

CITY OF COOPER CITY

March 24th, 2026

RFQ-2026-1 Engineering Design Services for Electrical Improvements to the City's Water and Wastewater Treatment Plant

Submitted by:

CSA Central, Inc.
6941 SW 196th Ave., Suite 28,
Pembroke Pines, FL 33332
305.461.5484

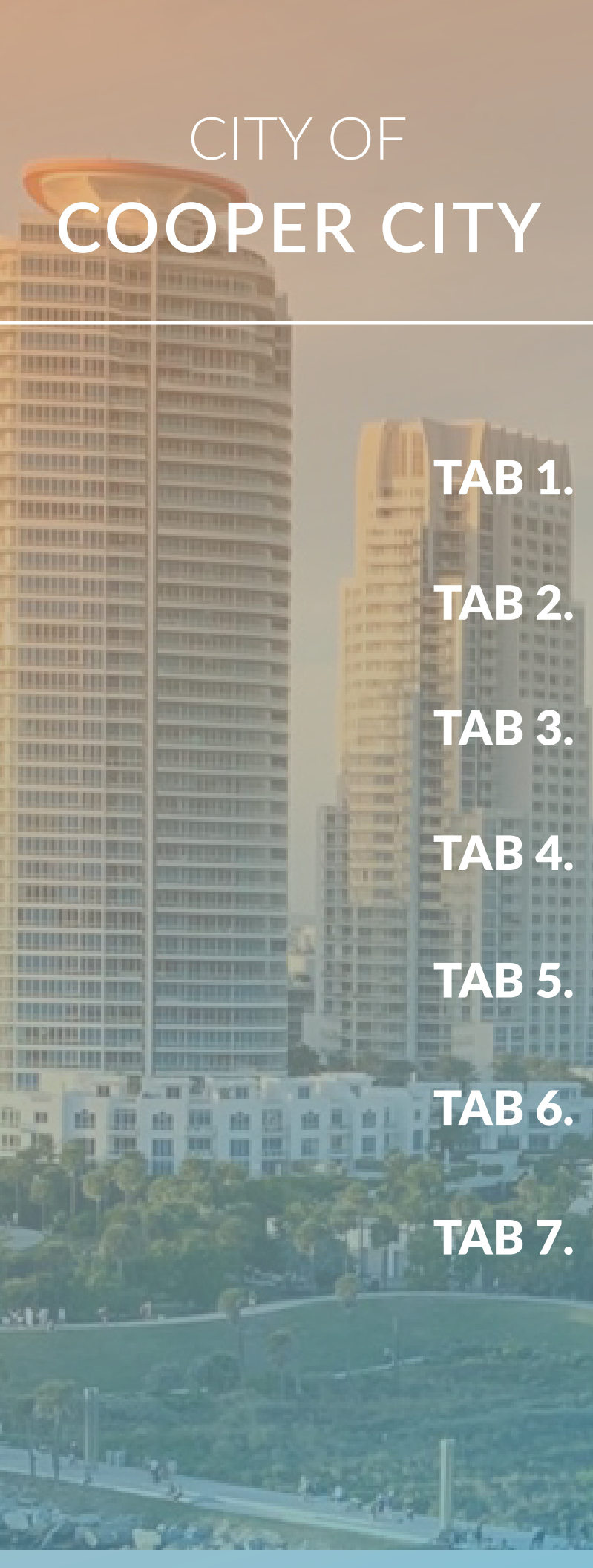
Submitted to:

City of Cooper City Purchasing Division



CSAGROUP
EST • 1956





CITY OF
COOPER CITY

Table of
Contents

TAB 1.	LETTER OF INTEREST.....	03
TAB 2.	LETTER OF QUALIFICATIONS.....	06
TAB 3.	TABLE OF ORGANIZATION.....	31
TAB 4.	NARRATIVE FOR CRITERIA.....	33
TAB 5.	PROJECT APPROACH.....	43
TAB 6.	EXPERIENCE & QUALIFICATION OF FIRM.....	51
TAB 7.	REQUIRED FORMS/AFFIDAVITS	69

RFQ-2026-1

Engineering Design Services for Electrical Improvements
to the City's Water and Wastewater Treatment Plant

TAB 1

LETTER OF INTEREST



CSA GROUP
EST • 1956

TAB 1. LETTER OF INTEREST

March 24, 2026

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

RE: ENGINEERING DESIGN SERVICES FOR ELECTRICAL IMPROVEMENTS TO THE CITY'S WATER AND WASTEWATER TREATMENT PLANT | RFQ-2026-1

Dear Evaluation Committee:

CSA Central, Inc. (CSA) is pleased to submit our Proposal for the "Engineering Design Services for Electrical Improvements to the City's Water and Wastewater Treatment Plant" contract. We believe that the City of Cooper City's mission aligns with our firm's Vision for Excellence in the design and maintenance of public services that bring pride to our communities.

Over the past several decades, CSA has provided a full range of professional Architecture and Engineering (A/E) consulting services for various clients. Our work includes A/E designs, building system upgrades, Project / Construction Management, Design-Build, Master Planning, and Emergency Response. CSA has a long history of performing A/E services in South Florida as the Prime Consultant providing full in-house design services for all major disciplines, as well as serving as a major Sub-consultant delivering A/E water and wastewater design services to other architectural firms. This experience allows us to provide the City of Cooper City with excellent service and innovative solutions to suit the City's present and future needs.

Within this submission, we have provided information that we believe allows for the successful implementation of City projects:

- For over 69 years, CSA's history includes an extensive number of satisfied and reoccurring clients pursuing reliable service, consistent quality, and outstanding professional achievements. Today, CSA's 500+ employees continue this service legacy by providing integrated management consulting, architectural, engineering, environmental, construction management and inspections, program management and disaster recovery services to the public and private sectors throughout the Americas.
- Our project team is comprised of CSA's top design and engineering professionals, providing continuity of personnel from the very beginning through project closeout. We complement our A/E Design Team with our CM/PM and Emergency Management Teams, which are active and on-the-ground during construction and in emergency scenarios.
- CSA has implemented effective internal and external management systems for project tasks, assignments and our design team that has knowledge of the City's programs, requirements, and protocols.
- We have experience managing and maintaining project schedules during the design process, including permitting and can provide construction administration support during the construction phase.
- CSA offers effective management of budget parameters through ongoing value analysis jointly with the City.
- We will design and support sustainable and green design initiatives to assist the City of Cooper City to be more resilient to emergency conditions and to comply with City resiliency goals, design principles, and benchmarks.

Within the last decade, we have performed A/E design services, including planning, design, permitting and/or construction management, for over:

- 10,000,000 square feet of architecture design for residences, parks, schools, hospitals, laboratories, cemeteries and government buildings.
- 450,000 linear feet of water and wastewater distribution system, 135,000 linear feet of stormwater pipelines and ponds, and over 70 (H2OMap, InfoWater), of which 57 were focused in improving water distribution system reliability, reduction of water losses, leakages and costs of operation.

In recent years, CSA successfully performed electrical upgrade work on various projects including the *WASD South District Wastewater Treatment Plant*. The project's scope also consisted of Instrumentation and Controls (I&C), Structural, and HVAC engineering related work.

We are working closely with our partner, WSP on this project, by aligning their technical knowledge and to ensure efficient project delivery. WSP is a leader in the water/wastewater industry, and will be supporting the electrical design, as well as serving as part of our joint technical advisory team.

CSA has selected Jessica Mauricio, Assoc. AIA, LEED AP as the Project Manager and primary point-of-contact for this contract. Ms. Mauricio has over 22 years of experience managing the delivery of local projects and will be your primary point of contact for all project-related matters. Should you have any questions or require additional information about our qualifications, please do not hesitate to reach out to Ms. Mauricio at 786.325.3420 or jmauricio@csagroup.com. Our Broward County Office will be responsible for overseeing and executing this contract and is located at 6941 SW 196th Ave., Suite 28, Pembroke Pines, FL 33332.

We acknowledge receipt of Addenda 1 & 2.

Respectfully Submitted,



Roberto León, P.E., LEED AP, PMP
Senior Vice President

RFQ-2026-1

Engineering Design Services for Electrical Improvements
to the City's Water and Wastewater Treatment Plant

TAB 2

LETTER OF QUALIFICATIONS



CSAGROUP
EST • 1956

TAB 2. LETTER OF QUALIFICATIONS

CITY OF COOPER CITY – PROCUREMENT DIVISION ARCHITECT-ENGINEER LETTER OF QUALIFICATIONS (LOQ)

(I) - PROJECT INFORMATION	
Solicitation No.: RFQ-2026-1	No. of Addenda Received: 1
Project Name: Engineering Design Services for Electrical Improvements to the City's Water and Wastewater Treatment Plant	

Prime # 1	(II) - PRIME CONSULTANT INFORMATION
Name: CSA Central, Inc.	FEIN: 31-1446286 E-mail: rleon@csagroup.com
Business Address: 6941 SW 196th Ave, Ste 28, Pembroke Pines, FL 33332	Principal: Roberto Leon, P.E. Phone: (305) 461-5484
Contact Person's Name and Title: Roberto Leon, P.E. Senior Vice President	Project Manager: Jessica Mauricio, Assoc. AIA, LEED AP Fax: () -
Assigned Personnel: Roberto Leon, Jessica Mauricio, Kelcie Izquierdo, Alex Passini, Ricardo Morillo, Manuel Fontan, David Carranza, Alfredo Morales, Luis Rodriguez, Giovanni Bruni, Juan San Miguel-Hernández, Rafael Torrens, Juan Villar, Hector Cruz	

Sub #	(III) - PROPOSED A/E SUB-CONSULTANT(S) INFORMATION		
	Firm Name	FEIN	Assigned Personnel
2	WSP USA Inc.	11-1531569	Chip Gardiner, Judeen Johnson, Eduardo Rios, Thomas Payne
3			
4			
5			
6			
7			
8			

(IV) – A/E DISCIPLINES		
(Please use Prime # and Sub # to identify each firm from sections II and III)		
A/E DISCIPLINES	Prime #	Sub #
Electrical, Mechanical, Permitting, Cost Estimation, Architecture, Civil, Structural	1	
Survey, Electrical		2

No.	(V) - PROPOSED NON-A/E SUB-CONSULTANT(S) INFORMATION (Non-A/E firms shall not perform services described in a A/E Discipline Section)
a	Firm Name: FEIN: Phone: () - Address: Assigned Personnel: Assigned Services:
b	Firm Name: FEIN: Phone: () - Address: Assigned Personnel: Assigned Services:

(VI) - ABILITY OF TEAM MEMBERS TO INTERFACE WITH THE CITY

CSA's project team is uniquely structured to provide the City of Cooper City with responsive, consistent, and highly coordinated communication throughout the life of this contract. Because our architectural, civil, structural, mechanical, electrical, and permitting teams are based locally—many within Broward County—we are able to provide rapid in-person response, site presence, and direct interaction with City staff whenever needed. Overall, our experienced team's availability, proximity, and proven communication practices ensure seamless interface with the City of Cooper City and efficient advancement of project goals, from kickoff through closeout.

(VII) - RESUMES FOR ASSIGNED PERSONNEL

Attach resumes for the assigned personnel identified on this LOQ. Please see the pages below for attached resumes.

THE EXECUTION OF THE LOQ CONSTITUTES THE UNEQUIVOCAL OFFER OF THE PROPOSER TO BE BOUND BY THE TERMS OF HIS OR HER PROPOSAL. FAILURE OF AN AUTHORIZED PRIME FIRM REPRESENTATIVE TO SIGN THIS LOQ WHERE INDICATED BELOW, MAY RENDER THE PROPOSAL NON-RESPONSIVE. HOWEVER, THE CITY MAY, AT ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF HIS OR HER OFFER.

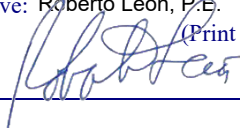
(IX) - PRIME CONSULTANT ACKNOWLEDGEMENT

I ☒ hereby certify that to the best of my knowledge and belief all the foregoing information is true and correct.

Authorized Prime Consultant's Representative: Roberto Leon, P.E.

Title: Senior Vice President

(Print Name)

Signature Authorized Representative:  Date: 3/15/2026

RESUMES

ROBERTO LEÓN, P.E., LEED AP, PMP

Principal-In-Charge

Mr. León has spent over 28 years working in the engineering, architectural, program management, environmental and construction industry in the private and public sector. His experience includes institutional, water and wastewater, energy, environmental, transportation and buildings sector projects in the United States, Puerto Rico and Latin America. Currently serving as the Senior Vice President of Operations of CSA Group, Mr. Leon is fully versed in construction techniques, industry standards, and applicable local and national building codes. He has participated as Principal in Charge in multiple construction supervision and inspection services projects; making sure that construction is performed in strict compliance with the contract documents (drawings and specifications) and within the allocated construction period.

EDUCATION

M.S. Engineering Environmental & Water Quality,
Massachusetts Institute Technology,
Cambridge, Massachusetts, 1997
B.S. Environmental Engineering
Cornell University, Ithaca, NY, 1996

PROFESSIONAL LICENSES AND REGISTRATIONS

Professional Engineer: FL No. 73680;
MD No. 42480; DC No. 906731; PR
No. 16949; NY No. 094761

Project Management Professional
(PMP): No. 1495575

LEED®AP-BD+C (10274020)

Board Certified Environmental
Engineer (BCEE)

American Academy of Environmental
Engineers (AAEE)

YEARS OF EXPERIENCE

28

PROJECT EXPERIENCE

WASD South District Wastewater Treatment Plant – Chlorine Building Improvements

CSA was contracted by WASD to develop construction documents, construction drawings and technical specifications for the scope of work developed by the Consent Decree Program Management/Construction Management (CD PM/CM). CSA was also required to provide a Technical Memorandum to specifically confirm project Scope of Work and identify the design criteria. The project scope consisted of electrical upgrades, Instrumentation and Controls (I&C), Structural, and HVAC engineering related work. A major portion of the electrical scope is for the replacement of the existing Motor Control Centers (MCC's). Existing equipment in the building was susceptible to flooding; therefore, new equipment was elevated outside of the flood zone.

PRASA Program Management Capital Improvements Program

PRASA serves over 3.3 million people in 78 municipalities, covering a land extension of 3,500 square miles. PRASA's Capital Improvements Program emphasizes recovery from Hurricane María impacts, complies with the Consent Decree and maximizes the useful life of its assets. CSA Group will continue to provide management and consulting services for several water and wastewater treatment infrastructure projects throughout the Island in partnership with WSP Puerto Rico. Mr. Leon is the Principal in Charge of the project.

Puerto Rico Water & Wastewater Infrastructure Program Immediate Action Projects/Strategic/Environmental/Technical Support

CSA Group worked with the Puerto Rico Infrastructure Financing Authority (AFI) as Program Manager to oversee design and construction of a \$1.8 billion program for improvements to the island's water and wastewater infrastructure. The program began in March 1998 and was designed to alleviate a crisis situation in the island's water supply and wastewater systems resulting from deteriorating infrastructure. The program encompassed four major elements: strategic projects, environmental compliance, Immediate Action Projects (IAPs), and technical support.

JESSICA MAURICIO, ASSOC. AIA, LEED AP

Project Manager

Jessica is a dedicated Project Manager committed to applying her comprehensive experience to the architectural, engineering and construction industry. Jessica has over 22 years of experience including Design, Project Management, Construction Management, Owner's Representation and Program Management. Her design and construction skill set encompasses not only an ability to generate imaginative solutions and interpret building and zoning codes but also a solid understanding of contract documents, real estate development, effective cost management, and proficiency in project tracking and management for both private and public sector clients/projects. Jessica has a strong history of experience in both Florida and New York States. She has expertise in managing archaeological investigations and in obtaining Zoning Overrides in New York City. Jessica also has extensive experience in interagency coordination, negotiations and agreements.

EDUCATION

M.U.P, CUNY, New York, NY
Bachelor in Architecture, University of Miami

PROFESSIONAL LICENSES AND REGISTRATIONS

LEED Accredited Professional (AP) -
U.S. Green Building Council, 2003
Construction Management Certificate,
LaGuardia Community College, 2014
FEMA Badge
American Institute of Architecture,
Associate (AIA)

YEARS OF EXPERIENCE

22

PROJECT EXPERIENCE

Miami-Dade County Facility Condition Assessments

Program Manager for a Facilities Conditions Assessment Program ensuring the successful evaluation of county facilities. Responsibilities include overseeing the development and refinement of survey questions designed to capture comprehensive and accurate facility data. Lead efforts to identify and implement software improvements that enhance the program's efficiency and usability. Collaborating closely and training vendors hired by the county in deployment of the Facilities Conditions Assessment Program.

Gwen Cherry Park - Miami Dade County Parks, Recreation and Open Spaces

The project involves the installation of Shade Canvas Covering structures at Gwen Cherry Park to provide shade for the bleachers on the football field. The canopies are constructed from steel, including columns, a cable/frame system, and fabric shading panels, designed to not obstruct the view of the game. A geotechnical analysis was necessary due to the deep foundations required, and an environmental analysis was conducted to assess potential soil contamination. The services provided include architecture design, civil and structural engineering, permitting, and construction administration. Jessica works as a Construction Manager for the construction of new shade structures being constructed at Gwen Cherry Park. Primary liaison, facilitating seamless communication and coordination between the county, the contractor, and the design team to align project goals and resolve any issues that arise during the construction process. Oversight of all construction management-related activities, such as scheduling, budget tracking, and risk management, to keep the project on track as well as conducting field inspections to ensure that the construction adheres to design specifications, safety regulations, and quality standards. Preparation of detailed reports documenting project progress, challenges, and resolutions, providing stakeholders with transparency and confidence in the project's development.

Soho Beach House, Miami Beach, FLda (Built). Designer/Project Manager/Construction Administration

For the prestigious London hotelier, the 47-suite beachfront hotel comprises the restoration of the existing historic Sovereign Hotel, the addition of a new rooftop spa, and, on the oceanfront, a new 14-story tower.

City of Fort Lauderdale Parks & Recreation

Owner's Representative and Senior Project Manager, overseeing flood damage assessments and related FEMA funding sources, coordinating procurement activities for construction, and managing construction efforts across all affected sites.

KELCIE Y. IZQUIERDO, P.E.

Deputy Project Manager | Electrical Engineer

Kelcie Izquierdo is an Electrical Engineer with over 13 years of experience. Area of expertise include Design of Electrical, Fire Alarm, Telecommunication, BDA and Low Voltage Systems for Residential, Commercial, Industrial, Hospitals, Hotels, Schools, Museums, Fire Stations and High Rises Buildings. Creative, proactive, teamwork, enthusiastic with strong analytical skills, problem solving, excellent supervisory abilities to communicate with and motivate team members.

EDUCATION

(UCLV) Central University "Marta Abreu" of Las Villas, Electrical Engineering Degree Villa Clara, Cuba July 2012

(JS&A) Josef Silny & Associate, Inc., B.S.E.E (Bachelor of Science in Electrical Engineering) Florida, USA, December 2015

PROFESSIONAL LICENSES AND REGISTRATIONS

FL PE License – 85314

Infrared Thermography for Electrical Applications

Thermal/Infrared Thermography, Level II

IS100.C – Introduction to Incident Command System

IS200.C – Basic Incident Command System for Initial Response

(FBPE) Florida Board of Professional Engineers, FE (Electrical and Computer) Florida, USA October 2016

(FBPE) Florida Board of Professional Engineers, PE (Electrical and Computer: Power) Florida, USA, April 2018

YEARS OF EXPERIENCE

13

PROJECT EXPERIENCE

DTPW Biscayne Gardens 150 & Biscayne Shores 116 Pump Station Retrofit

As an Electrical Engineer, Kelcie led the design and implementation of advanced Electrical, Control, and Telemetry Systems as part of the upgrade to the existing Pump Station. His responsibilities included the upscaling of electric-driven motor pumps and the development of detailed specifications for key components such as a new standby generator, automatic transfer switch, pump control panel, remote terminal unit (RTU), and pump pit well sensors. His work ensured enhanced system reliability, operational efficiency, and seamless integration with existing infrastructure. The scope of work involved re-evaluating the drainage area, upsizing the pumps and generators, and upgrading all electrical components. At the Biscayne Shores 116 Station, substantial improvements to the building's structural, mechanical, and electrical systems were required. CSA proposed placing the replaced generators, new electrical panels, and pump controls on a reinforced concrete slab outside of the existing buildings. CSA is providing project management, civil, structural, mechanical, and electrical engineering services, an opinion of probable cost, design and construction support services, and permits.

Design / Build Services for New Alexander Orr Water Treatment Plant: Miami-Dade Water & Sewage Department (WASD)

CSA was the lead designer for the new water laboratory, providing: Architecture, Landscape Architecture, Civil Engineering, Structural Engineering, Mechanical, Electrical, and Plumbing Engineering, Environmental, and Permitting. The new building is being designed as a Risk Category, IV Essential Facility, per ASCE 7-10. The project entails 11,500 square feet and accommodations for: 20 staff, 12 visitors, 32 vehicles including six (6) county vehicles, and three (3) golf carts with charging stations. The project is planned and designed to achieve LEED Silver Certification.

WASD South District Wastewater Treatment Plant – Chlorine Building Improvements

CSA was contracted by WASD to develop construction documents, construction drawings and technical specifications for the scope of work developed by the Consent Decree Program Management/Construction Management (CD PM/CM). CSA was also required to provide a Technical Memorandum to specifically confirm project Scope of Work and identify the design criteria. The project scope consisted of electrical upgrades, Instrumentation and Controls (I&C), Structural, and HVAC engineering related work. A major portion of the electrical scope is for the replacement of the existing Motor Control Centers (MCC's). Existing equipment in the building was susceptible to flooding; therefore, new equipment was elevated outside of the flood zone.

ALEX PASSINI

QA/QC

Alex is a seasoned Quality and Operations Leader with over 22 years of experience driving excellence in water treatment, infrastructure, and metallurgical services. He has a proven track record of implementing rigorous quality control systems, optimizing operational workflows, and ensuring regulatory compliance across domestic and international projects. Alex has successfully led cross-functional teams, managed complex project lifecycles, and collaborated with engineers, contractors, and public health officials to deliver high-impact solutions. His leadership has consistently resulted in improved client satisfaction, enhanced process efficiency, and the successful execution of multi-million dollar projects. With deep technical knowledge and a commitment to continuous improvement, Alex brings a strategic, detail-oriented approach to quality management in highly regulated environments.

EDUCATION

Engineering/Industrial Management,
MIT
MBA - Finance , University of Phoenix ,
Universidad de Palermo
Bachelor's in Business Management,
Christian Vocational College

PROFESSIONAL LICENSES AND REGISTRATIONS

Certified Water Specialist, CWQA
(2011 – 2013)

Master Water Specialist, CWQA (2017
- 2019)

YEARS OF EXPERIENCE

22

PROJECT EXPERIENCE

CSA Group NY Architects & Engineers, P.C, Vice President of Business Development/Water

Alex leads a high-performing team responsible for executing business development initiatives. Managing the end-to-end project lifecycle, including contract review and coordinating cross-functional input to ensure compliance with deadlines and quality standards. Collaborate closely with internal stakeholders— such as project managers and directors to align business strategies, provide proposal support, and optimize solution delivery. Additionally, he maintains a comprehensive client relationship management system to monitor engagement metrics, support forecasting, and enable data-driven decision-making. With a strong foundation in auditing and a proven track record of aligning business goals with quality outcomes, Alex brings a results-oriented mindset and a deep commitment to continuous improvement

AWC Water Solutions 2019 - 2025, Director of Business Development

Alex led a high-performing sales team of 16 regional agents across 34 U.S. states and Latin America, driving a 254% increase in Water Division revenue— from \$13 million to \$46 million—over a five-year period. He collaborated with engineers and contractors to promote key technologies, significantly improving project success rates. Alex also developed and delivered training webinars for clients, agents, and internal staff, enhancing product knowledge and customer engagement. His industry leadership was further demonstrated through participation in over 40 trade shows and presentations at 16 conferences, where he shared insights on advanced water treatment technologies, including Dissolved Air Flotation, Co-Precipitation of Metals, Arsenic and Uranium Treatment, and UV Disinfection. As a result of these efforts, Alex played a pivotal role in establishing AWC as a recognized industry leader, directly contributing to the acquisition of multiple high-value contracts.

HP Water, 2007, 2010 National Operations Manager/ Senior Operations Manager

Alex led strategic quality and operational initiatives that significantly enhanced project efficiency and compliance across multiple regions. He served as a vital liaison between Public Health Engineers and construction teams, ensuring all projects met stringent health, safety, and regulatory standards. Domestically, he oversaw quality assurance protocols and operational workflows, while internationally, he managed project divisions in Latin America and Southeast Asia, demonstrating effective leadership in complex, cross-cultural environments.

RICARDO MIGUEL MORILLO

Senior Technical Advisor - Emergency Management

Mr. Ricardo "Kiko" Morillo is CSA's Vice President Business Development for the Federal market companywide and Senior Project Manager for Emergency Management and Damage Assessment. He is a self-driven leader with military, corporate and entrepreneurial experience with a successful track record in sales, marketing, sales management, contract negotiations as well as project management and team development skills. With over 38 years of experience, Mr. Morillo has extensive knowledge of federal contracting process and Federal Disaster Recovery operations to include coordination with local Emergency Operations Centers. Mr. Morillo also has extensive knowledge in FEMA CAT A Debris removal procedures.

