

**Statement of Qualifications
for
RFQ LC 2021-01 Design Consultant for GIS
Mapping Project DEO
COPY**



Prepared for:

City of Green Cove Springs
321 Walnut Street
Green Cove Springs, FL 32065
Attention: Laurie Griffin
Assistant Finance Director
904.297.7500 ext. 3323
lgriffin@greencovesprings.com



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Prepared by:

Pickett and Associates, Inc.
5010 West Nassau Street
Tampa, FL 33607
813.877.7770
www.pickettusa.com



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February 1, 2021

City of Green Cove Springs
321 Walnut Street
Green Cove Springs, FL 32065

Attention: Laurie Griffin

RE: Statement of Qualifications for RFQ LC 2021-01 Design Consultant for GIS Mapping Project
DEO

Dear Laurie,

Pickett and Associates, Inc. (Pickett) is pleased to respond to your request for qualifications. Pickett understands that the City of Green Cove Springs is seeking a GIS consultant to assist the City in developing an online mapping system that is user friendly along with ability to house the City's spatial data

We are committed to the City of Green Cove Springs' interests and trust that our Statement of Qualifications communicates a level of capability and expertise that exceeds your expectations and communicates our desire to be a part of your team. We are fully prepared to become a trusted and reliable extension of your team.

For over 60 years, our proven track record of reliability and quality is why our clients continually retain our company, and we commit to providing the City of Green Cove Springs with an exceptional level of service.

If you have any questions or require additional information, please do not hesitate to contact me. We look forward to working with the City of Green Cove Springs and are committed to a safe and successful relationship.

Thank you for your consideration.

Sincerely,

Michael Jensen
GIS Manager
813.877.7770 x 119
MJensen@PickettUSA.com



Design Consultant for GIS Mapping Project DEO
Statement of Qualifications



Table of Contents

Firm Information	3
About Pickett	4
Company Background	5
Proposed Services	6
Pickett’s GIS Services	7
GIS Personnel	10
GIS Project Experience	11
Staff Resumes	15
Submittal Forms	24
Public Entity Crimes Requirement	25
Drug-Free Workplace Compliance Form	28
Standard Addendum To All City Contracts and Agreements	29



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Firm Information



Design Consultant for GIS Mapping Project DEO Statement of Qualifications



About Pickett

Pickett is an engineering, surveying, and mapping firm with over 60 years of success. Based in central Florida, our primary service area covers the mid-Atlantic, southeast, and southwest United States. Pickett is the only firm in the United States offering in-house Geographic Information System (GIS), transmission line engineering, surveying, and aerial mapping services. We underpin these integrated service offerings with robust project management and quality, delivered by an engineering and surveying staff that has worked closely together on hundreds of projects over the years and developed reliable and trusting relationships with each other and our clients.



Pickett's headquarters are located in Tampa, Florida, and we have nine additional supporting offices located throughout the southeast, midwest and southwest. Our GIS Team is based out of our Tampa office but supports clients throughout the country. Survey, LiDAR, mapping and engineering Subject Matter Experts will provide QA/QC and miscellaneous support from our Dallas, Ann Arbor, and Bartow offices.





Design Consultant for GIS Mapping Project DEO Statement of Qualifications



Company Background

We Draw Upon Diverse Capabilities in the Power and Telecommunications Sectors

Pickett's primary clients are investor owned utilities, electric cooperatives, environmental consultants, construction companies, telecommunications companies, and power and telecom consultants.

We Excel on Projects That Test Our Skills and Imagination

Our designers, engineers, and technicians possess a varied utility and consulting background with experience encompassing transmission line and substation design, telecom structural engineering, civil/site and access road design, construction, and project management.

We Assemble a Core Project Delivery Team for Each Client

Each team member becomes a Subject Matter Expert (SME) in the client's design standards, practices, and philosophies with responsibility for training all future team members. This enables our project execution teams the ability to perform multiple projects effectively and concurrently.

We Work Collaboratively as a Natural Extension of our Clients Teams

Our project delivery style and approach is to effectively communicate and work closely with our client's staff, vendors, and key stakeholders throughout all phases of the project life cycle.

Quality Assurance and Quality Control are Woven into Our Project Planning and Execution

Pickett's project execution methodology integrates formal quality checkpoints of deliverables throughout the project life cycle. Our Quality Assurance (QA) process relies upon the use of extensive checklists, understanding of design codes and standards, and the training and experience of our engineers, designers, and technicians. Our Quality Control (QC) process employs stringent, independent design reviews in accordance with internal procedures and client specific requirements.

Our Engineering Approach Emphasizes Ease of Construction, Operational Cost Savings, and System Reliability

Pickett's engineers recognize that each client has unique requirements that cannot be addressed through a one size fits all approach. This demands that our engineers develop a strong understanding of how design philosophies and decisions uniquely impact a specific project, as well as how they affect the client's overall business.

We Inject Project Management Processes, Practices, and Controls for Comprehensive and Predictable Project Outcomes

Our Project Management Office (PMO) is based in Austin, Texas and provides a centralized and organized approach to managing and executing Pickett's projects. We apply a customized project management methodology that is based on the Project Management Institute's principles of project management. The PMO contains a collaborative group of certified Project Management Professionals that communicates seamlessly with Pickett's technical experts, provides clients and stakeholders optimized business, and contributes to each project's successful completion.



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Proposed Services

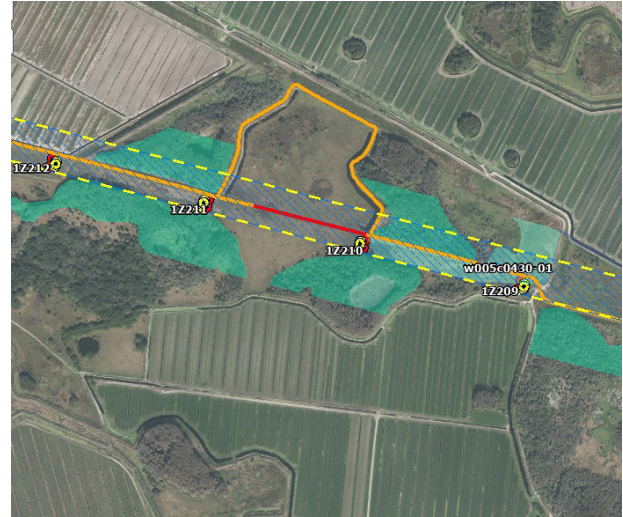


Design Consultant for GIS Mapping Project DEO Statement of Qualifications



Pickett's GIS Services

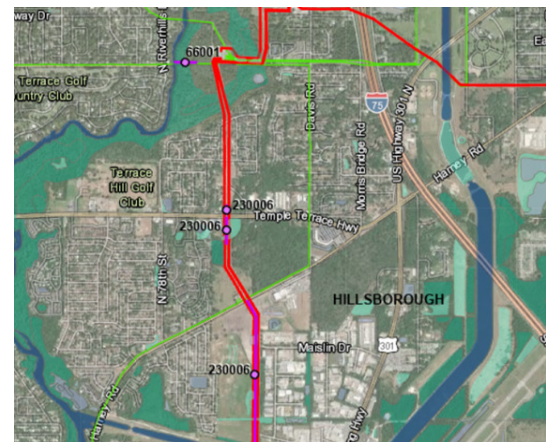
Pickett prides itself in the quality and unique experience of our staff that lead the way in delivering superior GIS services to our clients. As a multidiscipline firm, Pickett has been offering GIS services since 1999. Our GIS team provides the ability to analyze large amounts of data through a geospatial component, which allows our team and clients to simultaneously visualize projects as they progress through time. Our GIS team is proficient in the latest versions of the ArcGIS software and has experience in the creation of GIS maps, data manipulation, analysis and conversion, and database design. The team is also proficient in creating ESRI Web Apps, Dashboards, and all other aspects of ArcGIS Enterprise and ESRI Online.



