, prepared and processed permit applications, acquiring permits in less than three months of filing, currently conducting full-time compliance monitoring during drills. PM Wynne Grubbs, 770-431-8666.

Vice President & Manager of Environmental & Permitting Division, H.J. Ross, Coral Gables, FL, 1994-1996

➤ **SR 5/US 1/Overseas Highway South Project, from Key Largo to Florida City, 19 miles, 1994-2006**

Served as consultant project manager to assist FDOT District Six in permitting for expansion of US Highway 1 South, including construction of new bridge with 65 foot water clearance at Jewfish Creek. Permits were required from U.S. Coast Guard, South Florida Water Management District, and USACE, and coordination with Dade County Department of Environmental Resources Management. Work included preparing permit applications; creating CADD-generated permit sketches; responding to information sufficiency reviews (including extensive evaluation of potential secondary impacts of project on community and environment); supervising field investigations for construction projects and associated mitigation (including mangrove, seagrass, and freshwater emergent habitats); public information; and coordinating with many commenting agencies. PM Barbara Culhane 305-470-5231.





DEAN WALTERS

Senior Public Information Officer

EDUCATION

Bachelor of Music Education, DePauw University, Greencastle, IN, 1973

Master of Music, Vocal Performance, Academy of Vocal Arts, Philadelphia, PA, 1978

SPECIALIZED PROFESSIONAL COMPETENCE

Mr. Walters is an accomplished professional in the field of public involvement and civic outreach. He has worked closely with the Florida Department of Transportation on many design and construction projects in Monroe County, so is fully familiar with FDOT public information protocol for mailings and meetings. In addition, he has many years as a musical performer, and has been involved in management and direction of such organizations as Island Opera Theatre of the Florida Keys, Inc. and the Keys Chorale at Florida Keys Community College, and in those roles gained extensive direct public involvement and civic outreach experience.

REPRESENTATIVE PROFESSIONAL EXPERIENCE

Public Information Specialist, SWC, Key West, FL, 2012-present

➤ **Historic Seaport Branding and Marketing, City of Key West, February 2016-present, PM Dana Pollitt, (954) 769-1533**

As part of consulting team, providing data collection, local coordination, way-finding signage planning, graphic arts, videography, and other services. Project includes website creation and internet marketing.

➤ **FDOT District Six Communication Services for Construction Projects, Monroe County, 2012-2015, PM Kathy McLendon, (305) 640-7437**

Served as full-time public information specialist for all FDOT construction projects in Monroe County. Work included preparing Communication Action Plans (CAPs) for projects; representing FDOT in interviews and at meetings, preparing and distributing public information documents, news releases and notices; providing continuous information about projects before and during construction; and providing answers to questions from the public. Mr. Walters has also provided weekly updates since March 2012 on projects throughout the Keys on US 1 Radio, the most listened-to station in Monroe County.

- **SR 5/US 1/Overseas Highway/North Roosevelt Boulevard, 2.9 miles, 2012 to 2015**

Provided full communications services for largest current construction project in Florida Keys. Work has included extensive community coordination that included presentations to the Key West City Commission and many local organizations, design and distribution of full-color fact sheets for both residents and visitors, design and placement of advertisements in both radio and print media for safety campaigns, design and distribution of project posters, and planning for the project ribbon-cutting ceremony.

- **SR 5/US 1/Overseas Highway, Long Key Bridge, 2.0 miles, 2013-2015**
- **SR 5/US 1/Overseas Highway, Bahia Honda Bridge, 1.3 miles, 2013-2015**
- **SR 5/US 1/Overseas Highway, Ohio-Missouri Bridge, 0.3 miles, 2013-2015**
- **SR 5/US 1/Overseas Highway, Duck Key Channel Bridge, 0.2 miles, 2014-2015**
- **SR 5/Overseas Highway/Ramrod-Big Pine Key, 2.1 miles, 2013-2014**
- **SR 5/US 1/Overseas Highway/Grassy-Layton, 5.5 miles, 2013-2014**
- **SR 5/US 1/Overseas Highway, Layton to Islamorada, 5.6 miles, 2014-2015**

Public Information Specialist and Administrator, SWC, Key West, FL, 2015-present, 2007-2011, PM Maribel Lena, 305-470-5349

Mr. Walters is responsible for Countywide research data compilation for client projects. He is responsible for day-to-day office management, fielding calls and answering questions from clients. Upon staff completion of work, he is responsible for compilation of documents, and delivery of final products to the client. He also serves as Public Information Specialist, and in that capacity, he locates and reserves venues for public information meetings; acquires, sorts and edits project mailing lists from the Property Appraiser and printed mailing labels; prepares and processes mailings; prepares and distributes news releases to local media; prepares all collateral materials for public meetings including sign-in sheets, informational handouts,



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comment forms and name tags; provides services at public meetings including setting up and breaking down the meeting assisting the public to sign in and to fill out comment forms, and taking photos; and prepares public information summary reports.

➤ **FDOT District Six Public Information Services for Projects in Design Phase, Monroe County**, PM Maribel Lena, 305-470-5349

Establish venues for public meetings, collect data and compile mailing lists for public notices, when requested coordinate with local newspapers regarding meeting advertisements, prepare for and provide staffing at public meetings, prepare summaries of all public information activities.

- **SR 5/US 1/Overseas Highway/North Roosevelt Boulevard in Key West**, 2.9 miles, 2010-2011

Responsible for development and implementation of public involvement program, including coordinating and attending meetings with affected business owners, City officials and project engineers; compiling notes and concerns, preparation and distribution of informative mailers and news releases; scheduling and planning of public meeting, including compilation of public comments; and preparing final public involvement summaries.

- SR 5/US 1/Overseas Highway, Big Coppitt to Shark Key, 0.5 miles, 2009-2010
- SR 5/US 1/Overseas Highway, Bay Point to Upper Sugarloaf Key, 3.5 miles, 2009-2010
- SR 5/US 1/Overseas Highway, Saddlebunch Key, 1.3 miles, 2011
- SR 5/US 1/Overseas Highway, Tavernier, 2.3 miles, 2011

➤ **Improvements to Atlantic Boulevard and Access to Glynn Archer and Gerald Adams Schools, City of Key West**, 2010, PM Janet Muccino, 305-809-3867

Responsible for development and implementation of public involvement programs, including identifying stakeholders, preparing and distributing informative mailers and news releases, planning and implementing public meetings to solicit comments, and preparing final public involvement summaries; and environmental and planning elements.

- **Stock Island-Key Haven US Highway 1 Corridor Study, Monroe County**, PM Jose Papa, 305-289-2514

Provided public involvement outreach and meeting coordination services for study to identify improvements to US 1 corridor segment; resulted in

significant participation by user groups and relevant and effective planning charrette.

Founder/Executive Director, Island Opera Theatre of the Florida Keys, Inc., Key West, 2000-2006

Mr. Walters was involved with all aspects of the creation, development, and day-to-day operations of this organization. Responsibilities included budgeting, finance, creation and implementation of all fundraising activities, personnel hiring/firing, selection of repertoire, managing rehearsals, design of all publicity/marketing tools, liaison with Tourist Development Council and Florida Keys Council of the Arts distribution of Cultural Umbrella Funding, contracts, union compliance, audience development, public outreach, and management. He successfully raised a budget of over \$200,000 annually for seven seasons.

Artistic Director, Keys Chorale, Florida Keys Community College, Key West, 2006-present

As a director of a not-for-profit organization, Mr. Walters is involved on a daily basis with outreach to the local community for not only financial support, but membership recruitment. Other responsibilities include developing departmental budgets, and acting head of music department. His direction of the group requires the utmost in personal management ability to get the diverse 70+ members to perform as a unit.

Owner, Well-Tech Wellness Products, Key West, 1997-present

Mr. Walters has been the owner of a wellness product distributing company for 19 years. He deals with hundreds of clients, and is involved in the outreach to new constituents and businesses that can benefit from his products and business development expertise. He hosts a weekly national training call, helping other distributors develop their businesses.

Professional Affiliations

Former Chair and Board Member, Florida Keys Council of the Arts

Member, Key West Business Guild

Member, American Choral Directors Society

Member, National Association of Teachers of Singing





SHAUN HAMILTON

Project & GIS Technician

ACADEMIC BACKGROUND

B.S. in Environmental Science, University of Florida, Gainesville, FL, 2014

Minors in Geography and Sustainable Studies, University of Florida, Gainesville, FL, 2014

SPECIALIZED PROFESSIONAL COMPETENCE

Mr. Hamilton is knowledgeable in temperate and tropical wetland and marine ecological systems. He is familiar with various sampling and analytical techniques for field data collection, water quality sampling and assessment. Mr. Hamilton is proficient with ESRI GIS mapping products and aided in mapping components of numerous projects throughout Monroe and Miami-Dade counties.

REPRESENTATIVE PROFESSIONAL EXPERIENCE

Project & GIS Technician, SWC, Monroe County, 2014-present, PM Sandra Walters

Provide field data collection and GIS work for various projects including benthic assessments, soil sampling, Phase 1 ESAs, and beach restoration. Leading in field data collection with Trimble GeoXT 3000 and producing maps for corresponding projects.

- **Wetland and Tree Mapping, Big Coppitt Key, 2016**
Worked with staff certified wetland scientist delineating and characterizing wetlands and mapping with Trimble, field-mapped protected upland trees in development area, prepared figures with ArcGIS presenting findings for County building permit and State and federal wetland permit applications.
- **Benthic Assessments, Marathon, Big Coppitt Key and Stock Island, 2016**
Conducted field data collection and Trimble mapping of marine resources at three marine facility locations, prepared maps presenting findings.
- **Phase 1 ESAs for Historical Tours of America, Key West, 2015**
Conducted four Phase 1 Environmental Site Assessments for Historic Tours of America including collecting field data, mapping contamination on nearby properties, and producing final ESA reports.
- **Benthic Assessment for Beach Restoration, Islamorada, 2015**
Collected field data and mapped sensitive habitats offshore of private residence in Islamorada. Proposed beach restoration for the subject property and produced final report for permitting.
- **Soil and Water Sampling at Conch Harbor Marina and A&B Marina in Historic Seaport, Key West, 2015-2016**
Collected soil screenings and samples at Conch Harbor Marina for fuel sump replacement closure report. Collected water samples at A&B Marina as required by submerged land lease. Both projects

required GIS mapping and geospatial analysis of subject properties and surrounding area.

RECENT RELEVANT PROJECT EXPERIENCE

Coral Reef Conservation and Restoration, South Florida, 2013, 2014

Participated in coral surveys in Miami-Dade County, examining the effects of mooring buoy sites on coral health and restoration. Examined boating patterns by helicopter, identified high density boating areas, and conducted corresponding coral surveys in those areas to see how mooring sites affected coral health and minimized damage from improper anchoring. Mapping these high density boating patterns in GIS provided data for proposing new mooring management zones for Miami-Dade, Broward, and Palm Beach counties, PM Dr. Donald Behringer 352-214-1146.

Cook Inlet Aquaculture: Northern Pike Investigations, Alaska, 2014

Participated in a field study of invasive Northern Pike in central Alaska. Working with other field technicians we examined the effects of a growing Pike population on other native fish species in the river system. We collected biological data of pike specimens and removed them from the river system. Working with Alaska Department of Fish and Game we compared return numbers of several species of salmon to the area with Pike population estimates and concluded the Pike were having a dampening effect on salmon returns. *Matt Smukall 407-493-4866*

Florida Spiny Lobster Vertical Transmission, Florida Keys, 2013

Study and field application of biology of *Panulirus argus* (Florida Spiny Lobster). Examined transmission of PaV1 virus in Florida Spiny Lobster and presented findings at University of Florida Marine Science Symposium and were recognized as "Best Undergraduate Presentation." PM Dr. Donald Behringer 352-214-1146.

Basic Scientific Research Diving, Florida Keys, 2012-2013

Practical application of tools and techniques for collecting scientific data through the use of scuba diving skills and research methodology through use of quadrants, transect lines, sample collection equipment and photography. Collected data on various coral reefs and marine specimens throughout Florida Keys. Assisted ongoing research relating to sponges, Florida



OFFICES IN MONROE, DADE, BROWARD AND LEE COUNTIES

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Spiny Lobster, and stone crab. PM Dr. Donald Behringer
352-214-1146.

CERTIFICATIONS AND TRAINING

- U.S. Coast Guard Six Passenger Captain's License, 2015
- Completed Foundation of Geographical Information Systems coursework, 2013
- CPR, Wilderness First Aid, and Emergency O2 Provider, certified 2014
- Certified NAUI Advanced Open Water diver, 2013



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Dan Burden

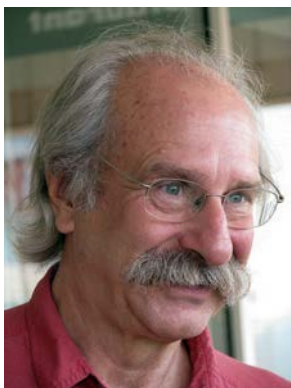
Blue Zones, LLC

*Director of Innovation and
Implementation*



During the summer of 2014 Dan transitioned to his new role with Blue Zones, LLC. Seen as a visionary, innovator and source of inspiration and collaboration throughout his career, Dan is a nationally recognized authority on walkable, livable and sustainable communities, complete streets, and bicycle and pedestrian facilities and programs. Dan has become known for his pioneering work and leadership to mentor many in how to transform communities into places for people first; all while still accommodating the car, and not the other way around. In this new role as the Director of Innovation and Implementation, Dan oversees many additional community-built environment transitions, making dozens, and eventually hundreds of communities healthier, more active places to live.

Dan has always been a pioneer in his work, staying up on holistic trends in transportation and land use, and becoming a sought after master of implementing change. In 1980, staff for Governor Bob Graham, chose Dan to help transform the Florida Department of Transportation, which made it one of the first multi-modal transportation agencies in the nation. As early as 1991, well before the term complete streets was coined, Florida became known for its holistic look at street making, helping create place out of space. Dan pushed for change, and became the nation's first full time pedestrian and bicycle coordinator, a position now required in all 50 states. At the age of 60 Dan broadened his skill sets, embracing urban design and land use while serving as a principal and senior urban designer with the community-planning firm Glattig Jackson (from 2005-2009). Dan currently serves as an advisor for several national organizations, including: Walkscore (www.walkscore.com).



Dan's efforts to get the world "back on its feet" earned him the two of the first-ever awarded lifetime-achievement awards. The first was issued by the Association of Pedestrian and Bicycle Professionals. The second was issued by the New Partners for Smart Growth. The League of American Bicyclists named Dan as "one of the 25 most significant leaders in bicycling for the past 100 years." In a peer driven process Planetizen Magazine ranks Dan as one of the 100 most significant urban thinkers of all time. Time magazine in 2001 named Dan as one of the six most important civic innovators in the world. And that same year the Transportation Research Board (National Academy of Sciences) honored Dan by making him their Distinguished Lecturer for that year. Dan pioneers change in fields he helped create. He has more than 40 years of experience helping create livable communities. Dan served for 16 years as the first State Bicycle and Pedestrian Coordinator for the Florida Dept. of

Transportation. This program became a model for other statewide programs, and in 1991 launched one of the nation's first and most successful complete streets programs.

Dan and his wife, Lys, co-founded Walkable Communities in 1996. Since then, he has helped more than 3,500 communities throughout the world become more livable and walkable.

Blue Zones --Community well-being improvement initiatives designed to make healthy choices easier through permanent changes to the built environment, health producing policies, and social networks.

Theo A. Petritsch, P.E., PTOE

Senior Transportation Engineer

Phone: 888-462-3514

tap@sprinkleconsulting.com



EDUCATION

Bachelor of Civil Engineering, University of Florida – 1990

EXPERIENCE

Mr. Petritsch is a registered Professional Engineer and Professional Traffic Operations Engineer with extensive experience in traffic and roadway safety engineering. He is a core instructor for the National Highway Institute's *Bicycle and Pedestrian Facility Design Courses*, actively teaching roadway design engineers of state DOTs throughout the United States. He developed the scope and outline of the AASHTO *Guide for the Development of Bicycle Facilities* and is the Consultant Project Manager for the NCHRP project to update the *Guide for the Planning, Design and Operations of Pedestrian Facilities*.

Mr. Petritsch served for six years as Florida's Pedestrian and Bicycle Coordinator in the FDOT Safety Office in addition to five years as a Traffic Operations Engineer. He has worked on the local, state and national levels developing plans and guidelines for the development, design, and operation of pedestrian and bicycle facilities. Mr. Petritsch has presented at conferences throughout the country on subjects including law enforcement to improve bicycle safety, roadway and shared use path intersection design, and innovative bicycle and pedestrian treatments. He more than twenty papers and reports published by the *Transportation Research Record*, *Public Roads Magazine*, ITE (*Issue Briefs*), NCHRP, FHWA, and on the *Pedestrian and Bicycle Information Clearinghouse* website.

Mr. Petritsch's experience includes numerous bicycle and pedestrian plans and non-motorized transportation plan updates, trails plans, bicycle and pedestrian route analyses and crossing evaluations, Safe Routes to Schools programs, and bikeway/busway studies. His projects often include construction cost estimates and incremental benefit cost analyses.

APPOINTMENTS / AFFILIATIONS

- ITE Member, Pedestrian and Bicycle Council
- Transportation Research Board, Member of Visibility Committee
- National Committee on Uniform Traffic Control Devices, Bicycle Technical Committee Member
- Association of Pedestrian and Bicycle Professionals, Member
- League of American Bicyclists, League Certified Instructor

SELECTED PROJECTS AND STUDIES

AASHTO Proposed Update to the Guide for the Planning, Design and Operations of Pedestrian Facilities – Mr. Petritsch is the Project Manager for this NCHRP project to update the AASHTO Ped Guide. The revised guide will be the first major revision to the Guide since its original publication in 2004. The revised Guide will include significantly expanded sections on planning tools, documentation methods, accessibility requirements, intersection and midblock crossing design, and maintenance procedures. The final draft is scheduled to be submitted to AASHTO for balloting in 2014.

Metroplan Orlando Bicycle and Pedestrian Wayfinding Plan - This project involved the identification of a network of bicycling and walking routes for a broad variety of users, between and around the three municipalities of Eatonville, Maitland, and Winter Park, just northeast of Orlando, Florida. Theo and his staff identified a preliminary network of interconnecting routes that serve important community destinations such as parks, recreation areas, commercial activity centers, libraries, cultural centers and education institutions. Routes were selected to provide direct connections possible while following secondary and local streets as well as shared use paths as much possible. Theo and Chris Fellerhoff then conducted on-the ground audits of biking and walking conditions along these routes and developed an assessment report of the challenges and opportunities found along each of them. This involved a two-day field session during which they staff biked or walked all of the recommended routes and took detailed notes of conditions and observations encountered along the way.

Pittsburgh Strip District Transportation and Land Use Project – For this mobility study Mr. Petritsch created a best practice report for urban cycle tracks, performed nonmotorized travel demand modeling and participated as a walking and cycling facilities expert in the Design Charrette event. The week long intensive planning process included technical sessions with project stakeholders, elected officials, and agencies as well as open public sessions at key points during the week.

LYMMO Expansion Alternatives Analysis – City of Orlando c/o PB – LYNX recently expanded its free downtown area shuttle service, known as LYMMO. As part of the associated FTA alternatives analysis, Mr. Petritsch conducted



walking audits of the study subareas to determine the quality of bicycle and pedestrian access to the proposed route alternatives and associated bus stops. Recommendations included the provision of shared lane markings, restriping for bike lanes, bicycle specific detection at intersections, pedestrian intersection improvements and midblock crossings.

Colorado DOT Roadway Design Guide Chapter 14 - Bicycle and Pedestrian Facilities Design

Colorado DOT recently adopted a bicycle and pedestrian Policy Directive and a Procedural Directive. These directives require routine accommodation of bicyclists and pedestrians throughout their day to day operations and projects. Theo wrote CDOT's design standards to be incorporated into their design manual. This chapter sets the minimums for design and mandate bicycle and pedestrian accommodation. Also included is equestrian design information.