EDUCATION

United States Military Academy, West Point, NY, B.S. International Relations, Latin America, 1987

PROFESSIONAL LICENSES AND REGISTRATIONS

N/A

USACE & FEMA COURSES

U.S. Army Corps of Engineers Quality Construction Management Course

ICS-100 Introduction to Incident Command System

ICS-200 ICS for Single Resources and Initial Action Incident

IS-00632.a Introduction to Debris Operations

IS-00700.a National Incident Management System (NIMS) an Introduction

IS-00800.b National Response Framework, an Introduction

OSHA 10

YEARS OF EXPERIENCE

38

PROJECT EXPERIENCE

CSA Group, Vice President Federal and Emergency Management

Corporate lead for Consultech Global, LLC and all of our efforts to support the PA-TAC IV contract as a sub for CCPRS. Lead all company efforts involving Federal and Local Disaster Recover, FEMA, U.S. Army Corps of Engineers and any other opportunities across the federal sector. Senior Project Manager for Damage Assessments across all regions.

NYC Emergency Management Surge Staffing Support IDIQ

CSA Group provided staff augmentation related to the New York City Emergency Management (NYCEM) Surge Staffing contract. The NYCEM is responsible for coordinating citywide emergency planning and response for all types and scales of emergencies. CSA was part of a team led by Hagerty and assisted with the COVID-19 pandemic tracking and recovery efforts in NYC.

NYCHA Remnants of Hurricane Ida Damage Evaluations

CSA provided Multi-Disciplinary Teams to conduct assessments of storm-related damages incurred at over 115 building totaling 4 million+ square feet in 13 sites and 123 acres in order to understand the level of capital investment needed to restore sites to pre-storm conditions, as well as to mitigate against future similar storms. After assessing the damages, CSA prepared conceptual cost estimates for the necessary repairs as well as cost estimates for potential mitigation projects. Also, CSA assisted NYCHA in negotiations with FEMA regarding the impact and potential future funding. NYCHA developments included: Bronx River Houses, Butler, Claremont, Ingersoll, Latimer, Leavitt, McKinley, Moore, Sotomayor, Todt Hill, Watson, Webster, and Woodside.

Johnson & Johnson Family of Companies

Responsible for over \$140 million dollars of Johnson & Johnson business. Managed contracts and business relationships for both medical device and pharmaceutical sectors of Johnson & Johnson. Called on C-Suite levels of hospital groups in the New York City and Long Island territory including New York Presbyterian, North Shore LI, Catholic Hospitals of Long Island and Winthrop University Hospital. Negotiated and managed contracts and maintained corporate relationships with hospitals and operating companies. Promoted and implemented value added programs at accounts.

MANUEL A. FONTAN, P.E., LEED AP

Mechanical Engineer

Mr. Fontan has over 8 years of experience and proven knowledge in building energy operations, and high-performance MEP system design and consulting. Helping developers, architects, engineers, contractors, and private and public owner-operators achieve their design, performance, and/or sustainability, goals for new construction and existing buildings. Successfully collaborated with diverse cross-functional teams and delivered asset performance improvements, and climate risk reduction in more than \$700M worth of commercial, residential, institutional and mixed-use capital projects.

EDUCATION

Master of Science, Energy Systems,
Northeastern University, Boston, MA,
2017

Bachelor of Science, Mechanical
Engineering, Polytechnic University of
PR, San Juan , PR, 2015

PROFESSIONAL LICENSES AND REGISTRATIONS

LEED AP BD+CPE

license Puerto Rico

Florida License PE95338

OSHA 29 CFR 1926

YEARS OF EXPERIENCE

8

PROJECT EXPERIENCE

GSA New Courthouse Annex Project at the Federico Degetau Federal Building and Clemente Ruiz Nazario U.S. Courthouse

The project consists of A/E design and construction support services for the new Annex to be physically, functionally, and systematically linked to the existing 435,000 GSF Degetau Federal Building and Clemente Ruiz Nazario U.S. Courthouse Complex. The 153,000 GSF Annex will be located on the southwest corner of the 27-acre Federal Campus and will include a standalone childcare center, 35 indoor independent parking structure, a newly constructed Department of Justice with six district courtrooms and ten chambers, secure circulation for prisoner movement, and facilities expansion for prisoner management. As a subcontractor to STV, CSA is designing the civil site, HVAC, plumbing, fire protection, electrical, and structural engineering systems for the Annex building and site components.

Engie Impact Senior Energy Manager, Miami, FL

Manuel led the Energy & Water Advising team within the Sustainable Resource Management group, his responsibility was to advise Fortune 500 companies on how to improve existing operations to reduce utility costs. Scope of work included energy management, operational efficiency roadmaps, ASHRAE energy audits, EnergyStar certifications, and regulatory reporting.

WSP USA Building Performance Consultant, Boston, MA

Manuel served as a dedicated sustainability expert, his responsibility was to lead technical work for clients, developing strategies and effectively deliver presentations to stakeholders on energy efficiency, decarbonization, resilience, and wellness. Manuel also supported efforts on: permitting and code compliance, energy and water conservation, renewable energy, energy storage and risk assessments, and green building certification work.

The Green Engineer Building Performance Analyst, Concord, MA

Manuel identified strategies to make them greener, healthier and smarter new construction buildings. Supported project team leads with building energy modeling analytics.

DAVID CARRANZA, PE, LEED AP

Mechanical Engineer

Mechanical Engineer and Client Liaison Engineer with over 23 years of extensive experience in the coordination of HVAC projects from concept, design, to installation. Responsibilities include calculating HVAC loads, configuring HVAC ductwork, piping and mechanical room layouts; selecting HVAC equipment; conducting progress site inspections; Construction Administration; managing design staff; all in coordination with client needs and towards the goal of successful completion of projects. Areas of expertise: Design of HVAC systems, Building Code Compliance Inspections & Reviews, Energy Code Compliance Calculations, HVAC-Load Calculations, Construction Shop Drawing Reviews, Proposed Change Order Reviews and RFIs, Construction Progress Inspection Site Visits, Construction Observation Punch-lists, Energy Modeling for LEED Compliance.

EDUCATION

B.S. in Mechanical Engineering, Florida International University

PROFESSIONAL LICENSES AND REGISTRATIONS

Professional Engineer: Florida, 63988; New York, 110565; New Jersey, 24GE06116200; Pennsylvania, 096129

LEED AP, 2008 0010337658

YEARS OF EXPERIENCE

23

PROJECT EXPERIENCE

PWD, Lardner's Point Pumping Station Replacement Program, Philadelphia, PA

As a Project Manager David coordinated MEP design team effort to align with Prime Consultant directives. PWD Lardner's Point Pumping Station is undergoing a comprehensive replacement and rehabilitation program. CSA is providing Electrical, HVAC, FA, FP, IT/Security, and Plumbing design engineering services for the new pump station and administrative buildings. The project includes replacement design of existing systems, 90% design deliverables, 100% Construction Documents, Bidding Support, and Construction Administration Support.

NYCDEP PS-DES-1 Wastewater Pumping Stations Rehabilitation, Staten Island, NY

As a Project Manager, David coordinated with Prime Consultant, Project Expeditor and HVAC/Plumbing design team during permitting of project, prepared change-order proposal, managed Construction Administration services. CSA is providing HVAC and Plumbing design engineering services for the rehabilitation of three wastewater pumping stations on Staten Island, NY. Reliability Enhancement: The program aims to enhance the reliability of these stations by incorporating resilient, sustainable, and low-maintenance designs. The goal of the rehabilitation program is to achieve Envision certification. All three stations will have their existing mechanical systems replaced, including HVAC equipment and Plumbing.

Miami International Airport Building 714 Emergency Repairs

David conducted Mechanical/Plumbing Field Inspections to assess water intrusion from roof and exterior walls via existing rooftop/exterior HVAC equipment and rooftop Plumbing storm drainage system. He prepared Assessment Reports with Recommendations and conducted presentation to the client. The Miami Dade Aviation Department (MDAD) needed emergency water mitigation repairs for the American Airlines Cargo Building 714 due to water in the electrical conduits and light poles. Repairs were required for the exterior building envelope to prevent future incidents. CSA Group provided architectural, structural, electrical, mechanical, and plumbing engineering design construction drawings, permits, and construction support services.

ALFREDO MORALES, P.E.

Electrical Engineer

Mr. Morales has over 11 years of experience in the electrical engineering field, with a focus on electrical plan examination and inspection. He has a strong understanding of the National Electrical Code (NEC) and is proficient in using CAD software to generate electrical drawings and specifications. He is also experienced in field condition assessments, technical report writing, and project management.

EDUCATION

Bachelor's in Electrical Engineering,
CUJAE - Ciudad de la Habana,
September 2006 to June 2011

PROFESSIONAL LICENSES AND REGISTRATIONS

Engineer In Training (EIT), Lic. Number:
1100021566, April 2018 to Present.

Electrical Inspector, Standard
Inspector (Electrical), Lic Number:
BN7551, November 2018 to
November 2025.

Journeyman Electrician, September
2018 to September 2019.

Certified Electrical Contractor,
EC13009662, March 2020 to August
2026.

Standard Plans Examiner, Plans
Examiner, Lic. Number: PX4554,
January 2021 to November 2025

YEARS OF EXPERIENCE

11

PROJECT EXPERIENCE

City of Fort Lauderdale Disaster Response and Recovery

WSP and CSA were contracted by the City of Fort Lauderdale to provide disaster recovery services which include design, engineering, architectural, environmental, project management, construction management, and financial recovery-related services. A pre-assessment of six critical buildings/ areas was requested to document their pre-storm condition. CSA utilized its technological platform to facilitate field assessments and report generation. Overall, the pre-assessment is a valuable investment to protect the City's property, infrastructure, and residents from future disasters. Mr. Morales worked conducting a thorough inspection to identify any damage to the electrical system and any compromised electrical component. Mr. Morales also worked on the electrical documentation providing a record of all findings from the initial assessment and preparing an electrical estimate of all the costs associated with repairing or replacing the damaged electrical systems, including labor, materials and equipment.

DTPW Biscayne Gardens 150 & Biscayne Shores 116 Pump Station Retrofit

Mr. Morales served as electrical engineer on this project. The scope of work involved re-evaluating the drainage area, upsizing the pumps and generators, and upgrading all electrical components. At the Biscayne Shores 116 Station, substantial improvements to the building's structural, mechanical, and electrical systems were required. CSA proposed placing the replaced generators, new electrical panels, and pump controls on a reinforced concrete slab outside of the existing buildings. CSA is providing project management, civil, structural, mechanical, and electrical engineering services, an opinion of probable cost, design and construction support services, and permits.

A. J. King Park Miami Gardens

CSA has been contracted by the City of Miami Gardens to improve multiple City parks and related facilities, including new or remodeled buildings. This task order focuses on improving the outdated A.J. King Park, transforming it into a resilient, attractive, and functional space. The project scope includes several components such as renovating the existing park community building, installing a new pavilion, upgrading sports lighting, and implementing new landscaping with an efficient irrigation system. CSA will provide full A/E services, including landscape architecture, MEP engineering, site/civil engineering design, and construction support services. Mr. Morales worked reviewing the existing electrical condition based on scanned document and As-Build provided by client. Mr. Morales also participated on the new electrical design as proposed scope of work.

HECTOR J. CRUZ, P.E.

Structural Engineer

Hector Cruz has over 20 years of experience in the field of Structural Engineering. His vast experience performing structural designs include the preparation of drawing plans/permit documents for a wide variety of construction projects ranging from residential, commercial, industrial, and certain specialized structures related to environmental/water infrastructure, plus imparting guidelines for remodeling/renovation and restoration/repair projects. Notwithstanding, Hector's professional experience also includes the provision of engineering services during the construction phase, such as providing clarification or resolution of construction issues/field conflicts, and conducting periodic field inspections to ensure general conformance with contract documents. Meanwhile, he has also managed to successfully complete numerous forensic investigations related to damaged structures caused by building collapse, hurricane/wind damage, construction defects, water intrusion, settlement, collision, and fire damage, plus structural assessments.

EDUCATION

M.S., Civil Engineering (MSCE),
University of Puerto Rico – UPR
Bachelor of Science Civil Engineering
(BSCE), University of Puerto Rico – UPR

PROFESSIONAL LICENSES AND REGISTRATIONS

Professional Engineer (P.E.) - Florida
Registration No. 68648 P.E.

Professional Engineer (P.E.) - Puerto
Rico Registration (Currently Inactive)

Certificate of "Design of Commercial
Buildings to Mitigate Terrorist Attacks:
4 PDH"

YEARS OF EXPERIENCE

20

PROJECT EXPERIENCE

DTPW Biscayne Gardens 150 & Biscayne Shores 116 Pump Station Retrofit

Mr. Cruz served as senior structural engineer on this project. The scope of work involved re-evaluating the drainage area, upsizing the pumps and generators, and upgrading all electrical components. At the Biscayne Shores 116 Station, substantial improvements to the building's structural, mechanical, and electrical systems were required. CSA proposed placing the replaced generators, new electrical panels, and pump controls on a reinforced concrete slab outside of the existing buildings. CSA is providing project management, civil, structural, mechanical, and electrical engineering services, an opinion of probable cost, design and construction support services, and permits.

Miami International Airport Building 714 Emergency Repairs

Hector was part of the team performing the assessment of both facilities, along with making recommendations, as needed. The Miami Dade Aviation Department (MDAD) needed emergency water mitigation repairs for the American Airlines Cargo Building 714 due to water in the electrical conduits and light poles. Repairs were required for the exterior building envelope to prevent future incidents. CSA Group provided architectural, structural, electrical, mechanical, and plumbing engineering design construction drawings, permits, and construction support services.

Miami Dade Courthouse Basement Flooding

Hector performed the assessment of both facilities, along with making recommendations, as needed. Miami-Dade County has contracted with CSA Group for architectural and engineering services for renovation and improvement projects at various County facilities. CSA's role is to provide engineering design and consulting services to analyze and rectify groundwater intrusion into the basement. By addressing these basement water intrusion issues, CSA will safeguard critical infrastructure and systems that support the courthouse for reliability and functionality.

LUIS E. RODRIGUEZ, P.E.

Civil Engineer | Permitting & Regulatory Coordination

Luis is a licensed professional engineer and has over 31 years of experience in civil engineering. His project experience includes design of water distribution systems, sanitary sewer collection systems, sanitary sewer pump stations and force main, paving and drainage design, management of various land development projects, and permitting processing through various local and state agencies. He has extensive experience in construction management and administration. This includes Request for Information (RFI) processing, Pay applications reviews, shop drawing reviews and management. Field reports and inspections as required for the various trades such as structural, drainage and utilities related.

EDUCATION

B.S, Civil Engineering, Cornell University, New York

PROFESSIONAL LICENSES AND REGISTRATIONS

Professional Engineer: FL # PE54287

Stormwater Erosion and Sedimentation Control Inspector Training Program, Lic. #25089

YEARS OF EXPERIENCE

31

PROJECT EXPERIENCE

Broward County 16 MGD Reclaimed Water Plant Expansion

This project consisted of construction of three new buildings at the plant; water filters, chlorine contact tank, and electrical buildings. The existing reclaimed plant was rated for 10 MGD and the proposed improvements sought to add 16 MGD. Responsibilities included civil modification to the site to maintain the master drainage flow intended for the plant while modifying the access and grading to include the new facilities. In addition, road service was provided to connect the new buildings, and special consideration was given to maintaining adequate cover over the new effluent lines connecting the building and the chlorine contact tank. In addition, the scope included drafting services of the process, structural and electrical drawings for these new facilities.

Port Everglades Slip 2

Duties included preparation of construction documents for removal or rerouting of water, sanitary sewer, and stormwater systems to accommodate Slip 2 expansion. Assisted with permitting of removing 600 LF of sanitary sewer main. Provided paving and grading plans for berth's apron, coordinated placement of apron's utilities with proposed new sea wall.

FPL Eller Substation

These projects consisted of the design, permitting and construction observation for the civil portion of FPL electrical substations located throughout Broward County. Services included paving, grading and drainage systems for the substations. It also included the design of the water and sewer services for facilities with bathrooms. Other services included, South Florida Water Management District Water Use Permits, construction cost estimates, and preparation of Spill Prevention Control and Countermeasure Plans. FPL projects also require approval from the Florida Department of Environmental Protection for the Environmental Resource Permit.

Port Everglades Terminal 26

Scope of work included the conversion of a loading dock to a passenger drop off area, earthwork associated with raising the site over three (3) feet in elevation, paving grading and drainage for drop off area, relocation of 10" fire line and backflow preventer, sanitary sewer extension, permitting with Florida Department of Environmental Protection (FDEP), Broward County and City of Hollywood.

JUAN M. VILLAR, PE

Civil Engineer

Juan holds extensive experience in all aspects of project management and the civil engineering field. As the Director of the Civil Department, he oversees the budgetary status of projects and delegates responsibilities to Project Managers/Engineers on selected projects including highway design, paving grading and drainage, water distribution, sewage collection systems, pump stations, and storm water management studies for Commercial, Educational, Institutional and large-scale Residential Developments. He prepares technical proposals, negotiates contracts, maintains client relationships and directs and coordinates project development activities and tasks throughout the completion of project design, permitting and construction administrative/management tasks associated with the development of projects within the South Florida Region. Other responsibilities he holds are overseeing project scheduling, professional staff/resources, Quality Assurance and Control reviews and contract administration and invoicing.

EDUCATION

B.S in Civil Engineering,
Florida International University

PROFESSIONAL LICENSES AND REGISTRATIONS

Professional Civil Engineer
FL No. 32710

YEARS OF EXPERIENCE

40

PROJECT EXPERIENCE

DTPW Biscayne Gardens 150 & Biscayne Shores 116 Pump Station Retrofit

The scope of work involved re-evaluating the drainage area, upsizing the pumps and generators, and upgrading all electrical components. At the Biscayne Shores 116 Station, substantial improvements to the building's structural, mechanical, and electrical systems were required. CSA proposed placing the replaced generators, new electrical panels, and pump controls on a reinforced concrete slab outside of the existing buildings. CSA provides project management, civil, structural, mechanical, and electrical engineering services, an opinion of probable cost, design and construction support services, and permits. As Senior Civil Engineer Juan is working on retrofitting two drainage pump stations.

Dade Courthouse Basement Flooding

Miami-Dade County has contracted with CSA Group for architectural and engineering services for renovation and improvement projects at various County facilities. CSA's role is to provide engineering design and consulting services to analyze and rectify groundwater intrusion into the basement. By addressing these basement water intrusion issues, CSA will safeguard critical infrastructure and systems that support the courthouse for reliability and functionality. As Senior Civil Engineer Juan evaluated the volume groundwater flooding that the building was experiencing.

Design / Build Services for New Alexander Orr Water Treatment Plant: Miami-Dade Water & Sewage Department (WASD)

Mr. Villar served as site civil discipline manager for this project. CSA was the lead designer for the new water laboratory, providing: Architecture, Landscape Architecture, Civil Engineering, Structural Engineering, Mechanical, Electrical, and Plumbing Engineering, Environmental, and Permitting. The new building is being designed as a Risk Category, IV Essential Facility, per ASCE 7-10. The project entails 11,500 square feet and accommodations for: 20 staff, 12 visitors, 32 vehicles including six (6) county vehicles, and three (3) golf carts with charging stations. The project is planned and designed to achieve LEED Silver Certification.

RAFAEL A. TORRENS III, RA, AIA

Senior Architect

With over 34 years of architectural experience, Mr. Torrens has worked in various design roles across Puerto Rico, Japan, Venezuela, Europe, and Florida. His extensive background includes managing a wide range of projects such as single and multifamily housing developments, educational facilities, marine and railway terminals, hotels and restaurants, retail stores, and projects in both the public and private sectors. Mr. Torrens is known for his strong management capabilities, ensuring the implementation of design intent while effectively collaborating with clients, subconsultants, and staff.

EDUCATION

Post Graduate Studies Architecture
Association School of Architecture,
London, England
B. Arch. Professional Degree,
University of Notre Dame du Lac

PROFESSIONAL LICENSES AND REGISTRATIONS

Registered Architect:

Florida License No. AR0017381

Puerto Rico License No. 14050

AIA Member No.30158204

YEARS OF EXPERIENCE

34

PROJECT EXPERIENCE

Design / Build Services for New Alexander Orr Water Treatment Plant: Miami-Dade Water & Sewage Department (WASD)

CSA was the lead designer for the new water laboratory, providing: Architecture, Landscape Architecture, Civil Engineering, Structural Engineering, Mechanical, Electrical, and Plumbing Engineering, Environmental, and Permitting. The new building is being designed as a Risk Category, IV Essential Facility, per ASCE 7-10. The project entails 11,500 square feet and accommodations for: 20 staff, 12 visitors, 32 vehicles including six (6) county vehicles, and three (3) golf carts with charging stations. The project is planned and designed to achieve LEED Silver Certification. Mr. Torrens is the Design Project Manager and Architect of Record & Design Chief, and as such is responsible for performing the due diligence, research on latest laboratory trends, and programmatic requirements including 'Future-Proofing' of the Laboratory. He is coordinating all disciplines involved with a holistic design approach to provide the client a state-of-the-art facility.

DTPW Biscayne Gardens 150 & Biscayne Shores 116 Pump Station Retrofit

Mr. Torrens served as senior architect on this project. The scope of work involved re-evaluating the drainage area, upsizing the pumps and generators, and upgrading all electrical components. At the Biscayne Shores 116 Station, substantial improvements to the building's structural, mechanical, and electrical systems were required. CSA proposed placing the replaced generators, new electrical panels, and pump controls on a reinforced concrete slab outside of the existing buildings. CSA is providing project management, civil, structural, mechanical, and electrical engineering services, an opinion of probable cost, design and construction support services, and permits.

WASD South District Wastewater Treatment Plant - Chlorine Building Improvements

CSA was contracted by WASD to develop construction documents, construction drawings and technical specifications for the scope of work developed by the Consent Decree Program Management/Construction Management (CD PM/CM). CSA was also required to provide a Technical Memorandum to specifically confirm project Scope of Work and identify the design criteria. The project scope consisted of electrical upgrades, Instrumentation and Controls (I&C), Structural, and HVAC engineering related work. A major portion of the electrical scope is for the replacement of the existing Motor Control Centers (MCC's). Existing equipment in the building was susceptible to flooding; therefore, new equipment was elevated outside of the flood zone.

GIOVANNI BRUNI

Cost Estimating

Giovanni has over 44 years of experience as a Senior Project Engineer and Construction Engineer mainly on projects requiring extensive construction management skills and detailed inspections with emphasis on Airports, Marine and Coastal facilities for Private and Public Infrastructures. Giovanni has managed over 900,000 man-hours in projects and \$2.000 million in construction work. Since April 2023, Giovanni has been preparing cost estimates for special projects.

EDUCATION

B.S., Civil Engineering, Metropolitan University, Venezuela, 1981
International Course of Mechanics of Soil and Engineering of Foundations, CEDEX, Madrid, Spain, 1993

PROFESSIONAL LICENSES AND REGISTRATIONS

CTQP ID #B650280593040

CTQP - QC Manager

CTQP - Final Estimate, Level I and II

CTQP - Asphalt Paving Technician, Level I and II

NPDES - Stormwater Management

FDOT - Maintenance of Traffic (MOT) Intermediate

FDOT - Temporary Traffic Control (TTC) Intermediate

YEARS OF EXPERIENCE

44

PROJECT EXPERIENCE

Integral Supervision Services, Inspection and Construction Control of the South Terminal of Tocumen International Airport, SA Project Construction

Manager for the consortium of the Tocumen International Airport Expansion (Terminal B). The design has been designed by the architecture study of Sir Norman Foster & Associates, of England. The Terminal 2 has an approximate surface area of 116,000 m², mainly developed on two levels, the departures and arrivals. It has a length of 650 m and a width of 170 m in the widest part and 23 m in the thinnest part towards its north and south terminals. The new passenger terminal building has the capacity to handle aircraft in 20 contact positions and 8 in remote positions, taxiway and aircraft parking and circulation platform (APRON), adding a floor area of more than 250,000 m². Construction Cost: \$858 million.

DTPW Biscayne Gardens 150 & Biscayne Shores 116 Pump Station Retrofit

Mr. Bruni provided cost estimation services to determine probable cost. The scope of work involved re-evaluating the drainage area, upsizing the pumps and generators, and upgrading all electrical components. At the Biscayne Shores 116 Station, substantial improvements to the building's structural, mechanical, and electrical systems were required. CSA proposed placing the replaced generators, new electrical panels, and pump controls on a reinforced concrete slab outside of the existing buildings. CSA is providing project management, civil, structural, mechanical, and electrical engineering services, an opinion of probable cost, design and construction support services, and permits.

FDOT District 1 Hurricane Recovery Projects, FL, Project Manager and Database Manager

Giovanni's responsibilities included: Overseeing the Hurricane Recovery (Charley, Frances, Jeanne and Wilma) documentation efforts for FDOT District I. Responsibilities include review and approval of contractor's invoices and project quantities, preparation of estimates to complete work (time and budget) over \$68 million and tracking of contractor's progress. Responsible for preparation and tracking of monthly and final estimates, review and tracking of contract drawings, preparation of supplemental agreements, unilateral agreements, change orders and work orders, tracking of shop drawings submittals, and quality control reporting including documentation and system input. Other duties include developing databases for documents control and contract administration process for Hurricane Emergency Recovery Works for Florida Department of Transportation as debris removal, signs and signals repairs, entry of truck certifications, load ticket, verification of road types and project numbers, spreadsheet construction and verification of quantities required to prepare FEMA Project Worksheets for reimbursement.

JUAN A. SAN MIGUEL-HERNÁNDEZ, P.E.

