

City of Key West  
Architectural Services  
Request for Qualifications  
RFQ-17-001



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

Contact:  
Steve Grasley, PE  
305.393.1454  
[sgrasley@k2mdesign.com](mailto:sgrasley@k2mdesign.com)

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**Letter of Interest**

April 12, 2017

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

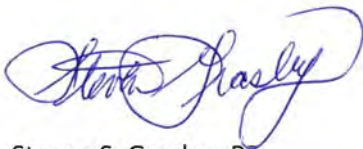
Dear Ms. Smith,

K2M Design, Inc. (K2M) is pleased to submit our Qualifications for Professional Architectural Services for the City of Key West. K2M Design understands the unique Florida Keys environments and has worked extensively throughout the keys for over 20 years providing solutions for all facility needs. Coupled with our unparalleled local presence in the lower, middle and upper Keys, we form a dynamic team with the insight and skills to complete most projects for the City.

Providing architectural, interior design, engineering, and asset management services in Monroe County for more than 25 years, **K2M** is the only Full Service firm headquartered in Key West with offices in Marathon as well as Key Largo. Our team has a unique combination of expertise and “boots on the ground” for appropriate responses to the City’s project needs. We understand the City is anticipating planning, design, permitting, estimating, value engineering, bidding, construction, start-up and certification for various projects throughout the City.

Our Key West Team is led by Steve Grasley, PE, a Professional Engineer, who has been designing sustainable, economical, and practical solutions in the Keys for the last 17 years. Steve will serve as the Principal in Charge as well as contracting duties for this partnership. This ensures design knowledge continuity and an experienced, responsible professional observing, reviewing and making decisions to keep all projects moving forward.

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

**Building Relationships Based on Trust and Results,**

Steven S. Grasley, PE  
**K2M Design, Inc.**  
Principal-in-Charge  
1150 Virginia Street  
Key West, Florida 33040  
305.393.1454  
sgrasley@k2mdesign.com

## Company Profile

K2M Design, Inc. (K2M) is located in Key West, Marathon, and Key Largo, Florida with six additional offices throughout the United States. We are a Small Business Enterprise registered with the Federal Government and other agencies across the US. With a firm size of 66 professionals, our team includes Architects, Engineers, Interior Designers, Asset Managers, Cost Estimators, Schedulers, and Construction Administrators. Our expertise includes Architecture, Mechanical, Electrical, Plumbing, Structural, Civil Engineering, Interior Design, Master Planning / Needs Assessments, Programming, Facility Condition Assessments, Capital Asset Management, Strategic Visioning, Design, Building Envelope, Documentation, Solar, and many Specialty Consulting Services for the governmental, institutional, commercial, hospitality, and retail markets. K2M is recognized for developing the unique character of each project and creating innovative design solutions that respect our clients' sensibilities and budgets.



Our mission is **building relationships based on trust and results**. It is a steadfast focus to this mission that has made our company a successful practice. We have and always will serve our clients promptly and with great care. Most importantly, we practice Director Oversight on all of our projects, which means one of our principals/directors are involved in the design and assembly of each project and many times serve as the primary point of contact. For this contract Steve Grasley, PE will be the Principle in Charge for duration of the project.

### History

#### **K2M Design – founded 2001**

Founded on September 1, 2001 by Scott Maloney and Harry Keagler in Cleveland, Ohio. The original focus of the firm was Government and commercial projects. The firm was founded on the mission of building relationships based on trust and results. By delivering on our promises and being responsive with solutions, these attributes led to the rapid growth and success of the firm quickly evolving from the two founders to over 10 professionals.

#### **Michael B. Ingram Architecture merges with K2M Design to create mbi | k2m Architecture**

In 2005 K2M Design merged with Michael B. Ingram Architecture, creating mbi | k2m Architecture, and a 25 year history of architecture in the Florida Keys. K2M has provided a wide variety of services to the Keys from new construction, renovation, master planning, assessments, historical renovation, monument design, trail and park design, and community outreach and support. Our established tenure in the Keys has provided us with excellent partnerships with local jurisdictions and governing jurisdictions. In 2013 with the retirement of Michael Ingram, mbi | k2m Architecture went back to their roots and changed the name back to K2M Design, Inc.

#### **Solaria Design & Consulting and K2M Design Unite**

Two strong organizations united in October 2014 to become the Florida Keys only full service design firm serving both the public and private sectors. K2M Design and Solaria have partnered on numerous past projects in the Florida Keys. K2M is known for our ability to exceed client expectations in corporate, government, hospitality, and retail design. Solaria is known for its engineering strength and commitment to sustainability, while providing high business value to its clients. By integrating our expertise, we advanced the "Project" focus and bring incredible strengths to our Clients as one.

#### **K2M Design, Inc. - Today**

Our primary expertise is in the management and execution of government and institutional based projects with a special focus on helping institutions think smarter. K2M brings the ability to understand the workings of a project, governmental bodies, and the willingness to learn and understand your needs. Through working extensively with institutions and their facilities our team has been able to gain valuable insight that translates into projects that continuously exceeds expectations.

**Comprehensive Listing of Services Provided by the K2M TEAM**

Our TEAM is comprised of Registered Architects, Professional Engineers (Mechanical, Electrical, Plumbing, Structural, Civil), Interior Designers, Planners, Asset Management Specialists, Roof Specialists, LEED Accredited Professionals, Construction Administrators, Cost Estimators, CAD Technicians, Graphics, and Administrative Staff. We work in a variety of delivery methods including traditional design-bid-build, fast track, and design/build methods. In addition to quality, functional design and facility condition assessments we provide the following services:

**Predesign Services**

- Data collection
- Site studies and analysis
- Preliminary design
- Rendering services

**Mechanical Engineering**

- Heating Ventilation & Air Conditioning
- Refrigeration Systems
- Energy Management Systems
- Central Energy Plants
- Heat Recovery
- Pipelines & Fuel Systems
- Indoor Air Quality

**Electrical Engineering**

- Systems Studies and Analyses
- Power Generation and Cogeneration
- Standby, Emergency Power & UPS
- Communication Systems
- Lighting System Design
- Grounding Systems

**Plumbing and Fire Protection**

- Compressed Air Piping
- Fire Protection
- Code Analyses

**Civil Engineering**

- Site Development & Planning
- Utilities Distribution & Connections
- Paving, Grading, Drainage
- Earth Retention
- Hardscape Design
- Storm Water Systems
- Site Sewerage Systems

**Structural Engineering**

- Structural & Foundation Design
- Building Inspection

**Architectural**

- Concept design
- Design development
- Construction Documentation
- Engineering design
- Code analysis
- Specification writing

**Interior Design Services**

- Concept development
- Finish materials selection
- Procurement
- Detailed finish schedules/plans
- Custom millwork design and detailing
- Plumbing fixtures specification
- Lighting fixture layouts and specification
- Interior signage and wayfinding packages
- Selection of artwork, sculpture and accessories

**Project Management**

- Contract and information management
- Quality control
- Cost control
- Schedule control

**Asset Management / Capital Planning**

- Master Planning & Site Evaluation
- Facility Programming & Feasibility Studies
- Schedule and Cost Analyses
- Building Assessment
- Life Cycle Costing

**Facility and User Programming**

- Feasibility assessment
- Facility master planning
- Building assessment analysis
- Space Programming

**Roof Design & Engineering Capabilities**

- Structural roof evaluations
- Performance engineering of roofing projects, including wind uplift calculations
- Project inspection and post evaluations

**Bidding and Construction Administration**

- Bid documentation and permitting
- Pre-bid conference
- Bid negotiation and contract award
- Request for information, payment application reviews, change order reviews, field clarifications and onsite inspections
- Construction oversight through occupancy

**Schedule and Budget Strategies**

- Team review/coordination meetings
- Milestone delivery dates for all project deliverables
- Cost estimates and owner approvals
- Construction schedule planning and maintenance
- Budget analyses control

**Competitive Advantages**

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

- Culture: Principled in integrity, and resolute in culture. Our team prides itself on our unwavering commitments to our clients, team, and trusted partners
- Responsive with Solutions: Every engagement we undertake is an opportunity to serve as a trusted advisor. We take pride in the quality of product produced for each and every client. The team is diligent in providing solutions to everyday problems while adhering to schedule and budget.
- Fearless, Driven, Tenacious: We have a fierce determination to look towards the future, resulting in constant improvement in what we do. Led by experienced leaders, pushing the team to new heights, focused on doing things right.

**Team Experience, Education and Registrations**

The K2M Team has an extensive talent pool to draw from which provides subject area expertise to the project teams including but not limited to: mechanical, electrical, plumbing, civil, and structural engineers, architectural, interior design, planning, costing, scheduling, project managers, construction administrators, and sustainability. **We commit to the City of Key West that K2M has the current staff to fulfill the requirements of this contract for the duration of the work.**

Employee Name	Job Function	Registrations	Years Experience	Other Certifications
<b>Directors</b>				
Scott C. Maloney, AIA, NCARB, LEED-AP	President	Registered Architect	20	LEED-AP BD+C
Steven Grasley, PE	COO	Professional Engineer	32	
Kelli Schaffran, NCIDQ, LEED-AP	Director	Licensed Florida, NCIDQ	22	LEED-AP
Denise McKenzie	Dir. Of Corp. Services		30	
Thomas Elwood	Dir. of Asset Mgmt.		40	GC License
Keith Coats	Director		25	
Peter Notari, AIA, CFM, LEED AP	Director	Registered Architect	35	LEED-AP, CFM, EDAC
Kevin Coulter, AIA	Director	Registered Architect	30	
Kristin Cloonan	Director		30	
<b>Architecture</b>				
Vic Williamson, RA, NCARB	Sr. Project Manager	Registered Architect	22	
Scott Moore, AIA, LEED AP	Sr. Project Manager	Registered Architect	25	LEED-AP
Phill Badalamenti, AIA	Sr. Project Manager	Registered Architect	25	
Julie M. Kirsch, AIA	Project Manager	Registered Architect	20	
Leslie Weisshaar, AIA	Sr. Project Architect	Registered Architect	23	
Bob Seaman, RA	Sr. Project Architect	Registered Architect	28	
Brian Avery, LEED AP	Project Manager	Registered Architect	11	
Kristy Lach	Project Manager	Registered Architect	13	
Tara Pesta, LEED-AP	Project Manager	Registered Architect	14	LEED-AP BD+C
Scott Ross, LEED-AP	Project Manager	Registered Architect	12	LEED-AP BD+C
Brian Thoma	Project Architect	Registered Architect	3	
Chet Savage	Project Manager		19	
Melanie Stern, LEED AP	Project Manager	Registered Architect	11	LEED-AP
<b>Engineering</b>				
Vinay Patel, PE, LEED AP	Sr. Structural Engineer	Professional Engineer	25	LEED AP
Buck Wiseman, PE	Staff Engineer	Professional Engineer	5	
James McGhee	Staff Engineer		15	
Jared Watson, PE	Staff Engineer	Professional Engineer	4	

Andrew Finnegan, PE	Staff Engineer	Professional Engineer	7	
John Longinotti, PE	Staff Engineer	Professional Engineer	9	
Nick Tini	Staff Engineer	Professional Engineer	4	
<b>Project Coordinators</b>				
Annisa Davis	Project Coordinator		15	
Tim Connolly	Project Coordinator		8	
Joseph Scarpelli	Project Coordinator		7	
Devon Ayers	Project Coordinator		7	
<b>Planners / Asset Management</b>				
Ben Kaplan	Planner		9	
Jason Johnson	Planner		5	
Mike Burnett	Asset Manager		25	EC License
Stephen Elferdink	Const. / Assessments		40	GC License
<b>Technicians</b>				
Tanya Oldja, LEED-AP	Drafter		13	LEED-AP BD+C
Vinay Mathews	Drafter		3	
Catherine Felton	Drafter		1	
Scott Maslar	Drafter		1	
Adam Ury	Drafter		1	
Ian McEniry	Drafter		2	
Luke Koenig	Drafter		1	
Danielle Jones	Drafter		1	
Dan Pardoe	Drafter		1	
<b>Interns</b>				
Architecture and Interior Design	Co-op programs with universities/colleges we have 2 interns per quarter			
<b>Interior Design</b>				
Valene Tabone, NCIDQ, LEED-AP	Sr. Interior Designer	NCIDQ	12	LEED-AP
Marta Johns, NCIDQ, LEED-AP	Sr. Interior Designer	NCIDQ	10	LEED-AP ID+C
Kim Boomer, CID, NCIDQ	Sr. Interior Designer	NCIDQ	15	
Rachel Maher	Interior Designer		3	
Annie Gusler	Jr. Interior Designer		1	
Nicole Kules	Jr. Interior Designer		1	
Marina Kyte	Jr. Interior Designer		1	
Rachel Lane	Jr. Interior Designer		1	
<b>Administrative</b>				
Debbie Andrews	Accounting Manager		30	
Drema Herron	Process Manager		28	
Sue Berg	Acct. Specialist		25	
Renee Washburn	Admin. Assistant		15	
<b>Marketing</b>				
Stephanie Cieszkowski	Marketing Manager		16	
Amanda Wunzin	Knowledge Manager		5	