Columbus, Indiana Bicycle Alternatives and Recommendations – Theo was the lead non-motorized transportation expert on this project to identify potential roadway and intersection improvements for the bicycle network in Columbia, Indiana. The project included evaluating Columbia's entire roadway network to identify potential roadways for bicycle infrastructure improvements and recommending specific improvements for those roadways. Recommended improvements included lane markings, bike lanes, buffered bike lanes, midblock crossings, bicycle specific detection at intersections, blank-out signs at intersections, traffic calming and bike parking. The project also included identifying gaps in the sidewalk network.

St. Augustine Mobility Institute – Mr. Petritsch was the nonmotorized expert member of the consultant team (that included urban planners, landscape architects, engineers, and archeologists) that lead a week long design Charrette to identify potential improvements to roadway corridors that serve as entryways into historic St. Augustine.

St. Petersburg – Pedestrian, Bicycle and Traffic Calming Projects – Senior Engineer and Engineer of Record for numerous projects to improve the livability of St. Petersburg, FL; examples include bicycle and pedestrian safety studies, speed zone studies for the CBD, evaluations of roadways for the addition of bicycle improvements, roundabout design, traffic calming evaluation and design, and the design of midblock crossing treatments. Included as tasks under this project are the design of the Skyway Trail Extension and the design of the 4th Street widening for bike lanes.

Miami-Dade Bicycle Safety Plan – Miami-Dade County had address located all of their bicycle crashes for several years. In this ongoing project, all of the crash data has been typed using NHTSA's PBCAT software and linked to the information in coded in the police crash reports. The actual reports are being reviewed and site inspections performed to develop site specific crash countermeasures. Educational, engineering, and enforcement countermeasures are being considered and evaluated.

City of St. Petersburg, FL MPO Bicycle & Pedestrian Plan Update "CityTrails" – Senior Engineer - This bicycle, pedestrian, and trails master plan document includes Level of Service and Latent Demand analyses of the entire arterial and collector street network in the St. Petersburg, FL. A quantitative evaluation of each roadway segment in the study network was performed to develop a benefit/cost index and set priorities for funding. Additionally, a comprehensive evaluation of existing local, state, and federal design standards was performed and used to create specific design standard treatments for the City.

SR 924/81 St Complete Street Safety Review (FDOT, District 6) – Mr. Petritsch was the lead engineer for this study to identify complete street improvements for SR 924 in Miami. After conducting a field review of the corridor he identified specific pedestrian observation locations. These locations were video recorded to determine the volume of pedestrians crossing SR 924 outside of the designated and signalized crosswalks. Based upon these recommendations he identified locations for potential roadway improvements to reduce risks to crossing pedestrians. A lighting study was also conducted as part of this project. Geometric and operational recommendations were made for SR 924.

Peyton S. McLeod

Project Planner

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EDUCATION

B.A., Geography, Stetson University – 2001 (Magna cum Laude)

EXPERIENCE

Peyton McLeod is a Project Planner with Sprinkle Consulting, Inc. who manages numerous multimodal transportation planning projects. His wide range of experience coordinating projects includes multimodal level of service analyses (using Florida DOT approved level of service methodologies), nonmotorized trip prediction techniques, energy conservation studies, transportation facilities and conditions mapping, national transportation safety studies, multimodal facility demand analyses, and evaluations of transit systems.

Mr. McLeod is a central figure in the development of numerous pedestrian, bicycle, and pathways plans. These plans include system-wide analyses and corridor-level feasibility studies. He helps a variety of jurisdictions develop network evaluation and project prioritization methodologies to rank and implement nonmotorized transportation projects. His experience includes using innovative GIS methods to determine nonmotorized transportation demand. Peyton has extensive experience developing the FDOT's pedestrian and bicycle level of service models. He recently coordinated an FDOT project to develop Mode Shift and Induced Recreational demand models to predict the use of planned facility improvements.

APPOINTMENTS / AFFILIATIONS

Transportation Research Board:

- Highway Capacity and Quality of Service Committee (AHB40), Committee Member and Chair of Bicycle/Pedestrian Subcommittee (2010-2016); Urban Streets Subcommittee member

SELECTED PROJECTS AND STUDIES

City of Largo Multimodal Level of Service Study – Mr. McLeod served as team technical lead for this plan, which encourages active transportation in Largo, in addition to supporting automobile and transit use within specific multimodal corridors. The plan outlines a 25-year work program designed to guide funding and scheduling of multimodal improvements along the designated multimodal network of streets and trails. The plan identifies both near- and long-term planning horizons for projects and funding, requiring collaboration and partnerships with multiple stakeholders and agencies. Mr. McLeod conducted level of service analyses for the bicycle, pedestrian, and transit modes.

University Avenue (SR 26) Multimodal Emphasis Corridor Study - Mr. McLeod coordinated this corridor study which will help link the various modes of transportation to reduce traffic conflicts and enhance flow on University Avenue. University Avenue is a key transportation corridor connecting the University of Florida, downtown Gainesville, and the neighborhoods of East Gainesville. Mr. McLeod led the study's stakeholder walking tour, facilitated the community workshops, and prioritized candidate projects for additional Phase 2 study and cost estimating. The study's recommendations include a bikeway along the University of Florida University Avenue frontage, several improved pedestrian crossings, and geometric and signal improvements for the University/13th Street and University/Waldo Road intersections. Several of the transit recommendations from this study were being implemented prior to the final adoption of the final report.

Collier County Comprehensive Pathways Plan Update – This project serves as the bicycle and pedestrian master plan for the Collier County MPO. Evaluations of both the on- and off-road networks were performed, leading to prioritization of future improvements for each of the networks. The off-road component of the project includes identification of potential corridors for future trail development. This project also includes a detailed analysis of the pedestrian environment around schools in the Golden Glades area. As part of this task, Mr. McLeod managed the evaluation of existing sidewalks and pedestrian treatments at intersections and recommended improvements to increase the safety and comfort of children walking to school.

Indian River County – Indian River County MPO Bicycle & Pedestrian Plan Update – This bicycle and pedestrian master plan document includes Level of Service and Latent Demand analyses of the entire arterial and collector street network in the Indian River County MPO. Additionally, detailed safety analyses were conducted around two elementary school and recommendations made to improve access and safety to the schools. A quantitative evaluation of each roadway segment in the study network was performed to develop a benefit/cost index and set priorities for funding. Mr. McLeod subsequently led another update to this MPO Plan in 2014.

Scottsdale Transportation Master Plan – City of Scottsdale, AZ. - Mr. McLeod was centrally involved in the bicycle and pedestrian elements of this long-range municipal transportation plan. His work included development of a bicycle

facility prioritization methodology and a bicycle re-striping protocol, as well as pedestrian facility and amenity standards for the City.

San Antonio-Bexar County MPO Bicycle and Pedestrian Project – Mr. McLeod served as the project coordinator for this project to assess the existing bicycling and walking conditions in the San Antonio-Bexar County MPO area. In addition to performing collection to assess existing conditions, a second phase of this project involves identification of roadways with potential for lane reductions or restriping projects to allow for the installation of bicycle and/or pedestrian facilities. Through this process, more than 300 miles of roadway restriping and road diet candidates were identified.



data

First Coast MPO Comprehensive Greenways Plan – This project developed comprehensive greenways plan linking the non-motorized transportation network of the First Coast (Jacksonville) MPO to the communities, downtowns, and recreational facilities of the MPO area. The focus of this plan was maximizing the use of existing public and quasi-public lands to minimize the time and expense to implement a comprehensive network. This plan included specific facility/route studies on a dozen different corridors in the First Coast MPO region. For each of the corridors Mr. McLeod performed the evaluation of the public properties and land uses along the corridors to determine which, if any, could be used to reduce right-of-way costs. He also evaluated the impact of potential facility for connectivity to existing non-motorized facilities and transit.

Inventory of Bicycle and Pedestrian Facilities and Review of Bike/Ped Facility Plans – Florida Department of Transportation – This effort involved a detailed inventory of all on-system Florida Department of Transportation roadways in District 7. The inventory, conducted by Mr. McLeod with Distance Measuring Instrument technology, included the collection of all applicable bicycle and pedestrian level of service data, as well as the identification of any gaps in the District's bicycle and pedestrian networks.

Rochester Bicycle Master Plan – The City of Rochester, NY recently sought to develop a plan to significantly expand its on-street bicycle network as a complement to its more established trail system. Mr. McLeod served as the project manager for this municipal project. In that capacity, he led the evaluation of existing bicycling conditions, identified and prioritized potential facility improvements, and trained local agency staff on methods to determine associated air quality and livability benefits.

Colorado DOT Statewide Bicycle and Pedestrian Plan – Mr. McLeod led this statewide planning process, the key objective of which was to create and implement an approach to evaluating candidate bicycle and pedestrian projects that is consistent, defensible, and reflective of the needs and perspectives of various stakeholder groups. This process builds on the methodological foundation and process used by the state's metropolitan planning organizations (MPOs) and transportation planning regions (TPRs). Central elements of the Plan include 1) a vision and broad statewide goals achieved through bicycling and walking activity, as well as the central role that the public and stakeholders had in shaping the goals and subsequent *Plan* elements; 2) a snapshot of the current setting to establish a general baseline for tracking progress; and 3) investment decision criteria to evaluate candidate infrastructure projects and programs, alongside specific performance measures to also track statewide progress toward achieving the goals.

LYMMO Expansion Alternatives Analysis – City of Orlando c/o PB – LYNX recently expanded its free downtown area shuttle service, known as LYMMO. As part of the associated FTA alternatives analysis, Mr. McLeod conducted walking audits of the study subareas to determine the quality of bicycle and pedestrian access to the proposed route alternatives and associated bus stops. He conducted non-motorized level of service analyses and assisted in the identification of spot-specific facility recommendations.

Signalized Intersection Level of Service Model for Pedestrians – This research developed a level of service methodology to determine how well signalized intersections meet the needs of pedestrians. The research effort included an innovative Walk for Science event at which pedestrians walked a course through an urbanized area and scored signalized intersections to rate how well they felt the intersections met their needs. The grades were then analyzed to determine what operational and geometric features of the intersection influenced the participants' scores. The result of this research is an accurate, field calibrated, user-based level of service model for the pedestrian movement at signalized intersections.

Christopher B. Fellerhoff, MLA

Project Planner

Phone: 888-462-3514

cfellerhoff@sprinkleconsulting.com



EDUCATION

B.A., Creative Writing, University of Minnesota – 1997

Masters in Landscape Architecture, University of Illinois at Urbana-Champaign – 2005

EXPERIENCE

Christopher Fellerhoff, a project planner and designer, works on bicycle and pedestrian facility design projects, non-motorized safety projects, area-wide bicycle and pedestrian plans, and multi-modal research projects for Sprinkle Consulting, Inc. His design experience includes on-street bicycle lanes, bicycle-friendly shoulders, shared-use pathways (including facilities adjacent to roadways and independently aligned trails), and trail and pedestrian crossing treatments. Chris helps communities identify “family friendly” walking and bicycling routes, recommending treatments that improve the safety of the walking/biking environment. Chris has also worked on Safe Routes to School projects, including a countywide SR2S Plan with pilot implementation and evaluations at several schools. Chris has led field reviews and crash analyses for countywide Bicycle Safety Action Plans in Hillsborough and Pinellas counties, as incorporated crash reviews into long-range bicycle and pedestrian plans in Palm Beach County, the City of St. Augustine and other communities.

He has coordinated data collection and analysis for non-motorized level of service studies, mapped non-motorized facilities and conditions, and performed multimodal facility demand analyses. Mr. Fellerhoff also programs and conducts public workshops designed to solicit citizen input regarding facility improvement needs and facilitates training workshops and charrettes for design professionals.

APPOINTMENTS / AFFILIATIONS

Association of Pedestrian and Bicycle Professionals (APBP), member

SELECTED PROJECTS AND STUDIES

Palm Beach MPO Master Bicycle Plan – This plan involved the evaluation of bicycle conditions across the MPO area, as well as the development of seven specific corridor studies that address challenges to bicycling typical of roadways across the county. Mr. Fellerhoff led the effort to identify recommendations for these corridors, as well as helped the MPO prioritize facility improvements and make policy recommendations.

Miami-Dade County Pedestrian Mobility and Safety Corridor Studies – Mr. Fellerhoff is the project designer and planner for multiple corridor studies for FDOT District Six in Miami-Dade County. These studies include walking audits, review of crashes, incorporation of school access, and lighting studies.

Bicycle Route Plan for St. Augustine -The plan includes recommendations to increase bicycle accommodation on the principal roadways and bridges that carry riders into the city and also identifies alternative local routes that will allow for more relaxed exploration away from the most congested roads. A uniform way-finding system assists bicyclists in navigating designated routes to popular destinations. The plan also identifies effective and conveniently located bicycle parking sites and also makes recommendations based on the analysis of local crash reports. The plan included innovative community input sessions coordinated with local events, to gather a large data field of challenges and opportunities for safe bicycling around St. Augustine. The plan included on-street audits by Sprinkle staff of close to 50 miles of roadways and a review of multiple years of crash reports to identify trends.

Amelia Island Area Focus Study – Sprinkle Consulting is supporting the North Florida Transportation Planning Organization in conducting a comprehensive evaluation of existing walking, running, and bicycling routes across Amelia Island, FL. As a result of this study, residents and visitors to the Island will have access to a comprehensive network of safe, convenient routes to reach various high-demand destinations, interact with other members of the community, and to further observe the area’s enthusiasm for outdoor recreation and a healthy lifestyle. Mr. Fellerhoff is the Project Coordinator for the study and is identifying and securing opportunities for effective public engagement, as well as developing a seamless system for aggregating participant feedback using GIS and other software. He will then lead field surveys and network map creation.

Peoria (AZ) Bicycle Development Plan- This project involved the evaluation of on-street bicycling conditions in the City of Peoria, a rapidly growing community in the Phoenix metropolitan area. While previous planning efforts in the City have focused on developing off-street pathways and bike lanes on collector streets, this plan examined the potential for including bicycle facilities on arterial streets. Mr. Fellerhoff helped the community identify needs by doing a technical analysis of the street network as well as by getting public input at a Community Open House Workshop. The



plan recommended changes to roadway configurations and signage where feasible and identified roadway segments that need more detailed individual study. Other aspects of plan include the development of policies to include accommodation for bicyclists in both and private development projects.

Downtown Alpharetta Supplemental LCI Study, Alpharetta GA - Sprinkle Consulting

developed bicycle and pedestrian related strategies to help make the center of Alpharetta functional at a more livable scale. Working within a context that seeks to manage motor vehicle traffic and to provide an alternative to the surrounding suburban land-use pattern, Chris Fellerhoff and Theo Petritsch identified opportunities for new sidewalk, pathway, and in-street bicycle facilities and recommended locations and treatments for mid-block crossings to help pedestrians circulate through a revitalized downtown Alpharetta. In his report, Mr. Fellerhoff also included design strategies to improve crossing conditions at signalized intersections subject to high traffic volumes, poor visibility and continuous turning movements and identified potential new bicycle and pedestrian connections between downtown Alpharetta and several nearby commercial and recreational destinations.

St. Pete Parks and Trails Access Assessment and Plan – The City of St. Petersburg, in cooperation with the Pinellas County Health Department, conducted a study to determine current and future opportunities to connect and increase an already strong active parks system. This inventory included the GPS locating for inclusion into a GIS mapping system, a listing of park amenities, wayfinding signing locations, park and trail access locations, safety concern locations, and conditions of the identified attributes. Additionally, a Park and Trails Access Plan was established to help the city identify, estimate costs, and prioritize future projects. Mr. Fellerhoff was deputy project manager and helped facilitate all aspects of this project.

Perimeter CIDs' Commuter Trail System Master Plan – Situated near the junction of Georgia Highway 400 and Interstate 285, the Perimeter area is known as one of the premier office space markets in the southeast. It is served by the MARTA commuter rail system, allowing workers and visitors to get there from around Metro Atlanta. In this study, Sprinkle Consulting helped Perimeter CIDs identify opportunities for improved bicycle and pedestrian mobility between MARTA stations, local workplaces, and retail establishments. Mr. Fellerhoff, the lead planner for this project, led development of an innovative demand analysis to identify priority commute corridors based on concentrations of employment.

Cobb County Bicycle and Pedestrian Master Plan – This plan includes an assessment of current conditions for bicycling and walking in Cobb County, and determination of appropriate improvements for those roadways on the collector and arterial network, and a prioritization methodology for funding the identified improvements. Additionally, this project includes the identification of and recommended specific improvements for "family friendly routes" in Cobb County. A wayfinding signage protocol was also created as part of this project; as was a Safe Routes to School Plan. Finally, a feasibility analysis and conceptual design of an extension to the Silver Comet Trail was developed. Mr. Fellerhoff was central in all tasks of this project.

Pinellas Trail Extension, West Section Shared-Use Pathway Design Plans This project took the initial recommendations of the Preliminary Engineering design report (described below) and developed them into construction plans on an accelerated schedule set by the city. This phase of the project involves the construction of shared use pathway in a former railroad corridor that passes through an inner-city neighborhood. The trail design considered factors such as finalize the trail alignment, managing encroachments and access needs from adjoining properties, controlling trail user speeds in advance of intersections, and assigning priority between the trail and the roadway at intersections. Mr. Fellerhoff was a key member of the office design team and was integrally involved in all aspects of this project.



Bruce W. Landis, P.E., AICP

Vice President

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REGISTRATIONS & CERTIFICATIONS

Professional Engineer: State of Florida, No. 41968, State of Alabama, No. 31019, State of Arizona, No. 46079, State of Colorado, No. 41980, State of Delaware, No. 10952; State of Georgia, No. 027540
State of Kansas, No. 19056, State of Louisiana, No. 30634, State of Maryland, No. 24562,
Commonwealth of Virginia, No. 0402 036061, Missouri, No. 2012011337; Nebraska, No. E14311; New Mexico, No. 21919;
West Virginia, No. 20478

American Institute of Certified Planners, Certificate No. 8934

EDUCATION

Bachelor of Civil Engineering, Georgia Institute of Technology - 1984, graduated w/ Highest Honors

Master of Science of Civil Engineering, University of South Florida - 1992

SELECTED APPOINTMENTS / AFFILIATIONS

Transportation Research Board:

Committee A3A10 – Highway Capacity and Quality of Service, subcommittee member

National Cooperative Highway Research Program – Expert Panel 03-92 guiding production of the *2010 Highway Capacity and Quality of Service Manual*

ITS Joint Program Office - *Driver Perceptions of Urban Arterials* – Expert Panel member

NHTSA / FHWA – *Highway Safety Study: Best Practices for All Modes* – Expert Panel member

ITS Joint Program – *Drivers' Perceptions of Service Quality on Urban Arterials*, National Expert Panel, member

Institute of Transportation Engineers, member

American Planning Association, member

SYNOPSIS OF EXPERIENCE

This experience, coupled with knowledge of transportation safety, intersection and urban streetscape designs, roadway designs, site civil, and operational studies qualify him as among the most widely experienced transportation and land planning, design, and engineering professionals in the U.S. As such, his expertise is frequently sought by cities and communities facing special challenges providing for the mobility of non-motorized users in transportation design.

For nearly two decades, Mr. Landis, as both a professional engineer and certified land use/ regional planner, has led multi-disciplinary teams conducting a vast array of statewide, regional, areawide and corridor-level multi-modal evaluations, studies, master plans, and designing facilities and creating construction documents. These include evaluating existing transportation systems and/or corridors along with corresponding needs for accommodation of alternative modes, such as walking and bicycling. Mr. Landis and his teams' evaluations target the transportation systems' infrastructure and/or agencies' policy responses to their respective communities' social, economic, and environmental needs considering current conditions and growth trends.

Mr. Landis's nationwide expertise led to his being selected by FHWA to develop the national curriculum for the National Highway Institute's *Pedestrian* and *Bicycle Facilities Design* courses. He is a lead instructor, along with Theodore A. Petritsch, P.E., PTOE, training municipal and state DOT engineers.

SELECTED TRANSPORTATION & SAFETY PROJECTS

Complete Streets Early Implementation Demonstration Projects - Bruce Landis led this progressive, yet pragmatic design, implementing "Complete Streets" and "livable corridors" policies by creatively applying reliable traffic engineering and roadway design principles. Accommodating all modes is a Mid-America Regional Council (MARC) regionally-promoted policy,



yet many of their jurisdictions are faced with major challenges implementing this within their constrained rights-of-way and shrinking fiscal budgets. Client agency and city staff reviewed and helped refine designs through participatory Design Review Charrettes. The results were pragmatic and ready-to-implement designs supported by the communities' leaders and the cities' planning and engineering staff.

