



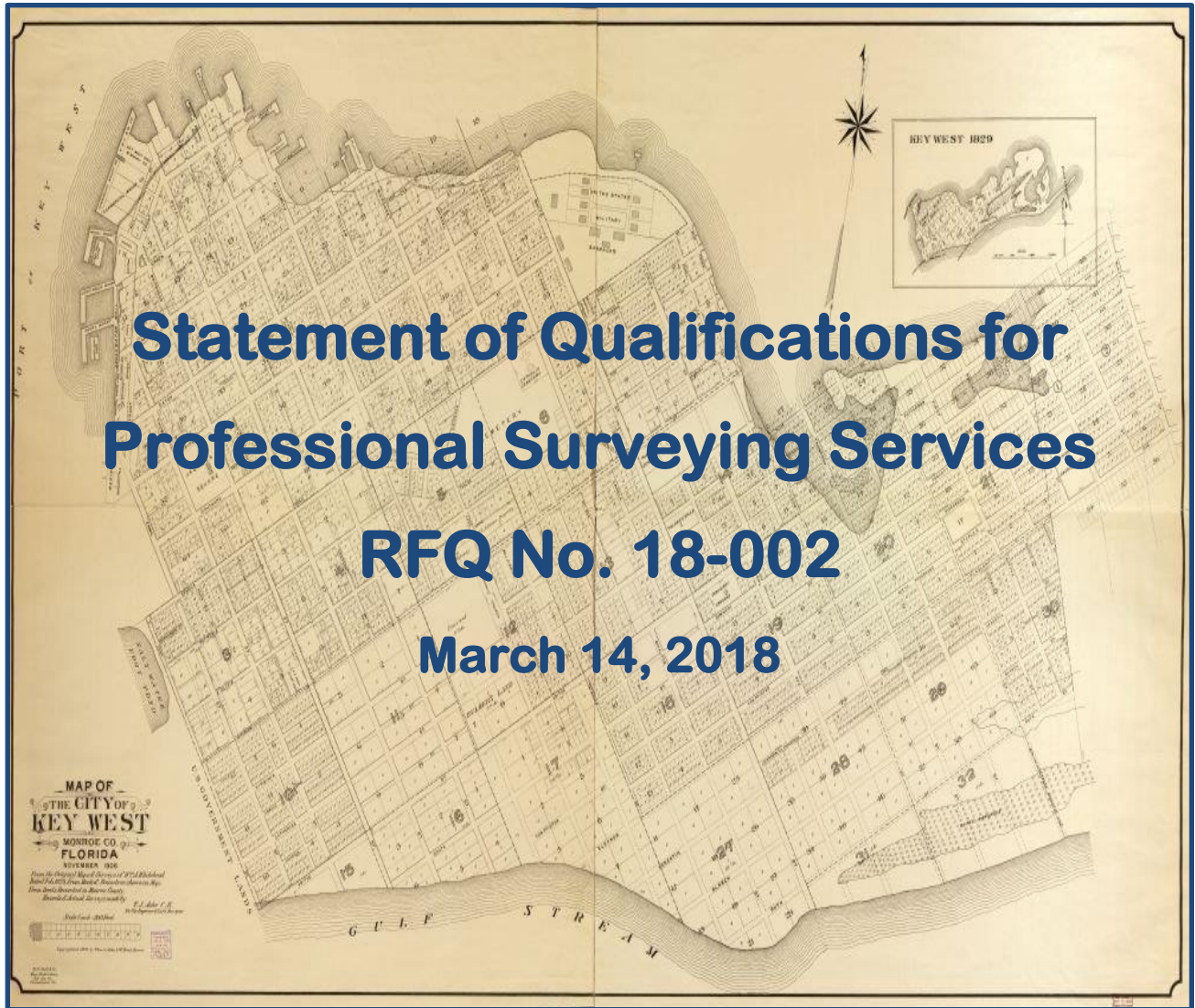
# FLORIDA KEYS LAND SURVEYING

19960 OVERSEAS HIGHWAY, SUGARLOAF KEY, FL 33042

PHONE: (305) 394-3690

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## Statement of Qualifications for Professional Surveying Services

### RFQ No. 18-002

March 14, 2018

Florida Keys Land Surveying, LLC

19960 Overseas Highway

Sugarloaf Key, FL 33042

Attn: Eric Isaacs

**March 14, 2018**

**City of Key West Engineering Services  
James Bouquet**

**RE: City of Key West, Professional Surveying Services RFQ No. 18-002**

**Dear City of Key West Staff and City Commissioners:**

**In response to your request, we are pleased to submit this statement of qualifications and to express our interest in the Professional Surveying Services Contract. As outlined in our qualifications, Florida Keys Land Surveying, LLC would like to be considered for the Professional Services Contract.**

**Florida Keys Land Surveying, LLC is a multifaceted, local minority owned, land surveying firm founded in 2010. We have emphasized our experience working with private and government entities on a multitude of surveying projects. Additionally we have tried to illustrate our depth of experience and knowledge in all aspects of the land surveying industry.**

**We are a truly local land surveying firm with an owner and employees that not only work in the Keys but also live in the Keys. We have a vested interest in the wellbeing of the Keys and our neighbors who live here with us. We are proud to employ a team of the top land surveying professionals in the industry with well over 50 years of combined land surveying experience.**

**Florida Keys Land Surveying, LLC has enjoyed working on a multitude of City of Key West projects through our previous City of Key West Professional Surveying Services Contract. Additionally we have strong relationships with, engineers, architects, contractors, attorneys, other municipalities, utility companies, State and Federal agencies, including, the City of Marathon, Monroe County, Keys Energy Services, the Florida Keys Aqueduct Authority, the Florida Department of Environmental Protection, and the Army Corp of Engineers.**

**We are excited to submit our qualifications and look forward to working with you. If you have any question or concerns about our services, please do not hesitate to contact us.**

**Sincerely,  
Eric Isaacs  
President**

## **FIRM EXPERTISE AND TECHNICAL COMPETENCE**

Florida Keys Land Surveying, LLC is a state of Florida registered professional land surveying firm located on Sugarloaf Key. Florida Keys Land Surveying, LLC is a registered Minority owned Business and is operated under the responsible charge of Professional Surveyor and Mapper Eric Adlai Isaacs. Florida Keys Land Surveying, LLC is licensed, insured and is a sustaining firm member of the Florida Surveying and Mapping Society.

Mr. Isaacs has been involved in the land surveying industry since 1992 and is dual licensed as a Professional Surveyor and Mapper in the state of Florida as well as a Professional Land Surveyor in the state of Oklahoma.

Florida Keys Land Surveying, LLC is an established land surveying firm that serves only Key West and Monroe County. Florida Keys Land Surveying, LLC has been providing land surveying solutions at the federal, state, county, city, and private level in the Florida Keys, since 2010.

Florida Keys Land Surveying, LLC is extremely well versed in all aspects of land surveying in Monroe County and particularly has extensive experience in the follow tasks:  
(Please see similar completed projects listed below each task, identified to illustrate competency)

- **Boundary/Property surveys and analysis**
  - Florida Keys Land Surveying, LLC is the trusted partner of choice in the Keys for many title company's and attorneys requiring boundary surveys. In 2017 Florida Keys Land Surveying, LLC completed more than 300 boundary surveys in Monroe County.
- **Topographic, easement, roadway and right-of-way surveys**
  - Topographic Survey of 5<sup>th</sup> Street, from Flagler Avenue to North Roosevelt Blvd.
  - Topographic Survey of the Key West Historic Seaport.
- **Preparation of Easement or right-of-way exhibits**
  - Right of Way mapping of the 700 Block of Amelia Street, Key West.
  - Preparation of easements for the Sunset Marina Project
- **Property line staking**
  - Florida Keys Land Surveying, LLC is the trusted partner of choice in the Keys for many title company's and attorneys requiring boundary surveys. In 2017 Florida Keys Land Surveying, LLC completed more than 300 boundary surveys in Monroe County.
- **Construction layout survey and staking**
  - Truman Waterfront construction staking
  - Gerald Adams School construction staking
- **Review of right-of-way and easement documents for developments**
  - Review of existing easements and preparation of additional easements for the Sunset Marina Project
  - Review of existing easements and preparation of additional easements for the Stock Island Hotel and Marina Project
- **Legal Descriptions**
  - Authored legal descriptions for the City of Key West Transportation Facility Project
  - Authored legal descriptions for conservation easements at Crane Point Hammock

