

PROPOSAL CHECKLIST

PROPOSER NAME: PQH Group Design, Inc.

- | | | |
|--|---|-----------------------------|
| 1. COVER PAGE: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| 2. INTRODUCTORY LETTER: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| 3. COMPANY, RELATED EXPERIENCE, AND STAFF & TEAM QUALIFICATIONS: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| a. ATTACHMENT "A": | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| b. ATTACHMENT "B": | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| 4. TECHNICAL APPROACH: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| 5. CURRENT AND PROJECT WORKLOADS: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| 6. REQUIRED AND OPTIONAL FORMS: | | |
| a) PROPOSAL SIGNATURE FORM: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| i. Not signed. | | |
| b) STATEMENT OF FINANCIAL STABILITY: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| c) SUMMARY OF LITIGATION: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| d) CERTIFICATE OF INSURABILITY: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| e) QUALIFIED TO TRANSACT BUSINESS IN FL: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| f) DRUG FREE WORKPLACE FORM: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| g) NON-COLLUSION AFFIDAVIT: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| h) SWORN STATEMENT PUBLIC ENTITY CRIME: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| i) CONFLICT OF INTEREST DISCLOSURE STATEMENT: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| j) LICENSES/CERTS: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| k) VENDOR INFORMATION FORM: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| l) EXCEPTION FORM: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| m) VENDORS ON SCRUTINIZED COMP. LIST: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| n) W9: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |

REVIEWED BY: Ali Tretheway

DATE REVIEWED: 1/17/2025



LEVY COUNTY
FLORIDA

DESIGN OF THE LEVY COUNTY
**PUBLIC SAFETY
COMPLEX**

DATE :
JANUARY 16, 2025

PROPOSED BY :
PQH Group Design, Inc.

PQH
GROUP

4141 Southpoint Dr E
Suite 200
Jacksonville, FL 32216
(904) 224-0001

TABLE OF CONTENTS

PAGE		TAB
1	Cover Page & Introductory Letter	1
3	Company, Related Experience, & Staff and Team Qualifications	2
23	Technical Approach	3
27	Current & Projected Workloads	4
28	Required & Optional Forms	5

TAB 1

COVER PAGE & INTRODUCTORY LETTER



LEVY COUNTY BOARD OF COUNTY COMMISSIONERS
PROCUREMENT DEPARTMENT
P.O. BOX 310
318 MONGO STREET, ROOM C
BRONSON, FL 32621
PHONE: (352) 486-5218 EXT. 2
FAX: (352) 486-5167
EMAIL: TRETHERWAY-ALI@LEVYCOUNTY.ORG

COVER PAGE

RFQ_2025_002– DESIGN OF THE LEVY COUNTY PUBLIC SAFETY COMPLEX

LAST DAY FOR QUESTIONS: 1/9/2025, 4:00 PM

DUE DATE & TIME: 1/16/25, 2:00 PM

SUMMARY OF SCOPE: Levy County is seeking to solicit qualifications from qualified respondents experienced in providing architectural and engineering planning and design services for County Public Safety complexes/Emergency Operations centers.

SUBMITTAL OF BID: Levy County only accepts electronic submittals through “E-Bidding” on the DemandStar platform www.DemandStar.com. In order to submit a bid in response to this solicitation the bidder must be registered with DemandStar.

For questions relating to the RFQ, contact Ali Tretheway, Procurement Coordinator at tretheway-ali@levycounty.org.

ITEMS THAT MUST BE INCLUDED WITH RESPONSE: Submitting an incomplete document may deem the response non-responsive, causing rejection. Please check each box for each item submitted with response. Prior to submitting my response, I have verified that all forms are attached and are considered as part of my proposal:

- ☒ COVER PAGE
- ☒ INTRODUCTORY LETTER
- ☒ COMPANY, STAFF & TEAM QUALIFICATIONS
- ☒ TECHNICAL APPROACH
- ☒ CURRENT AND PROJECTED WORKLOAD
- ☒ REQUIRED AND OPTIONAL FORMS

Company Name: PQH Group Design, Inc.

Name: Ricardo E. Quinones

Email Address (Required): quinonesr@pqh.com

Address: 4141 Southpoint Drive E, Suite 200, Jacksonville, FL 32216

Mailing Address (if Different): _____

Telephone: (904)224-0001

FEIN: 47-2933964

By signing this form, I acknowledge I have read and understand, and my firm complies with all General Conditions and requirements set forth herein:

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

DATE SUBMITTED: 1/16/25

THIS DOCUMENT MUST BE COMPLETED AND RETURNED WITH YOUR SUBMITTAL



G R O U P

Architecture

| Interiors

| Design Build Services

- Frank M. Ringhofer, AIA
- Aldo Minozzi-Fernandez, AIA
- Christopher L. Kaye, AIA
- Jose M. Perez, AIA
- Ricardo E. Quiñones, AIA
- Robert D. Hoenshel, AIA

January 16, 2025

Re: RFQ_2025_002

Levy County Board of County Commissioners

DESIGN OF THE LEVY COUNTY COUNTY PUBLIC SAFETY COMPLEX

Dear Selection Committee:

PQH Group Design is pleased to submit this letter of interest and qualifications to provide Professional Architectural and Engineering services for the planning, design, and construction of an Public Safety Complex serving Levy County and its communities.

Our proposed Engineering team includes IMEG, formerly McVeigh & Mangum, and Toco Engineering.

- IMEG will be providing Structural, Mechanical and Electrical Engineering and Plumbing services.
- Toco Engineering will be providing Civil Engineering for this project.

Our team is proficient in the design of Public Safety Complexes (PSCs), Emergency Operation Centers, Hurricane Safe Rooms, and Public Safety Facilities, with diverse experience encompassing emergency medical services, call centers, and fire stations. Storm-proofing is a specialty we frequently employ as we serve the North Florida region.

PQH's business philosophy is rooted in the belief that good work translates into lasting relationships and repeat business, and we pride ourselves on doing exceptional work. That professional ethic has resulted in great relationships with our municipal clients spanning multiple years and numerous projects for Volusia County, Daytona Beach, the City of Jacksonville, St. Johns County, Jacksonville Electric Authority, and the Florida Department of Transportation (FDOT), amongst others.

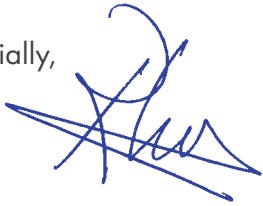


PQH is a firm dedicated to providing quality Architectural design services to our clients. Our principals are committed to each project and are an integral part of the team proposed for this project. We are accustomed to responding to project requirements with strong accuracy and quality control. The firm possesses the talent and expertise to undertake all job phases from design, through documentation and to construction.

Our mission is to fulfill all your project needs, large or small, in the most efficient and cost-effective way possible. We are more than capable of assisting Levy County with the necessary Design Services required for completing the new Public Safety Complex.

Please do not hesitate to contact us should you have any questions or need additional information.

Cordially,



Ricardo Quiñones, AIA, LEED AP® BD+C,
President, CEO

TAB 2

COMPANY, RELATED EXPERIENCE, & STAFF AND TEAM QUALIFICATIONS



Address:

4141 Southpoint Drive East
Suite # 200
Jacksonville, Florida 32216

Form of Ownership:

Private Corporation

Years in Business:

34 Years as PQH Group
(original partners)
9 Years as PQH Group Design
(with three new partners)

Primary Contact:

Ricardo E. Quinones, AIA
P: 904.224.0001
F: 904.224.0023
E: quinonesr@pqh.com
W: www.pqh.com

Staff:

31 Employees
7 Registered Architects
1 Registered Interior Designer
2 Registered General Contractors

PQH...BY THE NUMBERS:

43 Years of
Design Service

Of Business from
repeat clients **80%**

+\$200M Projects Designed
Annually

Florida Certified **MBE**

+300 Government Agency
Projects & Buildings

We Understand Quality Starts Day One.

PQH Group headquartered in Jacksonville Florida, is a Full Service Professional Design Firm with the knowledge and experience of providing professional design solutions to our local, state, and federal clients. Founded in 1982, PQH has grown to include six principals and a strong, committed support staff which includes Architects, Interior Designers, and General Contractors. With a history spanning over 40 years, PQH Group is Jacksonville's 6th largest Architectural Firm as ranked by JBJ, and Our broad depth of experience, collaborative design approach, proactive leadership and emphasis on communication give us the capabilities to offer customized solutions for even the most demanding needs of our clients. We pride ourselves on providing personal attention to each client with key personal remaining with the project through completion.

With the addition on 3 new partners in the last 9 years, PQH looks forward to the future with the same drive and determination of the initial founders. Along with new partners come new ideas, new clients and new market areas that provide the foundation for the company to continue growing and taking on new challenges.

Florida Certification/MBE

PQH Group is a Florida Certified MBE under the provisions of 287 and 295.187, Florida Statutes. PQH is certified in the State of Florida, DCPS, Jacksonville Electrical Association (JEA), and the Florida Department of Transportation (FDOT).

We listen, we plan, and we're here to serve you.

ATTACHMENT "A" QUALIFICATION CERTIFICATION

The Undersigned presents this Qualifications Submittal to be considered as a Qualified Architectural Firm for the provision of professional provision of professional engineering services for the Design of Levy County Public Safety Complex.

A copy of the licenses(s) under which our firm is engaged in practice of architecture in the State of Florida. This license was issued in accordance with provisions of Section 481.219 Florida Statutes, and is currently valid and in force.

It is further understood that qualification, if given, shall be valid for the purpose of responding to the above solicitation, unless suspended or terminated by Levy County.

The Undersigned authorizes and requests any public official, engineer, architect, Surety Company, bank depository, material or equipment manufacture or distributor or any person, firm or corporation to furnish all information requested by Levy County, to verify statements given with this Qualification Submittal.

The Undersigned further authorizes Levy County, FL designee to disclose, without any liability whatsoever, any and all information contained in the Qualifications Submittal.

The Undersigned has not been disqualified by any public agency in Florida except as indicated below. (If none, insert: "N/A").

N/A

Dated this 16th day of January, 2025.


Signature of Affiant

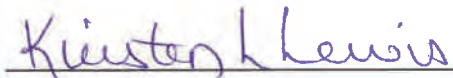
Ricardo E. Quinones, President/CEO

Printed Name & Title of Affiant

PQH Group Design, Inc.

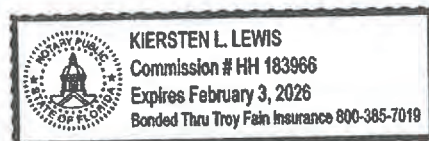
Full Legal Name of Consultant/Contractor

Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 16 day of January, 2025, by Affiant. Who is ☒ personally known to me or has produced _____ as identification.



Notary Public

My Commission Expires: 2-3-26



ATTACHMENT "B" – CLAIMS, LIENS, LITIGATION HISTORY

Respondents must complete all questions below and provide information requested as applicable. Failure to appropriately complete the questions below, or provide requested information may be grounds for disqualification. Any material misrepresentation of information may also be grounds for disqualification.

1. Within the past 7 years, has your organization filed suit or a formal claim against a project owner (as a prime or subcontractor) or been sued by or had a formal claim filed by an owner, subcontractor or supplier resulting from a project dispute?