The Branson Missouri "Highway 76 Complete Street" – This is an innovative project of five miles of a combination Pedestrian Promenade/multi-use pathway being planned, designed and operated entirely on private properties (nearly 100 parcels). Sprinkle is the lead subconsultant serving the City of Branson, MO with preliminary (alignment) plans and stakeholder (property owners) engagement and partnership on this \$60M multi-year project. Bruce Landis is the principal architect and strategist of the design (and location) concept. He and his colleagues have completed the 30 percent plans of the 25' to 40' wide Promenade-Pathway/corridor facility for scores of parcels and have already obtained easement agreements and commitments for many of those property owners.

SR 26 University Avenue Multimodal Emphasis Corridor Study - Gainesville, FL, As Principal-in-Charge, Mr. Landis directed this study linking multiple modes of transportation to reduce traffic, pedestrian and bicyclist conflicts and enhance flow on SR 26/University Avenue. This is a key transportation corridor connecting the University of Florida, downtown Gainesville, and the neighborhoods of East Gainesville. Through community driven initiatives with stakeholders and the public, as well as Sprinkle Consulting's innovative method of pedestrian path mapping via automated traffic recorders, this project is remedying many of the right-of-way geometric issues, unregulated pedestrian crossings, and other transportation infrastructure needs. Thus in a collaborative manner, strategies are being forged which reduce traffic, improve business parking and commerce, and enable a more active and sustainable community

Federal Highway Administration (FHWA): Pedestrian Safety Engineering and ITS – Based Countermeasures Program for Reduced Pedestrian Fatalities, Injuries, Conflicts and Other Surrogate Measures – Chief Engineer & Pedestrian Safety Expert – This project evaluated more than thirty innovative countermeasures to enhance pedestrian mobility and safety in urban street environments. The project involved countermeasures identification, development of evaluation methodologies, and analysis of evaluation data across the United States.

Bus Rapid Transit (BRT) / Pedestrian / Multi-use Pathway Intersection Designs – Concept design leader for integrated BRT stations, pedestrian staging areas and multi-use pathway in urban street setting in downtown St. Petersburg Florida.

Downtown Sarasota Mobility Study – Bruce Landis led this study to identify measures that the Florida DOT, the City of Sarasota, and other stakeholders can undertake to enhance the area's transportation network and policies to implement the adopted *City of Sarasota Downtown Master Plan*. Sprinkle Consulting staff analyzed traffic data and roadway geometry to assess bicycling, walking, and transit conditions within the transportation network in downtown Sarasota. They developed alternatives and conceptual designs that will improve mobility for pedestrians, bicyclists, and motor vehicles.

Dale Mabry Highway Sidewalk Feasibility Study – Chief Engineer and Project Manager – was completed for DOT District 7 by Sprinkle Consulting. It included many features such as developing alternative facility design concepts and cost estimates for retrofitting non-motorized facilities within an existing eight-mile roadway corridor with a diversity of adjoining land uses, user types, access and environmentally sensitive lands impact mitigation / considerations.

Federal Highway Administration (FHWA) & National Highway Institute (NHI): National *Pedestrian & Bicycle Facilities Design Courses* – Instructor and lead author for the 2004 Revision of Course Curriculum and Materials and ongoing instructor for the Courses. Each course is tailored to address the specific regulations and design standards of the State / Community in which it is taught.

Predicting Non-motorized Trips Demand at the Corridor Level: The Bicycle & Pedestrian Mode Shift and Induced Travel Models The methodology and tools developed in the is \$600k, multi-year study enable planners and engineers to estimate travel demand of planned bicycle and pedestrian facilities within travel corridors, select the best facility type for a given environmental setting, determine the resulting improvement in bicycling and/or walking conditions and to assess the benefits relative to the investment costs.



**JUAN S. CALDERON, P.E.,
PTOE, PTP
Project Manager**

Education/Training:

Master of Science in Civil Engineering; Florida International University, Miami 1999

Bachelor of Science in Civil Engineering; University Santo Tomas, Bogota, Colombia, 1997

Years of Experience:

Total 17 years

2011-present - CALTRAN

2006-2011 - FTE

1999-2006 - Other Firms

Registration:

- Professional Engineer in Florida No. 58569, 2002
- Professional Traffic Operations Engineer No. 1301, 2004
- Professional Transportation Planner No. 20, 2007

Proficiencies:

- Project Management
- Traffic & Safety Engineering
- Planning Engineering
- Traffic, Highway & Transit Data Collection
- Traffic & Transit Analysis
- Roadway Design Platforms
- GIS
- Simulation

Office Location

Miami, FL

Professional Experience

Mr. Calderon has over 18 years of experience in traffic/ transportation engineering with a Master Degree in Civil Engineering. Mr. Calderon has been involved in managing multiple traffic and planning engineering projects with the Florida Department of Transportation (FDOT) by providing direct support in traffic and safety projects for Districts 4 and District 6.

Within FDOT related contracts, he has participated actively in preliminary engineering reports, design projects, planning, development of alternatives, conceptual designs, corridor studies, simulation, GIS, as well as, managing or directing projects that encompassed traffic impact studies, traffic circulation, PD&E, modeling, and traffic forecasting signalization, scoping reports and safety countermeasures. In regards to FDOT D6 planning projects he has participated in tasks involving the EPMP program, freight planning projects, highway and traffic data collection, functional classification/governmental jurisdictions, scoping reports, traffic operation analysis and modeling, and public involvement.

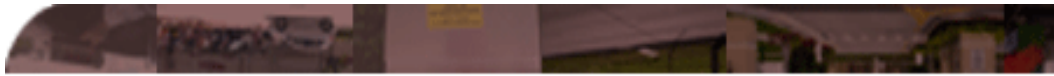
Mr. Calderon is intimately familiar with transportation projects that involve traffic analyses, planning, traffic calming, traffic safety studies, and transit. He is also specialized in traffic and transit data collection, traffic and transit data analysis, mapping using Geographic Information System (GIS) platforms, as well as, roadway design software. Some of Mr. Calderon's clients, for traffic and safety studies including Cities such as Coral Gables, City of Miami, City of Miami Beach, and private developers.

Mr. Calderon is also intimate familiar with the latest Highway Safety Manual (HSM) and the Highway Capacity Manual (HCM). He continuously participates in several trainings and was a reviewer of the HSM of chapter 4 (network screenings

Key Projects

Miami Dade MPO GPC-V09 Complete Streets (2013- 2014): CALTRAN was a partner in the development of the latest Miami-Dade Complete Street Manual with responsibilities that included right-of-way widths assessments and level of service calculations for the three corridors identified for existing and future conditions that are were included in the manual as sample projects (SW 27th Avenue between NW 11th Street and US 1; NW 7th Avenue between NW 119th Street and NW 12th Street and Miami Avenue between NW 42nd Street and the Miami River). Contact: HNTB, Larry Foutz (305) 704-1218.

FDOT District 6, Transportation Statistics Support No. 3, C9617 (2012-ongoing) Responsible for providing engineering services to support the Transportation Statistics Unit of the Planning Environmental Management Office District 6 by performing the following services: PTMS design, traffic data collection (over 2,000 traffic stations and over 1,000 miles of road inventories) in charge of enhanced pavement management program and reporting; Contact: FDOT Neil Lyn (305) 470-5373



FDOT D6, District Wide Freight and Logistics Consultant, C9D04 (2013-ongoing) - Project Manager responsible for assist FDOT D6 to evaluate freight plans, to develop freight strategies with the objective to incorporate within future or ongoing projects. Review and collect data related to freight project. Perform plans reviews. Perform audits to transit, airport and seaport projects and coordinate with District and private stakeholders as necessary. Contact: FDOT Dionne Richardson (305)470-5292

FDOT D4, Districtwide Data Collection-Analysis. (2012-ongoing) - Traffic Project Manager responsible for providing technical and professional services in collecting and analyzing traffic and highway data for FDOT D4. Contact: FDOT Kara Schwartz (954)777-4364

FDOT D4, Traffic Operations Safety Study, C9845 (2012-ongoing) - Project Manager responsible for providing traffic engineering services to the department through traffic operations and safety studies such as: Ramp safety studies, spot speed studies, safe curve speed studies, gap studies amongst others. Contact: Gannett Fleming, Nelson Castillo, P.E. (305)823-5662.

FDOT D6, Traffic Operations Studies, C8W68 (2013-Ongoing) - Project Manager responsible for providing traffic engineering services to the department through traffic operations and safety studies such as: Turning Movement Counts, Intersection Approach counts, Travel time and delay, spot speed studies amongst others along Miami-Dade and Monroe Counties. Contact: T.Y. Lin-Claudia Diaz. (305) 567-1888.

FDOT D6, Districtwide Public Transportation Consultant Services, C9769 - Miami Downtown Freight Traffic Data Collection (2012-2014) - Project Manager responsible for providing traffic engineering services to the department. Recent task includes a task work order to provide traffic data collection services as part of the Miami Downtown Freight Traffic Data Collection within Miami-Dade County. Contact: BCC Engineering, David Rivera, P.E. (786)514-1378

Beacon Tradeport Community Development (Dolphin Mall) Traffic Circulation Improvement Master Plan. (2012-2013) - Project Manager, retained by the Beacon Tradeport Community Development District (CDD) to develop a Traffic Circulation Improvements Master Plan for the overall CDD. The CDD area encompasses a business/warehousing district, with its main attraction being the Dolphin Mall. In addition, the CDD has initiated a plan to develop an IKEA store by 2015 between the Dolphin Mall and NW 25th Street along NW 117th Avenue in the northwestern portion of the CDD. The purpose of the Master Plan is to improve the quality of access to the Dolphin Mall, as well as its surrounding area and future developments by creating a healthy environment for the business and visitor community for the CDD, the City of Sweetwater and Miami-Dade County. Contact: District Manager: Luis Hernandez (954) 721-8681

Project Development and Environment (PD&E) Study Services for the US-1 Express Lanes along the South Miami-Dade Bus Way from SW 344th street to SR 826 (Palmetto Expressway) / Dadeland South FMN: 20003.011, RFQ10-05, MDX (2010 – 2011) - Project Manager in charge of performing a roadway Study for the potential implementation of managed lanes within the South Miami Dade Busway right-of-way ("the Corridor") to include tolled, congestion priced lanes as a by-pass to the heavily congested US-1 while increasing the level of service of bus transit and possibly generating revenue to expedite other transportation and transit improvements in the Corridor. Activities performed under this contract included: Public Involvement; Data Collection; and Engineering Analysis and Reports. Contact: Gannett Fleming, Carlos Cejas, P.E. (786) 845-9540

Qualifications

DRMP believes the concept of building a team from the local, regional and national level will help us provide the City of Key the expertise it needs when providing services such as bicycle pedestrian and multi-modal transportation planning, engineering, and eventually, the creation of the Bicycle and Pedestrian Master Transportation plan.

Local Level – SWC, Inc.

SWC has offices in Monroe, Dade, Broward and Lee Counties, providing services throughout the South Florida peninsula, both on the coast and inland.

SWC and its staff have a long history working with transportation issues in Key West, the Florida Keys and many other similar communities. SWC has been headquartered in Key West for more than 18 years. During that time, the company has conducted communications for several City of Key West LAP projects, resulting in excellent public participation. SWC is currently a member of the team conducting branding and marketing services for the Key West Historic Seaport, providing local research and coordination among other services. SWC is also responsible for all public outreach for District 6 FDOT design projects in Monroe County, and provided these services for three FDOT planning, design and environmental studies. In addition, SWC is a member of the consulting team that just won a five-year Complete Streets planning contract with District 6 FDOT.

The company recently held a prime contract with District 6 FDOT managing communications services for all construction projects in Monroe County. Most notably, Senior Public Information Officer Dean Walters worked full-time as FDOT's liaison with the local community for the 2.9-mile North Roosevelt Boulevard project in Key West for 2-1/2 years (2012-2014). The role included giving quarterly progress presentations to the Key West City Commission as well as speaking at chamber of commerce, hotel-motel association and other public groups. He stayed constantly current with the project status for fielding calls and emails almost daily, and made a number of corridor walk-throughs with the project construction engineers to visit the 160 businesses along the roadway to update them on project status and discuss potential impacts to their businesses.

SWC Transportation Planning Project Manager Mohsen Salehi, AICP has extensive experience with bicycle-pedestrian and Complete Streets planning. For example, while a traffic consultant for the City of Bonita Springs, he prioritized facilities funding based on a Complete Streets decision matrix for the City's Bikeways/Walkways Facilities Plan Update; and while Lee County Department of Transportation and Engineering section manager he acted as liaison for the Bicycle/Pedestrian Advisory Committee. Mr. Salehi is the planning manager for SWC's participation in the District 6 FDOT Complete Streets contract.

SWC's president, Sandy Walters, has worked as a planning, environmental and communications consultant in Monroe County since 1984, providing services to all local governments and for literally hundreds of private-sector clients. She has been appointed by three governors to the South Florida Regional Planning Council, serving for more than 10 years and as chair in 2009 and 2015. SWC graphic artist, Kathey Fatica, knows Key West intimately after providing creative and marketing services to most major businesses and business organizations. SWC project and GIS technician, Shaun Hamilton, is a Key West native with a Bachelor of Science degree from the University of Florida. Shaun has excellent skills and experience in field GPS data collection and ArcGIS mapping.

Regional Level – Sprinkle Consulting, Inc.

Today pedestrian planning has become mainstream, fully integrated into state, regional and local governments' transportation planning initiatives. We have been at the forefront of this growth, developing innovative methods and techniques for system evaluation and demand analysis. With original research published in the National Academy of Science's Transportation Research Record, and tens of thousands of miles of roadway evaluated for pedestrian safety during the development of numerous pedestrian plans, our staff is unquestionably among the most knowledgeable in the nation.

Project Manager Freddie A. Vargas and Sprinkle worked together on the Indian River County MPO Bicycle & Pedestrian Plan Update (2004).

The Indian River County MPO Bicycle & Pedestrian Plan Update bicycle and pedestrian master plan

document, led by Peyton McLeod and Theo Petritsch of Sprinkle Consulting, includes bicycle and pedestrian Level of Service and Latent Demand analyses of the entire arterial and collector street network in the Indian River County MPO. Additionally, detailed safety analyses were conducted around two elementary schools and recommendations made to improve access and safety to the schools. A quantitative evaluation of each roadway segment in the study network was performed to develop a benefit/cost index and set priorities for funding.

The Indian River County Bicycle and Pedestrian Plan establishes the blueprint for bicycle and pedestrian facility construction and programming for Indian River County. Sprinkle Consulting developed the County's first two Bicycle and Pedestrian Plans in 1997 and 2003. This 2015 update builds upon the successes of the two previous plans and lays out the framework for the future of bicycling and walking within Indian River County. The County's Bicycle and Pedestrian Plan provides an evaluation of existing conditions on the Indian River County's major roadway network, identifies gaps in the bicycle and pedestrian transportation network, and sets a prioritized action plan for improving the efficiency and safety of the bicycle and pedestrian transportation network.

The action plan identifies appropriate facility recommendations for the study network of more than 500 directional miles of arterial and collector roadways. The recommendations include sidewalks, roadway restripe and road diets (to create space for bike lanes and buffered bike lanes), and corridors where sidepaths (or potentially urban cycle tracks) may be feasible. The resulting priorities are based on a benefit-cost index that considers existing level of service, latent demand for bicycling and walking, public input gathered through a significant public outreach component, and planning-level facility construction costs. An additional component of the action plan is a detailed gap plan for both modes, in which spot-specific barriers to bicycling and walking are identified along with implementable solutions and the associated responsible agencies.

Additional implementation elements of the Bicycle and Pedestrian Plan include identification of funding sources, development of facility design guidance, recommended code language and Comprehensive Plan amendments, and a system for monitoring and evaluating progress. Mr. McLeod subsequently led an update to this MPO Plan in 2014 under project manager Freddie A. Vargas, PE.

Mr. Vargas also led the study of Bicycle/Pedestrian Access at Thompson Elementary School.

The purpose of this study was to identify ways to improve pedestrian connections to schools in Indian River County and, in so doing, potentially reduce student transportation costs to the School District. The study defined non-motorized travel networks, hazardous bicycle and pedestrian conditions, and strategies for the provision of safe transportation infrastructure within the study area.

Other relevant DRMP projects include:

- SR 686 3R Project, FDOT District Seven, Pinellas County, Florida
- Archer Braid Trail Multi-Modal Transportation Plan, Phase 2, Alachua County, Florida
- Hanley Road Safety Improvements Project, Hillsborough County, Florida
- Lealman Sidewalk Improvements, Pinellas County, Florida
- Lake Hollingsworth bicycle/pedestrian path in Lakeland, Florida

National Level – Blue Zones, LLC

The Blue Zones Project is a systems approach in which citizens, schools, employers, restaurants, grocery stores and community leaders collaborate on policies and programs that move the community towards better health and well-being. We implement long-term, evidence-backed policies and interventions that optimize environments within communities, nudging people towards healthier choices throughout their day.

The South Colorado Avenue, in Stuart Florida Blue Zone project included removal of traffic signals, a road diet, two roundabouts, wide sidewalks, crossing islands and related people and business friendly services. This process included public workshops, interviews with elected officials and key stakeholders, focus group interviews, walking audits and a series of visioning sessions with the community, and an implementation strategy. The project was completed in early 2014.

DRMP Team Relevant Expertise

The successful completion of this important project will strongly depend on public inclusion and proper utilization and analysis of existing and collected data. DRMP fully understands that the City of Key West is interested in providing a comprehensive process presented in a simple way, easy to understand and

fully accessible to the community.

Graphical presentation of material makes this process interesting and appealing to the reviewers and users. The following sections demonstrate our expertise in the completion of the Scope of Services and the technological expertise of the Team members.

GIS and Data Collection – DRMP

Our GIS Manager, has 12 years of infrastructure mapping and GIS consulting experience for municipalities. Mr. Gilreath's past experience in the public and private sector allows him to apply his innovative knowledge across a variety of fields. He has completed a number of projects for transportation infrastructure data collection, facilities management, transportation planning, pavement management, and economic development. John has also planned and executed numerous large-scale utilities GPS collection efforts for the U.S. Navy. Mr. Gilreath oversaw the data dictionary design, field collection, and QC measures for U.S. Naval Air Stations in Ft. Worth, Kingsville, and Corpus Christi, TX. With the City of Gainesville, FL, Mr. Gilreath oversaw multiple consultant and internal staff projects for transportation planning and coordinated a consistent quality product for numerous collection efforts:

- 400+ road mile segments for pavement condition
- 37,000+ traffic signs for reflectivity and condition
- 4,500 curb ramps for ADA compliance
- Long line striping and pavement markings
- Sidewalks, bike lanes, and bike racks
- Street tree locations and inspections
- Traffic Signals & fiber splice/access points

Key West's published RFQ for the BPMTP did not include specific mention of any vertical or horizontal accuracy requirements for field collection. Our team possess the equipment inventory to collect survey grade accuracy if needed. For the purposes of this project, we recommend 1-3 meter field collection accuracy to allow for a greater flexibility in collection platforms and devices.

DRMP's inventory of Trimble GPS receivers are used daily for sub-centimeter horizontal positioning. All of our GPS enabled survey crews are equipped with Verizon Jetpack MiFi hotspots with unlimited data plans. As the electronic data collection files and field notes are received in our office, they are reviewed by the GIS Manager for procedural conformance, content, and completeness. DRMP proposes to utilize ArcGIS Online to post database updates for City staff to view as the project progresses. The team envisions utilizing

the City of Key West's existing ArcGIS Online account for this web map deployment but can assist with additional data hosting if needed.



