



PROPOSAL FOR

# Professional Services Agreement for the 2021 Downtown & US 17 Corridor Parking Study

RFP LC No. 2021-10

SEPTEMBER 28, 2021





September 28, 2021

Michael Daniels  
Director of Planning  
City of Green Cove Springs  
321 Walnut Street  
Green Cove Springs, FL 32043

**Subject: Proposal for RFP LC No. 2021-10 Downtown and US 17 Corridor Parking Study**

Dear Mr. Daniels:

TJKM Transportation Consultants (TJKM) is pleased to submit our Proposal for RFP LC No. 2021-10 Downtown and US 17 Corridor Parking Study for the City of Green Cove Springs. TJKM is a transportation engineering and planning firm with offices in Florida, Texas, and California. TJKM excels in the delivery and implementation of high-quality multimodal transportation projects, including vibrant complete street corridors and sustainable downtowns. For over 45 years, TJKM has been involved with all aspects of transportation planning and traffic engineering to improve the quality of life for many communities.

To meet the specific needs of the City, I am pleased to propose Mr. Roger Henderson, PE, AICP as the Project Manager for this contract, bringing to the team 41 years of professional experience in the areas of community engagement, downtown parking, complete street design, pedestrian and bicycle safety improvements, transportation studies/analysis for developments, comprehensive plan and small area plan mobility, traffic circulation, neighborhood traffic management plan, and intersection geometric design. He will be supported by a group of talented and experienced leaders in their fields with significant experience in providing support services for the development of parking studies.

**Commitment & Contact**

You have my personal assurance, as President of the firm, that TJKM hereby commits all resources and capabilities necessary to the City of Green Cove Springs to help achieve your goals. If you have any questions regarding our qualifications, please do not hesitate to contact Mr. Henderson at (813) 947-1309 or via email at [rhenderson@tjkm.com](mailto:rhenderson@tjkm.com).

We look forward to hearing from you regarding consultant selection.

Sincerely,

**TJKM Transportation Consultants**

*Chris D. King, V.P.*

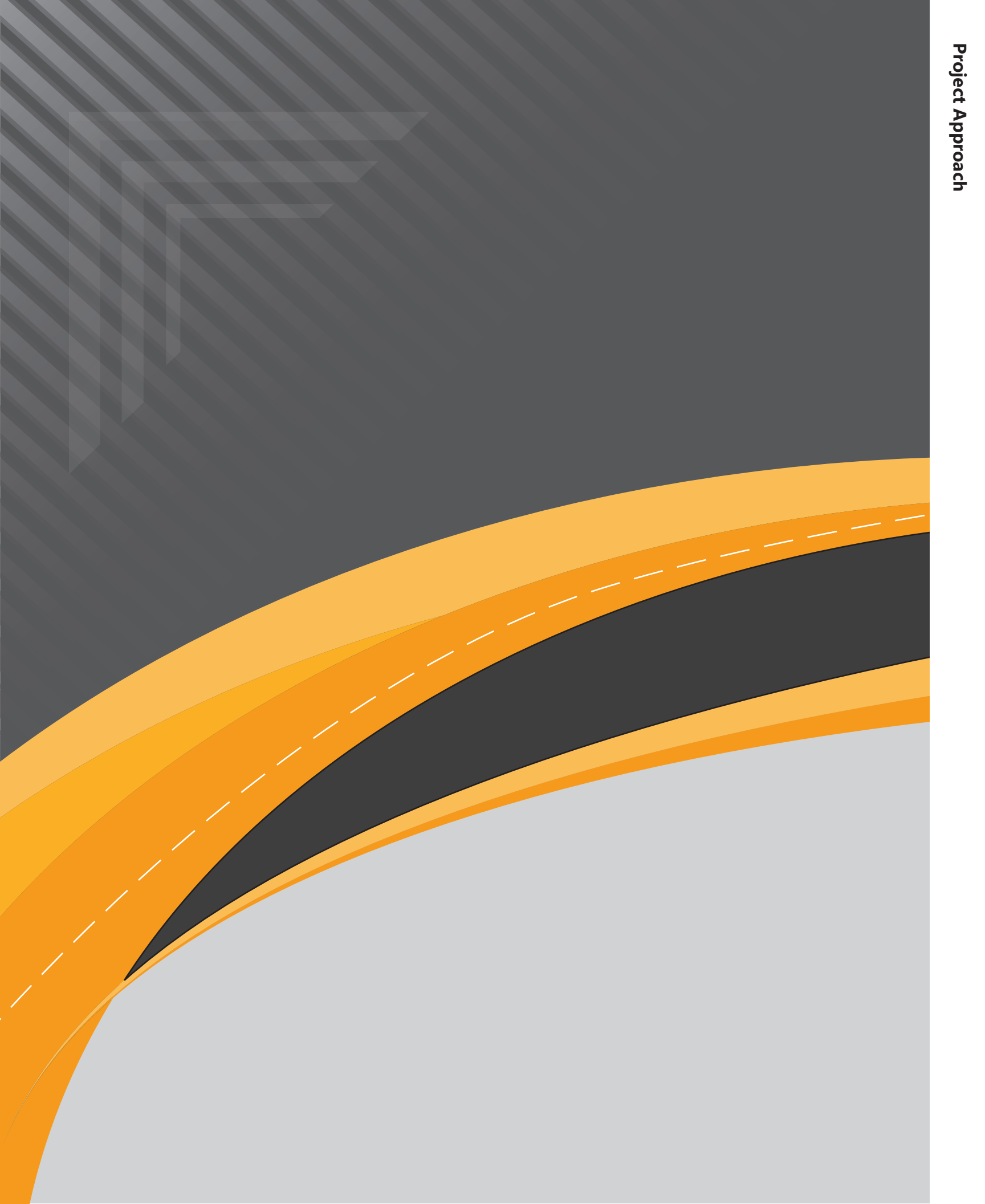
*for* Nayan Amin, TE - President

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**TJKM Transportation Consultants** (TJKM) is pleased to submit our proposal to the City of Green Cove Springs for the 2021 Downtown and US 17 Corridor Parking Study.

## **PROJECT APPROACH**

TJKM approaches parking studies as an opportunity for a community conversation around growth and its implications. Our firm is embedded in the complete streets community of professionals nationally and our mindset therefore is to manage parking and traffic demands to the greatest extent possible. New parking garages are an extraordinary capital and maintenance expense for a public agency. Many successful downtowns are built on an abundant supply of parking. Greenville South Carolina is a prime example. Often, the root problems surface that there is plenty of parking; just not in the right place. In a small city people are used to parking immediately in front of their destination. As the community grows to become a medium sized city, those old customs seem to signify losing the old charm of downtown. It is instructive to point out that your nearest Wal-Mart (in Orange Park) might have you walking a quarter-mile on a busy day when you can only find parking far from the door and the item you want to buy is at the back of the store. In downtown Green Cove Springs that's the equivalent of five city blocks. Another common cause is the use of prime parking all-day/evening by employees of the places that customers like to frequent. When business owners/managers ask employees to park farther away it opens them up to a host of other problems of concern to employees, such as security. Lighting and perhaps an ambassador program operated by the Business League or a downtown business district should be discussed. Another great solution is to improve the streetscape and pedestrian safety. Often, a perceived parking problem is actually a walkability problem. With this as a philosophical beginning, the following scope of services can be delivered by TJKM so that these important community conversations and decisions can be made locally.



## SCOPE OF SERVICES

Through the RFP, the City has provided an extensive overview of the current parking conditions and the City's interest in exploring various strategies that will improve overall parking experience. Our approach, as detailed below will collectively address all items listed in the RFP.