Pickett's GIS project experience covers a wide range of both size and complexity. GIS plays an integral role within all aspects of these projects from the start of a project with route studies and land acquisition all the way to design and construction. Our GIS team is continually improving and adjusting to maximize quality and efficiency of each unique project. The Pickett culture encourages cross departmental collaboration, which is integral to providing quality service. Our GIS team works closely with each Subject Matter Expert to ensure the story is told from the perspective of the individuals that will be utilizing the tools created.

Pickett has provided GIS services for the Florida Department of Environmental Protection's Bureau of Mine Reclamation and the Division of State Lands Surveying Mapping & Land Acquisition. We have developed an online GIS for the FDEP's land acquisition program in the Green Swamp to aid in tracking and identifying acquisitions in addition to projects along the Peace River and the Bombing Range Ridge.

A large portion of our mapping work for many clients requires GIS deliverables. We are familiar with the Metadata requirements of Corpsmet95 and the Tri-Services CADD standards. Having experience in maintaining government data and metadata that will be utilized by multiple stakeholders and the public, we recognize the importance of metadata for the usefulness and further utility of the data. In addition to metadata validation, we make sure that all of the useful details regarding the data are included so that multiple stakeholders can obtain beneficial information and utilize the data properly. Additionally, Pickett uses ESRI

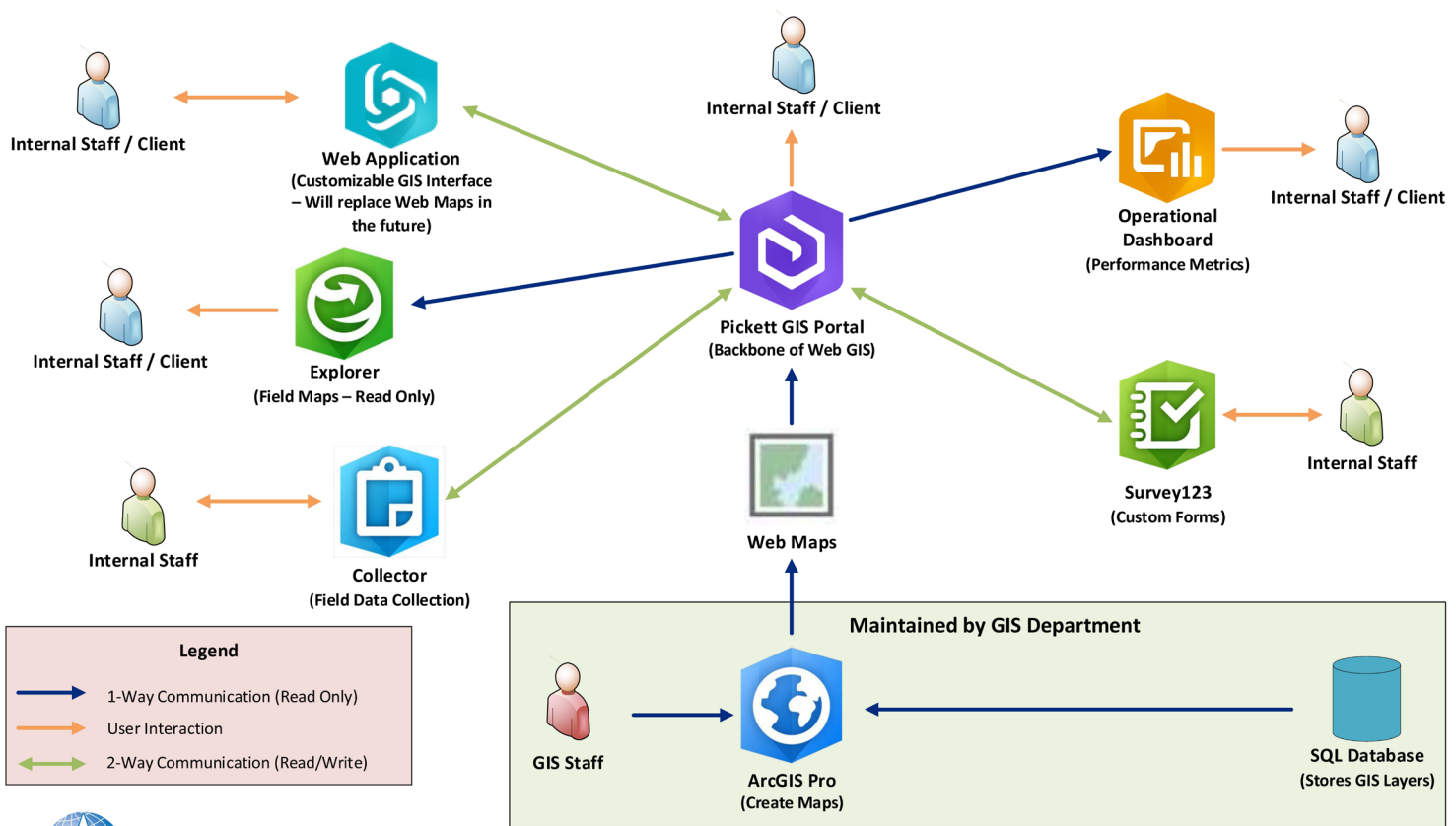




Design Consultant for GIS Mapping Project DEO Statement of Qualifications



and Microsoft SQL for its enterprise solution as shown below with multiple applications available for use on utility projects.