GPS PLATFORM EXPERTISE

- + Trimble Business Center
- + Collector for ArcGIS
- + ArcGIS Mobile
- + All ranges of accuracy
- + Satellite horizon planning and PDOP metrics

We develop custom collection forms in Trimble Business Center for use in a variety of GPS units. Our team also uses the ESRI cloud platform to design collection forms and workflows. If the City of Key West prefers, we can use ArcPad for designing a collection form in a GPS unit. We can also create a Collector for ArcGIS application for use on a tablet or smartphone and available for viewing in near real-time for project monitoring. Data can be formatted for viewing or distributing in a variety of formats:

- ESRI .shp or .gdb
- KML for Google Earth
- .DWG for AutoCAD
- .DGN for MicroStation
- GTFS
- GBFS
- OSM
- XML
- .XLSX
- .CSV or .TXT

The City's project stakeholders will ultimately guide how the data is collected and distributed. Our team is able to meet the requirements for a variety of database schema standards (FDOT Roadway Characteristics Inventory, ESRI's Local Government Model, etc) or create a custom schema for the City. The team will provide recommendations for best practices in database design and collection procedures for consideration. Prior to the team beginning the inventory, City stakeholders will approve the database design based on specific business needs and priorities.

GPS COLLECTION PLANNING WORKFLOW



Any field inventory is a capture of conditions for a specific time range. The team's field inventory experts stand out with prior municipal experience and proven innovative solutions. DRMP will provide long-term solutions for maintaining data, updating field inventories, and collecting new information. Some examples of low-cost solutions our team has demonstrated in their career include:

AmeriCorps Traffic Sign Inventory: National service volunteers collected 37,000 signs in 8 weeks for the City of Gainesville, FL; total project cost was under

\$5,000. Data used for sign upgrades and annual budgeting for reflective material inventories.

ADA Curb Ramp Compliance: Over 4,500 curb ramps were inspected and identified for any deficiencies. Initial surveys for obstacles, detectable warning strips, marking, and drainage issues were mapped using Google Street View to guide field collection planning and streamline the inventory.

Community Development Block Grant (CDBG) Connectivity: Sidewalks in CDBG and CRA areas of Gainesville were ranked based on condition, right-of-way, and estimated upgrade cost for a project ranking. Data for pedestrian improvements and bike trail connectivity were collected and included with pavement condition data for inclusion in the City's Transportation Improvement Plan.

Bike Parking: Over 600 public/private bicycle parking structures were mapped with interns to assist in encouraging employee incentives for bicycle commuting and Gainesville's Bike Friendly City application.

Pavement Markings: Traffic Operations technicians were trained to collect existing and new pavement marking installations. The data aided material budgeting, validation of parking inventories, and bicycle/pedestrian infrastructure (crosswalks, bike lanes, etc.)

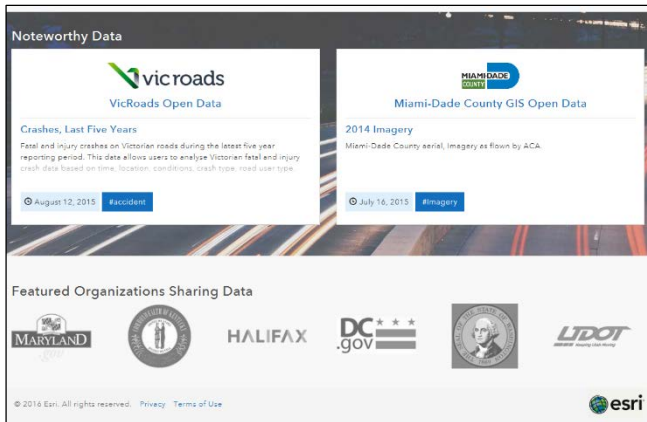
Open Data & Web Development – DRMP

The City of Key West has specified that data for the implementation plan will be made available through open source tools and maps. The team will utilize crowdsourcing to elicit citizen feedback and open data to encourage discussion and open source development. The DRMP Team develops and publishes web sites and maps across a number of platforms. Our team is experienced with formatting and disseminating data in open source format as well as converting proprietary data to open source data sets. Much of the analysis for this project will be performed in ESRI ArcGIS. In some cases, it may be appropriate to make ESRI shapefiles (.SHP) and geodatabases (.GDB) available for download. Our GIS team will work the City of Key West to make data available through their existing ArcGIS Online account as feature services and layer packages.

ArcGIS Online: ESRI's ArcGIS proprietary software has begun to move towards an open data approach to allow their clients to distribute data in a variety of formats. The City of Key West currently utilizes ESRI software to store and distribute GIS data. The City's

ArcGIS Online organizational account publishes numerous GIS layers for desktop GIS users to view or download. ESRI's Open Data Portal can be implemented through the City's current license agreement to allow data formats such as KMZ, .CSV, or MS Excel to be downloaded as well. The District of Columbia, the State of Maryland, and Miami-Dade County are all utilizing ESRI's Open Data Portal.

<http://opendata.arcgis.com/>



ArcGIS Online also includes the capability to produce publicly accessible web maps in a number of configurable templates. These maps can be viewed across the iOS, Android, and Windows platforms in a standalone viewer or embedded into a web site. One example would be a map of bike tours that emphasize a particular theme- literary figures, maritime history, a "foodie" tour, or a city park botany tour. Examples of a beta site are seen below.



Cascade Map splash page w/ bike tour video

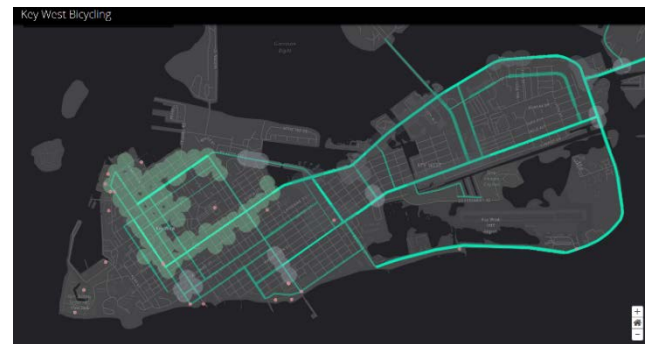
The "Cascade" map is popular option that can include multi-media links and embedded videos (as seen above). The ability to include a variety of information creates a vivid and informative experience for a user. Specific themes can be created to address services, facilities, or bike routes.



Viewer content can be custom images or maps

Images can be included and linked to locations around town in a map journal or story map tour. Highlighted areas for tourism or bike facilities can be included. The applications are responsive across most devices.

In addition to links and images, detailed datasets can be included for informative maps and reporting capabilities. The City of Key West is already harnessing this technology as part of the annual ESRI license agreement.

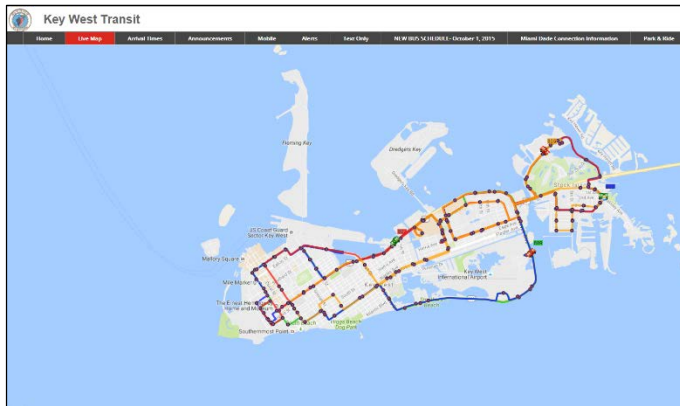


Key West FDOT street data and crash cluster web map

The team recommends an approach that capitalizes on the City's investment in ESRI software but also expands the capabilities of the City to create and integrate true open-source data sets. Proprietary GIS data is helpful for professionals and other agencies who maintain ESRI software but many citizens will require data in an easily-accessible, open-source format.

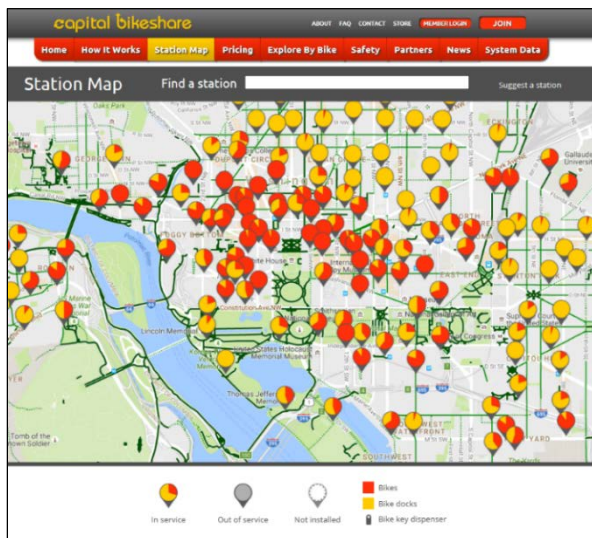
General Transit Feed Specification (GTFS): Beyond ESRI, the data will need to be formatted and distributed in a variety of formats for the public. GTFS data is the standard for sharing transit routes and stop locations. Many agencies take the data feed to a real-time platform and allow for citizens to view real-time bus locations. Currently, Key West Transit does not have data available in GTFS format. The DRMP Team was able to utilize data from the online bus locator map and create GIS layers for bus stops and routes. As part of the City's request for open data formats, DRMP will

work with the City to format and distribute transit data in GTFS format.



Key West Transit's Live Map

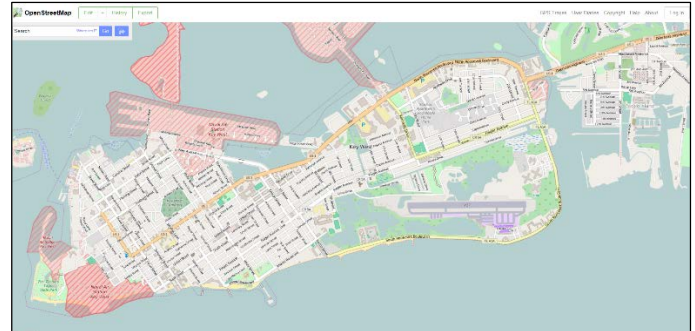
General Bikeshare Feed Specification (GBFS): Our team has been following the development of additional open data formats, most notably the GBFS. GBFS is similar to GFTS in making real-time data publicly available. GBFS data is designed to provide bike route and station availability information for maps and applications. Information such as the station location, number of bikes available, bikes active in the system, and real time system alerts are all available in the GBFS standard. GBFS data is anticipated to be a requirement in place for cities pursuing bikeshare implementations.



GBFS Station Data from Washington, D.C.'s Capital BikeShare

Open Street Map (OSM): The Open Street Map project can serve as the base for all web maps and application created by the project team. Crowdsourced data is available for use in web development or simple map making. OSM data can be used in the GPS units for reference while in the field. Conversely, data collected by the project team can be uploaded to OSM for viewing by the general public. The Open Streets

Routing Machine (OSRM) can be integrated into an OSM viewer for finding the shortest route between two locations. OSM is easily integrated with MapBox for open source web applications to be deployed by the team.



Key West Roads Displayed Open Street Map

MapBox: MapBox is an option to create and edit open source map data. MapBox makes OSM data and editing available in a unique, open source interface. Data can be altered, edited, added, or removed by users interested in mapping Key West. Free users are limited to 3,000 views a month and 50Mb of upload storage. Additional upgrades are available at a reasonable cost. This may be a good opportunity to launch a crowdsourced map or interactive viewer for the City as an initial pilot project. Further development efforts could include an open source trip-planner or an interactive bicycle/pedestrian count viewer. MapBox recently released MapBox Directions that includes bicycle routing between locations and the ability to contribute local knowledge to bike routes and city locations.

OPEN DATA DELIVERABLE

- + Shapefile, Geodatabase
- + ArcGIS Online
- + GFTS, GBFS
- + CSV, XLS, KMZ
- + OSM, OSRM, MapBox

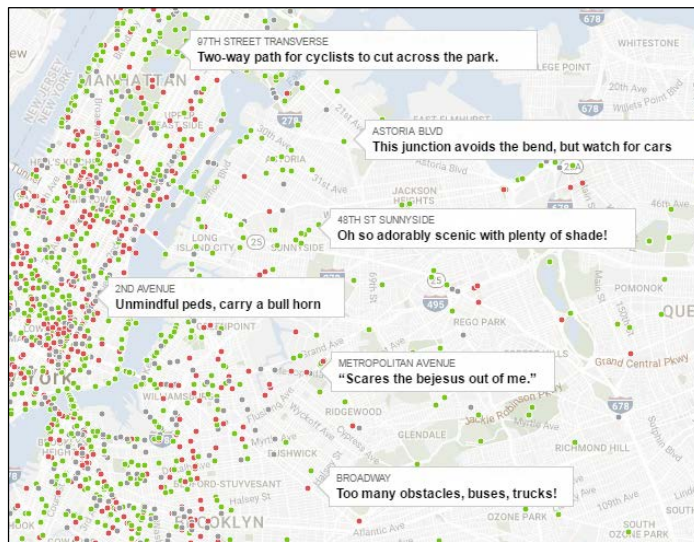
Crowdsourcing – DRMP

The team believes that in addition to workshops and focused community meetings, additional ways to comment on the plan should be provided for the citizens of Key West. Many citizens work multiple jobs, a “third shift”, or hours incompatible with official meetings. The DRMP Team will provide several ways

for citizens unable to attend a meeting to provide feedback on existing/ planned bicycle and pedestrian routes.

We have drawn inspiration from an interactive map in the New York Times called “Your Biking Wisdom in 10 Words” published in June, 2013. The map allows citizens to add a comment to a map for insider knowledge on bike routes or issues with a particular street.

<http://www.nytimes.com/newsgraphics/2013/06/07/bicycle-routes/index.html>



New York Times' Interactive Bike Route Comment Map

DRMP will create a similarly themed map for the City of Key West. The main theme will be for citizens to annotate the map with their experiences on a route, advise others of new routes, or warn about issues on the route. We feel this map expands the capability of the public engagement section of the project and enhance the system knowledge of the project team and stakeholders. The DRMP web development team is able to create this map in several platforms based on the City of Key West's needs. Additional opportunities for crowdsourcing will occur as the project progresses. Our experts will work with the City of Key West to ensure the availability of maps and meetings to include comments from all citizens.

We strive to stay on current on new technologies and software. We maintain a vibrant network of specialist for almost any data collection need. Our team thrives on collaboration and are constantly the researching and developing new ways to serve our clients. There have been rapid developments in the fields of laser scanning, cloud data storage, and data processing/visualization. Mobile laser scanning for

asset inventories, mapping foot traffic or vehicles with Bluetooth, and 3D city planning scenarios are a few of the ways we are harnessing new technology. DRMP will tailor an innovative approach for the City of Key West based on a foundation of technical expertise.

Representative Bicycle and Pedestrians Master Transportation Plan Projects and Client References

SR 686 3R Project, FDOT District Seven, Pinellas County, Florida

DRMP provided design consulting services for the SR 686/East Bay Drive RRR project in the City of Largo, Florida. Project limits were for a 1-mile section of East Bay Drive from Missouri Avenue to east of Highland Avenue. This RRR project extended the life of the existing pavement and addressed multimodal issues and safety upgrades. The roadway is a 4- and 6-lane divided urban curb and gutter arterial with raised medians and sidewalks on the outside. The proposed typical sections accommodated bicycle traffic with striping redesign to implement sharrows, Share the Road wide curb lanes and dedicated 4-foot bicycle lanes within the existing roadway. This project included pavement design, RRR Safety Report, variations and exceptions, ADA upgrades on sidewalks and bus stops, drainage analysis, signing and pavement markings, signal retiming, surveying and subsurface utility engineering.

Client Contact: Pia Cornier

Phone Number: 813.975.6176



Archer Braid Trail Connector, Phase 2, Alachua County, Florida

The Archer Braid Trail project achieves an important milestone of the Alachua County Multi-Modal Transportation Plan to provide dedicated multi-modal connectivity between the City of Archer and the University of Florida. The project consists of an 8-10 foot wide, multi-use asphalt trail constructed along a ±4 mile corridor between SW Archer Road and Kanapaha Park. The chosen trail alignment routes the path through the prominent Haile Plantation community and adjacent to several schools on Tower Road. With this user base in mind, context sensitive

design and safety enhancements were implemented to ensure the trail met the expectations of the community. The DRMP Team excelled in responding to scope changes resulting from the evolving local political environment. 60% plans were produced in three weeks allowing the project to stay within the base schedule and under budget.

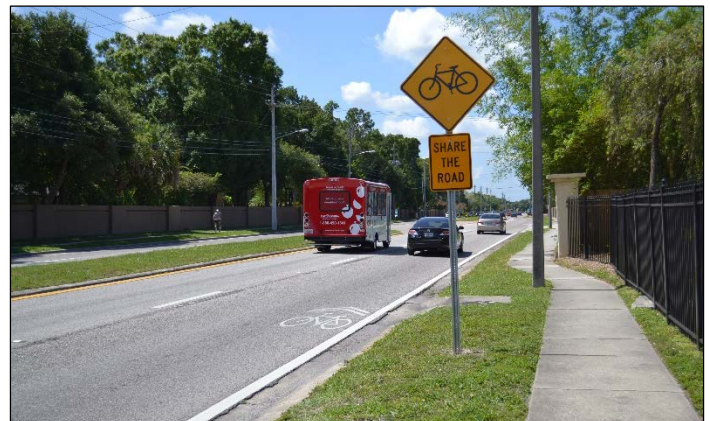
Client Contact: Brian Singleton, EI

Phone Number: 352.374.5202

Hanley Road Study and Design, Hillsborough County, Florida

This high priority safety project was to improve pedestrian, bicyclist, motorist and overall safety on Hanley Road, from Hillsborough Avenue to Waters Avenue. This project was approximately 2-miles in length. This corridor was classified as an Urban Collector. The existing features along this corridor included sidewalks, 19 transit bus stops, 3 schools, the Town and Country Greenway multi-use trail and two midblock pedestrian crossings. Adjacent developments were a mix of residential communities, business/commercial centers and schools, all of which generated significant pedestrian and vehicular traffic. This amount of traffic had contributed to numerous crashes along this section. The County prioritized this project to improve the overall safety of the corridor.

The proposed improvements are to construct raised medians, concrete traffic separators at intersections from Hillsborough Avenue to Fountain Avenue, implement Shared Lane Markings (Sharrows) along outside lanes on both sides of the road and crosswalk upgrades at intersections to meet ADA/FDOT design standards throughout the project limits. Sharrows were designed instead of 4-foot bike lanes because of



right-of-way and budgetary constraints, while also keeping the corridor safer.

Sharrows were used to assist bicyclists on a roadway open to bicycle traffic where no wide curb lane, bicycle lanes or paved shoulders existed. In order to implement the sharrows, the proposed posted speed limit was reduced from 40 mph to 35 mph. DRMP also conducted a Midblock Pedestrian Crossing Study to determine if any new midblock crossings were needed. A Speed Study was also conducted to determine the average traffic speed along this corridor. Other services provided were extensive utility coordination for lighting improvements.

Sharrows had never been implemented in the entire Hillsborough County history and DRMP was proud to pioneer this innovative safety implementation within the existing right-of-way and within budget.

Survey and Mapping:

DRMP Performed a topographic and right-of-way survey to support the study and design phases. RTK GPS was utilized to perform the surveys quickly without sacrificing quality.

Client Contact: Mike Flick, PE

Phone Number: 813.307.1881

Lealman Sidewalk Improvements, Pinellas County, Florida

As a follow up to the Lealman Preliminary Engineering Report completed by DRMP in 2013, we provided design services for Lealman Sidewalk Improvements for the Pinellas County Office of Engineering & Technical Support. The purpose of this project was to design ADA compliant sidewalks to improve pedestrian safety and accessibility for the following seven segments.

1. 40th Avenue N: from 42nd Street N to 40th Street N
2. 42nd Avenue N: from 46th Street N to 45th Street N
3. 44th Street N: from 42nd Avenue N to 46th Avenue N
4. 56th Avenue N: from 43rd Street N to 42nd Street N
5. 42nd Street N: from 55th Avenue N to 58th Avenue N
6. 38th Street N: from 40th Avenue N to 46th Avenue N
7. 25th Street N: from 62nd Avenue N to North of 68th Avenue N

The tasks included in this project were to design ADA compliant sidewalks, curb cut ramps, roadway shoulders, driveways, drainage improvements, detailed maintenance of traffic plans and detailed cost

estimates for the above roadway segments. DRMP also evaluated the potential utility conflicts/impacts.

