



January 21, 2025



**REQUEST FOR QUALIFICATIONS:
CONTINUING PROFESSIONAL CONSULTING SERVICES
RFQ #2024-1-PW**



Architecture | Interiors | Aquatics

2054 Vista Parkway, Suite 400
West Palm Beach, FL 33411



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January 21, 2025
City of Cooper City
Purchasing Division
9090 SW 50th Place
Cooper City, FL 33328

Submitted via DemandStar

RE: RFQ #2024-1-PW Continuing Professional Consulting Services (CCNA)

Dear Selection Committee Members:

OLC Architecture, Interiors, and Aquatics is excited to submit our qualifications for the Continuing Professional Consulting Services Contract for the City of Cooper City. Founded in 1961, OLC is an international architectural firm with offices in West Palm Beach, Orlando, Denver, Tokyo, and Cairo. For over six decades, we have been committed, enthusiastic, and driven to deliver stellar architecture, interior design, and aquatic design.

We understand that as your on-call architect, we will provide the City with comprehensive services for a variety of municipal projects. Over the past 40 years, OLC has specialized in municipal facilities, community and recreation centers, athletic and wellness facilities, spas, and aquatic projects. Our experience includes master planning, feasibility studies, renovations, additions, and new ground-up facilities.

OLC's design process is enriched by a collaborative spirit, creative commitment, and a client-centered approach. By partnering our clients' goals and strategic insights with our aesthetic vision, deep experience, and problem-solving skills, we deliver maximum impact for every dollar invested. We pride ourselves on adding value through smart design and creating outcomes that meet the unique needs of each community.

Our current on-call contracts with municipalities such as Palm Beach Gardens, Port Orange, Palm Coast, Kissimmee, Tampa, Manatee County, Brevard County, and Volusia County have resulted in successful projects like master planning for tennis and pickleball centers, golf course reconfigurations, community centers, clubhouse facilities, and smaller-scale endeavors such as wall replacements and kayak launches.

To ensure the success of your projects, OLC will dedicate a team of seasoned professionals to work closely with Cooper City:

- Robert McDonald, Principal-in-Charge, will oversee every project phase.
- Sam Elsheikh, Project Manager, will guide daily operations and ensure seamless execution.
- Maged Elsheikh, QA/QC, will uphold quality standards.
- Michael St. John, Project Architect, will lead design development and documentation.
- Tania Parada, Interior Designer, will infuse spaces with functional and aesthetic excellence.

The secret to our design success lies in treating each new assignment as a fresh challenge. We listen carefully to our clients, respect their priorities, and remain focused on enriching the user experience. At OLC, we believe in the power of design to positively transform lives, and we look forward to bringing that belief to Cooper City.

The OLC Team has the capacity and availability to complete any project resulting from this contract on schedule. We are eager to demonstrate how our team will ensure the success of your projects and deliver exceptional results. Thank you for your consideration.

Sincerely,



Robert McDonald, Principal-in-Charge, CEO/Senior Principal
OLC (Ohlson Lavoie Corporation)
2054 Vista Parkway, Suite 400, West Palm Beach, FL 33411 (50 miles from Cooper City)
P: 561.928.42002 | E: rmcdonald@olcdesigns.com



63 Years
In Business



19 Years
In Florida



11 Countries
Worked In



47 States
Worked In



27
Employees



300+
FL Projects



350+
Municipal
Projects



2500+
Recreation
Projects



ARCHITECT-ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*

Request For Qualifications, Continuing Professional Consulting Services RFQ#2024-1-PW

2. PUBLIC NOTICE DATE

1/6/2025

3. SOLICITATION OR PROJECT NUMBER

RFQ 2024-1-PW

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Robert McDonald, CEO, Senior Principal, Principal-in-Charge

5. NAME OF FIRM

OLC (Ohlson Lavoie Corporation)

6. TELEPHONE NUMBER

303.881.9961

7. FAX NUMBER

8. E-MAIL ADDRESS

rmcdonald@olcdesigns.com

C. PROPOSED TEAM

(Complete this section for the prime contractor and all key subcontractors.)

	<i>(Check)</i>			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCON-TRACTOR			
a.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(OLC) Ohlson Lavoie Corporation <input type="checkbox"/> CHECK IF BRANCH OFFICE	2054 Vista Parkway Suite 400 West Palm Beach, FL	Architect & Interior Design
b.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	 <input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. ORGANIZATION CHART OF PROPOSED TEAM

X *(Attached)*

AUTHORIZED FOR LOCAL REPRODUCTION



RFQ #2024-1-PW CONTINUING PROFESSIONAL CONSULTING SERVICES

ORGANIZATIONAL CHART

We have organized a knowledgeable, experienced and highly compatible team that shares our vision and passion for providing the best design process, technical know-how, and highest level of service to you.



OLC DESIGN TEAM

OLC Architecture, Interiors, and Aquatics Architect-of-Record

Robert McDonald, NCARB, LEED AP
Principal-in-Charge, CEO/Senior Principal
PRIMARY POINT-OF-CONTACT

Sam Elsheikh, AIA, NCARB, LEED AP
Project Manager

Maged Elsheikh, NCARB
QA/QC

Michael St. John, AIA, LEED AP BD+C
Project Architect

Tania Parada
Senior Interior Designer



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
Robert McDonald, CEO/Senior Principal	Principal-in-Charge / Project Manager	a. TOTAL 31	b. WITH CURRENT TEAM 28

15. FIRM NAME AND LOCATION (City and State)
 OLC (Ohlson Lavoie Corporation), Orlando, Florida

16. EDUCATION (Degree and Specialization)	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline)
University of Wyoming, B.S. Architectural Engineering University of Utah, B.S. Architectural Studies, Master of Architecture	Florida Licensed Architect – AR103878, CO, MD, MT, NE, NV, ND, OR, SD, TX, WA, WY

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)
 NCARB, LEED AP

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
a. Arvada Aquatics Center Arvada, Colorado	PROFESSIONAL SERVICES 2023	CONSTRUCTION (if applicable) 2024
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
Role: Principal in Charge/ Project Manager Cost: \$40 M Description: The 50,000 sf, \$36 M Arvada Aquatics Center includes a 50-meter x 25-yard pool with on-deck seating for 300-400 people; Spectator seating for 800; a separate shallower pool with warmer water for a variety of uses and programming; locker rooms for men, women and officials; universal changing rooms; and pool mechanical room.		

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
b. Arvada On-Call Economic Development Arvada, Colorado	PROFESSIONAL SERVICES 2023	CONSTRUCTION (if applicable) 2023
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
Role: Principal in Charge/ Project Manager Cost: \$110,000 Description: An existing recording studio office was renovated into a new office space for the Arvada Economic Development Association, including one enclosed office, three open workstations, reception area and coffee counter.		

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
c. Dover Towers Security Upgrade Arvada, Colorado	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
Role: Principal in Charge/ Project Manager Cost: TBD Description: A custom steel and composite wood security fence was designed to enclose the existing Emergency Response Communication Tower. The scope includes an automatic rolling gate, lighting and security cameras.		

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
d. Frisco Adventure Center Frisco, Colorado	PROFESSIONAL SERVICES 2024	CONSTRUCTION (if applicable) In progress
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
Role: Principal in Charge/ Project Manager Cost: \$6 M Description: Slopeside Hall will be a multi-use educational and assembly venue positioned at the base of the Tubing and Skiing Hill at the Peninsula Recreation Area outside of the Town of Frisco. It will be home to Fun Club, an after school and summer day camp program and the multi-purpose rooms will be used for community meetings or banquet space.		

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
e. Margaret Carpenter Recreation Center Thronton, Colorado	PROFESSIONAL SERVICES 2019	CONSTRUCTION (if applicable) 2022
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
Role: Principal in Charge/ Project Manager Cost: \$14 M Description: Improvements include a new 6-Lane Lap Pool with adjacent aqua-exercise pool, wave pool with lazy river and bubble pit, activity pool with zero-depth entry, play structure, geysers and sprays, two water slides and 20-person therapeutic hydro-jet spa.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Maged Elsheikh, Senior Principal	13. ROLE IN THIS CONTRACT QA/QC	14. YEARS EXPERIENCE	
		a. TOTAL 37	b. WITH CURRENT TEAM 25
15. FIRM NAME AND LOCATION <i>(City and State)</i> OLC (Ohlson Lavoie Corporation), Orlando, Florida			
16. EDUCATION <i>(Degree and Specialization)</i> Alexandria University, Egypt, Bachelor of Architecture	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Licensed Architect – AR99999, Colorado, North Carolina		
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

NCARB

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
a.	Palm Beach County Housing Resource Center II West Palm Beach, Florida	PROFESSIONAL SERVICES 2019	CONSTRUCTION (if applicable) 2022
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Principal in Charge/ Project Manager Cost: \$14 M Description: This interim housing project for the homeless in Palm Beach County will provide a 90 days transition where they assist in obtaining employment; advise as to where get education; find apartments to rent or share rent and even provide them with basic furniture.		<input checked="" type="checkbox"/> Check if project performed with current firm
b.	Palm Coast Southern Recreation Center & On-Call Palm Coast, Florida	PROFESSIONAL SERVICES 2021	CONSTRUCTION (if applicable) TBD
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Project Architect Cost: \$11.2 M Description: An 11,500 sf indoor/outdoor recreation building, that includes a large social lobby, outdoor seating area with views of tennis and pickleball courts, men's and women's locker room, food and beverages kitchen and bar, and community multipurpose rooms and viewing balconies.		<input checked="" type="checkbox"/> Check if project performed with current firm
c.	Palm Beach Gardens Tennis Center Club House Palm Beach Gardens, Florida	PROFESSIONAL SERVICES 2018	CONSTRUCTION (if applicable) 2020
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Project Manager Cost: \$4.2 M Description: A premier community public tennis facility with 18 hydro-grid clay courts. Year round programming is offered for all ages and abilities. The center is host to many USTA tournaments, as well as the Palm Beach County Women's Tennis Association League.		<input checked="" type="checkbox"/> Check if project performed with current firm
d.	Lake Nona Performance Club Orlando, Florida	PROFESSIONAL SERVICES 2017	CONSTRUCTION (if applicable) 2021
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Project Architect Cost: \$32 M Description: The Performance Club is a 130,000 sf 3-story center for fitness, sports, wellness, and clinical integration that will set a new standard for population health. It offers 4 indoor pools (lap, exercise, family and Jacuzzi), climbing walls, a gymnasium, childcare, fitness group studios, and more.		<input checked="" type="checkbox"/> Check if project performed with current firm
e.	Palm Beach Gardens Par 3 Golf Club House Palm Beach Gardens, Florida	PROFESSIONAL SERVICES 2018	CONSTRUCTION (if applicable) 2021
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Project Manager Cost: \$6.1 M Description: The 12,400 sf clubhouse includes a two-story driving range, featuring 18 covered hitting bays equipped with Trackman technology for precision practice. Inside the clubhouse, you'll find a spacious hub that houses a golf shop, cart storage, offices and a conference room.		<input checked="" type="checkbox"/> Check if project performed with current firm

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Sam Elsheikh, Senior Principal	13. ROLE IN THIS CONTRACT Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 37	b. WITH CURRENT TEAM 28

15. FIRM NAME AND LOCATION (City and State)
 OLC (Ohlson Lavoie Corporation), Orlando, Florida

16. EDUCATION (Degree and Specialization) University of Colorado, MBA, MIS; Clemson University, Master of Construction Science & Management; Alexandria University, Egypt, Bachelor of Architecture	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Florida Licensed Architect – AR92932; Pennsylvania, South Carolina, Louisiana, Indiana, Georgia, Delaware
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18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)
 AIA, NCARB, LEED AP

19. RELEVANT PROJECTS

	(2) YEAR COMPLETED	
(1) TITLE AND LOCATION (City and State) Palm Beach Gardens Par 3 Golf Club House Palm Beach Gardens, Florida	PROFESSIONAL SERVICES 2019	CONSTRUCTION (if applicable) TBD
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Design Architect Cost: \$6.1 M Description: The 12,400 sf clubhouse includes a two-story driving range, featuring 18 covered hitting bays equipped with Trackman technology for precision practice. Inside the clubhouse, you'll find a spacious hub that houses a golf shop, cart storage, offices and a conference room.	<input checked="" type="checkbox"/> Check if project performed with current firm	

	(2) YEAR COMPLETED	
(1) TITLE AND LOCATION (City and State) Palm Beach Gardens Tennis Center Club House Palm Beach Gardens, Florida	PROFESSIONAL SERVICES 2018	CONSTRUCTION (if applicable) 2020
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Principal-in-Charge Cost: \$4.2 M Description: A premier community public tennis facility with 18 hydro-grid clay courts. Year round programming is offered for all ages and abilities. The center is host to many USTA tournaments, as well as the Palm Beach County Women's Tennis Association League.	<input checked="" type="checkbox"/> Check if project performed with current firm	

	(2) YEAR COMPLETED	
(1) TITLE AND LOCATION (City and State) Lake Nona Performance Club Orlando, Florida	PROFESSIONAL SERVICES 2017	CONSTRUCTION (if applicable) 2021
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Principal-in-Charge Cost: \$32 M Description: The Performance Club is a 130,000 sf 3-story center for fitness, sports, wellness, and clinical integration that will set a new standard for population health. It offers 4 indoor pools (lap, exercise, family and Jacuzzi), climbing walls, a gymnasium, childcare, and fitness group studios.	<input checked="" type="checkbox"/> Check if project performed with current firm	

	(2) YEAR COMPLETED	
(1) TITLE AND LOCATION (City and State) Mary Sue Rich Community Center Ocala, Florida	PROFESSIONAL SERVICES 2020	CONSTRUCTION (if applicable) 2022
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Design Principal/QA/QC Cost: \$9.7 M Description: The facility includes a 400-seat banquet/event space, an open fitness area, indoor walking track, two multipurpose studios, two full basketball court gymnasiums, indoor playground, senior studio and multipurpose room, library and media center.	<input checked="" type="checkbox"/> Check if project performed with current firm	

	(2) YEAR COMPLETED	
(1) TITLE AND LOCATION (City and State) Palm Beach County Aqua Crest Pool Complex Delray Beach, Florida	PROFESSIONAL SERVICES 2018	CONSTRUCTION (if applicable) TBD
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Principal-in-Charge Cost: 22 M Description: The new design includes a new ground-up pool house including, admin spaces, locker rooms, changing rooms concessions and multipurpose room, an all-new 52-meter, 25-yard-10-lane pool with a separate dive well, with infrastructure for a future interactive zero to 2.5' depth play pool and features that feed into a teaching pool.	<input checked="" type="checkbox"/> Check if project performed with current firm	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Michael St. John, Principal	13. ROLE IN THIS CONTRACT Project Architect	14. YEARS EXPERIENCE	
		a. TOTAL 12	b. WITH CURRENT TEAM 5

15. FIRM NAME AND LOCATION *(City and State)*
 OLC (Ohlson Lavoie Corporation), Orlando, Florida

16. EDUCATION <i>(Degree and Specialization)</i> University at Buffalo, The State University of New York Master of Architecture	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Licensed Architect – AR99965
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
 AIA, LEED AP BD+C

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION <i>(City and State)</i> Palm Beach Gardens Tennis Center Club House Palm Beach County, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2018	CONSTRUCTION (if applicable) 2020
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Project Manager Cost: \$4.2 M Description: A premier community public tennis facility with 18 hydro-grid clay courts. Year round programming is offered for all ages and abilities. The center is host to many USTA tournaments, as well as the Palm Beach County Women’s Tennis Association League.		<input checked="" type="checkbox"/> Check if project performed with current firm

b.	(1) TITLE AND LOCATION <i>(City and State)</i> Palm Beach County Housing Resource Center II West Palm Beach, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2019	CONSTRUCTION (if applicable) 2022
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Principal in Charge/ Project Manager Cost: \$14 M Description: This interim housing project for the homeless in Palm Beach County will provide a 90 days transition where they assist in obtaining employment; advise as to where get education; find apartments to rent or share rent and even provide them with basic furniture.		<input checked="" type="checkbox"/> Check if project performed with current firm

c.	(1) TITLE AND LOCATION <i>(City and State)</i> Mary Sue Rich Community Center Ocala, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2020	CONSTRUCTION (if applicable) 2022
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Design Principal/QA/QC Cost: \$9.7 M Description: The facility includes a 400-seat banquet/event space, an open fitness area, indoor walking track, two multipurpose studios, two full basketball court gymnasiums, indoor playground, senior studio and multipurpose room, library and media center.		<input checked="" type="checkbox"/> Check if project performed with current firm

d.	(1) TITLE AND LOCATION <i>(City and State)</i> Lake Nona Performance Club Orlando, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (if applicable) 2021
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Project Architect Cost: \$32 M Description: The Performance Club is a 130,000 sf 3-story center for fitness, sports, wellness, and clinical integration that will set a new standard for population health. It offers 4 indoor pools (lap, exercise, family and Jacuzzi), climbing walls, a gymnasium, childcare, fitness group studios, and more.		<input checked="" type="checkbox"/> Check if project performed with current firm

e.	(1) TITLE AND LOCATION <i>(City and State)</i> Palm Beach County Aqua Crest Pool Complex Delray Beach, Florida	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2018	CONSTRUCTION (if applicable) TBD
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Principal-in-Charge Cost: 22 M Description: The new design includes a new ground-up pool house including, admin spaces, locker rooms, changing rooms concessions and multipurpose room, an all-new 52-meter, 25-yard-10-lane pool with a separate dive well, with infrastructure for a future interactive zero to 2.5’ depth play pool and features that feed into a teaching pool.		<input checked="" type="checkbox"/> Check if project performed with current firm

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Tania Parada	13. ROLE IN THIS CONTRACT Senior Interior Designer	14. YEARS EXPERIENCE	
		a. TOTAL 12	b. WITH CURRENT TEAM 2
15. FIRM NAME AND LOCATION <i>(City and State)</i> OLC (Ohlson Lavoie Corporation), Orlando, Florida			
16. EDUCATION <i>(Degree and Specialization)</i> International Academy of Design and Technology, BA Interior Design Private University of Santa Cruz, Bolivia, BA Architecture	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> N/A		
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