- **Monument Placement**
  - Florida Keys Land Surveying, LLC works with contractors throughout Monroe County to re-establish disturbed survey monuments.
  - Florida Keys Land Surveying, LLC is extremely diligent, ensuring all boundary surveys that are completed by us are correctly monumented.
- **Flood plain, FEMA, beach surveying/mapping**
  - Florida Keys Land Surveying, LLC works closely with Scott Frasier, the City of Key West Flood Plain Coordinator as well as Mary Wingate, the Monroe County Flood Plain Coordinator, and has completed hundreds of FEMA elevation certificates in Monroe County.
  - Topographic Surveys include profiles of Dog Beach, Simonton Beach and South Beach for sand rehabilitation purposes.
- **GIS/AutoCAD map and data base creation**
  - Florida Keys Land Surveying, LLC works closely with Jim Gale the GIS technician for the Monroe County Property Appraiser's Office.
  - Florida Keys Land Surveying, LLC utilizes the latest software (Autodesk Civil3D 2018) to ensure seamless collaboration of data
- **Underground/aboveground utilities identification and mapping**
  - Jose Marti Drive Topographic Survey including all above ground utilities mapped
  - Smather's Beach Design Survey including mapping all above ground and below ground utilities as marked in the field by others.
- **Ground Penetrating Radar**
  - Florida Keys Land Surveying, LLC has a relationship with an established firm that specializes in Ground Penetrating Radar projects.
- **Cut and Fill Calculations**
  - Hurricane Irma debris pile volume calculations completed for Monroe County
- **As-built/record drawing survey and preparation**
  - Trumbo Road As-Built Survey
  - Caroline Street Improvements As-Built Survey
- **Aerial photography (Drone)**
  - Florida Keys Land Surveying, LLC is the only surveying firm with a current Certificate of Authorization to operate drones within the Key West International Airport Airspace.
  - Sugarloaf KOA Boundary and Topographic Survey with geo referenced aerial ortho image
- **Title Searches**
  - Right of Way mapping and review of conflicting surveys on Angela Street, Key West between Eisenhower Drive and Gonzalez Lane. This project included working with a local attorney to have a title search completed as well as summarizing the completed title search and utilizing the pertinent data to complete the survey.

**Some notable projects that Florida Keys Land Surveying, LLC has been involved in include:**

- Staking, Topographic surveys, and As-Built surveys for the mitigation and airfield conversion projects at N.A.S.K.W.-Boca Chica
- Staking and As-Built Surveys for new sidewalk improvements in Key West (Atlantic Boulevard, Duck Avenue, Leon Street, Virginia Street, College Road)
- Staking and As-Built survey for reconstruction of Flagler Avenue in Key West
- Staking and As-Built surveys at Key West International Airport.
- Topographic Survey of 5<sup>th</sup> Street, from Flagler Avenue to North Roosevelt Blvd.
- Topographic Surveys include profiles of Dog Beach, Simonton Beach and South Beach.
- Staking and As-Built survey of old House Boat Row mitigation project in Key West
- Specific Purpose Surveys, illustrating lease areas of Garrison Bight, Turtle Krawls, Half Shell Raw Bar, Flagler Station, Schooner Wharf Bar and Conch Republic Seafood Restaurant.
- Right of Way mapping and review of conflicting surveys on Angela Street, Key West between Eisenhower Drive and Gonzalez Lane.
- Right of Way mapping of the 700 Block of Amelia Street, Key West.
- Topographic survey, including bathymetric and probing, of the Drainage Easement at Solana Village.
- Topographic Survey of the Key West Historic Seaport.
- Specific Purpose Surveys of multiple intersections in the City of Key West for ADA design purposes.
- Topographic and Boundary Survey of the Frederick Douglas Gymnasium.
- Topographic Survey of a portion of Smather's Beach.
- Topographic Survey of the 1400 Block of Duval Street.
- Topographic Survey of Jose Marti Drive Right of Way
- Trumbo Road Repair As-Built Survey
- Mapping of wetlands and environmentally sensitive areas in lower keys, including out islands off the coast of the Florida Keys.
- Staking and Elevation Certificates for City of Key West Fire Station and Monroe County Fire Station on Stock Island, FL

Florida Keys Land Surveying, LLC, located on Sugarloaf Key, is a truly local land surveying firm. We take great pride in our profession and pay close attention to all details. We work closely with local agencies, companies, and individuals to help maintain and improve the way of living here in the Florida Keys. Our service area is concentrated in Monroe County with all the work being completed out of our local Sugarloaf Key office. We enjoy working on a multitude of projects in Monroe County through our strong relationships and/or contracts with other entities.

**Some notable relationships and/or contracts include:**

- **CITY OF KEY WEST PROFESSIONAL SERVICES AGREEMENT**
  - Professional Surveying Services Agreement (2013-2016)
  - Executed two-year extension option (2016-2018)
- **MONROE COUNTY PROFESSIONAL ENGINEERING AND SURVEYING SERVICES CONTRACT**
  - Professional Surveying Services Agreement (2015- On Going)
- **ATKINS GLOBAL**
  - Surveying Team Member on the Key West Professional Engineering Services Contract (2014-2017)
  - Executed two-year extension option (2017 – On Going)
- **STANTEC**
  - Surveying Team Member on the Key West General Engineering Services Contract (2017 – On Going)
- **KEYS ENERGY SERVICES**
  - Professional Surveying Services Contract (2016 – On Going)
- **MONROE COUNTY SCHOOL DISTRICT**
  - Surveying Services (Multiple Projects)
- **FLORIDA KEYS AQUEDUCT AUTHORITY**
  - Surveying Services (Multiple Projects)
- **TERRAMAR ENVIRONMENTAL**
  - Surveying Services (Multiple Projects)
- **AJAX BUILDING CORPORATION**
  - Gerald Adams Elementary School Construction Surveyor of Record
- **DL PORTER CONSTRUCTORS, INC**
  - Surveying Services (Multiple Projects)
- **DOUGLAS N. HIGGINS, INC.**
  - Surveying Services (Multiple Projects)
- **EDSA**
  - Indigenous Park Survey & Atlantic Blvd. Relocation Project
- **ABC CONSTRUCTION, INC**
  - Key West International Airport Apron Rehabilitation Project
- **TREPANIER & ASSOCIATES**
  - Surveying Services (Multiple Projects)
- **WEILER ENGINEERING CORPORATION**
  - Surveying Services (Multiple Projects)
- **POPE + SCARBROUGH ARCHITECTS**
  - Surveying Services (Multiple Projects)
- **MERIDIAN ENGINEERING LLC**
  - Surveying Services (Multiple Projects)
- **CHARLEY TOPPINO & SONS**
  - Surveying Services (Multiple Projects)



Eric Isaacs believes that land surveying clients in the Florida Keys deserve a firm that places a heavy emphasis on precision, professionalism and customer service. The technology in the land surveying field is always evolving and improving. In the last several years we have seen many advances in the field equipment as well as the software utilized to process the data.

Florida Keys Land Surveying, LLC, strives to stay abreast of and utilizes the latest in land surveying technology as well as keeping our staff educated in the latest land surveying practices. We utilize the latest equipment and software to make sure that our clients are getting the best possible service and final product. Additionally our use of the most up to date software and equipment ensures that we can collaborate and share data efficiently with other industry professionals including, engineers, architects and government GIS Map administrators. We understand that as the technology continues to evolve so must our firm and our staff.

Florida Keys Land Surveying, LLC employs some of the best professionals in the field and to ensure that our employees stay relevant we have a program in place to incentivize and pay for the continuing education of our employees in the land surveying industry. Many of our employees have taken advantage of this program and have completed courses in the Certified Survey Technician Program through the National Society of Professional Surveyors.