Survey and Mapping:

Terrestrial 3D Laser Scanning (LiDAR) and RTK GPS were used to perform the topographic surveys necessary for the design phase on an accelerated schedule, without sacrificing quality.

Client Contact: David Talhouk, EI

Phone Number: 727.464.3780



References

DRMP, Inc. Reference

Reference Name: Mike Flick, PE
Project Manager
Project Name: Hanley Road Study and Design
Address: 601 E. Kennedy Blvd. Tampa, FL 33602
Phone Number: 813.307.1881
Email: flickm@hillsboroughcounty.org

CALTRAN Engineering Group, Inc. Reference

Reference Name: Francisco J. Alonso, PE
Project Name: Relocation of Atlantic Blvd. at
Higgs Beach
Address: Key West, FL 33040
Phone Number: 305.567.1888 ext. 4067
Email: francisco.alonso@tylin.com

SWC, Inc. Reference

Reference Name: Kathy McLendon
Construction Communications Contract
Manager
Project Name: Construction Communications
Contract
Address: Florida Department of Transportation
District Six
Phone Number: 305.640.7437
Email: Kathy.mclendon@dot.state.fl.us

Sprinkle Consulting, Inc. Reference

Reference Name: Elizabeth De Jesus
Transportation Programs Manager
Project Name: North Florida TPO (City of St.
Augustine Bicycle Plan, and numerous subarea
studies)
Address: 980 North Jefferson Street
Jacksonville, FL 32209
Phone Number: 904.306.7505
Email: edejesus@northfloridatpo.com

Reference Name: Erik Frisch
Transportation Specialist
Project Name: City of Rochester (Rochester
Bicycle Master Plan)
Address: 30 Church Street
Room 300B
Rochester, NY 14614
Phone Number: 585.428.6709
Email: Erik.frisch@cotyofrochester.gov

Blue Zones, LLC Reference

Reference Name: Theresa Lamar-Sarno
Project Name: South Colorado Avenue
Address: South Colorado Avenue, City of Stuart
FL
Phone Number: 772.283.2532
Email: Tsano@ci-stuart.fl.us

ADDENDUM NO. 1
RFP # 16-006

To All Proposers:

The following change is hereby made a part of RFP #16-006 as fully as completely as if the same were fully set forth therein:

The following is a list of addenda that shall govern all other contract documents to the extent specified.

Addendum No. 1

The following revision is hereby made a part of the Contract Documents as fully as completely as if the same were fully set forth therein:

1. Section A.4 Requirement; 1. Pre-qualification: Is the Prime Respondent required to be pre-qualified in the delineated categories or can this requirement be met by a member of the Prime Respondent's team?

Answer: As long as the proposed team meets all certification requirements it is considered covered.

2. Pre-qualification: Are all areas of FDOT pre-qualification identified in the RFP required to be covered by the primary firm or can they be covered by other firms on the team?

Answer: As long as the proposed team meets all certification requirements it is considered covered.

3. C.9 Insurance, page 25: Is it required to submit a certificate of insurance with the proposal or once a firm has been selected?

Answer: Once a firm has been selected.

4. A.4. Requirements, page 5-10; and C.13 Response Content, 10 Sworn Statements and Affidavits, page 29: Can the City please identify which forms are required from sub-consultants as well as the prime consultant?

Answer: All members of the identified team shall submit ALL Sworn Statements and Affidavits.

5. C.3. Number of Copies, page 24: Will the City accept electronic PDFs of the responses on CDs instead of flash drives?

Answer: No

All Proposers shall acknowledge receipt and acceptance of this Addendum No.1 by acknowledging Addendum in their proposal or by submitting the addendum with the proposal package. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.



Signature

DRMP, Inc.

Name of Business



Florida Department of Transportation

RICK SCOTT
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JIM BOXOLD
SECRETARY

July 6, 2016

Lisa Greene, Marketing Manager
DRMP, INC.
941 Lake Baldwin Lane
Orlando, Florida 32814

Dear Ms. Greene:

The Florida Department of Transportation has reviewed your application for qualification package and determined that the data submitted is adequate to technically qualify your firm for the following types of work:

- Group 2 - Project Development and Environmental (PD&E) Studies
- Group 3 - Highway Design - Roadway
 - 3.1 - Minor Highway Design
 - 3.2 - Major Highway Design
 - 3.3 - Controlled Access Highway Design
- Group 4 - Highway Design - Bridges
 - 4.1.1 - Miscellaneous Structures
 - 4.1.2 - Minor Bridge Design
 - 4.2.1 - Major Bridge Design - Concrete
 - 4.2.2 - Major Bridge Design - Steel
- Group 5 - Bridge Inspection
 - 5.1 - Conventional Bridge Inspection
 - 5.4 - Bridge Load Rating
- Group 6 - Traffic Engineering and Operations Studies
 - 6.1 - Traffic Engineering Studies
 - 6.2 - Traffic Signal Timing
 - 6.3.1 - Intelligent Transportation Systems Analysis and Design
 - 6.3.2 - Intelligent Transportation Systems Implementation
 - 6.3.3 - Intelligent Transportation Traffic Engineering Systems Communications
- Group 7 - Traffic Operations Design
 - 7.1 - Signing, Pavement Marking and Channelization
 - 7.2 - Lighting
 - 7.3 - Signalization

- Group 8 - Survey and Mapping
 - 8.1 - Control Surveying
 - 8.2 - Design, Right of Way & Construction Surveying
 - 8.4 - Right of Way Mapping
- Group 10 - Construction Engineering Inspection
 - 10.1 - Roadway Construction Engineering Inspection
 - 10.3 - Construction Materials Inspection
 - 10.4 - Minor Bridge & Miscellaneous Structures CEI
 - 10.5.1 - Major Bridge CEI - Concrete
 - 10.5.2 - Major Bridge CEI - Steel
- Group 11 - Engineering Contract Administration and Management
- Group 13 - Planning
 - 13.3 - Policy Planning
 - 13.4 - Systems Planning
 - 13.5 - Subarea/Corridor Planning
 - 13.6 - Land Planning/Engineering

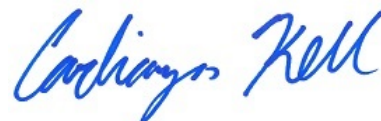
Your overhead audit has been accepted, enabling your firm to compete for Professional Services projects advertised at the unlimited level, with estimated fees of any dollar amount. This status shall be valid until March 31, 2017 for contracting purposes.

	Home/Branch Office	Field Office	Facilities Capital Cost of Money	Overtime Premium Reimbursed	Direct Expense
Indirect Cost	177.44%	139.01%	0.299%		7.73% (Home) 18.64% (Field)*

*Rent and utilities excluded from field office rate. These costs will be directly reimbursed on contracts that require the consultant to provide field office.

Should you have any questions, please feel free to contact me by email at carliayn.kell@dot.state.fl.us or by phone at 850-414-4597.

Sincerely,



Carliayn Kell
Professional Services
Qualification Administrator

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/18/2016

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

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

PRODUCER USI Insurance Services, LLC, 1715 N. Westshore Blvd. Suite 700 Tampa, FL 33607	CONTACT NAME: PHONE (A/C, No, Ext): 813 321-7500 FAX (A/C, No): E-MAIL ADDRESS:														
INSURED DRMP, Inc. 941 Lake Baldwin Lane Orlando, FL 32814	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Travelers Indemnity Company of</td> <td>25682</td> </tr> <tr> <td>INSURER B : Travelers Indemnity Company</td> <td>25658</td> </tr> <tr> <td>INSURER C : Travelers Casualty and Surety C</td> <td>19038</td> </tr> <tr> <td>INSURER D : Lexington Insurance Company</td> <td>19437</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Travelers Indemnity Company of	25682	INSURER B : Travelers Indemnity Company	25658	INSURER C : Travelers Casualty and Surety C	19038	INSURER D : Lexington Insurance Company	19437	INSURER E :		INSURER F :	
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INSURER D : Lexington Insurance Company	19437														
INSURER E :															
INSURER F :															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	X	X	6806707L408	12/12/2015	12/12/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS	X	X	BA6916L697	12/12/2015	12/12/2016	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$10,000	X	X	CUP7957Y581	12/12/2015	12/12/2016	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		X	UB5186Y725	01/01/2016	01/01/2017	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$500,000 E.L. DISEASE - EA EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$500,000
D	Professional Liability			031710988	06/20/2016	06/20/2017	\$1,000,000 per claim \$1,000,000 annl aggr.

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

Professional Liability coverage is written on a claims-made basis.

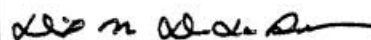
CERTIFICATE HOLDER

CANCELLATION

For Proposal Purposes

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
DRUG-FREE WORKPLACE PROGRAM CERTIFICATION

375-040-18
PROCUREMENT
06/12

287.087 Preference to businesses with drug-free workplace programs. --Whenever two or more bids, proposals, or replies that are equal with respect to price, quality, and service are received by the state or by any political subdivision for the procurement of commodities or contractual services, a bid, proposal, or reply received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

(1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

(2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

(3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

(4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than 5 days after such conviction.

(5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.

(6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

Does the individual responding to this solicitation certify that their firm has implemented a drug-free workplace program in accordance with the provision of Section 287.087, Florida Statutes, as stated above?

☒ **YES**

☐ **NO**

NAME OF BUSINESS: DRMP, Inc.

Appendix #13 – Worker’s Comp Waiver of Rights to Recover from Others Endorsement

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**CONSTRUCTION CONTRACTORS
BID OPPORTUNITY LIST**

275-030-10
EQUAL OPPORTUNITY OFFICE
02/08

Please complete and mail or fax to:
Equal Opportunity Office
605 Suwannee St., MS 65
Tallahassee, FL 32399-0450
TELEPHONE: (850) 414-4747
FAX: (850) 414-4879

This information may also be included in your bid or proposal package.

Prime Contractor/Consultant: DRMP, Inc.

Address/Telephone Number: 21301 Powerline Road Suite 107 Boca Raton, FL 33433

Bid/Proposal Number: RFP # 16-006

Quote Submitted MM/YR: 08/2016

49 CFR Part 26.11 requires the Florida Department of Transportation to develop and maintain a "bid opportunity list." The list is intended to be a listing of all firms that are participating, or attempting to participate, on DOT-assisted contracts. The list must include all firms that bid on prime contracts, or bid or quote subcontracts and materials supplies on DOT-assisted projects, including both DBEs and non-DBEs. For consulting companies this list must include all subconsultants contacting you and expressing an interest in teaming with you on a specific DOT assisted project. Prime contractors and consultants must provide information for Nos. 1, 2, 3 and 4 and should provide any information they have available on Numbers 5, 6, 7, and 8 for themselves, and their subcontractors and subconsultants.

1. Federal Tax ID Number: <u>65-0975585</u>	6. ☒ DBE	8. Annual Gross Receipts
2. Firm Name: <u>SWC, Inc.</u>	☐ Non-DBE	☒ Less than \$1 million
3. Phone: <u>305.294.1238</u>		☐ Between \$1 - \$5 million
4. Address: <u>6410 5th Street, Suite 3</u>	7. ☐ Subcontractor	☐ Between \$5 - \$10 million
<u>Key West, FL 33040</u>	☒ Subconsultant	☐ Between \$10 - \$15 million
		☐ More than \$15 million
5. Year Firm Established: <u>1997</u>		

1. Federal Tax ID Number: <u>59-2200597</u>	6. ☐ DBE	8. Annual Gross Receipts
2. Firm Name: <u>Sprinkle Consulting</u>	☒ Non-DBE	☐ Less than \$1 million
3. Phone: <u>813.949.7449</u>		☒ Between \$1 - \$5 million
4. Address: <u>18115 U.S. Hwy. 41 N.,</u>	7. ☐ Subcontractor	☐ Between \$5 - \$10 million
<u>Suite 600, FL 33549</u>	☒ Subconsultant	☐ Between \$10 - \$15 million
		☐ More than \$15 million
5. Year Firm Established: <u>1980</u>		

1. Federal Tax ID Number: <u>27-1603327</u>	6. ☐ DBE	8. Annual Gross Receipts
2. Firm Name: <u>Blue Zones, LLC</u>	☒ Non-DBE	☒ Less than \$1 million
3. Phone: <u>612.596.3600</u>		☐ Between \$1 - \$5 million
4. Address: <u>80 South 8th Street,</u>	7. ☐ Subcontractor	☐ Between \$5 - \$10 million
<u>Suite 1400, Minneapolis,</u>	☒ Subconsultant	☐ Between \$10 - \$15 million
<u>MN 55402</u>		☐ More than \$15 million
5. Year Firm Established: <u>2009</u>		

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA

SS:

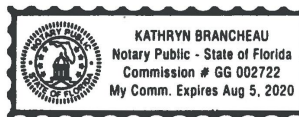
COUNTY OF MONROE

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: Courtney Moss

sworn and prescribed before me this 31 day of August, 2016

NOTARY PUBLIC, State of Florida



My commission expires: August 5, 2020

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 The City of Key West

by
Colette F. Moss, PE Vice President

for

(print individual's name and title) DRMP, Inc.
(print name of entity submitting sworn statement)

whose business address is 21301 Powerline Road Suite 107 Boca Raton, FL 33433

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

59 -1791174

(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).

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.

Colette Moss

(SIGNATURE)

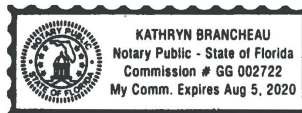
August 31, 2016

(DATE)

STATE OF Florida

COUNTY OF Monroe

PERSONALLY APPEARED BEFORE ME, the undersigned authority
Colette F. Moss, PE who, after first being sworn by me,
(name of individual)
affixed his/her signature in the space provided above on this
31 day of August, 2016



NOTARY PUBLIC

My commission expires: August 5, 2020

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 DRMP, 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: *Courtney Moss*

Sworn and subscribed before me this 31 day of August 20 16.

NOTARY PUBLIC, State of Florida at Large

My Commission Expires: August 5, 2020



CONE OF SILENCE AFFIDAVIT

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

STATE OF Florida)
 : SS
COUNTY OF Monroe)

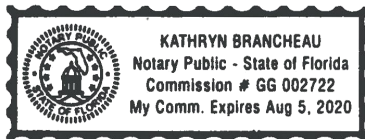
I the undersigned hereby duly sworn depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of DRMP, Inc. have read and understand the limitations and procedures regarding communications concerning City of Key West issued competitive solicitations pursuant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

Sworn and subscribed before me this

31 day of August, 2016.

Kathryn Brancheau
NOTARY PUBLIC, State of Florida at Large

My Commission Expires: August 5, 2020



STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
TRUTH IN NEGOTIATION CERTIFICATION

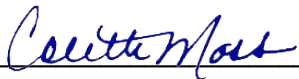
Pursuant to Section 287.055(5)(a), Florida Statutes, for any lump-sum or cost-plus-a-fixed fee professional services contract over the threshold amount provided in Section 287.017, Florida Statutes for

CATEGORY FOUR, the Department of Transportation (Department) requires the Consultant to execute this certificate and include it with the submittal of the Technical Proposal, or as prescribed in the contract advertisement.

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Department determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Department, whichever is later.

DRMP, Inc.
Name of Consultant

By: 
August 31, 2016 Date

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

**CONFLICT OF INTEREST/CONFIDENTIALITY CERTIFICATION
FOR CONSULTANT/CONTRACTOR/TECHNICAL ADVISORS**

375-030-50
PROCUREMENT
OGC - 02/16

I certify that I have no present conflict of interest, that I have no knowledge of any conflict of interest that my firm may have, and that I will recuse myself from any capacity of decision making, approval, disapproval, or recommendation on any contract if I have a conflict of interest or a potential conflict of interest.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the Department, and therefore may not accept benefits of any sort under circumstances in which it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision of theirs, or to reward a past decision. Consultants performing work for the Department should avoid any conduct (whether in the context of business, financial, or social relationships) which might undermine the public trust, whether or not that conduct is unethical or lends itself to the appearance of ethical impropriety.

I will maintain the confidentiality of all information not made public by the Florida Department of Transportation ("Department") related to the procurement of the above-referenced ("Project") that I gain access to as a result of my involvement with the Project ("Procurement Information"). I understand that Procurement Information includes, but is not limited to, documents prepared by or for the Department related to procurement of the Project. I also understand that Procurement Information includes, but is not limited to, documents submitted to the Department by entities seeking an award of the Project ("Proposers"). I understand that Procurement Information may include documents submitted by Proposers related to letters of response/letters of interest, technical proposals, price proposals, financial proposals, and information shared during exempt meetings. I also understand that Procurement Information may also include documents that evaluate or review documents submitted by Proposers, and information regarding Project cost estimates. I also agree not to discuss the Project with anyone who is a member of or acting on behalf of a Proposer.

Unless so ordered by a court of competent jurisdiction or an opinion of the Office of the Florida Attorney General, I will not divulge any Procurement Information except to individuals who have executed a Conflict of Interest/Confidentiality Certification which has been approved by the Department ("Project Personnel"). I understand that a list of Project Personnel will be maintained by Department. If I am contacted by any member of the public or the media with a request for Procurement Information, I will promptly forward such request to the Department's Procurement Office. I will also maintain security and control over all documents containing Procurement Information which are in my custody.

I agree not to solicit or accept gratuities, unwarranted privileges or exemptions, favors, or anything of value from any firm under consideration for an agreement associated with the Project, and I recognize that doing so may be contrary to statutes, ordinances, and rules governing or applicable to the Department or may otherwise be a violation of the law.

I realize that violation of the above mentioned standards could result in the termination of my work for the Department.

Advertisement No./ Solicitation No.	Description	Financial Project Number(s)
16-006	Key West Planning Department Bicycle and Pedestrian Master Transportation Plan	

Each undersigned individual agrees to the terms of this Conflict of Interest/Confidentiality Certification.

Printed Names	Signatures	Date
Colette F. Moss, PE		8/31/2016

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY AND VOLUNTARY EXCLUSION-
LOWER TIER COVERED TRANSACTIONS FOR FEDERAL AID CONTRACTS**
(Compliance with 2 CFR Parts 180 and 1200)

It is certified that neither the below identified firm nor its principals are presently suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Name of Consultant/Contractor: DRMP, Inc.

By: 

Date: August 31, 2016

Title: Vice President

Instructions for Certification

Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200)

- a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.
- b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
- c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.
- d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).
- e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
- f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered

Appendix #3 continued (2 of 2)

Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.

h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Appendix #4

375-030-33
PROCUREMENT
10/01

CERTIFICATION FOR DISCLOSURE OF LOBBYING ACTIVITIES ON FEDERAL-AID CONTRACTS (Compliance with 49CFR, Section 20.100 (b))

The prospective participant certifies, by signing this certification, that to the best of his or her knowledge and belief:

(1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities", in accordance with its instructions. (Standard Form-LLL can be obtained from the Florida Department of Transportation's Professional Services Administrator or Procurement Office.)

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such a failure.

The prospective participant also agrees by submitting his or her proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

Name of Consultant: DRMP, Inc.

By:  Date: August 31, 2016 Authorized Signature

Title: Vice President

Appendix #5 FDOT Form #375-030-34 (1 of 2)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION DISCLOSURE OF LOBBYING ACTIVITIES

375-030-34
PROCUREMENT
02/16

Is this form applicable to your firm?