☒ Yes ☐ No

If yes, please attach additional sheet(s) to include: **See next page**

- Description of every action Captions of the Litigation or Arbitration
- Amount at issue
- Name(s) of the attorneys representing all parties:
- Amount actually recovered, if any
- Name(s) of the project owner(s)/manger(s) to include address and phone number

2. List all pending litigation and or arbitration.

None other than as noted on other page.

3. List and explain all litigation and arbitration within the past seven (7) years – pending, resolved, dismissed, etc.

See next page

4. Please list all liens (including Federal, State, and Local) which have been filed against your Company within the past seven (7) years. List in detail the type of Lien, date, amount and current status of each Lien. If none, so state.

None

5. Have you ever abandoned a job, been terminated or had a performance/surety bond called to complete a job?

☐ Yes ☒ No – If yes, on separate sheet(s), provide an explanation of those instances.

6. For all claims filed against your company within the past five (5) years, have all been resolved satisfactorily with final judgment in favor of your company within 90 days of the date the judgment became final?

☒ Yes ☐ No – If no, on separate sheet(s), explain why.

7. On separate sheet(s), list the status of all pending claims currently filed against your company. If none, so state.

Flagler College - Sub-Surface Settlement of Third Party Ground Improvements

8. Has a project owner ever withheld retainage, issued liquidated damages or made a claim against any Performance and Payment Bonds?

☐ Yes ☒ No – If yes, on separate sheet(s) explain in detail

Attachment "B" (Continued)

1. Description:

Sub-Surface Ground Improvements were a delegated third-party responsibility under the General Contractor. The College filed suit against all involved parties ahead of the statute of repose deadline to preserve their right if other contributing factors were found. At this point all evidence points to the soils engineering group as the responsible party.

Amount at issue:

Unknown

Attorneys representing all parties:

For PQH: Gregory Retting - Lloyd; Gray, Whiehead and Monroe P.C. 850-777-3322

For Flagler: Larry Russel, II; Smith Hulsey 904-359-7700

Amount recovered, if any:

TBD

Project Owner/Manager:

David Carson, VP of Business Services 904-826-8503 74 Kings Street St. Augustine, FL 32084

3. All litigation and arbitration within the past seven (7) years – pending, resolved, dismissed, etc.:

Sub-Surface Ground Improvements were a delegated third-party responsibility under the General Contractor. The College filed suit against all involved parties ahead of the statute of repose deadline to preserve their right if other contributing factors were found. At this point all evidence points to the soils engineering group as the responsible party.

Client#: 1048774 PQHGRO

ACORD **CERTIFICATE OF LIABILITY INSURANCE** DATE (MM/DD/YYYY) 5/12/2023

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

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

PRODUCER
USI Insurance Services, LLC
2502 N Rocky Point Drive
Suite 400
Tampa, FL 33607

CONTACT
NAME: Dennis M. Doyle, Jr.
PHONE (A/C, H, Ext): 813 321-7500 FAX (A/C, H, Ext):
E-MAIL: ddoyle@statefarm.com
ADDRESS: 7607 BAYMEADOWS RD E SUITE 100 JACKSONVILLE FL 32256

INSURER(S) AFFORDING COVERAGE NAIC #
INSURER A: Phoenix Insurance Company 25623
INSURER B: Travelers Property Cas. Co. of America 25674
INSURER C: Travelers Casualty and Surety Company 19038
INSURER D: Capitol Specialty Insurance Corporation 10328
INSURER E:
INSURER F:

INSURED
PQH Group, Inc. &
PQH Group Design, Inc.
4141 Southpoint Drive East #200
Jacksonville, FL 32216

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

LINE	TYPE OF INSURANCE	ADDITIONAL INSURED(S)	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJ. <input type="checkbox"/> LOC OTHER:	X	6800J939206	05/15/2023	05/15/2024	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED <input type="checkbox"/> AUTOS ONLY SCHEDULED <input type="checkbox"/> AUTOS ONLY NON-OWNED <input type="checkbox"/> AUTOS ONLY					COMBINED SINGLE LIMIT \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> RETENTION \$10,000	X	CUP4E109717	05/15/2023	05/15/2024	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000
C	WORKERS COMPENSATION AND EMPLOYER'S LIABILITY ANY EMPLOYER'S PARTNER/EXECUTIVE (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	X	UB9M968370	05/15/2023	05/15/2024	E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Professional Liability		AE2021104003	05/15/2023	05/15/2024	\$3,000,000 per claim \$3,000,000 annl aggr.

DESCRIPTION OF OPERATIONS (LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required))
Professional Liability coverage is written on a claims-made basis.

CERTIFICATE HOLDER **CANCELLATION**

For Proposal Purposes

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

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.
ACORD 25 (2016/03) 1 of 1 The ACORD name and logo are registered marks of ACORD DGSZP

Client#: 1048774 PQHGRO

ACORD **CERTIFICATE OF LIABILITY INSURANCE** DATE (MM/DD/YYYY) 03/01/2023

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

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

PRODUCER
State Farm
Dennis M. Doyle, Jr., Agent
7607 BAYMEADOWS RD E SUITE 100
JACKSONVILLE FL 32256

CONTACT
NAME: Bonnie Skaggs
PHONE (A/C, H, Ext): 904-737-3777 FAX (A/C, H, Ext): 904-737-0363
E-MAIL: bonnie.skaggs@statefarm.com
ADDRESS: 4141 SOUTHPOINT DR E STE 200 JACKSONVILLE FL 32216

INSURER(S) AFFORDING COVERAGE NAIC #
INSURER A: State Farm Mutual Automobile Insurance Company 25178
INSURER B:
INSURER C:
INSURER D:
INSURER E:
INSURER F:

INSURED
PQH GROUP, INC
PQH GROUP DESIGN INC.
4141 SOUTHPOINT DR E STE 200
JACKSONVILLE FL 32216

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

LINE	TYPE OF INSURANCE	ADDITIONAL INSURED(S)	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJ. <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Per occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED <input checked="" type="checkbox"/> AUTOS ONLY SCHEDULED <input checked="" type="checkbox"/> AUTOS ONLY NON-OWNED <input checked="" type="checkbox"/> AUTOS ONLY					COMBINED SINGLE LIMIT \$ BODILY INJURY (Per person) \$1,000,000 BODILY INJURY (Per accident) \$1,000,000 PROPERTY DAMAGE (Per accident) \$1,000,000
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYER'S LIABILITY ANY EMPLOYER'S PARTNER/EXECUTIVE (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
THE AUTOMOBILE LIABILITY POLICY INCLUDES AN AUTOMATIC ADDITIONAL INSURED ENDORSEMENT THAT PROVIDES ADDITIONAL INSURED STATUS TO "CLIENT" ONLY WHEN THERE IS A WRITTEN CONTRACT THAT REQUIRES SUCH STATUS AND ONLY WITH REGARD TO WORK PERFORMED ON BEHALF OF "CLIENT" THE NAMED INSURED INCLUDING COMPLETED AND ONGOING OPERATIONS ON PER PROJECT BASIS. COVERAGE IS PRIMARY AND NON CONTRIBUTORY. WAIVER OF SUBROGATION IN FAVOR OF THE ADDITIONAL INSURED APPLIES TO ALL POLICIES LISTED ABOVE AS REQUIRED BY WRITTEN CONTRACT. THIRTY (30) DAYS PRIOR WRITTEN NOTICE OF CANCELLATION EXCEPT 10 DAYS FOR NON PAYMENT OF PREMIUM WILL BE GIVEN ON ALL POLICIES LISTED ABOVE.

CERTIFICATE HOLDER **CANCELLATION**

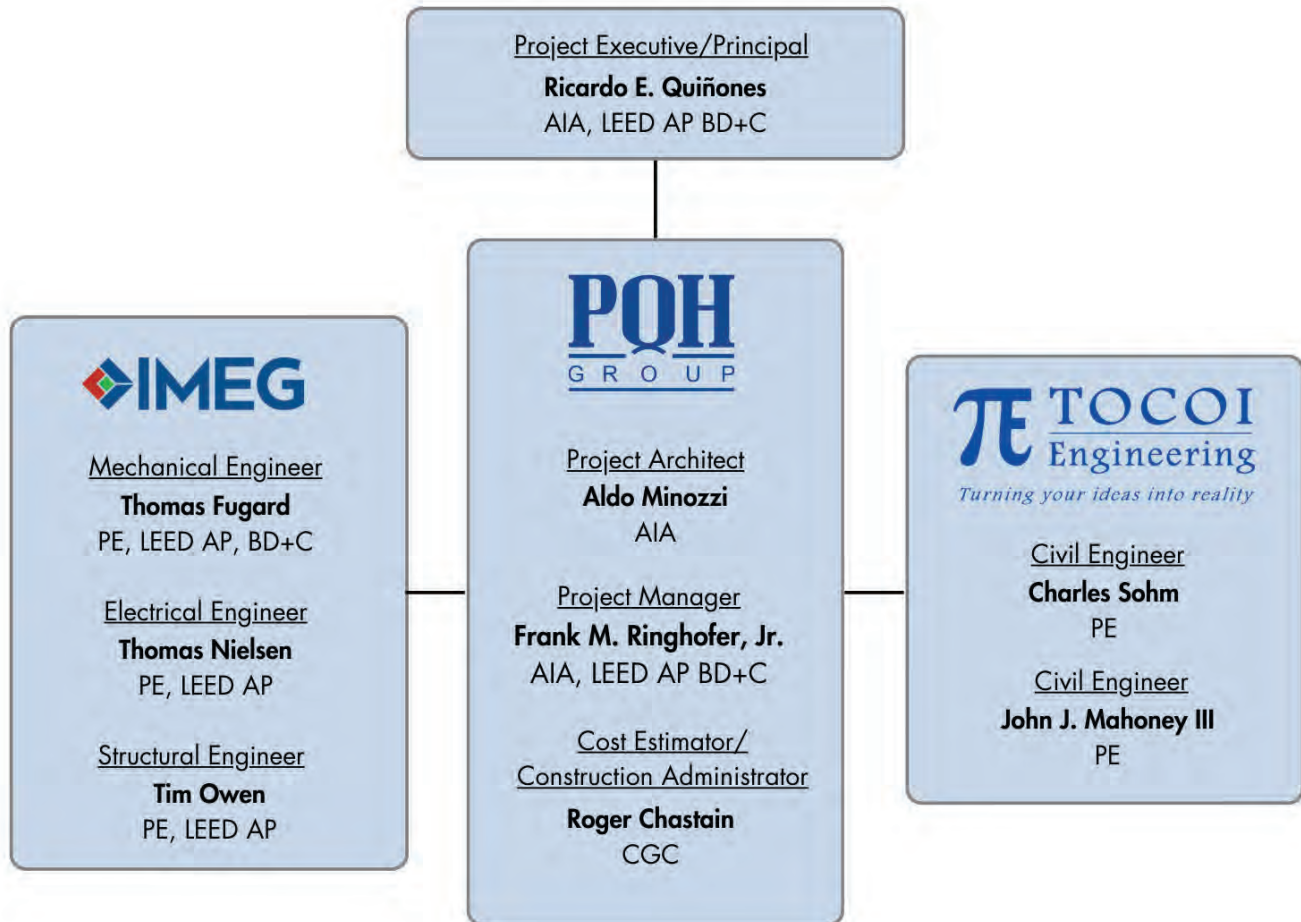
FOR PROPOSAL PURPOSES ONLY

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

AUTHORIZED REPRESENTATIVE
Bonnie B. Skaggs

© 1988-2015 ACORD CORPORATION. All rights reserved.
ACORD 25 (2016/03) The ACORD name and logo are registered marks of ACORD 1001486 123640 14 04/10/2022

ORGANIZATIONAL CHART



Ricardo E. Quinones, AIA, LEED®AP BD+C

Principal-in-Charge

Years of Experience: 41 (36 years with PQH)

Education

MA, Architecture , University of Illinois, 1981

BS, Architectural Studies, University of Illinois, 1978

Registration

Registered Architect, FL #9765, GA, TX, AZ, TN, NCARB #48953. LEED

Accredited Professional

4141 Southpoint Dr E Suite 200

Jacksonville, FL 32216

904-635-1240

quinonesr@pqh.com



RICARDO E. QUINONES, AIA, LEED AP BD+C is the President and Director of Design, responsible for programming, schematics and implementation of design through construction documents. Honored by the American Institute of Architects in Jacksonville for his work, Ricardo's career reflects his strong work ethic and commitment to clients, the community, and his family. A blend of creativity, problem solving, and practicality make programming an enjoyable task for Ricardo. He uses an honest, up-front approach to address clients; and his designs convey creative solutions that are accomplished realistically, within budget, and on-time. His experience spans various project types, including education, healthcare, housing, senior living, and historic renovation.

