

## CONSTRUCTION MANAGER ADVISER

City of Flagler Beach, FL



RFP# FB-242911  
January 15, 2025

**PROCON CONSULTING LLC**  
1800 Tysons Boulevard, Suite 620  
McLean, VA 22102  
703.527.7059

**FLORIDA REGIONAL OFFICE**  
113 King Street  
Cocoa, FL 32922

**POINT OF CONTACT**  
Mark Ilich  
703.869.3933  
milich@proconconsulting.com

**ORIGINAL**

**STATEMENT OF  
QUALIFICATIONS**

January 15, 2025

Penny Overstreet  
City Clerk  
City of Flagler Beach  
105 S. 2<sup>nd</sup> Street  
Flagler Beach, FL 32136

VIA: Hand delivery

RE: Construction Manager Adviser for the Construction of Flagler Beach Fishing Pier Replacement,  
RFQ No. FB-242911 (City Project No. 260)

Dear Ms. Overstreet:

Procon, a Top 100 Nationally Recognized Construction Advisory firm with 25 years of experience in construction management, is excited to submit our proposal for the City of Flagler Beach Fishing Pier Replacement project. Our extensive history of partnering with municipal and federal clients positions us uniquely to deliver exceptional results for this historic and community-centered endeavor.

One of our flagship projects is the Construction Management and Inspection Services for the U.S. Coast Guard. Procon provided on-site inspection for the replacement and demolition of floating docks, rehabilitation of a concrete wharf, waterfront repairs, and demolition of hurricane-damaged day beacons. Such expertise mirrors the challenges and opportunities of reconstructing the Flagler Beach fishing pier and exemplifies our capability to manage projects with historic significance. Procon is also supporting the National Park Service with Construction Management Services to Rehabilitate Seawalls and Shoreline.

Our team brings a full suite of construction management services, from acting as the Owner's Representative to conducting submittal reviews, progress payment evaluations, and detailed schedule analyses. We excel in negotiating contractor and subcontractor proposals, coordinating with diverse stakeholders, ensuring quality inspections, and managing project closeout—all essential for the success of this historic pier replacement.

We are eager to collaborate with the City of Flagler Beach to restore this iconic community asset. Please contact me or Jason Lopez if you have any questions.

Sincerely,

**Procon Consulting LLC**



Mark Ilich, Executive Vice President  
1800 Tysons Boulevard, Suite 620  
McLean, VA 22102  
milich@proconconsulting.com  
703.869.3933 phone | 703.852.2733 fax



Jason Lopez, Senior Vice President  
Florida Regional Office  
113 King Street, Cocoa, FL 32922  
jlopez@proconconsulting.com  
954.444.6792 | 703.852.2733 fax

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## CONSTRUCTION MANAGER ADVISER

City of Flagler Beach, FL



# Company Profile

## FIRM PROFILE

### Firm History, Size, and Philosophy

As an industry leader, we provide our clients with technical and professional services for all phases of a project lifecycle; from project planning, design, construction, and commissioning, to ongoing facility maintenance and operations. We have provided these services for the past 25 years. With headquarters in McLean, Virginia, and offices in Florida, Texas, California, Colorado, Illinois, and Delaware to serve a broad range of municipal government, and federal clients. We have successfully delivered projects in almost all 50 states including Alaska and Hawaii. Our nationwide network of nearly 200 professionals ensures projects and clients are well supported regardless of their location.

Procon offers comprehensive construction, program, project, and facility management services, as well as commissioning, project controls and technology services for a range of project sizes, from small re-modeling projects up to the \$4.6B renovation of the historic St. Elizabeths' campus for the Department of Homeland Security's headquarters. Our broad range of projects includes renovations and modernizations in occupied buildings, and new construction, utilities infrastructure, and large-scale site work, with an emphasis on maximizing the usefulness of BIM, GIS, electronic project management, augmented reality, and other technology to deliver successful projects for our clients. The table below provides a more detailed listing of our services.

<b>DESIGN</b> Design management Owner's review Codes & standards review Constructability review Cost estimating Value engineering LEED certification planning	<b>CONSTRUCTION</b> Owner's representation Master scheduling Budgeting, forecasting, EVM Inspection services Quality assurance/control Site & safety supervision Document/submittal management RFI management Change order management Cost estimating Draw schedules Payment review Electronic project management Dispute resolution LEED monitoring Change management	<b>COMMISSIONING</b> Design evaluation & comment Certification verification Check-lists Sequence of operations testing Functional performance testing & documentation Systems balancing/recertification
<b>PROCUREMENT</b> Market studies Vendor assessment & selection RFP/RFQ development Scope planning & development Selection process management		<b>CLOSEOUT</b> Punch list management As-built drawings, final records O&M manuals & warranties LEED certification management
<b>PRE-CONSTRUCTION</b> Construction staging Management plan Scope planning & definition	<b>BIM SERVICES</b> Program integration & support BIM interaction visualization Video & virtual reality animation BIM drafting Clash detection analysis Model integrity checks Spatial data analysis Facility management data checks	
<b>WORKSPACE DESIGN</b> Needs assessment Space design & layouts Blocking & stacking plans Test fit analysis & layouts Design standards Base building coordination		

## **Staff Resources and Approach to Managing Workload**

Procon has a deep pool of internal resources to support the various roles/positions anticipated under this contract. With nearly 200 multi-disciplinary staff, and a local office in Cocoa, Florida, Procon is in a great position to resource this contract if selected for this project. One of our benefits is the ability to multi-task by leveraging our staff's multiple skill sets. Over the years, as Procon has grown as a firm, we have developed a team of staff trained in multiple service areas and have become accustomed to serving in multiple roles. For example, a number of our project control staff can perform as schedulers, estimators, contract administrators, and document control specialists; this allows us to consolidate positions and do more with less budget depending on the degree of engagement required for the project.

## **Financial Stability**

As a 25-year-old established firm, Procon is financially stable and fully capable of efficiently allocating resources, and assessing and managing any foreseeable financial risks, while maintaining our current employment levels.

## **Volume of Work**

Procon's staff and resources provide maximum flexibility to meet our clients' scheduling needs. The nature of our work requires us to typically provide services on an expedited basis. Our typical backlog is made up of many short duration assignments and therefore our workload varies on a weekly basis. Furthermore, long-term contracts are of indefinite quantity making workload dependent upon individual work orders, and difficult to predict. Our personnel have the flexibility, ability and capacity to handle all the services required and to meet the scheduling requirements for this project. Our team has the capacity to perform this work based on actual and projected workload. If Supplemental Services are required, we are committed to increasing staff levels and provide additional resources to provide these services.

## **Basic Construction Management Techniques and Methods**

At Procon Consulting, we deliver superior construction management services by combining best practices, innovative tools, and a commitment to quality. Our team excels in creating efficient workflows, reducing risks, and ensuring each project phase is executed seamlessly. With our holistic approach, we consistently meet client expectations for time, cost, and quality.

### *Scheduling*

Proactive scheduling is essential to the success of any construction project. At Procon Consulting, we utilize advanced scheduling techniques and tools to plan, monitor, and adjust timelines effectively. Our schedules ensure that resources are optimized, milestones are met, and potential delays are mitigated to maintain project momentum.

### **Key Components:**

- Detailed Project Scheduling
- Critical Path Analysis
- Resource Allocation Planning
- Milestone Tracking
- Progress Monitoring

### *Cost Estimating*

Accurate cost estimating is the foundation of successful project execution. We employ state-of-the-art tools and industry expertise to deliver precise, realistic estimates that align with project goals and market conditions. Our estimates enable clients to make informed decisions, optimize budgets, and manage financial risks effectively.

#### **Key Components:**

- Budget Development
- Quantity Takeoffs
- Cost Forecasting
- Risk-Based Estimating
- Value Engineering

### *Inspections for Quality Assurance*

Maintaining high standards of quality is a cornerstone of our construction management approach. Our team conducts rigorous inspections throughout the project lifecycle to ensure compliance with design specifications, industry standards, and client expectations. Our thorough quality assurance process reduces rework, enhances safety, and delivers superior outcomes.

#### **Key Components:**

- Pre-Construction Site Inspections
- Material and Equipment Verification
- Workmanship Standards Checks
- Safety Compliance Audits
- Documentation and Reporting

### *Risk Management*

Effective risk management minimizes uncertainties and safeguards project objectives. Our team will apply a structured approach to identify, analyze, and mitigate risks at every stage of the project. By proactively addressing potential challenges, we ensure projects remain on track and within budget.

#### **Key Components:**

- Risk Identification Workshops
- Risk Register Development
- Mitigation Strategies
- Contingency Planning
- Monitoring and Updating Risks
- Stakeholder Communication Plans

### *Collaboration and Communication*

Seamless collaboration and communication are vital to the success of any construction project. Our team will leverage platforms and tools to ensure transparency, coordination, and accountability among all stakeholders. Our communication strategies keep projects organized and ensure real-time decision-making.

#### **Key Components:**

- Document Management Systems
- Stakeholder Coordination
- Digital Collaboration Platforms
- Reporting Dashboards

### **BENEFITS OF SELECTING PROCON**

Procon can execute large complex CMA contracts as demonstrated in our relevant project examples. Throughout our firm's history, we have proven our ability to handle similar contracts and our dedication to providing quality services to clients is exemplified through:

- **Technical Knowledge:** Previous CMA experience, and comprehensive knowledge and understanding of constructions standards and requirements.
- **Ability to Meet Deadlines and Address Project Challenges:** Highly skilled and experienced project and construction management, and quality professionals capable of overcoming any project challenge, and meet multiple project deadlines.
- **Value-Added Services:** If desired, Procon can assist with Supplementary Services listed in the RFQ. Procon provides cost estimating, scheduling, and risk management and comprehensive Commissioning, Building Automation, and Energy Services.

Our integrated and flexible approach enables us to effectively meet the City of Flagler Beach's requirements. Procon will maintain continuous collaboration and communication with the City, and other stakeholders.

## CONSTRUCTION MANAGER ADVISER

City of Flagler Beach, FL



# Project Approach



## PROJECT UNDERSTANDING

We understand that the historic Flagler Beach Fishing Pier has suffered significant damage due to storms and hurricanes. Procon has extensive experience managing similar projects, including assisting the U.S. Coast Guard with construction management services to address hurricane damages at the Sector Field Office in Fort Macon and Emerald Isle, North Carolina.

Our team has nearby resources available through our office in Cocoa Beach, Florida, and Project Manager **Casey Cloonan, LEED GA, CAPM**, who is based locally. This proximity ensures timely support, rapid response, and seamless coordination with stakeholders and contractors. Casey's local presence, combined with the oversight of our experienced Project Executive, **Sean Person, PMP, LEED AP**, strengthens our ability to address the unique challenges of this project while maintaining efficient communication and effective project management.

Procon's proven experience in hurricane damage restoration, access to local resources, and strong leadership from Sean Person and Casey Cloonan ensure a reliable and results-driven approach for this important project.

## PRECONSTRUCTION SERVICES

Procon's approach to similar projects will include construction staging, scope planning & definition, and development of a management plan.

### Communication and Coordination

Procon will work with project stakeholders to establish roles, responsibilities, and lines of communication that optimize the collective expertise of the project team and provide transparency and accountability at all levels. Getting early buy-in supports cooperative teamwork, fosters an open environment of proactive problem-solving, and focuses everyone on the success of the project and the objectives of the client.

As part of our communications management process, Procon will develop project-specific communication protocols, including means and methods, scheduled document exchange, and document identification among all team members, as well as routine and emergency contact information. Procon's team will also provide the City with the support needed to keep customers and property managers well-informed before, during, and after construction. We will prepare and post advisory notices before construction commencement, issue periodic construction updates, ensure that adequate signage, impermeable partitions, and barricades are provided where needed, and work with the subcontractors to develop contingency plans to handle disruptions and work environment concerns.

### Meetings

Procon will coordinate and facilitate a kick-off meeting to discuss key elements of the project, which include validating the project scope and client expectations, discussing project communication protocols and the nature of collaboration, identifying key stakeholders who should be engaged in the process, discussing milestones and deliverables for each of the initiatives, and agreeing on critical success factors for the project, technical direction, and logistics.



Procon will conduct project meetings regularly that will cover the budget, schedule, scope, quality, safety, proper use of ePM, and many other critical categories. These meetings will be the primary means of direct exchange among the project stakeholders. In advance of each project meeting a preliminary agenda will be circulated so that all participants can adequately prepare for items related to their scope of service. Within 72 hours Procon will issue meeting minutes for review and comment.

The team will schedule mini-kick-off meetings at important project milestones to clarify expectations and allow team members to ask questions before the next phase of the project begins. Our team will also regularly conduct informal status checks with all parties. These discussions often lead to problem avoidance and establish a firm foundation for mutual commitment and trust. Information from formal and informal meetings will be regularly communicated to the City's Project Manager in detailed progress.