**Staffing Plan****K2M Design****Steven Grasley, PE – Principal in Charge Primary Contact with the City**

Steve will provide contract coordination and project oversight for the duration of the contract

**Scott C. Maloney, AIA, LEED AP – QA/QC**

Scott will provide quality assurance and quality control over all project completed for the duration of the contract

**Leslie Weishaar, RA – Project Architect**

Leslie will provide project and team coordination and architectural services for the duration of the contract commitment

**Joe Scarpelli – Project Coordinator / CA**

Joe will provide project coordination, design, and construction administration services for projects for the duration of the contract

**Devon Ayers – Project Coordinator / CA**

Devon will provide project coordination, design, and construction administration services for projects for the duration of the contract

**Annie Gusler – Interior Designer**

Annie will provide interior design services for projects for the duration of the contract

**Anissa Davis – Technical Support**

Anissa will provide technical support for the duration of this contract

**Buck Wiseman, PE – Project Manager/Lead Engineer**

Buck will provide coordination and engineering services for all projects for the duration of the contract

**John Longinotti, PE – Electrical Engineer**

John will provide electrical engineering services for the duration of the contract

**Jared Watson, PE - Mechanical Engineer**

Jared will provide mechanical engineering services for the duration of the contract

**Andrew Finnegan, PE – Plumbing Engineer**

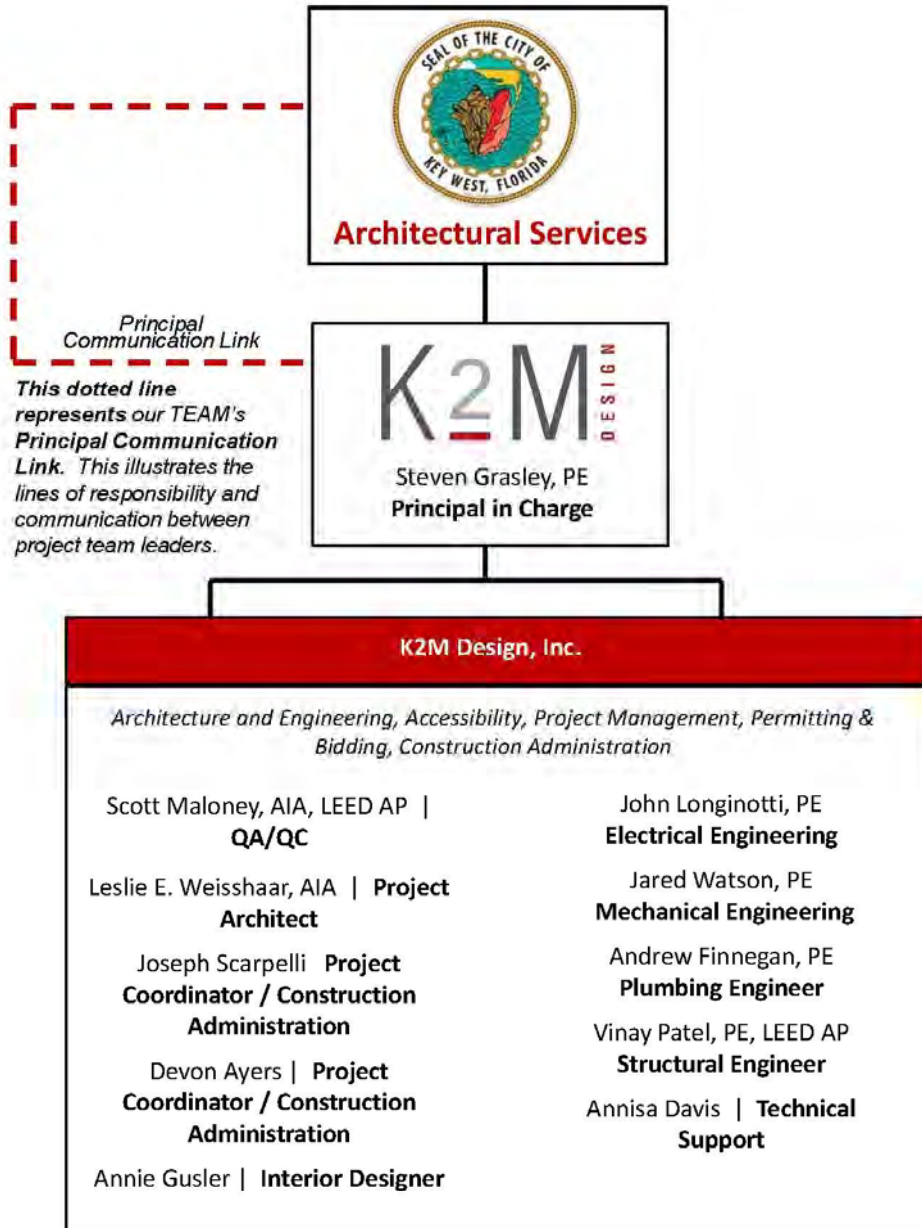
Andrew will provide plumbing engineering services for the duration of the contract

**Vinay Patel, PE – Structural Engineer**

Vinay will provide structural engineering services for the duration of the contract



**Organizational Chart**



**Steven Grasley, PE**  
**Principal in Charge**

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

**Mr. Grasley serves as the Principal-in-Charge of the project team as well as be the responsible person for contracting. Mr. Grasley utilizes both his engineering and leadership expertise while working closely with the Project Manager to develop engineering solutions that fit the Client’s project goals and expectations. Mr. Grasley works with Client representatives to define each project’s scope and direction. He works with the project team to make sure all schedule, program, and key considerations are upheld during the design and construction phases.**

Mr. Grasley will also provide oversight to the engineering and architectural teams. His focus will be on the building systems in achieving the desired function with the highest degree of maintainability and lowest life cycle cost for each project.

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

**EDUCATION**

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

**REGISTRATIONS**

Professional Engineer in Florida and 43 Additional States

**HISTORY WITH K2M**

Steve has been with the K2M for 9 years

**HIGHLIGHTED PROJECT EXPERIENCE**

**GOVERNMENT & INSTITUTIONAL EXPERIENCE**

- Monroe County SD Continuing Services
- Monroe County Continuing Services
- City of Marathon Engineering Continuing Services Contract
- MacDill Air Force Base D/B IDIQ
- FKAA Reverse Osmosis Facility
- JBADS
- Marathon City Hall
- NASA Worldwide
- Key West International Airport  
Customs Terminal
- Department of Homeland Security – Marathon
- Marathon City Park Fitness Walk
- State of Michigan Continuing Services
- USS Ingram – Key West

**ADDITIONAL EXPERIENCE**

- Marine Bank Branch Expansion
- Key West Simonton
- Marathon Affordable Housing and Operations Center
- Key Largo Branch
- Marco Island Branch
- Punta Gorda Branch
- Centennial Bank – Islamorada Branch
- Keys Lake Villas – HUD Workforce Housing
- Point of View Resort
- BB&T Building
- Southernmost Hotel
- Dolphin Research Center
- Habitat for Humanity – Islamorada
- Private Residences
- Ballast Key

**SUSTAINABLE PROJECTS**

- Pigeon Key Solar – Marathon, FL
- Palmer Trinity School Solar Pavilion
- Traverse City - City Parking Garage

**PROFESSIONAL ASSOCIATIONS**

- American Society of Civil Engineers (ASCE)
- American Society of Mechanical Engineers
- American Society of Heating, Refrigerating, and Air Conditioning Engineers (ASHRAE)
- Florida Engineering Society (FES)
- Institute of Electrical and Electronics Engineers
- Malcolm Baldrige Examiner

**Scott C. Maloney, AIA, NCARB, LEED AP BD+C**  
**Quality Assurance/Quality Control**

Scott C. Maloney, President of K2M Design, is a LEED® Accredited Professional with a Bachelor Degree in Architecture and over 20 years of focused experience in governmental planning and architecture, strategic thinking, and project management experience.

**Mr. Maloney provides Quality Control for the project team. Mr. Maloney works with the PIC and project team to ensure project deliverables are accurate, complete and comprehensive. Having completed thousands of square feet of new construction and renovations within institutional, government and commercial facilities, Mr. Maloney understands the importance of maintaining tight project budgets and timelines all while providing functional, aesthetically pleasing design features.**

Mr. Maloney has a broad-range of design experience in a multitude of industries, including government, institutional, educational, commercial office, hospitality and retail with a special interest in public works projects. Mr. Maloney spearheads our institutional work representing many public agencies throughout the United States. His fortes include quality control, contract management, master planning, programming and preliminary design services, and client relationship management for complex projects.

A key aspect of his interest and talent is in the planning and design approaches when assisting clients in redefining properties. He has developed a keen ability for sensible and viable design solutions. As an effective communicator, he has developed the ability to convey complex solutions in a clear and simple way in order to provide detailed explanations to project specifics and to gain consensus and approval of projects.

**EDUCATION**

Kent State University, Bachelor of Science  
Kent State University, Bachelor of Architecture

**REGISTRATIONS**

Registered Architect in 48 states and WDC including Florida  
National Council of Architectural Registration Boards (NCARB)  
LEED® Accredited Professional with the US Green Building Council

**HISTORY WITH K2M**

Scott has been with the K2M for 16 years

**HIGHLIGHTED PROJECT EXPERIENCE****GOVERNMENTAL/INSTITUTIONAL**

Cleveland Heights University Heights SD  
Davidson Day School  
Monroe County SD Continuing Services  
Andrew Academy  
Lander County School District  
University of Akron – Lakewood branch  
University of Akron – Quaker Square  
Cleveland State University – Board Conference Room  
Cleveland State – Wolstein Center Improvements  
Cuyahoga Community College – Engineering Lab, Accessibility Study, Arts & Science Building Exterior, Arts and Science Building Lobby Renovation  
Monroe County Florida  
Key West Fire Station #2  
Key West City Hall  
Marathon City Hall  
KWIA Customs Terminal  
Marathon Airport Customs Terminal  
Monroe County Space Planning Study  
NAVY KW  
NAVFAC Southeast  
GSA Florida  
MacDill Air Force Base  
Cuyahoga County AE Services  
City of Gaithersburg  
NASA Glenn Research Center  
CHUH School District  
Federal Bureau of Prisons  
Collier County  
Livingston County Law and Justice Center  
NASA Glenn Research Center  
NASA Deferred Maintenance  
NASA Post Occupancy Reviews  
Ohio Department of Rehabilitation and Corrections  
Ohio Department of Youth Services  
Ohio Department of Transportation  
Ohio Adjutant General's Office  
Oriana House, Inc.  
Seneca County Youth Center  
Tuscarawas Attention Center  
Paul Rogers Federal Courthouse  
US Marshall Holding Facility

**Leslie E. Weisshaar, AIA**  
**Project Architect**

Ms. Weisshaar brings 25 years of experience as a licensed architect to the K2M Team. She offers the team extensive experience working in the field as a project architect and construction administrator. Leslie provides our clients with excellent communication skills. Her extensive experience with client interaction, from initial contact through conceptual concepts, design development, construction documents and construction administration continuously provides clients with a deliverable that exceeds expectations. As part of her role of Senior Architect she also has experience with the preparation of detailed cost estimates and accurately prepares, tracks and adheres to project schedules.

**As the Project Architect, Ms. Weisshaar will work in concert with the Principal in Charge to implement the design direction established by City and Team based on each task assigned. Leslie will work within the project schedule, program, and key considerations, to exceed the expectation of Key West. Leslie will oversee construction contracts and will be on-site regularly for observation of work before, during, and after construction to provide a successful outcome.**

Ms. Weisshaar regularly performs in the role on onsite Construction Administrator with responsibilities for the interpretation of design documents and the coordination of all engineering disciplines including, structural, electrical, mechanical, plumbing, life safety, and specialty consultants with the General Contractor and trades.

Leslie is adept at both large complex projects and small technical projects. As a team leader and experienced professional she guides stakeholders through the entire process while alleviating any issues for the client.