*Promote more compact and energy / resource efficient residential development patterns where the location is in close proximity to transit, work and services to reduce vehicle miles traveled. Policy 1.12.1*

Comprehensive Plan 08/02/2011

### PROJECT COORDINATION/KICK-OFF MEETING/PROJECT MANAGEMENT

Within five days of the official Notice to Proceed, TJKM will schedule a Kick-Off Meeting with the City Staff and key stakeholders to review the Scope of Services and Schedule; and finalize the work plan.

TJKM will review, synthesize and summarize previous studies, policies, ordinances and parking agreements. The final study area boundaries will be determined. TJKM and City Staff will also develop a list of stakeholders, their participation at most appropriate stages of the project and a tentative schedule for outreach meetings. TJKM anticipates up to five meetings

*A central goal of the Comprehensive Plan Update, currently underway, is to enhance the pedestrian-friendly, walkable urban core – Green Cove Springs RFP.*

that will involve residents, businesses, employers, public and various stakeholders including Green Cove Springs Business League. Within five days from the meeting, TJKM will prepare meeting minutes capturing key discussion points and follow up action items.

During the entire duration of the project, TJKM's Project Manager will keep the City's designated Project Manager up to speed on project status. Beside regular e-mails and phone communication, we anticipate at least one in-person meeting with the City staff per month. This will assure that the City staff is fully aware of the project status, budget and schedule at all times.

### FIELD REVIEW

TJKM will conduct field observations during a typical weekday and either Friday night during Green Cove Springs' Food Truck Friday or Saturday morning Market in the Park events. Our observations will be used to assess the current parking supply/demand scenario, and to understand the user base. TJKM will complete the following tasks:

- Conduct an inventory of all on-street and off-street public parking supply within the study area. Prior to initiating data collection, any information available from the City will be gathered first. This will eliminate expense of unnecessary data collection. The collected data will be plotted on a map that will display all available public parking spaces in the study area.



- Collect hourly parking occupancy, turnover and parking duration data for all on-street public parking spaces in the entire study area for up to four hours. Actual days and hours of data collection will be determined in consultation with the City staff. The four-hour data collection will include:
  - One weekday (Tuesday, Wednesday or Thursday) – between 8am to 8pm
  - One Saturday – between 10am to 5pm
 If the City desires, additional data may be collected for longer hours and/or additional days.
- Identify areas that are deficient in public parking availability including time/duration of the deficiency.

The assessment of parking supply and demand scenario will help explore alternatives to maximize use of existing on-street and off-street parking spaces, and improve overall customer satisfaction.

### **PARKING SUPPLY AND DEMAND ANALYSIS**

In most cities, an imbalance in parking supply and demand is the root cause of many parking related concerns that eventually impact traffic conditions as well as a visitor’s overall experience in the City. Parking demand that far exceeds the supply typically results in high parking fees, illegal parking, intrusion into residential neighborhoods, circling to find free/open spaces, handicap placard misuse and other issues. Another likely root cause is a lack of walkability or safe places to walk a few blocks from an available parking space to a destination.

### **PUBLIC OUTREACH/STAKEHOLDER COLLABORATION**

TJKM values diversity of perspectives and the importance of stakeholder involvement throughout the project duration. Our extensive outreach experience include working cohesively with residents, businesses, County administrations and their parking operations, Business Improvement Districts, neighboring cities, non-profit organizations, venues, school districts, senior centers as well as regional, state and federal agencies. Our outreach and consensus building efforts have included one-on-one meetings, group meetings, well-designed charrettes, hands-on workshops and user feedback through mail, intercept and on-line surveys.

For all meetings, the TJKM Team will prepare agendas, handouts, presentation material and high-level meeting minutes.

TJKM proposes all of the following actions:

- Project website, linked to the City’s website
- Articles written for the Clay Today newspaper
- Business flyer (digital only), distributed via City staff contacts
- Social media posts, distributed via City channels
- Two days on-site for focus group meetings (business owners/managers, special event organizers, etc.)
- Online survey created and managed by TJKM
- YouTube video with a link to the survey and project website

*The City established standards that are intended to minimize the traffic impacts of development to ensure that all developments adequately and safely provide for the storage and movement of vehicles consistent with good engineering and development practices.*

*City Code of Ordinances - Land Development Code – Chapter 113 Development Standards*



- Five community events that may be a table at a community event or a focus group meeting with invitations to everyone who submitted a completed survey. The details will be worked out at the kickoff meeting.
- Five presentations in total. Presentations to the Green Cove Springs City Council, Planning Commission, and Clay County Commission.

## **PARKING PRIORITIES AND RECOMMENDATIONS**

### **Parking Policies**

TJKM recognizes that the City of Green Cove Springs neither owns nor operates any public parking garages or lots, and it does not manage an on-street parking meter program. Effective parking management is achieved through posting of time restrictions for on-street parking spaces and implementing enforcement of parking regulations. TJKM recognizes the value of sound parking policies and adequate enforcement for overall effective parking management, and proposes the following tasks:

- Review current parking policies for public parking, including all posted on-street parking restrictions and curb markings in the study area.
- In collaboration with City staff, residents and businesses, explore new parking strategies and policies that have been proven effective in other cities with parking challenges similar to ones faced by Green Cove Springs. This may include:
  - Residential permit parking
  - Employee permit parking
  - Business permit parking
  - Revised time-restricted parking
  - Formal carpool, vanpool, car-share and casual carpool programs
- Develop policies that help address the parking needs in two ways – manage current inventory more effectively and reduce overall demand for parking.

Our Parking Task Lead, Chris Kinzel brings over 50 years of experience in developing sound parking policies. Additionally, our Project Manager, Mr. Henderson brings decades of experience balancing parking needs of employees, visitors, businesses, residents, special events and major venues. His most recent experience involved managing parking needs in downtown Chapel Hill, North Carolina.

When analyzing any parking related matter, our team utilizes our broad expertise, past experiences, recent innovations, *outside-of-the-box* strategies and practical approaches to develop solutions that work best for a particular city.

### **ENFORCEMENT**

In most cities, parking enforcement services are provided by the Police Department. Since the Police Department has many other competing priorities, it is widely accepted that parking enforcement efforts will be provided on a limited basis. Additionally, parking enforcement is not typically supported by local businesses due to the fear of losing customers. TJKM fully understands these dynamics of enforcement and its implications on local businesses, and therefore strives to develop parking programs that encourage compliance with regulations, requiring only limited enforcement.

TJKM efforts towards evaluating the existing parking enforcement program and recommending any changes will include:

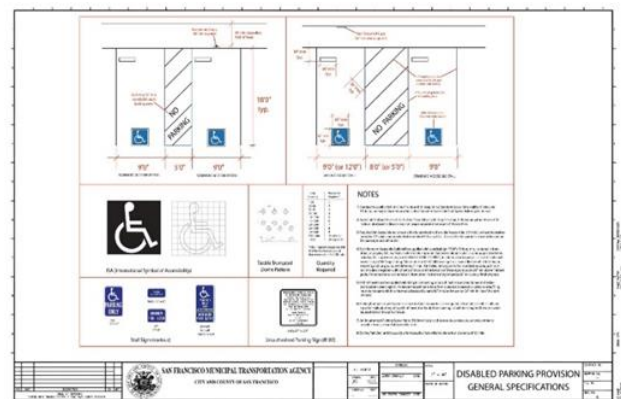
- Review parking enforcement data in terms of actual hours of enforcement, citation issued, citations contested, citations upheld, etc.
- Meet with the enforcement staff and understand their current challenges and any barriers to improving enforcement.
- Develop solutions to enhance enforcement services and thereby enhance overall parking management.
- Explore strategies to encourage compliance of parking regulations, minimizing need for enforcement.