Florida Keys Land Surveying, LLC places a high value on utilizing the latest technology and continues to upgrade our equipment as the technology improves. We currently host the Southernmost Trimble VRS Antenna at our office. This relationship with Trimble allows us unsurpassed access to the Trimble engineers and their technology, while being their partner in the Florida Keys.

**Some of the equipment that we are currently utilizing includes:**

- Autocad Civil 3D 2018
- Trimble Business Center (Post Field Processing Software)
- Trimble Geomatics Office (Post Field Processing Software)
- PIX 4D MAPPER PRO Professional Drone Mapping and Photogrammetry Software
- GPS Equipment
  - Trimble R7 with Geodetic Antenna (GNSS Base Station)
  - Trimble R8S Internet Rovers (GNSS Rover)
  - Trimble R10 Internet Rovers (GNSS Rover)
- Robotic Total Station – 2” Trimble S6 with Trimble Vision
- Mechanical Total Stations
  - 1” Trimble C5 with on board Data Collection
  - 5” Leica TC 405 with on board Data Collection
- Digital Level - Trimble DiNi
- Field Data Collectors
  - Trimble TSC3 with SIM Cards (The SIM Cards allow for email communication directly between the Data Collectors in the field and the office computers, allowing us to better serve our clients in real time, rather than waiting for the data to be physically brought back to the office and downloaded).
- DJI Drone Fleet
  - DJI Matrice 200 – Professional Infrastructure Drone with full remote camera capability
  - DJI Phantom 4 Pro

## **PROFESSIONAL QUALIFICATIONS AND EXPERIENCE WITH KEY WEST AND MONROE COUNTY**

Florida Keys Land Surveying is operated under the responsible charge of Professional Surveyor and Mapper Eric Adlai Isaacs. Mr. Isaacs has been involved in the land surveying industry since 1992 and is dual licensed as a Professional Surveyor and Mapper in the state of Florida as well as a Professional Land Surveyor in the state of Oklahoma. Eric has been providing land surveying solutions at the federal, state, county, city, and private level in the Florida Keys and Key West for over 10 years.

Additionally Eric is spearheading Florida Keys Land Surveying, LLC's Drone Program and is actively involved in the practice of professional drone mapping and photogrammetry. He has received his FAA 107 Remote Pilot Certification and is an active member of the FAA UAS Integration Program. Eric has relationships with, and works closely with, the Key West International Airport Tower Staff. Florida Keys Land Surveying, LLC is the only surveying firm with a current Certificate of Authorization to operate drones within the Key West International Airport Airspace.

Project Manager Matthew Blomberg has almost 20 years of land surveying and construction project management experience. Matthew has an extensive background in all aspects of land surveying in Key West and Florida Keys since 1996. He has a thorough knowledge of boundary surveys, topographic surveys, construction layouts, home stakeouts, subdivision stakeouts, ALTA surveys, and general construction practices. Matthew has experience with AutoCAD, Land Desktop, Carlson Survey and AutoCAD Civil 3D 2018.

**Some notable projects that Eric and/or Matthew have been involved with (in addition to and including the Firm's notable projects) include:**

- Staking, Layout and As-Built Survey of N.A.S.K.W Sigsbee Sewer project
- Staking and Layout of Steam Plant Condominium, Key West, FL
- Staking, Layout and As-Built Survey of the Key West, FL Courthouse Complex
- Staking, Layout and As-Built Survey of Key Cove Landing Subdivision, Key West, FL
- Staking, Layout and As-Built Survey of the Key West International Airport, T-Hanger expansion, taxi way expansion and wet lands revitalization
- Staking, Layout and As-Built Survey for the Florida Keys Aqueduct Authority Sewer and Water Line Project Big Coppitt Key, FL
- Boundary Survey, Staking, Layout and As-Built Survey for the Florida Keys Aqueduct Authority Reverse Osmosis Plant, Key West, FL
- Staking, Topographic surveys, and As-Built surveys for the mitigation and airfield conversion projects at N.A.S.K.W.-Boca Chica
- Staking and As-Built Surveys for new sidewalk improvements in Key West (Atlantic Boulevard, Duck Avenue, Leon Street, Virginia Street, College Road)
- Staking and As-Built survey for reconstruction of Flagler Avenue in Key West
- Staking and As-Built surveys at Key West International Airport.
- Mapping of wetlands and environmentally sensitive areas in lower keys, including out islands off the coast of the Florida Keys.
- Numerous FEMA Elevation Certificates
- Numerous mortgage/boundary surveys in the Florida Keys



## REFERENCES

- **City of Key West – Janet Muccino**  
Project Manager  
City of Key West / Engineering  
(305) 809-3867
- **Monroe County – Steven Sanders**  
Project Manager  
Monroe County Public Works & Engineering  
(305) 295-4338
- **Atkins Global – W. Mark Henry**  
Senior Scientist, East Sciences  
(305) 514-3485
- **Stantec – Sean Compel**  
P.E., Leed AP  
(305) 445-2900 ext. 2230
- **Keys Energy Services - Dan Sabino**  
Director of Generation  
(305) 295-1134
- **Monroe County School District - Michael Skrodinsky**  
Facilities Planner  
(305) 293-1400 ext. 53405
- **Terramar Environmental Services, Inc. – Dr. Phil Frank**  
Biologist  
(305) 393-4200
- **Pope + Scarbrough Architects – Thomas E. Pope, PA**  
Professional Architect  
(305) 296-3611
- **Meridian Engineering, LLC - Richard J. Milelli (P.E.)**  
Professional Engineer  
(305) 293-3263
- **Charley Toppino and Sons – Andrew Toppino**  
Construction Estimator  
(305) 296-5606

# STAFFING FOR THIS PROJECT

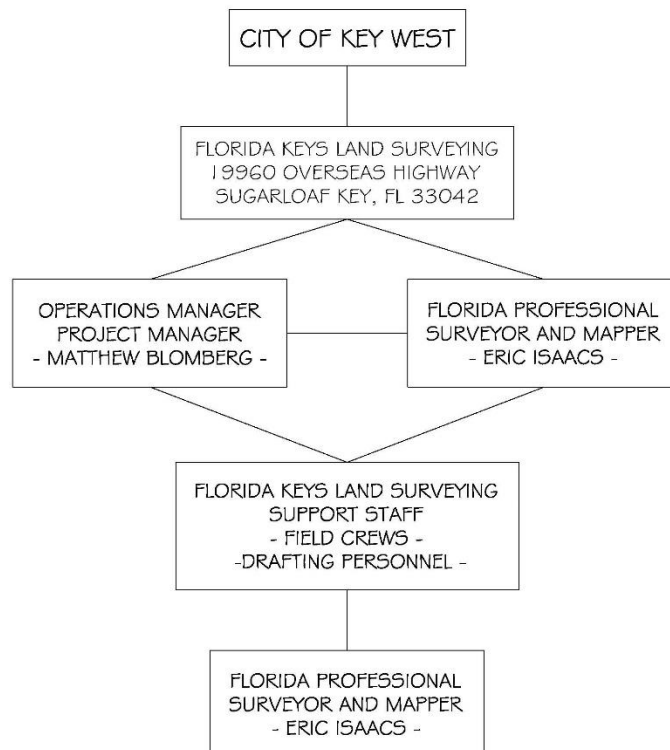
Florida Keys Land Surveying, LLC is a state of Florida registered professional land surveying firm located in the lower Florida Keys. We are a registered Minority owned Business. Eric Isaacs is the owner and Managing Member of Florida Keys Land Surveying, LLC, in addition to being the Responsible Surveyor in Charge.

Being that Florida Keys Land Surveying, LLC is a local Florida Keys Minority Owned Business, all work is handled through our main office located at 19960 Overseas Highway, Sugarloaf Key, FL 33042.

Because our firm is local, the Project Manager, Matthew Blomberg and the Responsible Surveyor in charge, Eric Isaacs, are always available to conference with The City of Key West staff to discuss project requirements as well as facilitate the work being completed in a timely manner.