St. Johns County Emergency Operation Center

St. Johns County, FL

City of Jacksonville Emergency Operations Center Facility

Jacksonville, Florida

City of Jacksonville Fire Station #24

Jacksonville, FL

City of Jacksonville Fire Station #35

Jacksonville, FL

City of Jacksonville Fire Station #58

Jacksonville, FL

City of Jacksonville Fire Station #64

Jacksonville, FL

City of Jacksonville Fire Station #65

Jacksonville, FL

St. Johns County Continued Services Contract

St. Johns County, FL

St. Johns County Fire Station #9

St. Johns County, FL

St. Johns County Fire Station #15

St. Johns County, FL

St. Johns County Fire Station #18

St. Johns County, FL

City of Jacksonville Fire and Rescue Facility, Phases I, II, III

Jacksonville, Florida

St. Johns County Courthouse Renovations Phase 1 & 2

St. Johns County, FL

St. Johns County Health Center

St. Johns County, FL

St. Johns County Supervisor of Elections Additions/Renovations

St. Johns County, FL

St. Johns County Sheriff's Fleet Services

St. Johns County, FL

St. Johns County Purchasing Department Renovations

St. Johns County, FL

St. Johns County Landrum Lane Senior Center

St. Johns County, FL

St. Johns County Anastasia Island Library

St. Johns County, FL

St. Johns County Administration Building

St. Johns County, FL

St. Johns County Medical Examiner's Office

St. Johns County, FL

Aldo Minozzi, AIA, LEED

Project Architect

Years of Experience: 27 (7 Years with PQH)

Education

MA, University of Puerto Rico

BA, University of Puerto Rico

Registration

LEED® Accredited, Registered Architect, FL #98244 , PR #16724

4141 Southpoint Dr E Suite 200

Jacksonville, FL 32216

904-908-7679

minozzia@pqh.com



ALDO MINOZZI, AIA, LEED, has a proven ability to impart a high level of professionalism and expertise to ensure objectives are met in the fastest, most efficient manner. His qualifications include a unique knowledge of all development phases within a project from initial client relationships to its final construction. He has demonstrated his capabilities and attention to cultural and environmental factors in order to create aesthetically functional designs. Aldo's expertise includes renderings, presentations, 3-D graphics and tours, project design, specifications, and construction documents. Mr. Minozzi has tremendous artistic talent which combines favorably with his high level of technical expertise and industry knowledge.

City of Jacksonville Fire Station #64

Jacksonville, FL

St. Johns County Continued Service Contract

St. Johns County, FL

St. Johns County School District Continued Service Contract

St. Johns County, FL

St. Johns County Administration Complex

St. Johns County, FL

St. Johns County Courthouse Renovation

St. Johns County, FL

St. Johns County Warehouse Improvements

St. Johns County, FL

JEA Continued Service Contract

Jacksonville, FL

Embry Riddle Aeronautical University Phase 1, 2 & 3

Daytona Beach, FL

Embry Riddle Aeronautical University Garage

Daytona Beach, FL

Embry Riddle Aeronautical University Residence Hall

Prescott, AZ

Flagler College Commons & Garage

St. Augustine, FL

Jacksonville University Health and Science Building

Jacksonville, FL

Jacksonville University Lazzara STEAM Building

Jacksonville, FL

Jacksonville University - Residence Halls & Sports Facilities

Jacksonville, FL

Flagler College Residence Halls

St. Augustine, FL

Flagler College Campus Facilities Building

St. Augustine, FL

Daytona State College Residence Halls Phase 1

Daytona Beach, FL

Daytona State College Residence Halls Phase 2

Daytona Beach, FL

Frank M. Ringhofer, Jr., AIA, LEED®AP BD+C

Project Manager

Years of Experience: 38 (21 years with PQH)

Education

BA, Kansas State University

Danish International Architectural Program, University of Copenhagen

Registration

Registered Architect, FL #16446, AZ, MI

4141 Southpoint Dr E Suite 200

Jacksonville, FL 32216

904-608-2456

ringhoferf@pqh.com



FRANK M. RINGHOFER, JR., AIA, LEED AP BD+C, is a LEED accredited professional with the Green Building Council and serves as a mentor for the Project Managers of the firm. Frank has an extensive background with public clients and has served as Architect of record and/or Designer/Production Coordinator for various related projects. Frank's expertise includes project design, programming, presentations, document production, specifications, and training and mentoring of architectural personnel. During his 35+ years of experience, his responsibilities have included project management, construction administration, design, specification writing, and cost analysis, coordination between the architectural and engineering disciplines, quality reviews, budget analysis, and project delivery.

City of Jacksonville Emergency Operations Center Facility

Jacksonville, Florida

St. Johns County Emergency Operations Center

St. Johns County, FL

City of Jacksonville Fire Station #24

Jacksonville, FL

City of Jacksonville Fire Station #31

Jacksonville, FL

City of Jacksonville Fire Station #57

Jacksonville, FL

City of Jacksonville Fire Station #64

Jacksonville, FL

City of Jacksonville Fire Station #65

Jacksonville, FL

St. Johns County Continued Services Contract

St. Johns County, FL

Clay County Continued Services Contract

Clay County, FL

St. Johns County Fire Station #5

St. Johns County, FL

St. Johns County Fire Station #9

St. Johns County, FL

St. Johns County Fire Station #11

St. Johns County, FL

St. Johns County Fire Station #16

St. Johns County, FL

Volusia County Continued Services Contract

Volusia County, FL

City of Jacksonville Fire and Rescue Facility, Phases I, II, III

Jacksonville, Florida

St. Johns County Courthouse Renovations Phase 1 & 2

St. Johns County, FL

St. Johns County Administration Building

St. Johns County, FL

St. Johns County Health Center

St. Johns County, FL

St. Johns County Purchasing Department Renovations

St. Johns County, FL

St. Johns County Supervisor of Elections Additions/Renovations

St. Johns County, FL

St. Johns County Medical Examiner's Office

St. Johns County, FL

Roger Chastain, CGC

Construction Administrator

Years of Experience: 39 (6 years with PQH)

Education

OSHA 10-HR Certified

OSHA 30-HR Certified

Registration

License: CGC1518354

Chair Commercial Builders Council of Jacksonville

4141 Southpoint Dr E Suite 200

Jacksonville, FL 32216

904-635-1240

chastainr@pqh.com



ROGER CHASTAIN, CGC 's expertise incorporates full responsibility in cost control, value engineering, and time and quality assurance through both the design and construction phases of projects. Over the past twelve years in his role as a cost estimator and Construction Administrator, Mr. Chastain has overseen \$335 million in building construction. He is accountable for the oversight of project managers and their responsibilities in maintaining contractor/owner relationships, subcontractor control, budget maintenance, scheduling, submittal processing, and overall success of the project.

City of Jacksonville Fire Station #65

Jacksonville, FL

City of Jacksonville Fire Station #64

Jacksonville, FL

Sarasota Fire Station*

Sarasota, FL

City of Jacksonville Blue Cypress Pool

Jacksonville, FL

St. Johns County Administration Building

St. Johns County, FL

Liberty Pines Academy*

St. Johns County, FL

Pacetti Middle School*

St. Johns County, FL

Timberlin Elementary School*

St. Johns County, FL

Flagler Commons & Garage

St. Augustine, FL

St. Johns River Community College*

St. Augustine, FL

Creekside High School*

St. Augustine, FL

City of Jacksonville Blue Cypress Pool

Jacksonville, FL

Hickory Creek Elementary*

Fruit Cove, FL

Flagler Commons & Garage

St. Augustine, FL

The Arc of Jacksonville

Jacksonville, FL

Sulzabacher Community - Women's Center

Jacksonville, FL

Springfield Lofts Apartments

Jacksonville, FL

Ashley Square Apartments

Jacksonville, FL

Jacksonville University Health & Science Building

Jacksonville, FL

Jacksonville Classical Academy

Jacksonville, FL

North Florida School for Special Education

Jacksonville, FL



Charles Sohm
Senior Project Manager

OVERVIEW

Mr. Sohm has 23 years' experience in civil site design, public works design, power, water, and wastewater utility design and coordination, as well as in managing and directing complex civil engineering projects for public and private clients throughout the State of Florida. His specialty is utility engineering, civil site design, storm water management, and environmental resource permitting.



EDUCATION

BME – 1998 Mechanical
Engineering,
Georgia Tech, Atlanta, Georgia

REGISTRATION

P.E. No. 79289 – Florida

EMPLOYMENT

Tocoi Engineering, LLC (8 years)	2016 - Present
Senior Project Manager	
Green Cove Springs, FL	

Clay County Utility Authority	(3 years)	2013- 2016
Florida Power and Light	(12 years)	1998- 2010

PUBLIC WORKS EXPERIENCE

Spring Park Shoreline Protection Green Cove Springs, Florida

Project Manager and Engineer responsible for Design and Permitting of 1000 linear feet concrete gravity wall shoreline protection along St. Johns River protecting the soils of the Spring Park from further storm related erosion and scouring effects. Project included environmental resource permitting and avoidance of mean high-water line.

Green Cove Springs City Pier, Green Cove Springs, Florida

Project Manager and Engineer Responsible for Design and Permitting of repair and improvements of a municipal pier for the City of Green Cove Springs, including 250 LF pier extension, wave attenuation system, 80 LF floating dock addition for medium cruise vessel, mooring dolphins, and fishing platforms.

Clay County Public Works, Clay County, FL

Project Manager and Engineer Responsible for Design and Permitting of five stormwater drainage improvement projects to relieve flood-prone areas heavily affected by Hurricanes Irma and Matthew. FEMA Hazard Mitigation Grant Program (HMGP) Projects included:

- Greenwood Subdivision, including restoring a 1,300-foot drainage ditch, upgrading drainage pipes, and design of emergency spillway. Value engineering to eliminate the need to expand an existing community stormwater pond into neighboring school property.
- Knight Boxx Road, including replacing and upgrading existing stormwater pipes along a major collector road to allow greater stormwater capacity and mitigate flooding.
- Ridaught Landing Subdivision, including engineering design for replacing and upgrading existing stormwater pipes to eliminate lot flooding.
- Tanglewood Subdivision, including upgrading and rerouting stormwater pipes to eliminate lot flooding.
- Homestead Road neighborhood, including designing an overland swale to redirect stormwater flow around flooded parcels and upgrade of existing undersized pipes and inlets.