*"Land Development Regulations will contain provisions for on-site parking for motorized and non-motorized vehicles ..."*  
Policy 2.8.1  
Comprehensive Plan

To improve enforcement programs, TJKM can advise the City on state-of-the-art technology, enforcement vehicles, established effective zones and officer routing plans, signage and pavement marking and educational material that encouraged compliance with parking regulations.

### ADA COMPLIANCE

TJKM strives to design facilities and develop policies that provide safe and convenient access to all, including children, seniors and persons with disabilities. TJKM brings significant experience in designing streets and sidewalks for all users. We have extensive in-house expertise in ADA Compliance matters. TJKM will assure that any new parking spaces, both on-street and off-street, will be reviewed and designed for full compliance with the current ADA regulations.



The City wishes to assess the ADA compliance of the existing on-street parking spaces, and our effort would include the following:

- Field survey all on-street public parking spaces in the commercial and business districts within the study area.
- Meet with the City staff with specific expertise on ADA matters and any support/advocacy groups for persons with disabilities, and discuss their concerns and known issues of non-compliance.
- Identify area of non-compliance including stall dimensions, loading zones, signage, marking, sidewalk clearances, curb ramps, etc.
- Develop an inventory of non-compliance issues by block and prepare a map that shows all non-compliance items.
- Recommend financing alternatives to implement necessary improvements to address the non-compliance matters.

At the Kick-Off Meeting, TJKM will discuss with the City Staff any prior work completed related to ADA compliance and finalize the scope of work.

## EVENT PARKING

Events pose a special challenge to cities to provide parking. Utilizing our prior experience addressing similar parking concerns, TJKM proposes the following actions:

- Conduct necessary field observations and parking surveys
- Develop a set of recommendations for further discussion with the City Staff
- Meet with event representatives to share study findings, recommendations and to seek their input
- With input from City Staff and stakeholders, finalize recommendations in multiple areas



## FINANCING AND PUBLIC-PRIVATE PARTNERSHIPS

Developing new public parking facilities are very expensive. Depending upon the location of the proposed facility, land values, type of design, environmental challenges and other relevant factors, the cost of building a new parking facility could range between \$20,000 to \$60,000 per space. To match the parking supply with anticipated demand, TJKM will explore the following:

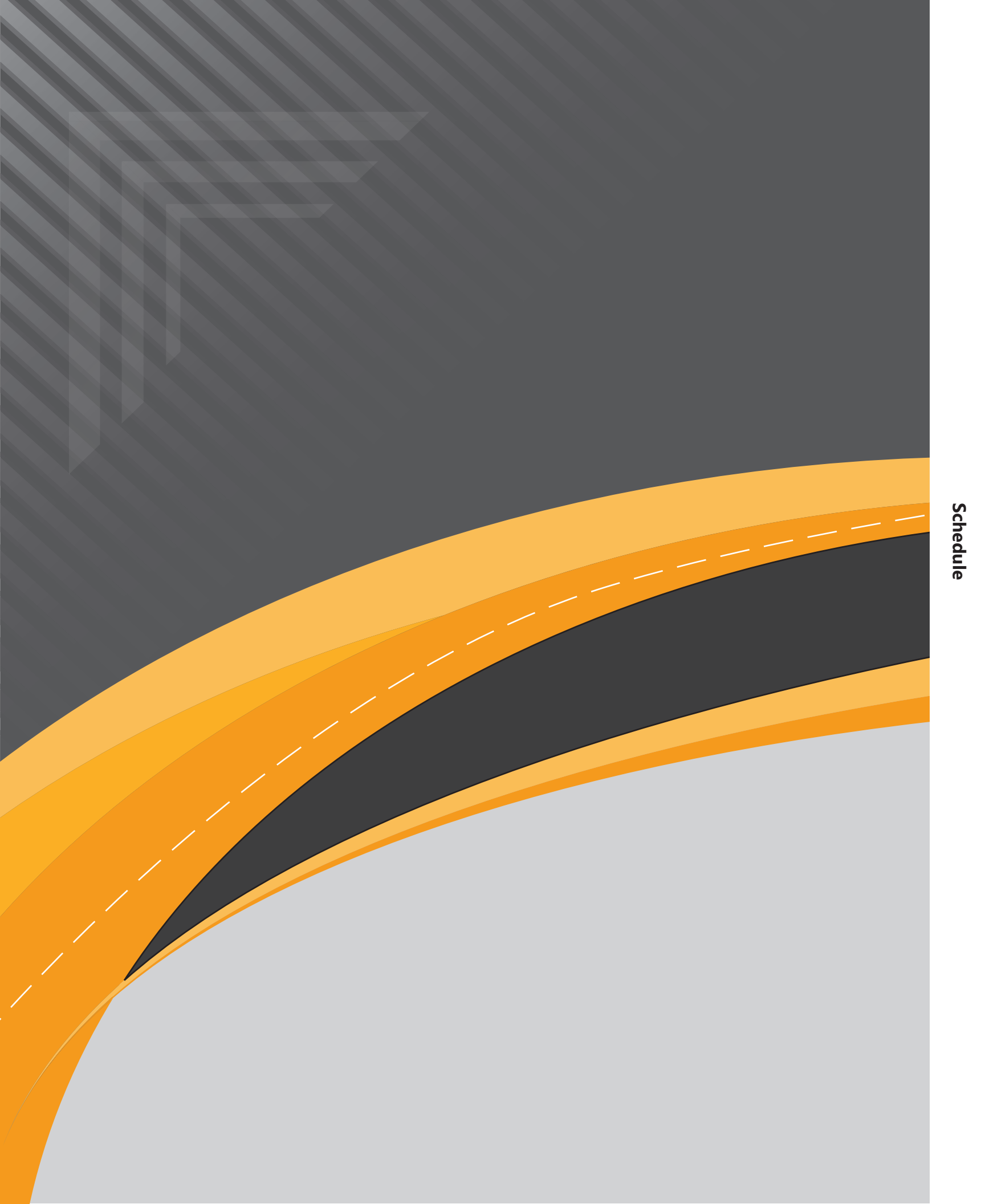
- Review of potential sites for public parking lots and garages within the study area and identification of pros and cons of developing a new parking facility.
- Financing mechanism, including anticipated design and construction costs, debt services payments and operational costs.
- Identify **Shared Parking** alternatives through public-private partnerships. This will open up underutilized privately owned parking spaces for public use for payment of a fee or other considerations.
- Explore enhancements to the City's **Parking In-Lieu Fee Program** where developers pay a set fee in lieu of building some or all of the code-required parking spaces. Cities across the nation have used this mechanism to fund parking infrastructure projects other than building new garages that encourages more vehicles in their downtowns negatively impacting congestion and safety.
- Create a **Parking Benefit District** and explore addition of parking meters. The meter revenues can be pledged to public improvements within the District benefitting merchants and employers within the District.
- Explore leasing of private lots in the vicinity and provide shuttle service downtown.

*Establish an in-lieu fee to be paid as a condition of approval of all development projects based on travel and parking demand generated by the project and its location –*

## FINAL REPORT

TJKM will compile a comprehensive report that will summarize our data collection, analysis, findings, stakeholder input and recommendations. The report will include clear and easy-to-understand graphs, tables and maps that will illustrate the current parking conditions and display recommended strategies and improvements. As outlined in the schedule section, the City staff and stakeholders will have ample opportunities to review and provide feedback on the draft and final reports. A Final Draft Report will be presented to the City Council for review and feedback. Any input received from the City Council will be incorporated into the Final Report prior to submission to the City.