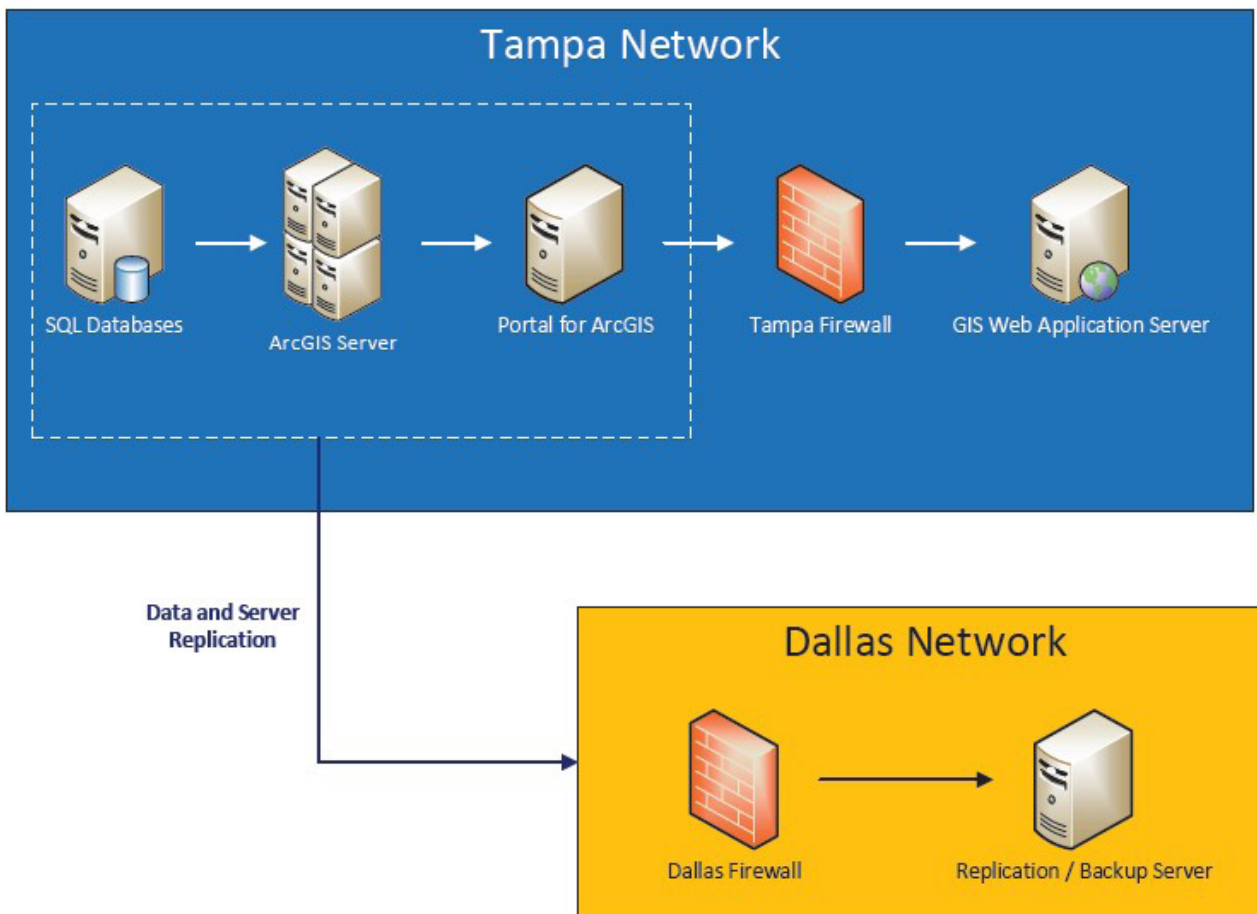
Our GIS capabilities include an all inclusive map portal that serves as a project management tool, housing several key project components in one place. The use of our GIS portal provides a greater transparency to the project and increases the communication flow between all parties involved. The portal provides a means for each party to visualize the project in terms of planning, construction progress, and construction documentation.

Our Pickett team also includes an in-house Information Technology (IT) department committed to ensuring around the clock system reliability. We are committed to following best practices regarding cyber and physical security, business continuity, and disaster recovery as it relates to our own network as well as client data. All data and services utilized on this project will be stored on Pickett owned and maintained internal servers which take advantage of live offsite replication for backup and disaster recovery purposes. Below shows Pickett's network and replication workflow. Our IT team is led by an individual who has many years of GIS experience



which includes implementation of ESRI Enterprise across a variety of industries. This diverse experience helps facilitate a close collaboration between our IT and GIS departments, which results in a dynamic and multi-faceted process of solution creation.

Pickett GIS Network and Replication Diagram



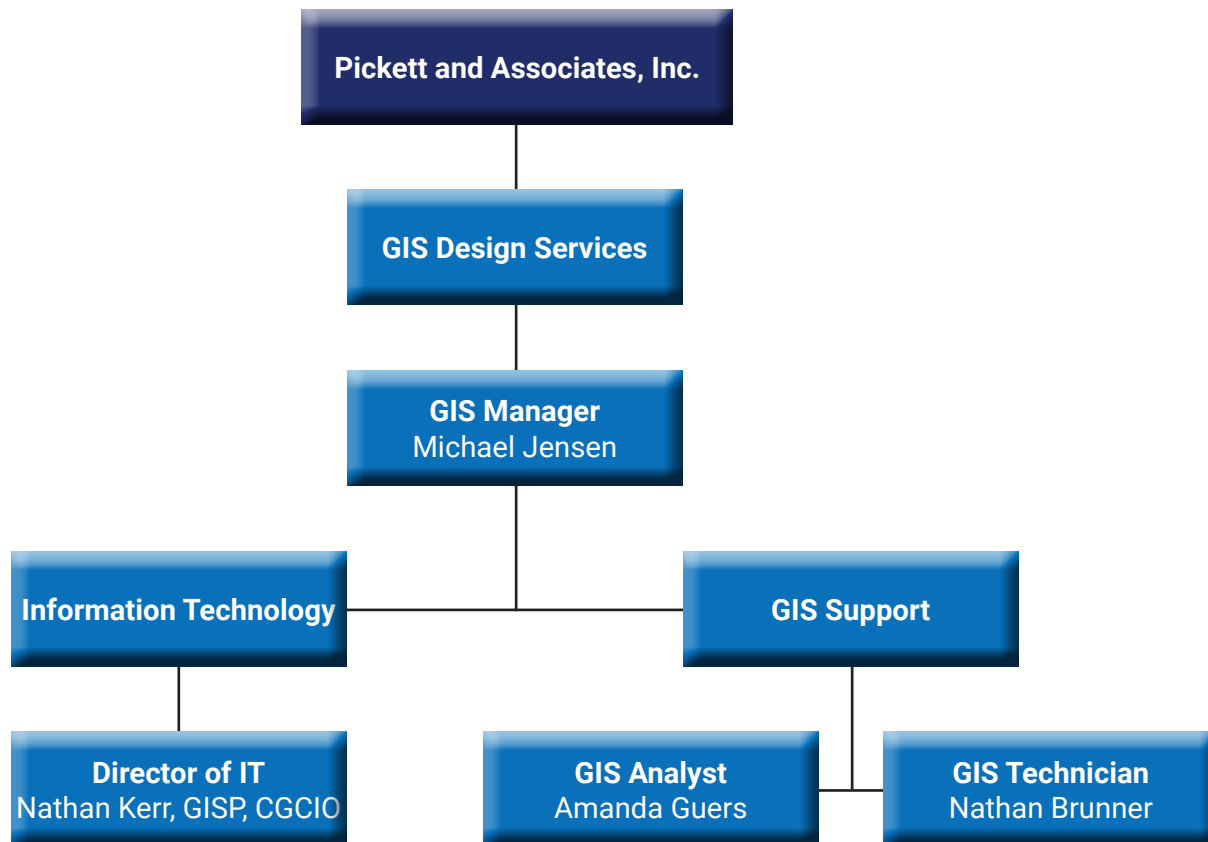
Lastly, at Pickett we are consistently striving to create innovative approaches that satisfy each project's unique needs. Some of these techniques include: Automated weekly reports on client usage of applications, custom tailored instructional materials, and a QAQC approach to ensuring data uploaded to the database is effectively tracked and archived. As described above, our GIS team focuses on the importance of feedback from each Subject Matter Expert, cross departmental collaboration, and continual improvement in creating innovative solutions that lead to successful project completion.