West Street Stormwater Rehab Design, Green Cove Springs, Florida

Project Manager and Engineer responsible for Design, Permitting, and Utility Coordination for the redesign of an existing stormwater collection system, the design of the roadway and sidewalk rehabilitation associated with the Stormwater System improvement and the incorporation of newly installed Palmetto trail improvements within the project alignment.



John J. Mahoney III
Senior Vice President

**OVERVIEW:**

Mr. Mahoney has over 44 years' experience managing and directing civil engineering projects for public and private clients throughout Northeast Florida. His specialty is cost analysis, storm water engineering, utility engineering, roadway design, environmental permitting, and earth & marine structural foundation designs.

EXPERTISE

44 Yrs. Experience. In all Facets of Civil Engineering

Full Service Civil Engineering, Roadway, Land Planning, Storm Water, Site & Utility Planning & Design, Construction Management and Inspection and Environmental Permitting

EDUCATION

B.S. – 1982 Civil Engineering, University of Florida, Gainesville, Florida

REGISTRATION

P.E. No. 40177 - Florida

PROFESSIONAL CERTIFICATIONS:

Florida Department of Transportation approved for 3.1 Minor Roadways and 7.1 Pavement Markings & Signage

EMPLOYMENT

Tocoi Engineering LLC

September 2007 - Present

Principle-In-Charge, Project Manager, Quality Control Manager and Senior Vice President,

Green Cove Springs, FL

Roadways:**Wells Road, Clay County, FL.**

Principal-In-Charge responsible for design and permitting, and CEI improvements to upgrade 2.0-mile portions of a 5-lane urban roadway to include double culvert crossings.

Sidewalk Improvements—Town of Orange Park, FL

Principal-In-Charge responsible for design and permitting as well as CEI for 2600 feet of new sidewalks including: clearing and grubbing, signage relocation and pavement, grassing and fencing, flume modification, and curb and gutter replacement.

River Reach St. Johns County, FL

Project Manager responsible for design, permitting, and construction administration for a 3-lane urban section (1.1-mile) county collector road. Project interconnected existing collector roads. It included two major subdivision intersections. Unique features included multi-use path on one side of the road, a pedestrian sidewalk, pavement marking, maintenance of traffic (MOT), stormwater, storm sewer, utility coordination, and environmental permitting.

Earth and Marine Structures:**Green Cove Springs City Pier, Green Cove Springs, Florida**

Principal-In-Charge responsible for Design, Permitting, Bidding, and Construction Management of repair and improvements of the municipal pier for the City of Green Cove Springs. This project involved the construction of a 250 LF pier extension with medium cruise vessel access, mooring dolphins, a wave attenuation system, fishing platforms, and replacement of a floating dock. The City was awarded a Block Grant with a limited budget; Tocoi's team was able to adapt and phase the project, keeping it on time and within budget. Tocoi's Opinion of Probable Cost was crucial in forecasting the construction budget, allowing the project to optimize the available grant funds.

Inlet Cove Seawall, St. Augustine, FL

Project Engineer responsible for design for 700 linear foot concrete gravity wall comprised of 2 feet wide by 1.5 feet high by 4 feet long pre-cast concrete block sections.

Spring Park Shoreline Protection, Green Cove Springs, FL

Principal Engineer responsible for Design and Permitting of 1000 linear feet concrete gravity wall shoreline protection along St. Johns River protecting the soils of the Spring Park. Project included environmental resource permitting and maintenance of mean high-water line.

River Road Shore Protection, Orange Park, FL

Principle-In-Charge responsible for design and permitting as well as CEI for a 320 feet concrete riprap shore protection along the St. Johns River.

Kingsley Avenue Bulkhead Improvements—Town of Orange Park, FL

Principal-In-Charge responsible for design and permitting as well as CEI for improvements for a bulkhead at the end of Kingsley Avenue in Orange Park.



Thomas Fugard, PE, LEED AP BD+C, QCXP

MECHANICAL ENGINEER

Thomas specializes in HVAC and plumbing systems for a wide range of building projects including commercial, educational, healthcare, residential, and industrial facilities. His past experience includes work with the U.S. Department of Defense, U.S. Department of Veteran Affairs, and the Horry County School System.

PROJECT HIGHLIGHTS

- Sheriff's District 2 Administration and Operations Complex, Bunnell, FL, New 50,000-sf, 2-story Building
- St. John County, Elkton, FL, 22,000-sf Combined Fire Station 11 and Sheriff's Office Command Center
- Walton County, Walton County, FL, New Transfer Station at Walton County Central Landfill
- City of Jacksonville, Jacksonville, FL, Fire Station 61, 9,500-sf, New Three-bay, Single-story Fire Station
- Town Center Two, Jacksonville, FL, 38,000-sf Office Fit-out
- Community First Credit Union of Florida, Jacksonville, FL, 3,200-sf New Bank
- St. Johns County Public Library System, Augustine, FL, 20,000-sf New 1-story Library
- Landstar, Crawfordville, IN, 8,250-sf New 1-story Truck Training Facility
- St. Nick Management, LLC, Jacksonville, FL, 15,600-sf New 2-story Restaurant and Assembly Building
- Campus USA Credit Union, Gainesville, FL, 4,500-sf Credit Union with Drive Through
- City of St. Augustine, FL, HVAC for New Motor Control Center Room at Water Treatment Plant
- Auto Boutique, Jacksonville, FL, 29,871-sf Automobile Dealership
- Bolles School, Jacksonville, FL, New Center for Innovation
- FRAPAG, Jacksonville, FL, 24,850-sf, 2-story Shell Office Building

Experience

14 Total, 9 with IMEG

Education

University of Miami, BS Mechanical Engineering

Study Abroad: Politecnico di Torino; Second Faculty of Engineering, Vercelli, Italy

Registrations

Professional Engineer

Alabama (39445)
Florida (82121)
Georgia (PE044425)
New York (101744)
North Carolina (051795)
South Carolina (33444)
Texas (PE138443)

Accreditations

LEED Accredited Professional BD+C
Qualified Commissioning Professional (QCxP)



Thomas Nielsen, PE, LEED AP

SENIOR ELECTRICAL ENGINEER



Tom has over 40 years of experience in the design of power distribution, UPS and diesel generator emergency power systems, lighting applications, fire alarm, security, and lightning protection systems. He has worked on commercial, educational, retail, industrial, medical/research, institutional, and governmental facilities.

PROJECT HIGHLIGHTS

- St. John County, Elkton, FL, 22,000-sf Combined Fire Station 11 and Sheriff's Office Command Center
- Town Center Two, Jacksonville, FL, 38,000-sf Office Fit-out
- 55th Place, Gainesville, FL, New Commercial Park, Building E
- Federal Law Enforcement Training Center 681, Glynco, GA, 105,000-sf, 2-story Office Building with Conference Rooms, Records and Archival Storage Areas
- Orange Park Center, Orange Park, FL, New Commerce Center, Phase II
- Neptune Beach, Neptune Beach, FL, New Operations & Maintenance Facility
- Nassau County Fire Station 71, Nassau County, FL, New Fire Station Building
- Nocatee Fire Station, St Johns County, FL, New Fire Station Building
- Southside (St. Vincent's), Jacksonville, FL, 2,670 SF Medical Office Renovation
- Fleming Island, Clay County, FL, 80,000-sf New 3-story Medical Office Building
- Glynn County Fire Department, Glynn County, GA, New Maintenance Garage
- St. Johns County, FL, New Transit Building (Sunshine Bus)
- McAlpine Wastewater Management Facility, Charlotte, NC
- Beach Boulevard, Jacksonville, FL, New Distribution Center
- Southeast Orthopedic Specialist, Jacksonville, FL, 10,000-sf, 2-story Renovation to Convert Space into Physical Therapy Facility

Experience

42 Total, 27 with IMEG

Education

Georgia Institute of Technology, BS
Electrical Engineering

Registrations

Professional Engineer

Florida (53492)

Certifications

LEED Accredited Professional



Tim Owen, PE, LEED AP

SENIOR STRUCTURAL ENGINEER



A Client Executive, Tim has over 30 years of experience in the design of commercial, industrial, governmental, and residential buildings of structural steel, wood, reinforced concrete, masonry, and pre-stressed concrete. He is also experienced in the inspection and renovation of existing structures, bridge design, and the design of unique structures.

PROJECT HIGHLIGHTS

- Hardeeville Commerce Park, Hardeeville, SC, 105,000-sf New Warehouse Building Shell
- Southeast Toyota Distributors, Jacksonville, FL, Two New Vehicle Elevation Platforms and Ramps
- St. Nick Management, LLC, Jacksonville, FL, 15,600-sf New 2-story Restaurant and Assembly Building
- MSS Solutions, Inc., Charlotte, NC, Production Warehouse Evaluation for Support of Proposed New Rooftop Suspended Exhaust Hood and Exhaust Fan
- Glove One, Greenville, SC, Manufacturing Facility Conveyor Equipment Structural Design Review
- Blackstone Distilling, LLC, Manchester, KY, Structural Narrative to Review Warehouse Building Slab
- Mammoth Cave National Park, Mammoth City, KY, Parking Lots and Monument Signs Renovations
- Cresco Labs Inc, Indiantown, FL, 117,000-sf Expansion of Existing Cannabis Facility
- Western Steel Buildings, Mocksville, NC, 24,750-sf, Single-story PEMB
- Florida Department of Transportation, Defuniak Springs, FL, New Operation Center
- FRAPAG Office Building (Powers Bay), Jacksonville, FL, 24,850-sf, 2-story, Tilt-Up, Shell Office Building
- Lake Mary - New Century Park Office Building, Orlando, FL, 125,000-sf, Tilt-up, 4-story Building
- Nocatee Office Building #1, Ponte Vedra, FL, 125,000-sf, 4-story, Tilt-up Including the Shell Building
- Town Center One, Jacksonville, FL, 150,000-sf, 5-story, Tilt-up Building
- Town Center Two and Web.com, Jacksonville, FL, 185,000-sf, 6-story, Tilt-up Building

Experience

32 Total, 20 with IMEG

Education

University of Florida, BS Civil Engineering
University of Florida, ME Civil Engineering

Registrations

Professional Engineer

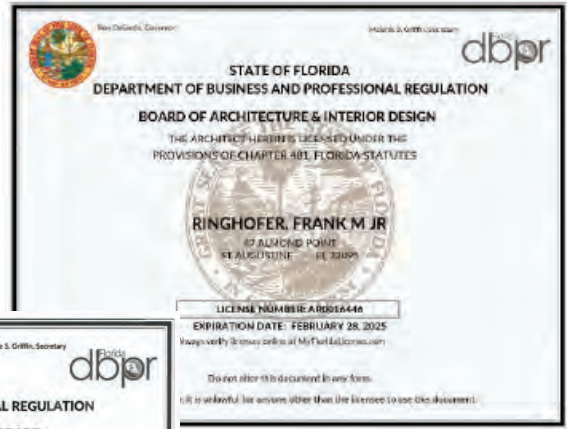
Arizona (63418)
Arkansas (15995)
Florida (52735)
Georgia (PE034516)
Kansas (PE22858)
Kentucky (29659)
Minnesota (54606)
North Carolina (040024)
South Carolina (30287)