	(2) YEAR COMPLETED	
a. (1) TITLE AND LOCATION <i>(City and State)</i> Frisco Adventure Center Frisco, Colorado	PROFESSIONAL SERVICES 2021	CONSTRUCTION (if applicable) 2023
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Interior Designer Cost: \$32 M Description: Slopeside Hall will be a multi-use educational and assembly venue positioned at the base of the Tubing and Skiing Hill at the Peninsula Recreation Area outside of the Town of Frisco. The multi-purpose rooms will be used for community meetings or banquet space.		<input checked="" type="checkbox"/> Check if project performed with current firm
b. (1) TITLE AND LOCATION <i>(City and State)</i> Glenwood Hot Springs Lodge Renovation Glenwood Springs, Colorado	PROFESSIONAL SERVICES 2017	CONSTRUCTION (if applicable) 2018
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Interior Designer Cost: \$3 M Description: Full architectural design services for a 2-level spa and fitness addition to the historic Hot Springs Lodge. Spa features individual and couples treatment rooms, retail shop, vichy shower and separate relaxation and locker rooms. Fitness center has cardio area and group exercise room as well as locker rooms.		<input checked="" type="checkbox"/> Check if project performed with current firm
c. (1) TITLE AND LOCATION <i>(City and State)</i> Palm Beach Gardens Burns Road Community Cnter Palm Beach Gardens, Florida	PROFESSIONAL SERVICES 2020	CONSTRUCTION (if applicable) TBD
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Interior Designer Cost: \$32 M Description: OLC worked on Phase 1 to build a new pool house with offices, locker rooms, and storage. They were also awarded Phases 2 and 3 to expand and renovate the existing 43,300 sf community center, including a new 2-story expansion of 29,420 sf for a modern look, and converting 28,000 sf into a certified daycare and media center.		<input checked="" type="checkbox"/> Check if project performed with current firm
d. (1) TITLE AND LOCATION <i>(City and State)</i> Palm Beach Gardens Burns Road Aquatic Center Pool House, Palm Beach Gardens, Florida	PROFESSIONAL SERVICES 2021	CONSTRUCTION (if applicable) 2022
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Interior Designer Cost: \$3.5 M Description: OLC is providing Design/Build services for an aquatics center building to replace the existing pool house and lifeguard building. The project will have a well-defined entry with check-in area with sufficient control that is segregated from other community center functions.		<input checked="" type="checkbox"/> Check if project performed with current firm
e. (1) TITLE AND LOCATION <i>(City and State)</i> Silverthorne Pavilion Silverthorne, Colorado	PROFESSIONAL SERVICES 2021	CONSTRUCTION (if applicable) 2021
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Role: Interior Designer Cost: TBD Description: The existing racquetball courts were infilled to add a second floor and expand the walk-jog track. The existing cycling room and free weight areas were remodeled and expanded into modern, upgraded facility space.		<input checked="" type="checkbox"/> Check if project performed with current firm

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

1

(1) TITLE AND LOCATION *(City and State)*

Palm Coast On-Call Contract
Palm Coast, Florida

(2) YEAR COMPLETED

PROFESSIONAL SERVICES
2021

CONSTRUCTION *(if applicable)*
TBD

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

City of Palm Coast

b. POINT OF CONTACT NAME

Carl Cote, Director of Stormwater & Engineering

c. POINT OF CONTACT TELEPHONE NUMBER

386.986.3748

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(include scope, size, and cost)*

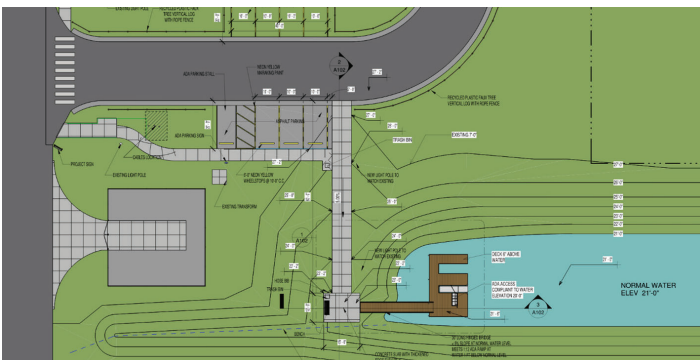
Palm Harbor Maintenance Building Wall Replacement - As part of the on-call contract, the City of Palm Coast requested an evaluation of 50 linear feet and five perpendicular 12' walls in the maintenance area where they store sand and gravel. A segment of the main wall was broken and the conclusion was to demo the perpendicular walls and the broken segment of the main wall, add rebar and grout to fill the remaining segments' cells, and increase the height.

Matanzas Canoe/Kayak Launch - As part of the on-call contract, the City of Palm Coast requested to design a Canoe/ Kayak launch leading to a large lake in addition to asphalt and grass parking for the residents of Palm Coast.

City Hall Exterior Canopy - As part of the on-call contract, the City of Palm Coast requested to design an exterior canopy to provide an outdoor space to be used by staff connected to the break room.

City Hall Rain Garden - As part of the on-call contract and the outdoor enhancement, the OLC team was also retained to provide a rain garden.

Size: Multiple Projects | Cost: TBD



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	OLC (Ohlson Lavoie Corporation)	2295 S. Hiwassee Rd, Suite 310 Orlando, FL 32835	Architect of Record, Interior Design

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

2

(1) TITLE AND LOCATION (City and State)

Southern Recreation Center
Palm Coast, Florida

(2) YEAR COMPLETED

PROFESSIONAL SERVICES
2021

CONSTRUCTION (if applicable)
2024

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

City of Palm Coast

b. POINT OF CONTACT NAME

Carl Cote, Director of Stormwater & Engineering

c. POINT OF CONTACT TELEPHONE NUMBER

386.986.3748

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and cost)

The Southern Recreation Center, previously known as the Palm Coast Tennis Center (PCTC), a USTA National Award Winner for the Outstanding Small Public Facility, offers tennis enthusiasts 10 Hydro-grid clay courts lighted to tournament standards. Home of the USTA Futures Men's Tournament, the PCTC delivers a quality facility for players of all ages and abilities. A master plan for a section of the property was completed around 2004 and in 2007 the initial development of the tennis center was constructed. Since the development of the tennis center, the needs of the community have changed. City Council directed staff to modify the master plan to utilize the remaining available lands to create a Regional Racquet Center. OLC was retained by the city to provide the master plan, which includes adding 5 Hydro courts to complement the existing 10 courts. In addition to a stadium court, the center will also include 6 hard courts, 4 Junior tennis courts and training hitting wall. Also included is a 17 pickle ball court of which 7 are covered with plans to cover an additional 6 courts. There will be a maintenance building, several shade structures, 30'X40' pickleball gazebo, and the main club house with 8,700 sf of indoor space and 6200 sf of outdoor spaces. The Clubhouse will house retail, food and beverage, admin, lockers, a multi-purpose room and fitness spaces. **Size: 11,000 sf | Cost: \$7 M**



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	OLC (Ohlson Lavoie Corporation)	2295 S. Hiwassee Rd, Suite 310 Orlando, FL 32835	Architect of Record, Interior Design

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

3

(1) TITLE AND LOCATION (City and State)

Palm Beach Gardens On-Call Contract
Palm Beach Gardens, Florida

(2) YEAR COMPLETED

PROFESSIONAL SERVICES
2020

CONSTRUCTION (if applicable)
2025

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

City of Palm Beach Gardens

b. POINT OF CONTACT NAME

Angela Brown, Dir. of Public Services

c. POINT OF CONTACT TELEPHONE NUMBER

561.804.7010

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and cost)

OLC provided Architecture and Interior Design services for a new Tennis Center Club House for the City of Palm Beach Gardens. It's a premier community public tennis facility with 18 hydro-grid clay courts. Year round programming is offered for all ages and abilities. The center is host to many USTA tournaments, as well as the Palm Beach County Women's Tennis Association League.

When the City issued an RFP for a Continued Service Contract, OLC submitted alongside 82 other respondents. OLC's prior service level and quality of design propelled us to be one of only 5 Architects selected. The contract is valid for 5 years, beginning November 2020, and active for projects under \$4 million. As part of this contract, in February 2021, OLC was awarded an assignment to adapt the design for the Palm Beach Gardens Tennis Center, to serve as the Par-3 golf clubhouse, involving an approximately 50% change in the original design.

The continued contract for Palm Beach Gardens, was also used by the City of Palm Coast as a Piggyback; to provide Master Planning Services and concept plans for the expansion of the Southern Recreation Center. The project includes increasing the tennis court count from the current 10 courts to 25 courts; the addition of 16 Pickle ball courts; and a new 10,000 sf Tennis Clubhouse. This master planning work was completed in March 2021. Subsequently, an RFP was issued based on the Master Plan Work to provide full Architect of Record Design services which OLC was selected for.

Size: Multiple Projects | Cost: TBD



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	OLC (Ohlson Lavoie Corporation)	2295 S. Hiwassee Rd, Suite 310 Orlando, FL 32835	Architect of Record, Interior Design

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

4

(1) TITLE AND LOCATION (City and State)

Palm Beach Gardens Burns Road Community Center
Palm Beach Gardens, Florida

(2) YEAR COMPLETED

PROFESSIONAL SERVICES
2020

CONSTRUCTION (if applicable)
2024

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

City of Palm Beach Gardens

b. POINT OF CONTACT NAME

Angela Brown, Dir. of Public Services

c. POINT OF CONTACT TELEPHONE NUMBER

561.804.7010

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and cost)

For the Burns Road Community Center, OLC initially worked on Phase 1 to build a new pool house that included control, lifeguard offices, locker rooms, and storage. OLC was also awarded Phase 2 and 3 to expand and renovate the existing 43,300 sf community center. The proposed design allowed for the demolition of a portion of the existing building, for the new 2-story expansion of 29,420 sf, changing the image of the facility to a more modern look, providing additional amenities and office spaces. Phase 3 included the renovation of 28,000 sf of the existing building by converting it into a certified daycare for infants to 4 years, as well as an after school program, and media center. OLC recommended reducing the design stage schedule by carrying out the design and documentation in two separate packages in parallel and based on the bid outcome, the client will have the option to proceed with Phase 2 and delay Phase 3 until the funds got secured or proceed with both phases together. **Size: 57,400 sf | Cost: \$32 M**



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	OLC (Ohlson Lavoie Corporation)	2295 S. Hiwassee Rd, Suite 310 Orlando, FL 32835	Architect of Record, Interior Design

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

5

(1) TITLE AND LOCATION (City and State)

Mary Sue Rich Community Center
Ocala, Florida

(2) YEAR COMPLETED

PROFESSIONAL SERVICES
2019

CONSTRUCTION (if applicable)
2022

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

City of Ocala

b. POINT OF CONTACT NAME

Sean Lanier, City Engineer

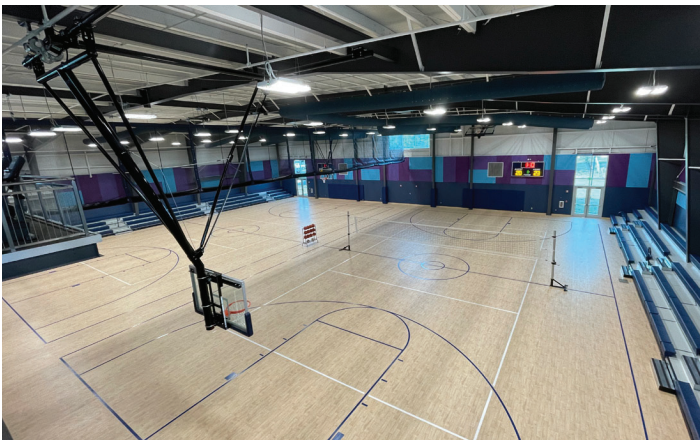
c. POINT OF CONTACT TELEPHONE NUMBER

352.629.8366

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and cost)

This new two-story building is the hub of the community serving a diverse age population with designated indoor spaces for senior, youth and family programs. The facility includes a 400-seat banquet/event space that can be divided into three rooms and a kitchen that will serve senior meals and kid's after school meals, in addition to catering and public cooking options. Health and wellness facilities include an open fitness area, indoor walking track, two multipurpose studios with operable partitions for larger mind/body and dance studio groups; two full basketball court gymnasiums with 120-person bleachers for each court; indoor playground with connection to one of the courts to be used for camps; senior studio and multipurpose room, library and media center, and huddle rooms for tutoring and health advice. In the future, the City will be adding outdoor spaces, including an outdoor playground and event lawn, and community garden.

Size: 41,750 sf | Cost: \$9.7 M



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME OLC (Ohlson Lavoie Corporation)	(2) FIRM LOCATION (City and State) 2295 S. Hiwassee Rd, Suite 310 Orlando, FL 32835	(3) ROLE Architect of Record, Interior Design
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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

6

(1) TITLE AND LOCATION *(City and State)*

Arvada Aquatics Center
Arvada, Colorado

(2) YEAR COMPLETED

PROFESSIONAL SERVICES
2023

CONSTRUCTION *(if applicable)*
2024

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

City of Arvada

b. POINT OF CONTACT NAME

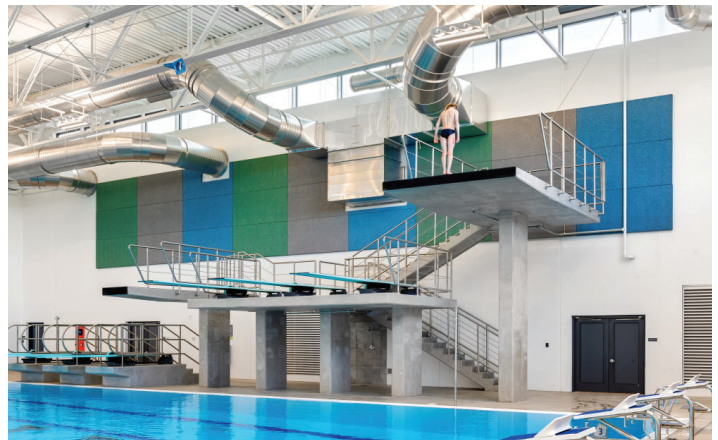
Kim Vagher, Manager of City Facilities

c. POINT OF CONTACT TELEPHONE NUMBER

720.898.7681

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(include scope, size, and cost)*

The 50,000 sf, \$40 M Arvada Aquatics Center includes a 50-meter x 25-yard pool with on-deck seating for 300-400 people; Spectator seating for 800; a separate shallower pool with warmer water for a variety of uses and programming; locker rooms for men, women and officials; universal changing rooms; pool mechanical room; lobby and office space; and support space, including additional parking, of approximately 50% more than existing. **Size: 50,000 sf | Cost: \$40 M**



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	OLC (Ohlson Lavoie Corporation)	2295 S. Hiwassee Rd, Suite 310 Orlando, FL 32835	Architect of Record, Interior Design, Aquatic Design

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

7

(1) TITLE AND LOCATION (City and State)

Housing Resource Center 2
Palm Beach County, FL

(2) YEAR COMPLETED

PROFESSIONAL SERVICES
2022

CONSTRUCTION (if applicable)
2023

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Palm Beach County

b. POINT OF CONTACT NAME

Sunil Jagoo, PBC Facilities Development & Operations Department

c. POINT OF CONTACT TELEPHONE NUMBER

561.233.0271

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(include scope, size, and cost)*

This interim housing project for the homeless in Palm Beach County will provide a 90 days transition where they assist in obtaining employment; advise as to where get education; find apartments to rent or share rent and even provide them with basic furniture. The basic program includes offices for counseling and receiving the homeless; dining and community hall. There are 60 bedrooms, each with a bed, wardrobe, and desk. These bedrooms are grouped in pods for men, women, families and male youth and female youth. There will also be 14 beds for transitional drop off for those who stay for 30 days. **Size: 20,200 sf | Cost: \$14 M**



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	OLC (Ohlson Lavoie Corporation)	2295 S. Hiwassee Rd, Suite 310 Orlando, FL 32835	Architect of Record, Interior Design

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

8

(1) TITLE AND LOCATION (City and State)

Manatee County On-Call Contract
Manatee County, Florida

(2) YEAR COMPLETED

PROFESSIONAL SERVICES
2022

CONSTRUCTION (if applicable)
TBD

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Manatee County

b. POINT OF CONTACT NAME

Simona Brinkman, Project Manager

c. POINT OF CONTACT TELEPHONE NUMBER

941.748.4501 ext. 5814

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (include scope, size, and cost)

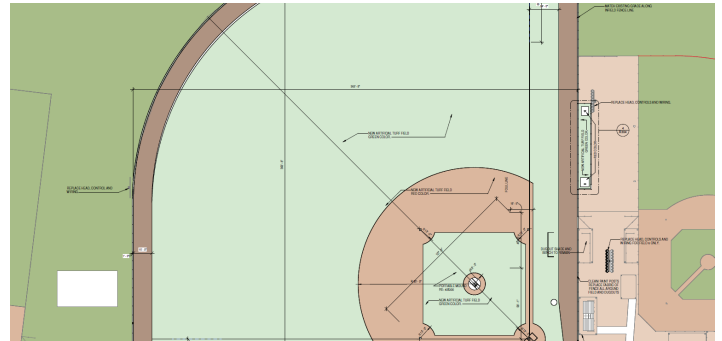
Washington Park Community Center - This ground up 5,000 sf Community Center will include multi-purpose rooms, a kids area, learning center, kitchen and support utilities. Washington park was a previous dump site for so many years and a lot of environmental mitigation needed to take place on the site and required the provision of under-ground monitoring system under the building and deep foundation to avoid the glass and wood debris under the building.

Long Boat Key North Learning Center: 6,140 sf Community Center including multi-purpose rooms, kids area, learning center, kitchen and support utilities.

Animal Welfare Resource Center: Interior and exterior renovations of a 3,600 sf space to include an information hub, reception and waiting area, medical area with a treatment room, nurse's office, and surgery suite; staff offices featuring case management and a break room; an interior training area with indoor equipment; adoption facilities for cats and dogs; restrooms and utilities; and an outdoor training area.

Braden River Park: Replacement of sod to artificial turf, fences and site lighting for baseball field.