## SCHEDULE

Our proposed team is an experienced team with specific strengths in each of the areas required to deliver this project on schedule and within budget to the satisfaction of City of Green Cove Springs. Our proposed team has a proven track record of successful similar projects and is dedicated to providing high-quality products. With our available resources and experience, TJKM is equipped to provide the level of responsiveness required by the City, all while providing professional and quality services. We have developed an individualized approach for each task that, combined with an active project management and team-oriented approach, will ensure the delivery of timely, high-quality services.

The personnel listed in our organization chart are available to work on the project for the entire duration of the project. Our proposed staff has the availability to accept and complete this key project on schedule and within budget.

TJKM will complete this project in accordance with the schedule shown below.

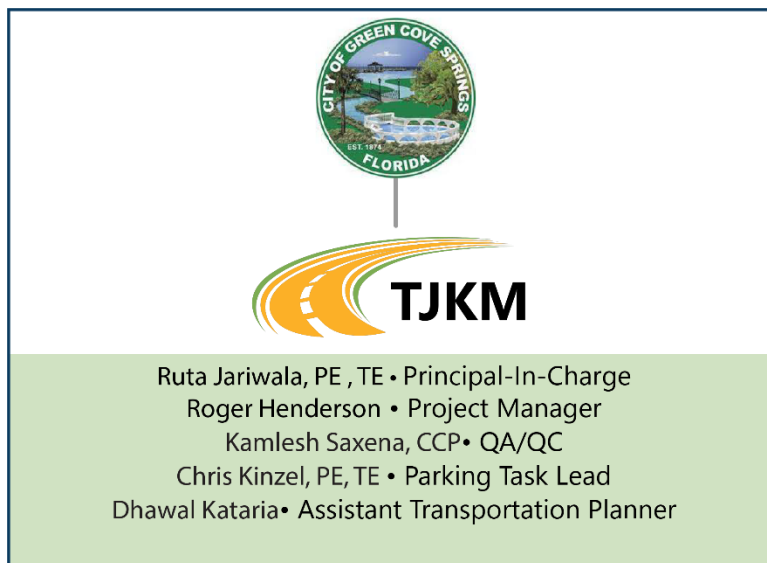
Tasks	Month		
	1	2	3
Kickoff			
Field Review - Nov. 11-12			
Public Outreach			
Analysis			
Recommendations			
Report			



## KEY PERSONNEL

Our Team Organization Chart illustrates our proven “chain of command” for performance on similar projects. Work performed will be conducted under the direct supervision/direction of the Project Manager, Mr. Roger Henderson. He will be responsible for overall coordination on this contract, maintaining the effectiveness and efficiency of the work, schedule, and ensuring the work products are to the satisfaction of the City and stakeholders. We anticipate working closely with the City staff to ensure understanding of project objectives from start to project completion. Mr. Henderson will be responsible for day-to-day coordination and activities. He will be available to the City and stakeholders at a short notice.

The team members shown on the Organization Chart have worked together on many similar projects. The proposed key individuals for the TJKM Team are the most qualified professionals in their respective areas of specialization. We can confidently state that our key staff will be fully available for this project from beginning to end.



## Resumes

On the following pages are one page resumes of our team.



## RUTA JARIWALA, PE, TE | PRINCIPAL-IN-CHARGE

Ms. Jariwala has 22 years of professional experience in the areas of traffic operations, transportation planning, freeway and arterial management studies, signal coordination, traffic signal systems, traffic impact studies/EIRs and intelligent transportation systems planning, design and construction oversight. She has extensive experience in macro and microscopic model development and application for analysis of traffic operations for express lane studies as well as multimodal operations, light-rail, bus rapid transit, pedestrian, bicyclists, and traffic safety studies.



**Parking In-Lieu Fee Study, Redwood City, CA:** QA/QC for the project which analyzed Redwood City's current parking in-lieu fee program, reviewed new development activities, benchmarked parking in-lieu fee programs at other comparable cities and recommended higher fee and policy refinements. The City Council approved a fee increase from \$10,000 previously to \$25,000 per parking space. In addition, the Team recommended use of in-lieu fee revenues to achieve broader transportation and sustainability goals, rather than restricting its use only to build new or expand existing parking facilities.

**AIM Parking & Traffic Circulation Study, Marin County, CA:** Project Manager responsible for a comprehensive traffic circulation and parking study for the relocation of AIM's twice a week Farmers' Market to a larger, state-of-the-art facility. The project included a 27,000 square foot, two-story building, restaurant, and retail space in addition to tables and stalls for farmers, and an educational facility. The project required extensive traffic and parking data collection, future supply/ demand analysis, stakeholder coordination, and developed innovative solutions to enhance mobility, and improve safety for vehicles, pedestrians, and bicyclists.

**Downtown Parking Utilization Assessment, Danville, CA:** QA/QC for the project which analyzed existing weekday and weekend parking conditions for Downtown Danville and developed a comprehensive Parking Management Plan. The study analyzed parking needs of all users including visitors, employees, business owners and residents. The Team also considered negative impacts of high school student parking on weekdays and Farmers Market visitor parking over the Saturdays into the residential neighborhoods. The Plan explored various short-term and long-term strategies to improve parking operations and efficiencies. This included parking enforcement, employee permit parking, time restrictions, in-lieu fees, shared parking, paid parking and many other transportation demand management strategies.

### Years of Experience

22 Years

### Areas of Expertise

- Transportation Planning
- Signal Coordination
- Traffic Impact Studies
- Traffic Operations

### Registrations & Certificates

CA CE 73840 (Civil)

CA TR 2465 (Traffic)

### Education

M.S., Civil Engineering, San Jose State University, San Jose, CA

B.S., Civil Engineering, Bombay University, Mumbai, Maharashtra, India

## ROGER HENDERSON, PE, AICP | PROJECT MANAGER



Mr. Henderson has expertise in the planning, policy, design and management of transportation projects acquired over a 40-year career throughout the U.S. He provides expertise in multimodal, complete streets, corridor studies, environmental, project development, and transformational projects. He served as an instructor for university courses and has contributed to design manuals in intersection design. He has led more than 60 workshops in 26 states for the National Complete Streets Coalition. His work contributed to several clients being recognized with awards by the American Planning Association and the Institute of Transportation Engineers.

**Downtown Parking Study, Durham, NC:** Task Lead Inventory. A comprehensive evaluation was undertaken of parking and its role in sustaining the renaissance in Durham along with its role in contributing to traffic congestion on major highways and arterial streets serving the downtown. Mr. Henderson's role was to oversee the data collection/inventory of supply and occupancy using new technology on technician's personal cell phones. The study was by City officials to cancel plans for a second parking deck while another was under construction. Instead, a widespread restriping of downtown streets was recommended and has been partially implemented, increasing the supply of public parking.

**Downtown Parking Study, Chapel Hill, NC:** Task Lead Inventory. A focused parking study was performed for the downtown area that stretches along Franklin Street and one parallel street. Like many college towns, downtown businesses rely on seasonal activity from students and staff while being sustained year-round by locals. The role of parking is heavily debated in this small but vocal town. A parallel evaluation was conducted by Mr. Henderson to transform two travel lanes on Franklin Street into buffered bicycle lanes. The interplay with on-street parking was managed carefully so as not to reduce the supply of parking.

**Downtown Streetscape Master Plan, Cary, NC:** Project Manager. A moribund downtown nestled in the midst of a thriving suburban town of 150,000 people was revived with several strategic public initiatives including the addition of on-street parking. Mr. Henderson led a talented team of parking professionals and landscape architects who envisioned a much-improved streetscape. Most of the recommendations have since been implemented. A major public park is now in development, the capstone of public projects in downtown Cary.