### **Progress Reports**

Procon will provide regular reports that track project status during all phases of work. Our Project Manager will provide regularly scheduled briefings to the City's Project Manager and appropriate team members and will be responsible for all report preparation and documentation submitted to the City. Project reporting will provide a formal means of recording ongoing progress, measuring the differences between planned and actual, and when there is a negative variance, identifying corrective actions to realign the project plan. Procon will produce accurate, detailed reports to track project status at every phase. Reports will be provided in situation-specific format: monthly reports for management review and tracking, weekly reports with one and two-week look-ahead forecasts, daily reporting for more detailed labor and trade progress, and extemporaneous reports for non-routine events or issues analysis. Reporting frequency will be consistent with the project scope.

### **CONSTRUCTION SERVICES AS CONSTRUCTION MANAGER AS ADVISER**

Based in McLean, Virginia with a local office in Cocoa, FL, Procon was established in 2000 and brings the expertise and capability to perform all the required Construction Manager as Adviser services for this contract. Our successful project experience providing comprehensive construction, program and project management services include design management, procurement, construction services, quality monitoring and inspection, commissioning, and closeout for a broad range of projects.

Procon has successfully executed hundreds of CMa projects across the country for municipal, and federal government clients including NASA's Kennedy Space Center in Merritt Island, Orange County Government, and the University of Central Florida in Orlando, Florida. A sampling of our national client based include all Regions of the U.S. General Services Administration, U.S. Architect of the Capitol, National Park Service, and the Federal Deposit Insurance Corporation. We have also provided construction management, cost estimating, and commissioning services as a sub-consultant to numerous engineering firms.

### **Leadership and Teamwork Facilitation**

Procon understands that successful project delivery depends on fostering collaboration and open communication among all stakeholders, including architects, engineers, general contractors, subcontractors, and consultants. Our team provides strong leadership to establish a unified vision and align the efforts of diverse parties. By creating an environment of trust, accountability, and shared objectives, we ensure that each stakeholder works cohesively toward project success.

Our leadership approach is built on:

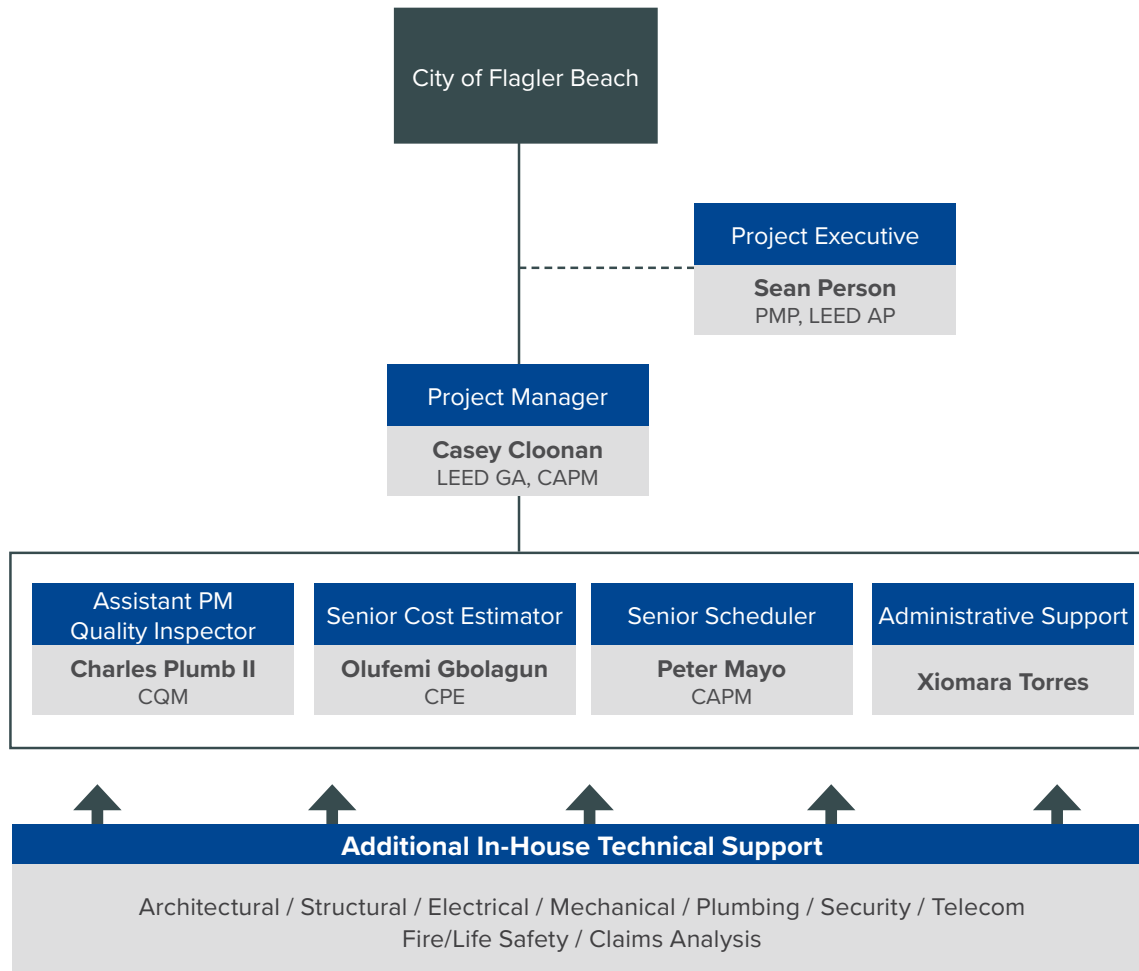
- **Establishing a Shared Vision:** We work with all parties to define clear project goals and priorities, ensuring alignment from the outset.
- **Structured Communication Plans:** Our team develops comprehensive communication protocols, including regular meetings, progress updates, and centralized reporting tools to keep everyone informed.
- **Conflict Resolution:** We proactively address potential conflicts through mediation and collaborative problem-solving, minimizing disruptions and fostering cooperation.
- **Team Integration:** By bringing together diverse stakeholders in workshops and planning sessions, we promote mutual understanding and cohesive project execution.
- **Technology-Driven Collaboration:** Utilizing platforms such as Procore, Kahua, and Smartsheet, we streamline communication and provide real-time access to project data for all team members.
- **Leadership by Example:** Our project managers lead with integrity and professionalism, setting a standard for teamwork, accountability, and efficiency.

This holistic approach to leadership ensures that every party involved remains engaged, aligned, and motivated, driving the project forward with precision and excellence.

## PROJECT STAFFING PLAN AND ORGANIZATIONAL CHART

Our team is structured to provide comprehensive support throughout the duration of the project, ensuring successful delivery from construction commencement in January 2025 through closeout in 100 percent construction completion. Over this period, Procon will deploy a highly experienced team tailored to meet the needs of the project timeline and objectives.

Our Project Executive, **Sean Person, PMP, LEED AP** will provide oversight to ensure the overall success of the project, offering strategic guidance and leadership throughout all phases. **Casey Cloonan, LEED GA, CAPM, our Project Manager**, will play a pivotal role in managing construction activities, overseeing schedule and budget reviews, participating in project meetings, and managing contract deliverables to ensure all goals are achieved. **Charles Plumb, II, CQM**, our Assistant Project Manager and Quality Inspector, will be full-time on-site, conducting inspections, overseeing day-to-day project activities, and ensuring safety and effective coordination among stakeholders.



To support these efforts, our administrative assistant, scheduler, and cost estimator will handle support services, including monthly schedule and change order reviews, invoice and pay application review, and document management. This structured approach ensures that all aspects of the project, from day-to-day operations to high-level oversight, are managed with precision and attention to detail.

This well-rounded team is dedicated to delivering the project's milestones, through 100 percent construction completion by June 2026, include part-time support through Project Closeout in September 2026.

## PROPOSED TEAM'S EXPERIENCE

**Table 1** on the following page provides qualifications of the project team responsible for the successful execution of this contract, followed by resumes.

Table 1 Proposed Team's Qualifications and Experience

Name	Title/Role	Qualifications	Experience
Sean Person, PMP, LEED AP	Project Executive	MBA, Business Analytics Juris Doctor, International Law, BS, Business	<ul style="list-style-type: none"> <li>Senior Project Executive, City of Pensacola, Pensacola Bridge, Pensacola Beach, FL - managed 13 engineers, 12 divisions, and over 300 construction operations</li> <li>Engineering Officer, USACE, Tyndall Air Force Base Reconstruction, Panama City, FL - Directed multi-disciplinary teams for reconstruction of Tyndall AFB</li> </ul>
Casey Cloonan, LEED GA, CAPM	Project Manager	BS, Civil Engineering CAPM Certification Cryogenics Single Walled Stainless Steel & Vacuum Jacketed Piping Inspection Certification	<ul style="list-style-type: none"> <li>Assistant Project Manager, NASA, Kennedy Space Center (KSC) Upgrade LH2 System Launch Complex 39 Vent Line Replacement, Merritt Island, FL - supporting project management and coordinating visits, and updates with QA Inspector</li> <li>Assistant Project Manager, National Park Service (Denver Service Center) CM Services, Selma, AL - redevelopment of several historic properties on Broad Street, and 1119 Water Avenue into the new Selma Interpretive Center for the Selma to Alabama National Historic Trail</li> </ul>
Charles Plumb II, CQM	Quality Inspector	Procore Superintendent Certification Army Corps CQM Certified	<ul style="list-style-type: none"> <li>Inspector, NASA, KSC, Modify Vehicle Assembly Building for SLS Platforms, Merritt Island, FL - managing schedule, cost estimate, risk assessment, coordinating and tracking</li> <li>Backup Inspector, NASA, KSC, Install Liquid Nitrogen System at LC-39B, Merritt Island, FL - assisted in oversight of general contractor daily progress and provided daily construction reports to project stakeholders</li> </ul>

Table 1 Proposed Team's Qualifications and Experience

Name	Title/Role	Qualifications	Experience
Olufemi Gbolagun, CPE	Senior Cost Estimator	BS, Quantity Surveying Certified Professional Estimator	<ul style="list-style-type: none"> <li>Senior Cost Estimator, NASA, KSC, Solid Rocket Motor (SRM) Rail Study, FL - provided cost estimates for the study which evaluated options to deliver SRM segments (included repair or replace bridge, establish rail yard as a barge terminal, install a new rail spur, and rail to ground support equipment</li> <li>Senior Cost Estimator, USDOT, Suitland Parkway Design, Washington, DC &amp; Maryland - provided cost estimates for trail options that included identifying potentially sensitive areas, and developing schematic designs</li> </ul>
Peter Mayo, CAPM, PMI-SP	Senior Scheduler	BS, Construction Management CAPM Certification PMI-SP Certification	<ul style="list-style-type: none"> <li>Scheduler, FBI, Redstone Arsenal North Campus FBI Innovation Center &amp; Central Utility Plant, Huntsville, AL - monitor and review contractor project master schedule and contractor payment applications</li> <li>Transmission Operations Scheduler (Pegasus Organization) Duke Energy Tarpon Springs, FL - schedule development and progress updates, resource loading, lookaheads, workload forecasting, time impact analysis</li> </ul>
Xiomara Torres	Administrative Support	BBA, Business Administration & Management	<ul style="list-style-type: none"> <li>Administrative Assistant, Orange County Government, OCCC, Cost Estimating, Scheduling and Project Management Services IDIQ: Phase 5A Building Expansion Project, Orlando, FL - administrative support to staff at the construction project field office</li> <li>Project Assistant II, FDOT District 5, Direct Connect Ramps to/from I-4 and Turnpike Mainline and Express Lanes on Turnpike Mainline (Beachline to I-4) - administrative support to staff at the construction project field office</li> </ul>

## Sean Person, PMP, LEED AP

Project Executive

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### QUALIFICATIONS

Sean Person is a seasoned Project Executive and Senior Project Manager with a proven track record in construction, excelling in strategic project management and team leadership. Sean recently joined Procon as a Senior Project Manager and has extensive experience managing complex, high-budget projects across the U.S. and internationally. He is an expert in regulatory compliance, stakeholder engagement, and fostering cross-functional collaboration. Sean spearheaded a \$5.2B healthcare campus project, achieving a 15% cost reduction and has managed multiple phases of other large-scale endeavors.

### EDUCATION AND CERTIFICATIONS

**MBA, Business Analytics**, Indiana University, Bloomington, IN  
**Juris Doctor, International Law**, Indiana University, Bloomington, IN  
**BS, Business**, Indiana University, Bloomington, IN  
Project Management Institute (PMI), Project Management Professional (PMP)  
LEED Accredited Professional, U.S. Green Building Council (USGBC)  
EPA Asbestos Certification (All Levels), Environmental Protection Agency (EPA)  
EPA Lead-Based Paint Certification, Environmental Protection Agency (EPA)  
Procore Certified Project Manager (Multiple Specializations), Procore Technologies  
OSHA 30-Hour (ID:14-602255897)  
FAA Private Pilot License (Instrument & Commercial Ratings in Progress)  
CPR & First Aid Trainer Certification (Previously Held)

### RELEVANT PROFESSIONAL EXPERIENCE

**City of Pensacola, Pensacola Bridge, Pensacola Beach, FL (\$850M) Senior Project Executive.** Built Florida's second-largest bridge, managing 13 engineers, 12 divisions, and over 300 construction operations personnel. Enhanced storm resistance through innovative design solutions.