Florida Keys Land Surveying, LLC has multiple crews that are in the field servicing Monroe County daily. This allows for unsurpassed collaboration between our staff and the City of Key West staff. All of our field crews are employees of Florida Keys Land Surveying, LLC and operate under the direct supervision of Matthew Blomberg and Eric Isaacs. We believe that we can better serve the Florida Keys utilizing our local knowledge and contacts while living and working in the Florida Keys full time.

Below is a chart indicating how the flow of work will be handled between the City of Key West staff and Florida Keys Land Surveying.



# KEY PERSONELL PROFESSIONAL QUALIFICATIONS

## ERIC ISAACS, PSM & PLS

24760 Park Drive, Summerland Key, Fl 33042 | H: 305 394-2363 | FKLSemail@gmail.com

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### Professional Summary

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Ambitious, licensed land surveyor who is key on details. I have managed multiple crews of various sizes. I love being outdoors and retracing previous land surveyor's footsteps. I am well versed in all aspects of land surveying including, construction staking, primary control networks, boundary resolution and drafting with Autodesk AutoCAD products.

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### Skill Highlights

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- Project management
- Due diligence
- Client interaction
- Deed research
- Total Stations
- Robotic Total Stations
- GPS/GNSS
- AutoCAD Civil 3D
- Trimble Geomatics Office
- Trimble Access
- Tripod Data Systems- Survey PRO
- Digital level loops
- Multi-crew management

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### Professional Experience

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**President** **11/2010 to Present**  
**Florida Keys Land Surveying, LLC** **Sugarloaf Key, Florida**

- Responsible in charge Professional Surveyor and Mapper
- Control and oversee all survey operations for this company
- Manage and oversee all employees

**Survey Manager** **01/2009 to 11/2011**  
**Charley Toppino and Sons** **Key West, Florida**

- Controlled all survey operations for this company.
- Reported directly to the owners of the company on all surveying projects

**Party Chief** **05/2007 to 01/2009**  
**Oflynn Surveying** **Key West, Florida**

- Controlled all field operations
- Drafted field line work utilizing AutoCad
- Calculated and prepared coordinates for field staking
- Consulted with clients regarding our services.

**Survey Manager** **06/1998 to 05/2007**  
**Isaacs Surveying** **Sand Springs, Oklahoma**

- Controlled 1-4 man field crews
- Produced design survey AutoCAD files
- Researched deeds and wrote legal descriptions
- Worked in the field with GPS, Robotics, Total Stations, Digital Levels, etc.
- Worked on projects from the federal to the private level.
- Traveled across the United States providing surveying services.

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### Education

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**Associate of Science: Surveying Technology** **2004**  
Tulsa Community College Tulsa, Oklahoma, USA

Charles Page High School **1998**  
Sand Springs, Oklahoma, USA

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### Affiliations

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Oklahoma Society of Land Surveyors  
Florida Surveying and Mapping Society  
Professional Association of Diving Instructors

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### Certifications

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State of Oklahoma- Professional Land Surveyor 1631  
State of Florida- Professional Surveyor and Mapper 6783  
Trimble – Advance RTK Procedures  
PADI Assistant Instructor 179848

# MATTHEW BLOMBERG

2827 Staples Ave • Key West, FL 33040 • 706-363-2448 • [mblomberg@windstream.net](mailto:mblomberg@windstream.net)

**SUMMARY:** I have an extensive background in all aspects of the land surveying. I Excel in problem solving with innovative solutions. I have a thorough knowledge of boundary surveys, topographic surveys, construction layouts, house stakeouts, subdivision stakeouts ALTA surveys and general construction practices. As a project manager and field chief I have the ability to complete a work order from start to finish. I have experience with Autocad , Land Desktop, and Autocad 2012 Civil 3D. I am not afraid to get my hands dirty & do whatever it takes to get the job done.

## Key Skills

- Project Management
- Extensive surveying experience
- Highly skilled with computer programs including MS Office, Autocad, Photo Programs & Email.
- Goal Oriented, Able to Multitask
- Able to properly report on & document the project from start to finish.
- Able to effectively manage
- Able to focus on specific tasks until completion while dealing with day to day interruptions.
- Excellent communication skills
- Boundary Surveying
- Topographic Surveys
- Construction layouts and projects.
- ALTA Surveys

## Experience

### Florida Keys Land Surveying

2013 to Present

#### *Operations Manager, 2013 to present*

- Project management of survey and construction projects, including calculations and drafting.
- Review job requests, project scope of work, construction plans and create proposals and job schedule timelines.
- Conference with key decision people to secure proposals and continually market the company.
- Work directly with the firm President / Professional Surveyor and Mapper to coordinate the day to day operations of the business and ongoing projects.
- Prepare design survey, final survey and asbuilt surveys utilizing AutoCad Civil 3D

### Carter Land Surveyors and Planners, Atlanta, Ga,

2012 to 2013

#### *Operations / Production Manager, 2012 to 2013*

- Oversight and management of the production operation.
- Worked directly with the licensed surveyor to manage office personnel.
- Oversight and management of project draftsman and 12 field crews in 4 states (Ga, SC, NC & TX)
- In charge of daily distribution of work to both field crews and draftsman.
- Worked with customer service personnel to manage clients, projects and customer satisfaction.
- In charge of hiring, termination and training of field crews, including travel to other office locations.

### Future Plannings, LLC, Commerce, Ga

2009 to 2012

#### *Project Manager, 2009 to 2012*

- Future Plannings is in the business of rehabbing residential properties for resale, the property conditions range from full rehabs to light touch up and clean up.
- Managed projects establishing schedules and budgets.
- Worked with subcontractors to secure bids and prioritize work required to stay on time and budget.
- Responsible for creating elevation drawings, layout change drawings, and kitchen and bath remodel drawings for subcontractors and permitting as necessary.
- Met and conferenced with the principals involved with the projects to ensure that the work being done was the best use of the budget and that the final product was market ready on time.

# MATTHEW BLOMBERG

2827 Staples Ave • Key West, FL 33040 • 706-363-2448 • [mblomberg@windstream.net](mailto:mblomberg@windstream.net)

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## **J. Lynn O'Flynn, Inc., Key West, FL**

**2006 to 2009**

### ***Draftsman and Executive Assistant to the owner (Telecommuting) 2006 to 2009***

- Served as executive assistant to the owner, managed large projects, coordinated drafting using Autocad.
- Reviewed job requests, scope of work, construction plans and created bids and job schedule timetables.
- Coordinated large construction projects including communication with key construction personal.
- Traveled to the company office once a month for a week to work hands on with the owner and the field crew including, managing the office and the business when the owner was on vacation or unavailable.

## **J. Lynn O'Flynn, Inc., Key West, FL**

**2003 to 2006**

### ***Office Manager, Draftsman and Executive Assistant to the owner 2003 to 2006***

- Served as executive assistant to the owner, managed large projects, coordinated drafting using Autocad, and functioned as primary liaison to customers.
- Managed employees, created appointments and handled field crew scheduling while coordinating between the customers, employees and the company owner.
- Conferenced with the company owner and assisted in the personnel decisions pertaining to the employees and their future with the company.
- Created bids and met with key decision people to secure said bids and continually market the company.
- Reviewed job requests, scope of work, construction plans and created bids and job schedule timetables.

## **J. Lynn O'Flynn, Inc., Key West, FL**

**2001 to 2003**

### ***Crew Chief, Field Supervisor, 2001 to 2003***

- Same duties as performed for Norby and Associates (J. Lynn O'Flynn, Inc was the same business as Norby and Associates, Mr. Norby passed away and his business partner J. Lynn O'Flynn changed the name of the company)

## **Norby and Associates, Key West, FL**

**1998 to 2001**

### ***Crew Chief, Field Supervisor, 1998 to 2001***

- Managed field crew while maintaining communication with the office manger, and the owner of the company.
- Worked in the field on Boundary Surveys, Topographic Surveys, Elevation Certificates, and Construction projects including layouts.
- Assisted in the gathering of field information including meeting with clients.
- Maintained field notes and quality control of the jobs.
- Involved in the meetings with the office manager, owner of the company, subcontractors, attorneys, and the other project managers regarding ongoing projects.