**Hillsborough Street Redesign, Raleigh, NC:** Project Director. Our work included detailed inventory, analysis and identification of new parking supply. This road diet transformed a four-lane undivided major street into a two-lane, median-divided destination street with on-street parking and bicycle lanes. The initial \$10 million investment by the City was followed by more than \$350 million in private real estate investment by private companies in the five years following construction.

### Years of Experience

40 Years

### Areas of Expertise

- Client Service
- Project Leadership
- Multimodal Studies & Design
- Complete Streets

### Registrations & Certificates

AICP (American Institute of Certified Planners) No. 015134

SC PE 34868 (Civil)

NC PE 022244 (Civil)

VA PE 0402058542 (Civil)

FL PE 90991 (Civil)

### Education

M.S., Transportation, University of California, Berkeley, CA

B.S., Civil Engineering, Purdue University, W. Lafayette, IN

## KAMLESH SAXENA, CCP | QA/QC MANAGER



Mr. Saxena brings an unparalleled record serving national and international clients in their infrastructure design and transportation technology needs. Mr. Saxena directs software and system engineering activities for TJKM's traffic, freeway, and intelligent transportation systems (ITS) projects. His experience includes program management involving all phases of ITS, freeway, and traffic control systems, including planning, design, specifications, implementation, and construction. He is a specialist in the design and integration of system hardware and software. Mr. Saxena has 41 years of experience managing numerous computerized control system projects throughout the United States and abroad, through the phases of feasibility, planning, design, construction, and implementation. He has held numerous lead roles in professional organizations and led the team that developed the U.S. Congress mandated first National ITS Program Plan.

### Years of Experience

41 Years

### Areas of Expertise

- Intelligent Transportation Design
- ITS Planning
- Traffic Control Systems
- System Hardware & Software Design & Integration

### Registrations & Certificates

Certified Computer Professional  
940075

### Education

M.S., (Management) University of Miami, FL  
M.S., (Physics), University of Delhi, India  
B.S., (Physics), University of Delhi, India

**Jacksonville ITS Early Deployment Study, FDOT District Two, Jacksonville, FL:** Project manager on this long-range study for the deployment of intelligent transportation systems in the Northeast Florida region. This study included consideration of multimodal alternatives to enhance mobility in the region.

**HSIP Traffic Signal Improvement Project, Pittsburg, CA:** Technical Advisor. The team assisted the City with preparing a federal Highway Safety Improvement Program grant application for upgrading citywide signal hardware at all the City's signalized intersections. The City was successful in being awarded \$1.6M in funding for the citywide improvements. The team is assisting the City with receiving NEPA clearance, preparation of design documents, and bid and construction support services.

**New Orleans CBD Signal System Upgrade, New Orleans, LA:** Project manager for the addition of 38 CBD intersections based on 179 microprocessor controllers for the City of New Orleans. The City controlled 300 signals. In addition to standard controller functions, the new controllers have the capability to monitor the status of signal lamps and provide this data to the central computer.

## CHRIS KINZEL, PE, TE | PARKING TASK LEAD

Mr. Kinzel is the Vice President of TJKM and has 61 years of experience in nearly all aspects of traffic engineering and planning. He has managed and performed hundreds of traffic studies over the years. A former municipal engineer, much of his career today is focused on working with city and county traffic engineers to determine the most effective strategies for reducing traffic congestion. He has also worked with many California developers and homebuilders, performing development studies and presenting study results.



**Updated Parking Regulations, Grover Beach, CA:** Project Manager responsible for updating the parking regulations section of the Grover Beach Municipal Code so that the City will have relevant parking requirements as it faces future development and redevelopment scenarios, particularly along its main developmental corridor. The proposed updates were approved by the City and incorporated into the City's Municipal Code.

**Jackson-Webster Parking Study, Fairfield, CA:** Project Manager responsible for providing a parking study for portions of Jackson St and Webster St. in downtown Fairfield. The study is done to be able to increase parking on the aforementioned two streets, generally between Empire St. and Missouri St. The study would evaluate existing parking conditions, the concept of one-way streets and how future development plans could impact near-term parking and traffic conditions.

**Downtown Parking Study, Clovis, CA:** Project Manager responsible for assisting the City of Clovis on conducting a parking availability and suitability analysis to analyze existing and potential parking capacity in the Downtown area, east and west of Clovis Avenue, and to provide implementable strategies that balance parking utilizations for all users, including residents, business employees, and visitors. This study contains extensive data collection and analysis in downtown as well as stakeholder outreach meetings. The team is in progress of reviewing previous efforts which this study will build upon.

**Downtown Parking & Circulation Study, Avila Beach, CA:** Project Manager on project assisting the County of San Luis Obispo on the Avila Beach Town Parking and Circulation Study. Tourism being the main industry, the Town is encountering rising parking demand for visitors and business employees. He analyzed the existing parking utilization and developed parking management strategies that are phased for short, near, and long-term implementation.

### Years of Experience

61 Years

### Areas of Expertise

- Parking Studies
- Circulation Studies
- Traffic Impact Studies
- General/Specific Plans
- Corridor Studies
- Transportation Planning

### Registrations & Certificates

CA TR0023 (Traffic)

CA C15347 (Civil)

### Education

M.S., Transportation Engineering,  
University of California, Berkeley,  
Berkeley, CA

B.S., Civil Engineering, California State  
University, Fresno, Fresno, CA

## DHAWAL KATARIA, AICP | ASSISTANT TRANSPORTATION PLANNER

Mr. Kataria graduated from the University of Texas at Arlington with a Master's Degree in City and Regional Planning. He has experience working in the field of transportation and land use



planning from both the public and private sectors. Previously, he was involved in community development and land use planning for the City of Cedar Hill, TX.

As a metropolitan planner, Mr. Kataria worked on diverse transportation projects including transportation safety, long-range transportation plan, travel demand modeling, and transportation funding for the Rockford MPO, IL. Currently, he is involved in various Traffic Impact Studies, Circulation Elements (General Plan) Update, Speed Studies, and Complete Streets projects at TJKM. Furthermore, He has presented at conferences on Climate Change and Design for All concepts.

### Years of Experience

4 Years

### Areas of Expertise

- Transportation Planning
- Multimodal & Streetscape Planning
- Urban Design
- Traffic Operations

### Registrations & Certificates

AICP 33594

Geographic Information System (GIS), UTA

### Education

Bachelor of Planning, School of Planning & Architecture, Vijayawada, India

Master of City & Regional Planning, University of Texas at Arlington, Arlington, TX

### **Senior Living Parking Study, Tracy, CA:** As an assistant Project

Engineer assisted in preparing a parking justification analysis report for proposed Assisted Living and Memory Care Development. The new development will provide 80 assisted living beds and 24 memory care beds making a total of 104 beds. He will also assist in recommending the use of the existing parking facilities in the parking lot shared by adjoining businesses.

**Rancho Murieta Community Development, Sacramento County, CA:** Assistant Planner for a transportation impact analysis for a planned residential and commercial development. The residential component includes approximately 657 residential lots to be developed in two phases. Included analysis of multi-modal impacts, vehicle miles traveled (VMT), level of service (LOS) at 29 intersections, safety impact on rural roads, and transit services.

**Citywide Multimodal Improvement Study, Hayward, CA:** Provided assistance in the preparation of a Citywide Intersection Study to address existing and future congestion and enhance operations for all modes of transportation throughout the City of Hayward. He assisted in conducting a comprehensive outreach approach geared in part to addressing potential concerns on the part of both the development community and City leaders. He assisted in examining about 100 intersections and 15 roadway segments for the project. He used land use information from the General Plan to determine the amount of growth expected, and will assist in conducting a thorough study of needed roadway improvements, leading to the preparation of the CIP document.