GIS Personnel

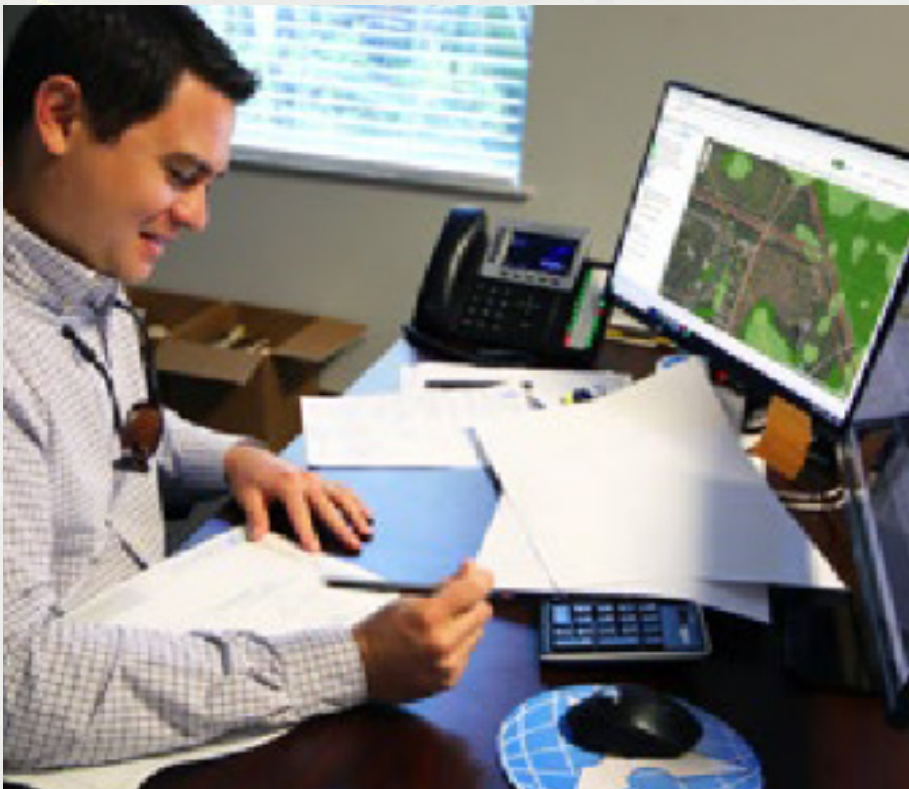
The project team will be led by Michael Jensen, Pickett’s GIS Manager who has over ten years of professional experience in GIS and its applications within Utilities, Environmental Sciences, Geology/Mining, and Construction. He brings a geospatial perspective in helping with project efficiency, new ways of presenting data, and building databases to better track information. Michael is proficient in all ESRI software, AutoCAD, QGIS, Manifold, and Trimble GPS Software.

Overall IT application and infrastructure management, maintenance, and support of the GIS platform and its backbone will be provided by Nathan Kerr, GISP. Nathan will bring his blend of 15 years as a GIS professional at Cardno TBE, and four years of experience as GIS Manager and Chief Technology Officer with the City of West Palm Beach where he implemented ESRI Enterprise throughout the cities many departments.. Nathan maintains Pickett’s Enterprise GIS, including its GIS Portal and GIS web applications, manages virtual servers related to GIS, and establishes data and workflow process standards.





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GIS Project Experience



Design Consultant for GIS Mapping Project DEO
Statement of Qualifications



Project Client & Facility: North Florida Resiliency Connection, 161kV Circuit Build, NextEra, Florida

Date of Assignment: 2019 – 2020

Brief Description of Assignment: The project consists of a 176 mile, 161kV Transmission line from Florida Power and Light Raven Substation in Lake City, FL to Gulf Power Sinai Cemetery Substation near Chattahoochee, FL.

Our team is responsible for the overall engineering as well as coordination and oversight of real estate acquisition, surveying, federal, state, and local permitting, and construction support. Pickett provided multi-disciplinary engineering including civil, electrical, and transmission. Detailed coordination is required across various consultants, subconsultants, and departments within the owner organization.

There were many challenges to overcome on the project including real estate acquisition, corridor access, environmental design and permitting, schedule coordination among multiple miniature projects within the overall project, construction and outage constraints, structure fabrication and material procurement, AC mitigation studies, critical crossings and MOT, joint use distribution, karst and geological conditions, fiber communication paths, etc.

The Pickett multi-disciplinary engineering team coupled with our GIS, surveying, and mapping capabilities have made the project possible. Our ability to integrate all of the project content into one universal web based dynamic GIS platform enabled the entire project team to have the latest and greatest project content at their fingertips throughout the project. The project team consisted of client managers, executives, real estate personnel, surveyors, environmental consultants, engineers, and contractors.

Our GIS portal integrated detailed right of way information to support real estate, permitting, engineering and construction. Information included boundary surveys, right of way and property line work, attributes for each parcel, a variety of easement types for primary transmission facilities, permanent access, and temporary construction access.

Our team integrated multi-discipline engineering content to the portal. This included but was not limited to environmental jurisdictions, wetland delineations, wildlife locations, cultural resource areas. Civil engineering content included access roads, temporary matting, stormwater features, and line engineering including structures with attributes to describe the structures.