**Greg Brothers, Majestic Oaks, Crestview, FL (\$130M) Senior Project Manager.** Constructed 205 homes with infrastructure and sitework, including landscaping design. Developed low-cost solutions during the 2008 market downturn to maximize profitability.

**Xiung Brothers, Fort Walton Beach Mall-Resort, Fort Walton, FL (\$205M) Senior Project Executive.** Developed 567-acre mixed-use resort community. Delivered the project on schedule and under budget.

**U.S. Army Corps of Engineers, Fort Benning Training Grounds Modernization, Fort Moore, GA (\$750M) Engineering Officer.** Upgraded training facilities, shooting ranges, and base infrastructure to meet modern Army training requirements. Delivered innovative designs to enhance training efficiency and safety.

**U.S. Army Corps of Engineers, Tyndall Air Force Base Reconstruction, Panama City, FL (\$4B) Engineering Officer.** Comprehensive reconstruction of Tyndall Air Force Base following hurricane damage, including resilient infrastructure upgrades for long-term sustainability. Directed multi-disciplinary teams to deliver state-of-the-art facilities while ensuring military readiness.



## Sean Person, PMP, LEED AP (continued)

### Project Executive

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**U.S. Army Corps of Engineers, Eglin Air Force Base Expansion, FL (\$1B) *Engineering Officer.*** Expansion of test ranges and advanced weapons systems infrastructure. Led teams to integrate innovative solutions for advanced testing capabilities.

**U.S. Navy, Pensacola Naval Station Facility Enhancements, Pensacola, FL (\$500M) *Engineering Officer.*** Infrastructure modernization and coastal protection upgrades to sustain mission-critical operations. Ensured seamless coordination across stakeholders, maintaining operational continuity.

**CK Construction, Columbus, OH. *Vice President.*** Directed all company operations, including the management of multimillion-dollar projects across commercial, residential, and public infrastructure sectors. Designed and implemented company-wide project management tools, reducing inefficiencies by thirty percent and enhancing project tracking accuracy. Led cross-departmental teams in planning and executing construction activities, ensuring compliance with LEED and sustainability standards. Spearheaded budgeting processes for over \$100M in annual projects, optimizing resource allocation and cutting overhead expenses by twenty percent. Established and nurtured long-term relationships with clients, stakeholders, and government agencies, contributing to repeat business growth by forty percent.

**Gilbane/FA Wilhelm, Indianapolis, IN. *Senior Project Executive.*** Directed procurement and operations for a \$5.2B healthcare campus project, ensuring compliance with all safety and operational standards. Conducted comprehensive facility assessments and audits, identifying key deficiencies and developing strategic plans for sustainable modernization. Streamlined procurement processes, reducing project costs by fifteen percent and improving vendor reliability through performance-based contracts. Led a multidisciplinary team of engineers, architects, and contractors, fostering collaboration to ensure project milestones were achieved on time and within budget. Oversaw the development of facility databases, enabling efficient tracking of work orders, maintenance schedules, and associated costs.

**GBS Global, Bloomington, IN. *Founder & Principal Consultant.*** Established and managed GBS Global, a consultancy, specializing in providing strategic advisory services for USAID-funded projects and international development initiatives (\$300M). Secured and successfully executed a high-profile USAID contract to oversee strategic and operational development in Ukraine. Designed and implemented capacity-building programs in collaboration with host-country government officials, U.S. Embassy representatives, and key stakeholders. Directed all operational aspects of the consultancy, including program design, budget allocation, and staff recruitment, ensuring adherence to USAID and federal standards. Represented USAID and GBS Global at executive levels with host-country leadership, advocating for sustainable development priorities and mutual goals. Oversaw risk management strategies, ensuring program safety and operational continuity amidst complex geopolitical challenges. Developed comprehensive program evaluations to measure impact and inform future policy and programmatic decisions. Successfully planned and executed a multi-million-dollar USAID-funded development program in Ukraine, meeting key milestones ahead of schedule. Enhanced interagency collaboration through innovative policy advisement and stakeholder engagement frameworks. Implemented financial strategies that optimized resource allocation, saving 20% of projected operational costs without compromising program quality.

## Sean Person, PMP, LEED AP (continued)

### Project Executive

**IU Health, IU Health Hospital, Indianapolis, IN (\$3B) Senior Project Executive.** Designed and constructed a state-of-the-art medical campus featuring 864 private patient beds, advanced outpatient services, and a medical education building. Successfully contributed to the scaling and implementation of the project, ensuring the infrastructure met current and future healthcare demands.

**Skanska Corporation, Parsippany, NJ. Senior Project Executive.** Managed infrastructure projects valued at over \$100M, ensuring safety compliance and alignment with regulatory requirements. Directed a team of 50+ engineers, contractors, and subcontractors, promoting collaboration to achieve on-time project delivery. Achieved \$2M in savings over five years through the adoption of innovative value engineering strategies. Conducted detailed inspections and quality assurance checks, ensuring high standards across all project phases. Championed sustainability efforts by incorporating energy-efficient designs and materials, reducing environmental impact by 25 percent.

**U.S. Army Corps of Engineers, Fort Leonard Wood Modernization, MO (\$800M) Engineering Officer.** Upgraded operational and training facilities, housing, and utilities infrastructure to support U.S. Army readiness. Ensured the selection of highly skilled teams to meet specific military requirements and timelines.

### EMPLOYMENT HISTORY

<b>Senior Project Manager</b> Procon Consulting, McLean, VA	<b>Jan 2025 - Present</b>
<b>Founder &amp; Principal Consultant</b> GBS Global, Bloomington, IN	<b>Aug 2024 - Dec 2024</b>
<b>Vice President</b> CK Construction, Columbus, OH	<b>Jan 2023 - Aug 2024</b>
<b>Senior Project Executive</b> Gilbane/FA Wilhelm, Indianapolis, IN	<b>Dec 2022 - Jan 2023</b>
<b>Senior Project Executive</b> Skanska Corporation, Parsippany, NJ	<b>Feb 2013 - Dec 2022</b>
<b>Engineering Officer</b> U.S. Army Corps of Engineers, Fort Leonard Wood, MO	<b>Apr 2004 - Dec 2025</b>
<b>Construction Analyst</b> U.S. Small Business Administration, Washington, DC	<b>Jan 2000 - Dec 2004</b>

## Casey Cloonan, LEED GA, CAPM

Project Manager

### QUALIFICATIONS

Casey Cloonan is a construction Project Manager and Engineer who brings a background working as both a General Contractor and as a Construction Management Professional. Her experience includes managing complex, high-profile projects for governmental agencies nationwide ensuring contract compliance and delivery of project control systems. Casey's duties include project reporting and documentation, on-site inspection and QA/QC responsibilities, weekly project meeting coordination with project representatives and various contractor/subcontractor trades, RFI, submittal, and change order management, formulating SOWs and IGEs, negotiating contractor/subcontractor proposals, progress payment review, performing and preparing schedule reviews and project closeout and punch list procedures. Her ability to forecast potential issues and conflict has contributed to smooth project workflows in her holistic approach to project management.

### EDUCATION, CERTIFICATIONS, TRAINING

**BS, Civil Engineering**, University of Pittsburgh, Pittsburgh, PA  
Leadership in Energy & Environmental Design Green Associate (LEED GA)  
Project Management Institute (PMI) CAPM Certification  
Cryogenics Single Walled Stainless Steel & Vacuum Jacketed Piping Inspection Certification  
OSHA 30-Hour Training, 2022  
Asbestos Awareness, 2021  
Confined Space Entry, 2020  
Lead Awareness, 2020  
Permits & Fees, 2020  
Quality Control, 2020  
Silica Awareness, 2020  
Scaffolding Hazard Awareness, 2020  
FAR/Ethics, 2022

### PROJECT EXPERIENCE

**NASA, Kennedy Space Center (KSC), Replace O&C South Wing Electrical Distribution Equipment, Merritt Island, FL (\$13.9M / 295,000 SF) Assistant Project Manager.** Providing construction management services that include coordinating RFIs and documentation processing. Conduct submittal reviews and formally captures meeting decisions.

**NASA, Kennedy Space Center (KSC), Upgrade LH2 System Launch Complex 39 Vent Line Replacement, Merritt Island, FL. Assistant Project Manager.** Liquid Hydrogen (LH2) Vent Line Replacement project at KSC's Launch Complex 39B. Provide project correspondence documentation for all weekly meetings. Coordinate site visits and progress updating with the QA Inspector.

**National Park Services (NPS), Denver Service Center CM Services, Selma, AL (\$10M / 27,000SF) Assistant Project Manager.** Redevelopment of the historic properties at 2, 4, 6, 8, 10, and 12 Broad Street, and 1119 Water Avenue into the new Selma Interpretive Center for the Selma to Alabama National Historic

## Casey Cloonan, LEED GA, CAPM (continued)

### Project Manager

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Trail. The rehabilitation will include structural improvements to provide universal accessibility, a theater for 100 people, exterior rehabilitation to the floors and roof, fire suppression, and enhancement to mechanical, electrical, and plumbing system to support the improvements. Project duties include initial setup and training of personnel for use of PMIS software (ProjectTeam), and submittal and RFI review/control.

**GSA Region 11, Ronald Reagan Building Phase 7, USAID, Washington, DC (\$1M / 62,000SF) *Project Manager*.** Complete demolition and renovation of the 3rd floor. Scope of work includes professional Architect/Engineer services, contract management, and construction services. Construction services include supervision of labor and materials, professional inspection and testing services per commissioning requirements, systems and equipment start-up, functional performance testing, documentation of tests, procedures and installations, and coordination and requirements of training events. Responsible for the execution of the CMA scope of services including but not limited to; document control (RFIs, submittals) using PMIS software, design review comment tracking and coordination, running weekly progress meetings and preparation of meeting minutes, coordinating access and security requirements for contractors, monitoring the change control process, schedule review and analysis, and reviewing payment applications and monthly schedule updates.

**FDIC, Headquarters Realignment, Arlington, VA (\$26.9M / 260,000 SF) *Project Engineer*.** Developed cost effective plan and generated master schedule that incorporated planned projects, future projects, and various projects and contract initiatives for holistic approach for FDIC planning. Interviewed staff and contractors for incorporation of all key activities and milestones. Reviewed and provided comments on A/E procurement contract documents. Assisted in development of a general contractor multiple award contract solicitation. Assisted in developing Program Management, Capital Improvement Plan, and Headquarters Realignment for FDIC assets in the Washington, DC metro area.

**GSA Region 1, New Madawaska Land Port of Entry Project (LPOE), Madawaska, ME (\$60M / 76,717 SF) *Project Engineer*.** The new LPOE will contain facilities placed on a 10.73-acre site between Mill Street and Main Street. The program facilities include a Main Port Building (MPB), Commercial Inspection Building (CIB), Canopies, Booths, 3 primary inspection lanes, a bypass lane and Surface Parking. The project is required to achieve LEED Gold and SITES Silver Certifications. Responsibilities included, but are not limited to project and document controls of RFIs and Submittals, change order management and cost generation, preparation of meeting minutes and quality assurance documents, and schedule management and development.

**Grunley Construction Company, Rockville, MD. *Senior Project Engineer*.** Responsible for determining scope, compiling pricing, and managing the change order process for change documents issued by the Owner/ Architect and change orders resulting from unforeseen conditions. Formulated and submitted Request for Information (RFIs) to clarify discrepancies in the project drawings and/or specifications. Communicated with the Architect, Engineers, and Consultants when unforeseen existing conditions arise, and assisted with problem-solving and analysis to develop design solutions that are constructible, cost-effective, and schedule-friendly. Coordinated with the Owner, Architects, Engineers, and Consultants to work through complex unforeseen conditions in order to create an end-product that is historically accurate and fully functional. Coordinated and directed contractors on site to ensure completion of work per the project drawings and

## Casey Cloonan, LEED GA, CAPM (continued)

### Project Manager

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specifications, as well as organized and posted change-documents to drawings and specifications. Project Engineer performed QC on site to ensure materials are installed per project drawings and specifications, and ran meetings and completed/distributed meeting minutes. Project Engineer was responsible for completing project close-out and turnover including submission of operation and maintenance manuals and warranty documentation, coordination for completion of training for facilities management to operate systems, and gathering of extra stock materials for turnover to the client. Project Engineer completed punch-lists and assigned tasks for contractors to complete to deliver a complete product to the client. Project Engineer completed daily field reports to document manpower on site and tasks completed by contractors.