Cost Estimating

Mr. San Miguel has over 18 years of experience in various engineering roles. His expertise encompasses assisting stakeholders in defining product requests, conducting mitigation program delivery-based research, preparing and explaining hazard risk analysis, and translating technical data. He has applied general engineering concepts related to utilities, energy, and water infrastructure, and has executed technical research in engineering, physical science, and construction design management. Additionally, Mr. San Miguel has provided benefit-cost analysis and technical assistance to the Hazard Mitigation Branch, developed cost estimates using RS Means software, and supported the development of over 50 Hazard Mitigation Proposals totaling over \$6 million.

EDUCATION

BS in Civil Engineering University of Puerto Rico, Mayagüez, PR 2006

PROFESSIONAL LICENSES AND REGISTRATIONS

Licensed and registered Professional Engineer – Puerto Rico (CIAPR)

YEARS OF EXPERIENCE

18

PROJECT EXPERIENCE

PRASA Program Management Capital Improvements Program

PRASA serves over 3.3 million people in 78 municipalities, covering a land extension of 3,500 square miles. PRASA's Capital Improvements Program emphasizes recovery from Hurricane María impacts, complies with the Consent Decree and maximizes the useful life of its assets. CSA Group will continue to provide management and consulting services for several water and wastewater treatment infrastructure projects throughout the Island in partnership with WSP Puerto Rico. Mr. San Miguel works as the lead cost estimator for the project.

LUMA Design T&D Architectural Engineering Services

The project consists of Architecture and Engineering Services assisting LUMA in the permanent improvement, strengthening, and hardening of the electric grid. Part of the work included in this project consist of Design Services – Transmission and Distribution Power Line Projects which require the completion of engineering design to 100% design project of transmission and/or distribution power lines, including drawings, specifications, studies, bill of materials, estimates, and supporting documents necessary for EPC or traditional contracting for construction of new lines, repairs, and resiliency measures in existing lines; and Design Services – Transmission and Distribution Substation Projects which require the completion of engineering design to 30% or 100% design development standards of transmission and/or distribution substations, including drawings, specifications, and estimates and supporting documents necessary for EPC or traditional contracting for construction of new substations or new systems, repairs and resiliency measures in existing substations. Mr. San Miguel works as the lead cost estimator for the project.

DTPW FEMA Landslide Reconstruction Design (Guayama)

The Puerto Rico Department of Transportation and Public Works (PRDTPW) is carrying out the permanent repairs of multiple damages associated to Hurricanes Irma and María. The PRDTPW is focusing on the repairs in the Non-Federal Aid system targeting mostly Federal Emergency Management agency (FEMA) and insurance company funds. CSA services include preparation of construction documents including plans, cost estimates, specifications and any other specified services for the repair or reconstruction of certain facilities owned by the DTPW, or under its jurisdiction, affected by Hurricane María. The Guayama Region has nine (9) projects with 31 Damage Incidents (DI). The Damage Incidents present a combination of engineering factors associated with them: Bridges – 7 DI/ Landslides – 24 DI. Mr. San Miguel worked as the lead cost estimator for the project.



2

Years With WSP

28

Years of Experience

EDUCATION

MSc. Construction Management,
Florida International University,
2009

BSc. Civil Engineering, University of
the West Indies, 1994

PROFESSIONAL REGISTRATIONS

Engineer In Training: FL
(1100020687)

Project Management Professional:
FL (1602537)

JUDEEN JOHNSON

Vice President, Water Resources Engineering

Judeen Johnson is a Project Engineering Manager (Water Resources) with more than 20 years of experience in the public and private sectors. She has experience working on projects including capital improvement programming, transportation master plans, beautification, and redevelopment projects. Her core skills include process development, value engineering, risk and procurement, strategic planning, project integration, contract negotiation, intergovernmental relations, and grant management. Judeen also has experience collaborating with local governments and regulatory agencies for compliance.

PROJECT EXPERIENCE

Connecticut Department of Transportation (CTDOT) Railroad Underpass Pump Station Vulnerability Assessments: Principal engineer for the assessment of three pump stations serving railroad underpasses along state highways in Berlin, Groton and Hartford. The project included assessment of the pump stations, storm water collections systems, outfalls and site conditions, following the Federal Highway Administration's (FHWA) Adaptation Decision-making Assessment Process to analyze flood hazards under existing and future climate conditions, quantify maintenance, damage, and disruption costs due to flooding, and analyze adaptation options for each of the three railroad underpasses. Specific responsibilities included inspection of the pump stations, evaluation of pump station performance, development of recommended corrective actions for noted deficiencies, and preliminary design for upgrades required for the three future climate scenarios including construction cost estimates and construction schedules, as well as operation and maintenance recommendations.

City of Dania Beach, Southeast Drainage Retrofit Project, Florida: Project Manager. WSP is providing design services to alleviate flooding due to rain events and sea level rise in this coastal community. The design includes drainage and roadway improvements, stormwater collection system, pump station and injection wells. Additional services are landscaping, ADA improvements and grant management.

NE 104th Street Roadway and Drainage Improvements, Miami Shores Village, Florida: Project Manager. WSP is providing design engineering for the Village of Miami Shores. WSP is providing design services to alleviate flooding due to rain events and sea level rise in this coastal community. The design focuses on sustainability and includes drainage and roadway improvements, exfiltration trenches, stormwater collection system, pump station and injection wells. Additional services are landscaping, ADA compliance.

Stillwright Point Drainage Project, Monroe County, Florida: Project Manager. WSP was tasked with providing design services for this coastal community in Key Largo in Monroe County to address flooding and provide resilient solutions to coastal changes. The project area includes approximately 9,000 linear feet of roadway





JUDEEN JOHNSON

Vice President, Water Resources Engineering

construction and required permitting for elevating roadways, resurfacing/reconstruction, and a new drainage system. The scope includes design and permitting of a pressurized closed system. Roadway improvements feature curb and gutter and roadway harmonization.

Installation of Protective Articulated Concrete Mats for the CDWWTP and NDWWTP Outfalls, Miami Dade County, Florida:

Project Manager. WSP is providing CEI Services for Miami Dade County Water and Sewer Department. This project is for the installation of a scour protection system of two ocean outfall pipes from the Central and North District Wastewater Treatment Plants.

C-44 Reservoir/Stormwater Treatment Area Restoration Project, West Palm Beach, Florida:

Water Resources Engineer. WSP provided services for this project, which, as part of the Comprehensive Everglades Restoration Plan, the C-44 Stormwater Treatment Area project, includes the construction of 6,300 acres of stormwater treatment areas, 32 miles of berms, 30 miles of canals and 56 concrete water control structures. The project will capture local runoff from the C-44 basin, reducing average annual total nutrient loads and improving salinity in the St. Lucie Estuary and the southern portion of the Indian River Lagoon.

STOPR Group Regional Water Supply Monitoring Program, St. Cloud, Florida:

Water Resources Engineer. WSP supported five central Florida utilities, collectively known as the STOPR Group (the City of St. Cloud, Toho Water Authority, Orange County, Polk County, and Reedy Creek Improvement District) to develop and review technical documents and methods related to groundwater flow modeling, environmental assessments, minimum flows and levels, and regional monitoring in support of regional water policy development in partnership with water management districts and the department of environmental protection.

Eastern Shores Drainage and Outfall Replacement Program/Eastern Shores Community, North Miami Beach, Florida:

Program Manager for the stormwater outfall program. The project consisted of developing a program to address isolated drainage and flooding issues and identify and replace outfall pipes in select areas of the city that had reached their design life and were not functioning to their original design intention. Judeen developed a comprehensive program, to define the scope, fund, design, procure construction services and oversee construction. As the Program Lead, involved at every step of the process, she organized a technical team from the Public Works Department including a civil engineer, construction manager and engineering inspector, as well as other support staff from the Procurement and Finance Departments and external survey and design consultants.





27

Years With WSP

28

Years of Experience

EDUCATION

MS, Civil and Environmental
Engineering, Tufts University, 1996
BS, Civil and Environmental
Engineering, Tufts University, 1995

PROFESSIONAL REGISTRATIONS

Professional Engineer: MA (102803)
2025
OSHA 40-Hour Health & Safety
Training for Hazardous Waste Site
Activities (29 CFR 1910.120)
OSHA 10-Hour Hazardous
Awareness Training for Construction
(29 CFR 1926)

THOMAS PAYNE, PE SENIOR VICE PRESIDENT

Thomas Payne has over 25 years of experience in civil and environmental engineering at WSP where he serves as a company-wide subject matter expert and technical advisor on water and wastewater projects. In this role, his responsibilities include advising on projects from scoping through final design, conducting quality and constructability reviews, and providing construction phase support. He is also actively engaged as a designer and project manager on a variety of civil and environmental engineering projects across the United States and abroad. Tom participated as an editor to update the Water Environment Federation (WEF) Manual of Practice No. FD-6, Existing Sewer Evaluation and Rehabilitation and is currently appointed to the WEF Water Reuse and Industrial Wastewater Committees.

PROJECT EXPERIENCE

Connecticut Department of Transportation (CTDOT) Railroad Underpass Pump Station Vulnerability Assessments: Principal engineer for the assessment of three pump stations serving railroad underpasses along state highways in Berlin, Groton and Hartford. The project included assessment of the pump stations, storm water collections systems, outfalls and site conditions, following the Federal Highway Administration's (FHWA) Adaptation Decision-making Assessment Process to analyze flood hazards under existing and future climate conditions, quantify maintenance, damage, and disruption costs due to flooding, and analyze adaptation options for each of the three railroad underpasses. Specific responsibilities included inspection of the pump stations, evaluation of pump station performance, development of recommended corrective actions for noted deficiencies, and preliminary design for upgrades required for the three future climate scenarios including construction cost estimates and construction schedules, as well as operation and maintenance recommendations.

Naval Facilities Engineering Command (NAVFAC), FY2024 MCON Project P260 Airfield Improvements, Naval Air Station Whidbey Island, WA: Principal engineer for the design of a stormwater pump station to support airfield improvements at the Naval Air Station Whidbey Island. The 800 pm triplex pump station was located within a low-lying area adjacent to the taxiway to prevent flooding. This triplex station normally operating in a two duty and one standby configuration was also capable of operating with all three pumps for extreme storm events. Improvements were designed in accordance with United Facilities Criteria standards.

Naval Air Station Whidbey Island, Stormwater Filtration Systems, Naval Air Station Whidbey Island, WA: Principal engineer for the design of a stormwater pump station to support water quality improvements at the Naval Air Station Whidbey Island. Pump station was designed to convey a specific stormwater volume to water quality improvement equipment consisting of oil/water separators and filtration units with a rated capacity of 800 gpm per unit. These pumps were equipped with variable frequency drives (VFDs) and flow meters to ensure consistent flow between cleaning





THOMAS PAYNE, PE SENIOR VICE PRESIDENT

cycles of the filtration units. Improvements were designed in accordance with United Facilities Criteria standards.

United States Postal Service, Palatine P&DC Facility Sewer Improvements, Palatine, IL: Principal Engineer responsible for the design and permitting of a new sanitary sewer pump station and associated piping, both gravity and force main, at a US Postal Service facility. The design was required to replace the existing failing pump station and relocate its force main. Elements of the design process included assessment of existing equipment, design calculations, development of a basis of design, presentations to the client, and preparation of contract documents. The project also required development of permit documents, including design plans, wetlands verification, applications forms, and supporting documentation, for approval by the Metropolitan Water Reclamation District of Greater Chicago.

Connecticut Department of Housing; Resilient Bridgeport, Rebuild by Design, Bridgeport, CT: Principal Engineer responsible for the investigation and design of a 30 cubic foot per second stormwater pumping system and associated 24-inch force main in Bridgeport, CT. The pumping system design is part of the Resilient Bridgeport - Rebuild By Design project which seeks to integrate resiliency into the fabric of South Bridgeport. Responsibilities included field investigations; development of design alternatives; design calculations; pump selection; sizing and siting of cast-in-place wet well; preparation of construction documents; and coordination of design with a multi-disciplined team.

National Park Service, Raw Water Pumping and Disinfection Design, Callville Bay, NV: Civil and hydraulics engineer for design-build work-flow preliminary design of a new fiberglass pump barge to supply raw water to the facility's water treatment plant. The barge was to be located at a new location approximately one-quarter mile further away from shore due to anticipated drop in water elevation in Lake Mead. Responsibilities included evaluation of pumping strategies under site high head conditions; two-stage with one on shore and two-stage with multiple sized pumps on the barge in a fixed location. Project also included marine structural design of a wave attenuator as well as specialized ultraviolet disinfection equipment for deactivation Quagga mussel villagers, and related electrical supply and electronic control system.

Naval Facilities Engineering Command Pacific – Replacement of Dry Dock 3 (P-209), Joint Base Pearl Harbor-Hickam (JBPHH), HI: Principal engineer for evaluation of existing sanitary sewer systems and design of new sanitary sewer facilities to support replacement of existing outdated dry dock facilities with new state-of-the-art facilities at Joint Base Pearl Harbor-Hickam on Oahu, Hawaii. Originally tasked with design of two new sanitary pump stations and upgrading the pumps at a third, performed evaluation of existing facilities and found that the proposed development could connect to the existing sanitary facilities via gravity.



21

Years With WSP

34

Years of Experience

EDUCATION

BS, Electrical and Electronics Engineering, University of South Florida, Tampa, Florida

EDUARDO J. RIOS

Electrical Department Lead

Eduardo Rios, Vice President, serves as Electrical Department Lead for WSP's Florida Building Systems practice. Eduardo has over 30 years of experience in the design of electrical distribution, emergency power, lighting, communications, fire alarm, lightning protection and control systems for healthcare, educational, commercial and aviation institutional facilities. His experience also includes short circuit analysis, coordination studies, voltage drop calculations, cost estimating, and construction administration supervision for a variety of projects.

Eduardo has led teams on a variety of high-profile projects throughout South Florida and abroad, including the South Miami emergency department expansion, the Guaynabo Medical Center in Puerto Rico and the Horacio Oduber Hospital expansion in Aruba. Eduardo's passion for engineering and quality of project deliverables embodies his dedication to client satisfaction.

Eduardo has also collaborated with local Authority Having Jurisdiction (AHJ) agencies to conduct facility and project observation surveys to identify potential construction and operational deficiencies, as well as provide solutions and alternatives to avoid future system failures and cost implications.

PROJECT EXPERIENCE

East-West Rapid Transit Corridor Phase 1 Project Small Starts Application, Miami-Dade County, Florida: Electrical Engineer. WSP is assisting in the execution of Miami-Dade Transit Capital Improvement Program projects. The firm is also implementing future corridor work program transit projects. WSP is providing professional services required for public works and transit projects, including technical and operation planning; traffic and transit studies; planning, development, and engineering studies; design permitting; engineering inspections; right of way support; surveys; structural, geotechnical, and electrical engineering; and construction cost estimating.

South Florida Regional Transportation Authority General Engineering Consultant Services, Pompano Beach, Florida: Electrical Engineer. WSP is providing design and engineering services to the South Florida Regional Transportation Authority. The scope of services includes architecture, landscape architecture, and planning as well as civil, structural, mechanical, electrical, transportation, and environmental engineering. The scope also includes sustainable design and construction; energy and fuel, geotechnical and materials, and railroad engineering; track and signal work; construction management; surveying; rolling stock and associated equipment engineering and inspection services; fare collection; and signal and train control and communications.

Port Miami Architectural, Engineering Services, Miami, Florida: Electrical Engineer. WSP is providing architectural, engineering and construction administration services, to include coordination with all regulatory agencies, as appropriate, for new construction, modifications and improvements to optimize existing cruise





EDUARDO J. RIOS

Electrical Department Lead

terminals; existing or new operational and maintenance support facilities for the existing cruise terminals; and design or design criteria services for new cruise or ropax terminals.

Miami-Dade Water and Sewer Department Capital Improvement Project Design Services, Miami, Florida: Electrical Engineer. WSP provided water and sewer design services for the Miami Water and Sewer Department's Capital Improvement program.

Memorial Hospital West Freestanding Emergency Department, Miami, Florida: Emergency Department Renovation Sterile Department Renovation. WSP provided mechanical, electrical, and plumbing engineering design services for the construction of a freestanding emergency department at Memorial Hospital West.

Blue Cloud Dental at Plantation Renovation, Miami, Florida, Plantation Key School, Tavernier, Florida: WSP provided engineering design services for a 8,000-square-foot renovation.

19th Street Pump Station, Miami Beach, Florida: Electrical Engineer. WSP provided engineering design, permitting, and surveying services for a stormwater pump station. The scope of work also included utility locations, landscape architecture, and geotechnical services.

Miami International Airport, A-B InfillMiami, Florida: Construction Administration for miscellaneous small projects as part of the North Terminal Development at the Miami International Airport. Responsibilities included: Monitor an effective construction quality control program and ensure compliance to all construction regulations and prepare required documents and establish quality of all construction work. Prepare reports for any deficiencies in the project and ensure adherence to all design and construction regulations.



Years with the firm

36

Years total

42

Education

BS, Surveying and Mapping,
University of Florida, 1987

AS, Civil Engineering, Central Florida
Community College, 1984

Professional registrations

Professional Land Surveyor, FL
No. LS5046; NC No. L4598; SC
No. 27735; MO No. 2011017289;
LA No. 5077; OK No. LS1836;
OH No. PS8614; IN No.
LS21500006

Certified United States
Department of the Interior
Bureau of Land Management
(BLM) Federal Surveyor, No.
1475

Training

Terrestrial Laser Scanning

Standards of Practice

Surveying Water Bodies and
Mean High Water Lines

Geographic Information Systems

CAREER SUMMARY

Chip has 42 years of experience in a wide range of surveying and mapping activities, including managing and executing projects for private and public sector clients. His extensive technical background accentuates his ability to manage personnel and projects effectively. He is the operations manager of WSP's Florida offices surveying and mapping department, where he manages personnel and resources, projects scheduling and tracking, and quality assurance within the department.

He has expertise in geodetic surveying (conventional and GPS), route/design surveying and mapping and boundary surveying. Chip has a background with an emphasis on new technologies, including global navigation satellite system (GNSS), geographic information system (GIS) and light detection and ranging (LiDAR) being used for surveying and engineering professions.

PROFESSIONAL EXPERIENCE

Brevard County, Nandivada Multi-Use Stormwater Treatment Area Design and Permitting, Brevard County, FL: Survey Team Lead for evaluation of feasibility and preparation of project designs utilizing the County's newly acquired Nandivada parcel as a multi-use spoil management area that will also be capable of treating stormwater runoff from that portion of the County's MS4 drainage area that exists along North Banana River Drive. The project is consistent with the County's growing need to design multi-use facilities for muck removal projects that also incorporate a regional surface water or stormwater treatment function. This is a unique project approach for Brevard County intended to provide significant cost savings compared to traditional dredge material management areas and stormwater retrofit designs which are typically designed and implemented separately.

Brevard County, East Central Canals and Channels Permitting/Design and Navigational Dredge Phasing, Brevard County, FL: Survey Team Lead provided Brevard County with design and permitting services, bid documents, and cost estimates for the maintenance dredging and muck removal of approximately 8.34 miles of canals and channels known as the East Central Canals and Channels. WSP's scope of services included undertaking data collection and fieldwork efforts, the creation of a set of preliminary general design figures, and generation of a project summary technical memorandum prior to coordinating and requesting permits, permitting tasks, cost estimates, construction plans specifications and contract documents/drawings, as well as permit extensions and project phasing details as required by regulatory agencies.

St. Johns River Water Management District, Lake Apopka Design/Build Dredging, Spoil Management, and Water Treatment, Orange and Lake Counties, Florida: Survey Team Lead for this \$4.5 million project which required WSP's successful management of complex state and federal permitting process and development of design plans which were approved by SJRWMD for construction utilizing our design/build construction dredging partner Jahna Industries, Inc. More than 500,000 cubic yards of material were removed from strategic areas in Lake Apopka to create a sump intended to trap resuspendable sediments and prevent them from interfering with light transmission. Sediments were relocated to a restoration area approximately 4 miles downstream, where they were beneficially reused. All nutrients associated with the sediments were sequestered and prevented from returning to Lake Apopka.

City of Lakeland, Seven Wetlands Maintenance Dredging, Lakeland, FL: Survey Team Lead for preparation of design, bidding assistance, and construction management for a maintenance dredge project within the City of Lakeland's Seven Wetlands wastewater treatment facility. WSP's scope of services included survey and sediment analysis, development of design

Starting and Operating a
Surveying Business

Swamp and Overflow Lands

CERP Vertical Controls

BLM Certified Federal Surveyor
Training

Professional associations

American Congress of Surveying
and Mapping (ACSM)

National Society of Professional
Surveyors (NSPS)

Florida Surveying and Mapping
Society (FSMS)

Florida Global Positioning
System (GPS) Users Group

drawings, preparation of bidding documents, contractor selection services, and construction management.

City of Dunedin, Dredging Project Feasibility and Permitting Phase, Dunedin, FL: Survey Team Lead for this City of Dunedin project to provide support services to deliver engineering, permitting, and construction administration services for the Dunedin Marina Dredging Project. WSP reviewed, summarized, and cataloged the onsite data located within the City’s project files regarding all past City of Dunedin Marina dredging permits and events. The project data was included in pre-application permitting discussions, City of Dunedin staff meetings, and permit applications.

Taylor County, Steinhatchee/Keaton Beach Dredge Design and Permitting, Taylor County, FL: Survey Team Lead for this Taylor County project involving two dredge design and permitting projects that were part of a RESTORE Act Direct Component Multiyear Implementation Plan. These projects are intended to improve low-tide navigability of the selected areas. The general objectives of this project were to provide professional engineering, biological, environmental, and field survey services to evaluate the best approach for removing accumulated sediments and to prepare design plans, technical specifications, opinion of probable cost, and bidding documents so the County could implement the projects.

The Isle of Palms Special District, Dredging Project – Planning, Final Design and Construction Management Services, Jacksonville, FL: Survey Team Lead for this Isle of Palms Special District to deliver professional dredging engineering services related to the District’s plan to dredge the Isle of Palms waterways adjacent to the properties within the District’s boundaries to enable continuing access to the Intracoastal Waterway. The general objectives of this project were to provide professional engineering, geotechnical, biological, environmental, and other necessary field survey services to evaluate how to best remove accumulated sediments, improve visual aesthetics, and facilitate safe, casual boating within the Isle of Palms District Waterways. After providing dredge planning services for the Isle of Palms Special District, WSP was retained to provide final design services, including alternative template analysis, preparation of construction documents, bidding coordination, and construction administration services.

St. Johns River Water Management District, Annual Surveying and Mapping Services, Multiple Counties, FL: Project Manager/Surveyor responsible for managing surveying activities. Projects are primarily related to water resource studies and design, scientific studies, and land acquisition and management. Services include geodetic control, topographic, hydrographic, and boundary surveys.

RFQ-2026-1

Engineering Design Services for Electrical Improvements
to the City's Water and Wastewater Treatment Plant

TAB 3

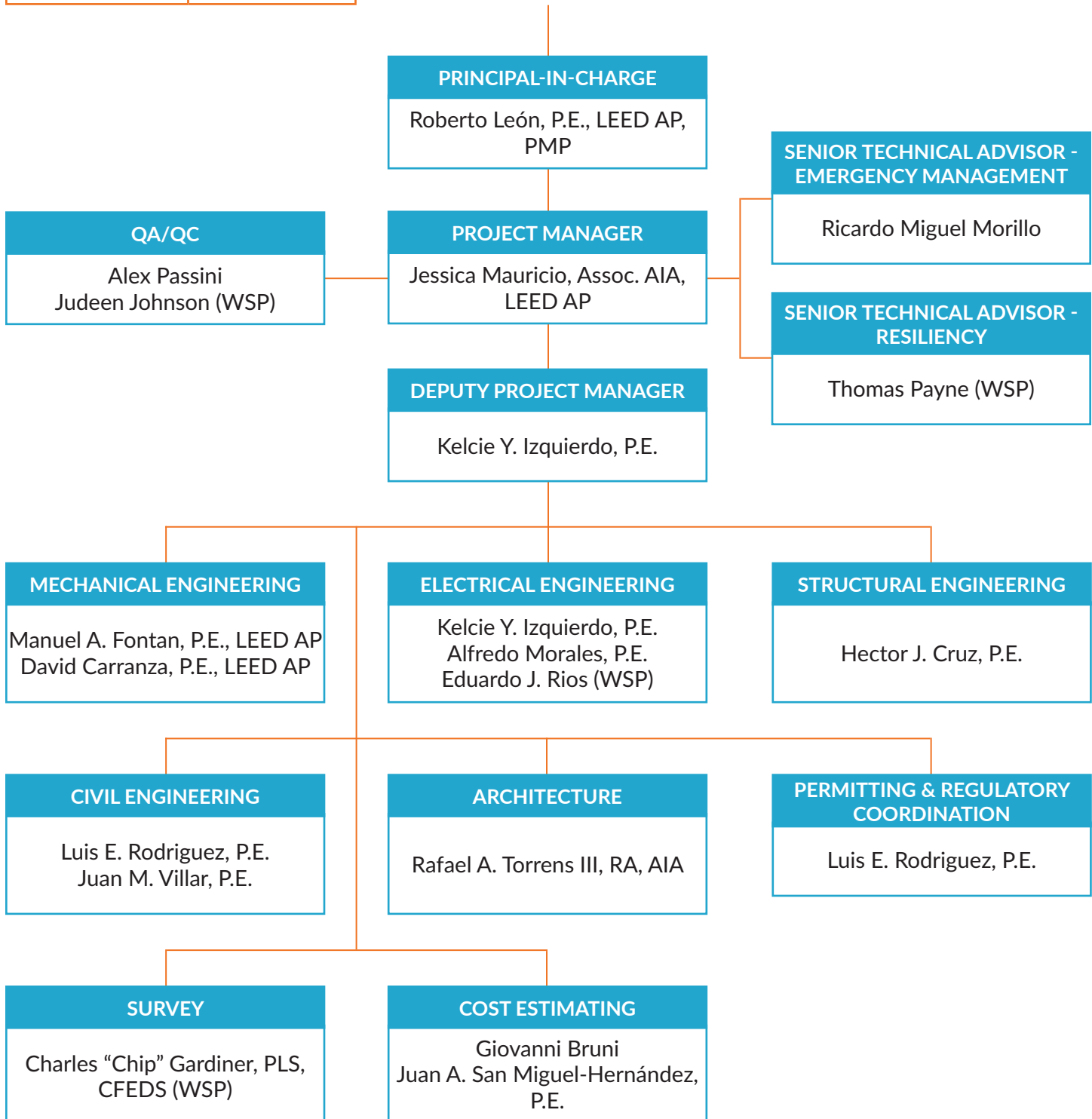
TABLE OF ORGANIZATION



CSA GROUP
EST • 1956

TAB 3. TABLE OF ORGANIZATION

TEAM MEMBER	FEIN #
CSA Central, Inc. (Prime)	31-1446286
WSP USA Inc. (Subconsultant)	11-1531569



RFQ-2026-1

Engineering Design Services for Electrical Improvements
to the City's Water and Wastewater Treatment Plant

TAB 4

NARRATIVE FOR CRITERIA



CSAGROUP
EST • 1956

TAB 4. NARRATIVE FOR CRITERIA

Criterion 1A: Qualifications of Firms Including the Team Members Assigned to the Project

TEAM STRUCTURE

The Organizational Chart included with this proposal highlights team-member firms and key staff members, giving a sample of the talent we can have available to support the City on this project. As requested, we will provide staff full-time or as needed to support the City of Cooper City's needs.