Size: Multiple Projects | Cost: TBD



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	OLC (Ohlson Lavoie Corporation)	2295 S. Hiwassee Rd, Suite 310 Orlando, FL 32835	Architect of Record, Interior Design

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

9

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
The Nest Par 3 Golf Club House Palm Beach Gardens, Florida	PROFESSIONAL SERVICES 2021	CONSTRUCTION <i>(if applicable)</i> 2023

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
City of Palm Beach Gardens	Angela Brown, Director of Public Services	561.804.7010

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(include scope, size, and cost)*

The Nest Par 3 Golf Clubhouse in Palm Beach Gardens, FL is a state-of-the-art golfing destination. The 12,400 sf clubhouse includes a two-story driving range, featuring 18 covered hitting bays equipped with Trackman technology for precision practice. Inside the clubhouse, you'll find a spacious hub that houses a golf shop, cart storage, offices and a conference room. Additionally, it offers food and beverage concessions catering to the clubhouse and the driving range, creating a perfect balance of functionality and relaxation. For those looking to host events, there are two multipurpose rooms that open up to the driving range, making them suitable for various gatherings and occasions. To enhance the experience, the Par 3 Golf Club House offers both indoor and outdoor bars. You can enjoy the scenic beauty from the second-floor indoor/outdoor bar or visit the first-floor outdoor bar. The Par 3 Golf Club House sets a new standard for golfing experiences, offering top-tier amenities and breathtaking surroundings that will delight golf enthusiasts. **Size: 12,400 sf | Cost: \$5.5 M**



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME OLC (Ohlson Lavoie Corporation)	(2) FIRM LOCATION <i>(City and State)</i> 2295 S. Hiwassee Rd, Suite 310 Orlando, FL 32835	(3) ROLE Architect of Record, Interior Design
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F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

10

(1) TITLE AND LOCATION *(City and State)*

City of Arvada On-Call Services Contract
Arvada, Colorado

(2) YEAR COMPLETED

PROFESSIONAL SERVICES
Multiple Projects

CONSTRUCTION *(if applicable)*
Multiple Projects

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

City of Arvada

b. POINT OF CONTACT NAME

Kim Vagher, Manager of City Facilities

c. POINT OF CONTACT TELEPHONE NUMBER

720.898.7681

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(include scope, size, and cost)*

Size: Multiple Projects | Cost: Multiple Projects

Dover Tower Security Upgrades - A custom steel and composite wood security fence was designed to enclose the existing Emergency Response Communication Tower. The scope includes an automatic rolling gate, lighting and security cameras.

Arvada Economic Development Association Offices - An existing recording studio office was renovated into a new office space for the Arvada Economic Development Association, including one enclosed office, three open workstations, reception area and coffee counter.

Lake Arbor Pool - The perimeter pool piping and scuppers were replaced in their entirety and the pool was completely re-plastered. A new pool heater and chemical delivery system was installed. The kiddie slide was also replaced with an interactive water play feature. The exterior of the bath house was repaired and repainted with an updated color scheme.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	OLC (Ohlson Lavoie Corporation)	2000 Lawrence Street Denver, CO 80205	Architect of Record

H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

"OLC provided architecture services for our \$4 million renovation of the Oviedo YMCA. We are very pleased with the level of service that we received. They listened to our needs and were able to quickly and efficiently translate them to a plan that accomplished all of our goals and objectives.

Their constant availability and lightning quick response time for questions, clarifications, and changes has been very much appreciated and a refreshing change from our experience with other firms. We highly recommend them and look forward to working with them on future YMCA of Central Florida projects."

*Nicole G. Micheli, Director of Planning
YMCA Oviedo, Florida*



I. AUTHORIZED REPRESENTATIVE
The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

1/6/25

33. NAME AND TITLE

Robert McDonald, CEO, Senior Principal

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (if any)
P-2024-006256

PART II - GENERAL QUALIFICATIONS


(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (OR BRANCH OFFICE) NAME OLC (Ohlson Lavoie Corporation)			3. YEAR ESTABLISHED 1981	4. DUNS NUMBER 84-0674977
2b. STREET 2054 Vista Parkway, Suite 400			5. OWNERSHIP a. TYPE Corporation	
2c. CITY West Palm Beach	2d. STATE FL	2e. ZIP CODE 33411		
6a. POINT OF CONTACT NAME AND TITLE Robert McDonald, CEO, Senior Principal			b. SMALL BUSINESS STATUS N/A	
6b. TELEPHONE NUMBER 561.928.4200		6c. EMAIL ADDRESS rmcdonald@olcdesigns.com		7. NAME OF FIRM (If block 2a is a branch office.) OLC (Ohlson Lavoie Corporation)
8a. FORMER FIRM NAME(S) (if any) Ohlson Associates Incorporated			8b. YR. ESTABLISHED 1961	8c. DUNS NUMBER

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	4	1	C11	Community Facilities	1
06	Architect	8	3	E02	Schools, Colleges	2
08	CADD Technician	1		H09	Hospitals and Medical	3
37	Interior Designer	3	1	I05	Interior Design Space	2
48	Project Manager	1		R04	Recreation Facilities	6
				S12	Swimming Pools	2
				H10	Hotels, Motels	3
				O01	Office	1
	Other Employees					
Total		17	5			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)		PROFESSIONALSERVICES REVENUE INDEX NUMBER			
a. Federal Work	6	1. Less than \$100,000	6. \$2 million to less than \$5 million		
b. Non-Federal Work	6	2. \$100,000 to less than \$250,000	7. \$5 million to less than \$10 million		
c. Total Work	6	3. \$250,000 to less than \$500,000	8. \$10 million to less than \$25 million		
		4. \$500,000 to less than \$1 million	9. \$25 million to less than \$50 million		
		5. \$1 million to less than \$2 million	10. \$50 million or greater		

12. AUTHORIZED REPRESENTATIVE
The foregoing is a statement of facts.

a. SIGNATURE 	b. DATE 1/6/25
-----------------------------------------------------------------------------------------------------	-------------------

c. NAME AND TITLE
Robert McDonald, CEO, Senior Principal



PROFESSIONAL REGISTRATION CERTIFICATES

State of Florida Department of State

I certify from the records of this office that OHLSON LAVOIE CORPORATION is a Colorado corporation authorized to transact business in the State of Florida, qualified on June 13, 2005.

The document number of this corporation is F05000003577.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on March 7, 2024, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Fifth day of September, 2024*




Secretary of State

Tracking Number: 0290086640CU

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

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

OLC ARCHITECTURAL LICENSES

Ron DeSantis, Governor
Melanie S. Griffin, Secretary

Florida
dbpr

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

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

MCDONALD, ROBERT LYMAN
2000 LAWRENCE ST
DENVER CO 80205

LICENSE NUMBER: AR103878
EXPIRATION DATE: FEBRUARY 28, 2027
Always verify licenses online at MyFloridaLicense.com

ISSUED: 12/06/2024
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Ron DeSantis, Governor
Melanie S. Griffin, Secretary

Florida
dbpr

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

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

ELSHEIKH, SAMEH M
OHLSON LAVOIE CORPORATION
2295 S. HIAWASSEE RD.
SUITE 310
ORLANDO FL 32835

LICENSE NUMBER: AR92932
EXPIRATION DATE: FEBRUARY 28, 2025
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Melanie S. Griffin, Secretary

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dbpr

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

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

ELSHEIKH, MAGED MEDHAT
3767 WINDING LAKE CIR
ORLANDO FL 32835

LICENSE NUMBER: AR99999
EXPIRATION DATE: FEBRUARY 28, 2027
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Melanie S. Griffin, Secretary

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

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

ST JOHN, MICHAEL BRADLEY
522 EGRET PLACE DR
WINTER GARDEN FL 34787

LICENSE NUMBER: AR99965
EXPIRATION DATE: FEBRUARY 28, 2025
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APPROACH TO HANDLING OF POTENTIAL PROJECTS

5

APPROACH TO HANDLING OF POTENTIAL PROJECTS

PROJECT UNDERSTANDING

OLC understands that the City of Cooper City's primary objective for this on-call contract is to select firms to act as an extension to the City's resources by providing **architectural services** assigned under the terms of the contract. We understand this will be on an assignment-by-assignment basis for projects commencing out of this contract and that potential projects may include Capital Improvement Program projects and other miscellaneous work as needed.

We are explicitly submitting qualifications for Architectural Services. We provide expertise in planning, designing, permitting, bidding and construction administration phases of service in Architectural Design. We also provide interior design and aquatic design services. If selected for award, we have local subconsultants that we love to work, but we are happy to work with any of the subconsultants that the City prefers.

For over 64 years, OLC has worked on over **500+** municipal projects including master plans and feasibility studies, full service Community/Recreation Centers, Parks, Tennis and Pickleball Centers, and Indoor/Outdoor Aquatic Facilities. We are also well-versed in smaller projects stemming from on call contracts such as wall replacements, roof replacements, canoe and kayak launches, etc.

OLC has accumulated a wealth of knowledge working with Cities, Counties, and municipalities in understanding, communicating, and achieving the goal of each unique Project to provide the maximum value of the investment and understanding.

Though we have not yet worked with the City of Cooper City, we are currently working nearby for the Village of Wellington on the Wellington Aquatic Complex and we recently completed the Housing Resource Center in West Palm Beach for Palm Beach County. We are also working on the Aqua Crest Pool Complex for Palm Beach County and recently completed two facilities for the City of Palm Beach Gardens. We hold on-call contracts with many municipalities across the state and know how to manage these types of projects well. We'd love to work with the City of Greenacres on projects stemming from this contract. *We would service this project from our new office in West Palm Beach, just 20 minutes from the City of Greenacres, with support from our Orlando office.*

We understand that the Architectural Services scope may include, but is not limited to:

- Programming, Planning, studies, and evaluation of existing sites and facilities
- Preparation of cost estimates and assist Owner with development of project budget

- Coordination of A/E and Owner Consultants
- Computer-aided construction documents, including all supporting documents in conformance with building and related codes, rules, and the regulations of agencies having jurisdiction
- As-built ACAD drawings and other post-construction related services
- Construction administration for the duration of the project and/or contract
- Presentation documents utilizing BIM, REVIT, or other 3-D presentation software

TEAM MANAGEMENT

Our team is a collaborative group that understands that every Project is unique. We have decades of the exact same experience that is critical for a successful outcome for the City of Cooper City's on-call projects. We are adept at providing solutions for ground-up, renovation, and additions to municipal facilities across the US. Our role as your design professionals is to come to the table with a fresh mindset, engage with the City, the City's project managers, the stakeholders, and the community to understand the needs truly, wishes, budget, and constraints, and ask the right questions that define the Project. We will set the priorities and work within the budget to balance the needs and wishes to provide maximum value to the projects, the City, and the residents.



APPROACH TO COMPLETING PROPOSED WORK

Although each Project is unique, OLC would implement this general approach overall and individually adapt to each on-call Project as appropriate:

- Designate OLC's project manager and primary contact.
- Establish early-on project parameters and methodologies required for a streamlined process.
- Provide accurate and predictable cost modeling and design response.
- Interact with utility companies, City agencies/departments, and other governmental agencies to ensure regulatory compliance.

- Communicate regulatory and code requirements and interpretations.
- Incorporate comments and receive sign-off before each stage of the contract.
- Document and communicate thoroughly for an accurate record and understanding.
- Close-out procedures

In addition to the On-Call project goals and objectives listed above—augmented as needed based on individual project requirements—OLC implements the following **FOUR SYSTEMS** on all its projects.

1. Understand the Projects (UP)

OLC will provide the City with architectural design services. OLC will tailor our services based on the specific on-call Project and its unique requirements based on a careful understanding of what the Project requires.

2. Quality Control (QC)

We start QC from the beginning of the Project, not just at the end of a phase. The goal is to minimize the impact on cost and schedule and improve the design. QC is an integral part of each Project; OLC dedicates 10% of the design budget to QC, which will be performed by the Senior Principal / Project Manager assigned to the project.

3. Cost Management (CM)

Not only is staying on budget a priority, but we also genuinely believe in maximizing value for each dollar spent. That would include creating an efficient plan that maximizes the programming capability within the least square footage. Conduct most of the needed value engineering in the early design phase when it is most effective. Implement OLC's rigorous quality control to minimize potential change orders. Carefully evaluate change order requests throughout construction administration for viability and propose alternate "no-cost" solutions.

4. Schedule Management (SM)

OLC will lead the process effectively and proactively from project kick-off through construction administration and update periodically to account for clients' revisions and compensate for any critical path items to ensure the overall schedule is met.

AVAILABILITY OF RESOURCES

OLC has employees across five offices and three countries. We pull from all resources for all our projects and assignments. However, Robert McDonald, Sam Elsheikh, Maged Elsheikh, Mike St. John and Tania Parada will be your core team throughout the contract. You will always have the same primary point of contact. ***The total number of staff available within the firm is 27. We have a total of 6 staff members in Florida that work between our Orlando and West Palm Beach offices. We are also in the process of hiring two new staff members for the West Palm Beach office.***

As a specialist in these types of projects, we are accustomed to working on projects throughout USA with projects in 48 states. We currently have 30-40% availability with the staff proposed for this Project. We have the capacity and availability now, and commitment over the life of the contract, to take on any project stemming from this on-call contract. In addition to the staff proposed, we have architects, interior designers, administrators, and technical staff available to join the team as needed for any task.

Typical Response Time/Schedule

OLC is committed to meeting the time/ schedule of each assignment; in addition to the core team assigned to this contract, OLC would provide adequate support staff to meet the schedule.

EFFECTIVE COMMUNICATION

Our team is composed of effective communicators that are at ease in front of City meetings, during public presentations, or communicating behind the scenes. But OLC's advantage is that every decision that is made has a documented history, and the team can call upon that history in the decision-making process throughout the life of the Project. This will allow the team always to maintain alignment with the overall project goals.



CITY COORDINATION, RESPONSIVENESS, & TIMELINESS

The OLC team works nationally, and we're very good at travel coordination and site visits. We have the resources to attend all meetings and events related to these projects, in-person or virtual. OLC is currently or has recently worked on projects in the following municipalities in Florida:

- Palm Beach County
- City of Palm Beach Gardens
- City of Palm Coast
- City of Wildwood
- City of Ocala
- City of Port Orange
- Village of Wellington
- Lake Nona, Orlando
- Manatee County
- Volusia County

In addition to our work nationally and internationally.

The OLC advantage is: because of the depth of experience of our staff and our interactive process, we can accomplish your goals and provide innovative "out of the box" project solutions that benefit the project outcome in many ways. This saves time and money and, in the end, delivers a facility that surpasses your expectations.

TECHNICAL CAPABILITIES

Our team has decades of the exact same experience that is critical for a successful outcome for on-call projects. Nearby Cities and Counties have witnessed first-hand the enthusiasm and professionalism we bring to our projects.

Quality design and documentation. We will utilize targeted programming to identify needs and delve into your facility's operations. We will be creative and artis-

tic while developing a safe, functional, and beautiful architectural design. We will provide complete, accurate, and coordinated Construction Documents, be diligent during Contract Administration, and provide follow-up support and recommendations during the ongoing facility operations.

The OLC advantage is that with more information about the design and the Project's cost, owners can better manage the budget associated with the design and construction phases of the Project. The owner benefits from a higher-quality, lower-cost building.

We are excited to use our team's unique approach to benefit any project resulting from the Architectural Services contract.

Examples of OLC On-Call Services our team is capable of providing:

- As-built documentation of existing facilities
- Regulatory & Building code analysis and compliance
- ADA compliance: audits, reports, and implementation
- New, remodel, or alteration projects
- Exterior and interior upgrades
- Investigation, analysis, and design recommendations for Building envelope
- Construction cost estimating (budgeting or detailed)
- Aquatics (analysis and design)
- Athletic and recreation facility (analysis and design)

WORK PLAN

IT STARTS WITH THE PROJECT KICK OFF: Team OLC will lead a kick-off meeting to get this Project off the ground and heading in the right direction. A vibrant and interactive experience, this work session will be focused on getting everyone involved on the same page and moving in the same direction.



Palm Coast Regional Racquet Center Master Plan

At OLC, we do things a little differently than a lot of other architectural firms. With us, you'll never experience the "hand-off". Sam Elsheikh and Robert McDonald, with over 50 years of combined experience working on municipal projects, will be your main point of contact and lead designer (respectively) throughout the duration of each Project.

We are a dedicated team committed to quality and quick turnaround. We also have in-house, 24-hour production capabilities with the different time zones in the USA, Tokyo and our office in Cairo, Egypt. These are OLC employees, many having been with our firm for over 20 years. They know US construction standards, how to detail projects, and how to set up drawing sets that are accurate and user-friendly. By utilizing BIM to its fullest and having all of our work products in the cloud, we can work around the clock to get this project done fast without sacrificing quality.

PROGRAM CONFIRMATION: To move quickly, this is not anticipated to be a whole-scale revision to the current program. This exercise will creatively investigate and confirm its validity, and move on to the Conceptual Design phase.

HOST A VISIONING CHARRETTE: As early as possible after the kick-off meeting, OLC will lead a project vision charrette workshop for key project participants and leaders. The Charrette will focus on exploring a range of potential design solutions to meet the final programmatic requirements, site and building parameters, and sustainability guidelines. This interactive workshop will provide an opportunity for all the project stakeholders and representatives to affirm goals, explore multiple conceptual design options, evaluate site and facility approaches, and prioritize design strategies very quickly. At the end of the day, the intent is to have a clear concept in mind that everyone can get behind with confidence that it is the right solution for this building, on this site, in this community.

LISTEN TO THE COST MODEL: We understand the importance to maximize your projects with the least amount of impact to the community taxpayers. From day one our team will be providing you costs based upon the program elements you desire. Once a CMGC is selected and on board, we will assist them in providing you cost estimates based on 3D models, we have a professional cost estimating firm on our team to provide checks and balances and offer our collective experience as an assistance to a cost/benefit analysis.

OUR APPROACH TO SCHEMATIC DESIGN (SD): We understand that 90% of the end users spend 90% of their time inside the building. As a result, our design focus starts with the end user experience first and foremost. This includes:

- Study and respond to the needs of diverse user groups.
- Maximize the program areas with multi-function spaces, attention to program/SF ratios and cost savings, operational efficiency and maximum cost recovery.

- Start the design in the 3D Building Information Modelling (BIM) program immediately so that it can be studied and developed in three dimensions from the earliest stages of the process.

OUR APPROACH TO DESIGN DEVELOPMENT (DD): Once the building footprint has been finalized, the interior spaces defined, and the exterior aesthetics have been agreed upon, the Design Team begins to provide details to the overall vision of the facility. Utilizing the 3D model, we will go room-by-room, walking through the design in Virtual Reality so that the building can be seen and understood in all three dimensions. Room sizes can then be tweaked, windows and doors can be moved, cabinets can be added/modified, etc. etc.