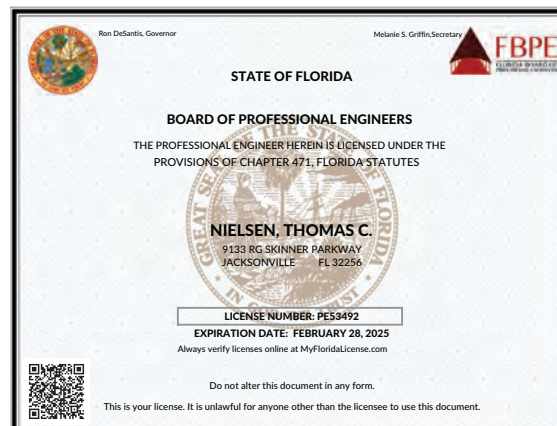
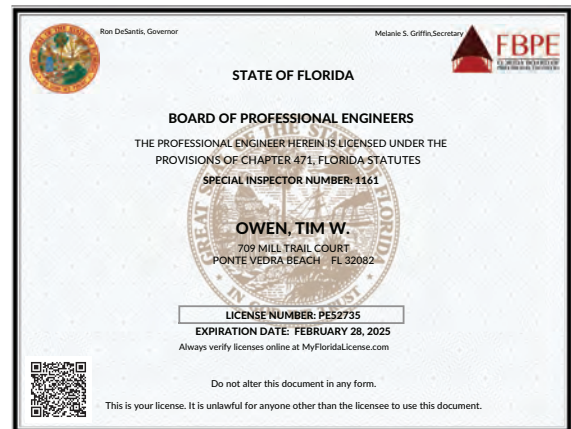
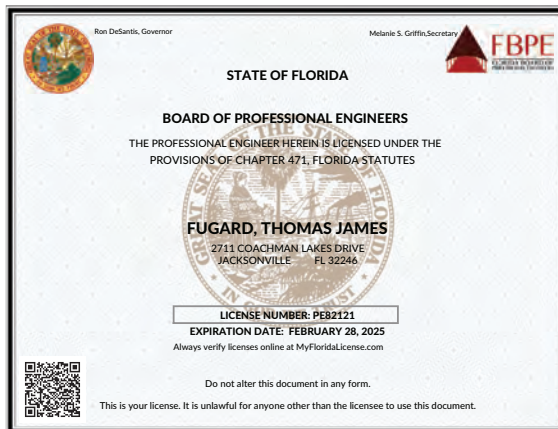
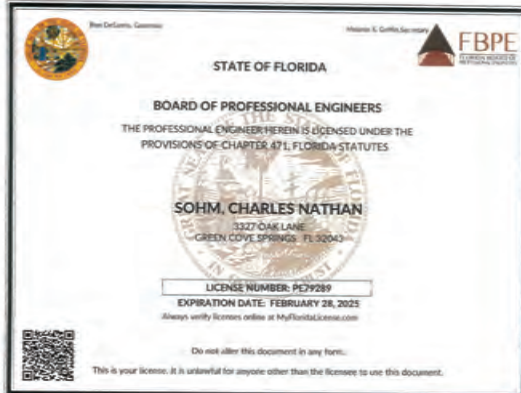
Structural Engineer

Georgia (SE000121)

Accreditations

LEED Accredited Professional
Special Inspector of Threshold Buildings,
Florida





SJC Sheriff's Fleet Building

St. Johns County, FL

Scope and Description



Date Awarded	Owner
2021	St. Johns County
Date Completed	Cost
June 2024	\$4.5 M
Size	Contact
25,000 SF	Jason Mckay CIP Program Manager St. Johns County 904-209-0192 jmckay@sjcfl.us

City of Jacksonville Fire Stations #64, #65 and #76

Jacksonville, Florida

Scope and Description

PQH was hired by the City of Jacksonville as part of a Design Build Team to design, document and permit 3 Fire Stations based on an existing prototype; Fire Stations #65, #64 and #76. Each fire station site consists of one fire station building with Living Quarters and an Apparatus bay area. In addition, there are Supporting Functional Spaces located within the Living Quarters area such as the Main Entrance / Porch, Bunker Gear Stowage, Mechanical and Electrical Spaces, Telecommunications Room, and Laundry / Outside Extractor and Storage Rooms. The Apparatus Bay area will consist of 3 bays. To the left you will see a rendering of the design that is based on the COJ prototype station.



Owner: City of Jacksonville

Contact:

Michael Lesniak
(904)255-3311
mlesniak@coj.net
515 Julia St.
Jacksonville, FL 32202

Size: +/-9,500 SF

Completed: 2022 /2023

Contractor Contact:

Scott Wright, Project Manager
904-899-9808
Stellar, Inc.

Cost: \$5.3 M each

Relevancy:

- Fire Stations
- Public Safety
- New Build
- Hurricane Hardened

Subconsultants:

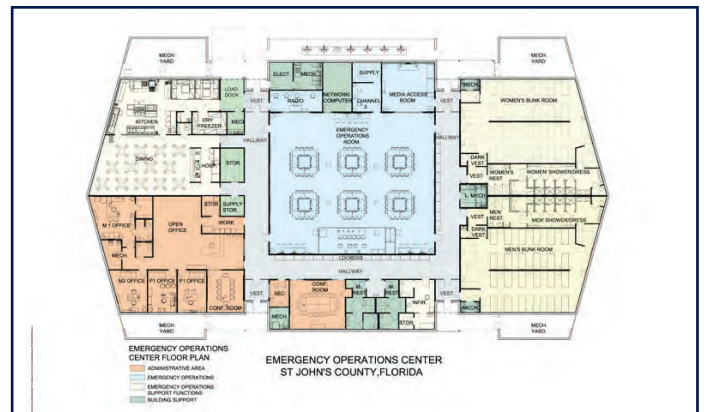
Structural: IMEG
MEP: IMEG

St. Johns County Emergency Operations Center

St. Augustine, Florida

Scope and Description

PQH Group was engaged by St. Johns County to design a new Emergency Operation Center to serve as the county's central command and control facility responsible for managing and carrying out emergency response and preparedness during disaster and storm events. The structure has approximately 26,000 SF, and is designed to meet standards for construction of Storm Shelters in accordance with FEMA p-361 and ICC 500, including emergency back up water system, generators, and protective enclosures for all



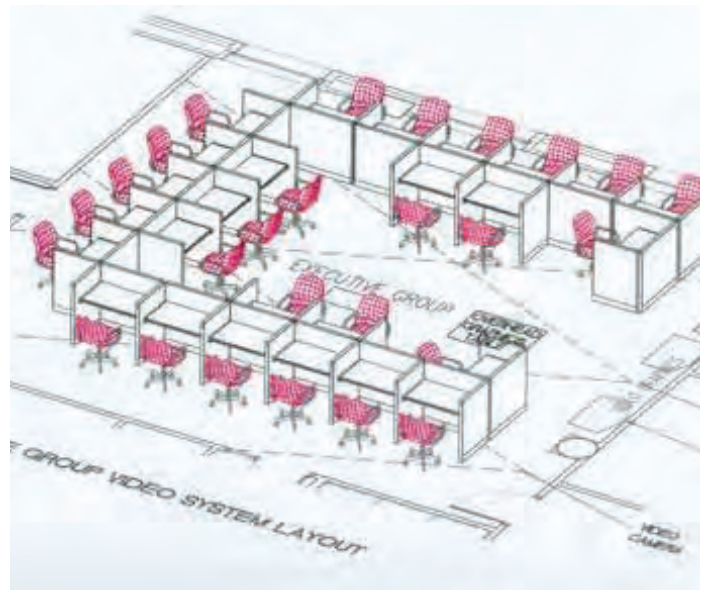
Owner: City of Jacksonville	Size: 26,000 SF	Cost: \$5.4 M	
Contact: Jason McKay 904-209-0192 jmckay@sjcfl.us 2750 Industry Center Road St. Augustine, Florida 32084	Completed: 2009 Contractor Contact: R.B. Gay Alan Reaves 904-354-8201 2031 E 19th St. Jax, FL 32206	Relevancy: <ul style="list-style-type: none"> Tilt-Wall Public Safety New Build Hurricane Hardened 	Subconsultants: Civil: PBS&J / Connelly & Wicker Structural: IMEG MEP: Powell & Hinkle Landscape: J Whitmill Tech: AV Innovations

City of Jacksonville Fire & Rescue HQ/Emergency Operations Center & 911 Call Center

Jacksonville, Florida

Scope and Description

Three phase conversion of the old Federal Reserve bank into headquarters for an Emergency Operations and 911-Call Center. Renovation of the five story building was phased to work within budgets over several years while the building was operational. Departments include the Fire Chief's Office, Emergency Operations Center and a 911 Call Center which includes a staff room, media rooms, a cafeteria and dormitory area. Access to the building is ADA-compliant while maintaining security. Initial Master Plan for the entire building was developed to confirm adequate room for the individual departments' current and projected needs. PQH was also recently awarded the COJ First Responder Hurricane Safe Room.



Owner: City of Jacksonville	Size: 80,000 SF	Cost: \$3M	
Contact: Michael Lesniak (904)255-3311 mlesniak@coj.net 515 Julia St. Jacksonville, FL 32202	Completed: 2002 Project Manager Contact: Larry Peterson, Project Manager Division Chief 904-402-4882	Relevancy: <ul style="list-style-type: none"> Emergency Operations Center Public Safety 	Subconsultants: Structural: IMEG MEP: IMEG

St. Johns County Fire Station Criteria Package

St. Augustine, Florida



Scope and Description

PQH was contracted to design a prototype combination Fire Station and Sheriff's Substation for St. Johns County. The facility is capable of being duplicated in multiple locations; this particular package was designed for Fire Station 21 & 22. The fire station portion of the project consists of 4 apparatus bays, sleeping quarters, kitchen and day room, storage and a training tower. The Sheriff's portion consists of offices and support spaces for 10 individuals, not including patrol officers.

Owner: St. Johns County

Size: 14,507 SF

Cost: \$8.1M

Contact:

Jason McKay
904-209-0192
jmckay@sjcfl.us
2750 Industry Center Road
St. Augustine, Florida 32084

Completed: Bidding

Contractor Contact:

N/A, Design Criteria

Relevancy:

- Fire Stations
- Public Safety
- Training Tower
- 4-Bay

Subconsultants:

N/A, Design Criteria

St. Johns County Public Safety Training Facility Master Plan

St. Augustine, Florida



Scope and Description

PQH developed a conceptual layout for a new Fire Rescue training center adjacent to the current administration and fleet services. The complex is comprised of a mock fire station which also serves as a training/meeting facility, practice tracks, simulated fire conditions (aircraft, river, container areas) for specific training.

Owner

St. Johns County

Contact Information

Jason McKay
904-209-0192
jmckay@sjcfl.us
2750 Industry Center Road
St. Augustine, Florida 32084

TAB 3

TECHNICAL APPROACH

Project Approach

Our approach and methodology for designing Public Safety Complexes are based on a proven **step-by-step** process that our team follows from the initial evaluation and study, through design documentation, all the way through construction until the project is completed and patient care begins.

Communication

The most important aspect of our Design Approach is communication. We believe that our best projects are those where the county's needs and aspirations are translated into a built reality. Our primary tasks are to listen and understand the County's needs. Applying our knowledge, experience, and understanding of Design are the tools we bring to the County to interpret their program needs to realize the vision of what the project can become.