**EDUCATION**

University of California, Bachelor of Architecture

**REGISTRATIONS**

Registered Architect – Florida

National Council of Architectural Registration Boards

**HISTORY WITH K2M**

Leslie has been with the K2M for 1 year

**HIGHLIGHTED PROJECT ARCHITECT EXPERIENCE****GOVERNMENTAL/INSTITUTIONAL**

Monroe County SD Continuing Services  
 MCSD – Coral Shores HS  
 MCSD – Bus Maintenance Facility  
 Marathon City Hall  
     New Construction  
 Marathon Utility and Public Works Facility  
 Key West International Airport Customs Terminal – Renovation  
 FKA A Reverse Osmosis Facility  
 FBO Air Hanger Facility  
 Monroe County, Sunset Bay  
     Kayak Dock  
 NASA  
     Various Renovation and Assessments  
 FKA A Reverse Osmosis Facility  
 Florida Keys SPCA  
 \*City of South Lake Tahoe - Transit Center  
     New Construction  
 \*City of Lake Tahoe – Parking Garage  
     New Construction

**COMMERCIAL**

K2M Marathon Office  
     Renovation  
 Marathon Shopping Center  
     Renovation

**HOSPITALITY**

Hawks Cay Resort  
     Renovations  
 Hampton Inn – Various Locations  
     Renovations  
 \*Marriott Timber Lodge  
     New Construction  
 \*Marriott Grand Resort at Heavenly  
     Renovation  
 \*Pole Creek Ranch  
     New Construction

**RESIDENTIAL**

Multiple Key West & Monroe County Residential Projects  
     Renovation and New Construction

**LESLIE WEISSHAAR SERVED AS PROJECT ARCHITECT AND PROVIDED CA ON THE PROJECTS LISTED ABOVE WITH K2M DESIGN**

(\*Denotes project with Previous Firm)

**Joseph F. Scarpelli**  
**Project Coordinator / Construction Administration**

Mr. Scarpelli brings over 7 years of professional experience to the K2M project team as a Project Coordinator / Designer. Joe provides our clients with clear and concise documentation, collaborating with K2Mrs and consultants on successful project outcomes. Mr. Scarpelli is responsible for production and oversight of AutoCAD drawings along with the creation of Revit and BIM 3D models for various project types including institutional, commercial, hospitality, retail and residential.

**Mr. Scarpelli will proactively work with the Key West team to provide accurate drawings and specifications for City projects ensuring they will swiftly move through the design process. Joe will also provide assessment, study expertise, and construction administration assistance, utilizing his knowledge of the construction process to accurately detail and document facilities and systems.**

Mr. Scarpelli works in concert with the project team, ensuring a timely flow of information, creative solutions, and overall satisfaction of the Client. As a project coordinator one of his main roles will be to ensure the coordination between all disciplines and people involved in the project. To do so Joe utilizes project management software and spreadsheets to make sure all items are resolved and coordinated.

Joe is a strong team communicator with the ability to understand and propose a practical solution to client problems. Working together with the engineering team Joe is able to interpret design and engineering solutions for a successful outcome.

**EDUCATION**

New York Institute of Technology, Bachelor of Science  
Architectural Technology

**SKILLS AND TECHNOLOGY**

AutoCAD Software Utilization  
Revit/BIM Software Utilization  
Adobe Photoshop, Google Sketchup Utilization

**HISTORY WITH K2M**

Joe has been with the K2M for 2 years

**HIGHLIGHTED PROJECT EXPERIENCE****GOVERNMENTAL/INSTITUTIONAL**

Monroe County SD Continuing Services  
MCSD – Coral Shores HS  
MCSD – Bus Maintenance Facility  
Marathon City Hall  
New Construction  
Marathon Utility and Public Works Facility  
Key West International Airport Customs Terminal – Marathon  
Renovation  
Key West International Airport Customs Terminal – Renovation  
FKAA Reverse Osmosis Facility  
Florida Keys SPCA  
FBO Air Hanger Facility  
Monroe County Continuing Services Contract  
Various Renovation and Assessments  
Monroe County, Sunset Bay  
Kayak Dock  
MacDill AFB  
Various Renovation and Assessments  
NASA  
Various Renovation and Assessments

**COMMERCIAL**

Whalton Street Development  
Renovation  
Marathon Shopping Center  
Renovation and Redevelopment  
K2M Design – Marathon Office  
Renovation

**HOSPITALITY**

Hawks Cay Resort  
Various Renovation and Assessments  
Waldorf Astoria – The Reach  
Renovation

**RESIDENTIAL**

Stirrup Key HOA – Bridge Repair  
Renovation  
Multiple Key West & Monroe County  
Residential Projects  
Renovation and New Construction

**Devon Ayers****Project Coordinator / Construction Administration**

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

**Mr. Ayers will work in concert with the Project Manager, Architects and Engineers to provide architectural solutions as well as boots on the ground oversight for each task determined. Utilizing Revit and CAD software systems to provide the City with clear and complete documentation for seamless delivery of projects. Devon will provide proactive communication to the City and his teammates for the entire partnership.**

Devon works in concert with the entire team, ensuring proper coordination and timely communication through each phase of a project. Mr. Ayers coordinates various engineering and specialty disciplines to ensure successful project delivery within designated schedules and budgets. Working together with the technical team and Client, Devon has been able to develop trusted relationships within a short period of time. Devon is currently providing architectural services for several projects within the Florida Keys including the Key West Customs Terminal, Customs Ferry Terminal, Florida Keys Community College along with multiple hospitality and residential projects in the area.

**EDUCATION**

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

**SKILLS AND TECHNOLOGY**

AutoCAD Software Utilization  
Revit/BIM Software Utilization  
Adobe Photoshop, Google Sketchup Utilization

**HISTORY WITH K2M**

Devon has been with the K2M for 1 year

**HIGHLIGHTED PROJECT EXPERIENCE****GOVERNMENTAL/INSTITUTIONAL**

Florida Keys Community College  
Tennessee Williams Theater  
Guardhouse Improvements  
Main Entrance Improvements  
Campus Map  
Monroe County SD Continuing Services  
MCSD – Coral Shores HS  
MCSD – Bus Maintenance Facility  
Marathon Utility and Public Works Facility  
Key West International Airport Customs Terminal Renovations  
Key West Boys and Girls Club  
FKAA Reverse Osmosis Facility  
Florida Keys SPCA  
FBO Air Hanger Facility  
Monroe County Continuing Services Contract  
Various Renovation and Assessments  
Monroe County, Sunset Bay  
Kayak Dock  
NASA  
Various Renovation and Assessments

**COMMERCIAL**

K2M Design – Marathon & Key West  
Office Renovation  
Key Largo Baptist Church

**RESIDENTIAL**

LaBrisa Condo Association  
Cheeca Lodge  
Casa Marina  
Ocean Walk  
Multiple Key West & Monroe County  
Residential Projects  
Renovation and New Construction

**Annie Gusler**  
**Interior Designer**

A recent graduate of Virginia Tech, Annie Gusler joins the K2M Design interiors division with a passion for creating memorable spaces that intrigue and inspire. Over the course of her college career, Annie received numerous accolades & was recognized as a competition finalist on more than one occasion. Annie has collaborated on various project types while with the K2M team including institutional, hospitality, retail and residential projects with great success.

**Ms. Gusler will provide Interior Design expertise to the project team. Being conveniently located in the Key West office, Annie is ideally located within close vicinity to any need of the City. Providing stylish, yet budget friendly solutions to all projects, Annie has a passion for the Client, ensuring satisfaction with her design suggestions, keeping the needs of the Client a priority.**

Ms. Gusler works in concert with the Architectural and Engineering teams to provide an insightful design that fits seamlessly into the schedule and budget anticipated by the client. Annie works with Senior Design team members to understand nuances of specific projects, applying her knowledge to her designs, while utilizing fresh techniques and styles to create spaces that are energetic, well thought out, and suited to each clients unique needs.

**EDUCATION**

Virginia Tech University, Interior Design

**SKILLS AND TECHNOLOGY**

Revit/BIM Software Utilization  
Abobe Photoshop, Google Sketchup Utilization  
AutoCAD Software Utilization

**HISTORY WITH K2M**

Annie has been with the K2M for 1.5 year

**HIGHLIGHTED PROJECT EXPERIENCE**

**GOVERNMENTAL/INSTITUTIONAL**

- Monroe County SD Continuing Services
- MCSD – Coral Shores HS
- Marathon City hall
- Marathon Utility and Public Works Facility
- Key West International Airport Customs Terminal – Marathon Renovation
- Key West International Airport Customs Terminal – Renovation
- Florida Keys SPCA
- FBO Air Hanger Facility
- NASA
  - Various Renovation and Assessments

**HOSPITALITY**

- Humble Oil Springhill Suites
- Doubletree Ocean Point
- Aloft Hotel
  - Rogers, AR
  - Philadelphia, PA
  - Tallahassee, FL
- Four Points Airport – Philadelphia
- Double Tree Hotel, Virginia Beach
- Double Tree Hotel, Youngstown
- Double Tree, Colorado Springs
- Hyatt Place
  - Albuquerque, NM
  - Las Vegas, NV
  - Baltimore, MD
  - Richmond, VA
  - Indianapolis, IN
  - Cincinnati, OH
  - Minneapolis, MN
  - Tampa, FL
- Hilton Hotel, Ocean City
- Inn on the Harbor
- Homewood Suites
- Hampton Inn Hotels

**COMMERCIAL/RESIDENTIAL**

- Audi Dealership, Boca Raton
- CorkBuzz
- K2M Key West Office
- Dye Club Villas Association
- Multiple Key West & Monroe County Residential Projects
  - Renovation and New Construction

**Buck Wiseman, PE**  
**Lead Engineer**

Buck Wiseman is a Registered Engineer with over 7 years of experience in all phases of underground utility design, civil, mechanical, electrical, and plumbing design for government, commercial and residential structures, commercial pool design, and solar photovoltaic installation design.

**As Lead Engineer, Mr. Wiseman will lead the project team with site and engineering components. He will work with the Project Manager and support staff to craft solutions that best suit the location, site and function of this unique geographic location within the Florida Keys. Additionally, Buck will support the permitting, bidding and construction administration services for all local requirements.**

His experience includes design review of site, infrastructure, and energy and water projects for industrial, commercial, educational, and government facilities. Underground site utility layout is one of his strongest areas. Buck is a creative problem solver, who is able to apply complex and simple solutions throughout the diverse Florida Keys environment. Mr. Wiseman is able to adapt and maintain infrastructure throughout the Keys utilizing his engineering awareness.

Mr. Wiseman has been a project manager and design engineer with responsibilities for the assessment, coordination, administration, and design of multiple projects. He is proficient in his knowledge of electrical and plumbing design, and also has extensive knowledge of mechanical and structural systems. In addition to conventional site and structure engineering, Mr. Wiseman has extensive knowledge in green development, including designs for solar photovoltaics, solar hot water, advanced HVAC, rainwater harvesting, and advanced waste treatment. He also has prolific experience of contributing to teams, performing site visits, client interaction, and permitting as well as ASHRAE Level 2 Energy Assessments.

**EDUCATION**

Georgia Institute of Technology, Atlanta, GA  
BS, Aerospace Engineering

**REGISTRATIONS**

Professional Engineer, Florida  
American Society of Mechanical Engineers

**HISTORY WITH K2M**

Buck has been with the K2M for 5 years

**HIGHLIGHTED PROJECT EXPERIENCE**

**GOVERNMENT & INSTITUTIONAL EXPERIENCE**

- Monroe County SD Continuing Services
- Monroe County ADA Assessments / Phased Implementation - Engineer
- Monroe County FIRM Assessments  
Engineering Assessor
- Marathon City Hall  
New Construction
- Key West International Airport Customs Terminal – Renovation
- FKAA Reverse Osmosis Facility
- Florida Keys SPCA
- Monroe County Continuing Services Contract  
Various Renovation and Assessments NASA
- City of Miramar Assessments  
Engineering Assessor
- Department of Homeland Security – Marathon  
Renovation
- Marathon City Park Fitness Walk  
Engineering Design & New Construction
- NASA ASHRAE Level 2 Energy Audits  
Engineering Assessor

**COMMERCIAL ENGINEERING EXPERIENCE**

- BB&T Building  
New Construction
- Centennial Bank – Islamorada Branch
- Marine Bank Branch Expansions  
Renovation
- Dolphin Research Center  
New Construction
- Habitat for Humanity – Islamorada  
New Construction
- Keys Lake Villas – HUD Workforce Housing  
New Construction
- Point of View Resort  
Complete Infrastructure & Site Engineering

**SUSTAINABILITY PROJECTS**

- Old Town Parking Garage, Traverse City, MI
- Pigeon Key Solar, Marathon FL
- Palmer Trinity School Solar Pavilion, Miami FL
- Off Shore Island Residence, Howell Key FL
- WWTP Solar, Peshawbestown, MI



**John Longinotti, PE**  
**Electrical Engineer**

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

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

Mr. Longinotti is devoted to producing electrical designs on schedule and within the agreed upon construction budget. He has the ability to manage large scale projects and mainstream smaller scope projects, tailoring the design to the owner’s preferences. He has performed on all aspects of the electrical design process, ranging from surveying existing conditions and creating the construction documents to inspection of the contractor’s work in a construction administration role.

John has experience in developing prototypical electrical design standards for large corporations and organizations that have aided in streamlining designs. John utilizes his vast knowledge in prototypical engineering solution to clients across the United States. Mr. Longinotti will lead the electrical project team to execute the design concept into the final construction, utilizing his local presence, John will provide insight and direction, should the project and construction team require.