One of the other goals of the Design Development phase is to coordinate all the building systems with our consultants. We will utilize BIM to do this as well, from the very early stages of understanding the ceiling and structure heights, to finalizing placement of ductwork, light fixtures, and fire sprinkler lines. BIM is truly revolutionary, allowing all to build the systems virtually and eliminate most conflicts in the field.

OUR APPROACH TO CONSTRUCTION DOCUMENTS (CD): All previous decisions will be incorporated into a final set of construction documents. Document quality is of the utmost importance and will be monitored constantly. Quality assurance (QA) reviews will take place weekly at our coordination meetings with consultants and subcontractor partners, with formal quality control (QC) reviews taking place at 60 percent and 90 percent completion. All key members of the Design Team will be part of these constructability and coordination review meetings. Once the reviews are complete, the permit plans and specifications will be issued to the City for final approval. Any final Plan review comments will then be incorporated into the set, and a full conformed set of documents will be issued for construction.

OUR APPROACH TO CONSTRUCTION ADMINISTRATION (CA): Many architectural firms hand-off a project to a completely different team to perform CA. Not OLC. It just makes sense to us to keep the same team together that knows the design, knows the documents, knows the Ownership group, knows the CMGC team, etc. etc. We will have the same dedicated team of professionals that were involved in the kick-off meeting, providing SDs, DDs and CDs, also performing the daily and weekly tasks of Construction Administration. This continuity and institutional knowledge of the Project will avoid costly conflicts in the field, aid in ensuring that the design intent is fully realized, and is absolutely critical to making certain that the systems and components in the design are installed and functioning correctly.

EXAMPLE SCHEDULE

EXAMPLE SCHEDULE FOR A \$3 – 7 M Project CITY OF COOPER CITY CONTINUING ARCHITECTURAL SERVICES CONTRACT	
PHASE AND TASKS	DURATION
INFORMATION GATHERING <ul style="list-style-type: none"> • Finalize agreement • Gather/review existing studies/conceptual design documents/data/site constraints • Prepare for kick-off meeting 	2 Weeks
PROJECT KICK-OFF <ul style="list-style-type: none"> • Kick-off meeting • Walk the site with City representatives • Establish design goals/philosophy/parameters <ul style="list-style-type: none"> - Team structure - Define the mission - Solidify the schedule/approval protocol - Define stakeholder groups - Public process strategy 	1 Day
PROGRAM CONFIRMATION <ul style="list-style-type: none"> • Review existing program and concept plans • Respond to needs/wants constraints • Prepare graphics for revised planning solutions • Evaluate program/adjacency opportunities • Prepare public meeting graphics 	2 Weeks
CONCEPT DESIGN <ul style="list-style-type: none"> • Design charrette with staff • Determine stakeholder responses/preferences • Evaluate existing concept, identify opportunities for improvement • Evaluate construction/site plans • Cost opinion • Prepare graphics for presentation 	3 Weeks
CONCEPT PLAN APPROVAL <ul style="list-style-type: none"> • Plan approval from City of Greenacres 	1 Week
DESIGN DEVELOPMENT <ul style="list-style-type: none"> • Detailed Design Including, but not limited to: <ul style="list-style-type: none"> - Landscape - M-E-P-S Engineering - Civil - Structural - Geotechnical - Survey - Technology • Code Compliance • DD Level Cost 	7 Weeks
CONSTRUCTION DOCUMENTS <ul style="list-style-type: none"> • Permit/Bid Ready Construction Documents • 60% Design Complete • 95% Design Complete Final Drawings and Specifications	11 Weeks
BIDDING/PERMITTING/NOTICE TO PROCEED/ CONSTRUCTION	12-14 months

WORKLOAD CHART

The OLC Team has the capacity and availability to complete any project resulting from this contract on schedule.

Name	Role	Current and Projected Workload			
		Project Name	Project Phase	Time Commitment	Completion Date
OLC					
Robert McDonald	Principal-in-Charge	Business development available for other assignments		50%	
		Teton County Bronc Achievement Center	CD	5%	Feb-25
		Lake County Rec & Aquatic Feasibility Study	Concepts	10%	Feb-25
		Arapahoe Park and Recreation District Trails Recreation Center Interior Renovations	CD	5%	Jan-25
		Town of Eagle Pool Replacement	CA	5%	Jan-25
		Arapahoe Park and Recreation District Lookout Park Pool Renovation	Concepts	5%	Jan-25
		City of Arvada Dover Tower Site Security Upgrade	CD	20%	Jan-25
Sam Elsheikh	Project Manager	Business development available for other assignments		33%	
		City of Palm Coast Southern Recreation Center Phase 2	CA	5%	Dec-24
		City of Palm Beach Gardens Burns Road Community Center	CA	12%	Jun-25
		City of Palm Beach Gardens Fieldhouse	CD	15%	Jan-25
		Village of Wellington Aquatics Center	CA	10%	Jul-25
Maged Elsheikh	Quality Assurance/Quality Control	Business development available for other assignments		35%	
		Palm Beach County Four Point Emergency Operation Center	SD/DD	15%	Jan-25
		Manatee County Animal Welfare Resource Center	CD	15%	Jan-25
		Manatee County Premier Sports Campus	DD	15%	Jan-25
		Manatee County Longboat Key North Learning Center	CA	10%	May-25
		Manatee County Washington Park Community Center	CA	10%	May-25
Michael St. John	Project Architect	Business development available for other assignments		30%	
		Disney Yacht & Beach Club - Stormalong Bay Rehab	CA	15%	Jul-25
		Disney Port Orleans Resort Renovation - Phase 1	CD	15%	Feb-25
		Disney Port Orleans Resort Renovation - Phase 2	CA	5%	Mar-25
		Disney Port Orleans Resort Renovation - Phase 3	CA	5%	May-25
		Disney Port Orleans Resort Renovation - Phase 4	SD	10%	Jan-25
		Disney Merchandise Shops Rehab	CA	5%	Feb-25
		Disney FY25 Guest Scope	SD	10%	Apr-25
Tania Parada	Senior Interior Designer	Business development available for other assignments		50%	
		City of Palm Beach Gardens Fieldhouse	CD	15%	Jan-25
		Arapahoe Park and Recreation District Trails Recreation Center Interior Renovations	CD	20%	Jan-25
		Village of Wellington Aquatics Center	CA	2%	Jul-25
		Carmody Facility Remodel	CA	2%	Jan-25
		City of Palm Beach Gardens Burns Road Community Center	CA	5%	Jun-25





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EXHIBIT A / REFERENCES

Our clients love us! We would love for you to contact them all for more information about our work that is either currently in progress or recently completed. We have provided a minimum of five references below for projects of similar scope and services. Detailed project information is included on the project sheets that follow.

REFERENCE	PROJECT INFORMATION
<p>City of Palm Beach Gardens David Reyes, Community Services Administrator 4050 Johnson Dairy Road Palm Beach Gardens, FL 33410 561.804.7015 dreyes@pbgfl.com</p>	<ul style="list-style-type: none"> • City of Palm Beach Gardens On-Call Contract, Palm Beach Gardens, FL • Palm Beach Gardens Tennis and Pickleball Center, Palm Beach Gardens, FL • Palm Beach Gardens The Nest Par 3 Golf Center, Palm Beach Gardens, FL • Burns Road Community Center, Palm Beach Gardens, FL • Burns Road Aquatic Center Pool House, Palm Beach Gardens, FL
<p>Palm Beach County Fernando DelDago, Director of Capital Improvements 2633 Vista Parkway West Palm Beach, FL 33411 561.233.5276 fdeldago@pbcgov.org</p>	<ul style="list-style-type: none"> • Palm Beach County Aqua Crest Pool, Delray Beach, FL • Housing Resource Center 2, West Palm Beach, FL
<p>City of Palm Coast Carl Cote, Dir. of Stormwater & Engineering 160 Lake Avenue Palm Coast, FL 32164 386.986.3748 or 603.867.0790 ccote@palmcoastgov.com</p>	<ul style="list-style-type: none"> • Palm Coast Southern Recreation Center, Palm Coast, FL • City of Palm Coast On-Call Contract, Palm Coast, FL
<p>Manatee County David Arbelaez Montoya, Project Manager 1112 Manatee Avenue West Bradenton, FL 34205 941.748.4501 ext. 3063 david.arbelaezmontoya@mymanatee.org</p>	<ul style="list-style-type: none"> • Manatee County On-Call Contract, Manatee County, FL • Animal Welfare Resources Center, Location • Washington Park Community Center, Palmetto, FL • Longboat Key North Learning Center, Longboat Key, FL • Braden River Park Field Replacement, Bradenton, FL
<p>City of Ocala Sean Lanier, City Engineer 1805 NE 30th Avenue, Building 600 Ocala, FL 34470 352.629.8366 slanier@ocalafl.org</p>	<ul style="list-style-type: none"> • City of Ocala On-Call Contract, Ocala, FL • Mary Sue Rich Community Center, Ocala, FL
<p>Apex Park and Recreation District Hillary Roemersberger 13150 W. 72nd Ave. Arvada, CO 80005 303.463.4297 HillaryR@ApexPRD.org</p>	<ul style="list-style-type: none"> • Arvada Aquatics Center, Arvada, CO
<p>City of Arvada Kim Vagher Manager of City Facilities 8101 Ralston Road, Arvada, CO 80002 720.898.7681 kvagher@arvada.or</p>	<ul style="list-style-type: none"> • City of Arvada On-Call Contract, Arvada, CO • Arvada Economic Development Association, Arvada, CO

PALM BEACH GARDENS TENNIS & PICKLEBALL CENTER

PALM BEACH GARDENS, FLORIDA



SIZE
16.4 Acres, 11,000 sf

ORIGINAL / FINAL COST
\$4.4 M

PROJECT DATE
August 2018 - September 2020
On Call 2020 - 2025

FIRM'S ROLE
Architect of Record
Interior Design

FEES
\$420,150.00

PROJECT DESCRIPTION
OLC served as the Architect of Record for the 11,000 sf **Palm Beach Gardens Tennis & Pickleball Center**. The City staff and citizens were delighted with the final building design and the highly responsive services provided by OLC throughout the project's design and construction. When the City issued an RFP for a **Continued Services Contract**, OLC submitted alongside 82 other respondents. OLC's prior service level and quality of design propelled us to be one of only 5 Architects selected. The contract is valid for 5 years, beginning November 2020, and active for projects under \$4 million.

As part of this contract, in February 2021, OLC was awarded an assignment to adapt the design for the Palm Beach Gardens Tennis Center, to serve as the **Par-3 Golf Club House**, involving an approximately 50% change in the original design. The continued contract for Palm Beach Gardens, was also used by the City of Palm Coast as a Piggyback; to provide Master Planning Services and concept plans for the **expansion of the Racquet Center**. The project includes increasing the tennis court count from the current 10 courts to 25 courts; the addition of 16 Pickle ball courts; and a new 10,000 sf Tennis Clubhouse. This master planning work was completed in March 2021. Subsequently, an RFP was issued based on the Master Plan Work to provide full Architect of Record Design services.



THE NEST PAR 3 GOLF CLUBHOUSE

PALM BEACH GARDENS, FLORIDA



SIZE
12,400 sf

ORIGINAL / FINAL COST
\$5.9 M / \$6.1 M

PROJECT DATE
January 2021 - April 2023

FIRM'S ROLE
Architect of Record
Interior Design

FEES
\$357,232.27

PROJECT DESCRIPTION

The Nest Par 3 Golf Clubhouse includes a two-story driving range featuring 18 covered hitting bays equipped with Trackman technology for precision practice. Inside the clubhouse, a spacious hub houses a golf shop, cart storage, offices, and a conference room. Additionally, it offers food and beverage concessions catering to the clubhouse and the driving range, creating a perfect balance of functionality and relaxation. Two multipurpose rooms open up to the driving range for those looking to host events, making them suitable for various gatherings and occasions. To enhance the experience, the Par 3 Golf Club House offers indoor and outdoor bars. You can enjoy the scenic beauty from the second-floor indoor/outdoor bar or visit the first-floor outdoor bar. The Par 3 Golf Club House sets a new standard for golfing experiences, offering top-tier amenities and breathtaking surroundings that will delight golf enthusiasts.

The original construction value was \$5.9M, with change orders of \$149,842.60 due to escalation and \$43,917.63 for other changes, bringing the total project value to \$6.1 M. Initially scheduled for completion in December 2022, the project was delayed by 111 days due to electrical and generator issues, resulting in an actual completion date of April 2023.



BURNS ROAD COMMUNITY CENTER

PALM BEACH GARDENS, FLORIDA



SIZE
57,400 sf

ORIGINAL / FINAL COST
\$32 M / TBD

PROJECT DATE
November 2021 - TBD

FIRM'S ROLE
Architect of Record
Interior Design

FEES
TBD

PROJECT DESCRIPTION

For the Burns Road Community Center, OLC initially worked on Phase 1 to build a new pool house that included control, lifeguard offices, locker rooms, and storage. OLC was also awarded Phase 2 and 3 to expand and renovate the existing 43,300 sf community center.

The proposed design allowed for the demolition of a portion of the existing building, for the new 2-story expansion of 29,420 sf, changing the image of the facility to a more modern look, providing additional amenities and office spaces. Phase 3 included the renovation of 28,000 sf of the existing building by converting it into a certified daycare for infants to 4 years, as well as an after school program, and media center.

OLC recommended reducing the design stage schedule by carrying out the design and documentation in two separate packages in parallel and based on the bid outcome, the client will have the option to proceed with Phase 2 and delay Phase 3 until the funds got secured or proceed with both phases together. This project is still in progress.



BURNS ROAD AQUATIC CENTER POOL HOUSE

PALM BEACH GARDENS, FL



SIZE
4,500 sf

ORIGINAL / FINAL COST
\$3.5 M / TBD

PROJECT DATE
November 2021 - TBD

FIRM'S ROLE
Architect of Record

FEES
TBD

PROJECT DESCRIPTION

OLC is providing Design/Build services for an aquatics center building to replace the existing pool house and lifeguard building, to expand its aquatic offerings and to fulfill resident's needs. The project will have a well-defined entry with check-in area with sufficient control that is segregated from other community center functions. Patrons will have the ability to reach aquatic destination without checking in at the community center first. Sizable, dividable and flexible locker room will accommodate 2 different teams during swim meets, and they can be separated to provide recreational lockers verse adult/ team lockers. ***This project is still in progress.***



HOUSING RESOURCE CENTER 2

WEST PALM BEACH, FLORIDA



SIZE
20,200 sf

ORIGINAL / FINAL COST
\$14 M / \$14 M

PROJECT DATE
November 2019 - December 2023

FIRM'S ROLE
Architect of Record
Interior Design

FEES
\$496,712

PROJECT DESCRIPTION

This interim housing and resource center in Palm Beach County offers a 90-day transitional program for the unhoused, helping them find employment, access education, locate rental apartments or shared housing, and providing basic furniture. The facility includes offices for counseling and intake, a dining area, and a community hall. There are 60 bedrooms, each equipped with a bed, wardrobe, and desk, organized into pods for men, women, families, and male and female youth. Additionally, there are three private bedrooms for couples and 14 beds for short-term stays of up to 30 days. This project was federally funded and had a total value of \$14 million, with a 5% contingency allocated. Of this contingency, 60% was returned to the owner. The project was initially scheduled for completion in October 2023; however, due to extensions granted totaling 60 days, the actual completion date was in December 2023.

For this project, we understood that approval could take several months to obtain. For the architectural services, it took 23 weeks. As this was a CMAR contract, OLC requested to start the process of CM approval. It is crucial to the schedule and to the success of the project to have the CM on board early on and have an initial budget estimate after the SD phase and then after the DD phase. Due to schedule constraints, OLC completed the design development package and then had to be on hold for nine weeks to get the budget estimate. OLC worked with the owner to reduce the project's scope to fit the budget and completed the construction documents, including the redesign and redoing of the documentation, in 10 weeks instead of 12.



PALM BEACH COUNTY AQUA CREST POOL

DELRAY BEACH, FLORIDA



SIZE
5000 sf + 52 meters x 25 yard
Competition Pool and Diving
Well/2000 sf Leisure Pool/2
Slides/Shade Structures

ORIGINAL / FINAL COST
\$12 M / TBD

COMPLETED
2021

FIRM'S ROLE
Architect of Record
Interior Design

FEES
TBD

PROJECT DESCRIPTION

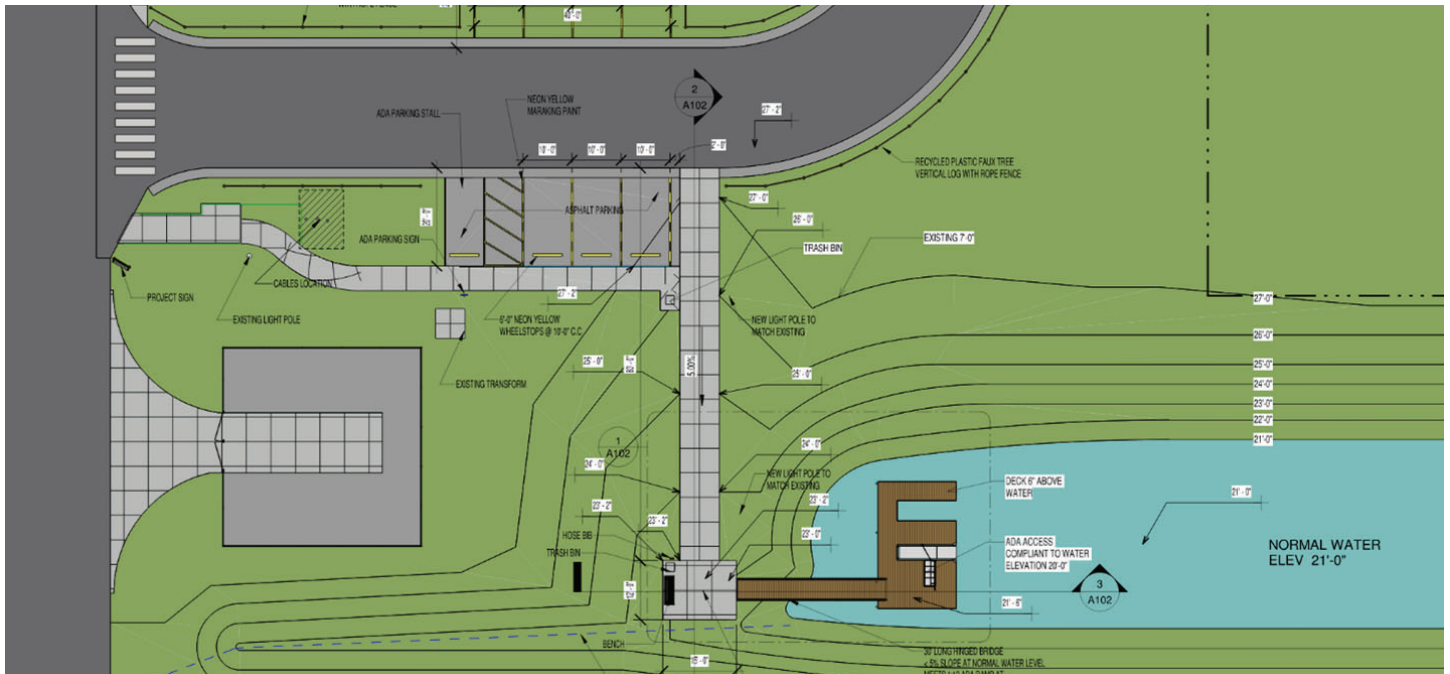
This project will address the need for a renovation of the Aqua Crest Pool Complex. OLC worked with the client to propose the complete demolition of the existing pool site and amenities. The new design will include two zones, the first zone for competitive swimmers, that includes an all-new 52-meter, 25-yard-10-lane pool with a separate dive well, and moveable bulkhead with traditional diving. The family destination of the aquatic center will consist of an interactive zero to 2.5' depth play pool and features that feed into a teaching pool. It will also feature three flume slide. The addition of a new building structure will house administration offices, ticketing, guard room, first aid room, weights training, locker rooms and concessions.