Information Gathering & Programming

Our Planning and Design Process begins by listening to the Town's and Stakeholders' goals and objectives; it is followed by assisting Levy County in quantifying and analyzing their program needs.

After the Program Analysis is completed, we evaluate the Budget Parameters and verify that the Project Funding is in line with the Programmatic Needs and Aesthetic Objectives of the project. Throughout this interactive process, PQH is continuously exchanging input and feedback with the County to confirm the project scope and budget.

Conceptual Design and Owner Input

Once the program has been defined and the site evaluated, PQH will develop conceptual design ideas for the project to review with the County. The concept options will then be evaluated to determine the most practical and suitable approach to develop for the project.

Schematic Design and Owner Input

The Design Team articulates the selected concept into an Architectural Massing where the floor plan is shaped to reflect the program needs and spatial adjacencies, at the same time the building exterior is shaped along with its aesthetic character. During this process, the County is a vital participant providing input with regards to program functions and spatial relationships. In addition, the exterior character studies are discussed on an ongoing basis to assure the aesthetic character and branding are in line with the County's objectives and aspirations.

Construction Documents

Once system selections are made and materials are selected, the final component is developing a comprehensive set of documents that coordinates all building elements into a cohesive design. **This process entails strict coordination between engineering disciplines to ensure constructability, and adherence to the project budget. Levy County is provided with updated plans to review** for overall layout and provide specific input in detail areas such as millwork design, location of communication and power outlets, specialty aspects such as audio visual, lighting and equipment requirements.

As part of this phase, a binder of product cut sheets, including lighting and plumbing fixtures and other specialty items are prepared to allow the County to review for appropriateness and aesthetic compatibility with the overall concept and budget parameters. The goal of this phase is to produce a set of documents that depict your vision in a concrete, tangible way that allows for permitting and bidding the project.



Project Approach & Management

Design Reviews and Coordination

During the Project Design there are a series of milestone that provide the opportunity to review the work at each phase with the Levy County for compliance with the project objectives and budget. In addition, at each phase the A/E team reviews the drawings for coordination with all Engineering Disciplines. This process follows a comprehensive plan that incorporates 3D clash detection and uses a checklist to verify that the scope of each phase has been completed and is in compliance with the project requirements.

Permitting

During the permitting phase, PQH assists the County and the GC/CM with the submittal of plans to the Permitting Agency Having Jurisdiction (AHJ). Once the AHJ reviews the plans and issues comments, PQH will address any comments and make applicable plan modifications if necessary. A key aspect of our approach to permitting is to engage with the building officials early to go over the project parameters, discuss code compliance, and go over any areas that may require interpretation.

Quality Assurance Program

Our company goals for Quality Assurance are achieved through Design review methods and reporting. Our Team's proactive method of project review affords the opportunity for obtaining exceptional design quality by facilitating the communication between the project participants in a collaborative relationship from project inception.

Construction Phase

Our office is committed to each project from design through construction. One unique aspect of our practice is that our office has a full-time Construction Administrator (CA), Roger Chastain, who consistently monitors all construction activities by making periodic visits to the job site, writing reports, and answering questions.

Quality Control Checklist Report

Prepared by our Construction Administrator to monitor and report field activities - including:

- Review of specified project submittals/shop drawing for general conformance
- Site observation visits and reports during construction, on a weekly or as-needed basis
- Compliance with schedule and other general conditions
- Review of contractor's requests for information
- Review of contractor's applications for payment per the schedule of values
- Prepare Punchlist
- Final inspection



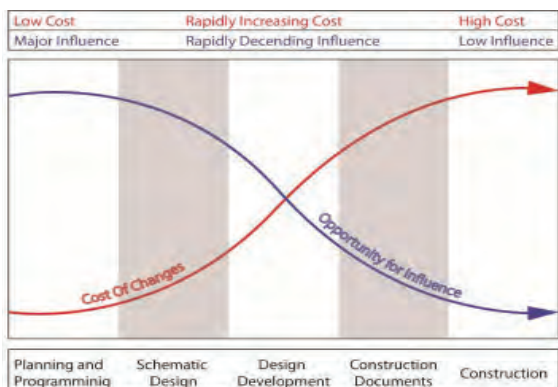
Budget and Cost Forecasting

Budgeting and cost estimating are tools intended to provide a basis upon which evaluations of the project can be assessed and tracked. Criteria may be evaluated against the County's overall project budget and budget for the cost of construction. Our experience has shown the importance for including contingencies for design, unforeseen conditions, and price escalation.

Budget and Cost Control Procedures

PQH has earned a reputation for being committed stewards of our client's budget. During all stages of design, PQH's Construction Estimating Staff prepares an Opinion of Probable Cost (OPC), starting with conceptual design and through all stages of the construction document phase. During each stage, we work with our valued clients to fine tune the project scope and update the OPC to align within the budget in order to provide maximum scope of work with optimum dollar expenditures.

Our Team brings together the benefits of an in-house contractor that is continuously pricing projects, is up to date on building construction materials, labor market prices, and has access to sub-contractor pricing as well as Architects with experience in Construction Management and Design-Built Delivery Methods. This allows for us to be conscious of cost implications, which we consider an integral part of the design process.



Preliminary Estimate

When project criteria requirements have been sufficiently identified, PQH prepares a preliminary estimate of the overall project cost and the anticipated cost for construction

Updated Estimate

As the project criteria requirements become more clearly articulated, PQH updates and refines the preliminary estimate of probable cost for the overall project and the cost of the work.

Advise on Adjustments to Previous Estimates

PQH is proactive in the process to advise the County of any adjustments to previous estimates of overall Project cost based on changes or refinements in Project requirements or in general market conditions.

Project Approach & Management

Meeting Your Budget- Project Cost Tracking

Examples of recent Project estimated Opinion of Cost versus Total Cost are summarized in the chart below:

Project	Square Feet	Year Completed	Cost Estimate	Total Cost	Cost PSF
City of Jacksonville Fire Station #65	9,653	2023	\$4,900,000	\$4,750,000	\$492
St. Johns County Fire Station #18	8,417	2015	\$2,250,000	\$2,180,636	\$260
St. Johns County Health Center Building	75,000	2015	\$23,830,000	\$23,395,000	\$162
St. Johns County Warehouse Improvements	12,500	2018	\$1,550,000	\$1,400,000	\$112
St. Johns County Golf Clubhouse	10,827	2022	\$1,135,000	\$1,065,000	\$98
Jacksonville University Lacrosse	8,400	2019	\$1,680,000	\$1,665,000	\$199
Quarry Storage Facility	24,000	2021	\$6,000,000	\$5,172,645	\$182
Jacksonville University Health-Science Building	107,000	2019	\$19,850,000	\$20,500,000	\$215
JTA St. Johns River Ferry	2,500	2022	\$550,000	\$532,363	\$213

Competitive Advantage

PQH has a strong background working with Municipalities, local contractors and building officials, and possesses extensive knowledge of the needs and requirements for projects of similar size and scope. PQH is familiar with the design of various project types and understands the impact of applicable codes and market conditions, especially regarding public safety facilities such as Public Safety Complexes. In addition, the firm's experience provides the Design Team with a deep understanding of the procedure, approach, and expectations. The team we are proposing has worked together on multiple projects including new builds as well as renovations for multiple Municipalities.

Solutions Advantage & Value Management

Our Design Team uses a practical approach that incorporates the benefits of Value Management (VM) throughout the complete Design Process. The team evaluates materials and systems early on in the design to validate that the selections are cost effective and compatible with The Design Intent for the project. Having an in-house Contractor that is familiar with current pricing and stays in touch with subcontractors is a valuable asset during the VM evaluation process. In today's market where pricing has significantly escalated and remains highly unpredictable cost control is one of the key solution advantages PQH offers to the client.

Cost Control Advantage

During the Design Phases, our team works closely together to identify Materials and Systems in the context of the design intent, initial cost, durability, maintenance and life cycle cost implications for the project. Products and systems are evaluated and sorted out in relation to cost and applicable design criteria. That information is then discussed with the client to get their input and preference. This process allows the client the opportunity to be informed and participate in the decision making and cost control process. Once an initial budget is set after schematic design, it gets reviewed and adjusted after each phase of design for any design modifications or changes in scope.



Schedule Efficiency

Working closely with the County and GC/CM offers the design team and Levy County the ability to tighten the schedule by releasing early subcontractor packages. These early packages allow the Contractor to start the procurement of long lead items before construction starts in earnest. Another opportunity is developing early work packages, such as foundations, that allow the contractor to start site work or foundations while parts of the design are still being completed. In our experience, **an early foundation package can reduce the project schedule by up to 2 months.** PQH also monitors construction progress against the proposed schedule to ensure the project is progressing at the proper pace and to assist the contractor in identifying areas that may need to be addressed in order to make up for any delays encountered.

Schedule Management

PQH is accustomed to working in a fast pace environment where clients have time frame expectations that need to be met. We have effectively delivered many projects under a tight time-frame as summarized in the chart below:

PROJECT	DESIGN TIMEFRAME	CONSTRUCTION TIMEFRAME
SJC Fire Station # 18 - Nocatee	5	17
SJC Courthouse Renovations	3	8
SJC Medical Examiner Modifications	5	11
SJC Vilano Boat Ramp Restrooms	6	12
COJ Fire Station # 50	7	14

Project Approach & Management

Anticipated Project Timeline

Upon notice to proceed from the client, PQH will meet with stakeholders to fully establish a program and develop a concept/schematic design. This process will last 4 to 5 weeks, depending on stakeholder availability. Once review and approval of program and concept design is completed, the next phase of design development will be completed in 6 weeks. And upon approval and review, the Construction Documents phase will begin, with 4 sub-phases: 30%, 60%, 90%, and 100% Construction Documents. The phase will be continual over a 10 to 12-week period. Upon review and approval of 100% Construction Documents, Bid Permit documents will be issued within a period of approximately 2 to 3 weeks.

Note that the civil package for permitting to SJRWMD and Levy County's Planning will start at the Design Development phase, with anticipated submission prior to 30% Construction Documents, or 3 weeks after Design Development. The Bidding and Permitting process is anticipated to be 40 to 60 days. These Design Development and Bidding/Permitting phases may or may not be congruent with each other.

Anticipate length of construction, upon Contractor's notice to proceed, will range from 10 to 14 months.

Breakdown of Tasks

Acting in the role of Principal-in-charge, Ricardo will negotiate the final scope of work and fee, along with managing the contract with the County's designated representative. He will oversee the initial concept design and aesthetic aspects of the building as it relates to its surroundings, giving a general review of each phase of the documentation.

As the project Architect of Record, **Aldo** will balance the workload of the staff, coordinating documentation with the efforts of Ricardo and Frank. He will be the day-to-day contact, coordinating with the Levy County, stakeholders, and engineers throughout the design stage. He will work closely with Roger to implement quality control and cost analysis, continuing to assist Roger throughout the entire construction phase.

Frank will be acting as the Project Manager, working with Ricardo on the development of scope and directly overseeing the project from conceptual design to certificate of occupancy. Frank will also serve as the specification writer for the construction documents and will assist Aldo with code analysis.

Thomas Nielsen is responsible for both the initial and final designs of electrical projects and communications as well as fire alarm structure. His role includes development of both interior and exterior lighting.

Leading the team in mechanical, plumbing and fire protection, **Thomas Fugard** will act in a multi-disciplined role. He will work closely with the team to coordinate overlap between these aspects on interior engineering. He will also be crucial in working with our civil team toward coordination of the building utilities.