Design Consultant for GIS Mapping Project DEO
Statement of Qualifications



Project Client & Facility: Rio Pinar – Econlockhatchee – Winter Park East 230kV Line Rebuild, Duke Energy Florida (DEF), Florida

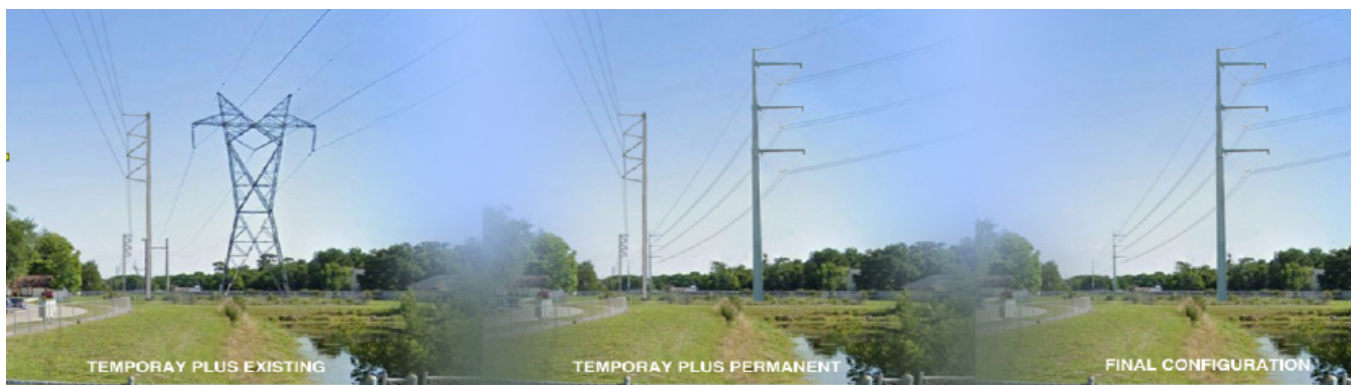
Date of Assignment: 2019 – 2022 (end of construction)

Brief Description of Assignment: The project consists of rebuilding the approximately 6.49 mile line section of the NR 230kV line from Rio Pinar Substation to Econlockhatchee Substation (3.78 miles) and Econlockhatchee Substation to Winter Park East Substation (2.71 miles) in Orange and Seminole Counties, Florida.

All existing tangent structures will be replaced with engineered steel double circuit capable monopoles. The new structures will be designed to support double bundled 1026 ACCC/TW and 48-count OPGW spanning between 1,000ft and 1,400ft.

Project challenges included line outage constraints, maintaining ground clearance requirements, meeting ampacity requirements, easement rights restricting deviation from the existing centerline alignment, permitting requirements for the Central Florida Expressway Interchange of S.R. 408 and S.R. 417 where the temporary and permanent line cross, developing traffic control plans (MOT), supporting DEF Public Engagement project release to the public and open house by creating an interactive map of the project, and construction sequencing. Coordination with DEF internal departments and outside vendors to prepare a construction access and sequence plan for use on project budgeting and the construction bid process was required.

Field data was captured using the collector app, engineering specs presented in a web app, and Public Outreach utilized a specific web app and maps created by the GIS team. All items used as a communication tool when assessing the many challenges presented on this project.





Design Consultant for GIS Mapping Project DEO Statement of Qualifications



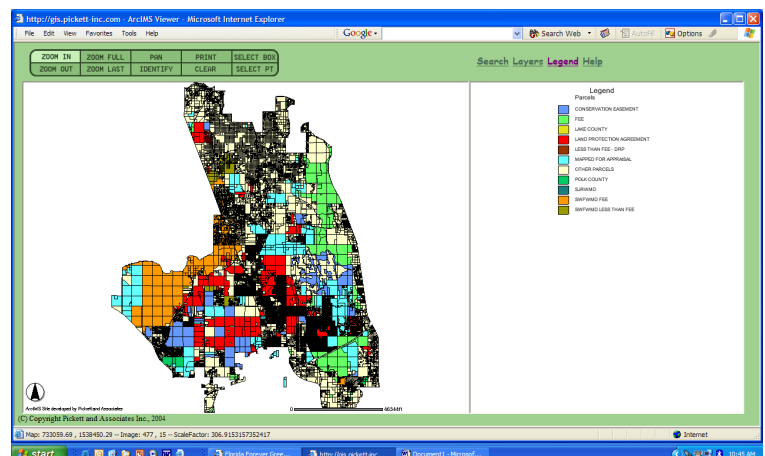
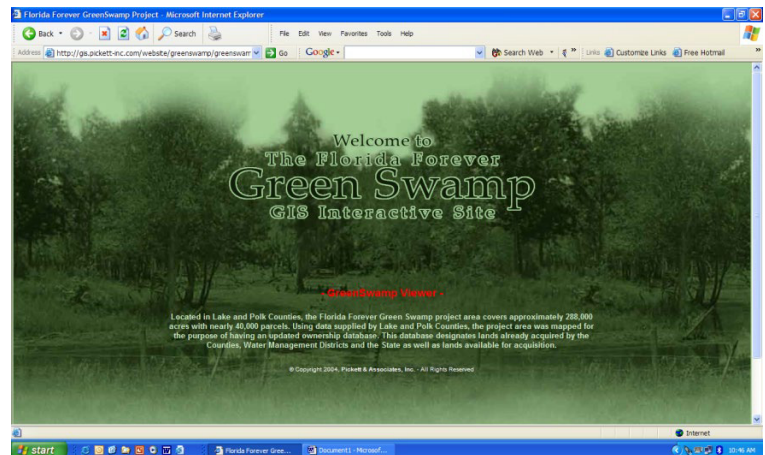
Project Client & Facility: Green Swamp Boundary Surveys – Multiple Parcels, FDEP, Bureau of Survey & Mapping

Date of Assignment: 2005 – 2006

Brief Description of Assignment: Pickett has been working with the Florida Department of Environmental Protection to acquire and manage lands in the Central Florida Green Swamp area for over ten years. Located in Lake and Polk Counties, this large area of Critical State concern comprises over 16 Townships and is the headwaters of four major river systems.

Our work has consisted of deed research, acquisition of title work, aerial photography, appraisal maps, boundary surveys for acquisition, marking lines for management, GIS database, and mapping of ownerships and wetlands mapping in association with our sub-consultant Scheda Ecological. To date we have surveyed over 25,000 acres in multiple ownerships throughout the area. In August of 2003, we completed acquisition surveys on 11 separate parcels meeting FDEP’s acquisition standards.

In addition to our boundary and appraisal mapping services, we have completed a GIS ownership map of a portion of the southeast quadrant of the project area comprising approximately 8,000 parcels and delivered an on-line GIS of the overall Green Swamp based on property appraiser data that will allow the State to track fee acquisitions, less that fee conservation easements, offers to sellers and target parcels remaining in the acquisition area.





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Pole Type	Wood
Primary Distribution	3PH Tangent
3PH Primary Configuration	Delta
Primary Neutral	YES
Secondary Distribution/Pulloff	1-Phase
Secondary Distribution/Pulloff Neutral	YES
Riser (OH-UG)	NO
Switch(es)	NO
Recloser	NO
Lightning Arrester	NO
Fuse(s)	YES
Transformer	NO

[Zoom to](#)

Staff Resumes



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Michael Jensen
GIS Manager

Education

Bachelor of Science, Environmental Science
Montana State University, 2010

Professional Affiliations

URISA Member

Years of Experience

Career: 11

With Pickett: 3

Qualifications Summary

Mr. Jensen has over 10 years of professional experience in the GIS and its applications within Utilities, Environmental Sciences, Geology/Mining, and Construction. His background gives him the ability to work on an array of various types of projects. He brings a geospatial perspective in helping with project efficiency, new ways of presenting data, and building databases to better track information. He has spent as much time using GIS on a computer as working in the field to better understand the different aspects of project development from start to finish. On a technical standpoint Mr. Jensen is proficient in all ESRI software, AutoCAD, QGIS, Manifold, and Trimble GPS Software.