The project also includes an adequate deck and artificial grass area for picnic tables and sound amplification; non-permeable shade structures; multipurpose party/classroom space with subdivision capabilities; increased visibility; and a new marquee sign with messaging capability. ***This project is still in progress.***



PALM COAST ARCHITECTURAL ON-CALL CONTRACT

PALM COAST, FLORIDA



SIZE
Multiple Projects

ORIGINAL / FINAL COST
TBD

COMPLETED
Multiple Projects - TBD

FIRM'S ROLE
Architect of Record
Master Planning
Concept Design

FEES
TBD

PROJECT DESCRIPTION

OLC has completed additional projects under our City of Palm Coast's On-Call services contract including:

Matanzas Canoe/Kayak Launch

OLC designed a Canoe/ Kayak launch leading to a large lake, in addition to asphalt and grass parking for the residents of Palm Coast. (Pictured above)

Palm Harbor Maintenance Building Wall Replacement

OLC evaluated 50 linear feet and five perpendicular 12' walls in the maintenance area where they store sand and gravel. A segment of the main wall was broken and the conclusion was to demo the perpendicular walls and the broken segment of the main wall, add rebar and grout to fill the remaining segments' cells, and increase the height. (Pictured below)

City Hall Exterior Canopy

OLC designed an exterior canopy to provide an outdoor space to be used by staff connected to the break room. (Pictured below)

Rain Garden

OLC provided a rain garden as an outdoor enhancement.



PALM COAST SOUTHERN RECREATION CENTER

PALM COAST, FLORIDA



SIZE
11,000 sf

ORIGINAL / FINAL COST
\$10.6 M / \$11.2 M

PROJECT DATE
May 2021 - February 2024

FIRM'S ROLE
Architect-of-Record

FEES
\$756,017

PROJECT DESCRIPTION

The Palm Coast Recreation Center is on track to achieve LEED Gold certification, positioning it to reach Net Zero status. By incorporating highly efficient mechanical and lighting systems, the building significantly reduces energy demand, allowing solar panels to cover up to 70% of its energy needs. Plans for expanding the solar array, guided by continuous energy monitoring, align with the client's goal of achieving Net Zero. The Palm Coast Tennis Center, originally a USTA National Award winner, is expanding to meet evolving community needs. OLC's updated master plan includes adding 5 Hydro courts, a 400-seat stadium court, 6 hard courts, 4 junior courts, a training wall, and 17 pickleball courts. This project is phased, with Phase One focusing on the Southern Recreation Center. Phase One of the expansion includes the 11,500-square-foot Southern Recreation Center, designed by OLC. This facility features a social lobby, outdoor seating with court views, locker rooms, a kitchen and bar, multipurpose rooms, and 12 new pickleball courts, 6 of which are undercover, connecting to the Trail Head facility, solidifying its role as a key recreational hub. ***The original construction value was \$10.5 M with change orders amounting to \$580,242 from the owner and \$118,151 from other changes. Initially scheduled for completion in December 2023, the project experienced a 36-day delay due to electrical gear issues, resulting in an actual completion date of February 2024.***



MARY SUE RICH COMMUNITY CENTER

OCALA, FLORIDA



SIZE
41,750 sf

ORIGINAL / FINAL COST
\$9 M / \$9.7 M

PROJECT DATE
December 2019 - November 2022

FIRM'S ROLE
Architect of Record
Interior Design

FEES
\$932,067

PROJECT DESCRIPTION

This new two-story building is the hub of the community serving a diverse age population with designated indoor spaces for senior, youth, and family programs. The facility includes a 400-seat banquet/event space that can be divided into three rooms and a kitchen that will serve senior and kids' after-school meals, in addition to catering and public cooking options. Health and wellness facilities include an open fitness area, indoor walking track, two multipurpose studios with operable partitions for larger mind/body and dance studio groups; two full basketball court gymnasiums with 120-person bleachers for each court; indoor playground with connection to one of the courts to be used for camps; senior studio and multipurpose room, library and media center, and huddle rooms for tutoring and health advice. In the future, the City will be adding outdoor spaces, including an outdoor playground and event lawn, and community garden.

The original construction value was \$9 M, with change orders of \$611,385 for removing unforeseen covered trash and replacing soil, plus \$66,650 for other changes, bringing the total project value to \$9.7 M. Initially scheduled for completion in September 2022, the project was granted a 65-day extension due to the impact of Covid, resulting in an actual completion date of November 2022.



MANATEE COUNTY ON-CALL CONTRACT

MANATEE COUNTY, FLORIDA



SIZE

Multiple Projects

ORIGINAL / FINAL COST

TBD

PROJECT DATE

Multiple Projects - TBD

FIRM'S ROLE

Architect of Record
Master Planning
Concept Design

FEES

TBD

PROJECT DESCRIPTION

OLC has completed multiple projects under our Manatee County On-Call Services Contract including:

Braden River Park

The project is replacing sod baseball field to synthetic artificial field including fences, backstop, LED lights, and score board in Braden River Park.

66th Street Passive Park

The project is 40 acres wooded site to be transformed to a passive park with 50 parking spaces, pavilions, prefabricated restrooms, large and small dog park, and 1 and ½ mile pedestrian trail.

Premier Sports Campus

The project is part of a larger sports complex. This phase of the project is to create a new 2 official size soccer synthetic turf fields with observation area, fence and LED light. (Pictured below)

Animal Welfare Resource Center Renovation

Renovating an existing building to have offices, pets' clinic, cats and dogs meet and greet, indoor training area and outdoor training area. (Pictured above)



MANATEE COUNTY ON-CALL - WASHINGTON PARK COMM CNTR

PALMETTO, FLORIDA



SIZE
5,000 sf

ORIGINAL / FINAL COST
TBD

PROJECT DATE
In Progress

FIRM'S ROLE
Architect of Record

FEES
TBD

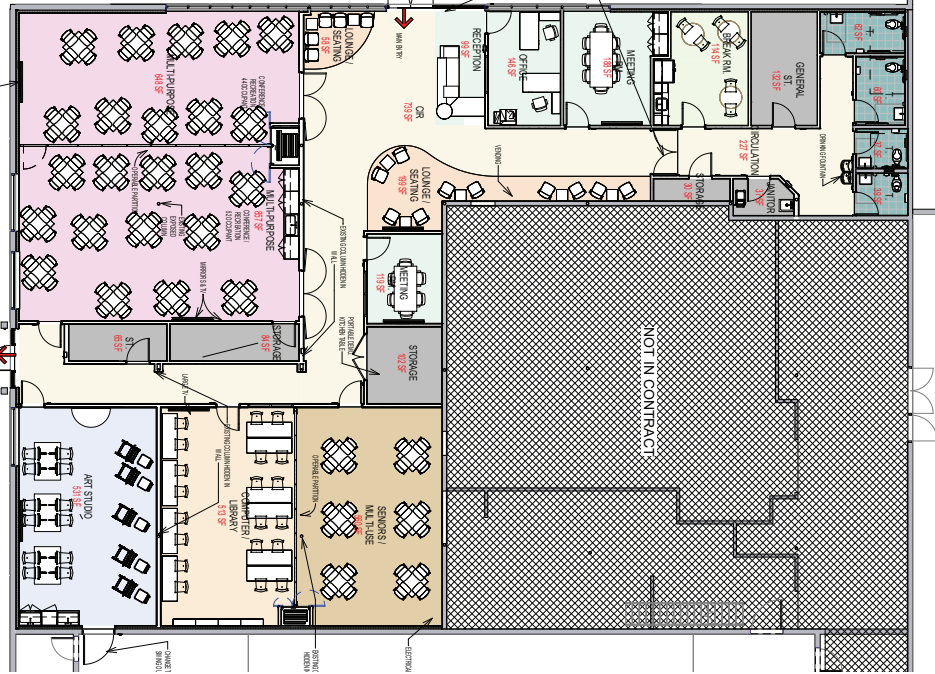
PROJECT DESCRIPTION

The Washington Park Community Center is part of OLC's ongoing services contract with Manatee County. This new 5,000 sf facility will feature multi-purpose rooms, a kid's area, a learning center, a kitchen, and support utilities. The site, previously a dump, required significant environmental mitigation, including the installation of an underground monitoring system and the use of a deep foundation to avoid the buried glass and wood debris. ***This project is still in progress.***



MANATEE COUNTY ON-CALL - LBK NORTH LEARNING CENTER

LONGBOAT KEY, FLORIDA



SIZE
6,140 sf

ORIGINAL / FINAL COST
TBD

PROJECT DATE
In Progress

FIRM'S ROLE
Architect of Record

FEES
TBD

PROJECT DESCRIPTION

The Longboat Key North Learning Center occupies 6,140 sf within Whitney Beach Plaza. This initiative, developed through a collaborative effort between Manatee County and the School District of Manatee County, will be managed by Manatee Technical College, offering fee-based adult enrichment classes aimed at both local residents and visitors. The facility is strategically positioned near local amenities, promoting a vibrant community hub. Additional plans include the potential installation of an ADA-compliant boat dock to support local transportation needs. ***This project is still in progress.***



MANATEE COUNTY ON-CALL - STORMWATER FACILITY

BRADENTON, FLORIDA



SIZE

3.5 Acres

ORIGINAL / FINAL COST

TBD

PROJECT DATE

In Progress

FIRM'S ROLE

Architect of Record

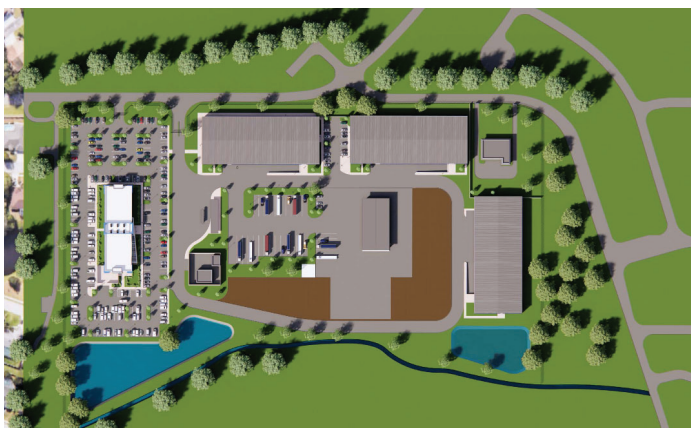
FEES

TBD

PROJECT DESCRIPTION

The County has engaged OLC to conduct master planning exercises for a newly acquired 3.5-acre extension of the county-owned 15.5 acres of land adjacent to it, which houses the stormwater facilities with a total lot of 19 acres. We will conduct a thorough site analysis and integrate stormwater management findings in the master planning phase and develop initial design concepts for stakeholder feedback in the concept design phase. Finally, we will support rezoning to ensure compliance and construction readiness. We aim to deliver a comprehensive and sustainable master plan and a state-of-the-art office building that meets the County's needs with resiliency and efficiency.

OLC collaborated with the stormwater management team, the county project manager, and the county-appointed civil engineer to propose the most valuable site to the county and plan for future expansions without the need to rezone. The site will consist of a new hurricane-resistant office building to accommodate 150 to 175 staff members in addition to multiple training rooms, restrooms, a break room, a dining area, a kitchen, and locker rooms with showers. It also allows the use of the multifunction regions to be transformed into a sleeping area for the staff through hurricanes. Parking will be provided to serve the employees' private vehicles and county-owned cars. Additionally, future expansions will allow for three warehouses, each with 36,000 sf of storage and some support offices and restrooms on the mezzanine level. An additional 2,000 sf heavy trucks workshop will be included, along with defined and optimized areas for staging materials and circulation paths within the lot, ensuring efficient movement of trucks and equipment. ***This project is still in progress.***



CITY OF ARVADA ARCHITECTURAL SERVICES CONTRACT

ARVADA, COLORADO



SIZE

Multiple Projects

ORIGINAL / FINAL COST

TBD

COMPLETED

TBD

FIRM'S ROLE

Architect of Record

FEES

TBD

PROJECT DESCRIPTION

Below are projects that OLC has completed under the City of Arvada's On-Call Services Contract:

Lake Arbor Pool

The perimeter pool piping and scuppers were replaced in their entirety and the pool was completely re-plastered. A new pool heater and chemical delivery system was installed. The kiddie slide was also replaced with an interactive water play feature. The exterior of the bath house was repaired and repainted with an updated color scheme.

Arvada Economic Development Association Office

An existing recording studio office was renovated into a new office space for the Arvada Economic Development Association, including one enclosed office, three open workstations, reception area and coffee counter.

Dover Tower

A custom steel and composite wood security fence was designed to enclose the existing Emergency Response Communication Tower. The scope includes an automatic rolling gate, lighting and security cameras.



ARVADA AQUATICS CENTER

ARVADA, COLORADO



SIZE

50,000 sf

ORIGINAL / FINAL COST

\$40 M

COMPLETED

2024

FIRM'S ROLE

Architect of Record
Interior Design

FEES

\$2,149,931

PROJECT DESCRIPTION

The 50,000 sf, \$36 M Arvada Aquatics Center includes a 50-meter x 25-yard pool with on-deck seating for 300-400 people; Spectator seating for 800; a separate shallower pool with warmer water for a variety of uses and programming; locker rooms for men, women and officials; universal changing rooms; pool mechanical room; lobby and office space; and support space, including additional parking, of approximately 50% more than existing.

"The completion of this state-of-the-art aquatics facility has been a once in a lifetime opportunity. This project exemplifies the great work we can accomplish to improve access to high quality competition and recreation amenities when we come together as partner organizations. OLC, Jeffco Public Schools and Apex Park and Recreation have been critical in the success of the project and the investment in the quality of life for the Arvada community and swimmers and divers throughout the region." - Kim Vagher, Manager of City Facilities, City of Arvada





Required forms and other documentation below are included in this section.

RFQ Forms and Addendums:

- Proposal Certification Form
- Sworn Statement regarding Public Entities Crimes
- Non-Collusion Form
- Scrutinized Companies Certification Form
- E-verify Certification Form
- Conflict of Interest Disclosure Form
- Acknowledgment of Addendum(s)

“OLC provided architecture services for our \$4 million renovation of the Oviedo YMCA. We are very pleased with the level of service that we received. They listened to our needs and were able to quickly and efficiently translate them to a plan that accomplished all of our goals and objectives.

Their constant availability and lightning quick response time for questions, clarifications, and changes has been very much appreciated and a refreshing change from our experience with other firms. We highly recommend them and look forward to working with them on future YMCA of Central Florida projects.”

Nicole G. Micheli, Director of Planning, YMCA Oviedo, Florida



PROPOSAL CERTIFICATION FORM

I hereby declare that I have carefully examined this RFQ, and any other documents made a part of this RFQ.

I hereby propose to furnish the services specified in this RFQ. I agree that my Statement of Qualifications will remain firm for a period of 180 days in order to allow the City adequate time to evaluate the Statement of Qualifications.

I certify that all information contained in this Statement of Qualifications is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this Statement of Qualifications on behalf of the firm.



Authorized Signature

Robert McDonald, CEO/Senior Principal

Printed Name & Title

Ohlson Lavoie Corporation

Company Name

2054 Vista Parkway, Suite 400

Company Address

West Palm Beach, FL, 33411

City, State, Zip Code

12/12/24

Date

303.881.9961

Phone Number

rmcdonald@olcdesigns.com

Email Address

NON-COLLUSION AFFIDAVIT

By submission of this affidavit, the Proposer certifies that this price is made independently and free from collusion. Proposer shall disclose below, to the best of its knowledge, any City of Cooper City officer or employee, or any spouse, son, daughter, stepson, stepdaughter, or parent of any such officer or employee, who is an officer or director of, or has a material interest in, the Proposer's business who is in a position to influence this procurement. Any City of Cooper City officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement. For purposes hereof, a person has a material interest if he or she directly or indirectly owns more than five percent (5%) of the total assets or capital stock of any business entity, or if he or she otherwise stands to personally gain if the contract is awarded to this vendor.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City of Cooper City Code of Ordinances.

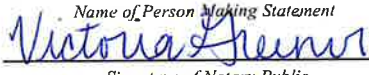
NAME

RELATIONSHIP

_____	_____
_____	_____
_____	_____



Signature

STATE: <u>Florida</u>
COUNTY: <u>Orange</u>
Sworn to (or affirmed) and subscribed before me this <u>23rd</u> day of <u>December</u> , 20 <u>24</u> , by: <u>Robert McDonald</u>
<i>Name of Person Making Statement</i>
<u></u>
<i>Signature of Notary Public</i>
<u>Victoria Greiner</u>
<i>Name of Notary Public (Typed, Printed, Stamped)</i>
Notary Public, State of Florida Victoria Greiner My Commission HH 229352 Exp. 2/15/2026
Personally Known: <input checked="" type="checkbox"/> OR Identification Produced: _____
Type of Identification Produced: _____

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

(To be signed in the presence of a notary public or other officer authorized to administer oaths.)