## **Norby and Associates, Key West, FL**

**1996 to 1998**

### ***Field Assistant / Rod Man, 1996 to 1998***

- Worked as a rod man and field assistant to the party chief and/or the company owner(s).
- Worked in the field on Boundary Surveys, Topographic Surveys, Elevation Certificates, and Construction projects including layouts.
- Assisted in the gathering of field information including meeting with clients.
- Participated in all aspects of the field work involved to complete a job.



# **INTERNAL PEER REVIEW PROCEDURES QUALITY ASSURANCE & QUALITY CONTROL**

Florida Keys Land Surveying, LLC implements a number of policies and procedures in order to control and assure quality in our survey projects. First a comprehensive field or phone conference is done with the client to ensure that the scope of work is accurately understood by both parties. All available information is researched by the project manager, so the field crew can be fully prepared for the site conditions and have all the necessary data required to begin the survey project. A planning session is then scheduled, involving the project manager and the party chief. Survey methods are selected based on the site conditions and project scope. The methodology agreed upon is then peer reviewed by another project manager, party chief or the responsible surveyor in charge.

The field work is completed by the field crew under the direct supervision of the project party chief. All the field work is completed utilizing the agreed upon methodology including check shots throughout the project, such as RTK or conventional radial ties to independent control points. If any of these checks show results outside the error tolerance for the project at hand, all work is stopped until the problem can be found and rectified. Party chiefs are directed to contact the project manager if any such issues are discovered, so that the project manager can help to quickly resolve the issue. All field data collectors have sim cards which allow for direct communication of data from the field to the project manager in the office.

After the project field work is completed, project managers discuss the field results with the party chief. Once the field work is downloaded the project manager checks all the field data and compares the results to the project scope to insure that the required data has been collected, and that all of the scope requirements are being met.

Drafting is accomplished on all projects by a draftsman who is experienced in the type of work being performed, and who has been kept informed of any special circumstances or challenges of the particular project. The party chief and the field crew examine all map products at every step of the mapping process to assure that the final product represents the actual field conditions.

Final map products are then carefully reviewed by the project manager, and verified for accuracy before the product is considered finalized.

A final check of the entire project process including all field notes, field data, drafting and the final product is then performed using a peer review process by another project manager and or party chief. Once the peer review process is completed and signed off on by the reviewing party the final product and all the supporting project data is sent to the responsible surveyor in charge for an additional comprehensive final review and signature of the deliverable.

# EXAMPLE SURVEYING PROJECT

## PROJECT NAME:

City of Key West – Topographic Survey of 5<sup>th</sup> Street  
Key West, Florida

## CLIENT:

The City of Key West  
Karen Olson, The City of Key West Engineering Services – (305) 809-3963

## FKLS'S FEES:

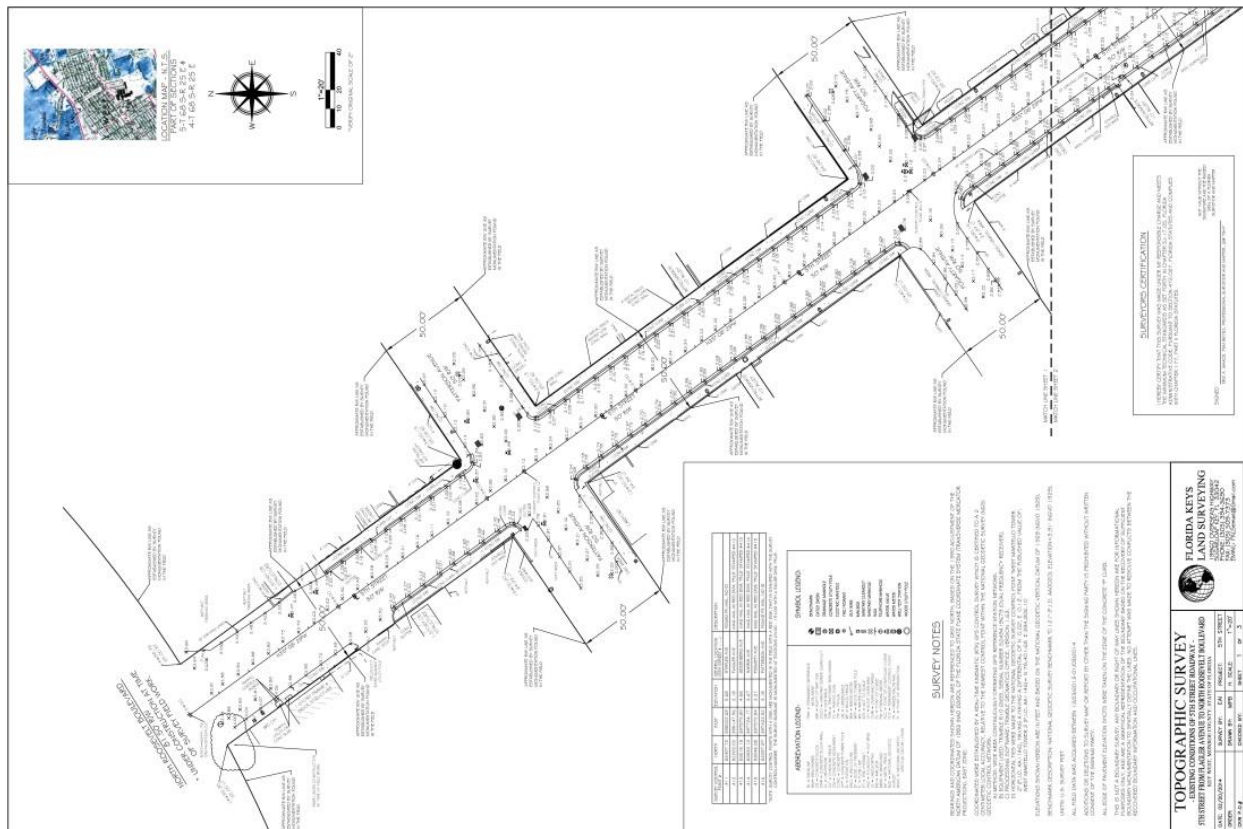
Topographic Survey: \$23,520.00

## FKLS ASSIGNED STAFF:

Eric Isaacs & Matthew Blomberg

## DATE OF COMPLETION:

April, 2014



## PROJECT DESCRIPTION:

This project was a Topographic Survey to illustrate the monumented Right of Way lines of 5<sup>th</sup> Street, from N. Roosevelt Blvd. to Flagler Avenue, in Key West. FKLS's services included establishing the monumented Right of Way lines of 5<sup>th</sup> Street, provide cross section topo data every 10 feet, locating existing utilities, provide elevations on existing utilities, locating all improvements within the Right of Way lines of 5<sup>th</sup> Street and monumenting a survey baseline every 100 feet within the project.

# EXAMPLE SURVEYING PROJECT

## PROJECT NAME:

City of Key West – Topographic Survey of Jose Marti Drive Right-of-Way between Truman Avenue and Virginia Street  
Key West, Florida

## CLIENT:

The City of Key West  
Jim Bouquet, The City of Key West Engineering Services – (305) 809-3963