YES ☐ NO ☒

If no, then please complete section 4
below for "Prime"

1. Type of Federal Action: a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: a. bid/offer/application b. initial award c. post-award	3. Report Type: a. initial filing b. material change For Material Change Only: Year: _____ Quarter: _____ Date of last report: _____ (mm/dd/yyyy)
4. Name and Address of Reporting Entity: ☒ Prime ☐ Subawardee Tier _____, if known: DRMP, Inc. 21301 Powerline Road Suite 107 Boca Raton, FL 33433 Congressional District, if known: 4c		5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: _____ _____ Congressional District, if known: _____
6. Federal Department/Agency: _____ _____	7. Federal Program Name/Description: _____ _____ CFDA Number, if applicable: _____	
8. Federal Action Number, if known: _____	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> _____ _____ _____	b. Individuals Performing Services (including address if different from No. 10a) <i>(last name, first name, MI):</i> _____ _____ _____	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>Colette Moss</u> Print Name: <u>Colette F. Moss, PE</u> Title: <u>Vice President</u> Telephone No.: <u>561.451.8124</u> Date (mm/dd/yyyy): <u>August 31, 2016</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

**LOCAL AGENCY PROGRAM FEDERAL-AID TERMS
For PROFESSIONAL SERVICES CONTRACTS**

375-040-84
PROGRAM MANAGEMENT
04/15
Page 1 of 3

TERMS FOR FEDERAL AID CONTRACTS (APPENDIX II):

The following terms apply to all contracts in which it is indicated that the services involve the expenditure of federal funds:

- A. It is understood and agreed that all rights of the Local Agency relating to inspection, review, approval, patents, copyrights, and audit of the work, tracing, plans, specifications, maps, data, and cost records relating to this Agreement shall also be reserved and held by authorized representatives of the United States of America.
- B. It is understood and agreed that, in order to permit federal participation, no supplemental agreement of any nature may be entered into by the parties hereto with regard to the work to be performed hereunder without the approval of the U.S. Department of Transportation, anything to the contrary in this Agreement notwithstanding.
- C. Compliance with Regulations: The Consultant shall comply with the Regulations: relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- D. Nondiscrimination: The Consultant, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of material and leases of equipment. The Consultant shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- E. Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations made by the Consultant, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials and leases of equipment, each potential subcontractor or supplier shall be notified by the Consultant of the Consultant's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- F. Information and Reports: The Consultant will provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Local Agency, Florida Department of Transportation, Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or Federal Motor Carrier Safety Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of the Consultant is in the exclusive possession of another who fails or refuses to furnish this information, the Consultant shall so certify to the Local Agency, Florida Department of Transportation, Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration as appropriate, and shall set forth what efforts it has made to obtain the information.
- G. Sanctions for Noncompliance: In the event of the Consultant's noncompliance with the nondiscrimination provisions of this contract, the Local Agency shall impose such contract sanctions as it or the Florida Department of Transportation, Federal Transit Administration, Federal Aviation Administration, and/or Federal Motor Carrier Safety Administration may determine to be appropriate, including, but not limited to,
 - 1. withholding of payments to the Consultant under the contract until the Consultant complies and/or
 - 2. cancellation, termination or suspension of the contract, in whole or in part.
- H. Incorporation or Provisions: The Consultant will include the provisions of Paragraph C through I in every subcontract, including procurements of materials and leases of equipment unless exempt by the Regulations, order, or instructions issued pursuant thereto. The Consultant shall take such action with respect to any subcontract or procurement as the Local Agency, Florida Department of Transportation, Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions, including sanctions for noncompliance. In the event a Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Consultant may request the Local Agency to enter into such litigation to protect the interests of the Local Agency, and, in addition, the Consultant may request the United States to enter into such litigation to protect the interests of the United States.
- I. Compliance with Nondiscrimination Statutes and Authorities: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment

**LOCAL AGENCY PROGRAM FEDERAL-AID TERMS
For PROFESSIONAL SERVICES CONTRACTS**

375-040-84
PROGRAM MANAGEMENT
04/15
Page 2 of 3

of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13186, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq.).

- J. Interest of Members of Congress: No member of or delegate to the Congress of the United States will be admitted to any share or part of this contract or to any benefit arising therefrom.
- K. Interest of Public Officials: No member, officer, or employee of the public body or of a local public body during his tenure or for one year thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof. For purposes of this provision, public body shall include municipalities and other political subdivisions of States; and public corporations, boards, and commissions established under the laws of any State.
- L. Participation by Disadvantaged Business Enterprises: The Consultant shall agree to abide by the following statement from 49 CFR 26.13(b). This statements shall be included in all subsequent agreements between the Consultant and any subconsultant or contractor.

The Consultant, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the Consultant to carry out these requirements is a material breach of this contract, which may result in termination of this contract or other such remedy as the recipient deems appropriate.
- M. It is mutually understood and agreed that the willful falsification, distortion or misrepresentation with respect to any facts related to the project(s) described in this Agreement is a violation of the Federal Law. Accordingly, United States Code, Title 18, Section 1020, is hereby incorporated by reference and made a part of this Agreement.
- N. It is understood and agreed that if the Consultant at any time learns that the certification it provided the Local Agency in compliance with 49 CFR, Section 26.51, was erroneous when submitted or has become erroneous by reason of changed circumstances, the Consultant shall provide immediate written notice to the Local Agency. It is further agreed that the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction" as set forth in 49 CFR, Section 29.510, shall be included by the Consultant in all lower tier covered transactions and in all aforementioned federal regulation.
- O. The Local Agency hereby certifies that neither the consultant nor the consultant's representative has been required by the Local Agency, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this contract, to
 - 1. employ or retain, or agree to employ or retain, any firm or person, or
 - 2. pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind;

The Local Agency further acknowledges that this agreement will be furnished to a federal agency, in connection with this contract involving participation of Federal-Aid funds, and is subject to applicable State and Federal Laws,

LOCAL AGENCY PROGRAM FEDERAL-AID TERMS
For PROFESSIONAL SERVICES CONTRACTS

375-040-84
PROGRAM MANAGEMENT
04/15
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both criminal and civil.

P. The Consultant hereby certifies that it has not:

1. employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for the above contractor) to solicit or secure this contract;
2. agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out this contract; or
3. paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for the above contractor) any fee contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the contract.

The consultant further acknowledges that this agreement will be furnished to the Local Agency, the State of Florida Department of Transportation and a federal agency in connection with this contract involving participation of Federal-Aid funds, and is subject to applicable State and Federal Laws, both criminal and civil.

ADDENDUM NO. 1
RFP # 16-006

To All Proposers:

The following change is hereby made a part of RFP #16-006 as fully as completely as if the same were fully set forth therein:

The following is a list of addenda that shall govern all other contract documents to the extent specified.

Addendum No. 1

The following revision is hereby made a part of the Contract Documents as fully as completely as if the same were fully set forth therein:

1. Section A.4 Requirement; 1. Pre-qualification: Is the Prime Respondent required to be pre-qualified in the delineated categories or can this requirement be met by a member of the Prime Respondent's team?

Answer: As long as the proposed team meets all certification requirements it is considered covered.

2. Pre-qualification: Are all areas of FDOT pre-qualification identified in the RFP required to be covered by the primary firm or can they be covered by other firms on the team?

Answer: As long as the proposed team meets all certification requirements it is considered covered.

3. C.9 Insurance, page 25: Is it required to submit a certificate of insurance with the proposal or once a firm has been selected?

Answer: Once a firm has been selected.

4. A.4. Requirements, page 5-10; and C.13 Response Content, 10 Sworn Statements and Affidavits, page 29: Can the City please identify which forms are required from sub-consultants as well as the prime consultant?

Answer: All members of the identified team shall submit ALL Sworn Statements and Affidavits.

5. C.3. Number of Copies, page 24: Will the City accept electronic PDFs of the responses on CDs instead of flash drives?

Answer: No

All Proposers shall acknowledge receipt and acceptance of this Addendum No.1 by acknowledging Addendum in their proposal or by submitting the addendum with the proposal package. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.



Signature

SWC (Sandra Walters Consultants, Inc.)

Name of Business

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA

SS:

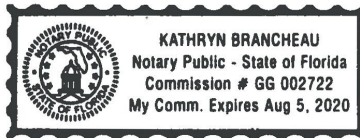
COUNTY OF MONROE

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

BY: *Sandra Walker*

sworn and prescribed before me this 31 day of August, 2016

NOTARY PUBLIC, State of Florida



My commission expires: August 5, 2020

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 Monroe County

by
Sandra Walters, President

for

(print individual's name and title) SWC (Sandra Walters Consultants, Inc.)

(print name of entity submitting sworn statement)

whose business address is 6410 5th Street, Suite 3, Key West, FL 33040

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

65-0975585

(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).

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)

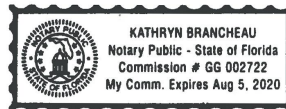
08/26/16

(DATE)

STATE OF Florida

COUNTY OF Monroe

PERSONALLY APPEARED BEFORE ME, the undersigned authority
Sandy Walters who, after first being sworn by me,
(name of individual)
affixed his/her signature in the space provided above on this
31 day of August, 2016



NOTARY PUBLIC

My commission expires: August 5, 2020

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 _____

SWC (Sandra Walters Consultants, Inc.)

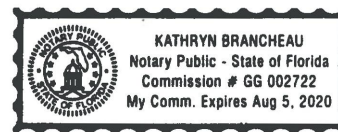
provides benefits to domestic partners of its employees on the same basis as it provides benefits to employees' spouses, per City of Key West Code of Ordinances Sec. 2-799.

By: 
Sandra Walters, President

Sworn and subscribed before me this 31 day of August 2016.

NOTARY PUBLIC, State of Florida at Large

My Commission Expires: August 5, 2020



CONE OF SILENCE AFFIDAVIT

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

STATE OF Djmgpb_)
: SS
COUNTY OF Kmlpmc)

I the undersigned hereby duly sworn depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of QUA & Q_lbp_ U_jrcpq Amlqsjr_lrq* Gl a,' 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).

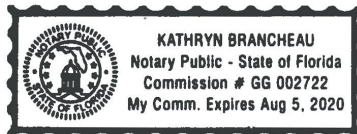
Sworn and subscribed before me this



31 day of August, 2016.

Kathryn Brancheau
NOTARY PUBLIC, State of Florida at Large

My Commission Expires: August 5, 2020



STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
TRUTH IN NEGOTIATION CERTIFICATION

Pursuant to Section 287.055(5)(a), Florida Statutes, for any lump-sum or cost-plus-a-fixed fee professional services contract over the threshold amount provided in Section 287.017, Florida Statutes for

CATEGORY FOUR, the Department of Transportation (Department) requires the Consultant to execute this certificate and include it with the submittal of the Technical Proposal, or as prescribed in the contract advertisement.

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Department determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Department, whichever is later.

SWC (Sandra Walters Consultants, Inc.)
Name of Consultant

By: 

08/26/16

Date

**CONFLICT OF INTEREST/CONFIDENTIALITY CERTIFICATION FOR
CONSULTANT/CONTRACTOR/TECHNICAL ADVISORS**

I certify that I have no present conflict of interest, that I have no knowledge of any conflict of interest that my firm may have, and that I will recuse myself from any capacity of decision making, approval, disapproval, or recommendation on any contract if I have a conflict of interest or a potential conflict of interest.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the Department, and therefore may not accept benefits of any sort under circumstances in which it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision of theirs, or to reward a past decision. Consultants performing work for the Department should avoid any conduct (whether in the context of business, financial, or social relationships) which might undermine the public trust, whether or not that conduct is unethical or lends itself to the appearance of ethical impropriety.

I will maintain the confidentiality of all information not made public by the Florida Department of Transportation ("Department") related to the procurement of the above-referenced ("Project") that I gain access to as a result of my involvement with the Project ("Procurement Information"). I understand that Procurement Information includes, but is not limited to, documents prepared by or for the Department related to procurement of the Project. I also understand that Procurement Information includes, but is not limited to, documents submitted to the Department by entities seeking an award of the Project ("Proposers"). I understand that Procurement Information may include documents submitted by Proposers related to letters of response/letters of interest, technical proposals, price proposals, financial proposals, and information shared during exempt meetings. I also understand that Procurement Information may also include documents that evaluate or review documents submitted by Proposers, and information regarding Project cost estimates. I also agree not to discuss the Project with anyone who is a member of or acting on behalf of a Proposer.

Unless so ordered by a court of competent jurisdiction or an opinion of the Office of the Florida Attorney General, I will not divulge any Procurement Information except to individuals who have executed a Conflict of Interest/Confidentiality Certification which has been approved by the Department ("Project Personnel"). I understand that a list of Project Personnel will be maintained by Department. If I am contacted by any member of the public or the media with a request for Procurement Information, I will promptly forward such request to the Department's Procurement Office. I will also maintain security and control over all documents containing Procurement Information which are in my custody.

I agree not to solicit or accept gratuities, unwarranted privileges or exemptions, favors, or anything of value from any firm under consideration for an agreement associated with the Project, and I recognize that doing so may be contrary to statutes, ordinances, and rules governing or applicable to the Department or may otherwise be a violation of the law.

I realize that violation of the above mentioned standards could result in the termination of my work for the Department.

Advertisement No./ Solicitation No.	Description	Financial Project Number(s)
--	-------------	-----------------------------

Key West Planning Department Bicycle and Pedestrian Master Transportation Plan City of Key West RFP # 16-006 MAYOR: CRAIG CATES COMMISSIONERS:		
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Appendix #2 continued (page 2 of 2)

Each undersigned individual agrees to the terms of this Conflict of Interest/Confidentiality Certification.

Printed Names	Signatures	Date
Sandra Walters, President		08/26/16

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY AND VOLUNTARY EXCLUSION-
LOWER TIER COVERED TRANSACTIONS FOR FEDERAL AID CONTRACTS**
(Compliance with 2 CFR Parts 180 and 1200)

It is certified that neither the below identified firm nor its principals are presently suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Name of Consultant/Contractor: SWC (Sandra Walters Consultants, Inc.)

By: 

Date: 08/26/16

Title: President

Instructions for Certification

Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200)

- a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.
- b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
- c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.
- d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).
- e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
- f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered

Appendix #4

375-030-33
PROCUREMENT
10/01

CERTIFICATION FOR DISCLOSURE OF LOBBYING ACTIVITIES ON FEDERAL-AID CONTRACTS (Compliance with 49CFR, Section 20.100 (b))

The prospective participant certifies, by signing this certification, that to the best of his or her knowledge and belief:

(1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities", in accordance with its instructions. (Standard Form-LLL can be obtained from the Florida Department of Transportation's Professional Services Administrator or Procurement Office.)

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such a failure.

The prospective participant also agrees by submitting his or her proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

Name of Consultant:

By: SWC (Sandra Walters Consultants, Inc.) Date: 08/26/16

Inc.

Title: President


Authorized Signature

Appendix #5 FDOT Form #375-030-34 (1 of 2)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION DISCLOSURE OF LOBBYING ACTIVITIES

375-030-34
PROCUREMENT
02/16

Is this form applicable to your firm?

YES ☐ NO ☐

If no, then please complete section 4
below for "Prime"

1. Type of Federal Action: a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: a. bid/offer/application b. initial award c. post-award	3. Report Type: a. initial filing b. material change For Material Change Only: Year: _____ Quarter: _____ Date of last report: _____ (mm/dd/yyyy)
4. Name and Address of Reporting Entity: ☐ Prime ☐ Subawardee Tier _____, if known: _____ _____ _____ Congressional District, if known: 4c _____		5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: _____ _____ _____ Congressional District, if known: _____
6. Federal Department/Agency: _____ _____	7. Federal Program Name/Description: _____ _____ CFDA Number, if applicable: _____	
8. Federal Action Number, if known: _____	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> _____ _____ _____	b. Individuals Performing Services (including address if different from No. 10a) <i>(last name, first name, MI):</i> _____ _____ _____	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: Sandra Walters Title: President Telephone No.: 305-294-1238 Date (mm/dd/yyyy): 08/26/2016	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

ADDENDUM NO. 1
RFP # 16-006

To All Proposers:

The following change is hereby made a part of RFP #16-006 as fully as completely as if the same were fully set forth therein:

The following is a list of addenda that shall govern all other contract documents to the extent specified.

Addendum No. 1

The following revision is hereby made a part of the Contract Documents as fully as completely as if the same were fully set forth therein:

1. Section A.4 Requirement; 1. Pre-qualification: Is the Prime Respondent required to be pre-qualified in the delineated categories or can this requirement be met by a member of the Prime Respondent's team?

Answer: As long as the proposed team meets all certification requirements it is considered covered.

2. Pre-qualification: Are all areas of FDOT pre-qualification identified in the RFP required to be covered by the primary firm or can they be covered by other firms on the team?

Answer: As long as the proposed team meets all certification requirements it is considered covered.

3. C.9 Insurance, page 25: Is it required to submit a certificate of insurance with the proposal or once a firm has been selected?

Answer: Once a firm has been selected.

4. A.4. Requirements, page 5-10; and C.13 Response Content, 10 Sworn Statements and Affidavits, page 29: Can the City please identify which forms are required from sub-consultants as well as the prime consultant?

Answer: All members of the identified team shall submit ALL Sworn Statements and Affidavits.

5. C.3. Number of Copies, page 24: Will the City accept electronic PDFs of the responses on CDs instead of flash drives?

Answer: No

All Proposers shall acknowledge receipt and acceptance of this Addendum No.1 by acknowledging Addendum in their proposal or by submitting the addendum with the proposal package. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.



Signature

Blue Zone, LLC

Name of Business

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA

SS:

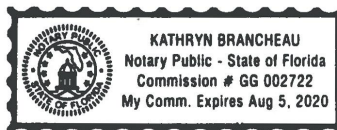
COUNTY OF MONROE

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

BY:  _____

sworn and prescribed before me this 31 day of August, 2016

NOTARY PUBLIC, State of Florida



My commission expires: August 5, 2020

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 The City of Key West

by
Dan Burden Director of Innovation & Inspiration

for

(print individual's name and title) Blue Zones, LLC
(print name of entity submitting sworn statement)

whose business address is 80 South 8th Street, Suite 1400 Minneapolis, MN 55402

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

27-1603327

(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).
- 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)

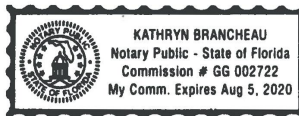
August 31, 2016

(DATE)

STATE OF Florida

COUNTY OF Monroe

PERSONALLY APPEARED BEFORE ME, the undersigned authority
Dan Burden who, after first being sworn by me,
(name of individual)
affixed his/her signature in the space provided above on this
31 day of August, 2016



NOTARY PUBLIC

My commission expires: August 5, 2020

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 Blue Zones, LLC

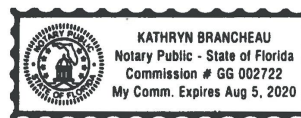
provides benefits to domestic partners of its employees on the same basis as it provides benefits to employees' spouses, per City of Key West Code of Ordinances Sec. 2-799.

By: 

Sworn and subscribed before me this 31 day of August 2016.

NOTARY PUBLIC, State of Florida at Large

My Commission Expires: August 5, 2020



CONE OF SILENCE AFFIDAVIT

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

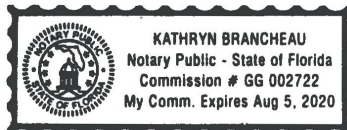
STATE OF Florida)
: SS
COUNTY OF Monroe)

I the undersigned hereby duly sworn depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of Blue Zones, 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

31 day of August, 2016.

Mathew Brumhead
NOTARY PUBLIC, State of Florida at Large

My Commission Expires: August 5, 2020

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
TRUTH IN NEGOTIATION CERTIFICATION

Pursuant to Section 287.055(5)(a), Florida Statutes, for any lump-sum or cost-plus-a-fixed fee professional services contract over the threshold amount provided in Section 287.017, Florida Statutes for CATEGORY FOUR, the Department of Transportation (Department) requires the Consultant to execute this certificate and include it with the submittal of the Technical Proposal, or as prescribed in the contract advertisement.

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Department determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Department, whichever is later.

Blue Zones, LLC
Name of Consultant

By: 

August 31, 2016

Date

**CONFLICT OF INTEREST/CONFIDENTIALITY CERTIFICATION FOR
CONSULTANT/CONTRACTOR/TECHNICAL ADVISORS**

I certify that I have no present conflict of interest, that I have no knowledge of any conflict of interest that my firm may have, and that I will recuse myself from any capacity of decision making, approval, disapproval, or recommendation on any contract if I have a conflict of interest or a potential conflict of interest.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the Department, and therefore may not accept benefits of any sort under circumstances in which it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision of theirs, or to reward a past decision. Consultants performing work for the Department should avoid any conduct (whether in the context of business, financial, or social relationships) which might undermine the public trust, whether or not that conduct is unethical or lends itself to the appearance of ethical impropriety.