**EDUCATION**

University of Arkansas, Bachelor of Science  
Electrical Engineering

**REGISTRATIONS**

Professional Engineer

**HISTORY WITH K2M**

John has been with the K2M for 1.5 years

**HIGHLIGHTED PROJECT EXPERIENCE**

**INSTITUTIONAL EXPERIENCE**

- Monroe County
- Marathon City Hall
- Key West International Airport
  - Customs Terminal City of Roger
  - Pedestrian Trail Lighting
- City of Marathon Utility & Public Works Building
- FBO Air Hanger Facility
- Cleveland Metroparks
  - Wildwood Management Center
- NASA Worldwide
- NASA Glenn Research Center
- Lake County
- City of Key West
- Department of Corrections
- Ohio Department of Youth Services
- Ohio State Penitentiary

**ADDITIONAL EXPERIENCE**

- American Air Filter
  - Industrial Facilities
- International Paper
- Walmart
  - United States Roll Outs and Assessments
- Sams Club
  - United States Roll Outs
- Kroger’s
  - United States Roll Outs
- Verdad Real Estate
  - Roll Out Projects
- Creighton Development
  - Roll Out Projects
- Vertical Construction
  - United States Roll Outs
- Multiple Retailers Throughout the US

**REGISTRATIONS**

- Professional Engineer
- |             |             |
|-------------|-------------|
| Arkansas    | Montana     |
| California  | N. Dakota   |
| Colorado    | Ohio        |
| Connecticut | Oklahoma    |
| WDC         | Oregon      |
| Florida     | S. Carolina |
| Iowa        | Tennessee   |
| Kentucky    | Texas       |
| Maryland    | Vermont     |
| Michigan    | Virginia    |
| Missouri    | Wyoming     |

**Jared Watson, PE  
Mechanical Engineer**

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

**Mr. Watson will work in concert with the engineering team to provide proactive solutions for the Florida Keys Aqueduct Authority. He will work with the Project Manager and other mechanical engineers to accurately design and implement all related systems. He will coordinate with the lead engineer and other disciplines as needed to supply the most accurate and complete information for the deliverable.**

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

Mr. Watson has been a project coordinator and design engineer with responsibilities for the assessment, coordination, administration, and design of multiple projects. He is proficient in his knowledge of mechanical and plumbing design. He also has experience contributing to design teams, performing site visits, client interaction, and permitting as well as ASHRAE Level 2 Energy Assessments.

**EDUCATION**

University of Arkansas  
Bachelor of Science, Mechanical Engineering

**REGISTRATIONS**

Professional Engineer

**HISTORY WITH K2M**

Jared has been with the K2M for 1.5 years

**HIGHLIGHTED PROJECT EXPERIENCE****GOVERNMENT & INSTITUTIONAL EXPERIENCE**

Key West Customs Terminal Phase II  
Key West Women’s Club  
Department of Energy – AMP Assessment Program  
NASA Deferred Maintenance Assessments  
FY 2015, 2016  
Wildwood Management Center  
Lake County Building & Grounds Facility  
CCMIT  
Trumbull Correctional Institution  
Multiple Improvements  
Grafton Correctional Institute  
St. James Catholic Church Parish Center  
Cleveland Heights University Heights SD  
Assessments and Renovations  
EMCS

**PRIVATE CLIENTS****ENGINEERING/ASSESSMENT EXPERIENCE**

Hunt Valley Towne Center  
Gemini Office Complex Renovations  
Walmart Assessments and Remodeling  
Stores Across the US  
Hyatt Place Portfolio Assessments  
12 Properties  
PLS Financial Services - Multiple  
Homewood Suites  
Doubletree Hotel, Jamestown, NY  
Home 2 Suites  
Hampton Inn  
Tru Hotel  
White Sands Resort  
Hawks Cay Resort – Assessments and  
Renovations  
M&T Bank – Assessments and  
Renovations  
Sam’s Club  
Kroger  
Goodwill Stores  
Captain D’s  
Burger King  
First Choice ER  
Bush’s Chicken

**Andrew Finnegan, PE  
Plumbing Engineer**

Mr. Finnegan has over 9 years of engineering, design, and project management experience with responsibilities for the coordination, administration, and design of institutional, retail and hospitality projects across the United States. He has expertise in all phases of engineering design and construction for multiple project types. Andrew has extensive experience in creating, editing and interpreting design schematics, analyzing existing systems for possible improvement, and overseeing the plumbing design aspects of projects.

Mr. Finnegan’s thorough understanding of all aspects of mechanical, plumbing and fire protection design and construction ensures that all potential design solutions will be analyzed to arrive at an optimal design based on first cost, operating cost, and serviceability.

**Mr. Finnegan will provide his expertise in mechanical, plumbing and fire protection in coordinating support facility design as applicable to the project. As a key part of the team, Andrew will work in concert with the project team to provide efficient and proactive systems, ensuring the highest quality and productivity well into the future.**

As a Professional Engineer, Andrew will be involved in all phases of work undertaken. His responsibilities will further include specification of system components and direct modifications of products to ensure conformance and design and performance specifications. He will work in concert with the Project Manager to verify concise and correct documentation. Andrew is tasked with the successful and timely completion of projects, directing the activities of designers, managing workloads and providing quality control expertise from the project commencement to its successful construction completion.

Mr. Finnegan’s involvement in this project will be continuous, from program verification through final construction completion.

**EDUCATION**

University of Arkansas, Bachelor of Science  
Mechanical Engineering

**REGISTRATIONS**

Professional Engineer

**HISTORY WITH K2M**

Andrew has been with the K2M for 1.5 years

**HIGHLIGHTED PROJECT EXPERIENCE****INSTITUTIONAL EXPERIENCE**

Marathon City Hall  
Key West Woman’s Club  
Key West International Airport  
Customs Terminal  
NASA Worldwide  
NASA Glenn Research Center  
Monroe County  
Florida Keys SPCA  
Ohio Department of Transportation  
Lake County  
Danbury Correctional Facility  
Department of Corrections  
Ohio Department of Youth Services  
Ohio State Penitentiary  
Wildwood Management Center

**ADDITIONAL EXPERIENCE**

Embassy Suites, Santa Anna  
Gemini Towers Complex Renovations  
Homewood Suites, Bonita Springs  
Hunt Valley Towne Center  
Falcon Ridge Town Center  
White Sands Villas  
Walton Street Development  
Shaker Plaza – Redevelopment  
Walmart  
United States Roll Outs and Assessments  
Verdad Real Estate  
Roll Out Projects  
Creighton Development  
Roll Out Projects  
Vertical Construction  
United States Roll Outs  
Multiple Retailers Throughout the US  
Multiple Residential Clients Throughout the Florida Keys

**REGISTRATIONS**

Professional Engineer	
Arkansas	Oklahoma
Colorado	Texas
Kentucky	Virginia
Missouri	

**Vinay Patel, PE, LEED AP**  
**Structural Engineer**

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

**Mr. Patel will provide his structural engineering expertise to ensure effectively and efficiently executed projects. Mr. Patel will work with the Project Team to provide structural assessments, recommendations and solutions for the most complete deliverable. He will lead the development of structural foundations and retaining wall systems.**

Mr. Patel’s work includes: production of engineering design calculations and construction documents, including drawings and specifications for components, develop specifications for the construction of the building, responsible for inter-discipline coordination and review of design calculations, drawings and specifications, provide structural design solutions, perform shop drawing reviews, responses to RFIs, and site visits review bid packages for civil/structural engineering work and provide preliminary designs for cost estimates, and suggest value engineering as well.

**EDUCATION**

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

**REGISTRATIONS**

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

**PROFESSIONAL AFFILIATIONS**

American Society of Civil Engineers (ASCE), American Institute of Steel Construction (AISC), American Concrete Institute (ACI), U.S. Green Building Council (USGBC)

**HISTORY WITH K2M**

Vinay has been with the K2M for 2 years

**HIGHLIGHTED PROJECT EXPERIENCE**

**INSTITUTIONAL AND GOVERNMENT EXPERIENCE**

- Southern Pines, NC - Police Station and Town Council Chambers
- Mecklenburg County Jail North
- Richmond County Judicial Center
- Strom Thurmond Federal Building and Courthouse
  - ARRA PV Study
- Fort Mill Town Hall
- Projects at Fort Bragg
  - Special Operation Forces Training Facility
  - Community Emergency Services Station
  - 4<sup>th</sup> Brigade Combat Team Complex
  - Division Artillery Complex
  - Tactical Vehicle Maintenance Facility
- Hunter Army Airfield
  - Hunter COF
- Seymour Johnson AFB
  - Radar Approach Control Complex (RAPCON)
- Fort Stewart COF
- Fort Polk EOD and O9L Company Operations
- Patuxent River Naval Air Station
  - Joint Strike Fighter Test and Support Facility
- Fort Gordon, Tactical Vehicle Maintenance Facility
- Joint Service Explosive Ordnance Disposal Engineering Support Facility
- National Innovative Technology & Mission Assurance Center
- Andrews Air Force Base
  - East and West Wing Hanger Renovation
- Redstone Arsenal – von Braun Complex
- Raleigh, NC State Fair Building
- Hampton Roads Convention Center
- Nebraska Avenue Complex – Utility Upgrades
- Camp Lejeune
  - Courthouse Bay Utilities

**ADDITIONAL EXPERIENCE**

- Mars Hill College
  - Bailey Mountain Residence Hall
- UNCG – Maude Gatewood Studio Arts Center
- Winthrop University – IDIQ Contract
- UNCC – Open-End Contract for Design Services
- Central Berkeley Waste Water Treatment Plant
- Prairie Packaging Manufacturing Facility
- Keywell Scrap Processing & Recycling Plant

**Annisa G. Davis**  
**Technical Drafting and Production**

Ms. Davis is a Project Coordinator with K2M Design, offering the team over 18 years of diverse architectural and engineering technical experience. Annisa participates in all aspects of the design process from preliminary design through construction administration. Annisa is a team-oriented performer with experience in commercial, institutional, retail and residential design projects. Annisa expertise includes CAD drafting, Revit modeling, drafter, designer and technician, providing superior support to the Management and Leadership teams.

**Ms. Davis will utilize her technical experience to provide complete and accurate documents for the City of Key West. Her knowledge of design and drafting techniques, coupled with her attention to detail will provide the team and City with proper documentation and due diligence for the successful renovation and construction of projects for the City.**

Ms. Davis works closely with our project teams to create, revise, and finalize construction drawings. She provides an invaluable resource to the K2M team through drawing and designing via AutoCAD or Revit and hard copy printing/plotting production. She also assists in conducting field visits and field measuring, drafting up existing conditions drawings, and schematic design thru construction documents.

Ms. Davis has served in various roles throughout her architectural career including drafter, job leader, project manager and coordinator, her pleasant demeanor and professionalism continues to impress clients. Her vast knowledge of the Key West environment and unique issues makes her an excellent asset to the team.

**EDUCATION**

Associate of Applied Science, Computer Aided Drafting  
 ITT Technical Institute

**SKILLS AND TECHNOLOGY**

AutoCAD Software Utilization  
 Revit Software Utilization

**HIGHLIGHTED PROJECT EXPERIENCE**

**GOVERNMENTAL/INSTITUTIONAL**

- Monroe County SD Continuing Services
- MCSO – Coral Shores HS
- MCSO – Bus Maintenance Facility
- Marathon City Hall  
 New Construction
- Key West International Airport Customs Terminal – Renovation
- FKAA Reverse Osmosis Facility
- Florida Keys SPCA
- FBO Air Hanger Facility
- Monroe County Continuing Services Contract  
 Various Renovation and Assessments

**COMMERCIAL**

- K2M Marathon Office  
 Renovation
- \*Blockbuster Stores  
 New Construction
- \*GNC Stores  
 New Construction
- \*Rainbow Apparel Stores  
 New Construction
- \*Foot Locker Stores  
 New Construction

**Hospitality**

- Hilton Clearwater Beach  
 Renovations
- The Reach –  
 Renovations
- Casa Marina  
 Renovations
- \*Marriott Retirement Homes  
 Renovation and New Construction

**Residential**

- Multiple Key West & Monroe County  
 Residential Projects  
 Renovation and New Construction

(\*Denotes project with Previous Firm)

Relevant Experience

**Florida Keys Aqueduct Authority**  
**Kermit H. Lewin Seawater Desalination Facility**  
Stock Island, Florida

**Contact Information**

Thomas F. Seacord, P.E.  
Carollo Engineers, Inc.  
703 Waterford Way, #805  
Miami, FL 33126  
Phone: 208.376.2288

**Personnel:** Steve Grasley, Leslie Weisshaar,  
Joe Scarpelli, Andrew Finnegan, Jared  
Watson, John Longinotti, Anissa Davis

Design Fees: \$120,000.00 (est)  
Construction Fees: \$28M

Contractor: Wharton-Smith, Inc.  
750 Monroe Road  
Sanford, FL 32771



K2M Design partnering with Carollo Engineering, is providing Architecture and Engineering support services for the planning, design and upgrades to the Kermit H. Lewin Seawater Desalination Facility (KHLSDF).