ADDRESSING EXPECTATIONS

CSA recognizes Broward County and the City of Cooper City's emphasis and expectations with respect to quality and is committed to providing professional services that meet the requirements of our clients and involve all personnel in continually improving work processes. This commitment is embodied in our Corporate Quality Policy, implemented through our Project Management and Quality Guidelines, and enforced through our standard operating procedures, work instructions, and audit procedures (as required by our Quality Management System).

All projects awarded to CSA are taken through an organizational structure that provides defined management responsibilities, multi-disciplinary technical feedback, technical and managerial revision, and a quality control system that contributes and strives to achieving the successful completion of every project. CSA will assign its highly qualified professionals to assure the best representation and the City's goals, expectations and budget constraints.

QUALIFICATIONS OF THE FIRM

As a Locally Headquartered firm, CSA is uniquely positioned to support the City with a highly qualified, multi-disciplinary team and a proven track record across a broad portfolio of projects. Our performance is backed by experience, technology, innovation, and a wealth of in-house capabilities that allow us to deliver full-service project delivery and program management solutions to our public and private clients. Engineering News Record (ENR) ranks CSA #34 among the Top 50 Program Management Firms, and #56 among the Top 100 CM for fee and Project Management Firm. CSA is also consistently ranked among the Top 500 Design Firms.

CSA is a one-stop-shop – and with **500+** (companywide) technical, scientific, and professional in-house disciplines working together to service your project needs, there is no challenge we cannot handle. We are known for our ability to provide our clients with true full-service project delivery solutions, based on state-of-the-art technology and a level of personal attention considered second to none in our industry, all under one roof with eight (8) primary core services:

1. Engineering & Design
2. Architecture
3. Environmental
4. Response, Recovery and Resiliency
5. Program & Project Management
6. Construction Management
7. Asset Optimization
8. Operations and Maintenance (O&M)

We have a strong architectural, engineering and environmental design history with project delivery services that extend from Feasibility Studies and Project Commissioning, Maintenance and Operations to our extensive Fund Management Consulting and Emergency Management service offerings. The synergy between our multi-discipline groups enhances projects with a seamless delivery of multiple services while providing a depth of experience and resources in a single source firm.

As a total service provider for public and private sector clients within the facilities, infrastructure, and transportation industries, we use our Program Management capabilities to assist our clients throughout the life of their projects or to tackle the challenges of recovering from disasters. From evaluation of critical infrastructure and technical assessments to design and construction repair activities, CSA works closely with local, state and federal organizations to manage, document and coordinate the work to ensure recovery of all eligible costs with a focus on building back, better and more resilient communities.

Our firm offers a fully integrated suite of in-house services, including Owner's Representation, Architecture & Engineering, Project and Construction Management, Project Controls, Quality Assurance/Quality Control, and Risk Management. Our Team includes licensed Architects and Engineers, PhDs, certified CCMs and PMPs, Marine Biologists, Environmental Specialists, Procurement Professionals, and Project Controls Experts—ensuring comprehensive expertise across all project phases. When additional capacity or specialized capabilities are required, CSA draws upon longstanding partnerships with globally recognized firms to provide seamless, scalable support without compromising quality or continuity. CSA has extensive experience providing Program and Project Management services for clients across Florida.

PROGRAM MANAGEMENT

CSA's Program Management service integrates its full range of architectural, engineering, environmental, and construction management expertise to oversee every aspect of a client's project portfolio. Acting as a single point of responsibility, CSA manages planning, design, permitting, construction, and operations across concurrent projects. Its comprehensive approach includes land acquisition, compliance strategy, budget and schedule control, quality assurance, stakeholder coordination, and community outreach—guided by a well-defined scope and supported by advanced technology to ensure efficient, high-performing program delivery.

PROJECT MANAGEMENT

At CSA, Project Management is centered on successful project delivery—on time, within budget, and to the highest quality standards. Led by experienced professionals, our Project Managers oversee every phase from design through construction, ensuring coordination across disciplines and maintaining direct client communication. They manage proposals, contracts, planning, execution, and monitoring, applying proven systems for quality control, cost tracking, and issue resolution. CSA's structured approach ensures accountability, technical excellence, and effective oversight of every project from start to finish.

FIRM EXPERIENCE WITH FEDERALLY FUNDED PROJECTS

With over 69 years of experience, CSA has a strong track record in managing and delivering federally funded projects across various roles, including program, project, and construction management, as well as multidisciplinary A/E design services. The firm has successfully supported initiatives funded by agencies such as HUD, DOE, USDA, and FEMA, working with public entities in Florida, New York, Puerto Rico, and Panama. CSA's deep understanding of federal procurement, compliance, and reporting requirements enables it to navigate complex regulations and identify funding opportunities, consistently delivering high-quality, compliant solutions.

Criterion 2A: Knowledge and Past Experience of Similar Type Projects

CSA has been involved in the management, design, and construction of similar contracts and projects. With our diverse experience in Pre-Planning, Planning, Design, Bidding Support, Construction, and Operation / Asset Management phases combined with strategies for diverse Management Plans, Federal and Local rules and grants management, we formulate the most capable, sustainable and resilient team and founded our strategies on these premises. Some recent similar projects include:

Design / Build Services for New Alexander Orr, Jr. Water Treatment Plant

CSA was the lead designer, under general contractor Florida Lemark, for the new water laboratory providing architecture, landscape architecture, civil engineering, structural engineering, MEP engineering, and environmental services. The project was planned and designed to achieve LEED Silver Certification. Other design considerations included acoustical / vibration consideration and NELAC Certification. *Completion Date: 11/2025*



WASD South District Wastewater Treatment Plant – Chlorine Building Improvements

CSA was contracted by WASD to develop construction documents, construction drawings and technical specifications for the scope of work developed by the Consent Decree Program Management/ Construction Management (CD PM/CM). CSA was also required to provide a Technical Memorandum to specifically confirm project Scope of Work and identify the design criteria. The project scope consisted of electrical upgrades, Instrumentation and Controls (I&C), Structural, and HVAC engineering related work. A major portion of the electrical scope is for the replacement of the existing Motor Control Centers (MCC's). *Completion Date: 10/2023*

STOF Big Cypress Reservation CSSS Study Room Renovation

CSA's scope of services included site assessments, the preparation of floor plans for existing conditions, design charrette, construction drawings and specifications, and construction support services. All designs complied with building codes and requirements, and ensured full accessibility for individuals with physical disabilities, adhering to the ADA Accessibility Guidelines for Buildings and Facilities. *Completion Date: 10/2023*



UNDERSTANDING OF THE PROJECT SCOPE

CSA has developed a clear and thorough understanding of the City of Cooper City's required electrical improvements for the Water and Wastewater Treatment Plant (WTP/WWTP). The project centers on evaluating, designing, permitting, and producing full construction documents to modernize and replace the electrical power and distribution systems that support both treatment facilities. The City requires a solution that improves safety, reliability, resiliency, and operational continuity while consolidating all improvements into a single construction phase.

PROJECT DRIVERS & CITY PRIORITIES

The City intends to combine Master Plan phases into a single construction phase, requiring the consultant to develop clear sub packages and outage sequencing to maintain uninterrupted WTP/WWTP operations during construction. The project must also incorporate energy efficient equipment, elevation strategies, and nature based solutions—such as vegetation enhancements—to strengthen resilience against flooding and extreme rainfall.

Criterion 3A: Past Performance for the Firms

RESPONSIVENESS (TIMELY DELIVERABLES & MEETING BUDGET CRITERIA)

CSA has a strong track record of delivering projects on time, within budget, and in full alignment with client expectations. A successful project begins with a clear, detailed schedule specification that establishes milestones, sequencing, deliverables, reporting intervals, and defined procedures for schedule changes. Our teams apply this disciplined approach on every assignment, ensuring all roles and responsibilities are well coordinated and all deliverables are submitted promptly.

CSA understands that unexpected challenges—such as severe weather, site conditions, or unforeseen technical issues—can impact project schedules. To mitigate these risks, our project teams incorporate risk identification directly into baseline schedules and apply proactive planning, scenario modeling, and built in schedule adaptability. This approach enhances project resilience, minimizes downtime, and helps maintain momentum despite external events.

To strengthen schedule reliability, CSA promotes early coordination among all disciplines and sub-consultants. By establishing clear communication protocols and conducting planning sessions at key milestones, we reduce the risk of errors, streamline transitions between technical tasks, and avoid one of the most common causes of delays: poor handoffs between project partners.

CSA also ties cost management directly to scheduling. We provide continuous budget assessments and detailed cost estimate reviews to ensure design decisions align with financial goals. Our cost control strategies include:

- Comprehensive early stage planning
- Real time monitoring and forecasting
- Timely communication and rapid adjustments when conditions change
- Rigorous controls and corrective actions

Throughout the project, CSA delivers ongoing guidance—not just at milestones—to help maintain schedule integrity, budget alignment, and technical quality. Using Target Value Delivery (TDV) principles, our team collaborates closely with project partners to align scope, quality, and budget early in the process, adjusting designs based on real time cost data to optimize value and minimize rework.

During construction support phases, CSA's schedule driven approach supports timely responses to RFIs, proposal evaluations, pay application reviews, and other critical tasks. Our project controls systems provide real time tracking of cost and schedule performance using earned value analysis, giving clients a clear and transparent view of progress. By staying engaged with all stakeholders, CSA identifies issues early and adjusts strategies quickly, keeping projects aligned with their goals.

The following table showcases similar projects CSA has worked on or completed within the last five years:

PROJECT NAME	YEAR COMPLETED	SIZE	FEE	CONSTRUCTION COST
DDC Borough Based Jail Program Management	2029 (est)	6,000,000 GSF	\$5,389,392	\$8.7 Billion
NYCHA's Recovery and Resilience "Sandy Recovery Program"-Program Management	Ongoing	20,000,000 SF	\$39,760,659	\$3.2 Billion
JFK A/E Services for T6 Design-Builder	2027 (est)	1,400,000 SF	\$400,000	Confidential
Tocumen International Airport Expansion Program (T2) Panama - ENR 7th Annual Global Best Projects Award	2021	1,250,000 SF	\$3,960,000	\$814.8 Million
INNOVA Schools Program PR	2027 (est)	650,000 GSF	\$17,000,000	\$600 Million
DCAS 345 Adams and 210 Joralemon	2023	350,000 SF	\$4,000,000	\$190 Million
GSA New Courthouse Annex Project at the Federico Degetau Federal Building and Clemente Ruiz Nazario U.S. Courthouse	2025	153,000 GS	\$5,302,965	\$262.2 Million

Criterion 4A: Ability of the Team Members to Interface with the City

CSA maintains offices across Florida, Puerto Rico, Panama, New York, New Jersey, Pennsylvania, and Maryland. With over 30 years of experience in Florida, including established locations in Broward and Miami-Dade Counties, CSA brings deep regional expertise to every engagement. This contract will be managed by CSA's Broward County Office located at 6941 SW 196th Avenue, Suite 28, Pembroke Pines, FL 33332 and supported by multi-discipline staff working locally as well as firmwide subject matter experts.

CSA Central, Inc (CSA) is a Professional Corporation formed on August 9, 2001, authorized in the State of Florida.

FAMILIARITY WITH COUNTY GUIDELINES AND REGULATIONS

CSA's professionals bring 30+ years of experience working within Broward County's regulatory framework, including compliance with local procurement, small & local business participation, sustainability, and reporting requirements. Our professionals are well-versed in County guidelines for documentation, permitting, public outreach, and stakeholder engagement. We maintain up-to-date certifications and will ensure that all assigned personnel meet the County's technical and professional standards.

Criterion 1B: Knowledge of Project Scope

Informed by the RFQ, Master Plan, and Emergency Response Plan (ERP), CSA understands that this project requires far more than component replacement—it requires a holistic modernization of the City's electrical infrastructure to deliver a safer, more resilient, and operationally reliable system. CSA is fully prepared to deliver a design that supports the City of Cooper City's long term utility performance and operational continuity.

EXISTING SYSTEM CONDITIONS

The WTP and WWTP share a common electrical system fed by a single FPL service routed through the on site FPL vault, which connects to the main switchgear lineup SWGR 1. Much of the plant's electrical infrastructure—including switchgear, MCCs, transformers, and switchboards—dates back to the 1970s and 1990s and has exceeded its expected useful life. SWGR 1, the facility's top end distribution point, is now a critical single point of failure, with City staff observing issues with the automatic transfer switch breakers that jeopardize operational reliability.

The ERP also identifies additional vulnerabilities, including an aging grounding system last replaced in 1998 and a SCADA HMI system (GE iFIX 5.9) that has reached end of support, creating operational and cybersecurity concerns. These conditions reinforce the need for a comprehensive modernization effort.

KEY SCOPE COMPONENTS

CSA understands that the City's required scope may include:

- A full electrical system redesign, including evaluation of transitioning from the existing 22.86 kV distribution to a modern 480 V topology supported by three new FPL service entrances.
- Replacement of obsolete electrical equipment, including switchgear, switchboards, MCCs, panelboards, and transformers across all process areas.
- Integration of new and relocated standby generators, including repurposing the existing 2MW unit and providing two new Tier 4 generators.
- Installation of new duct banks and raceways to serve existing and upgraded equipment.
- Rehabilitation and redesign of the High Service Pump Station electrical system and Blower Room electrical system, both of which require evaluation for replacement or upgrade.
- Assessment of the Pine Island Road Pump Station emergency generator to ensure compliant and adequate backup power.
- Upgrading the grounding system, including new grounding rods, improved bonding, and surge protection.
- Modernization of the SCADA network to replace unsupported software and improve reliability and security.

PERMITTING, SAFETY, AND OPERATIONAL AWARENESS

CSA recognizes the need for coordination with FDEP, FPL, Broward County building and electrical authorities, and other regulatory agencies as required. The work must be executed under strict health and safety procedures, with carefully planned outage sequencing, temporary power strategies, and NEC/NFPA compliance to protect both plant operations and personnel.

Criterion 2B: Qualifications of Team Members Assigned to the Project

The heart of any successful project lies in the expertise and dedication of its team. Here at CSA, we firmly believe that our collective experience and passion perfectly align with City of Cooper City's objectives. The resumes provided showcases the exceptional and distinctive qualifications of our meticulously assembled Team, demonstrating why we stand ready to be your trusted partner and advocate in the successful realization of this project.

Our team includes licensed Professional Engineers with specialized expertise in electrical power distribution, industrial control systems, SCADA modernization, grounding system upgrades, and treatment plant infrastructure, supported by certified Project Management Professionals (PMPs) and Construction Managers (CCMs). Together, these professionals bring comprehensive experience across all phases of water and wastewater electrical system evaluation, design, permitting, and construction support, ensuring the City receives seamless technical coverage from concept through final commissioning.

When highly specialized capabilities are required—such as lightning protection studies, surge protection system design, arc flash analysis, generator and fuel system engineering, or FPL service coordination—CSA leverages long standing partnerships with recognized firms to provide scalable, integrated support without compromising quality or continuity. This ensures the project benefits from the right expertise at every stage.

CSA's professionals are committed to delivering safe, resilient, and cost effective solutions that strengthen electrical reliability, improve operational continuity, and meet all applicable NFPA, NEC, FDEP, Broward County, and utility requirements. Our team members have direct experience designing and upgrading electrical systems in operational treatment plants, including main switchgear replacements, MCC and switchboard upgrades, generator integration, SCADA/HMI modernization, and low voltage distribution improvements.

Our recent work includes a range of Florida municipal utility projects, such as electrical and controls upgrades, pump station improvements, emergency power enhancements, and plant wide electrical rehabilitation efforts in Broward and Miami-Dade Counties. This experience ensures our team is fully prepared to support the City of Cooper City in achieving a modernized, code compliant, and resilient electrical system for its WTP and WWTP.

Most key positions are planned with some degree of redundancy to account for unknowns, impromptu changes in scope or time constraints, to minimize and mitigate potential schedule disruptions. For this project, CSA will produce a Workforce Matrix factoring risk scenarios well in advance of jumpstarting the project.

Criterion 3B: Ability to Provide Required Services within Schedule and Budget

CSA is continuously working to balance workload corporate-wide across available personnel to meet ever changing Client schedule demands. CSA is able to monitor firm-wide resourcing from a central project controls and financial management system and adjust quickly to match Client needs. CSA will be able to provide a dedicated multidisciplinary team to the City of Cooper City, matching the specific needs of each project assignment.

CSA's Florida Division is growing and CSA will continue to invest in additional local resources as capacity and technical needs arise. We are committed to meeting the needs of the City today and into the

future. Our approach is rooted in proactive resource planning, rigorous cost controls, and continuous communication, ensuring that the City's and County's objectives are met with precision and accountability.

STAFFING LEVELS AND AVAILABILITY

Our multidisciplinary team of in-house resources complemented by specialty SME's and local SBE[JM2.1] subconsultants, has the capacity to **mobilize fully dedicated resources immediately** and scale staffing as project demands evolve. Our proposed team includes seasoned project managers, architects, engineers, environmental scientists, construction managers, cost estimators, schedulers, field inspectors, and more, each with direct experience in correctional, justice, and complex public sector facilities. Key personnel will be dedicated to this assignment, and the CSA Team's diverse organizational structure ensures that additional qualified staff are available to support the project as needed.

We recognize the importance of continuity and flexibility in staffing. CSA has established protocols for the seamless replacement of key personnel thanks to our robust document management systems, should unforeseen circumstances arise. Our internal CSA talent pool and team of prequalified local subconsultants will allow us to maintain project momentum and uphold quality standards without disruption.

To ensure seamless project leadership and uninterrupted progress, the CSA Team assigns both a Project Manager (PM) and a Deputy Project Manager to the project. Our Deputy PM, Kelcie Izquierdo, P.E., brings over 13 years of project and program management experience and is fully qualified to assume the PM role if needed. This built-in redundancy provides the City with an added layer of assurance: should any unforeseen circumstances arise, project leadership and decision-making continuity are maintained without delay or disruption. This approach not only mitigates risk but also ensures that institutional knowledge, project momentum, and client priorities are preserved at every stage. By proactively planning for leadership continuity, CSA delivers a resilient project management structure that safeguards schedule, budget, and quality—ultimately providing the City of Cooper City with peace of mind and a single, reliable point of accountability throughout the project lifecycle.

EXPERIENCE IN SCHEDULING AND SYSTEMS UTILIZED

The CSA Team's project managers and schedulers are experts in developing and maintaining detailed Critical Path Method (CPM) schedules using industry-standard tools such as Primavera and MS Project. Our scheduling professionals work collaboratively with all stakeholders to establish realistic milestones, monitor progress, identify potential concerns and implement corrective actions as necessary. Interdisciplinary meetings ensure that all team members are aligned and that schedule risks are identified and mitigated early.

Our project financial controls platform, Deltek Vantagepoint, integrates scheduling, cost management, resource allocation, and performance tracking into a single, live database. This system enables real-time visibility into project status, budget adherence, and resource utilization, empowering both CSA and City leadership to make informed decisions.

COST CONTROLS AND BUDGET MANAGEMENT

Development Costs: CSA understands that public projects demand rigorous cost management. Our approach typically begins with comprehensive budget analysis during the scoping and pre-design phases, where we identify opportunities for cost savings and value engineering.

Throughout design and construction, our cost estimators and project managers will conduct ongoing budget reviews, track expenditures against established baselines, and evaluate all change order requests for validity and impact.

We employ a Work Breakdown Structure (WBS) methodology to allocate budgeted hours and resources to specific tasks and phases, ensuring transparency and accountability and accurate labor forecasting. All team members record time and expenses by WBS designation, allowing for granular tracking and immediate identification of budget variances. CSA's cost control philosophy is reinforced by strict QA/QC protocols and early constructability reviews, minimizing the potential for costly errors, change orders, and delays.

TOOLS AND METHODS TO AVOID COST OVERRUNS, CHANGE ORDERS, AND DELAYS

CSA employs a suite of best-in-class tools and methodologies to prevent cost overruns and schedule slippage:

- Collaborative Design and Constructability Reviews: Early and ongoing interdisciplinary reviews to identify and resolve potential issues before they impact construction.
- Continuous Communication: Weekly and monthly meetings with City/County staff, contractors, and stakeholders to ensure alignment and address emerging challenges.
- Change Management Protocols: Rigorous evaluation of all change order requests, with independent cost and schedule analysis to validate necessity and impact.
- Quality Assurance/Quality Control: QA/QC processes embedded throughout all project phases, not just at project closeout, to catch and correct issues early.
- Real-Time Reporting: Live dashboards and scheduled reports provide transparency into project status, budget, and schedule, enabling prompt corrective action.
- Risk Management: Proactive identification and mitigation of risks, including contingency planning for staffing, permitting, and construction challenges.

CSA's proven methodologies and commitment to excellence have resulted in successful delivery of complex public sector projects across Florida, and across the United States and the Caribbean since the 1950's. Our team stands ready to support the City of Cooper City in achieving its goals for the project, ensuring timely completion, budget adherence, and the highest standards of quality and accountability.

Our Team's Project Managers will be deploying a Personnel Availability Gantt Chart, where we will be able to model the proposed actual organization structure and fill Actual Posts with one or more Actual Persons. The PMs will be able to visualize how the actual posts are filled and track which actual persons become available during key critical milestones.

The Personnel Availability Gantt Chart shows Actual Organizations and Actual Posts as rows. Each Actual Post can be filled by an Actual Person. When the Actual Post is filled by an Actual Person, the Fills Post relationship is created and start and end dates can be defined for the Fills Post relationship. The start and end dates define the time frame for Actual Person filling the Actual Post. The same Actual Person can work in several positions.

The staff we have designated at this time (CSA and WSP) will be available to work, once the NTP is received.

RFQ-2026-1

Engineering Design Services for Electrical Improvements
to the City's Water and Wastewater Treatment Plant

TAB 5

PROJECT APPROACH



CSAGROUP
EST • 1956

TAB 5. PROJECT APPROACH



PRIME VENDOR'S APPROACH TO, AND CONTROL OF THE FOLLOWING:

A. Rapid Response

CSA is dedicated to providing rapid responses to client issues and project proposals. We leverage advanced project management software and a streamlined internal review process to ensure quick turnaround times.

Our Project Manager is committed to responding to client requests promptly, with priority given to project-related questions and concerns. In the event the Project Manager is unavailable, a Deputy Project Manager will step in to ensure continuity. Ms. Mauricio will serve as the Project Manager and primary point of contact for all project and business-related matters. Ms. Mauricio brings extensive experience, having successfully led numerous CSA projects as a Senior Project Manager and Senior Program Manager.

Ms. Mauricio will be supported by Deputy Project Manager Kelcie Y. Izquierdo, P.E. Mr. Izquierdo has managed fast-track A/E project services across Florida, providing strong expertise in delivering projects efficiently and on schedule.

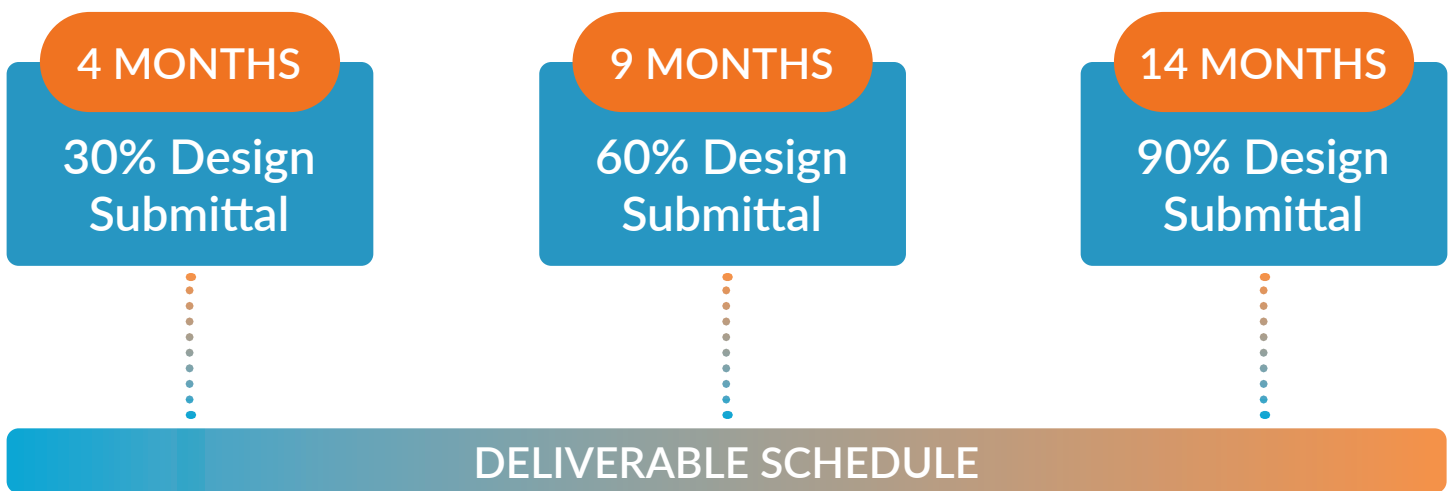
Our Project Managers are highly experienced in managing complex scenarios and multiple projects

simultaneously. When specialized expertise is required, they leverage the support of our skilled team members.