## FKLS'S FEES:

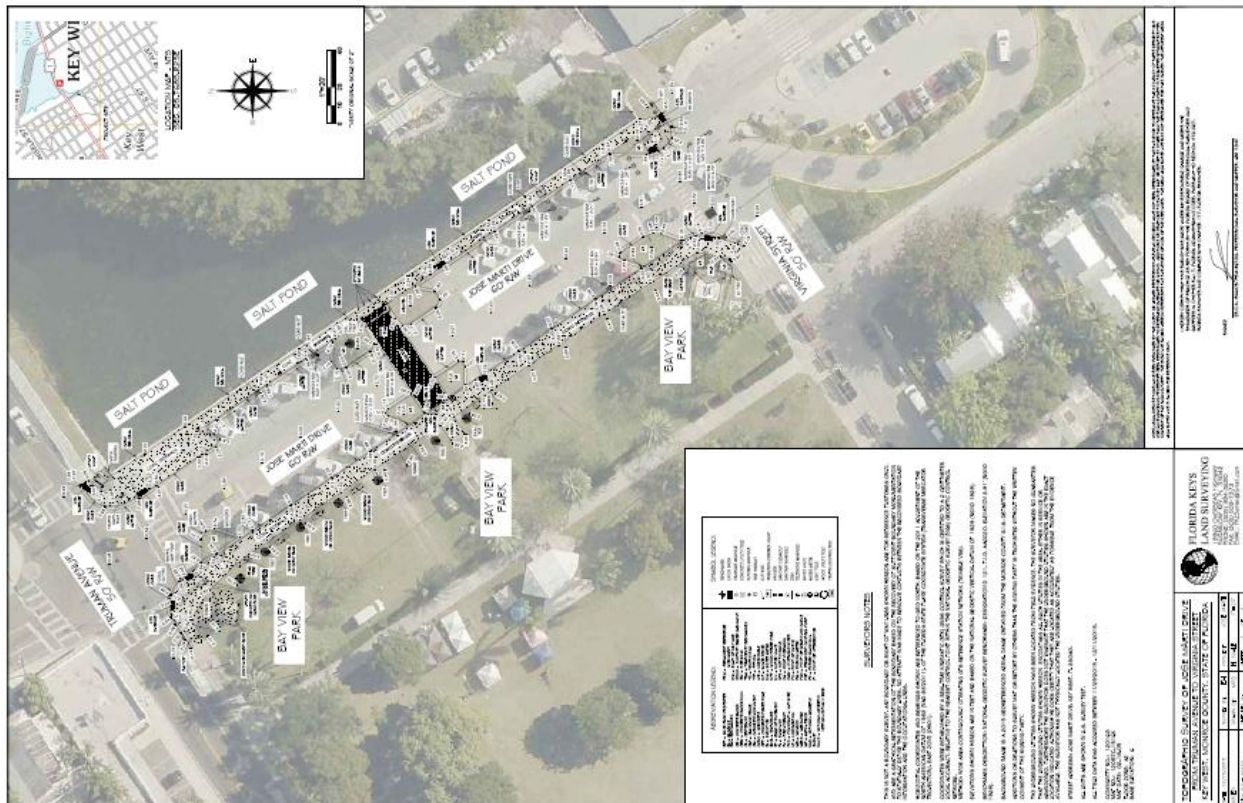
Topographic Survey: \$2,840.00

## FKLS ASSIGNED STAFF:

Eric Isaacs & Matthew Blomberg

## DATE OF COMPLETION:

December 2015



## PROJECT DESCRIPTION:

This project was a Topographic Survey of the Right-of-Way of Jose Marti Drive, from Truman Avenue to Virginia Street, in Key West. FKLS's services included locating all improvements and providing topographic data for design purposes.



# EXAMPLE SURVEYING PROJECT

## PROJECT NAME:

City of Key West – Topographic Survey of Existing Improvements at the Key West Historic Sea Port  
Key West, Florida

## CLIENT:

The City of Key West  
Karen Olson, The City of Key West Engineering Services – (305) 809-3963

## FKLS'S FEES:

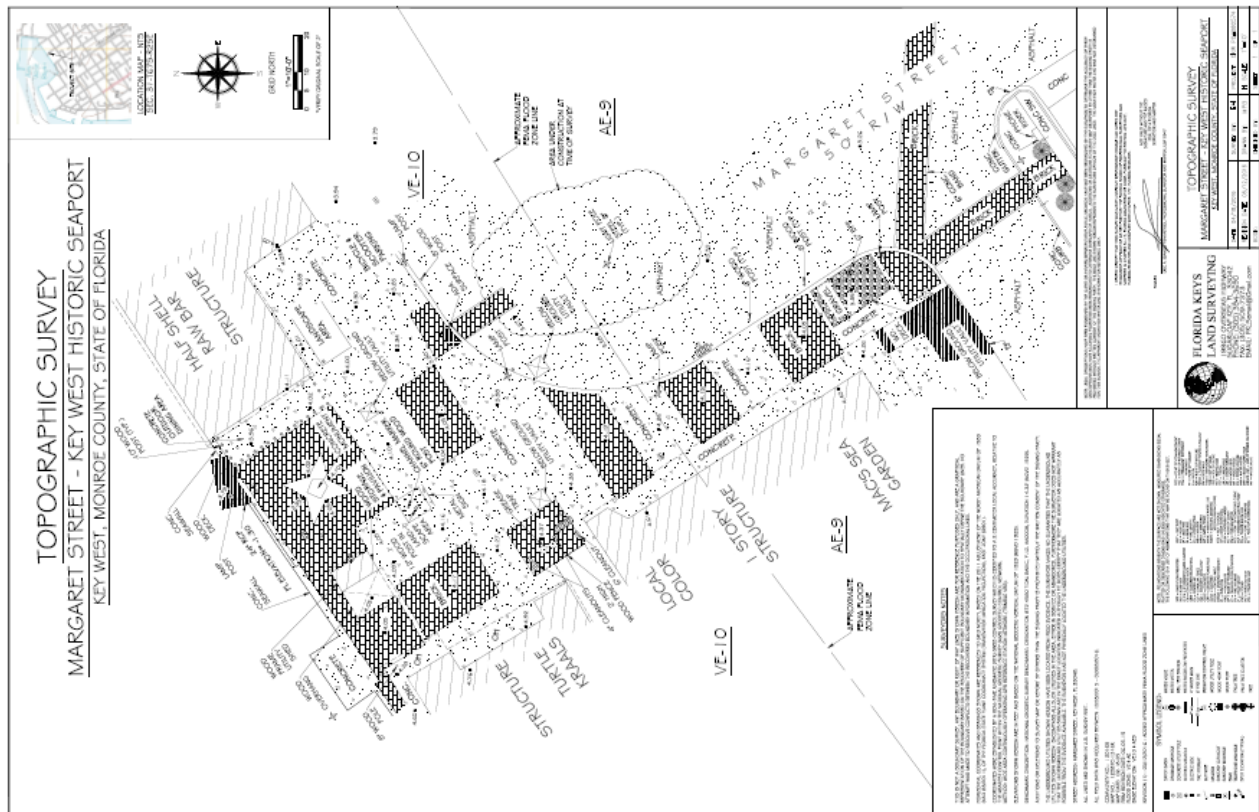
Topographic Survey: \$12,110.00

## FKLS ASSIGNED STAFF:

Eric Isaacs & Matthew Blomberg

## DATE OF COMPLETION:

May 2016



## PROJECT DESCRIPTION:

This project was a Topographic Survey illustrating the existing improvements at four right-of-way areas of the Key West Historic Seaport. FKLS's services included locating all improvements and providing topographic data for design purposes.

# EXAMPLE SURVEYING PROJECT

## PROJECT NAME:

City of Key West – Specific Purpose Survey of the 1200-1500 Block of Angela Street  
Key West, Florida

## CLIENT:

The City of Key West  
Karen Olson, The City of Key West Engineering Services – (305) 809-3963