STATE OF Florida COUNTY Orange

Before me, the undersigned authority, personally appeared, who, being by me first duly sworn, made the following statement:

Name of Proposer Ohlson Lavoie Corporation

Business address 2054 Vista Parkway, Suite 400, West Palm Beach, FL 33411

I understand that a public entity crime as defined in Section 287.133 of the Florida Statutes includes 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 in Florida or with an agency or political subdivision of any other state or with the 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 any such agency or political subdivision and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

I understand that “convicted” or “conviction” is defined by the statute to mean a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

I understand that “affiliate” is defined by the statute to mean (1) a predecessor or successor of a person or a corporation 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, or (3) those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate, or (4) a person or corporation who knowingly entered into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months.

Please mark the appropriate paragraph below:

Neither the proposer, contractor, nor any officer, director, executive, partner, shareholder, employee member or agent who is active in the management of the proposer or contractor nor any affiliate of the proposer or contractor has been convicted of a public entity crime subsequent to July 1, 1989.

_____ There has been a conviction of a public entity crime by the proposer or contractor, or an officer, director, executive, partner, shareholder, employee, member or agent of the proposer or contractor who is active in the management of the proposer or contractor or an affiliate of the proposer or contractor. A determination has been made pursuant to Section 287.133(3) by order of the Division of Administrative Hearings that it is not in the public interest for the name of the convicted person or affiliate to appear on the convicted vendor list. The name of the convicted person or affiliate is _____.

A copy of the order of the Division of Administrative Hearings is attached to this statement.



Proposer's Signature

STATE: <u>Florida</u>
COUNTY: <u>Orange</u>
Sworn to (or affirmed) and subscribed before me this <u>23rd</u> day of <u>December</u> , 20 <u>24</u> , by: <u>Robert McDonald</u>
<i>Name of Person Making Statement</i>
<u>Victoria Greiner</u>
<i>Signature of Notary Public</i>
<u>Victoria Greiner</u>
<i>Name of Notary Public (Typed, Printed, Stamped)</i>
Notary Public, State of Florida Victoria Greiner My Commission HH 229352 Exp. 2/15/2026
Personally Known: <input checked="" type="checkbox"/> OR Identification Produced: _____
Type of Identification Produced: _____

SCRUTINIZED COMPANIES CERTIFICATION
(PURSUANT TO FLORIDA STATUTE § 287.135)

I, Robert McDonald, CEO/Senior Principal, on behalf of Ohlson Lavoie Corporation,
Print Name and Title Company Name

certify that Ohlson Lavoie Corporation does not:
Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to the Company of the City's determination concerning the false certification. The Company shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Company does not demonstrate that the City's determination of false certification was made in error, then the City shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the City from:

- 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S., or is engaged in a boycott of Israel; and,
- 2) Contracting with companies for goods or services over \$1,000,000.00 that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Company, I hereby certify that the company identified above in the section entitled "Company Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List; the Scrutinized Companies with Activities in Sudan List; the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and is not engaged in business operations in Syria. I understand that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the City for goods or services may be terminated at the option of the City if the company is found to have submitted a false certification or has been placed on any of aforementioned lists.



* SIGNATURE

Robert McDonald, CEO/Senior Principal
PRINT NAME & TITLE

* Individual must have the authority to bind the Company.

Form must be executed and returned with attached proposal to be considered.

E-VERIFY FORM

Definitions:


“Contractor” means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

“Subcontractor” means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors, and subcontractors will begin required registration with, and use of the E-verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security’s E-Verify System to verify the employment eligibility of:

- a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and
- b) All persons (including sub-vendors/sub-consultants/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security’s E-Verify System during the term of the contract is a condition of the contract with the City of Cooper City; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name: Ohlson Lavoie Corporation
Authorized Signature: 
Print Name: Robert McDonald
Title: CEO/Senior Principal
Date: 12/12/24

CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, *Florida Statutes*. All Proposers must disclose within their Proposal: the name of any officer, director, or agent who is also an employee of the City of Cooper City.

Furthermore, all Proposers must disclose the name of any City employee who owns, directly or indirectly, an interest of more than five percent (5%) in the Proposer's firm or any of its branches.

The purpose of this disclosure form is to give the City the information needed to identify potential conflicts of interest for evaluation team members and other key personnel involved in the award of this contract.

The term "conflict of interest" refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any City duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

 X To the best of our knowledge, the undersigned firm has no potential conflict of interest due to any other cities, counties, contracts, or property interest for this Proposal.

 The undersigned firm, by attachment to this form, submits information that may be a potential conflict of interest due to any other cities, counties, contracts, or property interest for this Proposal.

Acknowledged by:

Ohlson Lavoie Corporation
Firm Name


Signature

Robert McDonald, CEO/Senior Principal
Name and Title (Print or Type)

12/12/24
Date



Addendum #1 - CLARIFICATIONS

(Issued Monday, November 25, 2024)

RFQ 2024-1-PW, Continuing Professional Consulting Services (CCNA)

This addendum is issued to make the following change(s)/correction(s)/clarification(s) to:

Question 1: There appear to be multiple dates listed in the RFQ regarding the submission deadline. Could you please clarify the final and correct deadline?

Answer 1: The correct Due Date is Friday December 13, 2024 at 3pm

Acknowledgment of Addendum #1

Bidders hereby acknowledges that he/she has received and understands the information contained in this Addendum. Bidders further acknowledges that this page **MUST** be signed and returned with its Bid, along with any revised Bid Forms, if applicable.

Acknowledged by:		Company:	Ohlson Lavoie Corporation
Print Name:	Sameh Elsheikh	Date:	12/2/2024



Addendum #2 - CLARIFICATIONS

(Issued Tuesday, December 3, 2024)

RFQ 2024-1-PW, Continuing Professional Consulting Services (CCNA)

This addendum is issued to make the following change(s)/correction(s)/clarification(s) to:

Due to the holidays, the due date for the submission of this proposal has been extended to Monday, January 6, 2024 at 3:00pm.

Acknowledgment of Addendum #2

*Bidders hereby acknowledges that he/she has received and understands the information contained in this Addendum. Bidders further acknowledges that this page **MUST** be signed and returned with its Bid, along with any revised Bid Forms, if applicable.*

<i>Acknowledged by:</i>		<i>Company:</i>	<u>Ohlson Lavoie Corporation</u>
<i>Print Name:</i>	<u>Sameh Elsheikh</u>	<i>Date:</i>	<u>12/3/2024</u>



Addendum #3 - CLARIFICATIONS

(Issued Monday, December 9, 2024)

RFQ 2024-1-PW, Continuing Professional Consulting Services (CCNA)

This addendum is issued to make the following change(s)/correction(s)/clarification(s) to:

Question 1: Does the City want the Proposers to include five references for each category?

Answer 1: No. Five (5) references will be sufficient

Question 2: Under what section does the City prefer the Proposers to include their project experience (besides the reference section)?

Answer 2: TAB 6 References please provide the details of "Project Experience" per each area your firm desires to be considered the prime consultant.

Question 3: Our firm is able to provide more than one of the requested services. Section 2.1 Introduction of the solicitation states, "a firm may submit only as a prime." Is the City looking for us to (a) ONLY submit for services specific to each Exhibit A in which we will be prime and omit any potentially needed sub-consultant? Alternatively (b) include sub-consultants that we anticipate would be needed, even if they have their own dedicated Exhibit A? (For example: How do we address Civil Engineering as prime and Geotechnical Engineering as a sub-consultant?)

Answer 3: The City desires only the prime consultant, as identified in Exhibit A.

Question 4: Would the City consider extending the deadline due to the holidays?

Answer 4: Yes. January 6th 2025

Question 5: Section 1.21 requests that an original and three copies be submitted in a sealed envelope, with a USB. Does the city prefer a certain method for binding the hard copy responses (e.g. spiral bound vs three-ring binder)?

Answer 5: No preference on binding

Question 6: How much work (\$ amount and type of projects) were distributed under the previous continuing contract?

Answer 6: The City currently has several contracts and approximately twenty-five (25) active capital projects of varying scale, cost, and complexity. It is also preparing to enter the bond market soon to obtain a rating and secure funding for many more projects over the next one to two years.

Question 7: Is there an existing contract in place for these services, and if so, could you confirm the incumbent's name?

Answer 7: Currently the city has three (3) contracts in place: Hazen and Sawyer, Chen Moore & B Corradino Group. Additionally, there are several existing contracts for services. However, the City wishes to deepen the pool of available consultants, and values small to intermediate sized firms who can complete the types of projects Cooper City has to complete, including water and wastewater utility projects, general fund and public works capital projects, building facilities, resiliency and other types of projects (such as lighting, electrical, MEP and other services).

Question 8: While we understand this is a continuing contract, could you provide information on any allocated budget, or the budget assigned to previous or similar projects?

Answer 8: The City has projects that will range from several hundred thousands of dollars to as much as twelve to twenty million dollars in magnitude, and include the various types of projects outlined in response to question 8 (eight) above.

Question 9: Is it acceptable to submit the proposal ONLY via DemandStar?

Question 9: Yes

Question 10: Could you please confirm whether the current RFQ 2024-1-PW will replace the contracts previously awarded under RFQ 2020-1-UTL? If that is the case, would CMA need to resubmit to be reconsidered under the new RFQ?

Question 10: Existing contracts have been replaced by submissions under RFQ 2024-1-PW. CMA should submit again under this RFQ. Any contracts that have already been executed will proceed to completion, but new assignments will require re-selection through this RFQ.

Question 11: Can we use 11 x 17 paper size for the organizational chart?

Question 11: Yes but fold it into 8.5 x 11 inch size book.

Question 12: Can we extend Exhibit B to include all project team members and add a column for "Other"?

Question 12: Yes

Question 13: Page 46, Domestic Partnership has two sections – Section one has applicable information to select, Section two mentions contract price terms and is not applicable to section one – How do we proceed?

Question 13: Please select an item for Section Two only if Item #4 in Section One is selected

Question 14: If a firm is pursuing continuing consulting services for architectural services, should that firm include subconsultants/services such as MEP, Structural etc.?

Question 14: Yes, and if you change these, the Contract eventually executed should require you to update any of these selections and

request approval by City before using any different sub consultants.

Question 15: We would like to know if the City wants subconsultants included in the proposal submittal. If subconsultants are to be included should they fill out the Exhibits A & B?

Question 15: No, those sub consultants would not necessarily need to complete the Exhibit A & B inquiries. We can evaluate them through the proposal review process.

Question 16: In regard to the above referenced project, is it acceptable to recreate the Exhibit B form (page 2) with the table that lists the project team? It is difficult to fit the information on the form provided with the RFQ. :

Question 16: Yes, please complete Form 330, Parts I and II, as required by the RFQ. The form has been uploaded to Demandstar as an amendment.

Question 17: Is the expectation of the City that each firm submits its qualifications as a sole entity and not as a team with subconsultants?

Question 17: Yes. Each consultant should submit its own qualifications and list its sub consultants to be used, not as a team of consultants. The City desires specialized consultants that can self-perform a substantial amount of work included in the project, but acknowledges some sub consultants may be needed for specific needs in portions of any project undertaken.

Question 18: As currently worded, we believe that the indemnity provisions in Section 1.15 on page 8, and Article 6.1 on page 56, of the RFQ does not comply with FL Statute 725.08 and is unenforceable. Will you agree to reword the indemnification to conform with the statute? Suggested language per FL Statute 725.08: "The design professional shall indemnify and hold harmless the agency, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the design professional and other persons employed or utilized by the design professional in the performance of the contract."

Question 18: The City will ensure that contract awarded pursuant to the RFQ is consistent with Sec. 725.08, F.S., and the other requirements of Florida law.

City of Cooper City, Florida
RFQ 2024-1-PW,
Continuing Professional Consulting Services (CCNA)
Addendum #2 - Clarifications

Acknowledgment of Addendum #3

Bidders hereby acknowledges that he/she has received and understands the information contained in this Addendum. Bidders further acknowledges that this page **MUST** be signed and returned with its Bid, along with any revised Bid Forms, if applicable.

Acknowledged by:		Company:	Ohlson Lavoie Corporation
Print Name:	<u>Ronert McDonald</u>	Date:	<u>12/27/2024</u>

City of Cooper City, Florida
RFQ 2024-1-PW
Continuing Professional Consulting
Services (CCNA) Addendum #4
Clarifications



Addendum #4

(Issued Thursday, December 12, 2024)

RFQ 2024-1-PW, Continuing Professional Consulting Services (CCNA)

This addendum is issued to make the following change(s)/correction(s)/clarification(s) to:

The due date for the submission of questions for this proposal has been extended to Monday, December 16, 2024 at 3:00pm.

Acknowledgment of Addendum #4

*Bidders hereby acknowledges that he/she has received and understands the information contained in this Addendum. Bidders further acknowledges that this page **MUST** be signed and returned with its Bid, along with any revised Bid Forms, if applicable.*

Acknowledged by:		Company:	Ohlson Lavoie Corporation
Print Name:	Robert McDonald	Date:	12/27/2024



Addendum #5

(Issued Thursday, December 19, 2024)

RFQ 2024-1-PW, Continuing Professional Consulting Services (CCNA)

This addendum becomes a part of the subject solicitation.

A. CHANGES TO THE SOLICITATION:

Please note the following changes to the Solicitation:

1. **Question and Answer Deadline:** Extended to Monday, December 23, 2024, at 12:00 PM EST.
2. **Proposal Due Date:** Extended to Monday, January 6, 2025 at 3:00 PM EST.
3. **Section 1.15, Indemnification has been replaced with the following:**

1.15 Indemnification

Pursuant to Florida Statutes 725.08 and notwithstanding the provisions of Florida Statutes 725.06, the CONSULTANT shall indemnify and hold harmless the CITY, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the CONSULTANT and other persons employed or utilized by the CONSULTANT in the performance of this Agreement.

To the extent this indemnification clause or any other indemnification clause in this Agreement does not comply with Chapter 725, Florida Statutes, as may be amended, this provision and all aspects of the Contract Documents shall hereby be interpreted as the parties' intention for the indemnification clauses and Contract Documents to comply with Chapter 725, Florida Statutes, as may be amended. This Section shall survive expiration or termination of this Agreement.

4. **Section 1.21 Proposal Submission Deadline and Opening has been replaced with the following:**
1.21 PROPOSAL SUBMISSION DEADLINE AND OPENING: Sealed proposals will be received electronically via www.DemandStar.com and by the City Clerk's Office, City of Cooper City, 9090 SW 50th Place, Cooper City, Florida until 3:00 PM, Friday, December 13, 2024. The proposals will be opened and read aloud shortly thereafter. One (1) USB, one (1) original and three (3) copies of proposals must be presented in a sealed envelope and identified with the following information: "Continuing Professional Consulting Services, RFQ2024-1-PW#" for physical submissions. Electronic proposal submissions require the uploading of electronic attachments via www.DemandStar.com. The submission of electronic attachments containing embedded documents or proprietary file extensions is prohibited. All electronic proposals received and time stamped through DemandStar, prior to the proposal submittal deadline shall be accepted as timely submitted. **If you submit your Proposal and subsequently an Addendum is issued, failure to resubmit the Proposal, after acknowledging Addenda or making any edits to your Proposal, may result in your Proposal not being received by the City.** The City of Cooper City reserves the right to reject any or all proposals, to waive any informalities or irregularities in any proposals received, to re-advertise for proposals, to award only portions of the project, to award to multiple Proposers, or take any similar actions that may be deemed to be in the best interests

5. Section 2.4, Statement of Qualifications Content has been **replaced** with the following:

2.4 Statement of Qualifications Content:

Consultants interested in performing these professional services must identify which area(s) the firm(s) are interested in being considered. Consultants must display considerable relevant experience with the specified type of work (as listed on Exhibit "A") and should emphasize both the experience and capability of particular personnel who will actually perform the work. In order to ensure a uniform review process and to obtain the maximum degree of comparability, it is required that the Statements of Qualifications be organized in the manner specified. The following information and documents are required to be provided with Proposer's Statement of Qualifications. Failure to do so may deem your Statement of Qualifications non-responsive.

TAB 1: Table of Contents

The table of contents should outline in sequential order the major areas of the Statement of Qualifications, including enclosures. All pages must be consecutively numbered and correspond to the Table of Contents.

TAB 2: Letter of Interest

Provide a Letter of Interest indicating your firm's commitment to the project. Letter of interest shall include which area(s) the Proposer is interested in being considered for. The shall also include the following:

- a. *Size of firm*
- b. *Range of activities*
- c. *Firms strength and stability*
- d. *Location of firm*
- e. *Summary of abilities and experience of the firms' professional personnel (Standard Form 330 - Attached)*
- f. *Summary of past performance of the firm on similar projects (Standard Form 330 - Attached)*
- g. *Recent, current, and projected workload of the firm, and availability and access to the firms' top level management personnel.*
- h. Identification of firms, single, professionally licensed point of contact for all City projects.

TAB 3: Standard Form 330

Proposers shall complete both Part I and II of the Standard Form 330 so that the City can obtain adequate information for this RFQ. Proposer's shall use the attached Standard Form 330 or visit <https://www.gsa.gov/forms-library/architect-engineer-qualifications> for a PDF fillable version of this form.

Indicate the firm's number of years of experience in providing Engineering / Architect and or professional services. Indicate Business structure (Corp., Partnership, etc.) with proof; Firm should be established as a legal entity in the State of Florida; Company address, phone number, E-Mail address, web site, contact person(s), etc.; Relative size of the firm, including management, technical and support staff; Licenses and any other pertinent information shall be submitted. Please include the firm's proximity to the City of Cooper City, as well as the number of employees or staff members. **TAB 4: Project Team/Manager's Experience (Form - Exhibit B)** Proposers must list the members of the project team per discipline. Provide a list of the personnel to be used on each project and their qualifications. A brief resume including education, experience, licenses and any other pertinent information shall be included for each team member, for each project, to be assigned to each project. Provide any other documentation that demonstrates their ability to satisfy all of the minimum qualification requirements. Provide a summary of the experience and qualifications of the individual(s) who will be selected to serve as project managers for the City. Individuals **MUST** have a minimum of five (5) years' experience in architectural, engineering, or landscape architectural services, and have served as project manager/construction manager on similar projects on a minimum of three previous occasions.