CSA's architectural, civil, structural, mechanical, electrical and plumbing design teams are all based locally in Florida, within commuting distance to the City of Cooper City—many residing in Broward County. This proximity ensures rapid response and efficient coordination throughout the project lifecycle.

Complete Project Proposals: We develop thorough project proposals by following a structured approach that includes initial consultations, detailed project scoping, and interactive reviews. Each proposal includes a full scope of services, clearly outlining all tasks and deliverables. Additionally, when requested, CSA will also include an hourly breakdown for each task, ensuring transparency and accurate budgeting.

Creative Solutions: Our team excels in developing creative solutions that address the unique challenges of each project. We leverage innovative design techniques and sustainable practices to deliver exceptional results. For the Cooper City Water and Wastewater Plant Electrical Improvements, our goal is to implement the latest strategies that incorporate green infrastructure, providing aesthetic enhancements while delivering



measurable environmental benefits.

OUR APPROACH

At CSA, rapid response is a core principle embedded in our working culture. We recognize that many projects encounter phases where unforeseen conditions must be addressed quickly—without compromising the parameters that guide successful project development.

To ensure a responsible and effective response, regardless of the event's classification, we begin by defining the “what, who, how, and when” of the decision-making process. This structured approach guarantees clarity and accountability in every action taken. Below, we have outlined examples on how we anticipate implementing those tenets of Recommend, Agree, Perform, Input, and Decide during the Design and Construction Phases to maintain efficiency and responsiveness.

CSA will thoroughly review the task order for scope, deliverables, compressed milestone schedule and integration strategy of new task within the context of the entire project, including mandatory compliance items (e.g., codes, life safety, impact on schedule and budget, etc.). Our approach, to respond efficiently during the Design Phase:

- Review and validate designated scopes of work using clear deliverable criteria previously established with the City of Cooper City.
- Confirm that all requirements are achievable and that resources are in place.

- Prepare a mini-Risk Register for each new task, aligned with the General Project Requirements (GPRs) and Owners' Project Requirements (OPRs).
- Sustain financial and human resources for the designated Project Manager (Critical Point of Contact), fully empowered to make decisions on sudden changes and promote creative solutions.

To respond in an agile manner and deliver creative design solutions within the project scope, our strategy is to blend flexibility with technical precision. A deep understanding of the Services Agreement enables us to continually revisit and clarify deliverables, ensuring alignment with project objectives.

We define success by asking: What does a “creative solution” mean for this project? Is it energy efficiency, space optimization, or both?

- **Break Down Tasks:** Divide the scope into manageable design sprints (e.g., HVAC layout, lighting plan, fire protection water tanks capacity, etc.).
- **Iterate Rapidly:** Develop quick prototypes or sketches, gather feedback, and refine proposed solutions.
- **Collaborate Constantly:** Maintain open communication between the design team and stakeholders.

- **Adapt to Change:** Be ready to pivot if site conditions, client needs, or regulations shift.

Among many strategies, we support engineers and designers by deploying BIM tools and leveraging Building Information Modeling resources to visualize and test ideas in 3D, ensuring accuracy in construction documentation when required. We also explore alternative sustainable options beyond the original scoping meetings and optimize space layouts by designing compact systems that maximize usable building area.

CONSTRUCTION: Rapid response during the Construction Phase [Unforeseen Circumstances during Construction, Evaluation of Alternate Proposals from Contractors, Request for Information / Interpretation].

To address critical situations which may arise during construction, including unforeseen circumstances, requests for evaluation of damaged goods or alternate products or systems recommended by the Owner or the Contractor and Out-of-Sequence RFIs, we recommends a three-tier approach focused on speed of response, technical accuracy, and collaborative decision-making. This structured process ensures timely resolutions, minimizes project delays, and maintains compliance with design intent and quality standards.

Unforeseen Circumstances During Construction, the first few hours following an unforeseen event are critical:

1. **Immediate Assessment:** Conduct a prompt on-site inspection to fully identify and understand the issue.
2. **Rapid Coordination:** Prepare necessary documentation and reports, convene a rapid-response team (PM, CM, Designer, Contractor, etc.) for input and to decide on resolution, and deploy responsible construction administration personnel, engineers and technicians for recommended solutions.

Evaluation of alternate products or systems: Respond quickly by defining technical feasibility,

cost impacts, proposed changes to the schedule and compliance with original design intent. Depending on the request, the team may engage in a life-cycle cost analysis. If the substitution is considerable, CSA will prepare a broader Value-Engineering Report.

Requests for Information (RFIs): Implement a structured protocol with clearly defined internal response targets to ensure timely resolution of urgent or significant issues. RFIs that affect activities on the critical path will be prioritized to prevent schedule delays and maintain overall project continuity.

EMERGENCY MANAGEMENT TEAM: CSA's PM/CM and Emergency Response team will provide direct access to the contracting community via rapid response services for major issues, many of which can be infrastructure and power related. As a multi-disciplinary firm with an emergency response background, our team provides seamless services managed through one point of contact dedicated to serving the client.

LOCATION OF STAFF: We strategically assign a dedicated Project Manager within close proximity to the project site, allowing easy access to the affected area. Acting as a facilitator, the PM mobilizes all available resources in short order while maintaining full communication with City staff to comply with established protocols.

With construction management personnel on hand, we can immediately assess the problem, deploy an emergency response team, implement a temporary stop-action plan, develop and engineer a solution, and fast-track its delivery in coordination with City of Cooper City staff. Our team also brings extensive experience in permitting and the delivery of engineered drawings, enabling us to effectively direct the review and approval process for maximum efficiency.

FIELD DECISIONS: Because our technical design team has worked on several projects as lead or as subs to other A/E firms, we are well equipped for delivering a fast response. Part of this process is

to provide an Architect or Engineer's Field Sketch for quick field implementation. This is done on several projects to expedite construction when time is not on our side. None of this is achievable without communication with City staff and a full "all hands-on deck" approach. Our firm is accustomed to this process because its Emergency Response team leads major State and local efforts for disaster control and response. We have been a major provider of services in Puerto Rico after Hurricane Maria, New York after Hurricane Sandy, and Hillsborough County after Hurricane Irene. We provide integrated services managed through a single, dedicated point of contact. This streamlined model has proven highly effective and reliable.

B. Quality Assurance and Quality Control

Our QA/QC plan begins early in the process starting from reviewing project requirements and identifying potential risks to make sure that the right staffing and resources are in place. We identify experienced staff independent from the project to review work at each milestone of the project/ deliverables reviewing quality standards, applicable codes, and project requirements.

Quality Assurance/Quality Control (QA/QC)

The Team is prepared to commit our full strength and bench of resources to ensure that every project entrusted to our firm is performed successfully. The City goals and best interests will be our top priority, and those projects entrusted to our team will be delivered with the highest quality, on time and within budget.

Our Commitment to Personnel Excellence

Our team will work side by side with City staff to ensure a successful outcome at every stage of the project. We operate with the City's goals as our guiding principle, delivering projects of the highest quality, on time and within budget.

Quality Assurance/Quality Control (QA/QC) Program

Our internal Quality Management System as deployed and as stated in its policy, serves the purpose to provide a means to assure, verify, and

document conformance to regulations, contract, and customer requirements. Complementing the Quality Management System (QMS), the Quality Policy and Quality Manual (which is currently modeled to ISO 9000 structure) sets forth managerial responsibilities and general guidelines to develop Quality Plans for the various projects by referring to specific standards and methods. Standard procedures include defined project delivery milestones, during which detailed checklists are utilized to maintain consistency and quality throughout the project lifecycle.

Project Quality Plans are developed during the Planning process as part of a Project Execution Plan and include a matrix of responsibilities (for interdisciplinary and peer reviews) as well as checklists and preliminary milestones by when these "checks" must take place. As design progresses, discipline leaders use existing procedures and checklists to verify conformance to specific requirements. Furthermore, as part of the Quality Control Plan, the assigned QA/QC Manager, will conduct coordination reviews specific to the project which are scheduled and executed to assess project coordination and compliance with project objectives.

As part of the planning process, a Project Definition Rating Index (PDRI) exercise which is a Construction Industry Institute (CII) Best Practice, is executed as part of the Pre-Planning process in order to identify those elements that require further definition or could pose a risk during the Project's life cycle.

Tailored to suit the particular task order based on its size and complexity, Quality Management Controls for Architecture and Engineering design include:

- Design Verification and Validation – The QA/QC Manager will check project calculations, drawings, and specifications. The Project Design Team verifies the design against the Scope of Work. Constructability Reviews assure that the project includes the application of sound construction principles consistent with operating and maintenance requirements

and accepted engineering practices for safe, efficient and economic construction. Value Engineering Design Reviews assure cost effectiveness. Design validations assure that the project conforms to the requirements of its intended use.

- **Control of Design Changes** - Design changes shall be identified, documented and controlled. This includes evaluation of the effect of the changes on constituent parts and delivered products. The changes shall be verified and validated as appropriate and approved before implementation.
- **Acceptance Criteria** - Contract specifications and drawings define inspection, testing and acceptance requirements for materials and equipment, which the Contractor must follow and document in their Quality Program.
- **Quality Records** - Procedures are specified for establishing and maintaining quality records. An internal quality audit system should be planned and implemented for the design activities during Preliminary and Final Design.

Our firm is a schedule and quality driven organization. By building interdisciplinary relationships and fostering a “we are-one” mindset, the Team’s productivity is greatly enhanced, and individual creativity and innovation are quick to emerge. We constantly challenge all team members to find ways to improve on the schedule, which ultimately saves on time and cost for the project. This is done by performing collaborative design and constructability reviews, seeking and finding more efficient solutions, and encouraging innovation among the team members. We foster a positive attitude and close collaboration that is inclusive of all project stakeholders and encourages creativity, best practices and lessons learned to benefit the project. The project schedule will be the cornerstone for all meetings with the City. To maintain the project schedule, we utilize effective scheduling, project management, and accounting tools, including Primavera P6, MS Project, Procore, and Sage. These tools enable the team to track monthly progress, ensure proper sequencing, and deliver the project on time.

C. Incorporating both Owner and municipality’s review comments and requests

Design Programming Review Meetings, Page flips, OAC meetings: There are many ways to incorporate Owner comments and municipality review comments into the process, depending on the stage of planning. At each stage of design, the Owner is an integral part of the decision making. Acting as an extension of the Owner, we provide professional guidance and deliverables, making the incorporation of Owner feedback a top priority. In the early stages of design and development, we have several programming meetings to determine the scope of the project. For municipalities such as the City of Cooper City, this includes compliance with local design standards. Aligning scope with both design and construction budgets is critical to project success. Our in-house estimators play a key role in ensuring that the program, design, and Owner’s objectives are aligned, a process we call scope alignment, with the Owner fully integrated throughout. Once the scope is determined, we begin the design process and integrate the Owner with a series of presentations and page flips. The page flips incorporate all of the engineering team in a room with a full set of drawings. Here the engineers can add, modify, change, components in an interactive way.

Communication Software: We utilize appropriate software solutions based on client requirements, including BIM, Procore, AutoCAD, and RS Means. Effective communication remains the most critical asset, and seamless internal integration combined with coordination with City staff helps reduce issues and expedite response times. While software promotes efficient communication, its effectiveness depends on skilled personnel implementing it. Our focus on schedule, budgets, and quality is paramount, and the construction management team consistently delivers projects on time, within or under budget, and to the highest quality standards. This process is further detailed in the section “*Willingness to Meet Time and Budget Requirements.*”

D. Coordinating the work of all subconsultants during all phases of a project

As a multi-discipline prime, most services are provided in-house: Having in-house expertise offers several advantages: it streamlines communication, ensures seamless coordination, and provides a clear understanding of internal capabilities. This approach also allows us to determine when it is necessary to engage specialized sub-consultants, ensuring efficiency and quality throughout the project. Upon engagement, coordination becomes more fluid, because our process is to communicate with in-house engineers closest to the scope of services needed, then include the subconsultant as a team and with an intelligent approach. For example, if a client requests solar integration for a building, the Project Manager will engage the relevant disciplines and include the appropriate sub-consultant. Tasks and deliverables are clearly assigned. In this case, the primary in-house discipline would be electrical, while all other disciplines would also participate in the discussion. Once the client's request is fully outlined, the appropriate sub-consultant or project-specific specialist is engaged. With deliverables clearly established, a coordination call is scheduled to ensure production within the requested time and budget. This process is supervised by the Project Manager and the electrical engineering lead to maintain quality and accountability.

Subconsultants report through PM for Coordination of Drawings: Each subconsultant would be managed via this process: Client provides request to Project Manager Lead, the PM lead, engages appropriate discipline in house staff. A full understanding of the deliverables are established. A separate on-boarding meeting will be held with the sub-consultant to provide the deliverable within schedule and budget. This effort is then managed by both our in-house engineering team and the Project Manager.

E. Providing required services within the contract value limits and Owner budgets

Budgeting is a major emphasis for the team: The Project Manager is integral in keeping aligned design efforts and Owner's budget. Early in the process, we integrate the estimated time requirements based on the deliverables required. We coordinate our time and the time of our consultants with the deliverable outcome and schedule of that deliverable. This must align with the expectations of the Owner and the Owner's budget. Budget management is one of our core priorities. An internal automated matrix supports this effort by tracking progress and alerting all parties to potential misalignments. This process is actively managed by all Project Management leads to maintain transparency and accountability.

Vantagepoint is our project controls system that integrates planning, scheduling, cost control, performance measurements, resource management and reporting functions into a single database. The system is implemented through the development of a specific Work Breakdown Structure (WBS) for each task.

The WBS is divided into phases and subtasks for the project. The Project Manager works with the Project Controls team to prepare a resource-loaded schedule, identifying all staff assigned to the project and linking them to the WBS. This schedule is then uploaded directly into the accounting software.

Staff record their time daily using detailed WBS designations, allowing the Project Manager and Project Controls lead to track project status in real time. Team members can view their individual budgets by task, along with time spent to date and remaining time to complete, ensuring transparency and accountability throughout the project lifecycle..

F. Communicating and coordinating amongst the Prime Vendor's Team, the City Project Manager, and multiple Stakeholders

Our approach is always collaborative. Client interaction and coordination are essential to meeting the City's requirements. While software tools are used when advantageous, their true value

lies in the expertise of the managers behind them. Software enhances efficiency, but it cannot replace the benefits of in-person collaboration.

We encourage Project Managers to remain actively engaged and present on-site. Many issues can be resolved quickly during site meetings or collaborative sessions where engineers and Owners are in the same room. For this reason, we promote tabletop meetings, OAC meetings, and site walkthroughs whenever practical and beneficial. Key points during design and construction often require site visits to prevent unforeseen issues. When done effectively, this approach saves the client time and money, making it a key element of our efficiency and effectiveness.

G. Providing simultaneous services on multiple projects and facilitating efficient and consistent progress on each project

Managing multiple projects efficiently requires real-time communication and coordination. To achieve this, we utilize a proprietary system called Quickbase, designed to handle simultaneous client interactions across multiple ongoing projects. This system was effectively used in managing multiple critical infrastructure projects on the island of Puerto Rico, after Hurricane Maria, when the electrical grid and infrastructure were severely damaged. Quickbase enabled full client communication across the island while engineering multiple projects under tight timelines.

Since then, Quickbase has been implemented for large-scale clients, such as the City of Fort Lauderdale, and remains our recommended solution for organizations managing multiple concurrent projects. It provides real-time communication, transparency, and progress tracking, ensuring clients remain fully engaged throughout the process.

RFQ-2026-1

Engineering Design Services for Electrical Improvements
to the City's Water and Wastewater Treatment Plant

TAB 6

EXPERIENCE & QUALIFICATION OF FIRM



CSA GROUP
EST • 1956

TAB 6. EXPERIENCE & QUALIFICATION OF FIRM

EXPERIENCE, QUALIFICATIONS & REFERENCE FORM

This form shall be submitted by the Proposer and each team member, as applicable. Applicable team members must list previous similar-type projects in which the member has performed work. The reference provided below should be for one project and must comply with any requirements listed within the solicitation.

Name of Firm (Proposer, A/E subconsultant/Non-A/E subconsultant/subcontractor): **CSA Central, Inc.**

Reference Project Name/Address: **Design / Build Services for New Alexander Orr, Jr. Water Treatment Plant
3575 S Le Jeune Rd, Miami, FL 33133**

Name(s) and role(s) of key personnel working on this reference project:

Rafael Torrens | Architect

Reference Project Description: The Alexander Orr, Jr. Water Treatment Plant is Miami-Dade County's largest state-of-the-art potable water production facility. The project calls for Design-Build services to construct a new Drinking Water Laboratory at the Alexander Orr Water Treatment Plant for the Miami-Dade Water and Sewer Department (WASD).

Scope of Service Provided: Architecture; Environmental; MEP Engineering; Civil Engineering; Structural Engineering

Professional Fees: \$1,053,692 Project Start Date: 05/19 Project Completion Date: 11/ 2025

Construction Start Date: 05/2023 Construction Completion Date: 11/ 2025

A: Project Construction Cost: \$ 7.5 Million B: Professional Fees: \$1,053,692 Total Project Cost (A+B): \$ 8,553,692

Reference Company Name: **Miami-Dade Water and Sewer Department (WASD)** Reference Name: **Carolina Trujillo-Diaz, PE, FRSE**

Reference Phone Number: 786.552.4405 E-mail: carolina.trujillo-diaz@miamidade.gov

This project complies with the experience and qualifications/preferences required under this solicitation:

Yes ☒ No ☐ NA ☐

Please denote what Experience/Qualification and/or Preference(s) will be met with this project:

Electrical, Mechanical, Architecture, Civil, Structural

Use the space below to expand on the scope of services provided for this project: (additional sheets of paper may be used if needed)

CSA was is the lead designer, under general contractor Florida Lemark, for the new water laboratory providing: Architecture; Landscape Architecture; Civil Engineering; Structural Engineering; MEP Engineering; Environmental.

The new building was designed as a Risk Category IV Essential Facility per ASCE 7-10, acoustical considerations. The project entails 11,500 square feet and accommodations for:

- 20 staff and 12 visitors
- 32 vehicles, including six (6) county vehicles, and three (3) golf carts with charging stations

The project has been planned and designed to achieve LEED Silver Certification. Other design considerations include acoustical / vibration consideration and NELAC Certification.

EXPERIENCE, QUALIFICATIONS & REFERENCE FORM

This form shall be submitted by the Proposer and each team member, as applicable. Applicable team members must list previous similar-type projects in which the member has performed work. The reference provided below should be for one project and must comply with any requirements listed within the solicitation.

Name of Firm (Proposer, A/E subconsultant/Non-A/E subconsultant/subcontractor): CSA Central, Inc.

Reference Project Name/Address: City of Fort Lauderdale Disaster Response and Recovery
100 N Andrews Ave Fort Lauderdale FL 33301

Name(s) and role(s) of key personnel working on this reference project:

Juan Villar | Civil Engineer

Reference Project Description: The City of Fort Lauderdale requested the performance of a pre-assessment of six critical buildings/areas prior to a potential disaster event. The primary intent of the pre-assessment was to properly document the pre-storm condition of the facility in case any claims need to be prepared.

Scope of Service Provided: Structural Assessment & Recommendation Report; Damage Assessments; Estimates; Construction Management; Program Management

Professional Fees: \$300,000 Project Start Date: 10/21 Project Completion Date: 06/2024

Construction Start Date: N/A Construction Completion Date: N/A

A: Project Construction Cost: \$ N/A B: Professional Fees: \$ 300,000 Total Project Cost (A+B): \$ 300,000

Reference Company Name: City of Fort Lauderdale / WSP Global Reference Name: Melissa Doyle, Program Manager

Reference Phone Number: 954.828.6111 E-mail: mdoyle@fortlauderdale.gov

This project complies with the experience and qualifications/preferences required under this solicitation:

Yes ☒ No ☐ NA ☐

Please denote what Experience/Qualification and/or Preference(s) will be met with this project:

Architecture, Cost Estimation, Structural, Civil

Use the space below to expand on the scope of services provided for this project: (additional sheets of paper may be used if needed)

The City of Fort Lauderdale has contracted the services of WSP and CSA for disaster recovery services, including design, engineering, architectural, environmental, project management, construction management, and financial recovery-related services for the necessary recovery, repairs, remediation, and renovations to City buildings, facilities, and surrounding areas that require these services as a result of a disaster, storm, or other emergency.

The City has specifically identified the following critical buildings/areas:

- City Hall (constructed in 1966 with approximately 106,074 square feet in 8 stories)
- South Side Cultural Center (constructed in 1967 with approximately 18,202 square feet in 2 stories)
- Parks & Recreation Facilities, Parks and Compound, Fleet Garage, and Gas Pumps (campus of approximately nine, 1-story buildings, including vehicle parking and gas station)
- Police Station (constructed in 1967 with approximately 173,049 square feet in 3 stories)
- Fort Lauderdale Beach Restroom (constructed in 2011 with approximately 1,600 square feet in 1 story)
- A1A Beach Wall (approximately 3 miles)

To perform these services, CSA utilized its technological platform to facilitate field assessments and report generation. Overall, the pre-assessment of critical buildings/areas is a valuable investment that can help the City of Fort Lauderdale to protect its property, infrastructure, and residents from the impacts of future disasters. Following the catastrophic floods of 2023, CSA performed damage assessments and cost repair estimates of all facilities.

EXPERIENCE, QUALIFICATIONS & REFERENCE FORM

This form shall be submitted by the Proposer and each team member, as applicable. Applicable team members must list previous similar-type projects in which the member has performed work. The reference provided below should be for one project and must comply with any requirements listed within the solicitation.

Name of Firm (Proposer, A/E subconsultant/Non-A/E subconsultant/subcontractor): **CSA Central, Inc.**

Reference Project Name/Address: **GSA New Courthouse Annex Project at the Federico Degetau Federal Building and Clemente Ruiz Nazario U.S. Courthouse
Hato Rey, Puerto Rico**

Name(s) and role(s) of key personnel working on this reference project:

Ricardo Morillo | Opportunity Manager; Manuel Fontan | Mechanical Engineer

Reference Project Description: The project consists of A/E design and construction support services for the new Annex to be physically, functionally, and systematically linked to the existing 435,000 GSF Degetau Federal Building and Clemente Ruiz Nazario U.S. Courthouse Complex.

Scope of Service Provided: **Site Civil Engineering; MEP/FP Engineering; Structural Engineering; Design & Construction Support Services**

Professional Fees: \$6,207,975 Project Start Date: 05/23 Project Completion Date: 03/2026

Construction Start Date: /TBD Construction Completion Date: TBD/

A: Project Construction Cost: \$ 218,216,000 B: Professional Fees: \$ 6,207,975 Total Project Cost (A+B): \$ 224,423,975

Reference Company Name: **U.S. General Services Administration (GSA) / Davis Brody Bond, LLP / STV** Reference Name: **Natalia Lugo-Viña, Contracting Officer**

Reference Phone Number: **347.331.6783** E-mail: **natalia.lugo-vinacruz@gsa.gov**

This project complies with the experience and qualifications/preferences required under this solicitation:

Yes ☒ No ☐ NA ☐

Please denote what Experience/Qualification and/or Preference(s) will be met with this project:

Mechanical, Electrical, Civil, Structural, Architecture

Use the space below to expand on the scope of services provided for this project: (additional sheets of paper may be used if needed)

To safely perform the necessary seismic work, a new multi-story U.S. Courthouse Annex (Annex) needed to be constructed in advance to provide not only necessary permanent expansion space for the court but also a temporary swing space for all tenants during the invasive seismic upgrade to the Degetau Federal Building.

The project consists of A/E design and construction support services for the new Annex to be physically, functionally, and systematically linked to the existing 435,000 GSF Degetau Federal Building and Clemente Ruiz Nazario U.S. Courthouse Complex.

The 153,000 GSF Annex will be located on the southwest corner of the 27-acre Federal Campus and will include a standalone childcare center, 35 indoor independent parking structure, a newly constructed Department of Justice with six district courtrooms and ten chambers, secure circulation for prisoner movement, and facilities expansion for prisoner management.

As a subcontractor to STV, CSA is designing the civil site, HVAC, plumbing, fire protection, electrical, and structural engineering systems for the Annex building and site components.

Solutions must be developed for project constraints such as:

- Space restrictions present design challenges for the different systems of the building.
- The building will be located in an area that is subject to flooding.
- The building needs to meet the federal blast structural requirements, and the building will be classified as a critical building and needs to be operational after a disaster.
- Complex will remain operational throughout the entirety of the project.