Professional Experience

GIS Support for Various Transmission Line Projects for; Duke Energy Florida, Florida Power & Light and Tampa Electric Company, Across Florida

Date of Assignments: 2018 – Present

Role on Projects: Senior GIS Analyst

Brief Description of Assignments: Served as GIS Lead on Transmission Line Projects pertaining to Siting, Route Studies, Detailed Engineering, and Civil Design. Support was given with developing web maps, PDF maps, data analysis, and organization of data/metadata. Using both innovative technologies and GIS, projects were able to be performed efficiently, while improving quality of deliverables. Construction progress was tracked using GIS databases and web maps to create transparency with clients through the project. With his knowledge in multiple industries, data is organized properly for permitting, construction, and client needs. These projects were both new routes and rebuilds.

GIS Support for Environmental Permitting of Various Transmission and Distribution Line Projects for; Duke Energy Florida, Florida Power & Light and Tampa Electric Company, Across Florida

Date of Assignments: 2015 – 2018

Role on Projects: Senior GIS Analyst

Brief Description of Assignments: Served as GIS Lead on Environmental Permitting for many Transmission and Distribution projects throughout Florida. Support was given by creating exhibits, data development/organization, environmental field surveys, and data analysis. All data

Michael Jensen

calculations were run through GIS for final permit calculations when figuring out impacts to be mitigated on projects. GIS was also used to help collect and analyze field data using Trimble GPS equipment.

GIS Support for Environmental Permitting of Various Transmission and Distribution Line Projects for; Duke Energy Florida, Florida Power & Light and Tampa Electric Company, Across Florida

Date of Assignments: 2015 – 2018

Role on Projects: Senior GIS Analyst

Brief Description of Assignments: Served as GIS Lead on Environmental Permitting for many Transmission and Distribution projects throughout Florida. Support was given by creating exhibits, data development/organization, environmental field surveys, and data analysis. All data calculations were run through GIS for final permit calculations when figuring out impacts to be mitigated on projects. GIS was also used to help collect and analyze field data using Trimble GPS equipment.



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Nathan A. Kerr, GISP, CGCIO
Director of IT

Education

Bachelor of Arts, Geography
University of South Florida

Years of Experience

Career: 19

With Pickett:

Professional Registrations

Certified Geographic Information Systems
Professional (GISP)
GISCI, No. 66776

Certified Government Chief Information
Officer (CGCIO)
Florida Institute of Government

Florida DEP Stormwater Management
Inspector #25911

Professional Affiliations

URISA GIS Organization

Qualifications Summary

Mr. Kerr graduated from the University of South Florida in 2001 and worked as a Geographic Information System (GIS) professional at Cardno TBE for fifteen years. In 2016 he took the position of GIS Manager at the City of West Palm Beach eventually leaving the City as the Chief Technology Officer to take the GIS Administrator position with Pickett. He is experienced in advanced GIS analysis, database creation and administration, web mapping and the entire suite of ArcGIS applications. In his current role Mr. Kerr maintains Pickett's Enterprise GIS, including its Portal and GIS Web Applications, manages virtual servers related to GIS, establishes data and workflow process standards and provides training to other Pickett staff. He also has experience with various models of GPS units, data loggers, data collection applications and field inventories.

Professional Experience

Various Enterprise GIS Analysis/Implementation projects for; Pickett and Associates, City of West Palm Beach, City of Casselberry, City of Temple Terrace, Texas Department of Transportation and other municipalities throughout the State of Florida

Date of Assignments: 2001 – Present

Role on Projects: GIS Analyst/Implementor

Brief Description of Assignments: Provided GIS analysis and mapping for various projects covering a wide range of disciplines. Served as GIS Analyst for utility infrastructure inventory and condition assessment projects. Duties for this role included; collecting data from contractors and verifying format/structure for loading into GIS and Asset Management applications, attended monthly status meetings, completed field visits to ensure work conformed to specifications, reviewed models to assign asset criticality, corrected the spatial location of all assets in GIS geodatabase, migrated appropriate asset attributes to GIS or CAMS database; developed a director's reporting dashboard using an ArcGIS web application.

Nathan A. Kerr, GISP, CGCIO

Provided 3D model renderings of proposed and existing traffic lanes, utilities and electric poles utilizing ArcGIS Scene. Created and presented “drive-by’s” and “fly-by’s” of the completed 3D information

Assisted or led multiple implementations of the ESRI Enterprise GIS application. Duties performed in a typical project included a needs assessment, database development, desktop and Web application development, GIS analysis of engineering data, GIS software training, utilities infrastructure management recommendations and modeling and EPA/GASB 34 compliance.

Performed and directed the install/upgrade of ArcGIS Server and new implementations of Portal for ArcGIS. Employed a High Availability (HA) environment through the use of virtual servers to ensure backup and business continuity. Included implementation of SQL Server and creation of enterprise geodatabases.

Various GIS Web-based Maps and Applications for; NEXTERA, City of West Palm Beach, Edward Hines VA Hospital, Clark County Water Reclamation District and Georgia Department of Transportation

Date of Assignments: 2010 – Present

Role on Projects: GIS Analyst / Web Map Designer

Brief Description of Assignments: Served as GIS Analyst/Designer to create GIS web applications for presentation of project data online. The web maps and applications allowed clients to review GIS data quickly without the need of expensive GIS software. Other features of the web-based GIS included the ability to select and query individual features as well as hyperlinks to see any associated documentation related to the GIS data.

Managed GIS related items such as geodatabases, feature classes, web services and web maps. Prepared Collector for ArcGIS inventory maps for field crews to track staking and other outdoor operations, created Operational Dashboards to provide management insight into field activities and overall project status.

Implemented Open Data Portals as a way to share GIS information with designated users. The Portal integrated into a client’s Enterprise GIS database to provide real time data to end users. Users were able to download data at will for use in their own GIS analysis or mapping.

Designed and implemented a GIS web application to inform residents on the status of various Capital Improvement Projects (CIP) under construction within a designated area. The public is able to search for CIPs near their address and obtain detailed information including the Project Manager phone and email, construction status, contractor, schedule, budget, etc. This provide dimportant information real time to residents and fostered a sense of transparency in Government for the public.