## PROJECT QUALIFICATIONS AND EXPERIENCE



**TJKM Transportation Consultants**, (TJKM) founded in 1974, is a traffic and civil engineering and transportation planning firm that provides professional services throughout California, Florida, and Texas. TJKM currently has a staff of 40 employees with offices in Pleasanton, San Jose, Fresno, Sacramento, and Santa Rosa, CA; Tampa, FL; and Austin, TX. For over 45 years, more than 3,500 satisfied clients have entrusted TJKM with their critical work. We serve a full-range of clients, including municipalities, congestion management agencies, metropolitan planning organizations, transportation agencies, private developers, other consulting firms, and attorneys. TJKM has been involved in more than 8,000 transportation projects throughout California, and averages about 240 new projects each year. TJKM's primary service categories include traffic engineering design (including PS&E), civil engineering, transportation planning, traffic operations, corridor studies, intelligent transportation systems (ITS), traffic safety, and multimodal studies. Our motivation comes from satisfying clients' objectives and improving communities. TJKM has a strong roster of both public and private sector clients and continually builds upon this base.

Our engineers have worked on the public side of the desk for years as municipal engineers, developing superior skills in collaborating with the public and city councils and, more importantly, crafting excellent relationships with the right people.

Our project managers, engineers, and planners have "hands on" experience and understand the latest requirements, technologies, trends, and standards. Our experience with local agency processes keeps projects moving faster; and know-how from thousands of engagements helps us complete projects on time and within budget.

T J K M, Inc. is certified by the State of Florida as a disadvantaged and small business enterprise.

### Why TJKM

TJKM is a leading traffic engineering and transportation planning firm. Its core value is customer satisfaction and 85 percent of its customers are repeat customers. TJKM has broad experience working for municipalities and understands public agencies concerns and issues. In the area of public parking, TJKM has worked on numerous projects including parking studies, traffic circulations, and improving signage and striping. The proposed Project Manager for the Green Cove Springs study is Mr. Roger Henderson, PE, AICP. He has 41 years of experience working for public agencies. Roger was recently in charge of parking assessments in downtown Durham and Chapel Hill, North Carolina.

## Expertise

With expertise serving many small to medium sized cities and towns in the Carolinas and California, TJKM's key staff who will work with the City of Green Cove Springs bring a knowledge of how parking affects all stakeholders. This perspective allows us to facilitate safe, healthy community discussions around not just parking but other growth catalysts. We have no hidden agenda and no conflicts of interest. Some consulting firms lean toward recommending new parking decks, in hopes their firm gets the design contract. TJKM doesn't design parking decks. We are specialists in parking demand management and will accurately assess the potential to delay or forego building a new deck. If a deck is the right way to go, then we're comfortable evaluating the best location, phasing, and conceptual ingress and egress for the City. We believe our expertise is second to none conducting parking evaluations for cities of 10,000 population.



We bring extensive experience in many areas that cover both on-street and off-street parking facilities. We have successfully completed hundreds of studies for cities and private developers that involved parking supply/demand analysis, parking intrusion into residential neighborhoods, commuter parking, permit parking programs, parking fees, enforcement, wayfinding signs, policy development, etc.

including in the following California communities: Clovis, San Mateo, Orinda, Fairfield, Walnut Creek, San Luis Obispo, Brentwood, Redwood City, Turlock, Danville, and the County of Marin. TJKM developed parking demand management solutions for many cities with a goal to reduce parking demand by promoting cleaner and sustainable non-auto modes of transportation.

## Relevant Project Experience

### **DOWNTOWN PARKING IMPLEMENTATION PLAN & PARKING GUIDANCE SYSTEM, SAN MATEO | 2017**

**Reference:** Gary Heap | City of San Mateo | (650) 522-7307 | [gheap@cityofsanmateo.org](mailto:gheap@cityofsanmateo.org)

As part of a consultant team, TJKM inventoried the existing roadside wayfinding signage for the public garages and public off street surface parking lots in Downtown San Mateo, identifying signs that need replacement due to damage or fading, or are obstructed from view by existing trees or poles. The wayfinding signs are owned and maintained by the City and are mounted on existing street light poles or roadside posts. There are approximately 20 static wayfinding parking signs within the Downtown project limits.



In addition to conducting a preliminary survey of wayfinding sign locations, TJKM was responsible for determining the location for the proposed parking guidance system signs and advanced system signage. TJKM prepared conceptual plans of the proposed locations for the City to review and coordinated with the subconsultant responsible for preparing the custom signage. TJKM and the consultant team met with the City and stakeholders to develop the signage design and placement and priority of signs to move forward with.



## **DOWNTOWN PARKING STUDY, CLOVIS | 2019-2020**

**Reference:** Claudia Cázares | City of Clovis | (555) 324-2387 | [claudiac@ci.clovis.ca.us](mailto:claudiac@ci.clovis.ca.us)

TJKM assisted the city of Clovis on conducting a parking availability and suitability analysis to analyze existing and potential parking capacity in the Downtown area, east and west of Clovis Avenue, and provided implementable strategies that balance parking utilizations for all users, including residents, business employees, and visitors.



This study contained extensive data collection and analysis in downtown as well as stakeholder outreach meetings. TJKM finalized the report and the recommendations have been adopted by City Council in January 2020.

## **JACKSON-WEBSTER PARKING STUDY, FAIRFIELD | 2018-2019**

**Reference:** Garland Wong | City of Fairfield | (707) 434-3800 | [gwong@fairfield.ca.gov](mailto:gwong@fairfield.ca.gov)

TJKM provided a parking study for portions of Jackson Street and Webster Street in downtown Fairfield. The study was done to be able to increase parking on the aforementioned two streets, generally between Empire Street and Missouri Street. The study evaluated existing parking conditions, the concept of one-way streets and how future development plans could impact near-term parking and traffic conditions. It included two public meetings; the recommendations were approved by the City.



## **AVILA BEACH DOWNTOWN PARKING & CIRCULATION STUDY, SAN LUIS OBISPO COUNTY | 2018-ONGOING**

**Reference:** Dave Flynn | County of San Luis Obispo | (805) 781-4463 | [dflynn@co.slo.ca.us](mailto:dflynn@co.slo.ca.us)

TJKM is assisting with the County of San Luis Obispo on the Avila Beach Town Parking and Circulation Study.



Tourism being the main industry, the Town is encountering rising parking demand for visitors and business employees. TJKM analyzed the existing parking utilization and developed parking management strategies that are phased for short, near, and long-term implementation.

In March 2019, the Board of Supervisors moved forward to implement some of the immediate parking strategies, including the following:

- Angle parking
- Business employee parking zones
- Loading zones
- One-way circulation
- Wayfinding signs
- Remote lot with transit connectivity improvements

## **DOWNTOWN PARKING MANAGEMENT PLAN, BRENTWOOD | 2017-2018**

**Reference:** Peggy Berglund | City of Brentwood | (925) 516-5187 | [pberglund@brentwoodca.gov](mailto:pberglund@brentwoodca.gov)

TJKM conducted a comprehensive parking study of Downtown Brentwood. The study included an assessment of occupancy and duration of downtown parking stalls and lots, both private and public. The key highlights of TJKM's approach included:



- Existing Parking Conditions Analysis – Preparation a comprehensive data collection and analysis program
- Utilization of an efficient data collection approach to reduce data collection costs for the City of Brentwood
- Review of the existing parking enforcement program and provide recommendations
- Determine future parking needs and recommendations
- To increase the parking supply, explore opportunities of shared parking, in-lieu parking fees, parking benefit district programs, and leasing of private parking lots
- Evaluate progressive parking strategies utilized by many cities across the nation
- Explore alternative financing plans, including public-private partnerships
- Develop a scalable and demand-based implementation plan that considers changes in economic conditions and development activities
- TJKM prepared recommendations for enhancement of parking, both near-term and at buildout of the downtown, which the City Council approved. The TJKM recommendations and report were approved by the Brentwood City Council.