A licensed and practicing general contractor in the state of Florida, **Roger** will oversee Quality Assurance and Quality Control as it relates to constructability. His access to a current database of local subcontractor's and supplier's pricing makes him an effective manager of cost analysis. He will lead the construction administration phase with close support from Aldo and Frank.

Leading our civil team, **Charles** will spearhead our horizontal and landscape efforts. He will closely work with David and Art on the various electrical, sanitary and water connections. **John** and Aldo will develop the site plan to maximize the visible area and minimize the environmental impacts of the surrounding areas.

Tim's role is vital to our success as he will ensure this structure holds up under Florida's potential harsh storms. Early in the design process, he will set up the process that will allow our team to follow an efficient path while staying within budget set forth by Levy County.



TAB 4

CURRENT & PROJECTED WORKLOADS

WORKLOAD CHART



PROJECT NAME/LOCATION	TYPE/DESCRIPTION	PROJECT STAGE/ TARGET COMPLETION	OWNER/POINT OF CONTACT INFO
EXAMPLE: Project Name	Type and Description	Project Stage	Owner/Point of Contact, Title
Location		Target Completion	Contact Phone/Email
Projects In Design			
ERAU Residence Hall and Parking Garage	420 Bed Residence Hall with 900 Space Parking Garage	60% Design	ERAU/Chris Hardesty, Director of Planning and Construction
Daytona Beach, FL		July of 2026	386-226-6512/Chris.hardesty@erau.edu
Volusia County Emergency Medical Service Facility	28,000 SF Addition and Renovation	30% Design	Volusia County/Kamron Gardner, Project Manager
Daytona Beach, FL		June of 2026	386-822-5772/Kgardner@volusia.org
Jax Plumbers & Pipefitters Apprenticeship Facility	15,000 SF Addition and Renovation	15% Design	Jacksonville Plumbers & Pipe Fitters Trust/Kirk D. Barras, PM and Training Director
Jacksonville, Florida		December of 2025	904-781-2112/Kbarras@UANET.ORG
Bayard Flats Apartments	24 Unit Apartment (New Construction)	60% Design	Amazing Homes Renovation, Inc./Leila El Ghali, Owner
Jacksonville, Florida		February of 2026	904-888-6006/mazene.lghali@aol.com
UF Health Pavilion	18,000 SF Renovation	50% Design	UF Health Shands/Nancy McLaren, Director - Construction Services
Jacksonville, Florida		December of 2025	904-244-4088/Nancy.McLaren@jax.ufl.edu
COJ First Coast High School Swimming Pool	Pool and Associated Facilities with +/- 8,000 SF	60% Design	COJ with GAI as Prime/Stephen Reed, Principal-In-Charge
Jacksonville, Florida		April of 2026	904-559-8107/sreed@gaiconsultants.com
COJ New Berlin Library	30,000 SF New Facility	60% Design	COJ/JPL/Tim Rogers, Library Director
Jacksonville, Florida		April of 2026	904-255-6080/timrogers@coj.net
North Florida Surgeons Facility (NSF)	25,000 SF Health Care Facility	60% Design	NFS with Perry-McCall as CM/Sonny Moody, PM and Owner's Representative
Jacksonville, Florida		March of 2026	904-568-2455/Smooddy@perry-mccall.com
Projects In Construction			
Bahama Village Apartments	110 Apartment Project (New Construction)	50% Complete	TVC Development/Ryan Hoover, President
Key West, Florida		Summer 2025	904-288-7784/hoover@vestcor.com
HTG Princeton Grove Apartments	120 Senior Apartments	60% Construction	HTG/Ariel Fraynd, Project Manager
Crestview, Florida		March of 2026	305-860-8188/arielf@htg.com
Ability Housing Vincentian Village	80 Unit Apartments (New Construction)	30% Construction	Ability Housing/Matt Cummings, Project Manager
St. Petersburg, Florida		November of 2025	727-244-1512/Mcummings@abilityhousing.org
UF Shands - 3 Suite Renovations	+/- 10,000 SF Remodeling	60% Construction	UF Health Shands/Nancy McLaren, Director - Construction Services
Jacksonville, Florida		June of 2024	904-244-4088/Nancy.McLaren@jax.ufl.edu
Jax Industrial Warehouse	Two New Warehouse / Building +/- 225,000 SF	Permitting	Pan American Consulting/Carlos M. Lopez-Cantera, Owner
Jacksonville, Florida		January of 2026	305-461-0563/Carlosm@panamgroup.com
Jacksonville Classical Academy Gymnasium	25,000 SF New Gymnasium	15% Construction	Jacksonville Classical Academy/John D. Rood, Board Chairman
Jacksonville, Florida		December of 2025	904-288-7777/roodjd@vestcor.com
UNF Arena Locker's Renovation	10,000 SF Renovations	Bidding	University of North Florida/Nick Morrow, Athletic Director
Jacksonville, Florida		September of 2025	904-620-1537/AthleticsDirector@unf.edu

PENDING

Projects Awaiting Award			
Lang Milan Housing	100 Unit Apartment Complex	Contract Negotiation	Integra/Jake Morrow, Project Manager
Key West, Florida		December of 2026	305-774-0110/jmorrow@integralf.com
Hilliard Hurricane Shelter	10,000 SF Facility	Contract Negotiation	Town of Hilliard/Lisa Purvis, Town Clerk
Hilliard, Florida		August of 2026	904-845-3555/lpurvis@townofhilliard.com
COJ First Responders Safe House	20,000 SF Facility	Contract Negotiation	COJ/Fire Department/Noah Ray, Emergency Preparedness Supervisor
Jacksonville, Florida		May of 2026	904-255-3117/Nray@coj.net
Projects On Hold			
Daytona State College Residential Hall	200 Bed Residence Hall	Pending Start of Construction	Daytona State College/Steve Selig, Senior Facilities Planner
Daytona Beach, Florida		Fall of 2026	386-506-3169/Steve.selig@datonastate.edu
Ability Housing Village at Lake Forest	120 Unit Apartment	Pending Start of Construction	Village at Lake Forest Ability LF, LLC/Zane Manfiak, Project Manager
Jacksonville, Florida		March of 2026	904-359-9650x111/zmanfiak@abilityhousing.org
The Landing at Sugarloaf	56 Unit Apartment	Pending Start of Construction	Rural Neighborhoods/Steve Kirk, President
Sugarloaf Key, Florida		TBD	305-242-2142/Stevekirk@ruralneighborhoods.org

TAB **5**

REQUIRED & OPTIONAL FORMS



LEVY COUNTY BOARD OF COUNTY COMMISSIONERS
PROCUREMENT DEPARTMENT
P.O. BOX 310
318 MONGO STREET, ROOM C
BRONSON, FL 32621
PHONE: (352) 486-5218 EXT. 2
FAX: (352) 486-5167
EMAIL: TRETHERWAY-ALI@LEVYCOUNTY.ORG

COVER PAGE

RFQ_2025_002– DESIGN OF THE LEVY COUNTY PUBLIC SAFETY COMPLEX

LAST DAY FOR QUESTIONS: 1/9/2025, 4:00 PM

DUE DATE & TIME: 1/16/25, 2:00 PM

SUMMARY OF SCOPE: Levy County is seeking to solicit qualifications from qualified respondents experienced in providing architectural and engineering planning and design services for County Public Safety complexes/Emergency Operations centers.

SUBMITTAL OF BID: Levy County only accepts electronic submittals through “E-Bidding” on the DemandStar platform www.DemandStar.com. In order to submit a bid in response to this solicitation the bidder must be registered with DemandStar.

For questions relating to the RFQ, contact Ali Tretheway, Procurement Coordinator at tretheway-ali@levycounty.org.

ITEMS THAT MUST BE INCLUDED WITH RESPONSE: Submitting an incomplete document may deem the response non-responsive, causing rejection. Please check each box for each item submitted with response. Prior to submitting my response, I have verified that all forms are attached and are considered as part of my proposal:

- ☒ COVER PAGE
- ☒ INTRODUCTORY LETTER
- ☒ COMPANY, STAFF & TEAM QUALIFICATIONS
- ☒ TECHNICAL APPROACH
- ☒ CURRENT AND PROJECTED WORKLOAD
- ☒ REQUIRED AND OPTIONAL FORMS

Company Name: PQH Group Design, Inc.

Name: Ricardo E. Quinones

Email Address (Required): quinonesr@pqh.com

Address: 4141 Southpoint Drive E, Suite 200, Jacksonville, FL 32216

Mailing Address (if Different): _____

Telephone: (904)224-0001

FEIN: 47-2933964

By signing this form, I acknowledge I have read and understand, and my firm complies with all General Conditions and requirements set forth herein:

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

DATE SUBMITTED: 1/16/25

THIS DOCUMENT MUST BE COMPLETED AND RETURNED WITH YOUR SUBMITTAL

RESPONSE SIGNATURE FORM

The undersigned attests to his/her authority to submit this response and to bind the entity/firm herein named to perform in accordance with an agreement entered into with the County, if the entity/firm is awarded the agreement by the County. The undersigned further certifies that he/she has read the entire Request for Qualifications package, and any other documentation relating to the Request for Qualifications, and that this response is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

Type of Organization (please check one):

INDIVIDUAL	<input type="checkbox"/>
PARTNERSHIP	<input type="checkbox"/>
CORPORATION	<input checked="" type="checkbox"/>
JOINT VENTURE	<input type="checkbox"/>
LLC	<input type="checkbox"/>

Firm Name: PQH Group Design, Inc.

Home Office Address: 4141 Southpoint Drive E, Suite 200

City, State, Zip: Jacksonville, FL 32216

Address (Servicing Levy County if Different from Above): _____

Name/Title of Levy County Rep: _____

Telephone: _____ Fax: _____

Signature: _____ Date: _____

Is Respondent a small or minority business, women's business enterprise, or labor surplus area firm?

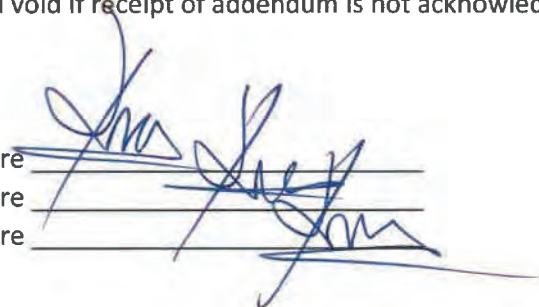
☒ Yes ☐ No (Check which is applicable)

As Addenda are considered binding as if contained in the original Request for Qualifications, it is critical each respondent acknowledge receipt of same. The submittal may be considered void if receipt of addendum is not acknowledged.

Receipt of Addenda Acknowledged:

Addendum No. <u>1</u>	Dated <u>12/12/24</u>
Addendum No. <u>2</u>	Dated <u>12/16/24</u>
Addendum No. <u>3</u>	Dated <u>12/19/24</u>
<u>4</u>	<u>1/10/24</u>

Signature _____
Signature _____
Signature _____



Financial Stability Statment



Statement of Financial Stability Proposal for Public Safety Complex Bid – Levy County, Florida

PQH Group Design, Inc. is pleased to provide the following statement affirming our financial stability. Since our establishment, we have consistently maintained a strong financial standing and have demonstrated sound fiscal management practices that have enabled us to deliver high-quality architectural services to our clients without interruption.