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Nathan Brunner
GIS Technician

Education

Bachelor of Arts, Interdisciplinary Studies
Northeastern Illinois University, 2016

Years of Experience

Career: 4
With Pickett: 2

Qualifications Summary

Member of Pickett & Associate's GIS Department since October 2018. Developed map sets to assist route studies. Map packages include transportation, environmental factors, candidate route segments and existing alignments of study areas. Assisted in the development of Maintenance of Traffic (MOT) map sets for projects along existing transportation routes. This includes analyzing the proper placement of signage and barriers and ensuring new flow of traffic is logical and sustainable. Created web maps of projects, allowing for client users to visualize current project progress and allow for preliminary projects to have a visual representation in real-time. Managed web maps on the ESRI enterprise map portal, which houses all web maps sorted by group. Worked with ArcGIS Web App Builder to create configurable web applications for clients and internal users. Web apps allow for more freedom of use and customization to tailor it to a specific project or user needs. Created map dashboards to allow for users to quickly and seamlessly access information related to a project. Was involved in training internal colleagues and external client users how to access and utilize the map portal. Fostered close client contact with project managers while providing excellent communication and client support on GIS services. Acted as a liaison between client users and the engineering staff at Pickett. Currently enrolled in online Python programming class through the University of Michigan and Coursera.

Professional Experience

Transmission Line Projects for; Duke Energy Florida, Duke Energy Progress, Florida Power & Light, Tampa Electric Company and JEA Across Florida and North Carolina

Date of Assignments: 2018 – Present

Role on Projects: GIS Technician

Brief Description of Assignments: Created PDF map sets of project location and the environmental, transportation and existing transmission factors that played into choosing the best route in study area. Map sets also included candidate route analysis and information related to distance of each potential route. Worked closely with survey department and Civil Engineering group, updating map sets with data collected in the field. Also assisted in creating GIS-related content for client bid packages to provide insight into the services that the GIS department could provide.

Nathan Brunner

Developed and maintained GIS web map portal of current projects, allowing for client users to interact with project maps in ways they previously would not be able to. Web maps included multiple layers that were similar in scope to the PDF map sets, however, client users were able to toggle specific layers on/off to show desired information. Data for portal was maintained and updated on a regular basis to ensure clients had most recent information. Learned how to use our enterprise SQL database to retrieve data. Worked alongside both internal and external users to ensure their experience with the portal was a fruitful one and to learn about any potential improvements could be made to web maps.

Designed Maintenance of Traffic (MOT) plans for projects alongside high traffic areas. Followed FDOT standards to ensure MOT plans were created first and foremost with safety in mind and allowed for diverted traffic to be safely and logically alerted of changing traffic conditions. Assisted GIS department with the creation and maintenance of location maps of transmission routes and worked closely with engineering to ensure that maps illustrated and enhanced reports on route studies and location analysis. In addition, named Tampa office Safety Coordinator in August 2019 to ensure safety procedures are in place and the Tampa office is a safe and compliant work environment.



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**Amanda Guers
GIS Analyst**

Education

Bachelor of Science, Geography
The Pennsylvania State University, 2007

Years of Experience

Career: 14
With Pickett: 2

Qualifications Summary

Amanda Guers graduated from The Pennsylvania State University in 2007 and worked as a Geographic Information System (GIS) Analyst at Geodecisions, A Division of Gannett Fleming, Inc. for 12 years prior to joining Pickett. She was responsible for GIS data entry; field collection; varied types of GIS analysis; quality assurance/quality control (QA/QC) of data; and cartographic production. She is experienced in building databases from imagery and cartographic/digital sources; reviewing, interpreting, and utilizing established production processes; performing basic and advanced processing tasks using ArcGIS; and coordinating workflows with project/technical managers. In her current role, she creates and updates GIS data as well as that data in & out of various other formats for engineers and clients. She also creates Web Maps and Web Applications through Pickett's Enterprise GIS.

Professional Experience

Pickett and Associates

Date of Assignments: 2019 – Present

Role on Projects: GIS Analyst

Brief Description of Assignments: Provides GIS analysis and mapping for various projects. Serves as GIS Analyst for utility infrastructure inventory and planning projects. Duties for this role include; collecting data from contractors and verifying format/structure for loading into GIS, attended monthly status meetings, corrected the spatial location of all assets in GIS geodatabase; exporting features from the GIS database to shapefiles for use in CAD by engineers.

Experience Prior to Pickett and Associates

Date of Assignments: 2007 – 2019

Role on Projects: GIS Analyst

Brief Description of Assignments: Served as GIS Analyst responsible for acquisition, development, and analysis of GIS data and imagery, including database management and cartographic output. Also responsible for inventory and analysis of infrastructure at strategic commercial seaports around the world.

Served as analyst for asset tracking web application. Responsible for adding/removing user accounts, making updates, testing the application, and additional client support requests.

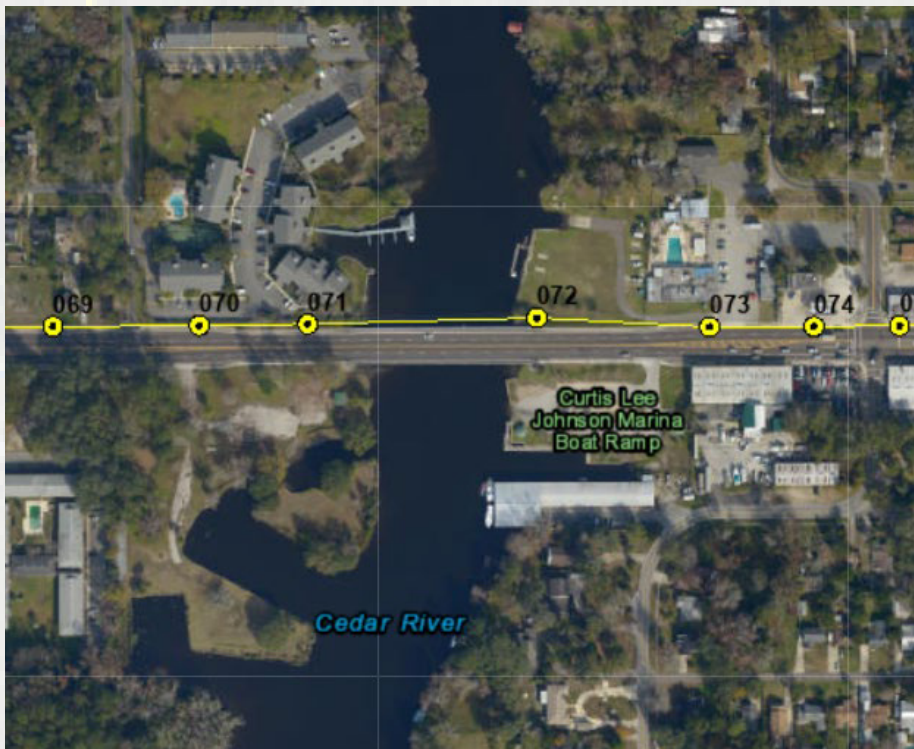
Amanda Guers

Served as GIS Analyst for pump station service area engineering services. Responsible for updating databases, performing inventory analysis, and creating neighborhood maps.

GIS Analyst responsible for QA/QC of database and headstone photo collection updates for various Veterans Administration Cemeteries.