## **DOWNTOWN PARKING UTILIZATION STUDY, DANVILLE | 2015-2016**

**Reference:** Andrew Dillard | Town of Danville | (925) 314-3384 | [adillard@danville.ca.gov](mailto:adillard@danville.ca.gov)

TJKM analyzed existing weekday and weekend parking conditions for Downtown Danville and developed a comprehensive Parking Management Plan. The study analyzed parking needs of all users including visitors, employees, business owners and residents. TJKM also considered negative impacts, into the residential neighborhoods, of high school student parking on weekdays and Farmers Market visitor parking on Saturdays.



The Plan explored various short-term and long-term strategies to improve parking operations and efficiencies. This included parking enforcement, employee permit parking, time restrictions, in-lieu fees, shared parking, paid parking, and many other Transportation Demand Management strategies. The Town Council approved the report.

## **AIM PARKING & TRAFFIC CIRCULATION STUDY, MARIN COUNTY | 2015-2016**

**Reference:** Ann Huseman | Agricultural Institute of Marin (AIM) | (415) 847-3237 | [ann@agriculturalinstitute.org](mailto:ann@agriculturalinstitute.org)

TJKM analyzed traffic circulation and parking conditions in the Marin Civic Center area where the Agricultural Institute of Marin (AIM) County was developing a permanent facility for Farmers Market to replace two existing locations. The project included an open space for over 200 stalls and a 27,000 square foot/two-story building that contains a restaurant, retail space and educational facility.



TJKM collaborated with AIM, the County of Marin, the City of San Rafael, the Marin Center, various transit agencies, and other stakeholders, and analyzed current and future traffic and parking conditions in the Marin Civic Center area. TJKM developed various short- and long-term strategies that would improve traffic and parking conditions in the area, as well as enhanced bicycle and pedestrian safety. TJKM explored opportunities for Transportation Demand Management solutions, shared parking and public-private partnerships. The recommendations were approved by the local agencies.



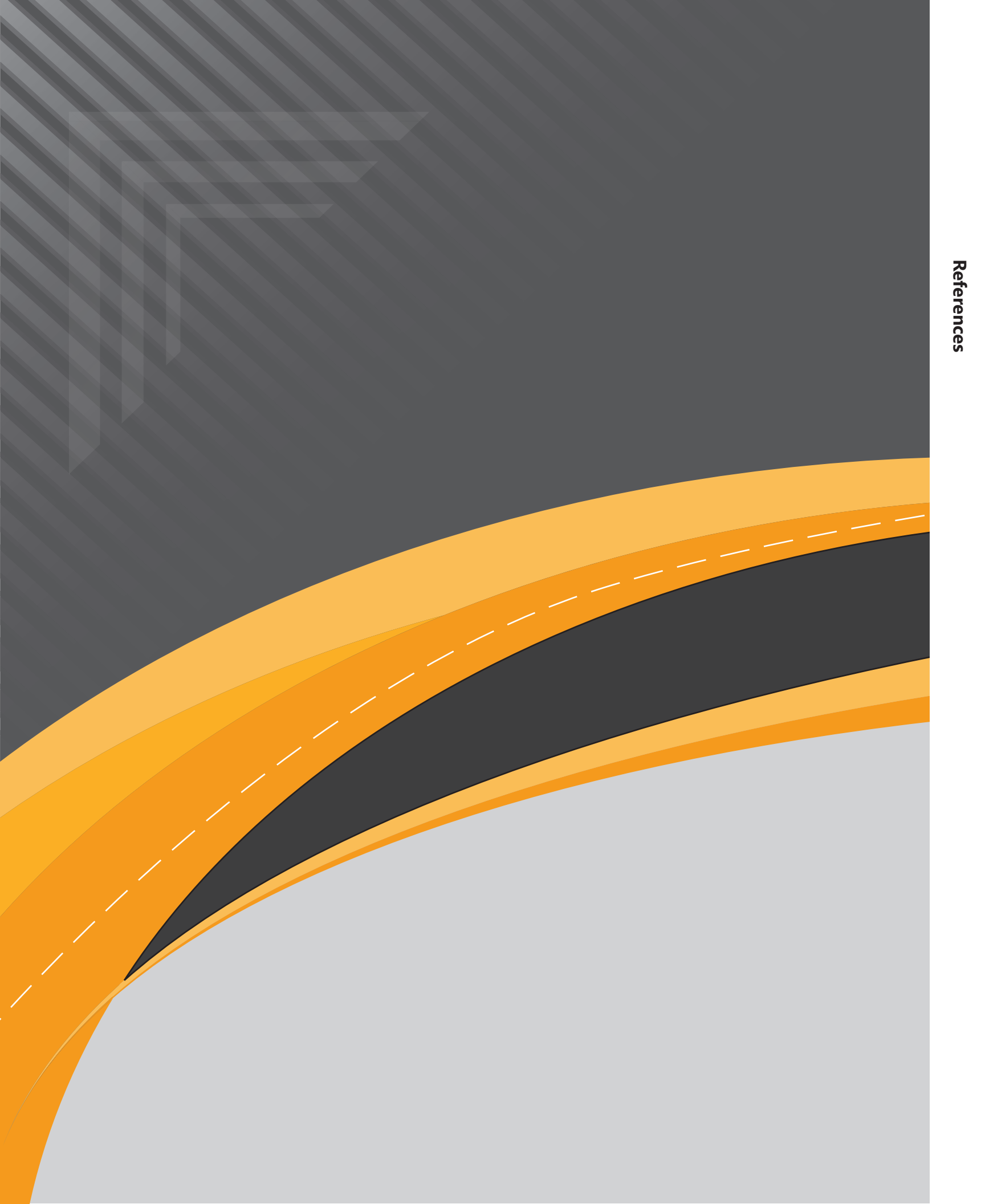
## COST

TJKM truly understands the importance of good project management. We use state-of-the-art technology and software to maintain superior quality control, to control costs, and to maximize the efficiency of resource utilization. Our proposed Project Manager, Mr. Henderson, will utilize a number of project management tools to ensure budget and schedule compliance.

Timeliness and quality are essential to maintaining good business relationships and a solid reputation. TJKM is committed to preparing high quality deliverables for our clients, while maintaining schedule and budget compliance, and to meeting deadlines that will be associated with this contract.

Our estimated cost proposal for completion of all tasks is shown below. We have also included the percent of hours for each staff who will be working on the project.