I will maintain the confidentiality of all information not made public by the Florida Department of Transportation ("Department") related to the procurement of the above-referenced ("Project") that I gain access to as a result of my involvement with the Project ("Procurement Information"). I understand that Procurement Information includes, but is not limited to, documents prepared by or for the Department related to procurement of the Project. I also understand that Procurement Information includes, but is not limited to, documents submitted to the Department by entities seeking an award of the Project ("Proposers"). I understand that Procurement Information may include documents submitted by Proposers related to letters of response/letters of interest, technical proposals, price proposals, financial proposals, and information shared during exempt meetings. I also understand that Procurement Information may also include documents that evaluate or review documents submitted by Proposers, and information regarding Project cost estimates. I also agree not to discuss the Project with anyone who is a member of or acting on behalf of a Proposer.

Unless so ordered by a court of competent jurisdiction or an opinion of the Office of the Florida Attorney General, I will not divulge any Procurement Information except to individuals who have executed a Conflict of Interest/Confidentiality Certification which has been approved by the Department ("Project Personnel"). I understand that a list of Project Personnel will be maintained by Department. If I am contacted by any member of the public or the media with a request for Procurement Information, I will promptly forward such request to the Department's Procurement Office. I will also maintain security and control over all documents containing Procurement Information which are in my custody.

I agree not to solicit or accept gratuities, unwarranted privileges or exemptions, favors, or anything of value from any firm under consideration for an agreement associated with the Project, and I recognize that doing so may be contrary to statutes, ordinances, and rules governing or applicable to the Department or may otherwise be a violation of the law.

I realize that violation of the above mentioned standards could result in the termination of my work for the Department.

Advertisement No./ Solicitation No.	Description	Financial Project Number(s)
16-006	Key West Planning Department Bicycle and Pedestrian Master Transportation Plan	

Appendix #2 continued (page 2 of 2)

Each undersigned individual agrees to the terms of this Conflict of Interest/Confidentiality Certification.

Printed Names	Signatures	Date
Dan Burden		August 31, 2016

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY AND VOLUNTARY EXCLUSION-
LOWER TIER COVERED TRANSACTIONS FOR FEDERAL AID CONTRACTS**
(Compliance with 2 CFR Parts 180 and 1200)

It is certified that neither the below identified firm nor its principals are presently suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Name of Consultant/Contractor: Blue Zones, LLC

By: 

Date: August 31, 2016

Title: Director of Innovation and Inspiration

Instructions for Certification

Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200)

a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.

b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.

d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered

Appendix #4

375-030-33
PROCUREMENT
10/01

CERTIFICATION FOR DISCLOSURE OF LOBBYING ACTIVITIES ON FEDERAL-AID CONTRACTS (Compliance with 49CFR, Section 20.100 (b))

The prospective participant certifies, by signing this certification, that to the best of his or her knowledge and belief:

(1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities", in accordance with its instructions. (Standard Form-LLL can be obtained from the Florida Department of Transportation's Professional Services Administrator or Procurement Office.)

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such a failure.

The prospective participant also agrees by submitting his or her proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

Name of Consultant:

By:  Date: August 31, 2016 Authorized Signature

Title: Director of Innovation & Inspiration

Appendix #5 FDOT Form #375-030-34 (1 of 2)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
DISCLOSURE OF LOBBYING ACTIVITIES

375-030-34
PROCUREMENT
02/16

Is this form applicable to your firm?

YES ☐ NO ☒

If no, then please complete section 4
below for "Prime"

1. Type of Federal Action: a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: a. bid/offer/application b. initial award c. post-award	3. Report Type: a. initial filing b. material change For Material Change Only: Year: _____ Quarter: _____ Date of last report: _____ (mm/dd/yyyy)
4. Name and Address of Reporting Entity: ☐ Prime ☐ Subawardee Tier _____, if known: _____ _____ _____ Congressional District, if known: 4c _____	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: _____ _____ _____ Congressional District, if known: _____	
6. Federal Department/Agency: _____ _____	7. Federal Program Name/Description: _____ _____ CFDA Number, if applicable: _____	
8. Federal Action Number, if known: _____	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> _____ _____ _____	b. Individuals Performing Services (including address if different from No. 10a) <i>(last name, first name, MI):</i> _____ _____ _____	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: <u>Dan Burden</u> Title: <u>Director of Innovation & Inspiration</u> Telephone No.: <u>614.595.0976</u> Date (mm/dd/yyyy): <u>August 31, 2016</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

ADDENDUM NO. 1
RFP # 16-006

To All Proposers:

The following change is hereby made a part of RFP #16-006 as fully as completely as if the same were fully set forth therein:

The following is a list of addenda that shall govern all other contract documents to the extent specified.

Addendum No. 1

The following revision is hereby made a part of the Contract Documents as fully as completely as if the same were fully set forth therein:

1. Section A.4 Requirement; 1. Pre-qualification: Is the Prime Respondent required to be pre-qualified in the delineated categories or can this requirement be met by a member of the Prime Respondent's team?

Answer: As long as the proposed team meets all certification requirements it is considered covered.

2. Pre-qualification: Are all areas of FDOT pre-qualification identified in the RFP required to be covered by the primary firm or can they be covered by other firms on the team?

Answer: As long as the proposed team meets all certification requirements it is considered covered.

3. C.9 Insurance, page 25: Is it required to submit a certificate of insurance with the proposal or once a firm has been selected?

Answer: Once a firm has been selected.

4. A.4. Requirements, page 5-10; and C.13 Response Content, 10 Sworn Statements and Affidavits, page 29: Can the City please identify which forms are required from sub-consultants as well as the prime consultant?

Answer: All members of the identified team shall submit ALL Sworn Statements and Affidavits.

5. C.3. Number of Copies, page 24: Will the City accept electronic PDFs of the responses on CDs instead of flash drives?

Answer: No

All Proposers shall acknowledge receipt and acceptance of this Addendum No.1 by acknowledging Addendum in their proposal or by submitting the addendum with the proposal package. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.



Signature

Sprinkle Consulting, Inc.

Name of Business

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA

SS:

COUNTY OF ~~MONROE~~ Hillsborough

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 26th day of Aug., 2016

NOTARY PUBLIC, State of Florida

My commission expires: 2/26/2019

Jodene M. Chesson



JODENE M. CHESSON
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF203924
Expires 2/26/2019

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 the City of Key West

by Bruce W. Landis, Vice President

for

(print individual's name and title) Sprinkle Consulting, Inc.
(print name of entity submitting sworn statement)

whose business address is 1815 U.S. Hwy 41 N., Suite 600 Lutz, FL 33549

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

F592200597

(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).

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)

8/26/16
(DATE)

STATE OF Florida

COUNTY OF Hillsborough

PERSONALLY APPEARED BEFORE ME, the undersigned authority
Bruce Landis who, after first being sworn by me,
(name of individual)
affixed his/her signature in the space provided above on this
26th day of August, 2016



NOTARY PUBLIC

My commission expires: 2/26/2019



JODENE M. CHESSON
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF203924
Expires 2/26/2019

EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT

STATE OF Florida)

COUNTY OF Hillsborough : SS
Monroe)

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

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

By: _____

Sworn and subscribed before me this 26th day of August 2016.

NOTARY PUBLIC, State of Florida at Large

My Commission Expires: 2/26/2019

Jodene M. Chesson



JODENE M. CHESSON
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF203924
Expires 2/26/2019

CONE OF SILENCE AFFIDAVIT

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

STATE OF Florida)
COUNTY OF Hillsborough) SS
Monroe)

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

Sworn and subscribed before me this

26th day of August, 2016.

NOTARY PUBLIC, State of Florida at Large

My Commission Expires: 2/20/2019



JODENE M. CHESSON
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF203924
Expires 2/26/2019

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
TRUTH IN NEGOTIATION CERTIFICATION

Pursuant to Section 287.055(5)(a), Florida Statutes, for any lump-sum or cost-plus-a-fixed fee professional services contract over the threshold amount provided in Section 287.017, Florida Statutes for CATEGORY FOUR, the Department of Transportation (Department) requires the Consultant to execute this certificate and include it with the submittal of the Technical Proposal, or as prescribed in the contract advertisement.

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Department determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Department, whichever is later.

Sprinkle Consulting, Inc.
Name of Consultant

By: [Signature]
8/26/16 Date

**CONFLICT OF INTEREST/CONFIDENTIALITY CERTIFICATION FOR
CONSULTANT/CONTRACTOR/TECHNICAL ADVISORS**

I certify that I have no present conflict of interest, that I have no knowledge of any conflict of interest that my firm may have, and that I will recuse myself from any capacity of decision making, approval, disapproval, or recommendation on any contract if I have a conflict of interest or a potential conflict of interest.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the Department, and therefore may not accept benefits of any sort under circumstances in which it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision of theirs, or to reward a past decision. Consultants performing work for the Department should avoid any conduct (whether in the context of business, financial, or social relationships) which might undermine the public trust, whether or not that conduct is unethical or lends itself to the appearance of ethical impropriety.

I will maintain the confidentiality of all information not made public by the Florida Department of Transportation ("Department") related to the procurement of the above-referenced ("Project") that I gain access to as a result of my involvement with the Project ("Procurement Information"). I understand that Procurement Information includes, but is not limited to, documents prepared by or for the Department related to procurement of the Project. I also understand that Procurement Information includes, but is not limited to, documents submitted to the Department by entities seeking an award of the Project ("Proposers"). I understand that Procurement Information may include documents submitted by Proposers related to letters of response/letters of interest, technical proposals, price proposals, financial proposals, and information shared during exempt meetings. I also understand that Procurement Information may also include documents that evaluate or review documents submitted by Proposers, and information regarding Project cost estimates. I also agree not to discuss the Project with anyone who is a member of or acting on behalf of a Proposer.

Unless so ordered by a court of competent jurisdiction or an opinion of the Office of the Florida Attorney General, I will not divulge any Procurement Information except to individuals who have executed a Conflict of Interest/Confidentiality Certification which has been approved by the Department ("Project Personnel"). I understand that a list of Project Personnel will be maintained by Department. If I am contacted by any member of the public or the media with a request for Procurement Information, I will promptly forward such request to the Department's Procurement Office. I will also maintain security and control over all documents containing Procurement Information which are in my custody.

I agree not to solicit or accept gratuities, unwarranted privileges or exemptions, favors, or anything of value from any firm under consideration for an agreement associated with the Project, and I recognize that doing so may be contrary to statutes, ordinances, and rules governing or applicable to the Department or may otherwise be a violation of the law.

I realize that violation of the above mentioned standards could result in the termination of my work for the Department.

Advertisement No./ Solicitation No.	Description	Financial Project Number(s)
--	-------------	-----------------------------

Appendix #2 continued (page 2 of 2)

RFP #16-006	Bicycle and Pedestrian Transportation Master Plan	438687-1

Each undersigned individual agrees to the terms of this Conflict of Interest/Confidentiality Certification.

Printed Names	Signatures	Date
Bruce W. Landis		8/26/16

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY AND VOLUNTARY EXCLUSION-
LOWER TIER COVERED TRANSACTIONS FOR FEDERAL AID CONTRACTS**
(Compliance with 2 CFR Parts 180 and 1200)

It is certified that neither the below identified firm nor its principals are presently suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Name of Consultant/Contractor: Sprinkle Consulting, Inc.
By: [Signature]
Date: 8/26/16
Title: Vice President

Instructions for Certification

Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200)

- a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.
- b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
- c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.
- d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).
- e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
- f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered

Appendix #4

375-030-33
PROCUREMENT
10/01

CERTIFICATION FOR DISCLOSURE OF LOBBYING ACTIVITIES ON FEDERAL-AID CONTRACTS (Compliance with 49CFR, Section 20.100 (b))

The prospective participant certifies, by signing this certification, that to the best of his or her knowledge and belief:

(1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.
(Standard Form-LLL can be obtained from the Florida Department of Transportation's Professional Services Administrator or Procurement Office.)

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such a failure.

The prospective participant also agrees by submitting his or her proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

Name of Consultant:

By:  Date: 8/26/16 Authorized Signature

Title: Vice President

Appendix #5 FDOT Form #375-030-34 (1 of 2)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION DISCLOSURE OF LOBBYING ACTIVITIES

375-030-34
PROCUREMENT
02/16

Is this form applicable to your firm?

YES ☐ NO ☒

If no, then please complete section 4
below for "Prime"

1. Type of Federal Action: a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: a. bid/offer/application b. initial award c. post-award	3. Report Type: a. initial filing b. material change For Material Change Only: Year: _____ Quarter: _____ Date of last report: _____ (mm/dd/yyyy)
4. Name and Address of Reporting Entity: ☐ Prime ☒ Subawardee Tier <u>1st</u> , if known: <u>8115 U.S. Hwy. 41 N., Suite 600</u> <u>Lutz, FL 33549</u> Congressional District, if known: <u>4c</u>		5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: _____ _____ _____ Congressional District, if known: _____
6. Federal Department/Agency: _____ _____ _____	7. Federal Program Name/Description: _____ _____ _____ CFDA Number, if applicable: _____	
8. Federal Action Number, if known: _____	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> _____ _____ _____	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> _____ _____ _____	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>Bruce W. Landis</u> Title: <u>Vice President</u> Telephone No.: <u>813.949.7449</u> Date (mm/dd/yyyy): <u>08/26/2016</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

ADDENDUM NO. 1
RFP # 16-006

To All Proposers:

The following change is hereby made a part of RFP #16-006 as fully as completely as if the same were fully set forth therein:

The following is a list of addenda that shall govern all other contract documents to the extent specified.

Addendum No. 1

The following revision is hereby made a part of the Contract Documents as fully as completely as if the same were fully set forth therein:

1. Section A.4 Requirement; 1. Pre-qualification: Is the Prime Respondent required to be pre-qualified in the delineated categories or can this requirement be met by a member of the Prime Respondent's team?

Answer: As long as the proposed team meets all certification requirements it is considered covered.

2. Pre-qualification: Are all areas of FDOT pre-qualification identified in the RFP required to be covered by the primary firm or can they be covered by other firms on the team?

Answer: As long as the proposed team meets all certification requirements it is considered covered.

3. C.9 Insurance, page 25: Is it required to submit a certificate of insurance with the proposal or once a firm has been selected?

Answer: Once a firm has been selected.

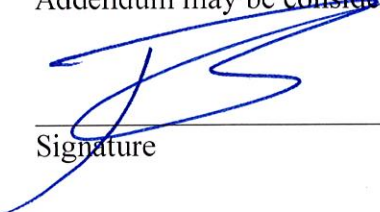
4. A.4. Requirements, page 5-10; and C.13 Response Content, 10 Sworn Statements and Affidavits, page 29: Can the City please identify which forms are required from sub-consultants as well as the prime consultant?

Answer: All members of the identified team shall submit ALL Sworn Statements and Affidavits.

5. C.3. Number of Copies, page 24: Will the City accept electronic PDFs of the responses on CDs instead of flash drives?

Answer: No

All Proposers shall acknowledge receipt and acceptance of this Addendum No.1 by acknowledging Addendum in their proposal or by submitting the addendum with the proposal package. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.



Signature

CALTRAN Engineering Group, Inc.

Name of Business

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA

SS:

COUNTY OF MONROE

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

BY: _____

*Juan S. Calderon, P.E., Principal
CALTRAN Engineering Group, Inc.*

sworn and prescribed before me this 26th day of Aug, 2016

NOTARY PUBLIC, State of Florida

My commission expires:

Katherine Cardenas



Katherine Cardenas
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF924361
Expires 10/5/2019

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

Juan S. Calderon, PE



for

(print individual's name and title)

(print name of entity submitting sworn statement)

whose business address is 730 NW 107 Ave, Suite 115, Miami, FL 33172

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

27-4564005

(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).

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)

08/26/16

(DATE)

STATE OF FLORIDA

COUNTY OF MIAMI-DADE

PERSONALLY APPEARED BEFORE ME, the undersigned authority

Juan S. Calderon, PE who, after first being sworn by me,
(name of individual)

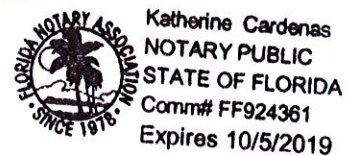
affixed his/her signature in the space provided above on this

26th day of August, 2016



NOTARY PUBLIC

My commission expires: 10/5/19



STATE OF FLORIDA)

COUNTY OF MIAMI-DADE) : SS

I, the undersigned hereby duly sworn, depose and say that the firm of CALTRAN
Engineering Group, Inc

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

By: Juan S. Calderon

Sworn and subscribed before me this 26th day of August 2016.

NOTARY PUBLIC, State of Florida at Large

My Commission Expires:

Katherine Cadenas
10/5/19



Katherine Cardenas
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF924361
Expires 10/5/2019

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 CALTRAN Engineering Group, Inc. have read and understand the limitations and procedures regarding communications concerning City of Key West issued competitive solicitations pursuant to City of Key West Ordinance Section 2-773 Cone of Silence (attached).

Sworn and subscribed before me this

26th day of August, 2016.



NOTARY PUBLIC, State of Florida at Large

My Commission Expires: 10/5/19



Katherine Cardenas
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF924361
Expires 10/5/2019

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 publically 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)

Exhibit B
Consultant Ranking Form

**CITY OF KEY WEST
CONSULTANT RANKING FORM**

Project Name: Bicycle and Pedestrian Master Transportation Plan

Project Number: RFP #16-006

Firm

CALTRAN Engineering Group, Inc.

Date

08/26/16

SELECTION CRITERIA	POINTS ALLOWED	POINTS EARNED
Past Performance on Similar Projects	25	
Approach and Understanding of Project	40	
Experience of Key Personnel	30	
Sub-Total Points	95	
References	5	
Total Points	100	

Exhibit C
Notice of Advertisement

NOTICE OF ADVERTISEMENT – REQUEST FOR PROPOSALS

NOTICE is hereby given to prospective proposers that responses will be received by the CITY of KEY WEST, FLORIDA by the office of the City Clerk, 3126 Flagler Avenue, Key West, Florida 33040 until **3 p.m. August 31, 2016** for the “Request for Proposals 16-006 – Bicycle and Pedestrian Master Transportation Plan” in the Office of the City Clerk. Any responses received after the time announced will not be considered.

Scope of Services and Response Documents may be obtained from DemandStar by Onvia at www.demandstar.com/supplier or at www.keywestcity.com/ . One (1) original with two (2) flash drives, to be enclosed in two (2) sealed envelopes, one within the other, each clearly marked on the outside: **“Request for Proposals # 16-006 – Bicycle and Pedestrian Master Transportation Plan”** the due date, and the respondent’s name, addressed and delivered to:

CITY CLERK, CITY OF KEY WEST, FLORIDA
3126 FLAGLER AVENUE KEY
WEST, FLORIDA 33040

At the time of the proposal, the successful Responder must show satisfactory documentation of state licenses (if applicable).

Any permit and/or license requirement and subsequent costs are located within the response documents. The successful Responder must also be able to satisfy the City Attorney as to such insurance coverage, and legal requirements as may be demanded by the response in question. The City may reject responses: (1) for budgetary reasons, (2) if the responder misstates or conceals a material fact in its response, (3) if the response does not strictly conform to the law or is non-responsive to the response requirements, (4) if the response is conditional, or (5) if a change of circumstances occurs making the purpose of the response unnecessary, (6) if such rejection is in the best interest of the City. The City may also waive any minor formalities or irregularities in any response.

Sue Snider, Purchasing Agent

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
TRUTH IN NEGOTIATION CERTIFICATION

Pursuant to Section 287.055(5)(a), Florida Statutes, for any lump-sum or cost-plus-a-fixed fee professional services contract over the threshold amount provided in Section 287.017, Florida Statutes for CATEGORY FOUR, the Department of Transportation (Department) requires the Consultant to execute this certificate and include it with the submittal of the Technical Proposal, or as prescribed in the contract advertisement.

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Department determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Department, whichever is later.

CALTRAN Engineering Group, Inc.

Name of Consultant

By: Juan S. Calderon, PE

8/26/16

Date

**CONFLICT OF INTEREST/CONFIDENTIALITY CERTIFICATION FOR
CONSULTANT/CONTRACTOR/TECHNICAL ADVISORS**

I certify that I have no present conflict of interest, that I have no knowledge of any conflict of interest that my firm may have, and that I will recuse myself from any capacity of decision making, approval, disapproval, or recommendation on any contract if I have a conflict of interest or a potential conflict of interest.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the Department, and therefore may not accept benefits of any sort under circumstances in which it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision of theirs, or to reward a past decision. Consultants performing work for the Department should avoid any conduct (whether in the context of business, financial, or social relationships) which might undermine the public trust, whether or not that conduct is unethical or lends itself to the appearance of ethical impropriety.