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Submittal Forms

PUBLIC ENTITY CRIMES REQUIREMENT:

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid or a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, and may not transact business with any public entity in excess of the threshold amount provided in SECTION 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

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

1. This sworn statement is submitted to City of Green Cove Springs
(print name of the public entity)

by Mike Schnell
(print individual's name and title)

for Pickett and Associates, Inc.
(print name of entity submitting sworn statement)

whose business address is
5010 W. Nassau St.
Tampa, FL 33607

and (if applicable) its Federal Employer Identification Number (FEIN) is:
59-1083938

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

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record

relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

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

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

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

c. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into 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.

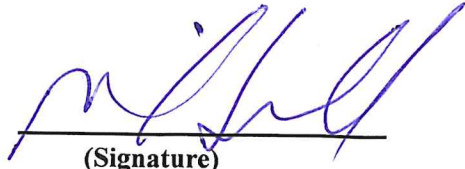
d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(indicate which statement applies.)**

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

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

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

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



(Signature)

Sworn to an subscribed before me this 2nd day of February, 2021

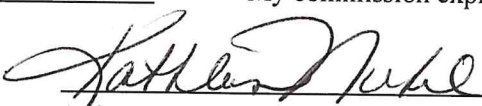
Personally known

OR produced identification _____

Notary Public - State of FL

(Type of identification)

My commission expires 8/28/2023



(Printed typed or stamped commissioned name of notary public)



DRUG-FREE WORKPLACE COMPLIANCE FORM

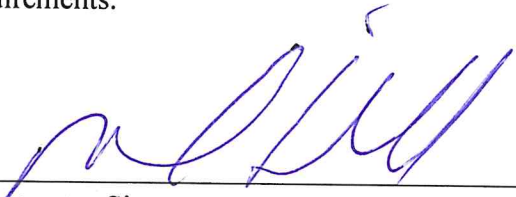
In order to have a drug-free workplace program, a business shall abide as follows:

The undersigned vendor/contractor in accordance with Florida Statue 287.087 hereby certifies that Pickett and Associates, Inc. (name of business) does:

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 company'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 or drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under proposal a copy of the statement specified in item 1, above.
4. In the statement specified in item 1, notify the employees that as a condition of working on the commodities or contractual services which are under proposal, the employee will abide 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 1893 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 convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that, Pickett and

Associates, Inc. (name of business), fully complies/does not comply with the above requirements.



Vendor/Contractor Signature

2/2/21

Date

**STANDARD ADDENDUM
TO ALL
CITY CONTRACTS AND AGREEMENTS**

Any other provisions of the Contract or Agreement to which this Standard Addendum is attached to the contrary notwithstanding, the parties specifically agree that the provisions hereinafter set forth will apply exclusively with respect to the matters addressed, whether addressed in said Contract or Agreement or not, and shall be deemed an integral part of said Contract or Agreement as if duly set out therein, having a force and effect of equal or superior dignity, as applicable, with the provisions thereof; provided, that if the provisions of the Contract or Agreement address a particular matter in a manner which results in a lower cost to the City than this Standard Addendum, then such provisions of the Contract or Agreement shall control and supersede the applicable provisions hereof (as used herein, the term "Contractor" means the vendor or other party in the Contract or Agreement providing construction, labor, materials, professional services, and/or equipment to the City thereunder; the term "City" means Green Cove Springs, a municipal corporation of the State of Florida, its City Council, or any other name or label set forth in the Contract or Agreement identifying such entity).

1. All payments for services rendered, or supplies, materials, equipment and the like constructed, delivered or installed under the Contract or Agreement (the Work) shall be made by the City in accordance with the Local Government Prompt Payment Act (the Act). Upon receipt of a proper statement, invoice or draw request, the City shall have the number of days provided in the Act in which to make payment.
2. Any work or professional services sub-contracted for by the Contractor for which the City has agreed to reimburse the Contractor shall not be marked up but shall be payable by the City only in the exact amount reasonably incurred by the Contractor. No other such sub-contracted services shall be reimbursed.
3. In the event the Contract or Agreement is for professional services, charged on a time basis, the City shall not be billed or invoiced for time spent traveling to and from the Contractor's offices or other points of dispatch of its sub-contractors, employees, officers, or agents in connection with the services being rendered.
4. The City shall not be liable to reimburse the Contractor for any courier service, telephone, facsimile, or postage charges incurred by the Contractor, except as follows, and then only in the exact amount incurred by the Contractor [if the space below is left blank, then "NONE" is deemed to have been inserted therein]:
5. The City shall not be liable to reimburse the Contractor for any copying expenses incurred by the Contractor, except as follows, and then only at \$0.05 per page [if the space below is left blank, then "NONE" is deemed to have been inserted therein]:
6. If and only if travel and per diem expenses are addressed in the Contract or Agreement in a manner which expressly provides for the City to reimburse the Contractor for the same, then the City shall reimburse the Contractor only for those travel and per diem expenses reasonably incurred and only in accordance with the provisions of Section 112.061, Florida Statutes or as otherwise limited by Florida law. In the event the Contractor has need to utilize hotel accommodations or common carrier services, the City shall reimburse the Contractor for his, her, or its reasonable expense incurred thereby provided prior written approval of the City Manager of the City or his or her designee is obtained.
7. With respect to drawings and/or plans prepared on behalf of the City by the Contractor under the Contract or Agreement, unless specifically provided otherwise therein, complete sets of such drawings and/or plans shall be reproduced by the Contractor without cost to the City for all bidders requesting the same, and five (5) complete sets of such drawings and/or plans shall be reproduced and delivered to the City without cost.

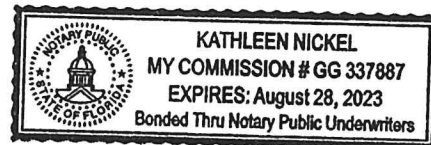
8. With respect to any indemnification by the City provided under the Contract or Agreement, any such indemnification shall be subject to and within the limits set forth in Section 768.28, Florida Statutes, and shall otherwise be limited as provided by law.
9. In that the City is a governmental agency exempt from sales tax, the City shall pay no such taxes, any other provisions of the Contract or Agreement to the contrary notwithstanding. The City shall provide proof of its exempt status upon reasonable request.
10. Any pre-printed provisions of the Contract or Agreement to the contrary notwithstanding, the same shall not automatically be renewed but shall be renewed only upon subsequent agreement of the parties.
11. The Contractor acknowledges that in the budget for each fiscal year of the City during which the term of the Contract or Agreement is in effect, a limited amount of funds is appropriated which are available to make payments arising under the Contract or Agreement. Any other provisions of the Contract or Agreement to the contrary notwithstanding, and pursuant to applicable Florida Statutes, the maximum payment that the City is obligated to make under the Contract or Agreement from the budget of any fiscal year shall not exceed the appropriation for said fiscal year.

CONTRACTOR/FIRM/INDIVIDUAL

By: Mike Schnell CEO
(Printed Name and Title)

ATTEST:

By: Kathleen Nickel
Notary



Addendum Acknowledgement:

I am in receipt of _____ (number issued) addendum.

Signature