Our firm has never declared bankruptcy nor been involved in any bankruptcy proceedings at any point in our history. We take pride in our prudent financial practices, including effective budgeting, resource allocation, and compliance with all financial obligations.

We understand the importance of financial responsibility in the successful execution of large-scale public projects such as the Levy County Public Safety Complex. Our long-standing track record of financial stability ensures that we possess the resources and capability to fulfill all project requirements in a timely and cost-effective manner.

Should additional documentation be required to further validate our financial standing, we would be happy to provide the requested information promptly.

We look forward to the opportunity to partner with Levy County on this vital project and are confident in our ability to contribute to its successful completion.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ricardo E. Quiñones", written over a horizontal line.

Ricardo E. Quiñones
President/CEO
PQH Group Design, Inc.

Dun & Bradstreet Number: 119170127

Legal Proceedings Statment



Statement of Legal Proceedings Proposal for Public Safety Complex Bid – Levy County, Florida

PQH Group Design, Inc. confirms that we have no additional legal proceedings to disclose beyond those already listed in Tab 2 of this document. As required, Tab 2 provides a complete and accurate account of all legal standings involving our firm for the past seven (7) years.

Given the request for a disclosure covering the past five (5) years, we confirm that there are no differences or additional legal matters to report for this time period. The information provided in Tab 2 encompasses and exceeds the five-year timeframe, ensuring full compliance with this requirement.

Should there be any further clarification or documentation needed, we would be happy to provide it upon request.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ricardo E. Quiñones", written over a horizontal line.

Ricardo E. Quiñones
President/CEO
PQH Group Design, Inc.

State of Florida

Department of State

I certify from the records of this office that PQH GROUP DESIGN, INC. is a corporation organized under the laws of the State of Florida, filed on January 20, 2015, effective January 15, 2015.


The document number of this corporation is P15000006223.

I further certify that said corporation has paid all fees due this office through December 31, 2025, that its most recent annual report/uniform business report was filed on January 10, 2025, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Tenth day of January, 2025*




Secretary of State

Tracking Number: 5694280429CC

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

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

DRUG FREE WORKPLACE FORM

The undersigned Respondent in accordance with Section 287.087, Florida Statutes, hereby certifies that the Respondent PQH Group Design, Inc. (name of firm or individual) does:

1. Publish a statement notifying employees that the unlawful manufacture, distributions, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
 2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintain a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
 3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
 4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, 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 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
 5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
 6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.
- As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

NAME OF RESPONDENT:

PQH Group Design, Inc.

Signature: 

Title: President/CEO

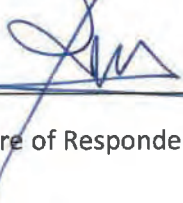
Date: 1/16/25

NON-COLLUSION AFFIDAVIT

I, Ricardo E. Quinones of the County of Duval

According to law on my oath, and under penalty of perjury, depose and say that:

1. I am President/CEO of the firm of PQH Group Design, Inc. providing this response to RFQ 2025-002 for Design of Levy County Public Safety Complex, and that I executed the said response with full authority to do so.
2. This response has been arrived at independently without collusion, consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to qualifications or responses of any other responder or with any competitor; and no attempt has been made or will be made by the responder to induce any other person, partnership or corporation to submit, or not to submit, a response for the purpose of restricting competition;
3. The statements contained in this affidavit are true and correct, and made with full knowledge that Levy County relies upon the truth of the statements contained in this affidavit in awarding contracts for any services resulting from this RFQ for said project.



Signature of Respondent Representative

1/16/25

Date

STATE OF: Florida

COUNTY OF: Duval

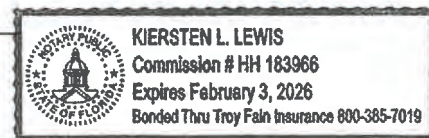
Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 16 day of January, 2025 by Ricardo Quinones (name), as President/CEO (title) for PQH Group Design (name of respondent). ☒ Personally known OR ☐ Produced Identification

(type of identification)

Kiersten L Lewis

NOTARY PUBLIC

My Commission Expires: 2-3-26



SWORN STATEMENT ON PUBLIC ENTITY CRIME

Sworn Statement Pursuant to Section 287.133(3)(a), Florida Statutes on Public Entity Crime

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

1. This sworn statement is submitted to Levy County

By Ricardo E. Quinones

(Print this individuals name and title)

For PQH Group Design, Inc.

(Print name of entity submitting statements)

whose business address is 4141 Southpoint Drive E, Suite 200, Jacksonville, FL 32216

and if applicable whose Federal Employer Identification Number (FEIN) is 47-2933964 ----- If

the entity has no FEIN, include 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)(a), Florida Statutes, mean violation of any state or federal law by a person with respect to and directly related to the transactions of business with any public entity or with an agency or political subdivision of any other state or with the United States including, but not limited to any bid or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or 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 conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a Jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
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 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 at fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which 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, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in a relation to the entity submitting this sworn statement. (Please 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, or any affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months.

☐ 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 within the past 36 months AND (Please indicate which additional statement applies).

☐ The entity submitting the 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 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 within the past 36 months. However, there has been a subsequent proceeding before a Hearing Officers of the State of Florida, Division of Administrative Hearings and the Final Order by the Hearing Officer determined that it was not in the public interest place the entity submitting this sworn statement on the convicted vendor list. (Attached is 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 THE PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED AND FOR THE PERIOD OF THE CONTRACT ENTERED INTO, WHICHEVER PERIOD IS LONGER. 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)

State of Florida

County of Duval

Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this
16 day of January, 2025, by Ricardo Quinones (name),
as President/CEO (title) for PQH Group Design (name of bidder)
Personally known ☒ OR Produced Identification ☐ _____ (type of identification).



(Signature) Notary Public

(Signature) Notary Public

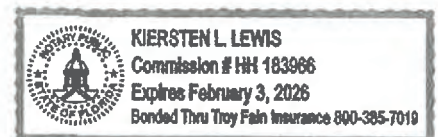


(Printed, typed or stamped commissioned name of notary public)

(Printed, typed or stamped commissioned name of notary public)

My Commission expires 2-3-26

(SEAL)



CONFLICT OF INTEREST DISCLOSURE STATEMENT

The award hereunder is subject to the provisions of Chapter 112, Florida Statutes. All respondents must disclose with their responses or bids whether any officer, director, employee or agent is also an officer or an employee of the Board of County Commissioners. All respondents must disclose whether any officer, partner, director or proprietor is the spouse or child of one of the members of the Board of County Commissioners. All respondents must disclose the name of any County officer or employee who owns, directly or indirectly, an interest of five percent (5%) or more in the firm or any of its branches or affiliates. All respondents must also disclose the name of any employee, agent, lobbyist, previous employee of the Board, or other person, who has received or will receive compensation of any kind in connection with the response to this RFQ. All respondents are also required to include a disclosure statement of any potential conflict of interest that the respondent may have due to other clients, contracts, or interest associated with the performance of services under this RFQ and any resulting agreement. Use additional sheets if necessary.

Names of Officer, Director, Employee or Agent that is also an Employee of the Board:

Names of Officer, Partner, Director or Proprietor who is spouse or child of Board Member:

Names of County Officer or Employee that owns 5% or more in Respondent's firm:

Names of applicable person(s) who have received compensation:

Description of potential conflict(s) with other clients, contracts or interests:

None of the above applicable: ☒

Signature:  Printed Name: Ricardo E. Quinones

Respondent Name: PQH Group Design, Inc.

Date: 1/16/25

CONTRACT EXCEPTION FORM

Any proposer who requires/requests revision(s) to the Form of Contract (contained in Section Iii of this RFQ) must submit this completed Contract Exception Form during the Question portion of the RFQ process. The County is under no obligation to grant any exceptions and proposals that are contingent on exceptions to the Contract being granted will not be accepted. If an exception is rejected by the County and the proposer subsequently submits a proposal, the proposer is deemed to have waived their request for a Contract exception.

Request for revision to Form of Contract
Identify the specific Contract provision(s) that Proposer takes exception to:
N/A
Explain the specific revision(s) that are being requested (such as, delete the provision or modify it to state . . .)
N/A

Signature:  _____

Printed Name: Ricardo E. Quinones _____

Proposer Name: _____

Date: 1/16/25 _____

VENDORS ON SCRUTINIZED COMPANIES LIST

By executing this Certificate, the bid proposer, certifies that it is not: (1) listed on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725, Florida Statutes, (2) engaged in a boycott of Israel, (3) listed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to section 215.473, Florida Statutes, or (4) engaged in business operations in Cuba or Syria. Pursuant to section 287.135(5), Florida Statutes, the County may disqualify the bid proper immediately or immediately terminate any agreement entered into for cause if the bid proposer is found to have submitted a false certification as to the above or if the Contractor is placed on the Scrutinized Companies that Boycott Israel List, is engaged in a boycott of Israel, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, during the term of the Agreement. If the County determines that the bid proposer has submitted a false certification, the County will provide written notice to the bid proposer. Unless the bid proposer demonstrates in writing, within 90 calendar days of receipt of the notice, that the County's determination of false certification was made in error, the County shall bring a civil action against the bid proposer. If the County's determination is upheld, a civil penalty shall apply, and the bid proposer will be ineligible to bid on any Agreement with a Florida agency or local governmental entity for three years after the date of County's determination of false certification by bid proposer.

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

DATE: 1/16/25

SIGNATURE: 

COMPANY: PQH Group Design, Inc.

NAME: Ricardo E. Quinones

(Typed or Printed)

ADDRESS: 4141 Southpoint Drive E, Suite 200

TITLE: President/CEO

Jacksonville, FL 32216

E-MAIL: quinonesr@pqh.com

PHONE NO.: (904)224-0001

VENDOR INFORMATION SHEET

DATE: 1/16/25

COMPANY NAME: PQH Group Design, Inc.

PHYSICAL ADDRESS: 4141 Southpoint Drive E, Suite 200, Jacksonville, FL 32216

MAILING ADDRESS: 4141 Southpoint Drive E, Suite 200

CITY: Jacksonville **STATE:** FL **ZIP:** 32216

TELEPHONE NUMBER: (904)224-0001

FAX NUMBER: (904)224-0023

TOLL FREE NUMBER: _____

EMAIL: quinonesr@pqh.com

FEID NUMBER: 47-2933964 **OR SSN:** _____

CONTACT PERSON: Ricardo E. Quinones

TITLE: President/CEO

CONTACT NUMBER: (904)224-0001

.....

The information requested above is necessary to update our files or to add your name to the County's vendor list. You are a vital part of the operation of Levy County and we want to thank you for your support. The information on this form will allow us to pay you for the goods and/or services we have received in a timely manner and give us the ability to contact the necessary person in case there is a problem or question in processing.

Request for Taxpayer Identification Number and Certification

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

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

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. PQH Group Design Inc	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ►	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions. 4141 Southpoint Dr E # 200	Requester's name and address (optional)
6 City, state, and ZIP code Jacksonville, FL 32216	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

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

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

Social security number								
			-					
or								
Employer identification number								
4	7		-	2	9	3	3	9 6 4

Part II Certification

Under penalties of perjury, I certify that:

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

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

Sign
Here

Signature of
U.S. person

Date ► **2/9/24**

General Instructions

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

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

Purpose of Form

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

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)
Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

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



LEVY COUNTY
FLORIDA

**THANK
YOU**

PQH
GROUP

4141 Southpoint Dr E
Suite 200
Jacksonville, FL 32216
(904) 224-0001