I will maintain the confidentiality of all information not made public by the Florida Department of Transportation ("Department") related to the procurement of the above-referenced ("Project") that I gain access to as a result of my involvement with the Project ("Procurement Information"). I understand that Procurement Information includes, but is not limited to, documents prepared by or for the Department related to procurement of the Project. I also understand that Procurement Information includes, but is not limited to, documents submitted to the Department by entities seeking an award of the Project ("Proposers"). I understand that Procurement Information may include documents submitted by Proposers related to letters of response/letters of interest, technical proposals, price proposals, financial proposals, and information shared during exempt meetings. I also understand that Procurement Information may also include documents that evaluate or review documents submitted by Proposers, and information regarding Project cost estimates. I also agree not to discuss the Project with anyone who is a member of or acting on behalf of a Proposer.

Unless so ordered by a court of competent jurisdiction or an opinion of the Office of the Florida Attorney General, I will not divulge any Procurement Information except to individuals who have executed a Conflict of Interest/Confidentiality Certification which has been approved by the Department ("Project Personnel"). I understand that a list of Project Personnel will be maintained by Department. If I am contacted by any member of the public or the media with a request for Procurement Information, I will promptly forward such request to the Department's Procurement Office. I will also maintain security and control over all documents containing Procurement Information which are in my custody.

I agree not to solicit or accept gratuities, unwarranted privileges or exemptions, favors, or anything of value from any firm under consideration for an agreement associated with the Project, and I recognize that doing so may be contrary to statutes, ordinances, and rules governing or applicable to the Department or may otherwise be a violation of the law.

I realize that violation of the above mentioned standards could result in the termination of my work for the Department.

Advertisement No./ Solicitation No.	Description	Financial Project Number(s)
--	-------------	-----------------------------

Appendix #2 continued (page 2 of 2)

Each undersigned individual agrees to the terms of this Conflict of Interest/Confidentiality Certification.

Printed Names	Signatures	Date
Juan S. Calderon, PE		8/26/16

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY AND VOLUNTARY EXCLUSION-
LOWER TIER COVERED TRANSACTIONS FOR FEDERAL AID CONTRACTS**
(Compliance with 2 CFR Parts 180 and 1200)

It is certified that neither the below identified firm nor its principals are presently suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Name of Consultant/Contractor: CALTRAN Engineering Group, Inc.
By: Juan S. Calderon, PE
Date: 8/26/16
Title: Principal

Instructions for Certification

Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200)

- a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.
- b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
- c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.
- d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).
- e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
- f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered

Appendix #3 continued (2 of 2)

Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.

h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Appendix #4

375-030-33
PROCUREMENT
10/01

CERTIFICATION FOR DISCLOSURE OF LOBBYING ACTIVITIES ON FEDERAL-AID CONTRACTS (Compliance with 49CFR, Section 20.100 (b))

The prospective participant certifies, by signing this certification, that to the best of his or her knowledge and belief:

(1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities", in accordance with its instructions. (Standard Form-LLL can be obtained from the Florida Department of Transportation's Professional Services Administrator or Procurement Office.)

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such a failure.

The prospective participant also agrees by submitting his or her proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

Name of Consultant:

By: Juan S. Calderon, PE Date: 8/26/16

Title: Principal

Authorized Signature



Appendix #5 FDOT Form #375-030-34 (1 of 2)

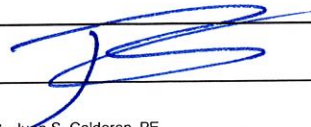
STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION DISCLOSURE OF LOBBYING ACTIVITIES

375-030-34
PROCUREMENT
02/15

Is this form applicable to your firm?

YES ☐ NO ☒

If no, then please complete section 4
below for "Prime"

1. Type of Federal Action: a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: a. bid/offer/application b. initial award c. post-award	3. Report Type: a. initial filing b. material change For Material Change Only: Year: _____ Quarter: _____ Date of last report: _____ (mm/dd/yyyy)
4. Name and Address of Reporting Entity: ☐ Prime ☒ Subawardee Tier _____, if known: CALTRAN Engineering Group, Inc. 730 NW 107 Ave, Suite 115 Miami, FL 33172 Congressional District, if known: 4c		5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: _____ _____ _____ Congressional District, if known: _____
6. Federal Department/Agency: _____ _____ _____	7. Federal Program Name/Description: _____ _____ _____ CFDA Number, if applicable: _____	
8. Federal Action Number, if known: _____	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> _____ _____ _____	b. Individuals Performing Services (including address if different from No. 10a) <i>(last name, first name, MI):</i> _____ _____ _____	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: Juan S. Calderon, PE Title: Principal Telephone No.: 786-456-7700 Date (mm/dd/yyyy): 08/26/16 Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	

Federal Use Only:

Appendix #13 – Worker's Comp Waiver of Rights to Recover from Others Endorsement

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
CONSTRUCTION CONTRACTORS
BID OPPORTUNITY LIST

275-030-10
EQUAL OPPORTUNITY OFFICE
02/08

Please complete and mail or fax to:
Equal Opportunity Office
605 Suwannee St., MS 65
Tallahassee, FL 32399-0450
TELEPHONE: (850) 414-4747
FAX: (850) 414-4879

This information may also be included in your bid or proposal package.

Prime Contractor/Consultant: _____

Address/Telephone Number: _____

Bid/Proposal Number: _____

Quote Submitted MM/YR: _____

49 CFR Part 26.11 requires the Florida Department of Transportation to develop and maintain a "bid opportunity list." The list is intended to be a listing of all firms that are participating, or attempting to participate, on DOT-assisted contracts. The list must include all firms that bid on prime contracts, or bid or quote subcontracts and materials supplies on DOT-assisted projects, including both DBEs and non-DBEs. For consulting companies this list must include all subconsultants contacting you and expressing an interest in teaming with you on a specific DOT assisted project. Prime contractors and consultants must provide information for Nos. 1, 2, 3 and 4 and should provide any information they have available on Numbers 5, 6, 7, and 8 for themselves, and their subcontractors and subconsultants.

- | | | |
|---|---|---|
| 1. Federal Tax ID Number: <u>27-456-4005</u> | 6. ☒ DBE | 8. Annual Gross Receipts |
| 2. Firm Name: <u>CAUTAN Engineering Group</u> | ☐ Non-DBE | ☐ Less than \$1 million |
| 3. Phone: <u>786-456-7700</u> | | ☒ Between \$1 - \$5 million |
| 4. Address: <u>730 N.W. 107 AVE</u> | 7. ☐ Subcontractor | ☐ Between \$5 - \$10 million |
| <u>Suite 115</u> | ☒ Subconsultant | ☐ Between \$10 - \$15 million |
| <u>Miami, FL 33172</u> | | ☐ More than \$15 million |
| 5. Year Firm Established: <u>2011</u> | | |

- | | | |
|---------------------------------|---|--|
| 1. Federal Tax ID Number: _____ | 6. ☐ DBE | 8. Annual Gross Receipts |
| 2. Firm Name: _____ | ☐ Non-DBE | ☐ Less than \$1 million |
| 3. Phone: _____ | | ☐ Between \$1 - \$5 million |
| 4. Address: _____ | 7. ☐ Subcontractor | ☐ Between \$5 - \$10 million |
| _____ | ☐ Subconsultant | ☐ Between \$10 - \$15 million |
| _____ | | ☐ More than \$15 million |
| 5. Year Firm Established: _____ | | |

- | | | |
|---------------------------------|---|--|
| 1. Federal Tax ID Number: _____ | 6. ☐ DBE | 8. Annual Gross Receipts |
| 2. Firm Name: _____ | ☐ Non-DBE | ☐ Less than \$1 million |
| 3. Phone: _____ | | ☐ Between \$1 - \$5 million |
| 4. Address: _____ | 7. ☐ Subcontractor | ☐ Between \$5 - \$10 million |
| _____ | ☐ Subconsultant | ☐ Between \$10 - \$15 million |
| _____ | | ☐ More than \$15 million |
| 5. Year Firm Established: _____ | | |

Appendix #5 FDOT Form #375-030-34 (1 of 2)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION DISCLOSURE OF LOBBYING ACTIVITIES

375-030-34
PROCUREMENT
02/15

Is this form applicable to your firm?
YES ☐ NO ☒
If no, then please complete section 4
below for "Prime"

1. Type of Federal Action: a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance		2. Status of Federal Action: a. bid/offer/application b. initial award c. post-award		3. Report Type: a. initial filing b. material change For Material Change Only: Year: _____ Date of last report: _____ (mm/dd/yyyy)	
4. Name and Address of Reporting Entity: ☐ Prime ☒ Subawardee Tier _____, if known: CALTRAN Engineering Group, Inc. 730 NW 107 Ave, Suite 115 Miami, FL 33172 Congressional District, if known: 4c		5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: _____ _____ _____ Congressional District, if known: _____			
6. Federal Department/Agency: _____ _____ _____		7. Federal Program Name/Description: _____ _____ _____ CFDA Number, if applicable: _____		9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): _____ _____ _____ b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): _____ _____ _____		Signature: _____ Print Name: Juan S. Calderon, PE Title: Principal Telephone No.: 786-456-7700 Date (mm/dd/yyyy): 08/26/2016			
Federal Use Only: U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.					

Report
←

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

LOCAL AGENCY PROGRAM FEDERAL AID TERMS
For PROFESSIONAL SERVICES CONTRACTS

375-340-84
PROGRAM MANAGEMENT
DATE
Page 1 of 3

TERMS FOR FEDERAL AID CONTRACTS (APPENDIX B):

The following terms apply to all contracts in which it is indicated that the services involve the expenditure of federal funds:

- A. It is understood and agreed that all rights of the Local Agency relating to inspection, review, approval, patents, copyrights, and audit of the work, tracing, plans, specifications, maps, data, and cost records relating to this Agreement shall also be reserved and held by authorized representatives of the United States of America.
- B. It is understood and agreed that, in order to permit federal participation, no supplemental agreement of any nature may be entered into by the parties hereto with regard to the work to be performed hereunder without the approval of the U.S. Department of Transportation, anything to the contrary in this Agreement notwithstanding.
- C. Compliance with Regulations: The Consultant shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- D. Nondiscrimination: The Consultant, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of material and leases of equipment. The Consultant shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- E. Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations made by the Consultant, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials and leases of equipment, each potential subcontractor or supplier shall be notified by the Consultant of the Consultant's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- F. Information and Reports: The Consultant will provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Local Agency, Florida Department of Transportation, Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or Federal Motor Carrier Safety Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of the Consultant is in the exclusive possession of another who fails or refuses to furnish this information, the Consultant shall so certify to the Local Agency, Florida Department of Transportation, Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration as appropriate, and shall set forth what efforts it has made to obtain the information.
- G. Sanctions for Noncompliance: In the event of the Consultant's noncompliance with the nondiscrimination provisions of this contract, the Local Agency shall impose such contract sanctions as it or the Florida Department of Transportation, Federal Transit Administration, Federal Aviation Administration, and/or Federal Motor Carrier Safety Administration may determine to be appropriate, including, but not limited to,
 - 1. withholding of payments to the Consultant under the contract until the Consultant complies and/or
 - 2. cancellation, termination or suspension of the contract, in whole or in part.
- H. Incorporation or Provisions: The Consultant will include the provisions of Paragraph C through I in every subcontract, including procurements of materials and leases of equipment unless exempt by the Regulations, order, or instructions issued pursuant thereto. The Consultant shall take such action with respect to any subcontract or procurement as the Local Agency, Florida Department of Transportation, Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions, including sanctions for noncompliance. In the event a Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Consultant may request the Local Agency to enter into such litigation to protect the interests of the Local Agency, and, in addition, the Consultant may request the United States to enter into such litigation to protect the interests of the United States.
- I. Compliance with Nondiscrimination Statutes and Authorities: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment

**LOCAL AGENCY PROGRAM FEDERAL-AID TERMS
For PROFESSIONAL SERVICES CONTRACTS**

375-340-24
PROGRAM MANAGEMENT
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of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq.).

- J. Interest of Members of Congress: No member or delegate to the Congress of the United States will be admitted to any share or part of this contract or to any benefit arising therefrom.
- K. Interest of Public Officials: No member, officer, or employee of the public body or of a local public body during his tenure or for one year thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof. For purposes of this provision, public body shall include municipalities and other political subdivisions of States; and public corporations, boards, and commissions established under the laws of any State.
- L. Participation by Disadvantaged Business Enterprises: The Consultant shall agree to abide by the following statement from 49 CFR 26.13(b). This statement shall be included in all subsequent agreements between the Consultant and any subconsultant or contractor.

The Consultant, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the Consultant to carry out these requirements is a material breach of this contract, which may result in termination of this contract or other such remedy as the recipient deems appropriate.
- M. It is mutually understood and agreed that the willful falsification, distortion or misrepresentation with respect to any facts related to the project(s) described in this Agreement is a violation of the Federal Law. Accordingly, United States Code, Title 18, Section 1020, is hereby incorporated by reference and made a part of this Agreement.
- N. It is understood and agreed that if the Consultant at any time learns that the certification it provided the Local Agency in compliance with 49 CFR, Section 26.51, was erroneous when submitted or has become erroneous by reason of changed circumstances, the Consultant shall provide immediate written notice to the Local Agency. It is further agreed that the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction" as set forth in 49 CFR, Section 26.510, shall be included by the Consultant in all lower tier covered transactions and in all aforementioned federal regulation.
- O. The Local Agency hereby certifies that neither the consultant nor the consultant's representative has been required by the Local Agency, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this contract, to
 - 1. employ or retain, or agree to employ or retain, any firm or person, or
 - 2. pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind;

The Local Agency further acknowledges that this agreement will be furnished to a federal agency, in connection with this contract involving participation of Federal-Aid funds, and is subject to applicable State and Federal Laws,

LOCAL AGENCY PROGRAM FEDERAL-AID TERMS
For PROFESSIONAL SERVICES CONTRACTS

375-040-24
PROGRAM MANAGEMENT
D4115
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both criminal and civil.

P. The Consultant hereby certifies that it has not:

1. employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for the above contractor) to solicit or secure this contract;
2. agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out this contract; or
3. paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for the above contractor) any fee contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the contract.

The consultant further acknowledges that this agreement will be furnished to the Local Agency, the State of Florida Department of Transportation and a federal agency in connection with this contract involving participation of Federal-Aid funds, and is subject to applicable State and Federal Laws, both criminal and civil.

Appendix #7 – Certificate of Liability Insurance

ACORDTM CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

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

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

PRODUCER	CONTACT NAME	
	PHONE (A/C, H/c, Ext):	FAX (A/C, No)
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Design Professional Sample	INSURER A:	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSURANCE TYPE	TYPE OF INSURANCE	ADDITIONAL SUBROGATION	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
GENERAL LIABILITY	☒ COMMERCIAL GENERAL LIABILITY	☒				EACH OCCURRENCE \$1,000,000
	☐ CLAIMS MADE ☒ OCCUR					LIABILITY TO ENTER PREMISES (EPA/RCRA) \$300,000
						MEDICAL PAY (PERSON) \$
						PERSONAL & ADV. INJ. \$1,000,000
GEN'L AGGREGATE LIMIT APPL. ES/FEP ☐ POLICY ☐ FOLLOWS ☐ LOC						GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP. OF AGG. \$
AUTOMOBILE LIABILITY	☒ ANY AUTO	☒				COMBINED SINGLE LIMIT (E&A/CC/PC) \$1,000,000
	☐ ALL OWNED AUTOS					BODILY INJURY (PERSON) \$
	☒ HIRED AUTOS					BODILY INJURY (FREIGHTER) \$
	☐ SCHEDULED AUTOS					PROPERTY DAMAGE (FREIGHTER) \$
UMBRELLA UAS ☒ EXCESS LIAB. ☒ CLAIMS MADE ☒						EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	☒ RETIREMENT	☒				☒ VOLUNTARY EMPLOYEES \$
						EL EACH ACCIDENT \$1,000,000
						EL DISEASE - EMPLOYEE \$1,000,000
						EL DISEASE - POLICY LIMIT \$1,000,000
ANY PROPRIETOR PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED: (Mandatory in NH) ☒ YES ☐ NO DOES POLICY COVER RECREATION/OPERATIONS? ☒ YES ☐ NO						Per Claim \$1,000,000 Aggregate \$1,000,000
Professional Liability						

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

CERTIFICATE HOLDER

City of Key West
P.O. Box 1409
Key West, FL 33041-1409

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2010/05) 1 of 1 The ACORD name and logo are registered marks of ACORD

55 | RFP #16-006

City of Key West Bicycle and Pedestrian Master Transportation Plan

Appendix #8 – Additional Insured – Scheduled Person or Organization

POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY
CG 20 10 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

In the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed, or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

Appendix #9 – Additional Insured – Completed Operations

POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY
CG 20 37 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location And Description Of Completed Operations
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

Appendix #10 – Earlier Notice of Cancellation Provided by Us

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EARLIER NOTICE OF CANCELLATION PROVIDED BY US

Number of Days Notice 30

For any statutorily permitted reason ~~other than nonpayment of premium~~, the number of days required for notice of cancellation is increased to the number of days shown in the Schedule above.

If this policy is cancelled by us we will send the Named Insured and any party listed in the following schedule notice of cancellation based on the number of days notice shown above.

Schedule

Name of Person or Organization

Mailing Address

Appendix #11 – Waiver of Transfer of Rights of Recovery

POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY
CG 24 04 05 09

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization:

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8, Transfer Of Rights Of Recovery Against Others To Us of Section IV – Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

Appendix #12 – Worker’s Comp Waiver of Rights to Recover from Others Endorsement

WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY

WC 00 03 13

(Ed. 4-84)

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement
Insured

Effective Policy No.

Endorsement No.
Premium

Insurance Company

Countersigned by _____

WC 00 03 13
(Ed. 4-84)

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ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/26/2016

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

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

PRODUCER USI Insurance Services, LLC 1715 N. Westshore Blvd. Suite 700 Tampa, FL 33607	CONTACT NAME: PHONE (A/C, No, Ext): 813 321-7500 FAX (A/C, No): E-MAIL ADDRESS: <table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Phoenix Insurance Company</td> <td>25623</td> </tr> <tr> <td>INSURER B : Travelers Indemnity Company</td> <td>25658</td> </tr> <tr> <td>INSURER C : Travelers Casualty & Surety Co</td> <td>19038</td> </tr> <tr> <td>INSURER D : XL Specialty Insurance Company</td> <td>37885</td> </tr> <tr> <td>INSURER E : Travelers Indemnity Co. of Amer</td> <td>25666</td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Phoenix Insurance Company	25623	INSURER B : Travelers Indemnity Company	25658	INSURER C : Travelers Casualty & Surety Co	19038	INSURER D : XL Specialty Insurance Company	37885	INSURER E : Travelers Indemnity Co. of Amer	25666	INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Phoenix Insurance Company	25623														
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INSURER C : Travelers Casualty & Surety Co	19038														
INSURER D : XL Specialty Insurance Company	37885														
INSURER E : Travelers Indemnity Co. of Amer	25666														
INSURER F :															
INSURED Caltran Engineering Group 730 NW 107th Ave., #115 Miami, FL 33172															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

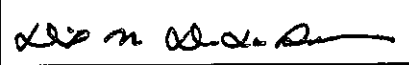
INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	X	X	6604F678393	01/11/2016	01/11/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
E	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS	X		BA2B867048	01/20/2016	01/20/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$10000	X		CUP4382T340	01/11/2016	01/11/2017	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		X	UB3857T364	01/20/2016	01/20/2017	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Professional Liability			DPS9801248	01/11/2016	01/11/2017	\$1,000,000 per claim \$1,000,000 annl aggr.

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

Professional Liability coverage is written on a claims-made basis.

CERTIFICATE HOLDER

CANCELLATION

City of Key West P.O. Box 1409 Key West, FL 33041	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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