The project is also targeting LEED Gold Certification and shall be in full compliance with the Facilities Standards for the Public Buildings Service. This project will be designed and constructed to meet GSA's Design Excellence Program. CSA is working with Davis Brody Bond to meet the federal requirements and achieve the performance-based design targets for the project.

EXPERIENCE, QUALIFICATIONS & REFERENCE FORM

This form shall be submitted by the Proposer and each team member, as applicable. Applicable team members must list previous similar-type projects in which the member has performed work. The reference provided below should be for one project and must comply with any requirements listed within the solicitation.

Name of Firm (Proposer, A/E subconsultant/Non-A/E subconsultant/subcontractor): **CSA Central, Inc.**

Reference Project Name/Address: Islamorada Retrofitting of Fire Station 20 to Comply with FEMA 361 Standards for a "Safe Room" Emergency Operations Center
86800 Overseas Hwy, Islamorada, FL 33036

Name(s) and role(s) of key personnel working on this reference project:

Rafael Torrens | Architect; Juan Villar | Civil Engineer; Kelcie Izquierdo | Electrical Engineer

Reference Project Description: Islamorada Fire Rescue is statutorily charged with fire prevention and emergency management duties, which include planning, preparedness, response, recovery, and mitigation for man-made and natural disasters. As such, the fire station itself must be safe and remain fully operational and withstand any storm event or disaster.

Scope of Service Provided: Architectural Design; Engineering; Cost Estimating; Permitting; Project Representation

Professional Fees: \$ 90,000 Project Start Date: 06/25 Project Completion Date: 08/2025

Construction Start Date: /TBD Construction Completion Date: TBD/

A: Project Construction Cost: \$ 2 Million B: Professional Fees: \$ 90,000 Total Project Cost (A+B): \$ 2,090,000

Reference Company Name: Islamorada, Village of Islands Reference Name: Terry L. Abel, Fire Chief

Reference Phone Number: 305.664.6490 E-mail: terry.abel@islamorada.fl.us

This project complies with the experience and qualifications/preferences required under this solicitation:

Yes ☒ No ☐ NA ☐

Please denote what Experience/Qualification and/or Preference(s) will be met with this project:

Architecture, Cost Estimation, Permitting, Civil, Electrical, Structural

Use the space below to expand on the scope of services provided for this project: (additional sheets of paper may be used if needed)

CSA was contracted by the Village for the design of a 2,500 SF, FEMA 361 safe room at Fire Station 20, located at 81850 Overseas Highway in Islamorada, Florida. The Safe Room Addition provides a small Emergency Operations Center (EOC) for the duration of the Wind Event which includes a bathroom, storage for provisions, emergency communications, a food preparation area, a Meeting Room, and a space for resting, as per FEMA 361. The 1,500 sq. ft. elevated Safe Room area addition is located behind the existing Fire Station building with interior access through a proposed wall opening at the north perimeter wall between the kitchen and bathroom. The new Safe Room addition is raised on columns to allow Fire Trucks to drive and park underneath. It is supported by concrete columns and walls over a concrete pile foundation. Services included architectural and engineering assessment and design services, permitting, project representation, and cost estimates. The permit submittal for the construction of the project had to comply with the Army Corps of Engineers, Environmental and Critical Habitat permitting. Cost Estimates were provided for Phase II (construction) to implement the design. As the project representative, CSA attended meetings associated with the development and was involved with the approval process for the project. Building hardening/weatherproofing features included:

- Compliance with FEMA 361 Standards "Safe Room" - Designed to withstand a wind speed of 250mph and comply with Florida's Division of Emergency Management (FDEM) requirements.
- The electrical system of the safe room is NEC 708 (Critical Operations Power Systems) compliant for the multipurpose room, including providing connections for a portable generator.
- Replacement of the existing 200 KW emergency generator.
- The addition provides a concrete framed structure and durable materials serving the Fire Station and demonstrates efficient and resilient design strategies.
- The proposed structural system consists of reinforced concrete columns, shear walls, floors and roof. Reinforced concrete structures are easier to weatherproof, provide missile impact resistance, and their mass make them less susceptible to wind damage during hurricanes, tornadoes or other high wind events.

EXPERIENCE, QUALIFICATIONS & REFERENCE FORM

This form shall be submitted by the Proposer and each team member, as applicable. Applicable team members must list previous similar-type projects in which the member has performed work. The reference provided below should be for one project and must comply with any requirements listed within the solicitation.

Name of Firm (Proposer, A/E subconsultant/Non-A/E subconsultant/subcontractor): **CSA Central, Inc.**

Reference Project Name/Address: **Miami International Airport Building 714 Emergency Repairs
Miami-Dade Aviation Department, P.O. Box 025504
Miami, Florida 33102-5504**

Name(s) and role(s) of key personnel working on this reference project:

**Alfredo Morales | Electrical Engineer; David Carranza | Mechanical Engineer; Giovanni Bruni | Cost Estimator;
Hector Cruz | Structural Engineer; Juan Villar | Civil Engineer; Kelcie Izquierdo | Electrical Engineer; Rafael Torrens | Architect**

Reference Project Description: The Miami Dade Aviation Department (MDAD) required emergency water mitigation repairs for the 221,343 sq. ft. American Airlines Cargo Building 714, located at 6150 N.W. 17th Street, Miami, Florida 33126. In the rooftop parking deck area, there was water in the electrical conduits and water coming from light poles going into electrical conduits and discharging in the electrical rooms on the 2nd Floor.

Scope of Service Provided: Architectural Design; Structural Engineering; MEP Engineering; Construction Support

Professional Fees: \$ 275,433 Project Start Date: 10/23 Project Completion Date: 06/2025

Construction Start Date: N/A Construction Completion Date: N/A

A: Project Construction Cost: \$ N/A B: Professional Fees: \$ 275,433 Total Project Cost (A+B): \$ 275,433

Reference Company Name: **Miami Dade Aviation Department (MDAD)** Reference Name: **David Aguilera, Project Manager**

Reference Phone Number: **954.501.3389** E-mail: **T-DAguilera@flymia.com**

This project complies with the experience and qualifications/preferences required under this solicitation:

Yes ☒ No ☐ NA ☐

Please denote what Experience/Qualification and/or Preference(s) will be met with this project:

Architecture, Structural, Mechanical, Electrical, Structural, Permitting

Use the space below to expand on the scope of services provided for this project: (additional sheets of paper may be used if needed)

Water intrusion mitigation repairs were needed for the exterior building envelope, including windows, doors, ventilation louvers, roof-mounted extractors, electrical conduit, roof, and parking lamp posts, to prevent this from happening again. By implementing emergency water mitigation repairs, MDAD ensures the safety and functionality of the building. Additionally, preventing future incidents through proper repairs and maintenance contributes to the overall efficiency and reliability of the facility.

CSA Group is providing architectural, structural, electrical, mechanical, and plumbing engineering design construction drawings, permits, and construction support services.

EXPERIENCE, QUALIFICATIONS & REFERENCE FORM

This form shall be submitted by the Proposer and each team member, as applicable. Applicable team members must list previous similar-type projects in which the member has performed work. The reference provided below should be for one project and must comply with any requirements listed within the solicitation.

Name of Firm (Proposer, A/E subconsultant/Non-A/E subconsultant/subcontractor):

Reference Project Name/Address: STOF Big Cypress Reservation CSSS Study Room Renovation
Immokalee Reservation, FL

Name(s) and role(s) of key personnel working on this reference project:

Roberto Leon | Project Manager; Rafael Torrens | Architect; Kelcie Izquierdo | Electrical Engineer;
Juan Villar | Civil Engineer

Reference Project Description: CSA was contracted for A/E design services for the Big Cypress Seminole Indian Reservation's existing study space area in need of some improvements.

Scope of Service Provided: Site Assessments; Architecture; Structural Engineering; MEP Engineering; Permitting

Professional Fees: \$72,540 Project Start Date: 09/21 Project Completion Date: 10/2023

Construction Start Date: /2022 Construction Completion Date: 10/2023

A: Project Construction Cost: \$193,884 B: Professional Fees: \$72,540 Total Project Cost (A+B): \$266,424

Reference Company Name: Seminole Tribe of Florida (STOF) Reference Name: Maria Mujica-Melendez, E.I., ENV SP
Delivery Manager

Reference Phone Number: 305.393.7676 E-mail: Gaby.Melendez@jacobs.com

This project complies with the experience and qualifications/preferences required under this solicitation:

Yes ☒ No ☐ NA ☐

Please denote what Experience/Qualification and/or Preference(s) will be met with this project:

Architecture, Structural, Mechanical, Electrical, Permitting

Use the space below to expand on the scope of services provided for this project: (additional sheets of paper may be used if needed)

The project scope of work included:

- The renovation of interior finishes including flooring, paint, ceiling tiles, furniture, and lighting (LED with dimmers).
- Reconfiguration of spaces, including a computer room conversion into a quiet study area, merging offices #105 and #106 into an open space with access from room #107, and repurposing office #108 into a copy room.
- Redesign of the main room into three zones (elementary, middle, young adults) using creative dividers and varied color schemes.
- Replacement of the west wall bookshelves with lockable cabinets. The addition of TVs, adult seating, breakroom furniture printer station, pocket lighting, WiFi boosters, and security cameras.

CSA's scope of services included site assessments, the preparation of floor plans for existing conditions, design charette, construction drawings and specifications, and construction support services. All designs complied with building codes and requirements, and ensured full accessibility for individuals with physical disabilities, adhering to the ADA Accessibility Guidelines for Buildings and Facilities.

EXPERIENCE, QUALIFICATIONS & REFERENCE FORM

This form shall be submitted by the Proposer and each team member, as applicable. Applicable team members must list previous similar-type projects in which the member has performed work. The reference provided below should be for one project and must comply with any requirements listed within the solicitation.

Name of Firm (Proposer, A/E subconsultant/Non-A/E subconsultant/subcontractor): **CSA Central, Inc.**

Reference Project Name/Address: **WASD South District Wastewater Treatment Plant – Chlorine Building Improvements**
3071 SW 38th Ave, Miami, FL 33146

Name(s) and role(s) of key personnel working on this reference project:

Roberto Leon | Project Manager; Rafael Torrens | Architect

Reference Project Description: The Miami-Dade Water and Sewer Department (WASD), South District Wastewater Treatment Plant's existing Chlorine Building is a reinforced concrete structure originally designed in 1981 for the purpose of storing and for the application of gaseous chlorine to the effluent for disinfection purposes.

Scope of Service Provided: **Electrical Engineering; I&C; Mechanical Engineering; Structural Engineering; Permitting; Cost Estimating; Design & Bidding Services**

Professional Fees: \$283,591 Project Start Date: 7 /18 Project Completion Date: /Ongoing

Construction Start Date: 10/2023 Construction Completion Date: TBD/

A: Project Construction Cost: \$2,200,000 B: Professional Fees: \$283,591 Total Project Cost (A+B): \$2,483,591

Reference Company Name: **Miami-Dade Water and Sewer Department (WASD)** Reference Name: **Jie Gao House (Jane House)**

Reference Phone Number: 561.523.8938 E-mail: houja@miamidade.gov

This project complies with the experience and qualifications/preferences required under this solicitation:

Yes ☒ No ☐ NA ☐

Please denote what Experience/Qualification and/or Preference(s) will be met with this project:

Electrical, Mechanical, Structural, Permitting, Cost Estimation

Use the space below to expand on the scope of services provided for this project: (additional sheets of paper may be used if needed)

Due to the age and condition of the facility, upgrades consisting of repairs, rehabilitation and replacement were required. Upgrading the aging Chlorine Building enhances the safety, reliability, and regulatory compliance of wastewater disinfection, protecting public health and the environment while ensuring continued service for the community and operational efficiency for stakeholders.

CSA was contracted by WASD to develop construction documents, construction drawings and technical specifications for the scope of work developed by the Consent Decree Program Management/Construction Management (CD PM/CM). CSA was also required to provide a Technical Memorandum to specifically confirm project Scope of Work and identify the design criteria.

The project scope consisted of electrical upgrades, Instrumentation and Controls (I&C), Structural, and HVAC engineering related work. A major portion of the electrical scope is for the replacement of the existing Motor Control Centers (MCC's). Existing equipment in the building was susceptible to flooding; therefore, new equipment was elevated outside of the flood zone.

CSA also provided an Opinion of Probable Construction Cost (OPCC) and project schedule. The scope of work includes the following:

- Task 1 – Project Management
- Task 2 – Technical Memorandum (TM)
- Task 3 – Preliminary Design (30%)
- Task 4 – Detailed Design
- Task 5 – Permitting Services
- Task 6 – Bidding Services

FIRM LICENSES

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION

 Department of Business & Professional Regulation

[HOME](#) [CONTACT US](#) [MY ACCOUNT](#)

ONLINE SERVICES

- [Apply for a License](#)
- [Verify a Licensee](#)
- [View Food & Lodging Inspections](#)
- [File a Complaint](#)
- [Continuing Education Course Search](#)
- [View Application Status](#)
- [Find Exam Information](#)
- [Unlicensed Activity Search](#)
- [AB&T Delinquent Invoice & Activity List Search](#)

LICENSEE DETAILS 11:56:16 AM 4/29/2025

This is a business tracking record only.
Click here for information on how to verify that this business is properly licensed.

Licensee Information

Name:	CSA CENTRAL, INC. (Primary Name)
Main Address:	1400 NW 107TH AVENUE SUITE MIAMI Florida 33172
County:	DADE
License Mailing:	1400 NW 107TH AVENUE 33172

License Information

License Type:	Architect Business Information
Rank:	Business Info
License Number:	
Status:	Current
Licensure Date:	05/29/2008
Expires:	

Special Qualifications **Qualification Effective**

Corporation	05/29/2008
-------------	------------

Alternate Names

--

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION

 Department of Business & Professional Regulation

[HOME](#) [CONTACT US](#) [MY ACCOUNT](#)

ONLINE SERVICES

- [Apply for a License](#)
- [Verify a Licensee](#)
- [View Food & Lodging Inspections](#)
- [File a Complaint](#)
- [Continuing Education Course Search](#)
- [View Application Status](#)
- [Find Exam Information](#)
- [Unlicensed Activity Search](#)
- [AB&T Delinquent Invoice & Activity List Search](#)

LICENSEE DETAILS 11:57:05 AM 4/29/2025

Licensee Information

Name:	CSA CENTRAL, INC. (Primary Name)
Main Address:	1400 NW 107TH AVENUE SUITE 205 MIAMI Florida 33172
County:	DADE

License Information

License Type:	Engineering Business Registry
Rank:	Registry
License Number:	28096
Status:	Current
Licensure Date:	04/24/2008
Expires:	

Special Qualifications **Qualification Effective**

--

Alternate Names

--

State of Florida

Department of State

I certify from the records of this office that CSA CENTRAL, INC. is an Ohio corporation authorized to transact business in the State of Florida, qualified on February 23, 2006.

The document number of this corporation is F06000001176.

I further certify that said corporation has paid all fees due this office through December 31, 2026, that its most recent annual report/uniform business report was filed on February 6, 2026, 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 Sixth day of February, 2026*




Secretary of State

Tracking Number: 3083281481CC

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

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

SUBCONSULTANT FIRM LICENSES

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION



Florida

dbpr

Department of Business & Professional Regulation

HOME

CONTACT US

MY ACCOUNT

ONLINE SERVICES

Apply for a License

Verify a Licensee

View Food & Lodging Inspections

File a Complaint

Continuing Education Course Search

View Application Status

Find Exam Information

Unlicensed Activity Search

AB&T Delinquent Invoice & Activity List Search

LICENSEE DETAILS

9:41:09 AM 12/12/2025

Licensee Information

Name:

WSP USA INC. (Primary Name)

Main Address:

ONE PENN PLAZA
4TH FLOOR/LICENSINGUS
NEW YORK New York 10119

License Mailing:

ONE PENN PLAZA
4TH FLOOR/LICENSINGUS
NEW YORK NY 10119

License Information

License Type:

Engineering Business Registry

Rank:

Registry

License Number:

1462

Status:

Current

Licensure Date:

05/10/1977

Expires:

Special Qualifications

Qualification Effective



CSA GROUP

EST • 1956

RFQ2025-2

City of Cooper City - Professional Engineering Services For Water And Wastewater Plant Electrical Improvements

65

State of Florida

Department of State

I certify from the records of this office that WSP USA INC. is a New York corporation authorized to transact business in the State of Florida, qualified on March 5, 1973.

The document number of this corporation is 829626.

I further certify that said corporation has paid all fees due this office through December 31, 2025, that its most recent annual report/uniform business report was filed on January 7, 2025, 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 Second day of January, 2026*




Secretary of State

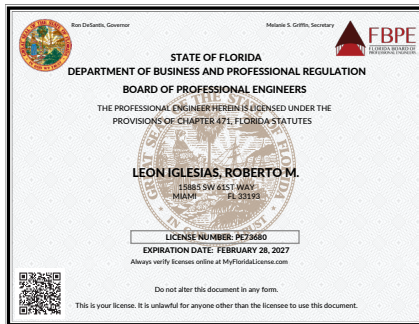
Tracking Number: 0852358009CU

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

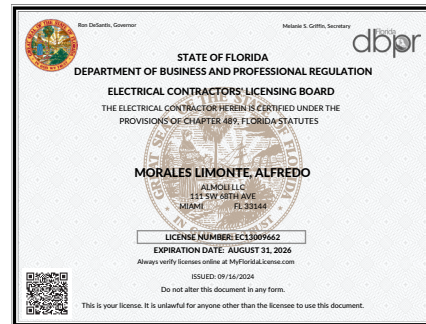
<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

STAFF LICENSES

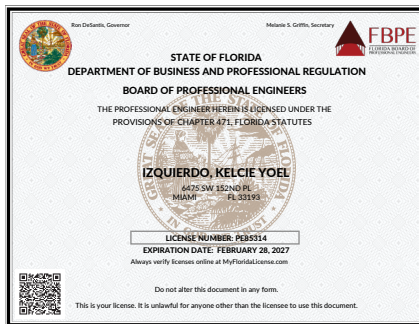
Roberto León, P.E., LEED AP, PMP



Alfredo Morales, P.E.



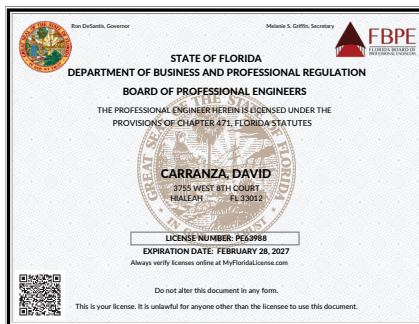
Kelcie Y. Izquierdo, P.E.



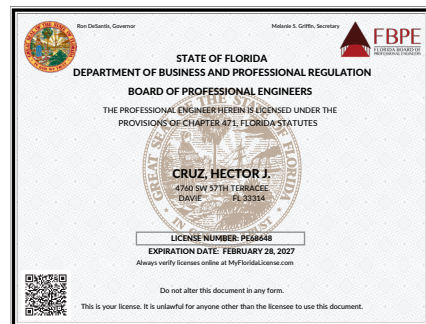
Manuel A. Fontan, P.E., LEED AP

LICENSEE DETAILS	
Licensee Information	
Name:	FONTAN, MANUEL A. (Primary Name)
Main Address:	600 NE 36TH #1823 MIAMI Florida 33137
County:	DADE
License Information	
License Type:	Professional Engineer
Rank:	Prof Engineer
License Number:	95338
Status:	Current/Active
Licensure Date:	11/28/2022
Expires:	02/28/2027
Special Qualifications	
Mechanical	Qualification Effective 11/28/2022

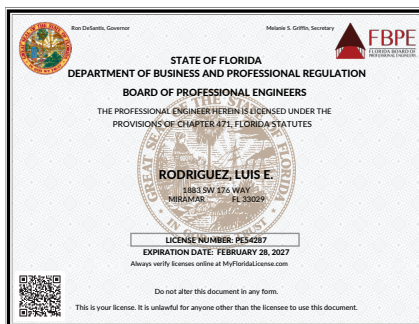
David Carranza, P.E., LEED AP



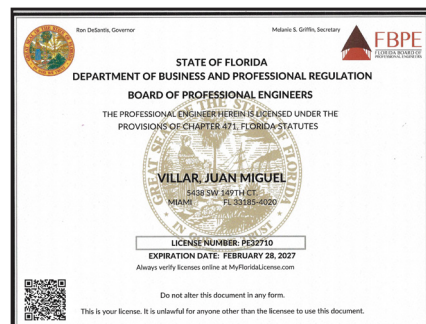
Hector J. Cruz, P.E.



Luis E. Rodriguez, P.E.



Juan M. Villar, P.E.



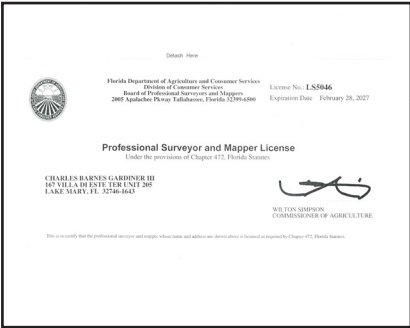
Rafael A. Torrens III, RA, AIA



Thomas Payne, P.E. (WSP)

LICENSEE DETAILS		11:43:28 AM 12/16/2025
Licensee Information		
Name:	PAYNE, THOMAS W. (Primary Name)	
Main Address:	22 CYPRESS LN FRANKLIN Massachusetts 02038	
County:	OUT OF STATE	
License Information		
License Type:	Professional Engineer	
Rank:	Prof Engineer	
License Number:	102803	
Status:	Current,Active	
Licensure Date:	11/19/2025	
Expires:	02/28/2027	
Special Qualifications	Qualification Effective	
Civil	11/19/2025	

Charles “Chip” Gardiner, PLS,
CFEDS (WSP)



RFQ-2026-1

Engineering Design Services for Electrical Improvements
to the City's Water and Wastewater Treatment Plant

TAB 7

REQUIRED FORMS/AFFIDAVITS



CSA GROUP
EST • 1956

AMERICANS WITH DISABILITIES ACT (ADA) DISABILITY NONDISCRIMINATION STATEMENT

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

This sworn statement is submitted to the CITY OF COOPER CITY, FLORIDA

by: Roberto Leon, P.E. | Senior Vice President

(print individual's name and title)

for: CSA Central, Inc.

(print name of entity submitting sworn statement)

whose business address is: 6941 SW 196th Ave., Suite 28, Pembroke Pines, FL 33332

and (if applicable) its Federal Employer Identification Number (FEIN) is: 31-1446286

*(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:
(____-____-____).)*

I, being duly first sworn state:

That the above named firm, corporation or organization is in compliance with and agreed to continue to comply with, and assure that any subcontractor, or third party contractor under this project complies with all applicable requirements of the laws listed below including, but not limited to, those provisions pertaining to employment, provision of programs and services, transportation, communications, access to facilities, renovations, and new construction.

The American with Disabilities Act of 1990 (ADA), Pub. L. 101-336, 104 Stat 327, 42 USC 1210112213 and 47 USC Sections 225 and 661 including Title I, Employment; Title II, Public Services; Title III, Public Accommodations and Services Operated by Private entities; Title IV, Telecommunications; and Title V, Miscellaneous Provisions.

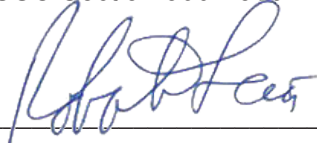
The Florida Americans with Disabilities Accessibility Implementation Act of 1993, Section 553.501-553.513, Florida Statutes:

The Rehabilitation Act of 1973, 229 USC Section 794;

The Federal Transit Act, as amended 49 USC

Section 1612; The Fair Housing Act as amended

42 USC Section 3601-3631.



Signature

BUSINESS ENTITY AFFIDAVIT

I, Roberto Leon, being first duly sworn state:

The full legal name and business address of the person(s) or entity proposing to contract or transact business with the City of Cooper City ("City") are (Post Office addresses are not acceptable), as follows:

Federal Employer Identification Number (FEIN) (If none, Social Security Number) Name of

Entity, Individual, Partners or Corporation

Doing Business As (If same as above, leave blank)

6941 SW 196th Ave., Suite 28 Pembroke Pines FL 33332

Street Address

City

State

Florida

State and Date of Incorporation:



3/15/2026

Date

Roberto Leon

Print Name

Date

**Certification Regarding
Debarment, Suspension, Ineligibility
And Voluntary Exclusion**

Subcontractor Covered Transactions

The prospective subcontractor of the Recipient, CSA Central, Inc., certifies, by submission of this document, that neither it, its principals, nor affiliates are presently debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded, or disqualified from participation in this transaction by any Federal department or agency.

SUBCONTRACTOR:

CSA Central, Inc.

By: 
Signature

City of Cooper City
Recipient's Name

Roberto Leon, P.E. | Senior Vice President
Name and Title

B0251
DEM Contract Number

6941 SW 196th Ave., Suite 28
Street Address

DEM-HL00118
Project Number

Pembroke Pines, FL 33332
City, State, Zip

3/15/2026
Date

City of Cooper City

Contractor Due Diligence Affidavit

City Vendors and Contractors shall disclose the following as a condition of award for any contract that exceeds one million (\$1,000,000.00) or that must be presented to the Commission for approval:

- (1) Provide a list of all lawsuits in the five (5) years prior to bid or proposal submittal that have been filed against the firm, its directors, partners, principals and/or board members based on a breach of contract by the firm; include the case name, number and disposition;
- (2) Provide a list of any instances in the five (5) years prior to bid or proposal submittal where the firm has defaulted; include a brief description of the circumstances;
- (3) Provide a list of any instances in the five (5) years prior to bid or proposal submittal where the firm has been debarred or received a formal email notice of non-compliance or non-performance, such as a notice to cure or a suspension from participating or bidding for contracts, whether related to the City of Cooper City or not.