As Phase One of this project the team is providing conceptual architectural renderings and concept site design options landscaping/screening for one alternative with site data table. In addition the team is supporting conceptual cost estimating and providing project management for this project.



**City of Marathon Utility and Public Works Building**  
Marathon, Florida**Contact Information**

Mr. Ken Bygler  
Pedro Falcon Electrical Contractors  
31160 Ave C  
Big Pine Key, FL 33043  
Phone: 305.872.2200

**Personnel:** Steve Grasley, Scott Maloney, Leslie Weisshaar, Joe Scarpelli, Andrew Finnegan, Jared Watson, John Longinotti, Anissa Davis

Design Fees: \$115,000.00  
Construction Fees: \$1.2M

Contractor: Pedro Falcon Electrical Contractors  
31160 Ave C  
Big Pine Key, FL 33043

**City of Marathon Utility and Public Works Building**

K2M Design was selected with our Build partner for the Design of the Utility and Public Works Building for the City of Marathon, Florida. K2M provided concept design, Civil, Structural, Mechanical, Electrical, and Plumbing Engineering and Architecture, Services as required to complete the 10,000 square foot, pre-fabricated metal building. The facility serves as the home to wastewater equipment, maintenance supplies, vehicle and materials storage, and office space for the wastewater staff. The building is designed to withstand 180+ mph hurricane force conditions and special consideration to the site was employed in construction 2-feet above the 100 year flood plane to ensure the uninterrupted use of the facility. The team also provided all site work inclusive of walkways, parking, external storage housing, storm water disposal.



**Marathon City Hall**  
Marathon, Florida**Contact Information**

Mr. George Garrett, Deputy City Manager  
Marathon City Hall  
Phone: (305) 289.4111

**Personnel:** Steve Grasley, Scott Maloney,  
Joe Scarpelli, Buck Wiseman

Design Fees: \$163,000.00  
Construction Fees: \$4.8M

Contractor: Pedro Falcon Electrical Contractors  
31160 Ave C  
Big Pine Key, FL 33043



The Marathon City Hall project was initiated in 2013. After an initial design and bidding phase of work, the project was reevaluated in early 2014, resulting in a refined design with bids received under the Design Team's estimated cost of \$4.8 million.

With a reduced budget and scope of work, the Design Team created a 15,000 square foot single story facility to house the City of Marathon administration functions, create a convenient Council Chambers, and complete the site design, linking the Oceanfront Park to US1.

The K2M Team provided services throughout the process and led the cost estimating, specification writing, interior architecture and design, and full engineering of civil, structural, mechanical, plumbing, and electrical scope of work. In addition we were the key communicator between the project team and government.

the project is currently under construction with the foundations and infrastructure being installed. The K2M Team will continue to service the City of Marathon through the completion of construction with office and on site construction administration.





**Monroe County Architectural and Engineering Continuing Contract**  
 Monroe County Florida

**Contact Information**  
 Mr. Kevin Wilson  
 Monroe County  
**Phone:** (305) 452-8797

**Personnel:** Steve Grasley, Scott Maloney,  
 Joe Scarpelli, Buck Wiseman

Design Fees: Varies by project  
 Construction Fees: Varies by project

Contractor: Varies by project



**Scope, Role & Relevance:** K2M Design is extremely proud of our Continuing Relationship. The team has provided Architecture, Engineering, Interior Design and Asset Management Services to the County. The multiple schedules, project types, environmental concerns and location make this contract significantly relevant to the FKCC projects. Our team has completed the following projects for Monroe County as part of our Continuing Services commitment:

- ADA Projects – Phase 1, 2, 3, and 4
- ADA Compliance Assessment Report
- Key West International Airport Customs and Border Protection
- Marathon Airport Customs and Border Protection
- Higgs Beach Pier Reconstruction
- Veterans Park Design and Reconstruction
- Public Works Building Design
- Big Pine Key Park Development – Constructability Review
- Big Pine Key Park Community Building – New Constr
- Boca Chica Road Engineering
- Plantation Key Fuel Facility New Construction
- Key Largo Fueling Facility
- Sugarloaf Key Letter of Map Revision
- Palm Drive Bridge Repair
- Crime Lab Renovation
- Joe London Fire Training Stair Renovation
- Monroe County Sheriff’s Office – Roof Replacement
- Key West Library – Roof Replacement
- Whitehead Street Jail Existing Conditions Review
- Marathon Courthouse Renovation and Expansion
- Tavernier Meeting Hall Renovation
- County Jail Cooling Tower Structure Replacement
- DJJ Expansion / Relocation
- Immigration Intake Center

**Marathon Continuing Services Engineering Contract**  
 Marathon, Florida

**Contact Information**

Mr. Mike Puto  
 Marathon City Hall  
 Phone: (305)289.4130

**Personnel:** Steve Grasley, Scott Maloney,  
 Joe Scarpelli, Buck Wiseman

Design Fees: Varies by project  
 Construction Fees: Varies by project

Contractor: Varies by project



K2M is currently engaged with a Continuing Services Contract for Engineering with the City of Marathon providing full service engineering work including civil, structural, mechanical, electrical, plumbing, and life safety engineering, as well as project management and planning work. Under this Contract, our Team has completed several projects for the City such as:

**Aviation Boulevard Bicycle Path** - assisted the City Engineer with preparation of plans for restoration/resurfacing of approximately 1.8 miles of bicycle/pedestrian path. Work included site evaluation, grading and paving details, and city staff coordination.

**OceanFront Park Fitness Trail**- prepared a preliminary surface comparison and construction cost analysis for a proposed walking/fitness trail to be located behind City Hall. Work included site evaluation, researching current options for trail surfaces, cost analysis, consideration of locally available resources, and city staff coordination.

**2888 Overseas Highway Sewer Connection**- designed and permitted a sanitary connection to the City vacuum sewer system located in the FDOT right of way. Work included site evaluation, underground utility design, utility and agency coordination, FDOT permitting, city staff coordination and construction administration, and close out. (This project is currently in the bidding process)

**Cell Phone Tower Application Review**- reviewed an application for a new cell phone tower for technical compliance with applicable codes. Work included a full code and technical review, coordination with regulatory agencies, and presentation to the City Planning Commission and City Council.

**City Hall Sombrero Light Lens Cost Analysis**- researched the requirements and completed a cost analysis for the installation of the original Sombrero Lighthouse Fresnel lens into the new City Hall. Work included research of lens handling and shipping requirements, cost evaluation, and city staff coordination.



**Monroe County School District  
Continuing Services  
Monroe County, Florida**

**Contact Information**

Mr. Jeff Barrow, Maintenance Director  
241 Trumbo Road, Key West, FL 33040  
**Phone:** (305) 853.1930

**Personnel:** Steve Grasley, Scott Maloney,  
Joe Scarpelli, Buck Wiseman, Leslie Weisshaar,  
Anissa Davis

Design Fees: Varies by project  
Construction Fees: Varies by project

Contractor: Varies by project



**Scope, Role & Relevance:** K2M Design is currently engaged in a Continuing Services Contract for Professional Services with the Monroe County School District providing full service architecture and engineering services, as well as project management and assessment and planning work. Under this Contract, our Team has recently been contracted to provide services for several projects for the District such as:

- **Coral Shores High School** – K2M Design has been retained to provide architectural, structural, civil, and electrical engineering services for several projects at Coral Shore High School including:

**Athletic Field:** Relocate incoming electrical and all distribution feeds to new electrical room. The work also includes refeeding the field lights.

**Existing Concession Stand:** Install accessible ramps at building. Design a new electrical enclosure space on side of the concession stand building to include new distribution panels in concert with the local utility for proper transformer service size.

**Equipment Storage Facility:** sized per site requirements to include 10 bays. The design is similar to the Marathon High School equipment storage facility pole barn structure.

**Exterior Material Storage Bins:** design (2) 3-sided enclosure for material storage (sand, dirt, etc.) with concrete foundation.

**Bus Maintenance Facility and Office/Shop Renovation** - District engaged K2M to provide planning, architectural and engineering services for the renovation of the administrative offices at the Annex North and South Buildings. The project includes extensive renovations along with system and structural modifications to the facilities in addition to site modifications and the design of a pre-manufactured facility for bus maintenance.

**Florida Keys Community College  
Continuing Services Contract**  
Key West, Florida**Contact Information**

Mr. Doug Pryor, Dir. Purchasing & Plant  
Operations  
5901 College Road, Key West, FL 33040  
**Phone:** (305) 296-9081

**Personnel:** Steve Grasley, Scott Maloney,  
Joe Scarpelli, Buck Wiseman, Leslie Weisshaar,  
Anissa Davis

Design Fees: Varies by project  
Construction Fees: Varies by project

Contractor: Varies by project



**Scope, Role & Relevance:** K2M Design is currently engaged in a Continuing Services Contract for Professional Services with Florida Keys Community College, providing full service architecture and engineering services, as well as project management and assessment and planning work. Under this Contract, our Team has recently been contracted to provide services for several projects for the College such as:

- **Site Overlay** – K2M Design is providing architectural and engineering services to review the existing conditions of the campus where MCSD is proposing to build a new school
- **Tennessee Williams Theater Feasibility Study** - Facility Condition Assessment of 53,000 square foot, multi-story theater building located on the FKCC campus.
- **Front Entrance and Guardhouse Design** - Providing architectural and engineering services for the update of the Front Entrance and Guardhouse for the College.
- **Property Investigation** - The K2M team is providing an extensive site investigation for potential property to be purchased by the college. Investigation includes a Spalling and Building investigation report.
- **Campus Map** - The K2M team is providing revisions to the campus map based on recent updates and modifications made throughout the campus.

**NASA Glenn Research Center – IDIQ for Architecture and Engineering**  
**Global**

**Contact Information**

Mr. Jared P. Reed  
 21000 Brookpark Road, Cleveland, OH 44135  
 Phone: (216) 433.5882

**Personnel:** Steve Grasley, Scott Maloney,  
 Joe Scarpelli, Buck Wiseman, John Longinotti,  
 Andrew Finnegan, Leslie Weisshaar, Anissa  
 Davis

Design Fees: Varies by project  
 Construction Fees: Varies by project

Contractor: Varies by project



K2M Design has partnered with NASA to provide services for an IDIQ contract for Architectural and Engineering services in support of the NASA Glenn Research Center (GRC), Cleveland, Ohio, and the NASA Plum Brook Station, Sandusky, Ohio. These services are required for projects to rehabilitate, repair, construct, modify, or demolish research and institutional facilities. The project size will typically be less than \$5,000,000 total construction cost. This was a 100% Small Business Set-Aside solicitation.

Required services for projects may include the preparation of conceptual engineering studies and final designs. Final designs typically include multi-discipline field investigation, engineering and drafting, implementation planning, construction bid documents preparation and cost estimating. The disciplines required include project management, architectural, civil, surveying, landscape architecture, force protection, structural, mechanical, plumbing, fire protection, industrial hygiene, geotechnical engineering, environmental engineering, cost estimating, and electrical engineering. Design phases include task order preparation, conceptual design, scope of work statements, construction documents, bidding, and full construction administration services, preparation of O&M manuals, and project closeout.

**As part of this IDIQ Contract the K2M team has performed the following tasks:** B2 Building – Minor Improvements, Campus Security, Design of B55/B54, Space Power Facility, Fall Protection, Campus Entry, Fitness Center, Cultural Resources Study, Plum Brook SPF Facility, Engineering Relay Study, Retaining Wall Repair, Utility Mapping, Smart Grid, Signage, Historic Preservation at Lewis Field, Culverts 1-4, Engineering Study Drive Upgrades CAEB & B64, O and M Cost Studies, Controllers for TE3-5, SFC Upgrades. Abram Creek Culverts, B142 Scenic Lab Expansion, High Voltage, SFC MWES Drives, CPSDC Alarm Response, POE Guidebook, Acoustic Study, ERB Plumbing / Waterproofing, Commissioning Training, UPS Replacement, B142 Scenic Lab Renovation, Energy Audits, and Fall Protection Study, B2 Building – Minor Improvements, Campus Security, Design of B55/B54, Space Power Facility, Fall Protection, Campus Entry, Fitness Center, Cultural Resources Study, Plum Brook SPF Facility, Engineering Relay Study, Retaining Wall Repair, Utility Mapping, Smart Grid, Signage, Historic Preservation at Lewis Field, Culverts 1-4, Engineering Study Drive Upgrades CAEB & B64, O and M Cost Studies, Controllers for TE3-5, SFC Upgrades. Abram Creek Culverts, B142 Scenic Lab Expansion, High Voltage, SFC MWES Drives, CPSDC Alarm Response, POE Guidebook, Acoustic Study, ERB Plumbing / Waterproofing, Commissioning Training, UPS Replacement, B142 Scenic Lab Renovation, Energy Audits, and Fall Protection Study.