## FKLS'S FEES:

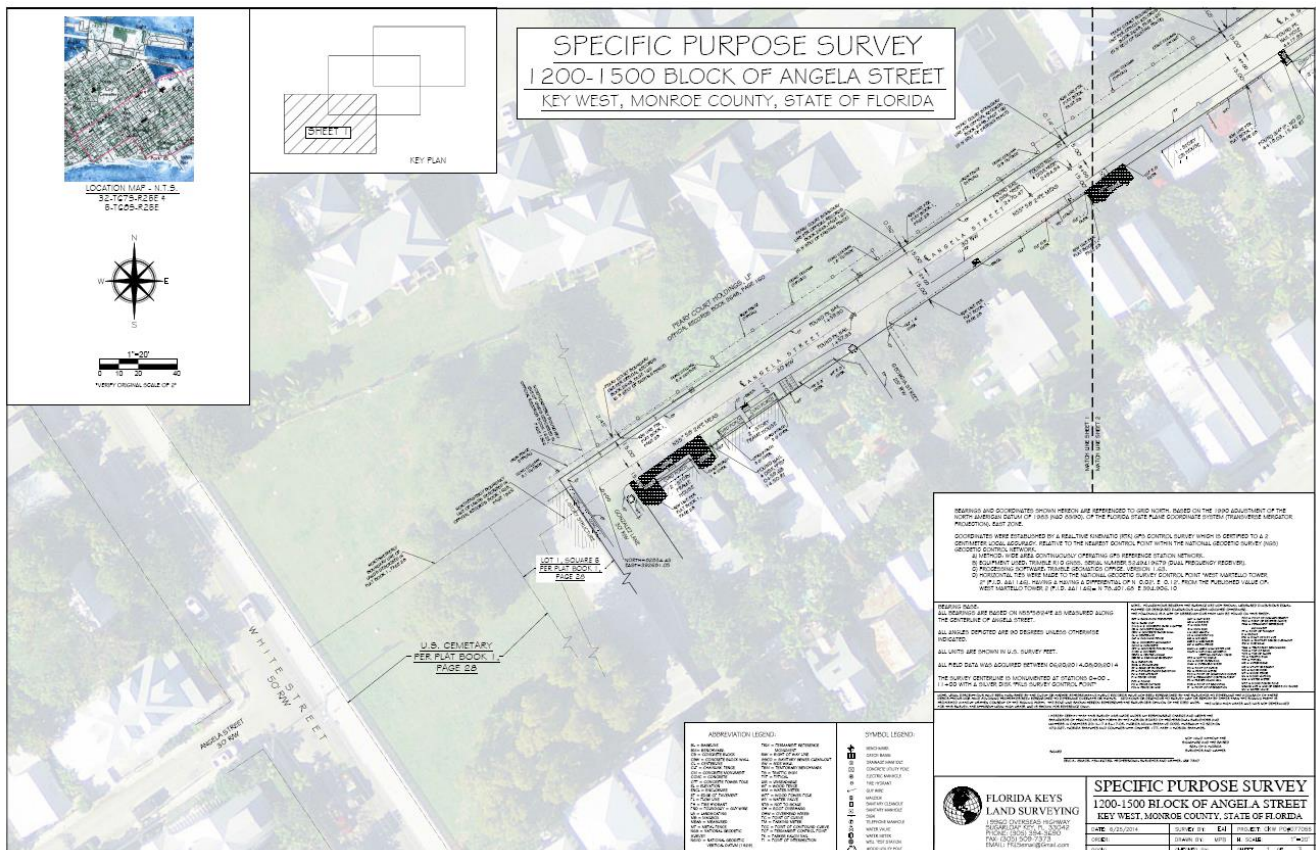
Specific Purpose Survey: \$12,460.00

## FKLS ASSIGNED STAFF:

Eric Isaacs & Matthew Blomberg

## DATE OF COMPLETION:

August 2014



## PROJECT DESCRIPTION:

This project was a Specific Purpose Survey mapping the Right-of-Way and reviewing conflicting surveys of Angela Street. FKLS's services included facilitating a title search of Angela Street, reviewing multiple historic documents, locating adjacent improvements and providing an opinion of the existing Right-of-Way location.



# EXAMPLE SURVEYING PROJECT

## PROJECT NAME:

Sugarloaf KOA – Boundary and Topographic Survey of the KOA Campground, Sugarloaf Key, Fl

## CLIENT:

Kampgrounds Of America

Eric Koromhas, Project Manager KOA – (305) 393-7592

## FKLS'S FEES:

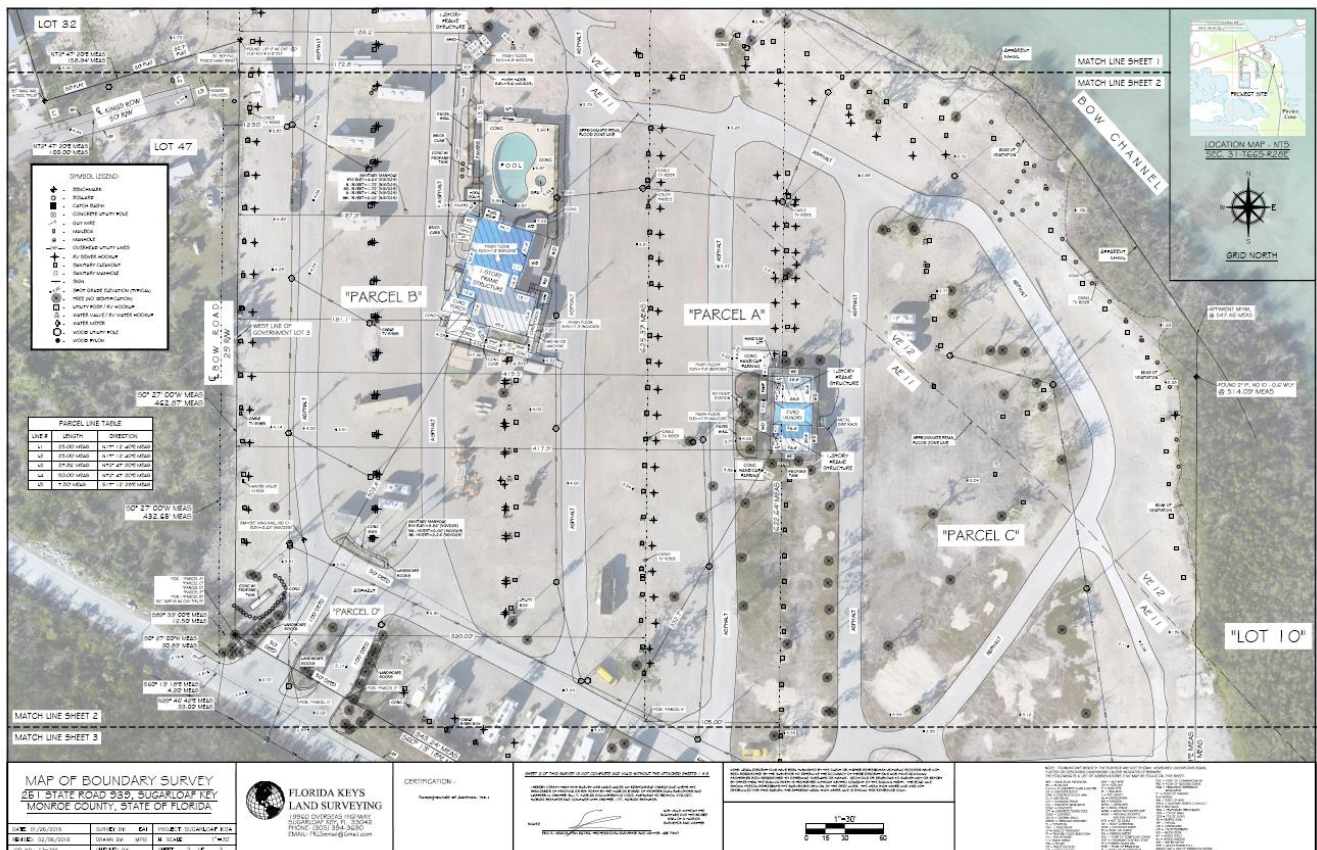
Boundary & Topographic Survey: \$14,500.00

## FKLS ASSIGNED STAFF:

Eric Isaacs & Matthew Blomberg

## DATE OF COMPLETION:

January 2018



## PROJECT DESCRIPTION:

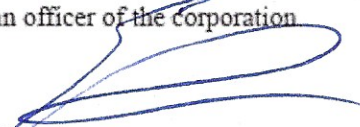
This project was a Boundary & Topographic Survey illustrating the existing improvements of the Sugarloaf KOA. FKLS's services included locating all improvements, providing topographic data and providing a geo referenced aerial ortho image documenting site conditions at the time of photography, for design purposes.



**ANTI-KICKBACK AFFIDAVIT**

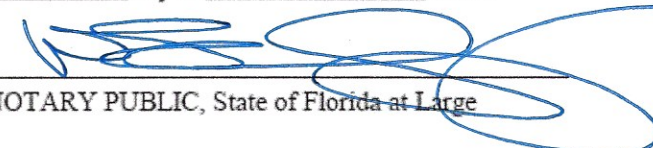
STATE OF FLORIDA            )  
  : SS  
COUNTY OF MONROE        )

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

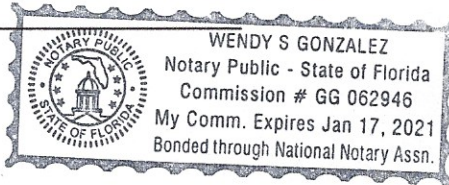
By:   
\_\_\_\_\_

Sworn and subscribed before me this

22<sup>nd</sup> day of March, 2018.