All of the above information shall be attached to the executed affidavit and submitted to the Purchasing Division. The Vendor/Contractor attests to providing all of the above information, if applicable to the Purchasing Division.

Contract No. : RFQ-2026-1 Federal Employer Identification Number (FEIN): 31-1446286
 Contract Title: Engineering Design Services for Electrical Improvements to the City's Water and Wastewater Treatment Plant

Roberto Leon, P.E.
 Printed Name of Affiant

Senior Vice President
 Printed Title of Affiant


 Signature of Affiant

CSA Central, Inc.
 Name of Firm

3/15/2026
 Date

6941 SW 196th Ave., Suite 28
 Address of Firm

Florida
 State

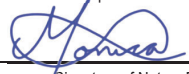
33332
 Zip Code

Notary Public Information

Notary Public – State of Florida County of Orange

Subscribed and sworn to (or affirmed) before me this 15 day of, March 2026
 by Roberto Leon He or she is personally known to me or has produced identification

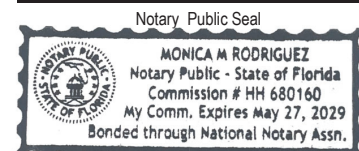
Type of identification produced Florida Drivers License


 Signature of Notary Public

HH 680160
 Serial Number

Monica M. Rodriguez
 Print or Stamp of Notary Public

May 27, 2029
 Expiration Date



Litigation – Past Five Years

CSA Central, Inc.

Lunacon Engineering Group, Corp., v. The School Board of Broward County, Florida, v. CSA Central, Inc., Case No. CACE-24-006025, Circuit Court of the 17th Judicial Circuit, Broward County, Florida. CSA Central, Inc. (“Central”) was joined as a third-party defendant in a contractor claim against Central’s client, The School Board of Broward County. Central provided certain design and construction contract administration services. This case is in the early discovery stage. (2024 – Ongoing)

Sapp v. Graham Architectural Products, et al., Case No. 3889 in the Court of Common Pleas, Philadelphia County. CSA Central, Inc. and CSA Central Architects & Engineers, PC are two of many defendants in a suit brought on behalf of a minor who was injured in a fall from the window of a Philadelphia public high school. The CSA entities provided certain design services in connection with an earlier renovation of the school. The case is in the early discovery stage. (2024 – Ongoing)

DOMESTIC PARTNERSHIP CERTIFICATION FORM

THIS FORM **MUST** BE COMPLETED AND SUBMITTED AT TIME OF SUBMITTAL
FOR PROPOSER TO BE DEEMED RESPONSIVE

The Proposer, by virtue of the signature below, certifies that it is aware of the requirements of Section 2-197.1 of the City of Cooper City's Code of Ordinances, "Requirement for city contractors to provide equal benefits to domestic partners", and certifies the following:

Please check only one below

- ☒ 1. The Proposer currently complies with the requirements of Section 2-197.1 of the City of Cooper City's Code of Ordinances and provides benefits to domestic partners of its employees and the partners' dependents on the same basis as it provides benefits to employees' spouses and the spouses' dependents
- ☐ 2. The Proposer will comply with the requirements of Section 2-197.1 of the City of Cooper City's Code of Ordinances at time of contract award and provide benefits to domestic partners of its employees and the partners' dependents on the same basis as it provides benefits to employees' spouses and the spouses' dependents
- ☐ 3. The Proposer will not comply with the requirements of Section 2-197.1 of the City of Cooper City's Code of Ordinances at time of award
- ☐ 4. The Proposer does not need to comply with the requirements of Section 2-197.1 of the City of Cooper City's Code of Ordinances at time of award because the following exemption applies:

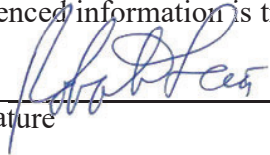
Please check only one below

- ☐ The Proposer's price bid for the initial contract term is \$100,000 or less
- ☐ The Proposer employs less than twenty-five (25) employees
- ☐ The Proposer does not provide benefits to employees' spouses or spouse's dependents
- ☐ The Proposer is a religious organization, association, society, or non-profit charitable or educational institution
- ☐ The Proposer is a government entity
- ☐ The Proposer cannot comply with the requirements of Section 2-197.1 of the City of Cooper City's Code of Ordinances because it would violate the laws, rules or regulations of federal or state law or would violate or be inconsistent with the terms or conditions of a grant or contract with the United States or State of Florida. Indicate the law, statute or regulation _____.
(Attach explanation of its applicability)

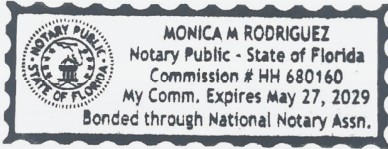
DOMESTIC PARTNERSHIP CERTIFICATION FORM (continued)

I, Roberto Leon, Senior Vice President of CSA Central, Inc.
 (Name) (Title) (Proposer)

Hereby attest that I have the authority to sign this notarized certification and certify that the above-referenced information is true, complete, and correct.


 Signature

Roberto Leon, P.E.
 Print Name

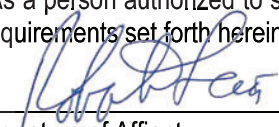
STATE: <u>Florida</u> COUNTY: <u>Orange</u>	
Sworn to (or affirmed) and subscribed before me this <u>15</u> day of <u>March</u> , 20 <u>26</u> , by: <u>Roberto Leon</u> <i>Name of Person Making Statement</i>	
 (NOTARY SEAL)	<u></u> <i>Signature of Notary Public</i> <u>Monica M. Rodriguez</u> <i>Name of Notary Public (Typed, Printed, Stamped)</i>
Personally Known: _____ OR Identification Produced: <u>X</u> Type of Identification Produced: <u>Florida Drivers License</u>	

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that, **(print or type name of firm)**
CSA Central, Inc.

- Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.
- Informs employees about the dangers of drug abuse in the work place, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under bid or proposal, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under bid or proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, pleas of guilty or nolo contendere to, any violation of Chapter 1893, or of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free work place through the implementation of the drug free workplace program.

"As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein".

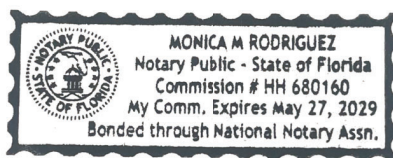

 Signature of Affiant

Roberto Leon, P.E.

Print Name

3/15/2026

Date

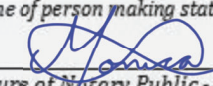


STATE: **FLORIDA**
 COUNTY: Orange

Sworn to (or affirmed) and subscribed before me this 15 day of
March, 2026 by: Roberto Leon

Name of person making statement

(NOTARY SEAL)


Signature of Notary Public - State of Florida

Monica M. Rodriguez

Name of Notary Typed, Printed, or Stamped

Personally Known _____ **OR** Produced Identification ☒

Type of Identification Produced Florida Drivers License

EMPLOYEE BACKGROUND VERIFICATION AFFIDAVIT

I, Roberto Leon of CSA Central, Inc., attest that all personnel used in
 (Print Name) (Company Name)

the performance of this work have had a criminal background check with a passing grade and have been drug tested with a passing grade and are legally documented to work in the United States.

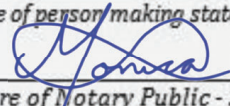


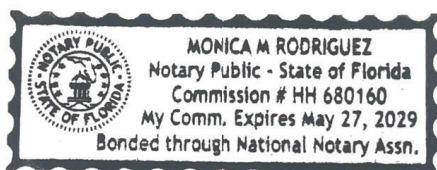
Signature of Affiant

Roberto Leon, P.E.

Print Name

3/15/2026
Date

STATE:	FLORIDA
COUNTY:	<u>Orange</u>
Sworn to (or affirmed) and subscribed before me this <u>15</u> day of <u>March</u> , 20 <u>26</u> , by: <u>Roberto Leon</u>	
	<i>Name of person making statement</i>
(NOTARY SEAL)	
	<i>Signature of Notary Public - State of Florida</i>
	<u>Monica M. Rodriguez</u>
	<i>Name of Notary Typed, Printed, or Stamped</i>
Personally Known _____	OR Produced Identification ☒
Type of Identification Produced <u>Drivers License</u>	



CONTRACTOR/VENDOR E-VERIFY
AFFIDAVIT

STATE OF Florida
COUNTY OF Orange

BEFORE ME, the undersigned authority, appeared Roberto Leon,
who first being duly sworn hereby swears or affirms as follows:

1. I make this affidavit on personal knowledge.
2. I am over the age of 18 years and otherwise confident to make this

Affidavit.

3. I am the Senior Vice President of
CSA Central, Inc. (the "Contractor/Vendor").

4. I am authorized by CSA Central, Inc. to make
this Affidavit on behalf of Contractor/Vendor.

5. Contractor/Vendor acknowledges that Section 448.09, Florida Statutes,
makes it unlawful for any person to knowingly employ, hire, recruit, or refer, for private
or public employment, an alien who is not duly authorized to work in the United States.

6. Contractor/Vendor acknowledges that Section 448.095, Florida Statutes,
prohibits public employers, contractors, and subcontractors from entering into a contract
unless each party to the contract registers and uses E-Verify.

7. Contractor/Vendor is in compliance with the requirements of Sections
448.09 and 448.095, Florida Statutes.

8. Contractor/Vendor understands it shall remain in compliance with the
requirements of Sections 448.09 and 448.095, Florida Statutes, during the term of any
contract with the City.

2607394v1

NOT APPLICABLE**FOREIGN (NON-FLORIDA) CORPORATION MUST COMPLETE THIS FORM**
DEPARTMENT OF STATE CORPORATE CHARTER NO. _____

If your corporation is exempt from the requirements of Section 607.1501, Florida Statutes, **YOU MUST CHECK BELOW the reason(s) for the exemption.** Please contact the Department of State, Division of Corporations at (850) 245-6051 for assistance with corporate registration or exemptions. 607.1501 Authority of foreign corporation to transact business required.

(1) A foreign corporation may not transact business in this state until it obtains a certificate of authority from the Department of State.

- _____ (a) Maintaining, defending, or settling any proceedings.
 - _____ (b) Holding meetings of the board of directors or shareholders or carrying on other activities concerning internal corporate affairs.
 - _____ (c) Maintaining bank accounts.
 - _____ (d) Maintaining officers of agencies for the transfer, exchange, and registration of the corporation's own securities or maintaining trustees or depositories with respect to those securities.
 - _____ (e) Selling through independent contractors.
 - _____ (f) Soliciting or obtaining orders, whether by mail or through employees, agents or otherwise, if the orders
 - _____ (g) Creating or acquiring indebtedness, mortgages, and security interests in real or personal property.
 - _____ (h) Securing or collecting debts or enforcing mortgages and security interests in property securing the debts.
 - _____ (i) Transacting business in interstate commerce.
 - _____ (j) Conducting an isolated transaction that is completed within 30 days and that is not one in the course of repeated transactions of a like nature.
 - _____ (k) Owning and controlling a subsidiary corporation incorporated in or transacting business within this state or voting the stock of any corporation which it has lawfully acquired.
 - _____ (l) Owning a limited partnership interest in a limited partnership that is doing business within this state, unless such limited partner manages or controls the partnership or exercises the powers and duties of a general partner.
 - _____ (m) Owning, without more, real or personal property.
- (2) The following activities, among others, do not constitute transacting business within the meaning of subsection one (1): The list of activities of subsection (2) is not exhaustive.
- (3) This section has no application to the question of whether any foreign corporation is subject to service of process and suit in this state under any law of this state.

Please check one of the following if your firm in **NOT** a corporation:

- (I) _____ Partnership, Joint Venture, Estate or Trust
- (II) _____ Sole Proprietorships of Self Employed

NOTE: This sheet **MUST** be enclosed with your bid if you claim an exemption or have checked I or II above, your firm will be considered a corporation and subject to all requirements listed herein.

SIGNATURE OF AUTHORIZED AGENT OF PROPOSER

PROPOSER'S LEGAL NAME

**FOREIGN COUNTRY OF CONCERN AFFIDAVIT –
PERSONAL IDENTIFYING INFORMATION CONTRACT**

Section 287.138, Florida Statutes, prohibits a Florida “Governmental entity”¹ from entering into or extending contracts with any other entity whereby such a contract, or extension thereof, could grant the other entity access to an individual’s personal identifying information if that entity is associated with a “Foreign Country of Concern.”² Specifically, section 287.138(2), Florida Statutes, prohibits such contracts with any entity that is owned by the government of a Foreign Country of Concern, any entity in which the government of a Foreign Country of Concern has a “controlling interest,”³ and any entity organized under the laws of or which has its principal place of business in a Foreign Country of Concern.

As the person authorized to sign on behalf of Respondent, I hereby attest that the company identified above in the section entitled “Respondent Vendor Name” is not an entity owned by the government of a Foreign Country of Concern, no government of a Foreign Country of Concern has a controlling interest in the entity, and the entity has not been organized under the laws of or has its principal place of business in a Foreign Country of Concern.

I understand that pursuant to section 287.138, Florida Statutes, I am submitting this affidavit under penalty of perjury.

Respondent Vendor Name: CSA Central, Inc.

Vendor FEIN: 31-1446286

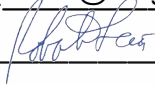
Vendor’s Authorized Representative Name and Title: Roberto Leon, P.E. | Senior Vice President

Address: 6941 SW 196th Ave., Suite 28

City: Pembroke Pines State: Florida Zip: 33332

Phone Number: 305.461.5484

Email Address: rleon@csagroup.com

Certified By: 

AUTHORIZED SIGNATURE

Print Name and Title: Roberto Leon, P.E. | Senior Vice President

Date: 3/15/2026

¹ As defined in Section 287.138 (1)(d), Florida Statutes.

² As defined in Section 287.138 (1)(c), Florida Statutes.

³ As defined in Section 287.138 (1)(a), Florida Statutes.

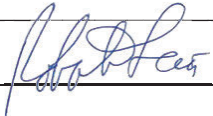
HUMAN TRAFFICKING AFFIDAVIT

In compliance with Section 787.06(13), Florida Statutes, this affidavit must be completed by an officer or representative of a nongovernmental entity that is executing, renewing, or extending a contract with the City of Cooper City (the "Governmental Entity").

The undersigned, on behalf of the entity listed below (the "Nongovernmental Entity"), hereby attests under penalty of perjury as follows:

1. I am over the age of 18 and I have personal knowledge of the matters set forth herein.
2. I am an officer or representative of CSA Central, Inc., a non-governmental entity and I am authorized to provide this affidavit on behalf of Nongovernmental Entity)
3. Nongovernmental Entity, and any of its subsidiaries or affiliates, do not use coercion for labor or services, as those terms are defined in Section 787.06, Florida Statutes, as may be amended from time to time.
4. If, at any time in the future, Nongovernmental Entity does use coercion for labor or services, Nongovernmental Entity will immediately notify Governmental Entity and no contracts may be executed, renewed, or extended between the parties.
5. I have read the foregoing affidavit and confirm that the facts stated in it are true, and are made for the benefit of, and reliance by Governmental Entity.

Company: CSA Central, Inc.

Authorized Signature:  **Date:** 3/15/2026

Printed Name: Roberto Leon, P.E.

Title: Senior Vice President

STATE OF Florida

COUNTY OF Orange

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☒ online notarization, this 15 day of March, 2026, by Roberto Leon, as Senior Vice President on behalf of the company/corporation. They ☐ are personally known to me or ☒ have produced FL Drivers license as identification.

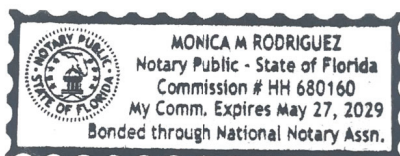


Notary Public Signature

Print, Type or Stamp Name of Notary: Monica M. Rodriguez

My commission expires: May 27, 2029

(Affix Notary Stamp or Seal)



City of Cooper City

RFQ2025-1-CM Architectural Services for Design Criteria Packages for a New Public Safety Complex

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.

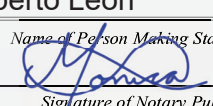
NAME**RELATIONSHIP**

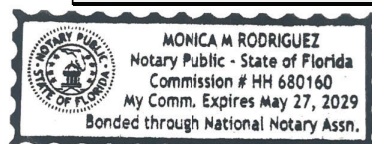
N/A

N/A



Signature

STATE:	<u>Florida</u>
COUNTY:	<u>Orange</u>
Sworn to (or affirmed) and subscribed before me this <u>16</u> day of <u>March</u> , 20 <u>26</u> , by: <u>Roberto Leon</u>	
	<i>Name of Person Making Statement</i>
(NOTARY SEAL)	 <i>Signature of Notary Public</i>
	<u>Monica M. Rodriguez</u> <i>Name of Notary Public (Typed, Printed, Stamped)</i>
Personally Known: _____	OR Identification Produced: ☒
Type of Identification Produced: <u>FL Drivers License</u>	



NON-CONFLICT OF INTEREST STATEMENT

1. A. I am the Senior Vice President of CSA Central, Inc. with a
[Insert Title] [Insert Company Name]
a local office in Broward County and principal office in Miami-Dade County.
2. The entity hereby submits a proposal/offer in response to RFP 2024-6-FIN, BANKING SERVICES.
3. The AFFIANT has made diligent inquiry and provided the information in this statement affidavit based upon its full knowledge.
4. The AFFIANT states that only one submittal for this solicitation has been submitted and tendered by the appropriate date and time and that said above stated entity has no financial interest in other entities submitting a proposal for the work contemplated hereby.
5. Neither the AFFIANT nor the above named entity has directly or indirectly entered into any agreement, participated in any collusion or collusive activity, or otherwise taken any action which in any way restricts or restrains the competitive nature of this solicitation, including but not limited to the prior discussion of terms, conditions, pricing, or other offer parameters required by this solicitation.
6. Neither the entity nor its affiliates, nor anyone associated with them, is presently suspended or otherwise prohibited from participation in this solicitation or any contract to follow thereafter by any government entity.
7. Neither the entity nor its affiliates, nor anyone associated with them, have any potential conflict of interest because and due to any other clients, contracts, or property interests in this solicitation or the resulting project.
8. I hereby also certify that no member of the entity's ownership or management or staff has a vested interest in any City Division/Department/Office.
9. I certify that no member of the entity's ownership or management is presently applying, actively seeking, or has been selected for an elected position within City of Cooper City government.
10. In the event that a conflict of interest is identified in the provision of services, I, the undersigned, will immediately notify the City in writing.

By the signature(s) below, I/we, the undersigned, as authorized signatory to commit the firm, certify that the information as provided in this attachment is true and correct at the time of submission.



Signature of Affiant

Roberto Leon, P.E. | Senior Vice President

Printed Name & Title of Affiant

OWNERSHIP DISCLOSURE AFFIDAVIT

1. If the contract or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who holds directly or indirectly five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full legal name and address shall be provided for each trustee and each beneficiary. All such names and addresses are (Post Office addresses are not acceptable), as follows:

Full Legal Name	Address	<u>Ownership</u>
CSA Holdings, Inc.	55 Broadway, 14th Floor, New York, NY 10006	100%
%		
%		
%		

2. The full legal names and business address of any other individual (other than subcontractors, materialmen, suppliers, laborers, or lenders) who have, or will have, any interest (legal, equitable, beneficial or otherwise) in the contract or business transaction with the City are (Post Office addresses are not acceptable), as follows:



Signature of Affiant

Roberto Leon, Senior VP

Print Name

3/15/2026

Date

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

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

1. This sworn statement is submitted to the CITY OF COOPER CITY, FLORIDA

by: Roberto Leon, P.E. | Senior Vice President
(print individual's name and title)

for: CSA Central, Inc.
(print name of entity submitting sworn statement)

whose business address is: 6941 SW 196th Ave., Suite 28, Pembroke Pines, FL 33332 and

(if applicable) its Federal Employer Identification Number (FEIN) is: 31-1446286.

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____ - _____ - _____).

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

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

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

- a) A predecessor or successor of a person convicted of a public entity crime; or
- b) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which proposals or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

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

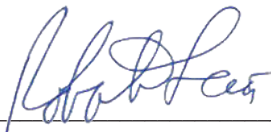
☐ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity, has been charged with and convicted of a public entity crime subsequent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

☐ This entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged

with and convicted of a public entity crime subsequent to July 1, 1989.

_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.



Signature

CERTIFICATE OF INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
07/22/2025

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

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

PRODUCER Bellwether Insurance Group, LLC 201 SE 15th Terrace, Suite 203 Deerfield Beach FL 33441-4464		CONTACT NAME: Bellwether Insurance Group PHONE (A/C, No, Ext): (954) 800-6400 FAX (A/C, No): (954) 935-7597 E-MAIL ADDRESS: Certificates@bigriskmanagement.com																						
INSURED CSA Central, Inc. 1400 NW 107th Ave Ste 205 Miami FL 33172		<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A :</td> <td>Continental Casualty Company</td> <td>20443</td> </tr> <tr> <td>INSURER B :</td> <td>National Fire Insurance Company of Hartford</td> <td>20478</td> </tr> <tr> <td>INSURER C :</td> <td>American Casualty Co. of Reading PA</td> <td>20427</td> </tr> <tr> <td>INSURER D :</td> <td>Colony Insurance Company</td> <td>39993</td> </tr> <tr> <td>INSURER E :</td> <td></td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A :	Continental Casualty Company	20443	INSURER B :	National Fire Insurance Company of Hartford	20478	INSURER C :	American Casualty Co. of Reading PA	20427	INSURER D :	Colony Insurance Company	39993	INSURER E :			INSURER F :		
INSURER(S) AFFORDING COVERAGE		NAIC #																						
INSURER A :	Continental Casualty Company	20443																						
INSURER B :	National Fire Insurance Company of Hartford	20478																						
INSURER C :	American Casualty Co. of Reading PA	20427																						
INSURER D :	Colony Insurance Company	39993																						
INSURER E :																								
INSURER F :																								

COVERAGES
CERTIFICATE NUMBER: 25-26 CSA Central Miami

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC ☐ OTHER:			7092588498	07/21/2025	07/21/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$ 1,000,000
C	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			7092621662	07/21/2025	07/21/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A/E	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			7092624500	07/21/2025	07/21/2026	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	7092625906	07/21/2025	07/21/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability			AEH591941325	07/21/2025	07/21/2026	Prof & Poll each claim \$5,000,000 Prof & Poll aggregate \$10,000,000 Each Design defect \$5,000,000

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

CERTIFICATE HOLDER
CANCELLATION

City of Cooper City 9090 SW 50 Place Cooper City FL 33328	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

© 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

Scrutinized Companies Affidavit

CERTIFICATION PURSUANT TO FLORIDA STATUTE § 287.135

I, Roberto Leon, P.E. | Senior Vice President, on behalf of, CSA Central, Inc.

Print Name and Title

Company Name

certify that CSA Central, Inc. 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 Contractor of the City's determination concerning the false certification. The Contractor 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 Contractor 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 if 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 Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either 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 the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

CSA Central, Inc.

COMPANY NAME

Roberto Leon, P.E. | Senior Vice President

PRINT NAME & TITLE



SIGNATURE

FIRM W-9 FORM

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give Form to the
requester. Do not
send to the IRS.**

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. CSA Central, Inc.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. 1400 NW 107th AVE, SUITE 205	Requester's name and address (optional)
6 City, state, and ZIP code MIAMI, FL 33172	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-						
or									
Employer identification number									
3	1	-	1	4	4	6	2	8	6

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ► 	Date ► 1/1/2026
--	-----------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

City of Cooper City, Florida

RFQ2026-1

Engineering Design Services For Electrical Improvements To The City's WTP & WWTP

Addendum No. 1

**Addendum No. 1**

(Issued Tuesday, February 24, 2026)

RFQ2026-1, Engineering Design Services For Electrical Improvements To The City's Water and Wastewater Treatment Plant

This addendum becomes a part of the subject solicitation

A. CHANGES TO THE SOLICITATION:

Please note the following changes to the Solicitation:

1. Section 7.1, Proposer Questionnaire has been **replaced** with the following:

7.1 Proposal Questionnaire:

*Inquiries concerning this solicitation shall be directed through the City's OpenGov Procurement Project Portal:
<https://procurement.opengov.com/portal/coopercity/projects/235365>*

The following material is required to be submitted by Monday, March 16, 2026, to be considered for award.

General Requirements - The purpose of the technical proposal is to demonstrate the qualifications, competence, capacity and methodology of the firms seeking to provide the services in conformity with the requirements of this solicitation. The technical proposal should demonstrate the combined qualifications of the firm and of the particular staff to be assigned to this engagement. It should also specify an approach that will meet the solicitation requirements.

The technical proposal should address all of the points outlined in the solicitation. The proposal should be prepared simply and economically, providing a straightforward, concise description of the proposer's capabilities to satisfy the requirements of the solicitation. While additional data may be presented, the following subjects must be included:

- *Consultant Identification*
- *Technical Proposal*
- *Cost Proposal (if applicable)*

*Inquiries concerning this Request for Proposal and the subject of the Request for Proposals shall be directed to the OpenGov Procurement Project Portal at
<https://procurement.opengov.com/portal/coopercity/projects/235365>*

The following material is required to be submitted by Monday, March 16, 2026 for a contractor to be considered.