**The U.S. Foundation for the Commemoration of World Wars & The National Park Service (NPS), New National WWI Memorial, Washington, DC (\$20M / 1.78 Acres) *Project Engineer*.** Responsible for integrating existing park features constructed on the historic Pershing Park. The statue to General John J. Pershing, commander of the American Expeditionary Forces, was protected during construction and remains as part of the fabric of the memorial. Project included the cataloging, restoration, and re-installation of existing granite stone on site, demolition, new landscaping, drainage, utilities, lighting, irrigation, and signage. A new below-grade space houses the controls for the fountain, irrigation, security, and lighting systems. The focal-point of the memorial is a complex fountain system that feeds a custom granite-clad feature wall. The feature wall showcased an approximately 70' long bronze relief sculpture titled "A Soldier's Journey." Read and interpreted technical drawing sets, reviewed material product data and shop/fabrication drawings to verify conformance with design requirements, and procured specified materials for on-time delivery to the job site.

### EMPLOYMENT HISTORY

<b>Assistant Project Manager</b> Procon Consulting, McLean, VA	<b>Jan 2023 - Present</b>
<b>Senior Project Engineer</b> Grunley Construction Company, Rockville, MD	<b>Oct 2022 - Jan 2023</b>
<b>Project Engineer</b> Grunley Construction Company, Rockville, MD	<b>Oct 2021 - Oct 2022</b>
<b>Engineer</b> Grunley Construction Company, Rockville, MD	<b>Jun 2020 - Oct 2021</b>
<b>Jr. Engineer</b> Grunley Construction Company, Rockville, MD	<b>Apr 2019 - Aug 2019</b>
<b>Intern</b> Warfel Construction Company, East Petersburg, PA	<b>May 2018 - Dec 2018</b>
<b>Intern</b> Advanced Geotechnical Services, West Chester, PA	<b>Summer 2016, Summer 2017</b>

## Charles Plumb II, CQM

Quality Inspector

### QUALIFICATIONS

Charles Plumb II is a Quality Inspector with more than 15 years of hands-on leadership experience in fabrication, welding, structural systems, site safety, and quality assurance. Charles has a strong track record as a Superintendent leading teams to achieve project goals while maintaining a strong focus on quality control and safety. He has the ability to forecast the work and identify discrepancies ahead of time, to minimize any potential delays. He has experience producing look ahead schedules, laying out the scheduled work, reviewing submittals, material verification, and coordinating with all trades. Charles' knowledge of site safety protocols has led to numerous projects being completed with zero incidents. His quality control protocols has reduced the need to correct non-compliant installation of work. In addition, Charles has created training programs to improve the quality and efficiency of the project team. He is proficient in the following software packages: Microsoft Office, Procore, Submittal Exchange, BIM 360, and NavisWorks.

### EDUCATION, CERTIFICATIONS, TRAINING

Procore Superintendent Certification  
USACE CQM Certified  
40-Hour EM-385 Course Completion  
OSHA 30-Hour Training  
24-Hour Competent Person Fall Protection  
Confined Space Supervisor  
Scaffolding Competent Person  
Trenching & Excavation Competent Person  
CPR/AED Certified  
Safety in Welding Certification  
Certified Welding Inspector #09071301  
Journeyman Pipefitter

### RELEVANT PROJECT EXPERIENCE

**NASA, Kennedy Space Center, Modify Vehicle Assembly Building (VAB) for SLS Platforms, Merritt Island, FL (\$53M / 130M CF) *Inspector*.** Entails fabrication and installation of four new extensible vehicle platform halves, six new vehicle platform inserts, and two new vehicle platform outer mold lines (OMLs). Includes modification of High Bay (HB) three of the existing VAB to accommodate the new platforms and inserts, and additional structural assemblies that provide access to the platform levels (elevator landing platforms, fixed landing platforms, and egress ramps). Also includes reinforcement of existing structure in the VAB that must be installed prior to installing any new extensible platforms or relocating any existing extensible platforms. Responsibilities include managing schedule, cost estimate, risk assessment, coordinating and tracking. Tracked financial obligations and monitored implications of change proposals. Led daily site inspections to monitor activity and ensure quality. Coordinated approval and regulatory processes with clients and external agencies. Coordinated scheduling for special inspections.

**NASA, Kennedy Space Center, Install the Liquid Nitrogen System at LC-39B, Merritt Island, FL (\$6M) CWI SME. *Backup Inspector*.** Assisted in oversight of general contractor daily progress and provide



## Charles Plumb II, CQM (continued)

### Quality Inspector

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daily construction reports to project stakeholders. Review project submittals and RFI's, review materials upon arrival to the site and ensure the materials were the correct, approved product. Review contractor work installation for quality and conformance with project requirements.

**Boiler Replacement, Altoona, PA (\$8M) *Project Superintendent/SSHO/QC Manager.*** Scope of work to install two temporary boilers, demo and replace existing boilers and associated equipment. Developed field activity schedule, managed Subcontractor's daily activities to maintain schedule, verified installed work in compliance with the contract documents, conducted preparatory phase meetings, and maintained safety standards as required by contract and OSHA. Inspected structural foundations for new boilers, and structural support systems for overhead 12" black iron piping systems.

**Reverse Osmosis Boiler Water Supply System, Norfolk, VA (\$4.5M) *Project Superintendent/SSHO/QC Manager.*** Scope of work to demo existing water filtration system and install a reverse osmosis system that feeds the boiler plant. Developed field activity schedule, managed Subcontractor's daily activities to maintain schedule, verified installed work were following compliance with the contract documents, conducted preparatory phase meetings, and maintained safety standards as required by contract and OSHA. Inspected structural reinforcements for new equipment and structural stands for 10-12 piping systems.

**Air Handler Unit (AHU) and VAV Replacement, Richmond, VA (\$5.5M) *Project Superintendent/SSHO/QC Manager.*** A phased demolition and replacement of 6 AHUs and 210 VAVs. Developed field activity schedule, managed Subcontractor's daily activities to maintain schedule, verified installed work met contract documents, conducted preparatory phase meetings, and maintained safety standards as required by contract and OSHA. Inspected structural reinforcements for new equipment and structural supports for all VAVs installed.

**Chillers Replacement, Hillard, FL (\$1.2M) *Project Superintendent/SSHO/QC Manager.*** Scope of work includes replacing Chiller 300 and 400 and the installation of additional distribution piping. Developed field activity schedule, managed Subcontractor's daily activities, verified installed work met contract documents, conducted preparatory phase meetings, and maintained safety standards as required by contract and OSHA. Inspected temporary structural supports for lifting and setting chillers into the basement for installation.

**Boilers Replacement, Gainesville, FL (\$16M) *Project Superintendent/SSHO/QC Manager.*** Ground up construction of a new boiler plant for hospital to include a tunnel and installation of 70k underground fuel storage tank for the existing generator facility. Developed field activity schedule, managed Subcontractor's daily activities, verified installed work met contract documents, conducted preparatory phase meetings, and maintained safety standards as required by contract and OSHA. Inspected materials, equipment, and installation that included the underground storm water system, tunnel, fuel tank, and the concrete/steel structure of the boiler plant. Also inspected electrical, mechanical, structural, and interior components.

**Boilers and Chillers Replacement, Charlottesville, VA (\$3M) *Project Superintendent/SSHO/QC Manager.*** Scope of work includes the installation of three, small new boilers, and three, medium-sized chillers, one York 1300 chillers, and 4 pumps. Developed field activity schedule, managed Subcontractor's daily activities to maintain schedule, verified installed work met contract documents, conducted preparatory



## Charles Plumb II, CQM (continued)

### Quality Inspector

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phase meetings, and maintained safety standards as required by contract and OSHA. Inspected structural reinforcements for new equipment and structural supports for the piping system.

**Water Softening System, New Orleans, LA (\$1.5M) Project Superintendent/SSHO/QC Manager.** The installation of two stage redundant water softening systems to include a 12k gallon brine storage tank. Developed field activity schedule, managed Subcontractor's daily activities to maintain schedule, verified installed work met contract documents, conducted preparatory phase meetings, and maintained safety standards as required by contract and OSHA. Inspected installation of 20" piping support system that included wall penetrations and structural adjustments as needed to keep the integrity of the building intact.

**Boilers Replacement, Alexandria, LA (\$14M) QC Manager.** Scope of work to include the installation of new boilers, DA package, CST package, and associated equipment. Reviewed submittals and RFIs. Inspected all installed work to include the steel/cinder block addition for the new control room, generator housing, and the offices and telecom space. Performed preparatory phase meetings, witnessed all testing, and verified conformance to contract documents and specifications.

### EMPLOYMENT HISTORY

<b>Superintendent</b> Procon Consulting, McLean, VA	<b>Feb 2024 - Present</b>
<b>Superintendent/QC Manager/Site Safety &amp; Health Officer</b> Greenland Enterprises	<b>Sep 2016 - Apr 2023</b>
<b>Quality Assurance/Welding Inspector</b> AM Technical Solutions, Frederick, MD	<b>Aug 2015 - May 2016</b>
<b>Quality Assurance/Welding Inspector</b> Total Facility Solutions, Conyers, GA	<b>Dec 2014 - Aug 2015</b>
<b>QA Manager/Welding &amp; Piping Inspector</b> FST Technical Services, Malta, NY	<b>Sep 2012 - Dec 2014</b>
<b>Journeyman Pipefitter/Orbital Welder/Welding Inspector</b> UA Local, Richmond, VA	<b>Jun 2006 - Sep 2012</b>

## Olufemi Gbolagun, CPE

Senior Cost Estimator

### QUALIFICATIONS

Olufemi Gbolagun, a Senior Cost Estimator with more than 20 years of expertise, provides construction cost estimating, quantity surveying, and construction management for projects ranging from \$10M to \$4.5B. He specializes in cost estimating and lifecycle costing, constructability reviews, market analysis, project controls, and providing reconciliations as a third-party Cost Estimator. He has provided estimates for numerous private, institutional, and governmental agency construction programs and is well versed in various industry standards including CSI and Unifomat. Femi's experience includes preconstruction and construction services including conceptual estimates and detailed cost estimates. He has substantial experience completing cost estimating on both new construction and renovation of office buildings and various commercial projects and facilities.

### EDUCATION AND CERTIFICATIONS

**BS, Quantity Surveying**, Obafemi Awolowo University, Ile-Ife, Nigeria  
**Certified Professional Estimator**, American Society of Professional Estimators  
Association for the Advancement of Cost Engineering (AACE International), Member

### RELEVANT PROFESSIONAL EXPERIENCE

**University of Central Florida, Lake Nona Cancer Center Renovation, Orlando, FL (44,356 SF) Senior Cost Estimator.** Provided design review estimates for the renovation of cancer research wet laboratories. Project included build-out of three faculty offices, a dedicated generator and associated infrastructure to support critical research equipment, electrical modifications, fume hood installations, access control and security camera installations, and telecom infrastructure upgrades and modifications.

**U.S. Department of Transportation (DOT), Suitland Parkway Design, Washington, DC & Maryland. Project Estimator.** The Volpe National Transportation Center sought the assistance in development and feasibility analysis of at least three conceptual alignments to extend the Suitland Parkway Trail approximately 2.4 miles from the DC/Maryland border to the Henson Creek Trail. Evaluated potential trail options, including determining the area of disturbance, identifying potentially sensitive areas, and ultimately developing schematic designs that met a 30% conceptual design standard for future potential alignments. Provided an evaluation of the constructability and areas of disturbance for each conceptual alignment, a cost analysis of each proposed conceptual alignment, incorporated pedestrian, bicycle, and equestrian access considerations from the existing Henson Creek Trail, provided a summary of the major findings and conclusions associated with the preceding tasks in the form of a project technical memorandum, and prepared a detailed listing of additional information requirements needed for the completion of construction documents: permits, survey, geotechnical analysis, hydraulic analysis, and traffic analysis.

**FDA NE Quadrant, Campus Transit East Access Road and Bridge, White Oak, MD, (\$19M)** Provided construction cost estimating services on a multi-phase new access road and bridges connecting the FDA White Oak Campus to Cherry Hill Road. Construction consisted of building and surface demolition, roadways, earthwork, and utility relocation for electrical distribution, telecommunication distribution, waterlines, and sanitary sewer systems; relocation/support of steam line and nitrogen gas systems in addition to security installations including fencing, barriers, and guard booths; electrical overhead and underground

## Olufemi Gbolagun, CPE (continued)

### Senior Cost Estimator

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power and lighting, guardrails, bridges, concrete blast wall, and earth berms; and landscaping and storm water management piping and systems.

**NASA, Kennedy Space Center, Solid Rocket Motor (SRM) Rail Study, FL, Senior Cost Estimator.** The study's focus was to evaluate options to deliver SRM segments to the rotation, processing, and surge facility. Options evaluated include, but are not limited to, repair or replace bridge, establish rail yard as a barge terminal, install a new rail spur, and rail to ground support equipment. Revalidation of existing cost data, rough order of magnitude lifecycle costs included parametric cost estimating, detailed cost estimates, and quantity take-off.