## Approach to Scope of Services

### Understanding of the Requirements

The City requires Architectural and Engineering Services that may include but are not limited to planning services, design services, permitting assistance, bid and proposal development services, and services during construction.

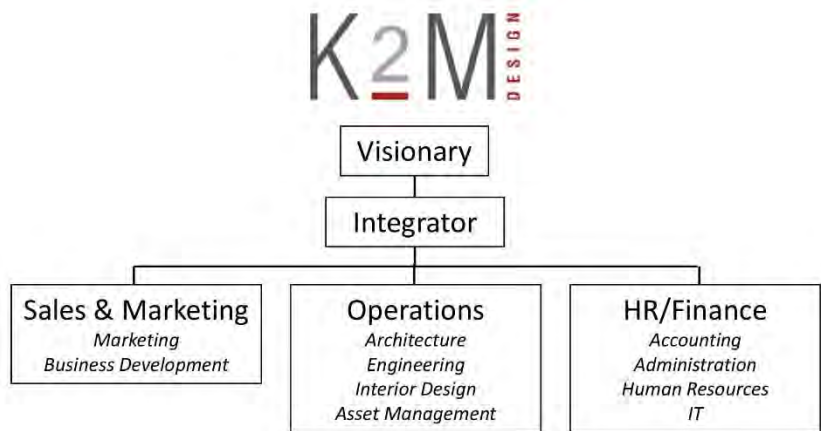
### Availability of Staff/Workload

The K2M Team shares a common approach to client relationships and staffing of projects. The demands of a client are fluid and need to be reacted to as the needs change over the course of a project. The ability to react is dependent on available staff resources.

Name of Firm	Labor Hours of Available Resources	Projected Labor Hours by Month starting April 2017											
		1	2	3	4	5	6	7	8	9	10	11	12
<b>K2M Design</b>	12,100 / month	800	2,000	2,200	2,200	2,600	3,000	3,200	3,700	4,200	4,200	4,500	4,500

### Management Structure

The K2M Team operates on the principles taught in the Entrepreneurial Operating System (EOS) and maintains a very simple organization chart created around primary functions of our business. It is even further simplified when you think of it in terms of how we operate – People and Projects. The Power of 2. We take incredible care of our people to ensure they take incredible care of our clients! This is represented in our 95% repeat business and referral rate as well as incredible tenure stability at K2M.



### Project Approach

K2M Design is a management-oriented firm and establishes early in the project controls over project design, schedule and budget. The success of the project completed under this contract is dependent upon developing a straightforward plan and approach to managing and control the projects’ design, cost estimating, and administrative elements, using a Partnering Approach, and integrating them to meet the objectives and achieve the goals of the project and City. Clear lines of communication and responsibility, within the project TEAM as well as coordination with other groups will be critical to a successful project. Formal scheduled communication channels, such as regular and frequent meetings, are the foundations of the partnering system.

To foster the type of relationship needed between the City and the K2M Team, we recommend establishing an active partnership that benefits all participants. Only a win-win partnership can accomplish the project goals on time and within budget. This Partnering Approach must be a formal process that is founded on thorough, timely communication that focuses the needed expertise on particular issues. Formal scheduled communication channels, such as regular and frequent meetings, are the foundations of the partnering system.

Together, we'll work through core concepts and develop the project according to the phases in the RFP. There are options to shorten the duration should this be needed, our team can meet any schedule we commit to.

Key Elements of our Management Plan include:

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

The cost estimating process is integrated in to the design process to insure that the design is within the established budget.

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

Our TEAM believes that the successful completion of projects is done in six phases of design. Following are a narrative of the phases and tasks that our TEAM will undertake to complete the project requirements.

The first phase in any project is **predesign and programming**. In this phase several key elements will be established that enable a project to flow smoothly through construction. These key elements include data collection, programming and preliminary design. Data collection involves the gathering of existing documentation that can be found in City archives and the documentation of existing conditions at the project site.



Upon completion of the data collection step, we will review the Project's Development Program in detail and verify the scope of work is consistent with the requirements. The final step in the predesign and programming phase is the **preliminary design**. Preliminary documents will be developed illustrating elements identified in the architectural program. This portion of the phase will provide you with conceptual alternatives that are shown through architectural floor plans and other documents as required. A preliminary estimate will also be prepared.

The information that is collected during the predesign and programming phase and the final scope of work as determined in concert with City staff will be utilized to develop the design and construction techniques. The **schematic design**

documents will describe the scale and relationship of the project's components. These drawings will include floor plans, outline specifications, schematic estimate, and program update. The process also establishes other criteria that may impact the final design.

The next step is the **design development** phase. Our objective of this phase is to describe and define, in detail, all aspects of the project. This phase further develops the architectural design and incorporates all engineering disciplines to establish the final scope and details of the work. Materials are chosen to establish the appropriate finishes. The design development phase works to achieve a cost-effective and viable solution that answers the needs of the project.



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

The next step in the project is **bidding**. Our TEAM will develop contract documents ready for distribution to prospective bidders through the construction manager. A preconstruction meeting will be held together with City staff for all interested contractors to answer any questions that they may have. At the completion of the bid phase, the bids will be reviewed and the project team will assist the construction manager in awarding a contract for construction.

The final step in the project approach is **construction administration**, which occurs throughout the entire construction of the project. We are able to provide comprehensive construction administration services such as reviewing shop drawings and samples, process change orders, conduct field visits, review Certificates for Payments, and track the construction schedule as required. Upon completion of the project we assist the Owner to close out the construction phase, to assure warranties and payments are in order.

Due to the location of our project team we can react quickly to any need the City may have by being on site within a short period of time. Our job will be to work with the Construction Team to assist in design reviews and with questions as they may arise.

### **Communication Plan (CP)**

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



**Quality Assurance and Control**

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



**Quality Control for Small, Medium and Large Projects**

The nature and extent of our quality control system depends on a number of factors, such as its size of the project, the nature of its work, renovation or new construction, and construction cost. Thus, the quality control system will vary as will the need for, and extent of, the scope of the work. For smaller projects we complete reviews at 50% and 90% complete using a small projects quality control process created by our office. On larger projects, the K2M Way, enhances the level of diligence required not just on the project documents, but also in the relationship with all parties. We utilize a Redi-Check process at multiple stages throughout a project to ensure the greatest coordination of all disciplines.

**Budget Management**

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

<b>Recent K2M Projects Completed On Time and On Budget</b>	
Lorain Correctional Medical and Dental Addition (ODRC)	On Time/On Budget
CJCF and ORVJCF Door and Hardware Replacements	On Time/On Budget
Cuyahoga County Community Based Correctional Facility	On Time/On Budget
Cuyahoga Hills Juvenile Correctional Facility	On Time/On Budget
Correctional Reception Center HVAC Replacement	On Time/On Budget
USMC Cell Block Renovations	On Time/On Budget
GSA Gus Solomon Courthouse Renovations	On Time/On Budget
NASA Glenn Campus Building 14 Renovations	On Time/On Budget

Budget

As a project is proposed and then developed, the estimate preparation and information will change based on the needs of our clients. These changes will require estimates to be prepared at different levels during the design process with increasing degrees of information provided. It should also be noted that within each level of estimate preparation, not all portions of the design would be at the same level of completeness. For example, the architectural design may be at 80%

complete while the electrical design is only 50% complete. This is common through the design process, but should always be noted in the estimate narrative.

**Schedule Management**

We use state-of-the-art computer scheduling systems to provide time management for our clients. Design phase scheduling covers the development of all design phase activities including team review/coordination meetings, milestone delivery dates for all project deliverables, cost estimates and client approvals. Monthly schedule updates are distributed to all team members to advise them of all refinements and to confirm the design completion schedule. Our team has prepared HUNDREDS of schedules and successfully managed them throughout our careers.

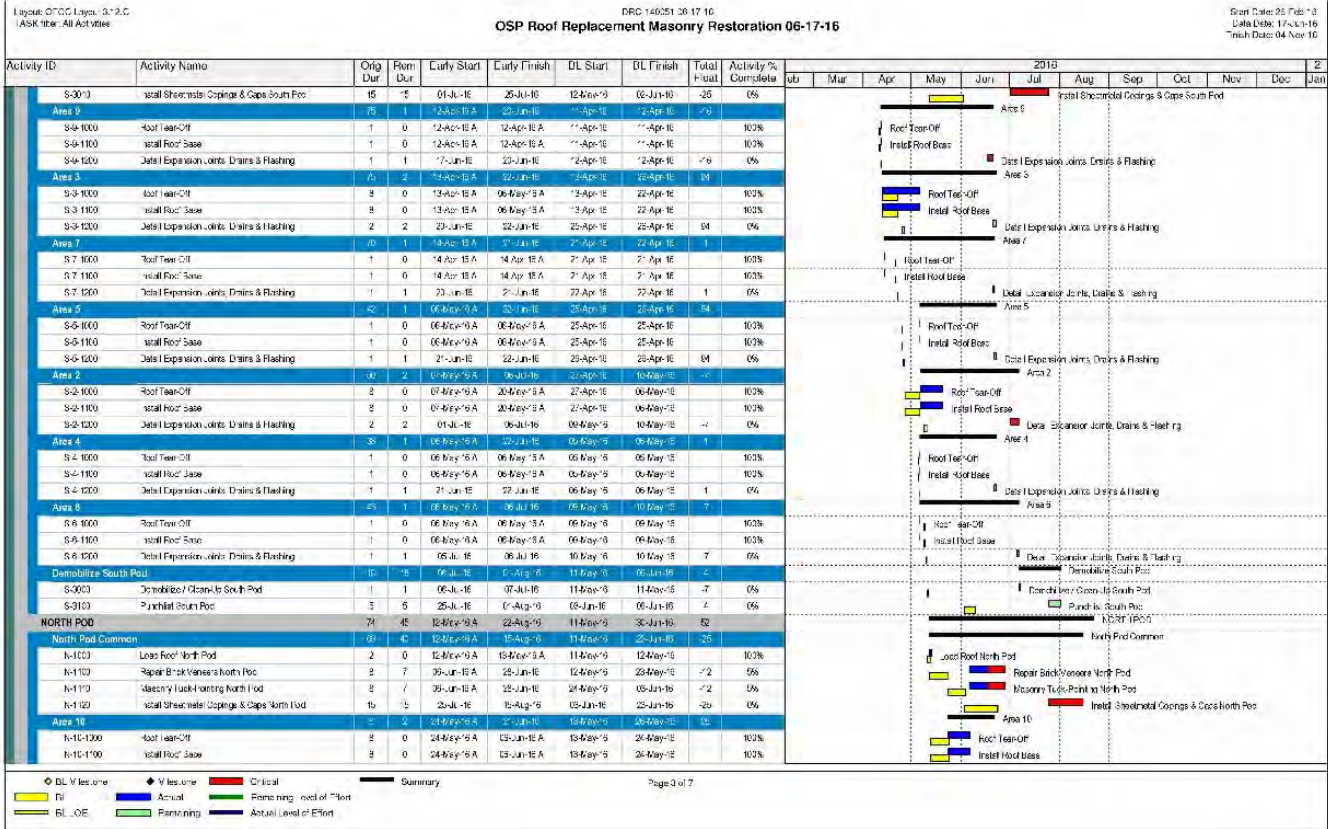
Using these values, CPM calculates the longest path of planned activities to the end of the project, and the earliest and latest that each activity can start and finish without making the project longer. This process determines which activities are "critical" (i.e., on the longest path) and which have "total float" (i.e., can be delayed without making the project longer. This process determines which activities are "critical" (i.e., on the longest path) and which have "total float" (i.e., can be delayed without making the project longer). These results allow our project manager to prioritize activities for the

Recent K2M Projects Schedule Expectations		
	Original Schedule	Actual Schedule
MacDill Air Force Base CNS Medical Clinic Loading Roof	160 Days	160 Days
NASA Glenn Campus Building 14 Renovations	365 Days	365 Days
NASA Glenn Campus Fitness Center Additions	120 Days	120 Days
Monroe County, Key West International Airport	365 Days	323 Days
FBOP Danbury Women’s Facility	90 Days	85 Days
Cuyahoga Hills Juvenile Correctional Facility Roof Replacement	480 Days	450 Days
NASA ERB Building Renovations	335 Days	330 Days
NASA Deferred Maintenance Assessments	225 Days	225 Days
Ohio Department of Transportation Assessments	100 Days	70 Days
Cuyahoga Community College Renovations	120 Days	90 Days
NASA LTID Facility Renovations	90 Days	90 Days
MacDill Air Force Base Wounded Warrior Facility Renovations	160 Days	160 Days

effective management of project completion, and to shorten the planned critical path of a project by pruning critical path activities, by "fast tracking" (i.e., performing more activities in parallel), and/or by "crashing the critical path" (i.e., shortening the durations of critical path activities by adding resources).