***General Requirements** - The purpose of the technical proposal is to demonstrate the qualifications, competence, capacity and methodology of the firms seeking to provide the services in conformity with the requirements of this Request for Proposal. The technical proposal should demonstrate the combined qualifications of the firm and of the particular staff to be assigned to this engagement. It should also specify an*

City of Cooper City, Florida

RFQ2026-1

Engineering Design Services For Electrical Improvements To The City's WTP & WWTP

Addendum No. 1

~~approach that will meet the Request for Proposal requirements.~~~~The technical proposal should address all of the points outlined in the Request for Proposal. The proposal should be prepared simply and economically, providing a straightforward, concise description of the proposer's capabilities to satisfy the requirements of the Request for Proposal. While additional data may be presented, the following subjects must be included:~~

- ~~• Consultant Identification~~
- ~~• Technical Proposal~~
- ~~• Cost Proposal (if applicable)~~

B. QUESTION AND ANSWERS:

The following questions were received:

Question 1: I have identified some issues with the forms. Some are provided in image format, which makes them difficult to complete, and others contain formatting errors where certain words are not displayed correctly.

Below is a list of the forms in which I found these issues. Please let me know whether they are intended to appear this way.

F - Business Entity Affidavit

G - Certification Regarding Debarment, Suspension, Etc.

I - Domestic Partnership Affidavit

K - Foreign Country of Concern Affidavit

Additionally, this form appears to be missing.

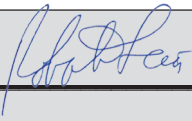
I. Florida Division of Corporations (submit proof of active registration).

Answer 1: Attachments F – I are downloadable PDF files. If you are having issues downloading the PDF files, please reach out to OpenGov support using the ? in the top right-hand corner of the website or via email at procurement-support@opengov.com. All forms required to be submitted pursuant to the solicitation are attached to the solicitation.

Tab 9 Required Forms/Affidavits under subsection 3.1 of Section 3 requires Proposers to submit proof of an active Florida Division of Corporations Profile. Firms doing business in Florida should be registered with the Division of Corporations <https://dos.fl.gov/sunbiz/>. Proof of active registration can be the firm's annual report (pdf) or the Division of Corporations detail screen (pdf).

Acknowledgment of Addendum #1

Proposer has acknowledged receipt and understanding of the information contained in this Addendum through electronic acknowledgement or by signing this document and including it as a part of its submittal.

Acknowledged by:		Company:	CSA Central, Inc.
Print Name:	Roberto Leon, P.E.	Date:	3/24/26

City of Cooper City, Florida

RFQ2026-1

Engineering Design Services For Electrical Improvements To The City's WTP & WWTP

Addendum No. 2



Addendum No. 2

(Issued Friday, March 13, 2026)

RFQ2026-1, Engineering Design Services For Electrical Improvements To The City's Water and Wastewater Treatment Plant

This addendum becomes a part of the subject solicitation

A. CHANGES TO THE SOLICITATION:

Please note the following changes to the Solicitation:

1. The Submission Deadline has been **extended**:

The submission deadline has been extended to 3:00 PM on Tuesday, March 24, 2026.

2. The following attachments have been **added** to the solicitation:

The following attachments have been added to this solicitation:

- Attachment W – RFQ2026-1 - 2024 WATER AND WASTEWATER MASTER PLAN UPDATE (2)(3)

3. Section 1.3 Definitions has been **deleted**:

1.3 Definitions:

~~The following words and expressions used in this Solicitation shall be construed as follows, except when it is clear from the context that another meaning is intended:~~

~~4. —~~

4. Section 2.2, Contract Term has been **replaced** with the following:

2.2 Contract Term:

The CITY intends to retain one (1) qualified consultant/team of firms for one (1) Non-Exclusive Professional Services Agreement (PSA), with an effective term of sixteen (16) months and an estimated contract amount of three million, seven hundred thousand dollars (\$3,700,000.00) as a base fee, plus a four hundred, forty-thousand-dollar (\$440,000.00) contingency.

The City reserves the right to exercise its option to extend this Contract for up to one hundred-eighty (180) calendar days beyond the current Contract period. If this right is exercised, the City shall notify the Proposer, in writing, of its intent to extend the contract for a definitive period of time prior to the effective date of the extension. By affixing its authorized signature to this Proposal Form, the Proposer hereby acknowledges and agrees to this right of the City. This Contract may be extended beyond the initial one hundred-eighty (180) calendar day extension period by mutual agreement between the City and the Consultant, upon approval by the City Commission.

City of Cooper City, Florida

RFQ2026-1

Engineering Design Services For Electrical Improvements To The City's WTP & WWTP

Addendum No. 2

~~The CITY intends to retain one (1) qualified consultant/team of firms for one (1) Non-Exclusive Professional Services Agreement (PSA), with an effective term of sixteen (16) months and an estimated contract amount of three million, seven hundred thousand dollars (\$3,700,000.00) as a base fee, plus a four hundred, forty thousand dollar (\$440,000.00) contingency.~~

~~The City reserves the right to exercise its option to extend this Contract for up to one hundred eighty (180) calendar days beyond the current Contract period. If this right is exercised, the City shall notify the Proposer, in writing, of its intent to extend the contract for a definitive period of time prior to the effective date of the extension. By affixing its authorized signature to this Proposal Form, the Proposer hereby acknowledges and agrees to this right of the City. This Contract may be extended beyond the initial one hundred eighty (180) calendar day extension period by mutual agreement between the City and the Contractor, upon approval by the City Commission.~~

5. Section 2.4, Minimum & Preferred Experience and Qualifications has been **replaced** with the following:

2.4 Minimum & Preferred Experience and Qualifications:

The Prime Consultant must hold a state of Florida Professional Engineering (PE) license and be able to demonstrate experience on three (3) projects performed in the State of Florida over the past five (5) years of similar work as described in **SCOPE OF SERVICES**. The expertise must be met by a qualified individual(s) of the prime firm and/or sub-consultant firm(s), as applicable. The experience must be demonstrated by direct or substantial involvement of the individual(s) in a supervisory capacity at the Project Manager level or above. The determination for the individual's qualifications and compliance with the experience and qualifications shall be at the sole discretion of the CITY.

The CITY shall prefer Proposers having at least ten (10) years of experience of similar work as described within this Solicitation and Proposers capable of completing the project in a single phase.

The Evaluation Committee (EC) may negatively evaluate proposals from firms they determine have failed to meet the above referenced experience and qualification(s). Information regarding the experience and qualification(s) and preference stipulations, for the Prime consultant, A/E sub-consultants, and non A/E subconsultants, must be included on the Experience, Qualifications & Reference Form. This form may be submitted more than once per individual Team member firm as applicable.

Proposers shall also be required to:

- provide a detailed narrative description, graphics, timeline and schedule of its approach and methodology for the design of the Project.
- identify deviations or missing items in the Master Plan and ensure that they are included in their proposal for the design.

~~The Prime Consultant must hold a state of Florida Professional Engineering (PE) license and be able to demonstrate experience on _____ () projects performed in the State of Florida over the past five (5) years of similar work as described in **SCOPE OF SERVICES**. The expertise must be met by a qualified individual(s) of the prime firm and/or sub-consultant firm(s), as applicable. The experience must be demonstrated by direct or substantial involvement of the individual(s) in a supervisory capacity at the Project Manager level or above. The determination for the individual's qualifications and compliance with the experience and qualifications shall be at the sole discretion of the CITY.~~

~~The CITY shall prefer Proposers having at least ten (10) years of experience of similar work as described within this Solicitation.~~

~~The Evaluation Committee (EC) may negatively evaluate proposals from firms they determine have failed to meet the above referenced experience and qualification(s). Information regarding the experience and qualification(s) and preference stipulations, for the Prime consultant, A/E sub-consultants, and non A/E~~

City of Cooper City, Florida
RFQ2026-1

Engineering Design Services For Electrical Improvements To The City's WTP & WWTP
Addendum No. 2

~~subconsultants, must be included on the Experience, Qualifications & Reference Form. This form may be submitted more than once per individual Team member firm as applicable.~~

~~Proposers shall also be required to:~~

- ~~• provide a detailed narrative description, graphics, timeline and schedule of its approach and methodology for the design of the Project.~~
- ~~• identify deviations or missing items in the Master Plan and ensure that they are included in their proposal for the design.~~

6. Section 3.1, Format, Contents and Documents has been **revised**:

3.1 Format, Contents and Documents

Interested Proposers must submit their proposal electronically through OpenGov in .pdf format. Proposers should carefully follow the format and instructions outlined herein. The Proposal Submittal Form must include the electronic acknowledgement and/or signature of the firm's authorized representative.

Every firm or team of firms, whether a sole respondent, a prime consultant firm, or a sub-consultant firm, must be responsive to all applicable items contained in this Solicitation. Proposers shall not modify any of the forms provided and shall submit the completed forms listed below in their proposal. Failure to provide all of the requested information may deem a respondent's proposal non-responsive.

Each proposal shall consist of the following documents in the order noted below.

Proposal Submittal Form

The execution of the Proposal Submittal Form constitutes the unequivocal offer of the proposer to be bound by the terms of its proposal. This is a Web-based form in OpenGov. It does not need to be included in the PDF proposal and is only required of the Prime consultant.

Table of Contents

TAB 1: Letter of Interest (Optional) - Preferred Maximum of Two (2) Pages

Proposers shall provide a letter of interest indicating their commitment to the project. Letter of interest shall include but not be limited to the following:

- Full legal company name and company type (C-Corp, S-Corp, LLC, Sole Proprietor, etc.)
- Names and titles of principals, partners, or owners as applicable;
- Primary company point-of-contact information (name, phone and email), and any secondary or supplemental point(s) of contact information;
- Physical and mailing address (if different) and include any other location(s) which may perform portion(s) of the work;
- Brief statement of company history (date of establishment, number of years in business, number of employees, etc.);
- Brief statement regarding the Respondent's interest in this project.

TAB 2: Letter of Qualifications (LOQ)

Proposers shall submit an LOQ under this tab. Proposers shall also include a brief resume including education, experience, licenses and any other pertinent information for each assigned personnel under this tab. Proposers are advised that changes to the proposed team composition, such as adding, deleting or replacing a firm(s), or individual sub-consultant(s), after the response deadline specified herein, will only be allowed at the discretion of the CITY. Under no circumstances shall a change be allowed that results in a proposer gaining a competitive advantage over other proposers.

Any information/personnel that does not adequately fit in the space provided on the LOQ form shall be added on an additional sheet to be appended to the LOQ.

City of Cooper City, Florida

RFQ2026-1

Engineering Design Services For Electrical Improvements To The City's WTP & WWTP

Addendum No. 2

TAB: 3 Table of Organization (T.O.)

Proposer shall submit a table of organization, to includes the following:

1. *Listing of all team member firms as denoted on the LOQ. All firms must be denoted with proper Federal Employer Identification Number (FEIN). For purposes of satisfying the applicable requirements of this solicitation. The CITY considers every company having a different FEIN, a separate legal entity.*
2. *Listing of all assigned personnel and professional services. A discipline/technical category should be assigned to each team member in connection with this project.*

TAB 4: Narrative For Criteria

Proposers shall submit a brief narrative detailing responses to each evaluation criterion described in [EVALUATION CRITERIA](#) section.

TAB 5: Project Approach

Proposer shall provide a narrative detailing the Proposer's understanding of the proposed scope of work, which may include but not be limited to, studies performed that affect this project, key design elements, (a design scheme may be required), effects on the community involved, and awareness of the permitting requirements, including health and safety measures applicable to the project's scope. Proposer's approach to the project, sustainable design principles as outlined in the solicitation document, and implementation of LEED requirements, as applicable.

TAB 6: Experience & Qualification of Firm

Proposers shall submit an Experience & Qualification Reference Form for each team member (Prime, A/E Sub-consultant, and/or non-A/E sub-consultant), as applicable. The applicable firm must list a previous similar type project in which it has performed work. The reference provided should be for one project and must comply with the requirements listed within the Solicitation. Firms must denote whether the reference project is to meet a preferred experience and qualification requirement, and/or a general project reference. The Experience & Qualification Reference Form may be submitted more than once per individual team member firm, as applicable. Please be advised that each individual reference may be contacted by CITY staff or designee to verify the information provided in the Experience & Qualification Reference Form.

Proposer should include copies of each team member's professional license(s) required to perform the requested scope of work.

Proposers shall also provide any other documentation that demonstrates their ability to satisfy all of the minimum qualification requirements under this tab.

TAB 7: Required Forms/Affidavits (only required of the Prime Consultant)

- A. *American with Disabilities Act (ADA) Nondiscrimination Statement*
- B. *Business Entity Affidavit*
- C. *Certification Regarding Debarment, Suspension, Etc.*
- D. *Contractor Due Diligence Affidavit.*
- E. *Domestic Partnership Affidavit*
- F. *Drug Free Workplace Certificate*
- G. *Employee Background Verification Affidavit*
- H. *E-Verify Affidavit*
- I. *Florida Division of Corporations (submit proof of active registration)*
- J. *Foreign (Non-Florida) Corporation Form (if applicable)*
- K. *Foreign Country of Concern Affidavit*
- L. *Non-Collusion Affidavit*
- M. *Non-Conflict of Interest Statement*
- N. *Ownership Disclosure Affidavit*
- O. *Sample Insurance*

City of Cooper City, Florida

RFQ2026-1

Engineering Design Services For Electrical Improvements To The City's WTP & WWTP

Addendum No. 2

- P. Public Entity Crimes Statement**
- Q. Scrutinized Companies Affidavit**
- R. W-9**

Failure to provide the information required by the CITY may result in the negative evaluation of the team, or disqualification of the team, at the CITY's sole discretion.

The selected Proposer(s) may be required to disclose any lawsuits that include allegations of discrimination in the last ten years prior to the date of solicitation, the disposition of such lawsuits, or a statement that there are NO such lawsuits, as part of a responsibility review prior to award.

Interested Proposers must submit their proposal electronically through OpenGov in .pdf format. Proposers should carefully follow the format and instructions outlined herein. The Proposal Submittal Form must include the electronic acknowledgement and/or signature of the firm's authorized representative.

Every firm or team of firms, whether a sole respondent, a prime consultant firm, or a sub-consultant firm, must be responsive to all applicable items contained in this Solicitation. Proposers shall not modify any of the forms provided and shall submit the completed forms listed below in their proposal. Failure to provide all of the requested information may deem a respondent's proposal non-responsive.

Each proposal shall consist of the following documents in the order noted below.

Proposal Submittal Form

The execution of the Proposal Submittal Form constitutes the unequivocal offer of the proposer to be bound by the terms of its proposal. This is a Web-based form in OpenGov. It does not need to be included in the PDF proposal and is only required of the Prime consultant.

Table of Contents

TAB 1: Letter of Interest (Optional) – Preferred Maximum of Two (2) Pages

Proposers shall provide a letter of interest indicating their commitment to the project. Letter of interest shall include but not be limited to the following:

- **Full legal company name and company type (C-Corp, S-Corp, LLC, Sole Proprietor, etc.)**
- **Names and titles of principals, partners, or owners as applicable;**
- **Primary company point of contact information (name, phone and email), and any secondary or supplemental point(s) of contact information;**
- **Physical and mailing address (if different) and include any other location(s) which may perform portion(s) of the work;**
- **Brief statement of company history (date of establishment, number of years in business, number of employees, etc.);**
- **Brief statement regarding the Respondent's interest in this project.**

TAB 2: Letter of Qualifications (LOQ)

Proposers shall submit an LOQ under this tab. Proposers are advised that changes to the proposed team composition, such as adding, deleting or replacing a firm(s), or individual sub-consultant(s), after the response deadline specified herein, will only be allowed at the discretion of the CITY. Under no circumstances shall a change be allowed that results in a proposer gaining a competitive advantage over other proposers.

Any information/personnel that does not adequately fit in the space provided on the LOQ form shall be added on an additional sheet to be appended to the LOQ.

TAB: 3 Table of Organization (T.O.)

Proposer shall submit a table of organization, to includes the following:

- 1. Listing of all team member firms as denoted on the LOQ. All firms must be denoted with proper Federal Employer Identification Number (FEIN). For purposes of satisfying the applicable requirements of this solicitation. The CITY considers every company having a different FEIN, a separate legal entity.**
- 2. Listing of all assigned personnel and professional services. A discipline/technical category should be**

City of Cooper City, Florida

RFQ2026-1

Engineering Design Services For Electrical Improvements To The City's WTP & WWTP

Addendum No. 2

~~assigned to each team member in connection with this project.~~**TAB 4: Resumes**~~Proposers shall submit a brief resume including education, experience, licenses and any other pertinent information for each assigned personnel listed in the Table of Organization. Subject documents must be paginated and include the personnel's name at the top of each page, with a preferred maximum of two (2) pages per team member.~~**TAB 5: Narrative For Criteria**~~Proposers shall submit a brief narrative detailing responses to each evaluation criterion described in [EVALUATION CRITERIA](#) section.~~**TAB 6: Project Approach**~~Proposer shall provide a narrative detailing the Proposer's understanding of the proposed scope of work, which may include but not be limited to, studies performed that affect this project, key design elements, (a design scheme may be required), effects on the community involved, and awareness of the permitting requirements, including health and safety measures applicable to the project's scope. Proposer's approach to the project, sustainable design principles as outlined in the solicitation document, and implementation of LEED requirements, as applicable.~~**TAB 7: Experience & Qualification of Firm**~~Proposers shall submit an Experience & Qualification Reference Form for each team member (Prime, A/E Sub-consultant, and/or non-A/E sub-consultant), as applicable. The applicable firm must list a previous similar type project in which it has performed work. The reference provided should be for one project and must comply with the requirements listed within the Solicitation. Firms must denote whether the reference project is to meet a preferred experience and qualification requirement, and/or a general project reference. The Experience & Qualification Reference Form may be submitted more than once per individual team member firm, as applicable. Please be advised that each individual reference may be contacted by CITY staff or designee to verify the information provided in the Experience & Qualification Reference Form.~~~~Proposer should include copies of each team member's professional license(s) required to perform the requested scope of work.~~~~Proposers shall also provide any other documentation that demonstrates their ability to satisfy all of the minimum qualification requirements under this tab.~~**TAB 8: Lobbyist Registration Form**~~A Lobbyist Registration Form shall be submitted by the prime consultant, and shall list all members of the presentation team who will be participating in the Second Tier Meeting (oral presentations) and/or all members of the team who will be participating in Negotiations in the event the prime consultant is recommended for contract negotiations. An amended Lobbyist Registration Form may be submitted to the Purchasing Division, prior to the Second Tier Meeting and/or Negotiation Meeting(s), as applicable, if additional individuals will be speaking at the subject meetings. The amended form should be titled as "Amended" and should denote those members that have been substituted and/or added with an asterisk. The amended form must be submitted to Purchasing prior to the Second Tier Meeting and/or Negotiation Meeting(s), via email to purchasing@coopercity.gov, referencing this project number/name on the subject line. Applicable fees may apply.~~~~Pursuant to Cooper City Procurement Code, Section 2-233, subsection (a), please be advised of the following:~~~~(a) Prior to engaging in any lobbying activities, whether or not compensation is paid or received in connection with those activities, each lobbyist shall:~~~~(1) File with the City Clerk, in form prescribed by the City Clerk, an annual registration statement under oath containing the following information:~~~~a. The lobbyist's full name, residence address, business name, business address, email address, and nature of business.~~~~b. The full name and address of all persons on whose behalf the lobbyist will be lobbying. If, after filing the registration statement, the lobbyist intends to lobby on behalf of any person(s) not listed on the registration statement, the lobbyist shall, prior to engaging in any lobbying activities on behalf of such unlisted person(s), file an amendment to the registration statement in form prescribed by the City Clerk, containing all the~~

City of Cooper City, Florida

RFQ2026-1

Engineering Design Services For Electrical Improvements To The City's WTP & WWTP

Addendum No. 2

~~information required in the annual registration statement.~~~~c. The general and specific subject matters which the lobbyist seeks to influence.~~~~d. The extent of any direct business association by the lobbyist with any current elected or appointed official or employee of City. For the purposes of this article, the term "direct business association" shall mean any mutual endeavor undertaken for profit or compensation.~~~~e. A lobbyist representing a group, association, or organization shall, prior to engaging in lobbying, receive appropriate authorization from said group, association, or organization to lobby on its behalf upon a particular subject matter. A copy of the applicable minutes, motion, or other documentation of the action providing such authorization shall be attached to the registration statements.~~~~f. A lobbyist representing a principal or employer shall file a copy of a written statement of the principal or employer confirming authorization to lobby for the principal or employer.~~~~All additional team members, who are lobbyists, and are not technical experts or employees of the principal whose normal scope of employment does not include lobbying activities and whose sole participation in a CITY procurement involves an appearance as defined herein, must file an Lobbyist Registration Form (for the individual or entity) with the Clerk's Office, prior to the oral presentation and/or negotiation meetings. The Lobbyist Registration Form is available from the City Clerk's Office.~~~~TAB 9: Required Forms/Affidavits (only required of the Prime Consultant)~~~~A. American with Disabilities Act (ADA) Nondiscrimination Statement~~~~B. Business Entity Affidavit~~~~C. Certification Regarding Debarment, Suspension, Etc.~~~~D. Contractor Due Diligence Affidavit~~~~E. Domestic Partnership Affidavit~~~~F. Drug-Free Workplace Certificate~~~~G. Employee Background Verification Affidavit~~~~H. E-Verify Affidavit~~~~I. Florida Division of Corporations (submit proof of active registration)~~~~J. Foreign (Non-Florida) Corporation Form (if applicable)~~~~K. Foreign Country of Concern Affidavit~~~~L. Non-Collusion Affidavit~~~~M. Non-Conflict of Interest Statement~~~~N. Ownership Disclosure Affidavit~~~~O. Sample Insurance~~~~P. Public Entity Crimes Statement~~~~Q. Scrutinized Companies Affidavit~~~~R. W-9~~~~Failure to provide the information required by the CITY may result in the negative evaluation of the team, or disqualification of the team, at the CITY's sole discretion.~~~~The selected Proposer(s) may be required to disclose any lawsuits that include allegations of discrimination in the last ten years prior to the date of solicitation, the disposition of such lawsuits, or a statement that there are NO such lawsuits, as part of a responsibility review prior to award.~~

7. Criterion 4A under Section 4.5, Evaluation Criteria has been **replaced** with the following:

4.5 Evaluation Criteria

4. Criterion 4A: Ability of the Team Members to Interface with the City

Communication ability, proximity to the project, commitment to satisfy the City's requirements and familiarity with City of Cooper City & Broward County guidelines.

4. Criterion 4A: Ability of the Team Members to Interface with the County

Communication ability, proximity to the project, commitment to satisfy the City's requirements and familiarity with City of Cooper City & Broward County guidelines.

City of Cooper City, Florida

RFQ2026-1

Engineering Design Services For Electrical Improvements To The City's WTP & WWTP

Addendum No. 2

8. Section 5.46, Non-Conformance To Contract Conditions has been **replaced** with the following:

5.46 Non-Conformance To Contract Conditions:

Services may be tested for compliance with specifications. Services delivered, not conforming to specifications, may be rejected and returned at vendor's expense. These services and services not delivered as per delivery date in Bid/Proposal and/or Purchase order or Task Order may be purchased on the open market with any increase in cost charged to the Proposer. Any violation of these stipulations may also result in:

- a. Vendor's name being removed from the vendor list;*
- b. All City Departments being advised not to do business with vendor.*

~~*Services may be tested for compliance with specifications. Services delivered, not conforming to specifications, may be rejected and returned at vendor's expense. These services and services not delivered as per delivery date in Bid/Proposal and/or Purchase order or Task Order may be purchased on the open market with any increase in cost charged to the Proposer. Any violation of these stipulations may also result in:*~~

- ~~*a. Vendor's name being removed from the vendor list;*~~
- ~~*b. All City Departments being advised not to do business with vendor.*~~

OpenGov doesn't remove vendors from the system, but you can "block" vendors from submitting bids. We recommend changing "removed" to "blocked"

B. QUESTION AND ANSWERS:

The following questions were received:

Question 1: The City has provided the electrical portion of the master plan, but not the complete master plan. Could you please provide a copy of the full master plan for the WTP and WWTP facilities? Having the full document will help us understand the City's planned future expansion and capacity increases so that we can design the electrical system appropriately.

Answer 1: The full master plan has been uploaded as Attachment W.

Question 2: We are seeking clarification regarding the ARCHITECT-ENGINEER LETTER OF QUALIFICATIONS (LOQ), Section (VII) – Resumes for Assigned Personnel.

Could you please confirm whether resumes are required to be included at the end of the LOQ in addition to being provided under Tab 4 – Resumes? Or is inclusion under Tab 4 sufficient to meet the submission requirements?

We appreciate your guidance to ensure full compliance with the solicitation instructions.

Answer 2: Resumes are now required to be submitted under Tab 2. See Section A. of Addendum No. 2.

Question 3: Please clarify how you would like us to fill out the Lobbyist Registration Form. It looks as though there is only space for one lobbyist to be named. Would an attached list of personnel be acceptable?

Answer 3: The requirement to submit the Lobbyist Registration Form has been removed. See Section A. of Addendum No. 2.

Question 4: Can you clarify the proposed power source for the future headworks and confirm where the power will originate?

Answer 4: The future headworks is going to receive power from 3MCC-2 and, for redundancy purposes, also receive power from 3MCC-1.

City of Cooper City, Florida

RFQ2026-1

Engineering Design Services For Electrical Improvements To The City's WTP & WWTP

Addendum No. 2

Acknowledgment of Addendum # 2

Proposer has acknowledged receipt and understanding of the information contained in this Addendum through electronic acknowledgement or by signing this document and including it as a part of its submittal.

Acknowledged by:

Company: CSA Central, Inc.

Print Name:

Roberto Leon, P.E.

Date:

3/24/26



6941 SW 196th Ave., Suite 28, Pembroke Pines, FL 33332
Phone: 305.461.5484 | www.csagroup.com



CSAGROUP
EST • 1956