**(Affiliated Engineers) U.S. Architect of the Capitol (AOC), Power Plant PH06 Cost Estimate Washington, DC. Senior Cost Estimator.** Included the replacement of the switchgear, the removal of three condenser water pumps, the installation of two new condenser water pumps, two new variable primary chilled water pumps, and the associated variable speed drives. Provided detailed cost estimates.

**U.S. Architect of the Capitol (AOC), Task 014 James Madison Memorial Building (JMMB) Generator Risk Review, Washington, DC. Project Estimator.** Construction management services during the design of the emergency generator replacement. Provided third-party cost estimate and reconciliation, constructability review, quantitative risk assessment, cost loaded schedule, and commissioning review.

**Architect of the Capitol (AOC), James Madison Memorial Building (JMMB) Fire Alarm & Audibility Upgrade, Washington, DC. Senior Cost Estimator.** Design construction management services consisting of a Constructability Provided review, development, and reconciliation of construction cost estimates.

**Architect of the Capitol (AOC), Thurgood Marshall Federal Judiciary Building (TMFJB) Facade Stabilization, Washington, DC. Senior Cost Estimator.** Provided services to include third-party cost estimate and reconciliation, and Constructability Review for the façade stabilization project.

**Architect of the Capitol (AOC), Hart Senate Office Building (HSOB) Prescriptive Egress, Washington, DC. Senior Cost Estimator.** Design phase construction management services for prescriptive egress improvements.

**Architect of the Capitol (AOC), U.S. Capitol Police (USCP) K9 Training Storage Facility, Washington, DC (1,262 SF) Senior Cost Estimator.** Peer review services for the latest design documents submitted for the construction of the training storage facility. The current design documents are for the construction of new one-story free standing metal framed, slab on grade structure to be used as a canine food storage facility with support spaces. The project site work included asphalt paving, concrete walks, patterned concrete, planters, pea gravel, benches, and a fence.

**GSA Region 11, U.S. Department of Homeland Security (DHS) Headquarters at St. Elizabeths, Washington, DC (\$4.6B / 4.5M SF) Senior Cost Estimator.** Prepared cost estimates for the redevelopment projects at the DHS' headquarters. The 176-acre project site includes four million square feet of office space in new construction and renovation of 50 historic buildings, as well as major infrastructure projects, barriers, guard booths, and high speed overhead doors.

## Olufemi Gbolagun, CPE (continued)

Senior Cost Estimator

**GSA Region 11, Building 54 West Addition at St. Elizabeths, Washington, DC (\$45M / 97,000 SF) *Cost Estimator*.** Multiple projects. Supported consultants, provided scheduling support, performed reconciliations between Construction Manager and Design team, provided construction administration, and miscellaneous tenant activities between government agencies.

**GSA Region 11, U.S. Citizenship and Immigration Service (USCIS), Camp Springs, MD (\$116M / 547,767 SF) *Cost Estimator*.** Design and construction of new headquarters building, including secure work area, data center, state-of-the-art auditorium, fitness center, emergency generator, and enhanced electronic and physical security.

**FDIC, Construction Management Services, Arlington, VA (\$17.9M / 150,000 SF) *Senior Cost Estimator*.** Multiple, simultaneous projects under a single contract in occupied, secure federal facilities. Projects included refurbishment of four air handlers, replacement of chilled water plant, refurbishment of mechanical/HVAC, electrical equipment and controls, replacement of electrical equipment (switchgear, MCC, ATS), BAS control upgrades, and security vehicular.

**MIT, U.S. Department of Transportation Volpe Center, Cambridge, MA (\$545M / 400,000 SF) *Cost Estimator*.** Construction of new federal facility that includes workspaces, laboratory spaces, child care center, dining facility, and structured parking. Laboratory spaces include transportation simulation spaces with high bay facilities with heavy floor loading and at grade access.

### EMPLOYMENT HISTORY

<b>Senior Cost Estimator</b> Procon Consulting, McLean, VA	<b>June 2016 - Present</b>
<b>Senior Cost Estimator</b> Project Cost, Alexandria, VA	<b>Apr 2007 - Jun 2016</b>
<b>Senior Cost Consultant</b> Faithful+Gould, Alexandria, VA	<b>Dec 2004 - Apr 2007</b>
<b>Cost Estimator Consultant</b> Construction Cost Systems, Bethesda, MD, U.S. Cost, Arlington, VA, SC Myers & Associates, and Washington, DC	<b>Aug 2002 - Feb 2005</b>
<b>Project Quantity Surveyor</b> PIVOT Engineering Company, Lagos, Nigeria	<b>Feb 1998 - Jul 2002</b>

## Peter Mayo, CAPM

Senior Scheduler

### QUALIFICATIONS

Peter Mayo has over 10 years of experience successfully working in project controls and project management in all phases of multi- million-dollar commercial construction, infrastructure, and industrial projects for government and private-sector clients. As Senior Scheduler, Peter performs a variety of scheduling services for projects including detailed analysis of contractor prepared construction schedules, creation of integrated master schedules, identifying variances and proactively developing mitigation strategies, utilizing Claim Digger, forecasting, developing WBS and activity coding, and detailed cost and resource loading as well as the analysis of their trend. Peter's support for the DOD and DOS make him an important part of our expert team in Project Controls. Other capabilities include project management of large projects, estimating and EV management.

### EDUCATION AND CERTIFICATIONS

**BS, Construction Management**, Arizona State University Del E Webb School of Construction  
CAPM Certification

### RELEVANT PROJECT EXPERIENCE

**FBI, Redstone Arsenal North Campus FBI Innovation Center & Central Utility Plant, Huntsville, AL (\$390M / 240,000 SF) Scheduler.** The project includes construction management for 240,000 square feet of office space and a training complex with two parking garages. Responsible for monitoring and reviewing contractor project master schedule and contractor payment applications.

**Acuity International, Djibouti, Djibouti, US Embassy Ambassador's Residence Compound (\$10M/10,000GSF) Project Manager and Scheduling Coordinator** for greenfield building of USG Ambassador's residence including all phases of construction from demolition to project closeout on 10,000SF residence. US Embassy Photovoltaic Power Installation, (1M) Project manager for installation of solar power at US Embassy designed to power one quarter of the facility power requirements. Scheduling responsibilities included performance monitoring, identifying issues and providing constructive solutions for their mitigation, schedule analysis, trend evaluation, comparative analysis, forecasting, time impact analysis, and creating milestone schedules including cost and execution milestones, furniture acquisition, alternate workspace design and construction.

**PAE Global Services, Andros, Bahamas, USN AUTECH facility (\$250K/100,000GSF) Scheduler and Estimator** for prime contractor. Scheduling responsibilities included baseline development, cost-loading, creating milestones, creating and assigning activity codes and calendars, close communication with site team to develop the feasible and realistic sequencing in compliance with CPM and scheduling specification. Progress schedule updates, look- ahead, time impact analysis development, identifying variances and proactively developing mitigation strategies to keep project on schedule.

**1099 Independent Project Manager and Scheduling Services, Residential Housing Interior Improvements, Tampa FL (\$100K / 5,000 GSF) Scheduler** whose responsibilities included managing and planning the project. Scheduling duties included baseline development, identifying variances and

## Peter Mayo, CAPM (continued)

### Senior Scheduler

proactively developing mitigation strategies, utilizing Claim Digger, forecasting, look-aheads, and time impact analysis.

**(Pegasus Organization) Duke Energy Tarpon Springs, FL. *Transmission Operations Scheduler*** for multiple crew operation for transition site maintenance and line relay control. Scheduling responsibilities included schedule development and progress updates, resource loading, look-aheads, workload forecasting, time impact analysis.

**DynCorp International, Kandahar Afghanistan, LOGCAP5 (\$100M) *Estimator and Project Controls Lead*** on a multi- billion-dollar project. Primary responsibilities included maintenance of the Base Operations Services of the USG personnel in the South theatre of the US operations in Afghanistan, led the group of estimators and schedulers to produce estimates and plans for any new proposed work during operations to assure the scheduling requirements of the war effort are met.

### EMPLOYMENT HISTORY

<b>Senior Project Scheduler</b> Procon Consulting, McLean, VA	<b>Mar 2023 - Present</b>
<b>Project Manager</b> Acuity International, Djibouti, Djibouti	<b>Mar 2021 - Dec 2022</b>
<b>Planner, Estimator</b> PAE Global Services, Andros, Bahamas	<b>May 2019 - Mar 2021</b>
<b>Project Manager</b> Self-Employed, Tampa, FL	<b>Nov 2016 - May 2019</b>
<b>Contract Scheduler</b> (Pegasus Organization) Duke Energy, Tarpon Springs, FL	<b>Sep 2013 - Oct 2016</b>
<b>Estimator, Project Controls</b> DynCorp International, Kandahar, Afghanistan	<b>Feb 2010 - Sep 2013</b>
<b>Project Field Engineer</b> CCC Group Inc, Southport, NC	<b>Jan 2009 - Jan 2010</b>
<b>Estimator</b> KBR Inc., Mosul, Iraq	<b>Feb 2007 - Dec 2008</b>
<b>Estimator</b> Wheeler Construction, Phoenix, AZ	<b>Sep 2006 - Feb 2007</b>

## Xiomara Torres

Administrative Support

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### QUALIFICATIONS

Xiomara Torres is an administrative professional with six years of experience providing coordinating administrative tasks and providing support to project administrators, managers and engineers. She prepares, maintains, and organizes contract records, and coordinates project task schedules. Xiomara attends progress meetings, reviews meeting minutes, and manages project databases for efficient project tracking and retrieval of project documents. She is proficient in the following computer programs: Microsoft Office 365, Microsoft Teams, Concur, SAP Business One, Rapid Card, Bluebeam, Adobe DC, ADP Workforce, Maximo, LDMS, and Outlook.

### EDUCATION AND CERTIFICATIONS

**Business Administration & Management**, Sistema Universitario Ana G Mendez, Universidad Del Turabo Gurabo, PR

### RELEVANT PROJECT EXPERIENCE

**Orange County Government, Orange County Convention Center (OCCC), Cost Estimating, Scheduling and Project Management Services IDIQ: Phase 5A Building Expansion Project, Orlando, FL** Procon is serving as the Owner Representative for the OCCC's Phase 5A Building Expansion Project. Xiomara is working closely with the Project Administrator and Senior Project Managers to provide administrative support for the construction project field office. Prepares, maintains, and organizes contract records (correspondence, contractor documents, meeting minutes, daily inspection reports, specifications, and non-compliance notices). Coordinates project task schedules, attends progress meetings, reviews minutes, and systematically manages transmittal documents by copying, scanning, and filing them into a database for efficient tracking and copying, scanning, and filing them into a database for efficient tracking and retrieval.

**Florida Department of Transportation, District 5, Direct Connect Ramps to/from I-4 (SR 400) and Turnpike ML (SR 91) & Express Lanes on Turnpike ML (SR 91) from Beachline (SR 528) to I-4 (SR 400) (Contract) 437166-2-52-01 (E8Q38) (JMT), Orlando, FL (\$84M) Project Assistant II.** JMT provided construction inspection services for the construction of direct connectivity ramps from the Turnpike Mainline (SR 91) to and from I-4 (SR 400) to improve traffic operations and safety at the interchange. The project included replacing six existing toll sites within the project limits with AET. The project also included express lanes on the Turnpike Mainline between the Beachline (SR 528) and I-4, and operational improvements at the Consulate Drive southbound off-ramp with AET and intersection improvements. As the Project Assistant II, Xiomara worked closely with Project Administrator and Senior Project Engineer assisting with the construction project field office, preparing, maintaining and/or securing contract records including correspondence, contractor documents, meeting minutes, daily inspection reports, specifications, non-compliance notices, etc. Assisted with scheduling project tasks, attending project progress meetings and reviewing minutes, systematically obtaining and tracking all applicable transmittals document management; copying, scanning and filling into database.



## Xiomara Torres (continued)

### Administrative Support

**Ultimate Staffing Agency, Orlando, FL *General Administrative Support*.** Coordinated office activities and operations to secure efficiency and compliance to company policies. Managed agendas/travel arrangements/appointments, etc. for upper management. Managed phone calls and correspondence (e-mail, letters, packages etc.). Supported budgeting and bookkeeping procedures. Created and updated records and databases with personnel, financial, and other data. Tracked inventory of office supplies and placed orders when necessary. Submitted timely reports and prepared presentations/proposals as assigned. Assisted colleagues whenever necessary.