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

A CPM schedule example recently created for a public sector client



### Experience with Continuing Service Contracts

Project Name+A2:V18A2:V19A2A2:AA40	Laboratory Buildings	Utility Systems	Engineering and Drafting / BIM	Multi-Discipline Field Investigation	Implementation Planning	Project Management	Architectural (Construction Bid Documents Preparation, Building Systems)	Civil Engineering (Pavements, Roads, Site Development, Sanitary & Storm Sewer)	Structural Engineering (Structures, Foundations, Analysis)	Mechanical Engineering (HVAC, Low/High Pressure Steam)	Electrical Engineering (Power Distribution, Controls, Short Circuit Analysis, Lighting, Lightning Protection and Gnd)	Quality Control	Performance Scheduling	Cost Controls, Estimating and Cost Analysis	Interior Design	Plumbing (Domestic Water, Chilled Water, Cooling Tower Water, Natural Gas)	Fire Protection	Fire and Smoke Detection / Life Safety	Piping Network Flow Analysis / Piping Flexibility Analysis	Hazard Analysis / Environmental Sampling, Design, and Remediation	Security Systems Design	Logistics System Design	Construction Phase Services	LEED
<b>FEDERAL IDIQ EXPERIENCE</b>																								
NASA GRC and Plum Brook Station	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Federal Bureau of Prisons - USA		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
GSA Roof Replacements		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
MacDill Air Force Base	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
NAVY Key West		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
NAVFAC Southeast		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
NAVFAC ICAP Assessments	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Department of Energy		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
MATOC Mid Atlantic		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
NAVFAC Cherry Point USMC		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Tobyhanna Army Depot		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>STATE IDIQ EXPERIENCE</b>																								
Ohio Facilities Construction Commission		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Ohio Turnpike Infrastructure Commission			X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
State of Michigan Minor Projects		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Ohio Department of Natural Resources		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Ohio DRC - Multiple Projects		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Ohio DYS - Multiple Projects		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
State of Florida - Dept. of Military Affairs		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Florida Department of Corrections		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
State of Indiana, DOC		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>COUNTY IDIQ EXPERIENCE</b>																								
Florida Keys Community College	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Monroe County		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Monroe County School District	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Cuyahoga County		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Cuyahoga Community College	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Lake County		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Geauga County		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>LOCAL IDIQ EXPERIENCE</b>																								
City of Marathon - Engineering Contract		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Cleveland Heights University Heights		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
City of Gaithersburg, Maryland		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
City of BelleVista, Arkansas		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
City Rogers, Arkansas																								
Sebastian County, Arkansas																								
<b>PRIVATE IDIQ EXPERIENCE</b>																								
Oriana House		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Norman Noble	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
DDR Corp.		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
CBL Properties		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Simon Properties		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
American Realty Capital Hospitality		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Wal-Mart		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Garland		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
SAIC	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
GE Transportation		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

### Office Location

The K2M Design Team is ideally located in Key West, Marathon, and Key Largo, the team can respond to project demands within a short amount of time. Further, the team is in close proximity to respond to immediate needs of City as they arise with little or no notice as we are only two blocks from City Hall.

K2M Design, Inc. is located at 1150 Virginia Street in Key West, Florida in the heart of the Historic Downtown District. Additionally we have an office at 3000 Overseas Highway, Marathon, and 95360 Overseas Highway, Key Largo. Being centrally located in Key West our team can react quickly to any needs of City with staff located in close proximity when requiring a face to face discussion.



## References

### Our Clients Say it Best

At K2M Design, we are fortunate to have completed over 2400 projects in our company history and gained valuable experience working with hundreds of public and private sector clients. Over 35% of our business stems from continuing service contracts just like what MCSD is seeking from its next design professional. It is the success of our client relationships that makes our firm strong, and fosters mutually beneficial partnerships and associations. K2M Design is proud of our ability to make a recognizable difference to our clients through proper planning, assessment and design. Throughout our history we have maintained a 95% repeat business / referral rate. We truly believe our clients say it best when they offer referrals like these:

***“I really enjoy working with the K2M team and their Project Manager. Their work is always top notch and they are mindful to keep projects on time and within budget. I would certainly recommend K2M to any potential client.”***

Jerry Barnett, Former Director of Facilities, Monroe County Florida

***“Their depth and ability of their team to effectively communicate any subject matter with all levels of our City staff has been exemplary. In addition to their strong design and communication skills, they are very diligent and dedicated to the success of their clients’ projects. They are truly a valued partner of the City of Key West and look forward to a long term relationship with the firm.”***

Jim Scholl, City Manager, Key West, FL

***“Please accept this expression of my deep appreciation to the members of the Sixteenth Judicial Circuit’s Court Accessibility Team for their persistent, meticulous, and hard-working efforts to survey the accessibility of court facilities within your circuit.”***

R. Fred Lewis, Chief Justice, Supreme Court of Florida

***“K2M is highly attentive, listens to our concerns, provides us options for consideration, and looks at our project from a different perspective. I highly recommend them for your continuing services contract.”***

Michael Dever, Maintenance Administrator, Cuyahoga County, Ohio

***“We are very happy with the work performed by K2M Design. The team is very thorough. We are extremely pleased with the work for Lake County thus far. The timing was excellent and the diligence shown was great. This team has delivered on all of their promises.”***

Chuck Klco, Building and Grounds Superintendent, Lake County, Jason Boyd, County Administer, Lake County

***“The level of cooperation between K2M Design and NASA is very strong under this agreement. This is evidenced by their task order issuance increase on our contract over the past year. It is a pleasure working with K2M and we plan to continue partnering with their firm long in to the future. I highly recommend them for your upcoming contract.”***

Tony Doglio, COTR, NASA Glenn Research Center, Cleveland, OH

***“It has been a pleasure working with you on the design/build of the Florida Keys Aqueduct Authority’s Central Warehouse project in Marathon Florida. The architecture, engineering coordination, and project management provided by your team were a definite asset to the success of this project.”***

Leonard J. Fonticiella, Fonticiella Construction Corporation

**References****City of Marathon**

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**THE CITY OF KEY WEST**  
Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3883

**ADDENDUM NO. 1**

**ARCHITECTURAL SERVICES / RFQ # 17-001**

**March 20, 2017**

This addendum is issued as supplemental information to the RFQ package for clarification of certain matters of both a general and a technical nature. The referenced Request for Qualifications (RFQ) package is hereby amended in accordance with the following items:

**On Page 2 of 48 Please make the following change:**

For information concerning this Request for Qualifications please contact **Janet Muccino, Project Manager**, Engineering Services Department only in writing and requests for information must be received at least ten (10) days prior to the date fixed for opening of responses to RFQ. The contact email address is [jmuccino@cityofkeywest-fl.gov](mailto:jmuccino@cityofkeywest-fl.gov). The City's "Cone of Silence" Ordinance Section 2-773 does not allow verbal communication.

**On Page 11 of 48 Please make the following change:**

**Contacts:**

All requests for information should be only in writing and emailed to **Janet Muccino, Project Manager** at [jmuccino@cityofkeywest-fl.gov](mailto:jmuccino@cityofkeywest-fl.gov) and requests for information must be received at least ten (10) days prior to the date fixed for the opening of responses to the RFQ. Any and all such interpretations and any supplemental instructions will be in the form of written addendum to the RFQ. If City issues an addendum, the Respondent has sole responsibility to receive any such addendum or any interpretations shall not relieve such Respondent from any obligation under his response as submitted. All addenda so issued shall become a part of the Contract document.

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

Signature

K2M Design, Inc.

Name of Business





## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3883

## ADDENDUM NO. 2

ARCHITECTURAL SERVICES / RFQ # 17-001

April 5, 2017

This addendum is issued as supplemental information to the RFQ package for clarification of certain matters of both a general and a technical nature. The referenced Request for Qualifications (RFQ) package is hereby amended in accordance with the following items:

## QUESTIONS 1- 5

- 1.) Q1: The RFQ invitation states that requests for information must be received at least ten (10) days prior to the date fixed for opening of responses to RFQ, which is scheduled for April 12, 2017. Is that ten (10) calendar days or ten (10) business days?

**RESPONSE:** *The GENERAL CONDITIONS, PAGE 39, Item 7 DAYS states:*

*Unless otherwise specifically stated, the term "days" will be understood to mean calendar days.*

- 2.) Q2: Is there a minimum / maximum budget for professional fees per project?

**RESPONSE:** *No*

- 3.) On page 7 of the above referenced RFQ (at the bottom of the page under SUBMISSIONS DETAILS) it is stated: Anti-Kickback Affidavit and Public Entity Crimes Certification for all participating members of any team and Sub-consultant(s) participating team members.

Question:

Does the Anti-Kickback Affidavit Form on page 13 need to be signed by all FIRMS (Prime and Subs) – or - does it need to be signed By all INDIVIDUALS (of the Prime and Sub Firms)?

**RESPONSE:** *Prime only.*

4.) Please let us know if the 100 double sided maximum page count includes the Cover, Title Sheet, Table of Contents, and Tabs.

**RESPONSE: Yes**

5.) We will be submitting for the general engineering services. Will that preclude us from being a sub consultant on the architectural RFQ?

**RESPONSE: No**

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

  
\_\_\_\_\_  
Signature

K2M Design, Inc.  
\_\_\_\_\_  
Name of Business



THE CITY OF KEY WEST  
Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3883

**ADDENDUM NO. 3**

**ARCHITECTURAL SERVICES / RFQ # 17-001**

**April 10,2017**

This addendum is issued as supplemental information to the RFQ package for clarification of certain matters of both a general and a technical nature. The referenced Request for Qualifications (RFQ) package is hereby amended in accordance with the following items:

- 1.) **ADD THE FOLLOWING TO ARTICLE 4 / PART 3 / DRAFT AGREEMENT**

**ARTICLE 4**

**TERM OF AGREEMENT; TIME FOR PERFORMANCE; CONTRACTOR DAMAGES;**

4.6 The CONSULTANT shall provide design assistance to City staff and attend City Commission Meeting(s) should an omission, lack of detail or design considerations result in a Change Order issued by the Contractor against the City utilizing plans prepared and sealed by CONSULTANT. This assistance will be provided at no charge to the City to allow CONSULTANT the opportunity to address the issue leading to the Change Order to the satisfaction of the City Commission.

- 2.) **RFQ OPENING DATE IS RESCHEDULED TO APRIL 20, 2017 AT 3:00 P.M. / ALL BIDS RECEIVED PRIOR TO APRIL 20TH WILL BE HELD BY CITY CLERK UNTIL THE NEW OPENING DATE. THIS ADDENDUM MUST BE ACKNOWLEDGED IN SEPARATELY FROM PREVIOUSLY SUBMITTED RFQ.**

All Bidders shall acknowledge receipt and acceptance of this Addendum No. 3 by submitting the addendum with their proposal. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.



Signature

K2M Design, 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 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: *Heather Hasley*

Sworn and subscribed before me this

12 day of April, 2017.

Renee Washburn  
NOTARY PUBLIC, State of Florida at Large

My Commission Expires: 6/15/2019



**RENEE WASHBURN**  
NOTARY PUBLIC  
STATE OF OHIO  
Recorded in  
Cuyahoga County  
My Comm. Exp. 6/15/2019

**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. 17-001 for Architectural Services
  
2. This sworn statement is submitted by K2M Design, Inc.  
(Name of entity submitting sworn statement)  
whose business address is 1150 Virginia, Key West, FL 33040  
and (if applicable) its Federal Employer Identification Number (FEIN) is 65-1246327 (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement.)
  
3. My name is Steven Grasley, PE and my relationship to  
(Please print name of individual signing)  
the entity named above is CEO.
  
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.)

*Steven Crasley*  
(Signature)  
4/10/2017  
(Date)

STATE OF ohio

COUNTY OF Cuyahoga

Steven Crasley  
PERSONALLY APPEARED BEFORE ME, the undersigned authority,

Steven Crasley who, after first being sworn by me, affixed his signature in the  
(Name of individual signing)

space provided above on this 12 day of April, 2019



**RENEE WASHBURN**  
NOTARY PUBLIC  
STATE OF OHIO  
Recorded in  
Cuyahoga County  
My Comm. Exp. 6/15/2019

My commission expires:  
NOTARY PUBLIC

6/15/2019  
Renee Washburn

**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 of the Work. This indemnification shall continue beyond the date of completion of the work.

CONTRACTOR:  K2M Design, Inc.

SEAL:

1150 Virginia, Key West, FL 33040   
Address

   
Signature

Steven Grasley   
Print Name

CEO   
Title

4/10/2017   
Date

EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT

STATE OF Ohio )  
 : SS  
COUNTY OF Cuyahoga )

I, the undersigned hereby duly sworn, depose and say that the firm of K2M Design, Inc. provides benefits to domestic partners of its employees on the same basis as it provides benefits to employees' spouses per City of Key West Ordinance Sec. 2-799.