#	Task Description	TJKM Labor					TJKM OCDs		Total	
		Ruta Jariwala	Roger Henderson	Kamlesh Saxena	Chris Kinzel	Dhawal Kataria	TJKM Total Hours	TJKM Total Labor Costs		Other Direct Costs
		PIC	Project Manager	QA/QC	Task Lead	Assistant Transportation Planner				
		\$250	\$230	\$230	\$250	\$115				
1	Kick-off - Coordination - Management	1	2		2	2	7	\$ 1,440		\$ 1,440
2	Field Review - Nov. 11-12		36		2	36	74	\$ 12,920	\$ 1,000	\$ 13,920
3	Public Outreach		80			20	100	\$ 20,700	\$ 1,000	\$ 21,700
4	Parking Anlysis	1	8		4	40	53	\$ 7,690		\$ 7,690
5	Recommendations	1	8		8	40	57	\$ 8,690		\$ 8,690
6	Report	1	4	4	1	40	50	\$ 6,940		\$ 6,940
	<b>TOTALS</b>	<b>4</b>	<b>138</b>	<b>4</b>	<b>17</b>	<b>178</b>	<b>341</b>	<b>\$ 58,380</b>	<b>\$ 2,000</b>	<b>\$ 60,380</b>
	Percent of Hours per Staff	1%	41%	1%	5%	52%	100%			
<b>BASE PROJECT COST</b>									<b>\$ 60,380</b>	



## REFERENCES

Nearly 85 percent of our clients are repeat clients. Prompt service, attention to details, strict adherence to schedule requirements, and commitment to our clients' goals are among the reasons for this steady client base. Our objective on every assignment is to provide the most cost-effective product that meets the specific needs and criteria of each client within the planned schedule and budget. We encourage the City of Green Cove Springs to contact our references to learn about our performance. We are confident that you will be pleased with what our clients have to say about us.

### **Reference 1**

Gary Heap, Senior Engineer| City of San Mateo  
330 West 20th Avenue San Mateo, CA 94403  
(650) 522-7307, [gheap@cityofsanmateo.org](mailto:gheap@cityofsanmateo.org)  
Downtown Parking Implementation Plan & Parking Guidance System

### **Reference 2**

Claudia Cázares, Management Analyst, City of Clovis  
1033 Fifth Street Clovis, CA 93612  
(555) 324-2387, [claudiac@ci.clovis.ca.us](mailto:claudiac@ci.clovis.ca.us)  
Downtown Parking Study

### **Reference 3**

Garland Wong, Traffic Engineer, City of Fairfield  
2000 Cadenasso Drive Fairfield, CA 94533  
(707) 434-3800, [gwong@fairfield.ca.gov](mailto:gwong@fairfield.ca.gov)  
Jackson-Webster Parking Study

### **Reference 4**

Dave Flynn, Deputy Director, San Luis Obispo County  
976 Oso Street, San Luis Obispo, CA 93408  
(805) 781-4463, [dflynn@co.slo.ca.us](mailto:dflynn@co.slo.ca.us)  
Avila Beach Downtown Parking & Circulation Study





# Appendix A

## Required Forms

City of Green Cove Springs Downtown and US 17 Corridor Parking Study RFP Response Form

Please complete the following response form. Amounts are to be shown in both words and figures. In the case of a discrepancy, the written word shall apply.

Total Contract Sum:

\$ 60,380.00

Total Contract Sum (in words):

Sixty thousand and three hundred and eighty **Dollars**

Quotes shall be honored for ninety (90) days.

City of Green Cove Springs Downtown and US 17 Corridor Parking Study Vendor Information Form

Please complete the following. Attach additional sheets as necessary.

Our Company is:

A corporation  A partnership \_\_\_\_\_ Individually Owned \_\_\_\_\_ Other:

SS or Fed I.D. No: (Submission is voluntary)

94-2239515

Company Name and Address:

TJKM Transportation Consultants | 4305 Hacienda Drive, Suite 550, Pleasanton, CA 94588

Name of Principal:

Nayan Amin

Telephone Number: (925) 463-0611

Facsimile Number: (925) 463-3690

E-mail Address: tjkm@tjkm.com

References (List Three References, with names, address, and telephone numbers):

Gary Heap

City of San Mateo

330 West 20th Avenue

San Mateo, CA 94403

(650) 522-7307

gheap@cityofsanmateo.org

Claudia Cázares

City of Clovis

1033 Fifth Street

Clovis, CA 93612

(555) 324-2387

claudiac@ci.clovis.ca.us

Garland Wong

City of Fairfield

2000 Cadenasso Drive

Fairfield, CA 94533

(707) 434-3800

gwong@fairfield.ca.gov

Date of Delivery:

9/27/2021

All sections above must be completed. All deviations from the specifications must be fully explained in writing on the following Statement of Compliance/Deviations Form. Proposers understand that the City reserves the right to reject any or all proposals, reject any or all items, and delete any item or parts of items. Provide a statement of credit or other proof of ability to perform based on financial resources.

TJKM was founded in 1974 and since then has been providing professional services to its clients, with more than \$6 million in annual revenue and strong cash flow. As demonstrated in the following sections of this Proposal, the TJKM Team provides unmatched depth and breadth of human, technological and financially stable resources to provide technical expertise.

City of Green Cove Springs Downtown and US 17 Corridor Parking Study Statement of Compliance/Deviation

The proposal includes the following deviations from the Specifications, which the vendor represents and warrants as being fully equal or superior to the requirements of the Specifications, for the reason(s) set forth fully below. If there are no deviations, please state so below.

TJKM does not have any deviations from the Specifications.

**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 T J K M (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, T J K M  
(name of business), fully complies with the above requirements.

*Chris D. Koujda*

Vendor/Contractor Signature

9/24/21

Date

# California Jurat Certificate

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Alameda

Subscribed and sworn to (or affirmed) before me on this 24<sup>th</sup> day of September, 2021,

Chris D. Rinzel

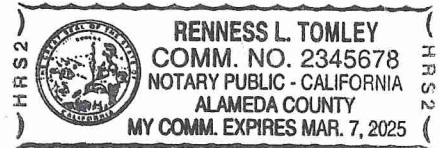
proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Signature

Reness L. Tomley

(seal)

My commission expires 3-7-2025.



-----OPTIONAL-----

Description of Attached Document

Title or type of document:

Drug Free Workplace Compliance Form

Document date:

9-24-2021

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

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

1. This sworn statement is submitted to City of Green Cove Springs  
(print name of the public entity)
- by Chris Kinzel  
(print individual's name and title)
- for T J K M  
(print name of entity submitting sworn statement)
- whose business address is 4305 Hacienda Drive, Suite 550 Pleasanton, CA 94588
- and (if applicable) its Federal Employer Identification Number (FEIN) is 94-2239515

(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 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 described in paragraph 287.133(1)(a), Florida Statute, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
  - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees,

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

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:**

WOK \_\_\_\_\_ 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 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 THIS 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.

*Chris D. Kenzil*

Signature

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Personally know: \_\_\_\_\_ Title: \_\_\_\_\_

OR produced identification \_\_\_\_\_ Notary Public - State of \_\_\_\_\_

\_\_\_\_\_ My commission expires \_\_\_\_\_  
(Type of identification)

Printed typed or stamped commissioned name of notary public

See Attached Notary  
Jurat Certificate

*Rebecca L. Jolley*

# California Jurat Certificate

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Alameda

Subscribed and sworn to (or affirmed) before me on this 24th day of September, 2021,

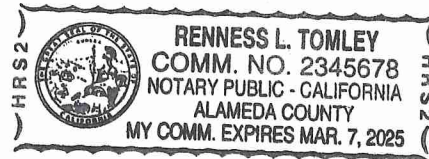
Chris D. Kinzel

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Signature Reness L. Tomley (seal)

Reness L. Tomley

My commission expires 3-7-2025.



-----OPTIONAL-----

Description of Attached Document

Title or type of document: Sworn Statement Pursuant to Section 287.133 (3) of

Document date: undated

Florida Statutes on Public Entity  
Crown



CALIFORNIA | FLORIDA | TEXAS  
Corporate Office 4305 Hacienda Drive, Suite 550, Pleasanton, CA 94588  
925.463.0611 | [www.TJKM.com](http://www.TJKM.com)