**Full Tilt, Sanford, FL *Human Resources Generalist*.** Performed timely processing of accurate time and quantity. Communicated with Project/Field Leads to collect time, material quantities, and executed accurate data entry. Created adjustments/shortages as necessary to correct payroll errors and issued field checks as appropriate. Communicated with appropriate roles to execute the subsistence process - Per Diem, Rapid Pay Cards, Expense Reports. Conducted new hire orientations and concisely delivered all information regarding benefits, policies, and procedures to new and existing coworkers and engaged to validate comprehension. Completed I-9 and E-Verify paperwork accurately and in accordance with government rules and regulations in a timely manner.

**DRMP, CEI Group, Orlando, FL *Administrative Assistant*.** Responsible for providing advanced correspondence including letters, memoranda, and reports. Becoming familiar with a variety of the field's concepts, practices, and procedures. Relied on experience and judgment to plan and accomplish goals with ability to work independently. At times, responsible for confidential material. Prepared monthly expense reports for corporate credit cards. Monitored inspectors' certifications. Created weekly, monthly, quarterly, and annual reports.

### EMPLOYMENT HISTORY

<b>Administrative Assistant</b> Procon Consulting, McLean, VA	<b>Dec 2023 - Present</b>
<b>General Admin</b> Ultimate Staffing Agency, Orlando, FL	<b>Oct 2022 - Jun 2023</b>
<b>Human Resources Generalist</b> Full Tilt, Sanford, FL	<b>Jan 2022 - May 2022</b>
<b>Eligibility Specialist</b> AppleOne Employment Services, Orlando, FL	<b>Sep 2021 - Jan 2022</b>
<b>Administrative Assistant</b> DRMP, Orlando, FL	<b>Oct 2019 - Jun 2020</b>
<b>Project Assistant II</b> JMT, Orlando, FL	<b>Jan 2018 - Feb 2019</b>

## CONSTRUCTION MANAGER ADVISER

City of Flagler Beach, FL



# Past Performance

**Project #1:**

Contract Date: May 20, 2024 - Ongoing

Contract Amount: \$1,685,885.26

Project Name: Construction Management Services to Rehabilitate Seawalls and Shoreline, Washington DC

Project Location: Tidal Pool adjacent to the Jefferson Memorial, Washington, DC

General Scope of Work: Providing construction management services for the NPS NAMA Park concerning the Tidal Wall Project. The phase of this project is a \$168 million design-build marine civil infrastructure improvement by Cianbro, the largest design-build project procured by the NPS Denver Service Center to date.

The project includes raising the Tidal Wall by 4 feet. This work includes the driving of 455 piles over a linear horizontal foot length of 6,663 feet. Once completed, this build will lower the NAMA Parks operating and maintenance costs by 8%.

Client Name and Address: National Park Service, Denver Service Center Contracting Services Division

Marcello Arroiobebianosimoses

P.O. Box 125287

Denver, CO 80225-0287

Client Contact Phone: 720.701.0146 (cell)

Client Contact Email: marcello\_arroiobebianosimoses@nps.gov

Was the project completed on schedule? Yes No N/A (The project is ongoing.)

Total Amount of Change Orders: \$ None currently

Reasons for Change Orders: N/A

Please attach photos of the finished project. – **CURRENT PROJECT STATUS PHOTOS ARE INCLUDED**

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RFQ – Construction Manager Adviser Flagler Fishing Pier

CONSTRUCTION MANAGEMENT SERVICES TO REHABILITATE SEAWALLS AND SHORELINE,  
WASHINGTON DC



**Project #2:**

Contract Date: Aug 15, 2020 – Aug 14, 2023

Contract Amount: \$219,208.52

Project Name: Construction Management Services at U.S. Coast Guard Sector Field Office (SFO) at Fort Macon and Emerald Isle

Project Location: Fort Macon, Beaufort, NC and Emerald Isle, NC

General Scope of Work: Construction management and inspection services for multiple concurrent projects at USCG SFOs at Fort Macon and Emerald Isle in North Carolina. Conducted in-field construction site inspections of contractor-installed work, assessed project progress, and provided project reporting. Provided inspection and quality assurance for HVAC systems, above and below deck repairs for a concrete wharf, addressing multiple drainage issues, and replacement and demolition of a floating dock.

Client Name and Address: United States Coast Guard

Clayton McBeth, Construction Project Manager

1240 E. Ninth St. RM 2179

Cleveland, OH 44199-2060

Client Contact Phone: 216.339.1783 (m)

Client Contact Email: Clayton.P.McBeth@uscg.mil

Was the project completed on schedule? ☒ Yes ☐ No

Total Amount of Change Orders: \$ N/A

Reasons for Change Orders: N/A

Please attach photos of the finished project. – **PROJECT PHOTOS ARE INCLUDED**

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RFQ – Construction Manager Adviser Flagler Fishing Pier



CONSTRUCTION MANAGEMENT SERVICES AT USCG SECTOR FIELD OFFICES AT FORT  
MACON AND EMERALD ISLE, BEAUFORT AND EMERALD ISLE, NC



**Project #3:**

Contract Date: January 16, 2024 - Ongoing

Contract Amount: \$404,000.00

Project Name: Construction Management Services, Atlantic Intracoastal Waterway (AIWW) Bridge Replacement at Deep Creek,

Project Location: Fort Macon, Beaufort, NC and Emerald Isle, NC

General Scope of Work: Through the Hana-Procon 8(a) JV, Procon is delivering Construction Management (CMA) and Quality Assurance (QA) services for the replacement of the functionally obsolete Atlantic Intracoastal Waterway (AIWW) Deep Creek Bridge. These services will support USACE in ensuring compliance with contract plans, specifications, safety regulations (such as EM 385-1-1 and OSHA requirements), and industry best practices. The new 144-foot long, 60-foot wide five-lane drawbridge bridge will include approach slabs, abutments, supporting piers, piles, pile caps, bulkheads, a fender system, mechanical and electrical systems, lighting, emergency power generation, controls, radio systems, signage, and an operator's control house equipped with HVAC, lighting, a restroom, and parking.

Client Name and Address: U.S. Army Corps of Engineers

Stephen Reed, USACE NAO

Estes Kefauver Federal Building

110 9th Ave S A415

Nashville, TN 37203

Client Contact Phone: 757.201.7740

Client Contact Email: stephen.w.reed@usace.army.mil

Was the project completed on schedule?      Yes      No | N/A (Project is ongoing)

Total Amount of Change Orders: \$ N/A

Reasons for Change Orders: N/A

Please attach photos of the finished project. – **CURRENT PROJECT STATUS PHOTOS ARE INCLUDED**

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CONSTRUCTION MANAGEMENT SERVICES, ATLANTIC INTRACOASTAL WATERWAY (AIWW)  
BRIDGE REPLACEMENT AT DEEP CREEK, CHESAPEAKE, VA



Photo Credit: <https://www.nao.usace.army.mil/About/Projects/AIWW-Deep-Creek-Bridge/>



Photo Credit: <https://www.nao.usace.army.mil/About/Projects/AIWW-Deep-Creek-Bridge/>

**Project #4:**

Contract Date: April 1, 2015 – July 31, 2018

Contract Amount: \$20M

Project Name: St. Elizabeths Stream Restoration and Wetland Mitigation Project

Project Location: Washington, DC

General Scope of Work: Procon prepared the St. Elizabeths Campus Stormwater Master Plan designed to comply with EPA regulation 438. This Stormwater Masterplan was the first such document to be jointly approved by both DC Water and DDOE and was later used by the same team to be granted 650,000 SRCs by the DC DOEE for the outstanding campus stormwater reduction program. SRCs are offsite stormwater credits that are awarded if a project site achieves stormwater reduction above the local District of Columbia regulations. This level of runoff reduction was achieved by complying with the federal regulations.

Client Name and Address: U.S. General Services Administration, Region 11

Jim Fortinsky, Project Manager

301 7th St SW

Washington, DC 20024

Client Contact Phone: 202.329.1545

Client Contact Email: james.fortinsky@gsa.gov

Was the project completed on schedule? \_\_\_\_ Yes X No

Total Amount of Change Orders: \$ N/A

Reasons for Change Orders: N/A

Please attach photos of the finished project. – **PROJECT PHOTOS ARE INCLUDED**

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**RFQ – Construction Manager Adviser Flagler Fishing Pier**

ST. ELIZABETHS STREAM RESTORATION AND WETLAND MITIGATION PROJECT  
WASHINGTON, DC





## CONSTRUCTION MANAGER ADVISER

City of Flagler Beach, FL



# Cost Proposal



## City of Flagler Beach

P.O. Box 70 • 105 South Second Street  
Flagler Beach, Florida 32136  
Phone (386) 517-2000

### ENGINEERING DEPARTMENT



#### CMA Contract for the Pier Construction ADDENDUM NO. 1

**1. Add this paragraph before Paragraph 5 in the RFQ:**

**BID FORM**

The work write-up / bid form is a general outline of the work to be performed. The total price of this project shall include:

DATE: 01/13/2025

TOTAL FEE: \$ 685,427.88

IN WORDS: Six hundred eighty-five thousand, four hundred twenty-seven dollars and eighty-eight cents

All work to be performed in a professional manner, in accordance with the Scope of Work as outlined in the Form Contract. The contractor shall be responsible for all of the services required from the date of Notice to Proceed until the Pier Construction project is officially closed out and 100% complete.

I hereby certify that I am licensed by the State of Florida, Department of Business and Professional Regulation.

CONTRACTOR'S SIGNATURE: See City's response regarding license requirement

CONTRACTOR'S PRINTED NAME: Procon Consulting LLC

CONTRACTOR'S BUSINESS ADDRESS: 113 King Street, Cocoa, FL 32922

Corporate: 1800 Tysons Boulevard, Suite 620, McLean, VA 22102

CONTRACTOR'S PHONE NUMBER: 954.444.6792

CONTRACTOR'S EMAIL ADDRESS: jlopez@proconconsulting.com

Receipt is acknowledged of the following addenda:

No. 1 Dated 01/07/2025

No. \_\_\_\_\_ Dated \_\_\_\_\_

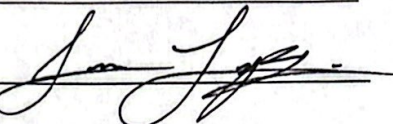
No. \_\_\_\_\_ Dated \_\_\_\_\_

Bidder agrees that the Owner has the right to waive informalities in any bid; reject any or all proposals, in whole or in part; re-bid a project, in whole or in part; and to accept a proposal that in its judgment is the lowest responsive bid.

Respectfully submitted, By:

01/15/2025

(Date)

(Signature) 

Senior Vice President

(Title)

(SEAL – IF BIDDER IS A  
CORPORATION)

HOURLY RATES

Schedule A (Discipline)	Hourly Rate (\$)
Project Executive	\$67.31
Project Manager	\$55.29
Assistant Project Manager / Quality Inspector	\$57.69
Project Scheduler	\$62.50
Cost Estimator	\$62.50
Administrative	\$36.06



EMAIL RE: ENGINEERING LICENSE

1/14/25, 11:01 AM

RE: External - Re: External - Re: External - Re: External - Re: External - Construction Manager Adviser, Flagler Beach Fishing Pier...

Subject: RE: External - Re: External - Re: External - Re: External - Re: External - Construction Manager Adviser, Flagler Beach Fishing Pier - City Project No. 260



**Christine Novak** <[cnovak@cityofflaglerbeach.com](mailto:cnovak@cityofflaglerbeach.com)>  
to Penny Overstreet, Perdomo, Gabriel, Bill Freeman, Lee Richards

11:39 AM (2 hours ago)

Penny,

Bill and I have discussed, and an engineering license would not be required. I also look up their company profile and firm is seasoned in their qualifications.

**Chris Novak**  
Project Manager  
City of Flagler Beach  
PO Box 70  
Flagler Beach, FL 32136  
(386) 517-2000 ext. 242  
(386) 986-8395 Cell  
[cnovak@cityofflaglerbeach.com](mailto:cnovak@cityofflaglerbeach.com)



---

**From:** Penny Overstreet <[POverstreet@CityofFlaglerBeach.com](mailto:POverstreet@CityofFlaglerBeach.com)>  
**Sent:** Friday, January 10, 2025 9:47 AM  
**To:** Perdomo, Gabriel <[GPerdomo@moffattnichol.com](mailto:GPerdomo@moffattnichol.com)>; Bill Freeman <[BFreeman@cityofflaglerbeach.com](mailto:BFreeman@cityofflaglerbeach.com)>; Lee Richards <[LRichards@cityofflaglerbeach.com](mailto:LRichards@cityofflaglerbeach.com)>; Christine Novak <[cnovak@CityofFlaglerBeach.com](mailto:cnovak@CityofFlaglerBeach.com)>  
**Subject:** FW: External - Re: External - Re: External - Re: External - Re: External - Construction Manager Adviser, Flagler Beach Fishing Pier - City Project No. 260

Hello,

Question below related to the Construction Manager for the Pier Project. Can someone provide me the answer so I can respond.