TAB 4: Approach to Handling of Potential Projects

Describe your proposed approach to the project(s) that may be assigned to your firm. As part of the project approach, the firm shall propose a scheduling methodology (timeline) for effectively managing and executing the

work in the optimum time. Provide the methodology or approach to formulating an "Opinion of Project Cost" Also provide information on your firm's current workload and how the potential project(s) will fit into your workload. Describe available facilities, technological capabilities and other available resources you offer for the potential project(s). Provide in concise narrative form, your understanding of the City's needs, goals and objectives as they relate to the potential project(s), and your overall approach to accomplishing the project(s). Give an overview on your proposed vision, ideas and methodology.

TAB 5: References

Provide a minimum of five (5) references, for each service that the Proposer's wishes to be considered for. Each reference shall be able to confirm the Proposer's experience and performance within the last five (5) years. References shall be from clients of similar size and complexity to Cooper City or larger municipalities, for which the Proposer has performed scopes similar those listed in this RFP. Proposers shall include the following information for each reference:

- Client Name, address, contact person, email address and phone number
- Description of service(s)/work performed
- Year the project was completed
- Total of fee(s) paid to firm
- Total cost of the construction, both estimated and actual.

TAB 6: Attached Forms

- Proposal Certification Form
- Sworn Statement regarding Public Entities Crimes
- Non-Collusion Form
- Scrutinized Companies Certification Form
- E-verify Certification Form
- Conflict of Interest Disclosure Form

6. Exhibit B has been **replaced** by Standard Form 330.
7. Domestic Partnership Certification Form has been **deleted** from this solicitation and not required to be submitted.
8. Article 6, Indemnification of the Sample Continuing Professional Services Agreement has been **replaced** with the following:

Article 6

INDEMNIFICATION

6.1 Pursuant to Florida Statutes 725.08 and notwithstanding the provisions of Florida Statutes 725.06, the CONSULTANT shall indemnify and hold harmless the CITY, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the CONSULTANT and other persons employed or utilized by the CONSULTANT in the performance of this Agreement.

To the extent this indemnification clause or any other indemnification clause in this Agreement does not comply with Chapter 725, Florida Statutes, as may be amended, this provision and all aspects of the Contract Documents shall hereby be interpreted as the parties' intention for the indemnification clauses and Contract Documents to comply with Chapter 725, Florida Statutes, as may be amended. This Section shall survive expiration or termination of this Agreement.

B. QUESTION AND ANSWERS:

The following questions were received during the Question-and-Answer period.

Question 1: Is the SF330 form required for this proposal response? It is included in the downloads on Demandstar, but not mentioned anywhere in the RFQ, including in what section to include it. Information requested in designated tabs including qualifications of firm, project team resumes, and references will all be duplicated information if the SF330 is required.

Answer 1: Yes. Please refer to Section A.5. of this addendum.

Question 2: I noticed that the City added an SF-330 document to the procurement site. The RFQ does not require an SF-330 to be submitted. Are we allowed to submit our information following the format requested in the RFQ – or do we need to include an SF-330 also?

Answer 2: No, Proposers shall submit Standard Form 330 with their submittal. Please refer to Section A.5. of this addendum.

Question 3: I'm emailing in regard to the above referenced RFQ. On 11/27 SF 330 forms were uploaded to Demand Star with no explanation in the RFQ or addendum. Do we need to include these in our submittal? If so, is there a preferred tab?

Answer 3: Proposers shall include Standard Form 330 with their submittal. Please refer to Section A.5. of this addendum to determine what information should be included on each Tab.

Question 4. I am following up to see if the clarification on Standard Form 330, added to the submission, will be answered in the Addendum scheduled for Friday, December 6. This inquiry is based on the question from my previous email below. Thank you.

Answer 4: Proposers shall include Standard Form 330 with their submittal. Please refer to Section A.5. of this addendum to determine what information should be included on each Tab.

Question 5: We have encountered a query regarding the Domestic Partnership Certification Form as we finalize our submission for printing. The first four checkbox items refer to Section 2-197.1 of the City of Cooper City's Code of Ordinances. However, when we searched the City's Municipal Code of Ordinances & Charter website, Section 2-197 is marked as "Reserved" and lacks a definition (please see the attached document). Without knowing what Section 2-197.1 entails, we are unsure which items to select for our firm. Could you please provide the definition for Section 2-197.1?

Answer 5: The Domestic Partnership Certification Form has been removed from this solicitation. Please refer to Section A.7. of this addendum.

Question 6: Regarding Addendum 3, Clarification: In which section of the submittal does the City require the SF-330 to be included? It is not listed in the original RFQ. As per the RFQ, firm information/background, org chart, staff resumes, and key projects are already included. Are we providing a separate tab with the entire SF-330 in one spot?

Answer 6: Proposers shall include Standard Form 330 with their submittal. Please refer to Section A.5. of this addendum to determine what information should be included on each Tab.

Question 7: Respectfully, we request clarification re: addendum #3. Question/answer #9 indicates that submissions will be permitted via Demandstar: However, the e-bidding function does not show that it is active: Please confirm whether electronic responses are accepted. If so, please advise if the e-bid feature will be activated before the submission deadline.

Answer 7: Yes, electronic responses shall be accepted. The e-bid feature has been activated.

Question 8: Regarding the above-referenced RFQ, the latest addendum (#3) states that Form 330 must also be submitted. Could you please clarify in which section of the RFQ these forms should be included?

Answer 8: Proposers shall include Standard Form 330 with their submittal. Please refer to Section A.5. of this addendum to determine what information should be included on each Tab.

Question 9: Question 16 of Addendum No. 3 asks about recreating the Exhibit B form. The answer to the question doesn't address Exhibit B and instead references completing Form 330 as required by the RFQ. I am not coming across anything in the original RFQ about including an SF330 with the submission. Can you please confirm if we are to include an SF330 and if yes, which tab should it be included in?

Answer 9: Proposers shall include Standard Form 330 with their submittal. Please refer to Section A.5. of this addendum to determine what information should be included on each Tab.

Question 10: The answer to question 9 of Addendum No. 3 allows for submitting through DemandStar only, but there is no option to submit an e-bid. Will the City be enabling the e-bid feature so we can submit electronically?

Answer 10: Yes, electronic responses shall be accepted. The e-bid feature has been activated.

Question 11: With reference to the above RFQ and Addendum 3, Item 9. Please confirm that bids will be received online through Demandstar. If that is the case, please let us know when Demandstar will be updated to be able to receive the uploaded bids. At this time there is no ability to upload to Demandstar. Also, What section do you want SF330 to be placed.

Answer 11: Yes, electronic responses shall be accepted. The e-bid feature has been activated. Section A.5. of this Addendum details how Standard Form 330 shall be submitted.

Question 12: Answer to No. 1 of Addendum No. 3 states: 5 references are sufficient. Answer to Question No. 2 states "per each area your firm desires". Which would the City prefer: 5 total references or 5 per category?

Answer 12: TAB 5: References, has been replaced to require Proposers to provide a minimum of five (5) references, for each service that the Proposer's wishes to be considered for. Please refer to Section A.5. of this addendum to determine what information should be included on each Tab.

Question 13: Answer to No. 3 states: the City desires only the Prime Consultant. Answer to No. 15 & 17 indicates that subs should be on the team. Should the proposer add subconsultants to the team?

Answer 13: If a Proposer intends to utilize sub-consultant(s), then the sub-consultant shall be added to the team.

Question 14: We are still unsure what to do with reference to Question 16. Is it ok to recreate the 2nd page to Exhibit B since the form is difficult to manipulate?

Answer 14: Proposer's shall submit Standard Form (SF) 330.

Question 15: Question 9: the City responded "yes" to submit submittal on Demandstar. The RFQ states on Page 10, No. 1.21 to deliver proposals to the City. Which does the City prefer, to submit on Demandstar or deliver a hard copy to the City? There is not an option to submit on DemandStar.

Answer 15: DemandStar has been updated to allow for electronic submissions. Method of submittal is at the discretion of the Proposer.

Question 16: Under which Tab would the City prefer we include the SF330?

Question 16: Please refer to Section A.5. of this addendum to determine how to include Standard Form 330.

Question 17: In addendum 3, question #9 of the above referenced solicitation someone asked if we were able to submit the RFQ through Demandstar only and the response was yes. The RFQ indicates printed hard copies would be required to be brought to City Hall and there isn't an option on Demandstar to submit anything. I just wanted to confirm whether a digital submittal is an option or if it is required to submit only hard copies?

Answer 17: DemandStar has been updated to allow for electronic submissions. The method of submittal is at the discretion of the Proposer.

Question 18: Will you clarify which portions of the proposal need to be in SF 330 format? For example, what exactly is a "key person"? Do you want all of the proposed team's resumes to be in SF 330 format instead of the format we usually use, or in addition to the resumes we usually use? Or do you just want the project manager's resume to be in SF 330 format?

Answer 18: Section A.5. of this addendum details how to include Standard Form 330. Key Personnel are employees of the Proposer considered to be essential to the performance of execution of the resultant scope of work.

Question 19: The first four checkbox items refer to Section 2-197.1 of the City of Cooper City's Code of Ordinances. However, when we searched the City's Municipal Code of Ordinances & Charter website, Section 2-197 is marked as "Reserved" and it does not provide a description or definition for what it is (please see the attached Word document). Without knowing what Section 2-197.1 pertains to, we are unsure which items to select for our firm on the Domestic Partnership Certification Form in our qualifications submittal. Can you please provide the definition for Section 2-197.1?

Answer 19: The Domestic Partnership Certification Form has been removed from this solicitation. Please refer to Section A.7. of this addendum.

Question 20: Can the City provide a list of previous incumbents/ previously awarded firms?

Answer 20: CCNA services were previously awarded under RFQ 2020-1-UTL. The solicitation was awarded to the following firms: Chen Moore and Associates, Inc. | Hazen & Sawyer, P.C. | The Corradino Group, Inc.

Question 21: Is a hardcopy proposal required or will the City accept a electronic submittal through Demandstar?

Answer 21: The City will accept electronic submittals. DemandStar has been updated to allow for electronic submissions.

Question 22: Is there a page limit for the Statement of Qualifications Package?

Answer 22: No.

Question 23: Does the City have any small business preference?

Answer 23: No, unfortunately, Cooper City does not have a small business preference.

Question 24: Does the City have any local business preference?

Answer 24: No, unfortunately, Cooper City does not have a local business preference; however If all bids received are for the same total amount or unit price, quality and service being equal, the contract shall be awarded based on the following criteria to be

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considered in the following order of priority: (a) A local bidder with a primary business location within the City of Cooper City. (b) A bidder with a primary business location within Broward, Miami- Dade or Palm Beach Counties. (c) A bidder with a primary business location within the State of Florida.

Question 25: A standard form 330 was added as a document on Demandstar, is the SF 330 expected to be filled out by proposers, if so, under which Tab would the City prefer it to be included?

Answer 25: Proposer's shall submit Standard Form (SF) 330. Section A.3. of this addendum details how to include Standard Form 330.

Question 26: As currently worded, we believe that the indemnity provisions in Section 1.15 on page 8, and Article 6.1 on page 56, of the RFQ does not comply with FL Statute 725.08 and is unenforceable. Will you agree to reword the indemnification to conform with the statute? Suggested language per FL Statute 725.08: "The design professional shall indemnify and hold harmless the agency, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the design professional and other persons employed or utilized by the design professional in the performance of the contract."

Answer 26: Both Section 1.15 and Article 6.1 of Draft Agreement have been revised. Please see Section A.5. of this Addendum.

Question 27: A sample SF330 was posted on November 27th, could you please clarify if this was posted solely for informational purposes? If it is intended to be an addition to the submittal, may we provide the resume and project information in our own format, as long as it includes the same details as the attached SF330?

Answer 27: Proposer's shall submit Standard Form (SF) 330. Proposer's shall follow the instructions listed within Standard Form 330.

Question 28: Will you accept the previously requested brief resumes instead of SF-330, which was just instructed on 11/27/24

Answer 28: No, Proposer's shall submit Standard Form (SF) 330. Section A.5. of this addendum details how to include Standard Form 330.

Question 29: Please explain/clarify the purpose of Addendum #2. Does the City prefer that we use the SF-330 form for the proposal submittal?

Answer 29: The purpose of Addendum # 2 was to extend the proposal due date. Proposer's shall submit Standard Form (SF) 330. Section A.5. of this addendum details how to include Standard Form 330.

Question 30: Will Section 2.4 Statement of Qualifications Content be revised to include the requirement for the SF330?

Answer 30: Section 2.4 has been revised. Section A.5. of this addendum details how to include Standard Form 330.

Question 31: An addendum for the City of Cooper City called (Standard Form 330-Architect Engineering Qualifications) was just posted; does a full SF 330 also need to be part of the submittal along with the original resumes requested?

Answer 31: Section A.5. of this addendum details how to include Standard Form 330.

Question 32: According to Addendum 3, Question 9, it states that proposals can be submitted via DemandStar only. However, we

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Addendum #5

are currently unable to see an option to submit on DemandStar. Will this feature be enabled to accept e-submissions?

Answer 32: DemandStar has been updated to allow for electronic submissions. The method of submittal is at the discretion of the Proposer.

Acknowledgment of Addendum #5

*Bidders hereby acknowledges that he/she has received and understands the information contained in this Addendum. Bidders further acknowledges that this page **MUST** be signed and returned with its Bid, along with any revised Bid Forms, if applicable.*

Acknowledged by: 
Print Name: Robert McDonald

Company: Ohlson Lavoie Corpoartion
Date: 12/20/2024



Addendum #6

(Issued Monday, December 30, 2024)

RFQ 2024-1-PW, Continuing Professional Consulting Services (CCNA)

This addendum becomes a part of the subject solicitation.

A. CHANGES TO THE SOLICITATION:

Please note the following changes to the Solicitation:

1. **Proposal Due Date:** Extended to Tuesday, January 21, 2025 at 3:00 PM EST.
2. **Question and Answer Due Date:** Extended to Friday, January 3, 2025 at 12:00 PM EST.
3. **Section 2.4, Statement of Qualifications Content has been replaced with the following:**

2.4 Statement of Qualifications Content:

Consultants interested in performing these professional services must identify which area(s) the firm(s) are interested in being considered. Consultants must display considerable relevant experience with the specified type of work (as listed on Exhibit "A") and should emphasize both the experience and capability of particular personnel who will actually perform the work. In order to ensure a uniform review process and to obtain the maximum degree of comparability, it is required that the Statements of Qualifications be organized in the manner specified. The following information and documents are required to be provided with Proposer's Statement of Qualifications. Failure to do so may deem your Statement of Qualifications non-responsive.

TAB 1: Table of Contents

The table of contents should outline in sequential order the major areas of the Statement of Qualifications, including enclosures. All pages must be consecutively numbered and correspond to the Table of Contents.

TAB 2: Letter of Interest

Provide a Letter of Interest indicating your firm's commitment to the project. Letter of interest shall include which area(s) the Proposer is interested in being considered for. The letter shall also include the following:

- a. Size of firm, to include the number of employees or staff members (including management, technical and support staff);
- b. Range of activities
- c. Firms strength and stability
- d. Location of firm; proximity to the City of Cooper City
- e. Summary of abilities and experience of the firms' professional personnel
- f. Summary of past performance of the firm on similar projects
- g. Indicate the firm's number of years of experience in providing Engineering / Architect and or professional services and Business structure (Corp., Partnership, etc.) with proof;
- h. Recent, current, and projected workload of the firm, and availability and access to the firms' top level management personnel.

- i. Identification of firms, single, professionally licensed point of contact for all City projects.

TAB 3: Exhibit A/Standard Form 330

Proposers shall complete both Part I and II of the Standard Form 330 so that the City can obtain adequate information for this RFQ. Proposer's shall use the attached Standard Form 330 or visit <https://www.gsa.gov/forms-library/architect-engineer-qualifications> for a PDF fillable version of this form. Tab 3 must include a list of the personnel to be used on each project and their qualifications. A brief resume including education, experience, licenses and any other pertinent information (such as company address, phone number, E-Mail address, web site, contact person(s), etc.) shall be included for each team member, for each project, to be assigned to each project. Provide any other documentation that demonstrates their ability to satisfy all of the minimum qualification requirements. Provide a summary of the experience and qualifications of the individual(s) who will be selected to serve as project managers for the City. Individuals MUST have a minimum of five (5) years' experience in architectural, engineering, or landscape architectural services, and have served as project manager/construction manager on similar projects on a minimum of three previous occasions. All additional information shall be included in Section H. Additional Information of SF 330.

TAB 4: Professional Registration Certificates

A reproduction of the firm's current professional registration certificate(s) is required for the services offered and must be in the name of the firm offering said services (architecture, engineering, general contractor or other certification required). Firms must be properly registered at the time of application to practice their profession in the State of Florida and with the appropriate State Board governing the services offered. Firm should be established as a legal entity in the State of Florida.

TAB 5: Approach to Handling of Potential Projects

Describe your proposed approach to the project(s) that may be assigned to your firm. As part of the project approach, the firm shall propose a scheduling methodology (timeline) for effectively managing and executing the work in the optimum time. Provide the methodology or approach to formulating an "Opinion of Project Cost" Also provide information on your firm's current workload and how the potential project(s) will fit into your workload. Describe available facilities, technological capabilities and other available resources you offer for the potential project(s). Provide in concise narrative form, your understanding of the City's needs, goals and objectives as they relate to the potential project(s), and your overall approach to accomplishing the project(s). Give an overview on your proposed vision, ideas and methodology.

TAB 6: Exhibit A/References

Proposers shall complete Exhibit A – Services to be Considered For and provide a minimum of five (5) references, for each discipline that the Proposer's wishes to be considered for. Each reference shall be able to confirm the Proposer's experience and performance within the last five (5) years. References shall be from clients of similar size and complexity to Cooper City or larger municipalities, for which the Proposer has performed scopes similar those listed in this RFP. Proposers shall include the following information for each reference:

- Client Name, address, contact person, email address and phone number
- Description of service(s)/work performed
- Year the project was completed
- Total of fee(s) paid to firm
- Total cost of the construction, both estimated and actual.