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

My Commission Expires: \_\_\_\_\_



NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA )  
 : SS  
COUNTY OF MONROE )

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

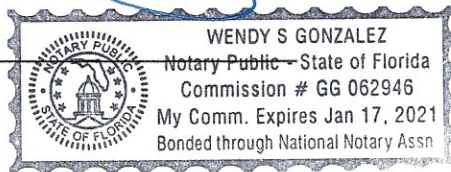
By: \_\_\_\_\_  
*[Handwritten signature]*

Sworn and subscribed before me this

22<sup>nd</sup> day of March, 2018.

*[Handwritten signature]*  
\_\_\_\_\_  
NOTARY PUBLIC, State of Florida at Large

My Commission Expires:



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

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

1. This sworn statement is submitted with Bid, Bid or Contract No. RFQ# 18-002 for Professional Surveying Services, February 2018

2. This sworn statement is submitted by Florida Keys Land Surveying, LLC  
(Name of entity submitting sworn statement)

whose business address is 19960 Overseas Highway, Sugarloaf Key  
Florida 33042 and (if applicable) its Federal  
Employer Identification Number (FEIN) is 46-3045721 (If the entity has no FEIN,  
include the Social Security Number of the individual signing this sworn statement.)

3. My name is Eric Isaacs and my relationship to  
(Please print name of individual signing)

the entity named above is Managing Member.

4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including but not limited to, any Bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, material misrepresentation.

5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means

1. A predecessor or successor of a person convicted of a public entity crime: or

2. An entity under the control of any natural person who is active in the management of 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 agents who are active in the management of an affiliate. The ownership by one person of shares constituting controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(8), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Bids or applies to Bid on contracts for the provision of goods or services

let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

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

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

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

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

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

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

(Signature)

ERIC ISAACS - PRESIDENT

STATE OF Florida (Date)

COUNTY OF Monroe

PERSONALLY APPEARED BEFORE ME, the undersigned authority,

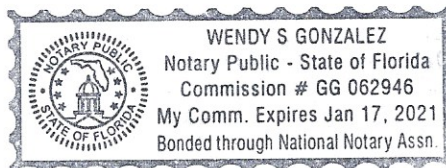
Eric Isaacs

(Name of individual signing)

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

space provided above on this 22nd day of March, 2018.

My commission expires:  
NOTARY PUBLIC





INDEMNIFICATION

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

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

CONTRACTOR: Florida Keys Land Surveying, LLC SEAL:

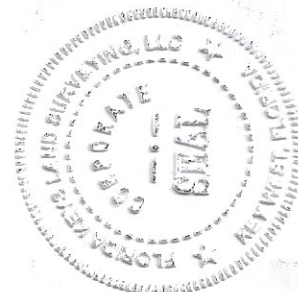
19660 Overseas Hwy, Sugarloaf Key, FL 33042  
Address

  
\_\_\_\_\_  
Signature

Eric Isaacs  
\_\_\_\_\_  
Print Name

Managing Member  
\_\_\_\_\_  
Title


March 21, 2018  
\_\_\_\_\_  
Date




EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT

STATE OF Florida )  
 : SS  
COUNTY OF Monroe )

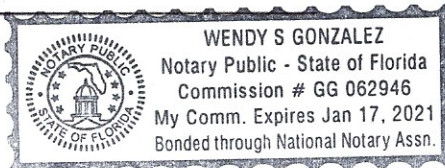
I, the undersigned hereby duly sworn, depose and say that the firm of Florida Keys Land Surveying, LLC provides benefits to domestic partners of its employees on the same basis as it provides benefits to employees' spouses per City of Key West Ordinance Sec. 2-799.

  
By \_\_\_\_\_  
Eric Isaacs

Sworn and subscribed before me this  
22<sup>nd</sup> day of March, 2018.

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

My Commission Expires: \_\_\_\_\_





CONE OF SILENCE AFFIDAVIT

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 Florida Keys Land Surveying, 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).



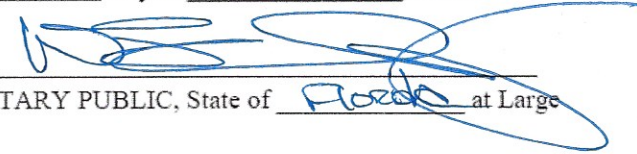
(signature)

3-22-2018

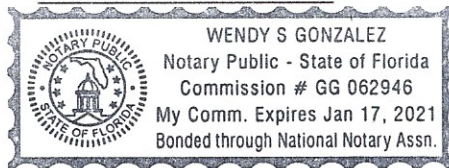
(date)

Sworn and subscribed before me this

22<sup>nd</sup> Day of March, 2018.

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

My Commission Expires: \_\_\_\_\_





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

January 25, 2017

FLORIDA KEYS LAND SURVEYING LLC  
PO BOX 1547  
KEY WEST, FL 33041-1547

SUBJECT: Professional Surveyor and Mapper Business Certificate # LB7847

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

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

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

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

Detach Here



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

License No.: **LB7847**  
Expiration Date February 28, 2019

### Professional Surveyor and Mapper Business License

Under the provisions of Chapter 472, Florida Statutes

FLORIDA KEYS LAND SURVEYING LLC  
19960 OVERSEAS HWY  
SUGARLOAF KEY, FL 33042-3166

ADAM H. PUTNAM  
COMMISSIONER OF AGRICULTURE

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





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

February 13, 2017

ERIC ADLAI ISAACS  
 PO BOX 1547  
 KEY WEST, FL 33041-1547

Detach Here

SUBJECT: Professional Surveyor and Mapper License # LS6783

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

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

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

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



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

LS6783

Professional Surveyor and Mapper  
 ERIC ADLAI ISAACS

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

Detach Here



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

License No.: **LS6783**  
 Expiration Date February 28, 2019

**Professional Surveyor and Mapper License**

Under the provisions of Chapter 472, Florida Statutes

ERIC ADLAI ISAACS  
 PO BOX 1547  
 KEY WEST, FL 33041-1547

ADAM H. PUTNAM  
 COMMISSIONER OF AGRICULTURE

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

# State of Florida

## Minority Business Certification

### Florida Keys Land Surveying LLC

Is certified under the provisions of  
287 and 295.187, Florida Statutes, for a period from:

10/04/2017 to 10/04/2019



Erin Rock, Secretary  
Florida Department of Management Services



Office of Supplier Diversity • 4050 Esplanade Way, Suite 380 • Tallahassee, FL 32399 • 850-487-0915 • [www.dms.myflorida.com/osd](http://www.dms.myflorida.com/osd)

## CITY OF KEY WEST, FLORIDA Business Tax Receipt

This Document is a business tax receipt  
Holder must meet all City zoning and use provisions.  
P.O. Box 1409, Key West, Florida 33040 (305) 809-3955

Business Name FLORIDA KEYS LAND SURVEYING LL CtlNbr:0021874  
Location Addr 19960 OVERSEAS HWY  
Lic NBR/Class 18-00026984 SERVICE - PROFESSIONAL  
Issue Date: July 13, 2017 Expiration Date: September 30, 2018  
License Fee \$325.00  
Add. Charges \$0.00  
Penalty \$0.00  
Total \$325.00  
Comments: LAND SURVEYOR

This document must be prominently displayed.

FLORIDA KEYS LAND SURVEYING LL  
POB 1547

KEY WEST FL 33041

FLORIDA KEYS LAND SURVEYING LL

Oper: KEVW/GP Type: OC Drawer: 1  
Date: 7/13/17 58 Receipt no: 22050  
2018 26984  
OR LIC OCCUPATIONAL RENEWAL  
Trans number: 1.00 \$325.00  
CK CHECK 3108732  
1761 \$325.00  
Trans date: 7/13/17 Time: 15:31:53