Thank you in advance,

**Penny Overstreet, CMC**  
City Clerk  
City of Flagler Beach  
105 S. Second Street

file:///P:/./shortcut-targets-by-id/0B-jDZk7evUyuYTMwM2U0MWItNzFIMi00ZTc5LTg1OTgtZjU1MmMzYTUzOTYz/B00 Proposals/24-0690 Flagler Bea... 1/1

## CONSTRUCTION MANAGER ADVISER

City of Flagler Beach, FL



Attachments  
Forms

**SECTION 00 11 53  
REQUEST FOR QUALIFICATION FORMS**

Project Name: **FLAGLER BEACH FISHING PIER REPLACEMENT 2024-2026 City Project No.: 260**

Company Name: Procon Consulting LLC

Contact Name: Jason Lopez

E-mail Address: jlopez@proconconsulting.com

Mailing Address: 113 King Street, Cocoa, FL 32922  
Corporate: 1800 Tysons Boulevard, Suite 620, McLean, VA 22102

Phone Number: 954.444.6792

Fax Number: 708.852.2733

Contractor License Number: N/A

The CITY will post addenda information at Onvia DemandStar, Inc., at the following web address: [www.demandstar.com](http://www.demandstar.com). For technical assistance with this website, please contact Onvia Services at 1-800-711-1712. All Bidders should check the Onvia DemandStar website at least seven (7) calendar days before the date fixed to verify information regarding Addenda. Failure to do so could result in rejection of the submittal as unresponsive. Bidders shall sign, date, and return all addenda with their bid. It is the sole responsibility of the Bidder to ensure he/she obtains information related to Addenda. Oral and other interpretations or clarifications will be without legal effect.

The following Addenda were received:

Addendum No. 1 Date Received 01/07/2025

Addendum No. \_\_\_\_\_ Date Received \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date Received \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date Received \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date Received \_\_\_\_\_

Addendum No. \_\_\_\_\_ Date Received \_\_\_\_\_

**RFQ – Construction Manager Adviser Flagler Fishing Pier**

Page 11 of 60

The Bidder acknowledges the receipt, execution, and return of the following attachments:

- Attachment A: Certificate of Corporation
- Attachment B: Contractor Questionnaire
- Attachment C: Required Disclosure
- Attachment D: Bidder Information
- Attachment E: Experience of Bidder
- Attachment F: Sworn Statement Under section 287.133(3) (a), Florida Statutes, on Public Entity Crimes
- Attachment G: Affidavit of Non-Collusion
- Attachment H: Certification of Non-Segregated Facilities
- Attachment I: Drug-Free Work Place
- Attachment J: Conflict of Interest Statement
- Attachment K: Compliance with Public Records Law
- Attachment L: Americans with Disabilities Act Affidavit
- Attachment M: List of Licenses and Certifications
- Attachment N: AIA Document C-132-2019 Form Contract


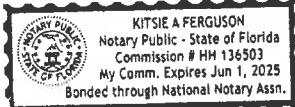
Name: Jason Lopez

Authorized Signature: \_\_\_\_\_

Date: 01/10/2025

Title: Senior Vice President

#### ACKNOWLEDGEMENT

STATE OF FLORIDA	
COUNTY OF <u>Brevard</u>	
Signature of Notary Public	
Print, Type or Stamp Commissioned Name of Notary Public below: <u>Kitsie A Ferguson</u>	
Sworn to (or affirmed) and subscribed before me by means of	
online notarization <input type="checkbox"/>	OR physical presence <input checked="" type="checkbox"/> by <u>Jason Lopez</u>
this <u>13</u> day of <u>January</u> , 20 <u>25</u>	
Personally Known <input type="checkbox"/>	OR Produced identification <input checked="" type="checkbox"/>
Type of Identification Produced: <u>Florida Driver License</u>	
	

END OF SECTION

RFQ – Construction Manager Adviser Flagler Fishing Pier

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**ATTACHMENT A  
CERTIFICATE OF CORPORATION**

Please include a copy of your Certificate of Corporation from the State of Florida with this attachment.

**STATE OF FLORIDA**

**COUNTY OF** Brevard

I HEREBY CERTIFY that a meeting of the Board of Directors of Procon Consulting LLC, a corporation under the laws of the State of Virginia, was held on       , 20 24. The following resolution was duly passed and adopted:

“RESOLVED, that Jason Lopez as Senior Vice President of the corporation is hereby authorized to execute the Contract dated                                  20       , between The City of Flagler Beach, a municipal corporation and this corporation, and that execution thereof, attested by the Secretary of the corporation and with corporate seal affixed, shall be the official act and deed of this corporation.”

I further certify that said resolution is now in full force and effect.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the official seal of the corporation

This                                  day of                                 , 20       .

\_\_\_\_\_  
Corporate Secretary

**END OF ATTACHMENT A**

RFQ – Construction Manager Adviser Flagler Fishing Pier

Page 13 of 60

# *State of Florida Department of State*

I certify from the records of this office that PROCON CONSULTING LLC is a Virginia limited liability company authorized to transact business in the State of Florida, qualified on February 13, 2019.

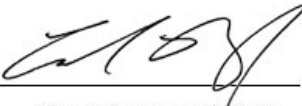
The document number of this limited liability company is M19000001881.

I further certify that said limited liability company has paid all fees due this office through December 31, 2024, that its most recent annual report was filed on February 22, 2024, and that its status is active.

I further certify that said limited liability company 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 Twenty-fifth day of November,  
2024*



  
*Secretary of State*

Tracking Number: 2318579016CU

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

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

SECTION 00 11 53  
REQUEST FOR QUALIFICATION FORMS

ATTACHMENT B  
CONTRACTOR QUESTIONNAIRE

DATE: 01/10/2025

NAME OF BIDDER: Procon Consulting LLC

BUSINESS ADDRESS: 113 King Street, Cocoa, FL 32922 | Corporate: 1800 Tysons Boulevard, Suite 620, McLean, VA 22102

PHONE NUMBER: 954.444.6792

CONTRACTOR'S FL LICENSE #: N/A

EXPIRATION DATE: N/A

**The undersigned warrants the truth and accuracy of all statements and answers herein contained. Include additional sheets as necessary.**

1. How many years has your organization been in business as a Construction Manager?

Procon has been providing construction, program and project management, and commissioning services for 25 years.

2. How many years has your organization been in business as a Construction Manager Adviser?

Procon has been providing Construction Manager Adviser services for 25 years.

3. Name of Project Manager and length of time with your company?

Casey Cloonan, 2 years



4. Describe in detail and give the date and owner, including phone numbers and contact person(s), of the last four (4) projects that you have completed similar in type, size, and nature as the project proposed?

See Attachment B Amendment with requested project information

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5. Have you ever failed, or been alleged to have failed, to complete work awarded to you? If so, please list the project and explain the reasons why?

No.

---

---

6. Have you ever failed, or been alleged to have failed, to complete work within the Contract Time? If so, please list the project and explain the reasons why?

No.

---

---

7. Have you ever had a bond or letter of credit called by the owner of a project? If so, when?

No.

---

---

Bidder Name: Procon Consulting LLC

Signature: 

Title: Senior Project Manager

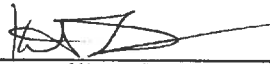
Attach the corporate information sheet from the Florida Department of State, Division of Corporation's,


RFQ – Construction Manager Adviser Flagler Fishing Pier

Page 15 of 60

web site.

**ACKNOWLEDGEMENT**

<b>STATE OF FLORIDA</b>	
<b>COUNTY OF</b> <u>Brevard</u>	
<b>Signature of Notary Public</b> Print, Type or Stamp Commissioned Name of Notary Public below: <u>Kitsie A. Ferguson</u>	
Sworn to (or affirmed) and subscribed before me by means of	
online notarization <input type="checkbox"/>	OR physical presence <input checked="" type="checkbox"/> by <u>Jason Lopez</u>
this <u>13</u> day of <u>January</u> , 20 <u>25</u> .	
Personally Known <input type="checkbox"/>	OR Produced identification <input checked="" type="checkbox"/>
Type of Identification Produced: <u>Florida Driver License</u>	



**END OF ATTATCHMENT B**

RFQ – Construction Manager Adviser Flagler Fishing Pier

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## PROCON ATTACHMENT B AMENDMENT

Construction Manager Adviser for the Construction of Flagler Beach Fishing Pier Replacement I  
City Project No. 260 | RFQ NO. FB-242911

### PROJECT #1

**Name:** Tidal Pool adjacent to the Jefferson Memorial, Washington DC

**Project Dates:** 05/20/2024 - Ongoing

**Owner:** National Park Service, Denver Service Center

**Contact:** Marcello Arroibebiananosimoes

**Phone:** 720.701.0146

**Email:** marcello\_arroibebiananosimoes@nps.gov

**Description:** Providing construction management services for the NPS NAMA Park for the Tidal Wall Project. This project phase includes a \$168M design-build marine civil infrastructure improvement by Cianbro. Currently, this is the largest design-build project issued by the NPS Denver Service Center.

### PROJECT #2

**Name:** Construction Management Services at Sector Field Office, Fort Macon, Beaufort, and Emerald Isle, NC

**Project Dates:** 08/15/2020 - 08/14/2023

**Owner:** U.S. Coast Guard

**Contact:** Clayton McBeth, Project Manager

**Phone:** 503.508.6344 (W) | 216.339.1783 (M)

**Email:** Clayton.P.McBeth@uscg.mil

**Description:** Provided construction inspection services that included conducting in-field construction site inspections of contractor-installed work, assessing project progress, and providing project reporting on a daily, weekly, and monthly basis. The Procon team also served as the communication liaison between contractors and government personnel.

### PROJECT #3

**Name:** Construction Management Services, Atlantic Intracoastal Waterway (AIWW) Bridge Replacement at Deep Creek, Chesapeake, VA

**Project Dates:** 01/16/2024 – Ongoing (2026 anticipated completion)

**Owner:** U.S. Army Corps of Engineers, Norfolk District

**Contact:** Stephen Reed, USACE NAO

**Phone:** 757.201.7740

**Email:** stephen.w.reed@usace.army.mil

**Description:** Through the Hana-Procon 8(a) JV, Procon is delivering Construction Management (CMA) and Quality Assurance (QA) services for the replacement of the functionally obsolete Atlantic Intracoastal Waterway (AIWW) Deep Creek Bridge. These services will support USACE in ensuring compliance with contract plans, specifications, safety regulations (such as EM 385-1-1 and OSHA requirements), and industry best practices.

## PROCON ATTACHMENT B AMENDMENT

Construction Manager Adviser for the Construction of Flagler Beach Fishing Pier Replacement I  
City Project No. 260 | RFQ NO. FB-242911

Complete with sidewalks on both sides, the new 144-foot long, 60-foot wide five-lane drawbridge bridge will include approach slabs, abutments, supporting piers, piles, pile caps, bulkheads, a fender system, mechanical and electrical systems, lighting, emergency power generation, controls, radio systems, signage, and an operator's control house equipped with HVAC, lighting, a restroom, and parking.

The new bridge will be constructed 100 feet south of the current structure and includes upgrades to surrounding roadways to enhance traffic flow and access. With an estimated cost of \$59M, the project addresses growing traffic demands in the region. Traffic management plans are in place to minimize disruption throughout construction.

### PROJECT #4

**Name:** St. Elizabeths Stream Restoration and Wetland Mitigation Project

**Project Dates:** 04/01/2015 – 07/31/2018

**Owner:** GSA Region 11

**Contact:** Jim Fortinsky, Project Manager

**Phone:** 202.329.1545

**Email:** james.fortinsky@gsa.gov

**Description:** Procon provided construction management services and prepared the St. Elizabeths Campus Stormwater Master Plan designed to comply with EPA regulation 438. This Stormwater Masterplan was the first such document to be jointly approved by both DC Water and DDOE and was later used by the same team to be granted 650,000 SRCs by the DC DOEE for the outstanding campus stormwater reduction program. SRCs are offsite stormwater credits that are awarded if a project site achieves stormwater reduction above the local District of Columbia regulations. This level of runoff reduction was achieved by complying with the federal regulations.

**ATTACHMENT C  
REQUIRED DISCLOSURE**

The following disclosure is of all material facts pertaining to any felony conviction or any pending felony charges in the last three (3) years in this State or any other state of the United States against (1) the Bidder, any business entity related to or affiliated with the Bidder or (3) any present or former owner of the Bidder or of any such related or affiliated entity. This disclosure shall not apply to any person or entity which is only a stockholder, which person or entity owns twenty percent (20%) or less of the outstanding shares of the Bidder whose stock is publicly owned and traded:

N/A

Bidder Name: Procon Consulting LLC

Signature: \_\_\_\_\_

Title: Senior Project Manager

Date: 01/10/2025

**END OF ATTACHMENT C**

RFQ – Construction Manager Adviser Flagler Fishing Pier

Page 17 of 60

**NOTE:** Ed Pogreba's name was inadvertently added to this list; therefore, no signature has been added for him.

**ATTACHMENT D  
BIDDER INFORMATION**

List the full legal name of each officer of the Corporation.