TAB 7: Attached Forms

- Proposal Certification Form
- Sworn Statement regarding Public Entities Crimes
- Non-Collusion Form
- Scrutinized Companies Certification Form
- E-verify Certification Form
- Conflict of Interest Disclosure Form

B. QUESTION AND ANSWERS:

The following questions were received during the Question-and-Answer period.

Question 1: Do we need to include in our response package a copy of our Certificate of Insurance or after notification of award?

Answer 1: The successful proposer will furnish to the City, Certificates of Insurance or endorsements evidencing the insurance coverage specified above within seven (7) days after notification of an award. The required Certificates of Insurance or endorsements will not only name the types of policies continued but will also refer specifically to this contract and will state that such insurance is as required by this contract. Refer to Section 16. Proof of Insurance Coverage

Question 2: Do we need to include/provide in our response package a statement and/or documentation concerned with the performance of the following listed below, if applicable? If so, what tab should we use to insert this information/statement? (bankruptcy, mortgage foreclosures; previous or pending litigation and/or restrictions, restraints or impositions imposed by federal or state regulatory agencies such as Federal Housing Administration, Securities and Exchange Commission, etc.)

Answer 2: The City will have the right to investigate the financial condition, experience record, and equipment of each proposer and determine to its satisfaction the competency of each to undertake the project. The proposer will submit documentation concerned with the past performance and integrity of a contractor/developer. Accordingly, proposer should provide information as to any of the following: (a) bankruptcy, (b) mortgage foreclosures; (c) previous or pending litigation and (d) restrictions, restraints or impositions imposed by federal or state regulatory agencies such as Federal Housing Administration, Securities and Exchange Commission, etc., that apply to the proposer/contractor/developer. Refer to Section 1.7 Proposer's Experience Record.

Question 3: Since the City extended the "Q&A" deadline, can you revise the proposal due date, again, to sometime after January 6th, 2025? Due to the holidays, many offices are closed or short-staffed the last week of December.

Answer 3: Proposal due date has been extended to Tuesday, January 21, 2025 at 3:00 PM EST.

Question 4. Addendum #3, Question #2: Under what section does the City prefer the Proposers to include their project experience (besides the reference section)? CITY OF COOPER CITY RESPONSE / ANSWER 2: TAB 6 References Please provide the details of "Project Experience" per each area your firm desires to be considered the prime consultant. COMMENT/QUESTION: We're an architectural firm, so TAB 6 will only include projects/services listed in "Exhibit A – Architecture", correct? Can these projects be the same and/or different than those found in the SF330 form? Also, can you clarify what is meant by "structural" listed in "Exhibit A – Architecture"? What type of project experience are you looking for/referring to? Example?

Answer 4: Correct. Yes those projects can be the same. Structural as it relates to Exhibit A - Architecture, are structural design services limited of Architects licensure. These types of projects may include design of a multi-floor habitable structure, docks or seawalls, slabs, or buildings with reinforced concrete, wood or plastics design and construction.

Question 5: Addendum #3, Question 3: "is the City looking for us to (a) ONLY submit for services specific to each Exhibit A in which we will be prime and omit any potentially needed sub-consultant? Alternatively (b) include sub-consultants that we anticipate would be needed, even if they have their own dedicated Exhibit A? (For example: How do we address Civil Engineering as prime and Geotechnical Engineering as a sub-consultant?) CITY OF COOPER CITY RESPONSE / ANSWER 3: The City desires only the prime consultant, as identified in Exhibit A. COMMENT/QUESTION: As architects, our specialty includes studies, design, plan review, and cost estimating among others. These tasks can be achieved by our firm alone, but for many other projects, additional disciplines are required. How do we list/mention and/or where do we include subconsultant information in our response package?

Answer 5: Subconsultants shall be listed on Standard Form 330.

Question 6: Addendum #3, Question 12: Can we extend Exhibit B to include all project team members and add a column for "Other"? CITY OF COOPER CITY RESPONSE / ANSWER 12: Yes COMMENT/QUESTION: Is "Exhibit B" Form being replaced entirely by SF330 packet (Parts I +II) or is it a separate form/requirement in addition to the SF330 packet (Parts I +II)?

Answer 6: Exhibit B Form has been replaced by Standard Form 330. Please see Section A. of Addendum No. 6.

Question 7: Addendum #3, Question 14: If a firm is pursuing continuing consulting services for architectural services, should that firm include subconsultants/services such as MEP, Structural etc.? CITY OF COOPER CITY RESPONSE / ANSWER 14: Yes, and if you change these, the Contract eventually executed should require you to update any of these selections and request approval by City before using any different sub consultants. COMMENT/QUESTION: As architects, our specialty includes studies, design, plan review, and cost estimating among others. These tasks can be achieved by our firm alone, but for many other projects, additional disciplines are required. How do we list/mention and/or where do we include subconsultant information in our response package?

Answer 7: Subconsultants shall be listed on Standard Form 330.

Question 8: Addendum #3, Question 15: We would like to know if the City wants subconsultants included in the proposal submittal. If subconsultants as to be included should they fill out the Exhibits A & B? CITY OF COOPER CITY RESPONSE / ANSWER 15: No, those sub consultants would not necessarily need to complete the Exhibit A & B inquiries. We can evaluate them through the proposal review process. COMMENT/QUESTION: please clarify on how the city will "evaluate subconsultants through the proposal review process". The answer to Question 14 states that an architectural firm should include subconsultants/services such as MEP, Structural, etc. however, the subconsultant will not be part of Exhibits A & B, so are subconsultants going to be included in the SF330 packet (Parts I +II), then? Or is a list all that is needed?

Answer 8: Subconsultants shall be listed on Standard Form 330.

Question 9: Addendum #3, Question 16: In regard to the above-referenced project, is it acceptable to recreate the Exhibit B form (page 2) with the table that lists the project team? It is difficult to fit the information on the form provided with the RFQ. : CITY OF COOPER CITY RESPONSE / ANSWER 16: Yes, please complete Form 330, Parts I and II, as required by the RFQ. The form has been uploaded to Demandstar as an amendment. COMMENT/QUESTION: you stated above that the SF330 "is required by the RFQ". Where else in the RFQ is form SF330 mentioned? In 2020, SF300 was part of "Tab 2". This year (2024), there is no mention of an SF 330 form other than in your response to Question #16 above. Is TAB #4 going to include Exhibit B Form and the SF330 packet (Parts I +II) or is Exhibit B being replaced entirely by SF330 packet (Parts I +II)?

Answer 9: Please refer to Section A. of Addendum No. 6.

Question 10: Addendum #3, Question 17: Is the expectation of the City that each firm submits its qualifications as a sole entity and not as a team with subconsultants? CITY OF COOPER CITY RESPONSE / ANSWER 17: Yes. Each consultant should submit its own qualifications and list its sub consultants to be used, not as a team of consultants. The City desires specialized consultants that can self-perform a substantial amount of work included in the project but acknowledges some sub consultants may be needed for specific needs in portions of any project undertaken. COMMENT/QUESTION: Where should we include the list of sub consultants to be used? are subconsultants going to be included in the SF330 packet (Parts I +II)?

Answer 10: Subconsultants shall be listed on Standard Form 330.

Question 11: Regarding Addendum 5, can you please clarify the following:

- *Item 5 on page 2 revises the proposal content from the original RFQ – will there be an additional deadline extension to revise our proposals?*

- *The new content shows as follows:*
 - *TAB 1: Table of Contents*
 - *TAB 2: Letter of Interest (SF 330 information is requested in this section)*
 - *TAB 3: Standard Form 330 (do you want the SF 330 twice?)*
 - *TAB 4: Project Team/Manager's Experience (Form - Exhibit B) – (elsewhere in this addendum it is noted that Exhibit B is replaced by SF 330 – do we include Exhibit B or not?)*
 - *TAB 4: Approach to Handling of Potential Projects (there are two Tab 4s – do we change this to Tab 5 and revise the other tab numbers accordingly?)*
 - *In which Tab should we include Exhibit A?*

Answer 11: Proposal due date has been extended to *Tuesday, January 21, 2025 at 3:00 PM EST. SF 330 replaced Exhibit B. The TABs have been updated; please see Section A. of Addendum No. 6. Exhibit A should be submitted under TAB 6.*

Question 12: In regards to the Addendum #5 which was just issued for the above noted RFQ, I have the following questions. Under section A.5 on page 2, the Standard Form 330 is called out for under Tab #2 (items e and f) and also at the beginning of Tab #3. In addition, under the first noted Tab #4 (mid paragraph in the middle of page 2), Exhibit B is still called out which according to section A.6 on page 3, should be replaced with the SF330 form. So, where in fact do you want the SF 330 included?

Answer 12: Please see Section A. of Addendum No. 6.

Question 13: In regards to the Addendum #5 which was just issued for the above noted RFQ, I have the following questions. Also under section A.5 on page 2, there appear to be multiple Tab #4 sections now listed (mid paragraph in the middle and also at the bottom of page 2). Is this correct or if not, how should these Tabs be numbered?

Answer 13: Please see Section A. of Addendum No. 6.

*Question 14: In regards to the Addendum #5 which was just issued for the above noted RFQ, I have the following questions. Under section A.5 on page 3, the Tab #5 References now states that a minimum of 5 references shall be provided for **each service** that the Proposer wishes to be considered for. So for example, a proposer who wishes to be considered for providing the 5 services listed under the Transportation discipline along with the 5 services listed under the Water/Wastewater/Stormwater discipline would need to provide 50 references (i.e. 10 services x 5 references per service). Would this be correct?*

Answer 14: No, 5 references per discipline. See Section A. of Addendum No. 6.

Question 15: Where in our submittal should we include Exhibit A?

Answer 15: Exhibit A should be included under TAB 6. See Section A. of Addendum No. 6.

Question 16: Could you please confirm the term "References" refers to providing five project examples for each service, rather than reference letters from other clients?

Answer 16: Provide a minimum of five (5) references, for each discipline that the Proposer's wishes to be considered for. Each reference shall be able to confirm the Proposer's experience and performance within the last five (5) years. References shall be from clients of similar size and complexity to Cooper City or larger municipalities, for which the Proposer has performed scopes similar those listed in this RFP. Proposers shall include the following information for each reference:

- Client Name, address, contact person, email address and phone number
 - Description of service(s)/work performed
 - Year the project was completed
 - Total of fee(s) paid to firm
 - Total cost of the construction, both estimated and actual.
-

Question 17: In the References TAB, can one project cover more than one service? For example, one project covering both Civil and Landscape Architecture

Answer 17: Yes, just ensure that reference highlights each discipline in which it will cover.

Question 18: Addendum #5 Response 4. Kept due date of December 13? and by the City Clerk's Office, City of Cooper City, 9090 SW 50th Place, Cooper City, Florida until 3:00 PM, Friday, December 13, 2024.

Answer 18: Section A. of Addendum No. 6 extended the Proposal Due Date to Monday, January 20, 2025 at 3:00 PM EST.

Question 19: On page 2 of 4, You have Tab 4 listed as Project Team/Manager's experience and then you have another Tab 4 of Approach to Handling the Potential Projects?

TAB 4: Project Team/Manager's Experience (Form - Exhibit B) Proposers

TAB 4: Approach to Handling of Potential Projects

Answer 19: The TABs have been updated. Please see Section A. of Addendum No. 6.

Question 20: On Page 2 of 4, you request licenses in Tab 3 and also in the first Tab 4. Where would you like the licenses placed?

Answer 20: The TABs have been updated. Please see Section A. of Addendum No. 6.


Question 21: Answer 6 states Exhibit B has been replaced with SF-330s. However, in your first Tab 4, you request Exhibit B Page 2 of 4 (really 2 of 8). Do you want Exhibit B or not and if not what do you want under Tab 4. Project Team?

TAB 4: Project Team/Manager's Experience (Form - Exhibit B) Proposers must list the members of the project team per discipline. Provide a list of the personnel to be used on each project.

Answer 21: The TABs have been updated. Please see Section A. of Addendum No. 6. Project team shall be input on SF 330.

Acknowledgment of Addendum #6

Bidders hereby acknowledges that he/she has received and understands the information contained in this Addendum. Bidders further acknowledges that this page **MUST** be signed and returned with its Bid, along with any revised Bid Forms, if applicable.

Acknowledged by: 
Print Name: Robert McDonald

Company: Ohlson Lavoie Corporation
Date: 12/31/2024



Addendum #7

(Issued Friday, January 3, 2025)

RFQ 2024-1-PW, Continuing Professional Consulting Services (CCNA)

This addendum becomes a part of the subject solicitation.

A. CHANGES TO THE SOLICITATION:

Please note the following changes to the Solicitation:

1. Section 2.4, Statement of Qualifications Content has been **replaced** with the following:

2.4 Statement of Qualifications Content:

Consultants interested in performing these professional services must identify which area(s) the firm(s) are interested in being considered. Consultants must display considerable relevant experience with the specified type of work (as listed on Exhibit "A") and should emphasize both the experience and capability of particular personnel who will actually perform the work. In order to ensure a uniform review process and to obtain the maximum degree of comparability, it is required that the Statements of Qualifications be organized in the manner specified. The following information and documents are required to be provided with Proposer's Statement of Qualifications. Failure to do so may deem your Statement of Qualifications non-responsive.

TAB 1: Table of Contents

The table of contents should outline in sequential order the major areas of the Statement of Qualifications, including enclosures. All pages must be consecutively numbered and correspond to the Table of Contents.

TAB 2: Letter of Interest

Provide a Letter of Interest indicating your firm's commitment to the project. Letter of interest shall include which area(s) the Proposer is interested in being considered for. The letter shall also include the following:

- a. Size of firm, to include the number of employees or staff members (including management, technical and support staff);
- b. Range of activities
- c. Firms strength and stability
- d. Location of firm; proximity to the City of Cooper City
- e. Summary of abilities and experience of the firms' professional personnel
- f. Summary of past performance of the firm on similar projects
- g. Indicate the firm's number of years of experience in providing Engineering / Architect and or professional services and Business structure (Corp., Partnership, etc.) with proof;
- h. Recent, current, and projected workload of the firm, and availability and access to the firms' top level management personnel.
- i. Identification of firms, single, professionally licensed point of contact for all City projects.

TAB 3: Standard Form 330

Proposers shall complete both Part I and II of the Standard Form 330 so that the City can obtain adequate information for this RFQ. Proposer's shall use the attached Standard Form 330 or visit <https://www.gsa.gov/forms-library/architect-engineer-qualifications> for a PDF fillable version of this form. Tab 3 must include a list of the personnel to be used on each project and their qualifications. A brief resume including education, experience, licenses and any other pertinent information (such as company address, phone number, E-Mail address, web site, contact person(s), etc.) shall be included for each team member, for each project, to be assigned to each project. Provide any other documentation that demonstrates their ability to satisfy all of the minimum qualification requirements. Provide a summary of the experience and qualifications of the individual(s) who will be selected to serve as project managers for the City. Individuals MUST have a minimum of five (5) years' experience in architectural, engineering, or landscape architectural services, and have served as project manager/construction manager on similar projects on a minimum of three previous occasions. All additional information shall be included in Section H. Additional Information of SF 330.

TAB 4: Professional Registration Certificates

A reproduction of the firm's current professional registration certificate(s) is required for the services offered and must be in the name of the firm offering said services (architecture, engineering, general contractor or other certification required). Firms must be properly registered at the time of application to practice their profession in the State of Florida and with the appropriate State Board governing the services offered. Firm should be established as a legal entity in the State of Florida.

TAB 5: Approach to Handling of Potential Projects

Describe your proposed approach to the project(s) that may be assigned to your firm. As part of the project approach, the firm shall propose a scheduling methodology (timeline) for effectively managing and executing the work in the optimum time. Provide the methodology or approach to formulating an "Opinion of Project Cost" Also provide information on your firm's current workload and how the potential project(s) will fit into your workload. Describe available facilities, technological capabilities and other available resources you offer for the potential project(s). Provide in concise narrative form, your understanding of the City's needs, goals and objectives as they relate to the potential project(s), and your overall approach to accomplishing the project(s). Give an overview on your proposed vision, ideas and methodology.

TAB 6: Exhibit A/References

Proposers shall complete Exhibit A – Services to be Considered For and provide a minimum of five (5) references, for each discipline that the Proposer's wishes to be considered for. Each reference shall be able to confirm the Proposer's experience and performance within the last five (5) years. References shall be from clients of similar size and complexity to Cooper City or larger municipalities, for which the Proposer has performed scopes similar those listed in this RFP. Proposers shall include the following information for each reference:

- Client Name, address, contact person, email address and phone number
- Description of service(s)/work performed
- Year the project was completed
- Total of fee(s) paid to firm
- Total cost of the construction, both estimated and actual.

TAB 7: Attached Forms

- Proposal Certification Form
- Sworn Statement regarding Public Entities Crimes
- Non-Collusion Form
- Scrutinized Companies Certification Form
- E-verify Certification Form
- Conflict of Interest Disclosure Form
- Acknowledgement of Addendum(s)

B. QUESTION AND ANSWERS:

The following questions were received during the Question-and-Answer period.

Question 1: Would you like us to include the signed addendums under the forms section?

Answer 1: The signed addendums should be included in Tab 7.

Question 2: On Page 2, Tab 3 includes Exhibit A and then Tab 6 includes Exhibit A – Do you want this in both places?

Answer 2: Exhibit A has been removed from Tab 3. Please see Section A. of Addendum No. 7.

Question 3: Due date is January 21, 2025 – on Question 18 it refers to January 20? Please confirm Question 18: Addendum #5 Response 4. Kept due date of December 13? and by the City Clerk's Office, City of Cooper City, 9090 SW 50th Place, Cooper City, Florida until 3:00 PM, Friday, December 13, 2024.

Answer 3: Proposal due date is Tuesday, January 21, 2025 at 3:00 PM EST.

Question 4. Since Exhibit A is to be included in Tab 6, shouldn't "Exhibit A" be deleted from the title of Tab 3?

Answer 4: Exhibit A has been removed from Tab 3. Please see Section A. of Addendum No. 7.

Acknowledgment of Addendum #7

Bidders hereby acknowledges that he/she has received and understands the information contained in this Addendum. Bidders further acknowledges that this page **MUST** be signed and returned with its Bid, along with any revised Bid Forms, if applicable.

Acknowledged by:		Company:	Ohlson Lavoie Corporation
Print Name:	Robert McDonald	Date:	1/13/2025



BE WELL GET WELL STAY WELL LIVE WELL