By: 

Sworn and subscribed before me this

12 day of April, 2017

Renee Washburn  
NOTARY PUBLIC, State of Ohio at Large

My Commission Expires: 6/15/2019



**RENEE WASHBURN**  
NOTARY PUBLIC  
STATE OF OHIO  
Recorded in  
Cuyahoga County  
My Comm. Exp. 6/15/2019



**City Ordinance Sec. 2-799**

**Requirements for City Contractors to Provide Equal Benefits for Domestic Partners**

(a) Definitions. For purposes of this section only, the following definitions shall apply:

- (1) **Benefits** means the following plan, program or policy provided or offered by a contractor to its employees as part of the employer's total compensation package: sick leave, bereavement leave, family medical leave, and health benefits.
- (2) **Bid** shall mean a competitive bid procedure established by the city through the issuance of an invitation to bid, request for proposals, request for qualifications, or request for letters of interest.
- (3) **Cash equivalent** means the amount of money paid to an employee with a domestic partner in lieu of providing benefits to the employee's domestic partner. The cash equivalent is equal to the employer's direct expense of providing benefits to an employee for his or her spouse.

The cash equivalents of the following benefits apply:

- a. For bereavement leave, cash payment for the number of days that would be allowed as paid time off for the death of a spouse. Cash payment would be in the form of the wages of the domestic partner employee for the number of days allowed.
  - b. For health benefits, the cost to the contractor of the contractor's share of the single monthly premiums that are being paid for the domestic partner employee, to be paid on a regular basis while the domestic partner employee maintains such insurance in force for himself or herself.
  - c. For family medical leave, cash payment for the number of days that would be allowed as time off for an employee to care for a spouse who has a serious health condition. Cash payment would be in the form of the wages of the domestic partner employee for the number of days allowed.
- (4) **Contract** means any written agreement, purchase order, standing order or similar instrument entered into pursuant to the award of a bid whereby the city is committed to expend or does expend funds in return for work, labor, professional services, consulting services, supplies, equipment, materials, construction, construction related services or any combination of the foregoing.
  - (5) **Contractor** means any person or persons, sole proprietorship, partnership, joint venture, corporation, or other form of doing business, that is awarded a bid and enters into a covered contract with the city, and which maintains five (5) or more full-time employees.
  - (6) **Covered contract** means a contract between the city and a contractor awarded subsequent to the date when this section becomes effective valued at over twenty thousand dollars (\$20,000).

- (7) **Domestic partner** shall mean any two adults of the same or different sex, who have registered as domestic partners with a governmental body pursuant to state or local law authorizing such registration, or with an internal registry maintained by the employer of at least one of the domestic partners. A contractor may institute an internal registry to allow for the provision of equal benefits to employees with domestic partner who do not register their partnerships pursuant to a governmental body authorizing such registration, or who are located in a jurisdiction where no such governmental domestic partnership registry exists. A contractor that institutes such registry shall not impose criteria for registration that are more stringent than those required for domestic partnership registration by the City of Key West pursuant to Chapter 38, Article V of the Key West Code of Ordinances.
  - (8) **Equal benefits** mean the equality of benefits between employees with spouses and employees with domestic partners, and/or between spouses of employees and domestic partners of employees.
- (b) Equal benefits requirements.
- (1) Except where otherwise exempt or prohibited by law, a Contractor awarded a covered contract pursuant to a bid process shall provide benefits to domestic partners of its employees on the same basis as it provides benefits to employees' spouses.
  - (2) All bid requests for covered contracts which are issued on or after the effective date of this section shall include the requirement to provide equal benefits in the procurement specifications in accordance with this section.
  - (3) The city shall not enter into any covered contract unless the contractor certifies that such contractor does not discriminate in the provision of benefits between employees with domestic partners and employees with spouses and/or between the domestic partners and spouses of such employees.
  - (4) Such certification shall be in writing and shall be signed by an authorized officer of the contractor and delivered, along with a description of the contractor's employee benefits plan, to the city's procurement director prior to entering into such covered contract.
  - (5) The city manager or his/her designee shall reject a contractor's certification of compliance if he/she determines that such contractor discriminates in the provision of benefits or if the city manager or designee determines that the certification was created, or is being used for the purpose of evading the requirements of this section.
  - (6) The contractor shall provide the city manager or his/her designee, access to its records for the purpose of audits and/or investigations to ascertain compliance with the provisions of this section, and upon request shall provide evidence that the contractor is in compliance with the provisions of this section upon each new bid, contract renewal, or when the city manager has received a complaint or has reason to believe the contractor may not be in compliance with the provisions of this section. This shall include but not be limited to providing the city manager or

his/her designee with certified copies of all of the contractor's records pertaining to its benefits policies and its employment policies and practices.

- (7) The contractor may not set up or use its contracting entity for the purpose of evading the requirements imposed by this section.
  
- (c) Mandatory contract provisions pertaining to equal benefits. Unless otherwise exempt, every covered contract shall contain language that obligates the contractor to comply with the applicable provisions of this section. The language shall include provisions for the following:
  - (1) During the performance of the covered contract, the contractor certifies and represents that it will comply with this section.
  - (2) The failure of the contractor to comply with this section will be deemed to be a material breach of the covered contract.
  - (3) If the contractor fails to comply with this section, the city may terminate the covered contract and all monies due or to become due under the covered contract may be retained by the city. The city may also pursue any and all other remedies at law or in equity for any breach.
  - (4) If the city manager or his designee determines that a contractor has set up or used its contracting entity for the purpose of evading the requirements of this section, the city may terminate the covered contract.
  
- (d) Enforcement. If the contractor fails to comply with the provisions of this section:
  - (1) The failure to comply may be deemed to be a material breach of the covered contract; or
  - (2) The city may terminate the covered contract; or
  - (3) Monies due or to become due under the covered contract may be retained by the city until compliance is achieved; or
  - (4) The city may also pursue any and all other remedies at law or in equity for any breach;
  - (5) Failure to comply with this section may also subject contractor to the procedures set forth in Division 5 of this article, entitled "Debarment of contractors from city work."
  
- (e) Exceptions and waivers.
 

The provisions of this section shall not apply where:

  - (1) The contractor does not provide benefits to employees' spouses.
  - (2) The contractor is a religious organization, association, society or any non-profit charitable or educational institution or organization operated, supervised or controlled by or in conjunction with a religious organization, association or society.
  - (3) The contractor is a governmental entity.

- (4) The sale or lease of city property.
- (5) The provision of this section would violate grant requirement, the laws, rules or regulations of federal or state law (for example, The acquisition services procured pursuant to Chapter 287.055, Florida Statutes known as the "Consultants' Competitive Negotiation Act").
- (6) Provided that the contractor does not discriminate in the provision of benefits, a contractor may also comply with this section by providing an employee with the cash equivalent of such benefits, if the city manager or his/her designee determines that either:
  - a. The contractor has made a reasonable yet unsuccessful effort to provide equal benefits. The contractor shall provide the city manager or his/her designee with sufficient proof of such inability to provide such benefit or benefits which shall include the measures taken to provide such benefits or benefits and the cash equivalent proposed, along with its certificate of compliance, as is required under this section.
- (7) The city commission waives compliance of this section in the best interest of the city, including but not limited to the following circumstances:
  - a. The covered contract is necessary to respond to an emergency.
  - b. Where only one bid response is received.
  - c. Where more than one bid response is received, but the bids demonstrate that none of the bidders can comply with the requirements of this section.
- (f) City's authority to cancel contract. Nothing in this section shall be construed to limit the city's authority to cancel or terminate a contract, deny or withdraw approval to perform a subcontract or provide supplies, issue a non-responsibility finding, issue a non-responsiveness finding, deny a person or entity prequalification, or otherwise deny a person or entity city business.
- (g) Timing of application. This section shall be applicable only to covered contracts awarded pursuant to bids which are after the date when this section becomes effective.

CONE OF SILENCE AFFIDAVIT

STATE OF ohio )  
 : SS  
COUNTY OF cuyahoga )

I the undersigned hereby duly sworn depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of K2M Design, 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).

  
\_\_\_\_\_  
(signature)  
4/10/2017  
\_\_\_\_\_  
(date)

Sworn and subscribed before me this

12 Day of april, 2017

Kenes Washburn  
NOTARY PUBLIC, State of ohio at Large

My Commission Expires: 6/15/2019

Other Information



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/20/2017

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.

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: The James B. Oswald Company
CONTACT: Serena Turchik
INSURED: K2M Design, Inc.
INSURER A: Hartford Casualty Ins. Co.
INSURER B: XL Specialty Insurance Co.
INSURER C: Hartford Accident & Indemnity

COVERAGES CERTIFICATE NUMBER: 672042240 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.

Table with 7 columns: INSR LTR, TYPE OF INSURANCE, ADDL SUBR INSR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include General Liability, Automobile Liability, Umbrella Liability, Workers Compensation and Employers' Liability, and Professional Liability.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Additional Insured and Waiver of Subrogation as designated above is provided when required of the Named Insured by written contract or agreement.

CERTIFICATE HOLDER: Specimen - FL For Purposes of Evidencing
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.

DBPR - K2M DESIGN, INC., Certificate of Authorization

Page 1 of 1

10:25:52 AM 3/6/2017

**Licensee Details****Licensee Information**

Name: **K2M DESIGN, INC. (Primary Name)**  
Main Address: **1150 VIRGINIA STREET  
KEY WEST Florida 33040**  
County: **MONROE**  
License Mailing:  
LicenseLocation:

**License Information**

License Type: **Certificate of Authorization**  
Rank: **Cert of Auth**  
License Number: **30945**  
Status: **Current**  
Licensure Date: **12/05/2014**  
Expires: **02/28/2019**

**Special Qualifications**      **Qualification Effective**

**Alternate Names**

[View Related License Information](#)

[View License Complaint](#)

[2601 Blair Stone Road, Tallahassee FL 32399](#) :: Email: [Customer Contact Center](#) :: Customer Contact Center: 850.487.1395

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Under Florida law, email addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the office by phone or by traditional mail. If you have any questions, please contact 850.487.1395. \*Pursuant to Section 455.275(1), Florida Statutes, effective October 1, 2012, licensees licensed under Chapter 455, F.S. must provide the Department with an email address if they have one. The emails provided may be used for official communication with the licensee. However email addresses are public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public. Please see our [Chapter 455](#) page to determine if you are affected by this change.

<https://www.myfloridalicense.com/LicenseDetail.asp?SID=&id=484FF0ED6B9D69F5B8A...> 3/6/2017

RICK SCOTT, GOVERNOR



MATILDE MILLER, INTERIM SECRETARY

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

<b>LICENSE NUMBER</b>	
AR93161	

The ARCHITECT  
Named below IS LICENSED  
Under the provisions of Chapter 481 FS.  
Expiration date: FEB 28, 2019

MALONEY, SCOTT CHRISTOPHER  
3121 BRIDGE AVE  
CLEVELAND OH 44113

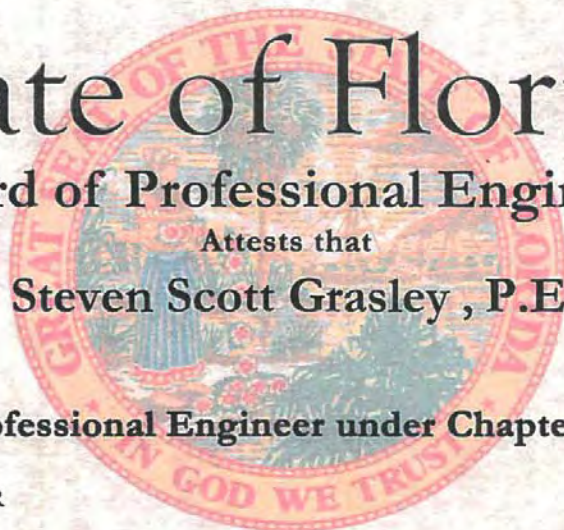




ISSUED: 01/19/2017

DISPLAY AS REQUIRED BY LAW

SEQ # L1701190000756

**State of Florida**  
**Board of Professional Engineers**  
Attests that  
**Steven Scott Grasley, P.E.**

**Is licensed as a Professional Engineer under Chapter 471, Florida Statutes**  
Expiration: 2/28/2019  
Audit No: 228201910217 R

**P.E. Lic. No:**  
**73110**



# *State of Florida Department of State*

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

The document number of this corporation is P05000048146.

I further certify that said corporation has paid all fees due this office through December 31, 2017, that its most recent annual report/uniform business report was filed on January 3, 2017, and that its status is active.

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

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Third day of January, 2017*



*Ken DeFronzo*  
**Secretary of State**

Tracking Number: CU2531467612

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

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

**Conclusion**

Our TEAM wants to assure the City of Key West that we are your TEAM to partner with for these projects. Over the next several weeks, you will be sorting through numerous submittals that have been received in response to the RFQ and determining which firms you will short list or select. This decision will be difficult, since most firms submitting are capable of completing your important project. However, we would like to mention several elements that may differentiate our TEAM.

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

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

**SELECT THE K2M Design TEAM!**