**President:** Kyu Jung

Signature:  B29C2BF8F46540F... Date: 01/10/2025

**Vice-President:** Mark Ilich, Executive Vice President

Signature:  C07DDA03DC5A478... Date: 01/10/2025

**Secretary:** Ed Pogreba, Senior Vice President

Signature: \_\_\_\_\_ Date: 01/10/2025

**Treasurer:** Jason Lopez, Senior Vice President

Signature:  26073500E0EA4B4... Date: 01/10/2025

List the Corporate Officer that will sign the contract: Kyu Jung

**END OF ATTACHMENT D**

**RFQ – Construction Manager Adviser Flagler Fishing Pier**

**ATTACHMENT E  
EXPERIENCE OF BIDDER**

Bidder Name: Procon Consulting LLC

Authorized Signature:  Date: 01/10/2025

Is your company currently involved in any active litigation? \_\_\_\_ Yes ☒ No

If Yes, explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has your company ever been sued? \_\_\_\_ Yes ☒ No

If Yes, explain and/or submit court decision or judgment, as applicable: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The Bidder must demonstrate the successful completion of four (4) projects of similar complexity, nature, size, and dollar amount in the capacity of CMA. Any material misrepresentation, as determined by the City of Flagler Beach, shall result in disqualification.

On the following pages, provide the requested information regarding experience within the past ten (10) years on four (4) projects. These projects must be new or rehabilitation projects. Preferred projects should be for a coastal community on or near the beach. Additional credit will be awarded for Fishing Piers, either concrete or wood.

RFQ – Construction Manager Adviser Flagler Fishing Pier

Page 19 of 60



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

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

This sworn statement is submitted to: The City of Flagler Beach (Public entity)

By: Jason Lopez, Senior Vice President  
(Individual's name and title)

For: Procon Consulting LLC  
(Name of entity submitting sworn statement)

Whose business address is: 113 King Street, Cocoa, FL 32922  
Corporate: 1800 Tysons Boulevard, Suite 620, McLean, VA 22102

Federal Employer Identification Number (FEIN): 54-1981434

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

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

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3. I understand that an "affiliate" as defined in Section 287.133(1)(a), Florida Statutes, means: A predecessor or successor of a person convicted of a public entity crime: or an entity under the control of any natural person who is active in the management of the entity and how 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 (1) 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 thirty-six (36) months shall be considered an affiliate.
4. I understand that a "person" as defined in Section 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 bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

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

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

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


However, there has been a subsequent proceeding before an Administrative Law Jury of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Administrative Law Jury

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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 CITY OF FLAGLER IS FOR THE CITY 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 CITY PRIOR TO ENTERING IN TO 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:   
Date: 01/10/2025

State of: Florida



County of: Brevard

PERSONALLY APPEARED BEFORE ME, the undersigned authority,

Jason Lopez who, after first being sworn by me,  
(Name of individual signing)

affixed his/her signature in the space provided above on this 13 day of January, 2025.

#### ACKNOWLEDGEMENT

STATE OF FLORIDA	
COUNTY OF <u>Brevard</u>	
<u>Jason Lopez</u> Sworn to (or affirmed) and subscribed before me by means of	<u></u> Signature of Notary Public
online notarization <input type="checkbox"/> OR physical presence <input checked="" type="checkbox"/> by <u>Jason Lopez Jr</u>	Print, Type or Stamp Commissioned Name of Notary Public below: <u>Kitsie A. Ferguson</u>
this <u>13</u> day of <u>January</u> , 20 <u>25</u> .	
Personally Known <input type="checkbox"/> OR Produced identification <input checked="" type="checkbox"/>	
Type of Identification Produced: <u>Florida Driver License</u>	

END OF ATTACHMENT F

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**ATTACHMENT G  
AFFIDAVIT OF NON-COLLUSION**

The undersigned bidder or agent, being duly sworn on oath, says that he/she has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to include anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding. He/She further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee gift, commission or thing of value on account of such sale.

**OATH AND AFFIRMATION**

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FACTS AND INFORMATION CONTAINED IN THE FOREGOING BID FOR PUBLIC WORKS ARE TRUE AND CORRECT.

Dated this 13 day of January, 2025.

Procon Consulting LLC

(Bidder Name)

Senior Vice President

(Title)

(Signature)

**ACKNOWLEDGEMENT**

STATE OF FLORIDA

COUNTY OF Brevard

Signature of Notary Public

Print, Type or Stamp Commissioned Name of Notary Public below:

Sworn to (or affirmed) and subscribed before me by means of

online notarization ☐ OR physical presence ☒ by Dana Lopez *KL*

this 13 day of January, 2025.

Personally Known ☐ OR Produced identification ☒

Type of Identification Produced: Florida Driver License *KL*



**END OF ATTACHMENT G**

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**ATTACHMENT H  
CERTIFICATION OF NON-SEGREGATED FACILITIES**

The Bidder certifies that they do not maintain or provide for their employees any segregated facilities at any of his establishments, and that they do not permit their employees to perform their services at any location, under their control, where segregated facilities are maintained. The Bidder certifies further that they will not maintain or provide for their employees any segregated facilities at any location under their control where segregated facilities are maintained. The Bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this Bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage and dressing areas, parking lots, drinking fountains, recreation or entertainment area, transportation and housing facilities provided for employees which are segregated by explicit directive, or are in fact segregated on the basis of race, color, religious disability or national origin, because of habit, local custom, or otherwise. The Bidder agrees that (except where they have obtained identical certifications from proposed subcontractors for specific time periods) they will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his files.

The nondiscriminatory guidelines as promulgated in Section 202, Executive Order 11246, and as amended by Executive Order 11375 and as amended, relative to Equal Opportunity for all persons and implementations of rules and regulations prescribed by the United States Secretary of Labor are incorporated herein.

Name: Jason Lopez, Senior Vice President

Signature: 

Date: 01/10/2025

Title: Senior Vice President

Official Address: 113 King Street, Cocoa, FL 32922

Corporate: 1800 Tysons Boulevard, Suite 620, McLean, VA 22102

**END OF ATTACHMENT H**

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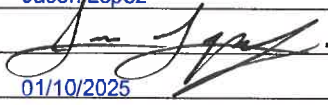
**ATTACHMENT I  
DRUG-FREE WORKPLACE**

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that

Procon Consulting LLC does hereby: (Name of Business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are proposed a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under proposal, the employee will propose by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893, Florida Statutes, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of the matters set forth above.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Name: Jason Lopez  
Signature:   
Date: 01/10/2025  
Title: Senior Vice President

**END OF ATTACHMENT I**

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**ATTACHMENT J  
CONFLICT OF INTEREST STATEMENT**

Before me, the undersigned authority, personally appeared \_\_\_\_\_,  
who was duly sworn, deposes, and states:

1. I am the Senior Vice President of Procon Consulting LLC with a local office in Cocoa, FL and principal office in McLean, VA.
2. The above-named entity is submitting an Expression of Interest for the City of Flagler Beach project described as bid number RFQ NO. FB-242911.
3. The Affiant has made diligent inquiry and provides the information contained in this Affidavit based upon his own knowledge.
4. The Affiant states that only one submittal for the above project is being submitted and that the above-named entity has no financial interest in other entities submitting proposals for the same project.
5. Neither the Affiant nor the above-named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive pricing in connection with the entity's submittal for the above project. This statement restricts the discussion of pricing data until the completion of negotiations and execution of the Agreement for this project.
6. Neither the entity nor its affiliates, nor anyone associated with them, is presently suspended or otherwise ineligible from participating in contract lettings by any local, state, or federal agency.
7. Neither the entity, nor its affiliates, nor anyone associated with them have any potential conflict of interest due to any other clients, contracts, or property interests for this project.
8. I certify that no member of the entity's ownership, management, or staff has a vested interest in any aspect of or Department of the City of Flagler Beach.
9. I certify that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with City of Flagler Beach.
10. In the event that a conflict of interest is identified in the provision of services, I, on behalf of the above-named entity, will immediately notify the City of Flagler Beach in writing.

\_\_\_\_\_  
Signature of Affiant

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ACKNOWLEDGEMENT

STATE OF FLORIDA  
COUNTY OF Brevard

Sworn to (or affirmed) and subscribed before me by means of  
online notarization ☐ OR physical presence ☒ by Jason Lopez JR  
this 13 day of January, 2025.  
Personally Known ☐ OR Produced identification ☒  
Type of Identification Produced: Florida Driver License JR

Signature of Notary Public  
Print, Type or Stamp Commissioned Name of Notary Public below: Kittie A. Ferguson



END OF ATTACHMENT J

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

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**ATTACHMENT K  
COMPLIANCE WITH THE PUBLIC RECORDS LAW**

Upon award recommendation or thirty (30) days after receiving submittals, they become "public records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes. Proposers must invoke the exemptions to disclosure provided by law in the response to the solicitation and must identify the data or other materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary.

If the company submits information exempt from public disclosure, the company must identify with specificity which pages/paragraphs of their bid/proposal package are exempt from the Public Records Act, identifying the specific exemption section that applies to each. The protected information must be submitted to the City of Flagler Beach in a separate envelope marked accordingly.

Company Name: Procon Consulting LLC

Authorized representative Printed Name: Jason Lopez

Authorized Representative Signature: 

Date: 01/10/2025

**END OF ATTACHMENT K**

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**ATTACHMENT L  
AMERICANS WITH DISABILITIES ACT AFFIDAVIT**


The undersigned CONTRACTOR swears that the information herein contained is true and correct and that none of the information supplied was for the purpose of defrauding the CITY.

The CONTRACTOR will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant for employment is qualified. The CONTRACTOR agrees to comply with the rules, regulations and relevant orders issued pursuant to the Americans with Disabilities Act (ADA), 42 USC s. 12101 et seq. It is understood that in no event shall the CITY be held liable for the actions or omissions of the CONTRACTOR or any other party or parties to the Agreement for failure to comply with the ADA. The CONTRACTOR agrees to hold harmless and indemnify the CITY, its agents, officers or employees from any and all claims, demands, debts, liabilities or causes of action of every kind or character, whether in law or equity, resulting from the CONTRACTOR's acts or omissions in connection with the ADA.

Name: Jason Lopez  
Authorized Signature: [Signature]  
Date: 01/10/2025  
Title: Senior Vice President

Affix Corporate Seal:

**ACKNOWLEDGEMENT**

<b>STATE OF FLORIDA</b>	
COUNTY OF <u>Brevard</u>	
<div>Sworn to (or affirmed) and subscribed before me by means of online notarization <input type="checkbox"/> OR physical presence <input checked="" type="checkbox"/> by <u>Jason Lopez</u> <sup>kt</sup> this <u>13</u> day of <u>January</u>, 2025. Personally Known <input type="checkbox"/> OR Produced identification <input checked="" type="checkbox"/> Type of Identification Produced: <u>Florida Driver License</u> <sup>kt</sup></div>	
<div><div><u>[Signature]</u> <b>Signature of Notary Public</b> Print, Type or Stamp Commissioned Name of Notary Public below: <u>Kitsie A. Ferguson</u></div><div></div></div>	

**END OF ATTACHMENT L**

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**ATTACHMENT M  
LIST OF LICENSES and CERTIFICATIONS**

License/Cert. Name	Number	Issuing Authority	Expiration Date
Sean Person	N/A	Project Management Institute	N/A
	N/A	U.S. Green Building Council LEED Accredited Professional	-
Casey Cloonan	N/A	U.S. Green Building Council LEED Green Associate	-
	3712723	Project Management Institute CAPM Certification	12/2026
	N/A	Cryogenics Single Walled Stainless Steel & Vacuum Jacketed Piping Inspection Certification	-
Charles Plumb, II	N/A	U.S. Army Corps of Engineers CQM Certified	N/A
Olufemi Gbolagun	1.4-0000016-0819	American Society of Professional Estimators Certified Professional Estimator	12/31/2025

**END OF ATTACHMENT M**

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## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/13/2024

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).

<b>PRODUCER</b> Automatic Data Processing Insurance Agency, Inc.  1 Adp Boulevard Roseland NJ 07068		<b>CONTACT NAME:</b> Automatic Data Processing Insurance Agency, Inc. <b>PHONE (A/C, No, Ext):</b> 1-800-524-7024 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b>	
<b>INSURED</b> Procon Consulting, LLC  1800 Tysons Blvd Suite 620 Mc Lean VA 22102		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A :</b> Wesco Insurance Company <b>INSURER B :</b> <b>INSURER C :</b> <b>INSURER D :</b> <b>INSURER E :</b> <b>INSURER F :</b>	<b>NAIC #</b> 25011

### COVERAGES

**CERTIFICATE NUMBER:** 3629525

**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
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	Y	WWC3702300	03/29/2024	03/29/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> 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

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

### CERTIFICATE HOLDER

SAMPLE

4

### CANCELLATION

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

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2016/03)

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consulting ■